



**BOARD OF COUNTY COMMISSIONERS BUSINESS MEETING**  
**TUESDAY, APRIL 14, 2026**  
**AGENDA**

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Tuesday, April 14, 2026

1:30 PM

Hearing Room

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Invocation – Darrin Kessler

**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. Resolution in Support of National Crime Victims’ Rights Week.  
District Attorney’s Office — *County Administration*

**Attachments:**    [Cover Page](#)  
[VRW 2026 - Douglas County Resolution for 4.14.26](#)

- b. Resolution Proclaiming April 2026 as Volunteer Month.  
Dan Avery, Deputy County Manager — *County Administration*

**Attachments:**    [Cover Page](#)  
[Volunteer Recognition Resolution\\_4.14.26](#)

**3. Consent Agenda**

- a. Approval of Business Meeting Minutes from March 24, 2026.

**Attachments:**    [Minutes Business Meeting 03.24.2026](#)

- b. Approval of Land Use/Public Hearing Minutes from March 24, 2026.

**Attachments:** [Minutes LU PH Meeting 03.24.2026](#)

- c. Approval of Vouchers March 31, 2026

Christie Guthrie, Director of Finance — *Finance Department*

**Attachments:** [03.31.26 BOCC](#)

- d. Approval of Vouchers April 7, 2026

Christie Guthrie, Director of Finance — *Finance Department*

**Attachments:** [04.07.26 BOCC](#)

- e. Approval of Vouchers April 14, 2026

Christie Guthrie, Director of Finance — *Finance Department*

**Attachments:** [04.14.26 BOCC](#)

- f. Resolution Approving the Recommendation of the Abatement Hearing Referee.

Ashley Chamberlain, Paralegal — *County Attorney*

**Attachments:** [Cover Page](#)

[Abatement Approval Resolution Attachment - March 2026](#)

[Abatement Approval Resolution - March 2026](#)

- g. Infrastructure Resolution Making Appointments to the Mile-High Regional Emergency Medical and Trauma Advisory Council.

Dan Avery, Deputy County Manager — *County Administration*

**Attachments:** [Cover Page](#)

[Mile High RETAC Resolution](#)

- h. Contract for Investment Advisory Services Between Chandler Asset Management and the Douglas County Treasurer on Behalf of the Board of County Commissioners in the Amount of \$144,000.00.

Dave Gill, Treasurer — *Treasurer*

**Attachments:** [Cover Page](#)

[Chandler Asset Mgmt PCS 2022](#)



- i. Request to Approve the Six Remnant Defendants Opioid Settlement and Authorize Execution of the Combined Subdivision Participation and Release Form.  
Maureen Waller, Special Projects Manager — *County Administration*

**Attachments:**    [Cover Page](#)  
                                  [3471941 participation form](#)

- j. Subgrantee Agreement for a Vehicle Purchase Between Douglas County and Sky Cliff Center in the Amount of \$132,732.00.  
Ryan Arthur, Community Programs Coordinator — *Community Services*

**Attachments:**    [Cover Page](#)  
                                  [2026 DRCOG HST Sky Cliff SGA Staff Report](#)

- k. Subgrantee Agreement for Transit Services Between Douglas County and Aging Resources of Douglas County in the Amount of \$137,588.00.  
Ryan Arthur, Community Programs Coordinator — *Community Services*

**Attachments:**    [Cover Page](#)  
                                  [2026 CDOT 5310 ARDC SGA Staff Report](#)

- l. Subgrantee Agreement for Transit Services Between Douglas County and Castle Rock Senior Activity Center in the Amount of \$111,000.00.  
Ryan Arthur, Community Programs Coordinator — *Community Services*

**Attachments:**    [Cover Page](#)  
                                  [2026 CDOT 5310 CRSC SGA Staff Report](#)

- m. Purchase Order to Phil Long Ford in the Amount of \$104,680.00 under Douglas County IFB #027-25.  
Brian Franklin, Assistant Director, Fleet Services — *Facilities and Fleet & Emergency Support Services*

**Attachments:**    [Cover Page](#)  
                                  [Phil Long F150 Quote 200195](#)  
                                  [IFB #027-25 Award - Phil Long Ford](#)

- n. 2026 Amendment to Public Contract for Services with United Healthcare Services Inc. in the amount of \$32,420,000.

Cristy Cobb, Benefits Manager — *Human Resources*

**Attachments:**     [Cover Page](#)  
                                 [UHC Contract Amendment 2026](#)

- o. 2026 Public Amendment for Services with Empower in the Amount of \$160,000.00.

Cristy Cobb, Benefits Manager — *Human Resources*

**Attachments:**     Cover Page  
                                 Empower Contract Amendment 2026

- p. Purchase Order to TransWest Truck in the Amount of \$177,265.00 under Sourcewell - Freightliner Contract #032824-DAI.

Dean Grafft, Manager, Fleet Services — *Facilities and Fleet & Emergency Support Services*

**Attachments:**     [Cover Page](#)  
                                 [Daimler Contract 032824](#)  
                                 [DOUGLAS CEMENTECH](#)

- q. Purchase Order to 4 Rivers Equipment in the Amount of \$214,905.52 under Sourcewell - Contract #060122.

Dean Grafft, Fleet Services Manager — *Facilities and Fleet & Emergency Support Services*

**Attachments:**     [Cover Page](#)  
                                 [C60-8 Detailed Proposal 3-13-2026](#)  
                                 [Cemen Tech Contract 060122](#)

- r. Cisco Network Equipment Purchase for the Lansing Facility in the Amount of \$54,360.81, with a Cumulative Vendor Spend of \$129,734.38 in 2026.

Jim Brown, Chief Technology Officer — *Information Technology*

**Attachments:**     [Cover Page](#)  
                                 [ANM 2026 Lansing 2 54,360.91 QT-000109463, QT-000109589](#)

- s. Julota Data Warehouse Reporting Add-On in the Amount of \$14,297.00 with a Cumulative Annual Spend of \$107,413.00.

Jim Brown, Chief Technology Officer — *Information Technology*

**Attachments:**     [Cover Page](#)  
                                 [Julota 2026 SOSA-01 14,297 Data Warehouse](#)

- t. Inceed Support Extension in the Amount of \$250,000.00.  
Thom Curtis, Deputy Director, IT — *Information Technology*
- Attachments:**    [Cover Page](#)  
                          [PO 2026151 Inceed co +250,000 Allison Elfering](#)  
                          [Inceed 2026 PCS Amend1 +250,000 Allison Elfering](#)
- u. FY2026 Internet Crimes Against Children Task Force Program Grant Award in the Amount of \$11,142.00.  
Amanda Weiss, Commander — *Sheriff*
- Attachments:**    [Cover Page](#)  
                          [SO Invest CPR 20250829 141619](#)  
                          [ICAC Grant Award Letter](#)  
                          [ICAC Statement of Grant Award](#)
- v. Outside 285 Grant Match in the Amount of \$50,000.00, for the Award of the Great Outdoor Colorado Community Impact Grant.  
Dan Dertz, Director of Open Space — *Open Space*
- Attachments:**    [Cover Page](#)  
                          [O285 Grant Agenda Item](#)
- w. Amendment No. 4 to the Public Contract for Services for the 2024 General Public Information Services Project to Communication Infrastructure Group in the Amount of \$75,000.00, Douglas County Project Number CI 2024-013.  
Daniel Roberts, Assistant Director, Operations — *Department of Public Works Engineering*
- Attachments:**    [Cover Page](#)  
                          [Contract Amd - Communication Inf Group](#)
- x. Requesting Approval to Pursue Funding from the US Department of Agriculture through the Wood Products Infrastructure Assistance Program, Administered by the Forest Service, by Applying for a Grant in the Amount of \$1,850,000.00 to Assist in the Purchase of a Second Biomass Energy Techniques PRD31 Pyrolysis System Unit for the Douglas County Public Works Operations Biochar Facility. No Local Match is Required for this Grant.  
Ken Worthington, Erosion Control Inspector II — *Department of Public Works Engineering*
- Attachments:**    [Cover Page](#)  
                          [FY26 FS WPIA NOFO Instructions](#)  
                          [FS-1500-0049 Final WPIA Application Form](#)

- y. Public Contract for Services for the 2026 Engineering Testing and Inspection Services Project, Douglas County Project No. CI 2026-015 with Ground Engineering Consultants Inc. in the Amount of \$550,000.00.

Amy Strouthopoulos, P.E., Pavement Management Supervisor — *Department of Public Works Engineering*

**Attachments:**    [Cover Page](#)  
[CONTRACT - Ground Engineering - 2026 Inspection and Testing Services](#)

- z. Purchase Order Award IFB 007-26 Corrugated Steel Pipe to Skyline Steel to be Used in County Right of Ways for Maintaining the Storm Water Infrastructure in the Amount of \$50,000.00.

Daniel Roberts, Assistant Director, Operations — *Public Works Operations*

**Attachments:**    [Cover Page](#)  
[SIGNED-Skyline Steel PO Request-DC Stormwater Inf corrugated steel Pipe materials-Shawna P IFB 006-26 Bid Abstract](#)

- aa. Purchase Order for Materials Only through Valmont Industries from Build26 to Acquire Traffic Signal Poles for the Highlands Ranch Parkway (Broadway to Burntwood) Reconstruction Project, Douglas County Project Number CI 2026-005 in the Amount of \$258,698.82. In Addition, Further Approval to Either Order Additional Project Materials, or, if the Traffic Signal Poles Pricing Should Change, for an Additional Amount Not to Exceed \$91,301.18. The Total of all Project Materials is \$350,000.00.

Amy Strouthopoulos, P.E., Pavement Management Supervisor — *Department of Public Works Engineering*

**Attachments:**    [Cover Page](#)  
[Quote Valmont B26 Traffic Signal Poles](#)

- ab. Intergovernmental Agreement Between the Town of Larkspur and the Board of County Commissioners of the County of Douglas, State of Colorado, Concerning the Town of Larkspur Asphalt Resurfacing Project, and Associated Change Order #1 with Martin Marietta Materials, Inc., to the 2026 Asphalt Overlay Project Contract, in the Estimated Amount of \$431,337.26, Douglas County Project Number CI 2026-003.

Amy Strouthopoulos, P.E., Pavement Management Supervisor

**Attachments:**    [Cover Page](#)  
[Change Order 1-PO 2026146-2026 Asphalt Overlay-Amy S Larkspur IGA](#)  
[IGA - Town of Larkspur - 2026 Asphalt Overlay](#)

- ac. Amendment Number Four for Public Contract for Services for 2025-2026 Conveyance Regulation Services to Shums Coda Associates, LLC in the Amount of \$120,080.00.  
Matthew Dziubanski, Chief Building Official — *Department of Public Works Engineering*

**Attachments:**     [Cover Page](#)  
                                  [Contract Amd Elevators - Shums Coda Assoc.](#)

- ad. Road Closure Request for Xcel Energy to Upgrade a Transformer in a Residential Backyard. The Address for the Transformer is 9670 Golden Eagle Place, Highlands Ranch, CO 80129. Douglas County Project Number DV2026-016.

Brad Jackson, Supervisor, Development Review — *Department of Public Works Engineering*

**Attachments:**     [Cover Page](#)  
                                  [Project Narrative Transformer Upgrade Golden Eagle Pl](#)  
                                  [Road Closure Location Exhibit](#)

- ae. Acceptance of a Storm Drainage Easement from Summit Sealants, Inc. at Reynolds Industrial Park, Lot 26A, 4th Amendment, 1st Revision for Reinforced Concrete Pipe, Manholes and Storm Sewer Inlets and a Stormwater Pond. Douglas County Project Number DV2025-158.

Jacob Gabel, Engineer III — *Department of Public Works Engineering*

**Attachments:**     [Cover Page](#)  
                                  [Storm Drain Easement - Summit Sealants](#)

#### 4. Regular Agenda

- a. FY2026 Tranquility AI - TimePilot in the Amount of \$100,000.00.  
Dan McMillan, Division Chief — *Sheriff*

**Attachments:**     [Cover Page](#)  
                                  [Douglas County Sheriffs Office 2026](#)

- b. Resolution Establishing a Child Care Property Tax Incentive Program.  
Dan Avery, Deputy County Manager — *County Administration*

**Attachments:**     [Cover Page](#)  
                                  [Childcare Incentive Resolution](#)

- c. License Agreement Between the Douglas County Board of County Commissioners and the Grandview Estates Homeowners Association.

Zeke Lynch, P.E., Assistant Director, Public Works Engineering — *Department of Public Works Engineering*

**Attachments:**    [Cover Page](#)  
[12-13-25 Presentation - 2nd Draft](#)  
['89 HOA bylaws](#)  
[ATTACHMENT A - Lexis-Nexis Community Crime Map](#)  
[ATTACHMENT B - DC and Town of Parker Mobility Policy](#)  
[ATTACHMENT C - 1ST ST AND FUTURE TRAILHEAD CONNECTIONS](#)  
[ATTACHMENT D -OTHER ENTITY COMMENTS](#)  
[ATTACHMENT E - Opposition Vandalism](#)  
[ATTACHMENT F - GRAND VIEW ESTATES ASSESSOR MAP](#)  
[ATTACHMENT G - Does CIOAA Apply](#)  
[ATTACMENT H - FUTURE CONCERNS](#)  
[GVE Cty License Agreement 8-8-25](#)  
[License Agreement - Grandview Estates](#)  
[Jacobson 4-6-26 Final Outreach Letter](#)  
[BOCC Survey Results](#)

5.    **Commissioner Comments**

6.    **Other Business**

7.    **County Manager**

- a. County Manager Report.

**Attachments:**    [County Manager Report 4.14.26](#)

8.    **Adjournment**

*\*\*The Next Business Meeting Will be Held on Tuesday, April 28, 2026 @ 1:30 p.m.\*\**

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** District Attorney's Office

**DESCRIPTION:** Resolution in Support of National Crime Victims' Rights Week.

**SUMMARY:** A resolution to support the National Crime Victims' Rights week.

**RECOMMENDED ACTION:** Approval of resolution.

**REVIEW:**

Doug DeBord	Approve	4/9/2026
Jeff Garcia	Approve	4/10/2026

**ATTACHMENTS:**

Cover Page  
VRW 2026 - Douglas County Resolution for 4.14.26

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**RECOMMENDED ACTION:** Approval of resolution.

**REVIEW:**

Doug DeBord	Approve	4/9/2026
Jeff Garcia	Approve	4/10/2026

**ATTACHMENTS:**

VRW 2026 - Douglas County Resolution for 4.14.26



RESOLUTION NO. R-26-\_\_\_\_

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

**A RESOLUTION IN SUPPORT OF NATIONAL CRIME VICTIMS' RIGHTS WEEK**

**WHEREAS**, in 1982 the President's Task Force on Victims of Crime envisioned a national commitment to more equitable and supportive responses to victims; and

**WHEREAS**, crime victims' rights acts passed in Colorado and at the federal level guarantee victims the right to meaningfully participate and use their voice in the criminal justice process; and

**WHEREAS**, crime impacts individuals and families across all backgrounds, leaving lasting emotional, physical and financial effects, demanding a compassionate, community-focused response; and

**WHEREAS**, from April 19-25, 2026, communities nationwide will observe National Crime Victims' Rights Week under the theme, "*Listen. Act. Advocate. – Protect Victims, Serve Communities,*" calling for collective commitment to supporting survivors; and

**WHEREAS**, victim service providers, criminal justice professionals, and community members must work collaboratively to ensure services are trauma-informed, accessible, and culturally responsive; and

**WHEREAS**, meaningful support begins when we *Listen*, creating safe spaces that ensure survivors are heard, believed, and respected; and

**WHEREAS**, listening must lead to *Action*, providing trauma-informed services, raising awareness, reducing system barriers, and connecting victims with critical resources; and

**WHEREAS**, we are called to *Advocate*, upholding survivors' rights, amplifying their voices in justice processes, and championing for change that fosters healing and safety; and

**WHEREAS**, National Crime Victims' Rights Week provides an important moment to recommit local efforts by asking, "How will we listen, act, advocate, and protect?" throughout the year; and

**WHEREAS**, the Douglas County community stands united in delivering compassionate support, promoting justice, and reinforcing the dignity of every individual affected by crime, and

**WHEREAS**, the Douglas County Commissioners recognize National Crime Victims’ Rights Week, expressing profound gratitude to the survivors, advocates, and professionals working tirelessly to ensure justice, healing, and safety for all.

**BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS**, that the Board of County Commissioners of the County of Douglas, Colorado,

**PASSED AND ADOPTED** this 14<sup>th</sup> day of April 2026, in Castle Rock, Douglas County, Colorado.

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

**BY:** \_\_\_\_\_  
**GEORGE TEAL, Chair**

**ATTEST:**

**BY:** \_\_\_\_\_  
**Hayley Hall, Clerk to the Board**

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**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Dan Avery, Deputy County Manager

**DESCRIPTION:** Resolution Proclaiming April 2026 as Volunteer Month.

**SUMMARY:** Proclaiming April 2026 as volunteer month.

**RECOMMENDED ACTION:** Approval of resolution.

**REVIEW:**

Doug DeBord	Approve	4/9/2026
Jeff Garcia	Approve	4/10/2026

**ATTACHMENTS:**

Cover Page  
Volunteer Recognition Resolution\_4.14.26

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Dan Avery, Deputy County Manager

**DESCRIPTION:** Resolution Proclaiming April 2026 as Volunteer Month.

**SUMMARY:** Proclaiming April 2026 as volunteer month.

**RECOMMENDED ACTION:** Approval of resolution.

**REVIEW:**

Doug DeBord	Approve	4/9/2026
Jeff Garcia	Approve	4/10/2026

**ATTACHMENTS:**

Volunteer Recognition Resolution\_4.14.26

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

**A RESOLUTION PROCLAIMING APRIL 2026 AS VOLUNTEER MONTH**

**WHEREAS**, volunteering is a cornerstone of strong communities, fostering civic engagement, strengthening social bonds and improving the quality of life for all residents; and

**WHEREAS**, on April 20, 1974, President Richard Nixon established National Volunteer Week to recognize and celebrate the invaluable contributions of volunteers across the United States, before it was expanded to a month-long celebration in 1990 by President George H.W. Bush; and

**WHEREAS**, more than 28% of Americans formally volunteer through organizations, collectively giving almost 5 billion hours of service annually, equating to an economic impact of \$167.2 billion; and

**WHEREAS**, hundreds of volunteers in Douglas County dedicate their time and effort to numerous causes, including spending countless hours maintaining, monitoring, protecting and improving our beautiful parks, trails and open spaces; donating time and expertise on one of many advisory Boards and Commissions; or otherwise freely giving of time and skills to serve Search and Rescue, Community Safety and Victim's Advocates, Aging Resources, Collaborative Foster Care and the Fair and Rodeo. They support countless nonprofit organizations and programs.

**WHEREAS**, through their time, talents and dedication, volunteers play a critical role in making Douglas County a great place to live, fostering unity, resilience and a spirit of generosity.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of County Commissioners of the County of Douglas, Colorado, does hereby proclaim the month of April 2026 as Volunteer Month, recognizing and celebrating the invaluable contributions of volunteers across our county; and

**BE IT FURTHER RESOLVED** that all residents, businesses, schools and organizations are encouraged to support, promote and participate in volunteer activities throughout the month of April and beyond, fostering a culture of service and collective impact that strengthens our county and its future.

**PASSED AND ADOPTED** this 14th day of April 2026, in Castle Rock, Douglas County, Colorado.

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

**BY:** \_\_\_\_\_  
**GEORGE TEAL, Chair**

**ATTEST:**

**BY:** \_\_\_\_\_  
**Hayley Hall, Clerk to the Board**

[www.douglas.co.us](http://www.douglas.co.us)

**MEETING DATE:** April 14, 2026

**DESCRIPTION:** Approval of Business Meeting Minutes from March 24, 2026.

**ATTACHMENTS:**

Minutes Business Meeting 03.24.2026



## BOARD OF COUNTY COMMISSIONERS BUSINESS MEETING

TUESDAY, MARCH 24, 2026

### MINUTES

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Tuesday, March 24, 2026

1:30 PM

Hearing Room

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Invocation – Darrin Kessler

**1:30 PM**

Rollcall

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

**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. Resolution proclaiming March 2026 as Developmental Disabilities Awareness Month.

Jennifer D'Ambrosio, Department of Community Services, addressed the Board to present on this Item.

Matt VanAuken, Developmental Pathways, addressed the Board to comment on this Item.

Mike Harbor, ILC, addressed the Board to comment on this Item.

Cassandra Boyer, ILC, addressed the Board to comment on this Item.

Nicole DeVries, Executive Director of Wellspring Community, addressed the Board to comment on this Item.

Damon, Wellspring, addressed the Board to comment on this Item.

Halle, Wellspring, addressed the Board to comment on this Item.

Correy, Wellspring, addressed the Board to comment on this Item.



Kaitlyn addressed the Board to comment on this Item.

Ms. DeVries readdressed the Board to comment on this Item.

Laura McKenna, Tall Tales, 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.

Commissioner Laydon commented on this Item.

This is Motion No. 026-043

Commissioner Laydon moved that the Board approve Resolution proclaiming March 2026 as Developmental Disabilities Awareness Month.

**RESULT:** ADOPTED  
**MOVER:** Abe Laydon  
**SECONDER:** Kevin Van Winkle  
**AYES:** Laydon, Van Winkle, Teal  
Resolution No: R-026-017

### 3. Consent Agenda

This is Motion No. 026-044

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

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

- a. Approval of Business Meeting Minutes from March 10, 2026.
- b. Approval of Land Use/Public Hearing Minutes from March 10, 2026.
- c. Approval of Vouchers March 17, 2026
- d. Approval of Vouchers March 24, 2026
- e. Resolution Adopting the Alternate Property Tax Appeal Calendar and Procedures for Tax Year 2026 as Permitted by C.R.S. § 39-5-122.7.  
Resolution No: R-026-019
- f. Following the Recommendation of Assessor's Office to Settle BAA Appeal.
- g. Request to Approve and Sign a First Amendment to the Public Contract for Service with the Omni Institute for Work Related to the Colorado Opioids Settlement.

- h. Resolution Assigning 2026 Private Activity Bond Cap Allocation To The Douglas County Housing Partnership.  
Resolution No: R-026-020
- i. 2026 Colorado Department of Transportation Grant Contract in the Amount of \$218,588.00 With a Required Local Contribution of \$218,588.00 For a Project Total Of \$437,176.00.
- j. State Historical Fund Grant Application for Prairie Canyon Ranch Restoration in the Amount of \$250,000.00 and a County Contribution of \$129,903.65.
- k. Public Contract for Services with Several Vendors for 2026 Aviation Wildland Fire Support.
- l. Purchase Orders to Galls for Ballistic Shields Under NASPO Master Agreement #198468 for the Douglas County Sheriff's Office 2026 Fleet Vehicle Upfits in an Amount not to Exceed \$160,199.82.
- m. FY2026 Click It or Ticket with Colorado Department of Transportation Occupant Protection Grant Application in the Amount of \$33,000.00 and Grant Award.
- n. Colorado Department of Local Affairs 2025 Homeless Resolution Program Grant Agreement In the Amount of \$50,000.00.
- o. Human Services Contract with Shiloh House for Child Welfare Core Services in the Amount of \$50,000.00, and Bed Hold Agreements in the Amount of \$501,457.00 for a Total Amount of \$551,457.00.
- p. Contract with Savio House for Child Welfare Core Services in the Amount of \$200,000.00.
- q. Contract with McLaughlin Counseling LLC for Child Welfare Services in the Amount of \$980,000.00.
- r. Fee Waiver Request in the Amount of \$1,210.00 for the ShamROCK Stampede Run at Fairgrounds Regional Park.
- s. Purchase Order to Larry H Miller Dodge-Jeep-Ram for a Total of \$169,444.00 under Douglas County IFB #027-25.
- t. Purchase Orders and Contract Amendment to Strong Contractors for Silicone Roof Coating Projects at the Park Meadows Center, and CSU Facilities for a Total Contact Amount of \$492,000.00. IFB Award #027-22.
- u. Purchase Order to Environments Denver, for the Approved Lansing Point Space Furniture to Support the Phase II Human Services and Community Services Departments Located at 11045 East Lansing Circle, Englewood, CO. 80112 in the Amount of \$1,140,864.25.
- v. Purchase Order of Hot Bituminous Asphalt.
- w. Purchase Order to Swarco Colorado Paint Company for 2026 Paint Purchase - Paint Only, No Services - in the Amount of \$360,675.00, Douglas County Project Number TF 2026-010.
- x. Budget Reallocation Request to Transfer Monies in Fund 230 for the Following Business Unit(s) (BU): (1) Transfer / Reallocate \$266,581.00 from BU 861564.473200 Perry Park Rd Traffic Safety to BU 800414.443400 Safe Streets and Roads. (2) Transfer / Reallocate \$244,098.00 from BU 861565.478300 Perry Park Rumbles to BU 800414.443400 Safe Streets and Roads.

- y. Public Contract for Services with Icon Engineering, for the Macanta Park Access Project in the Amount of \$115,438.00, Douglas County Project # SP2026-005.
- z. Construction Contract with Denver Dirt Works, Inc. for the Highlands Ranch Bell Flower Way Manhole Project in the amount of \$290,000.00, Douglas County Project # SP2025-013.
- aa. Annual Maintenance Agreement Renewal with Northwoods in the Amount of \$155,387.00.
- ab. Purchase Orders to Lighting Accessory & Warning Systems Totaling \$784,063.91 Under Douglas County IFB #059-23.
- ac. WorkSMART Finance/Budget/Procurement Project in the Amount of \$229,910.00
- ad. Inceed WorkSMART Support Contract Extension in the Amount of \$104,912.00.
- ae. Cornerstone 2026 Contract Renewal in the Amount of \$240,739.96.
- af. Lansing Point Satellite Office Conference Room Construction in the Amount of \$132,072.00.
- ag. Construction Contract in the Amount of \$508,741.00 Between Douglas County and 53 Corporation, LLC, for the Construction of the Happy Canyon Creek Trail Connection.
- ah. Construction Funding Agreement with Sterling Ranch Community Authority Board for the Waterton / Middle Fork Roundabout Project, Douglas County Project # CI 2026 - 011.
- ai. Construction Contract - Change Order No. 1 with Villalobos Concrete, LLC for the Waterton / Middle Fork Roundabout Project, Douglas County Project # CI 2026 - 011.

**4. Regular Agenda**

- a. 2026 Developmental Disabilities Mill Levy Housing with Supportive Services Grant Agreement with Wellspring Community in the Amount of \$2,500,000.00.

Jennifer D'Ambrosio, Community Services, addressed the Board to present on this Item.

Nicole DeVries, Wellspring, addressed the Board to further present on this Item.

Commissioner Laydon commented on this Item.

Commissioner Van Winkle commented on this Item.

Public Comment:

Nathan Goodman addressed the Board to provide public comment.

Helen Swanson, Wellspring, addressed the Board to provide public comment.

Vicki addressed the Board to provide public comment.

JJ addressed the Board to provide public comment.

Naomi, Castle Rock, addressed the Board to provide public comment.

Halle, Littleton, addressed the Board to provide public comment.

Commissioner Laydon commented on this Item.

This is Motion No. 026-045

Commissioner Laydon moved that the Board approve 2026 Developmental Disabilities Mill Levy Housing with Supportive Services Grant Agreement with Wellspring Community in the Amount of \$2,500,000.00.

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

- b. Intergovernmental Agreement Between the Town of Parker and Douglas County Regarding Cost Sharing to Establish the Link On Demand Parker Pilot Program.

Ryan Arthur, Community Services, addressed the Board to present on this Item.

Commissioner Laydon commented on this Item.

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

Public Comment: None

Commissioner Van Winkle commented on this Item.

This is Motion No. 026-046

Commissioner Van Winkle moved that the Board approve Intergovernmental Agreement Between the Town of Parker and Douglas County Regarding Cost Sharing to Establish the Link On Demand Parker Pilot Program.

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

- c. Intergovernmental Agreement with the Town of Castle Rock for Massage Licensing and Resolution.

Valerie Brewster, County Attorney's Office, addressed the Board to present on this Item.

Commissioner Laydon commented on this Item.

Commissioner Van Winkle commented on this Item.

Commissioner Teal commented on this Item and asked clarifying questions.

Ms. Brewster addressed the Board to answer the Commissioner's questions.

Commissioner Laydon commented on this Item and asked clarifying questions.  
Ms. Brewster addressed the Board to answer the Commissioner's questions.  
Jeff Garcia, County Attorney, addressed the Board to help answer the Commissioner's questions.

Public Comment: None

Commissioner Van Winkle commented on this Item.

Commissioner Teal commented on this Item.

This is Motion No. 026-047

Commissioner Laydon moved that the Board approve Intergovernmental Agreement with the Town of Castle Rock for Massage Licensing and Resolution.

**RESULT:** ADOPTED  
**MOVER:** Abe Laydon  
**SECONDER:** Kevin Van Winkle  
**AYES:** Laydon, Van Winkle, Teal  
Resolution No: R-026-018

**5. Commissioner Comments**

Commissioner Van Winkle provided comment.

Commissioner Laydon provided comment.

Commissioner Teal provided comment.

**6. Other Business**

**7. County Manager**

a. County Manager Report

**8. Adjournment**

*\*\*The Next Business Meeting Will be Held on Tuesday, April 14, 2026 @ 1:30 p.m.\*\**

[www.douglas.co.us](http://www.douglas.co.us)

**MEETING DATE:** April 14, 2026

**DESCRIPTION:** Approval of Land Use/Public Hearing Minutes from March 24, 2026.

**ATTACHMENTS:**

Minutes LU\_PH Meeting 03.24.2026



**BOARD OF COUNTY COMMISSIONERS LAND USE  
MEETING/PUBLIC HEARING**

**TUESDAY, MARCH 24, 2026**

**MINUTES**

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**Tuesday, March 24, 2026**

**2:30 PM**

**Hearing Room**

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**2:30 PM**

Rollcall

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

**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 properly noticed and the Board has jurisdiction to proceed.

c. Commissioners Disclosure for Items on This Agenda

**2. Land Use Meeting Agenda Items**

**3. Public Hearing Agenda Items**

a. Pinery Village Filing 2 - Minor Development Final Plat - Project File: SB2021-049.

Mike Pesicka, Department of Community Development, addressed the Board to present on this Item.

Craig Campbell, applicant, addressed the Board to comment on this Item.

Commissioner Teal asked the applicant if they agreed to the conditions as presented. Mr. Campbell addressed the Board to agree to the conditions.

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

Public Comment: None

Commissioner Van Winkle commented on this Item.

This is Motion No. 026-048

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Commissioner Van Winkle moved that the Board approve Pinery Village Filing 2 - Minor Development Final Plat because it does meet all of the approval criteria, with 5 conditions as presented - Project File: SB2021-049.

**RESULT:** ADOPTED

**MOVER:** Kevin Van Winkle

**SECONDER:** Abe Laydon

**AYES:** Vice Chair Teal, Laydon and Commissioner Van Winkle

- b. Resolution to Amend the Douglas County Building Codes by Adopting the 2024 International Codes, the 2026 National Electrical Code, the Colorado Model Electric Ready and Solar Ready Code, with Amendments, and the Douglas County Wildfire Resiliency Code.

Matthew Dziubanski, Building Department, addressed the Board to present on this Item.

Commissioner Van Winkle asked clarifying question.

Mr. Dziubanski addressed the Board to answer the Commissioner's question.

Public Comment: None

Commissioner Van Winkle commented on this Item.

Commissioner Teal commented on this Item.

This is Motion No. 026-049

Commissioner Laydon moved that the Board approve Resolution to Amend the Douglas County Building Codes by Adopting the 2024 International Codes, the 2026 National Electrical Code, the Colorado Model Electric Ready and Solar Ready Code, with Amendments, and the Douglas County Wildfire Resiliency Code.

**RESULT:** ADOPTED

**MOVER:** Abe Laydon

**SECONDER:** Kevin Van Winkle

**AYES:** Vice Chair Teal, Laydon and Commissioner Van Winkle

Resolution No: R-026-021

- c. Resolution Supplementing the 2026 Adopted Budget for the County of Douglas, Colorado to Appropriate Restricted, Committed, and Assigned Fund Balances in the Amount of \$42,923,905 for the Re-Appropriation of Prior Year Purchase Orders.

Ryan Bolger, Budget, addressed the Board to present on this Item.

Commissioner Teal commented on this Item.

Public Comment: None

Commissioner Van Winkle commented on this Item.



This is Motion No. 026-050

Commissioner Van Winkle moved that the Board approve Resolution Supplementing the 2026 Adopted Budget for the County of Douglas, Colorado to Appropriate Restricted, Committed, and Assigned Fund Balances in the Amount of \$42,923,905 for the Re-Appropriation of Prior Year Purchase Orders.

**RESULT:** ADOPTED

**MOVER:** Kevin Van Winkle

**SECONDER:** Abe Laydon

**AYES:** Vice Chair Teal, Laydon and Commissioner Van Winkle  
Resolution No: R-026-022

#### 4. Adjournment

*\*\*The Next Land Use Meeting / Public Hearing Will be Held on Tuesday, April 14, 2026 @ 2:30 p.m.\*\**

www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Christie Guthrie, Director of Finance

**DESCRIPTION:** Approval of Vouchers March 31, 2026

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

Vouchers	\$	1,790,925.30
Electronic Funds Transfers	\$	
Handwritten Checks	\$	866,787.09
Purchasing Card Charges	\$	
Election Judges	\$	
<b>TOTAL:</b>	<b>\$</b>	<b>2,657,712.39</b>

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:**

Christie Guthrie	Approve	3/24/2026
Jeff Garcia	Escalated	3/31/2026
Amy Williams	Escalated	4/1/2026
Christy Gordon	Approve	4/2/2026
Doug DeBord	Approve	4/2/2026

**ATTACHMENTS:**  
03.31.26 BOCC

R55AP001

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

3/24/2026  
10:19:21

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
114159	04/01/26	ACORN PETROLEUM INC	35905IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	18,400.30	FUEL FOR CASTLE ROCK
			36274IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	24,942.10	FUEL FOR PARKER
							<b>Total Payment</b>		<b>43,342.40</b>	
114160	04/01/26	ADAPTIVE INTERVENTIONS	20263	100	19700	COMMUNITY JUSTICE SERVICES	443600	Other Professional Services	12,236.67	THERAPY SERVICES
114161	04/01/26	AGING RESOURCES OF DOUGLAS COUNTY	SCDC032026	100	41300	SENIOR COUNCIL	440100	Printing/Copying/Reports	130.92	SENIORS' COUNCIL OF DOUGLAS COUNTY BROCHURE
114162	04/01/26	ALLHEALTH NETWORK	2520	100	21525	RESTRICTED BOOKING FEES (40%)	443600	Other Professional Services	2,738.03	DEC 2025 RE-ENTRY PROGRAM
			2567	100	21525	RESTRICTED BOOKING FEES (40%)	443600	Other Professional Services	2,793.47	FEB 2026 RE-ENTRY PROGRAM
							<b>Total Payment</b>		<b>5,531.50</b>	
114163	04/01/26	ALSTON, MARSHA	030226-031226	100	19250	YOUTH SERVICES PROGRAM MGMT	445500	Catered Meal Service	375.70	DOUGLAS COUNTY YOUTH INITIATIVE RECEPTION REIMBURSEMENT
114164	04/01/26	AMRIZE WEST CENTRAL INC	722309946	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	37,239.81	ROAD BASE
114165	04/01/26	ARCHITERRA GROUP INC	8426	250	850817	MACANTA REGIONAL PARK	473500	Parks & Recreation Improvement	8,768.55	MACANTA CONTRACT MANAGEMENT
114166	04/01/26	AUTOMATED BUILDING SOLUTIONS INC	A37822	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	145.44	FEB 2026 BUILDING AUTOMATION
			A37822	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	72.73	FEB 2026 BUILDING AUTOMATION
			A37822	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	509.11	FEB 2026 BUILDING AUTOMATION
			A37822	100	19175	HIGHLANDS RANCH SUBSTATION FAC	444400	Service Contracts	72.72	FEB 2026 BUILDING AUTOMATION
							<b>Total Payment</b>		<b>800.00</b>	
114167	04/01/26	AZTEC SURVEYING AND LOCATING	1676	200	800100	CONTRACTED MAJOR ROAD MAINT	473100	Roads, St., Drainage-Eng.	8,175.00	UTILITY LOCATION
114168	04/01/26	BASIS PARTNERS	2430	230	800156	HILLTOP RD (REATA-SINGING HILL	473100	Roads, St., Drainage-Eng.	55,168.34	HILLTOP CONSTRUCTION MANAGEMENT
114169	04/01/26	BEACON COMMUNICATIONS LLC	43302	100	18100	IT ADMINISTRATION	444700	Other Repair & Maint. Service	433.00	HEARING ROOM SUPPORT
114170	04/01/26	BENESCH	353751	235	801507	C470 TRAIL OVER UNIVERSITY	467400	State-CDOT	1,596.00	CONSTRUCTION MANAGEMENT - C470 & UNIVERSITY
			353825	235	801519	WATERTON RD IMPROVEMENTS	473100	Roads, St., Drainage-Eng.	52,165.00	CONSTRUCTION MANAGEMENT - WATERTON RD/EAGLE RIVER
							<b>Total Payment</b>		<b>53,761.00</b>	ROUNDBOUT PROJECT
114171	04/01/26	BEYOND THE BADGE LLC	22026DCSO	100	802024	PEACE OFFICER MENTAL HEALTH	443600	Other Professional Services	8,000.00	EMPLOYEE WELLNESS
114172	04/01/26	BRIDGEVIEW IT INC	21329	100	18100	IT ADMINISTRATION	432100	Contract Work/Temporary Agency	4,597.75	IT SUPPORT
			21326	100	18100	IT ADMINISTRATION	432100	Contract Work/Temporary Agency	8,968.00	IT SUPPORT
			21325	100	18100	IT ADMINISTRATION	432100	Contract Work/Temporary Agency	6,272.00	IT SUPPORT
							<b>Total Payment</b>		<b>19,837.75</b>	
114173	04/01/26	CENTRAL SALT LLC	PSI2609161	200	31500	SNOW AND ICE REMOVAL	448400	Salt & Other Ice Removal	6,751.24	BULK SALT NORTHWEST FACILITY
			PSI2609356	200	31500	SNOW AND ICE REMOVAL	448400	Salt & Other Ice Removal	2,112.77	BULK SALT NORTHWEST FACILITY
							<b>Total Payment</b>		<b>8,864.01</b>	
114174	04/01/26	CERTIFIED BUSINESS SERVICES	37835	100	21500	DETENTION	433200	Office Supplies	731.19	DETENTION SUPPLIES
114175	04/01/26	CHANDLER ASSET MANAGEMENT INC	2602DOUGLASC	100	13100	TREASURER	443150	Acctg & Financial Services	10,958.33	FEB 2026 INVESTMENT ADVISOR FEE
114176	04/01/26	COLES SCREEN PRINTING	44079	100	19125	FACILITIES MANAGEMENT	433500	Clothing & Uniforms	710.78	UNIFORMS - FACILITIES
114177	04/01/26	COLORADO COMMUNITY MEDIA	5PGSXP60008	100	15300	BUDGET	440200	Newspaper Notices/Advertising	27.94	LEGAL NOTICE
114178	04/01/26	COLORADO DEPARTMENT OF LABOR & EMPLOYMENT	Q32025022726006	100	65500	ECONOMIC DEVELOPMENT SERVICES	446300	Prof. Membership & Licenses	230.00	Q3 2025 MICRODATA
114179	04/01/26	COMPUTRONIX (USA) INC	7774	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	5,405.00	POSSE SUSTAIN

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
			7761	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	2,600.00	DBA SERVICES MAR 2026
								<b>Total Payment</b>	<b>8,005.00</b>	
114180	04/01/26	CORE ELECTRIC COOPERATIVE	43469900/031826	100	32100	WASTE TRANSFER SITES	450210	Electric	327.54	7826 COUNTY LINE RD 67
114181	04/01/26	CROSWHITE, TROY	031126-031226PERDIEM	100	21175	CIVIL WARRANTS SECTION	447300	Transportation of Prisoners	54.40	EXTRADITION TRANSPORTATION
114182	04/01/26	DANIELS LONG CHEVROLET	30526	100	19210	VEHICLE REPLACEMENT	474300	Cars, Vans, Pickups	36,690.00	2026 CHEVROLET COLORADO
114183	04/01/26	DC GROUP INC	FS2611643	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	1,432.08	PREVENTATIVE MAINTENANCE
			FS2611647	100	19180	UNIFIED METROPOLITAN FORENSIC	444400	Service Contracts	2,864.16	PREVENTATIVE MAINTENANCE
			FS2611645	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	1,432.08	PREVENTATIVE MAINTENANCE
			FS2611646	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	1,432.08	PREVENTATIVE MAINTENANCE
			FS2611639	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	1,738.08	PREVENTATIVE MAINTENANCE
			FS2611640	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	1,432.08	PREVENTATIVE MAINTENANCE
			FS2611642	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	12,048.24	PREVENTATIVE MAINTENANCE
			FS2611635	100	19175	HIGHLANDS RANCH SUBSTATION FAC	444400	Service Contracts	2,864.16	PREVENTATIVE MAINTENANCE
			FS2611641	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	1,432.08	PREVENTATIVE MAINTENANCE
			FS2611637	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	1,432.08	PREVENTATIVE MAINTENANCE
			FS2611638	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	1,432.08	PREVENTATIVE MAINTENANCE
			FS2611648	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	2,244.00	PREVENTATIVE MAINTENANCE
			FS2611636	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	5,728.32	PREVENTATIVE MAINTENANCE
			FS2611644	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	1,432.08	PREVENTATIVE MAINTENANCE
								<b>Total Payment</b>	<b>38,943.60</b>	
114184	04/01/26	DENVER OIL	20669	100	19910	FLEET MAINTENANCE	436100	Oil & Lubrication	437.75	OIL FILTER DISPOSAL
			21376	100	19910	FLEET MAINTENANCE	436100	Oil & Lubrication	463.50	BULK OIL
								<b>Total Payment</b>	<b>901.25</b>	
114185	04/01/26	DOC-11045 LANSING CIRCLE MOB LLC	2026APRELEASE	100	19100	FACILITIES ADMINISTRATION	451100	Building/Land Lease/Rent	145,548.23	APR 2026 - LANSING CIRCLE LEASE
114186	04/01/26	DOUGLAS COUNTY DEPUTY SHERIFFS ASSOCIATION	12913	100	100	GENERAL FUND	211400	A/P - General	2,754.00	SECURITY SERVICES
114187	04/01/26	DRC CONSTRUCTION SERVICES	260203	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	23,313.42	STORM SEWER VIDEO PROGRAM
114188	04/01/26	ELIME TECHNOLOGY	1468	100	802043	COMMUNITY MENTAL HEALTH SFY26	447500	Other Purchased Services	181.00	COLORADO CO-RESPONDER WEBSITE DEVELOPMENT
114189	04/01/26	ERO RESOURCES CORPORATION	110429	100	60100	NATURAL RESOURCES	443600	Other Professional Services	838.00	HCP RENEWAL
114190	04/01/26	EUNA SOLUTIONS INC	INV134597	100	18900	SOFTWARE MAINTENANCE	444550	Software/Hardware Subscription	102,449.00	GRANTS MANAGEMENT APPLICATION RENEWAL
114191	04/01/26	FILEVINE INC	INV085030	100	18900	SOFTWARE MAINTENANCE	444550	Software/Hardware Subscription	9,938.88	FILEVINE LICENSES
114192	04/01/26	GENUS TECHNOLOGIES LLC	316627	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	1,100.00	TUNGSTEN SUPPORT
114193	04/01/26	HDR ENGINEERING INC	1200805680	230	800156	HILLTOP RD (REATA-SINGING HILL	473100	Roads, St., Drainage-Eng.	14,946.50	DESIGN SERVICES - HILLTOP RD
			1240030117	230	800156	HILLTOP RD (REATA-SINGING HILL	473100	Roads, St., Drainage-Eng.	1,683.00	UTILITY COORDINATION - HILLTOP RD
			1200806200	230	800998	US HWY 85 IMPROVEMENTS	467400	State-CDOT	8,325.16	DESIGN SERVICES - US 85
								<b>Total Payment</b>	<b>24,954.66</b>	
114194	04/01/26	JANZ, JILL	012426	100	15100	FINANCE ADMINISTRATION	446450	Conference Hosting Expenses	36.62	EMPLOYEE REIMBURSEMENT
114195	04/01/26	JOHN ELWAY CHEVROLET	302649	100	802021	TRANSFORMATIONAL HOMELESS RESP	474300	Cars, Vans, Pickups	42,115.00	2026 CHEVROLET TRAVERSE
114196	04/01/26	LEVEL 3 COMMUNICATIONS	55R7HCHDM/030126	100	18800	PHONE/COMMUNICATIONS	442400	Telephone/Communications	1,287.76	MAR 2026 LONG DISTANCE
			5KK5TQCBQ/030126	100	18800	PHONE/COMMUNICATIONS	442400	Telephone/Communications	792.46	DCSO CIRCUITS
			5GJSRDGHR/030126	100	18800	PHONE/COMMUNICATIONS	442440	Data Communication Lines	7,392.00	10G INTERNET CIRCUITS
			205293003/030126	100	18800	PHONE/COMMUNICATIONS	442440	Data Communication Lines	3,535.66	MAR 2026 INTERNET

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
			5KK5TQCBQ/030126	100	100	GENERAL FUND	121314	Acct. Rec. - Sheriff Admin	7,813.35	DCSO CIRCUITS
								<b>Total Payment</b>	<b>20,821.23</b>	
114197	04/01/26	LIGHTING ACCESSORY & WARNING SYSTEMS	26896	220	22100	PATROL-LEA	474300	Cars, Vans, Pickups	3,800.00	VEHICLE UPFIT
			26913	220	22100	PATROL-LEA	474300	Cars, Vans, Pickups	3,800.00	VEHICLE UPFIT
			26873	100	23375	INVESTIGATIVE TASK FORCES	449057	Fleet Outside Repairs	372.50	VEHICLE TINT
								<b>Total Payment</b>	<b>7,972.50</b>	
114198	04/01/26	LOCLYZ MEDIA SERVICES	1753	100	11600	PUBLIC AFFAIRS	443655	Video Production Services	14,581.25	VIDEO PRODUCTION SERVICES
114199	04/01/26	LYLES, CELESTENE (TENA)	020526-022726	100	19250	YOUTH SERVICES PROGRAM MGMT	445300	Travel Expense	117.31	MILEAGE REIMBURSEMENT
114200	04/01/26	MAINTENANCE RESOURCES INC	2603233	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	618.00	JANITORIAL SERVICES
			2603235	100	19180	UNIFIED METROPOLITAN FORENSIC	444400	Service Contracts	1,725.00	JANITORIAL SERVICES
			2603232	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	422.00	JANITORIAL SERVICES
			A2603181	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	1,084.50	JANITORIAL SERVICES
								<b>Total Payment</b>	<b>3,849.50</b>	
114201	04/01/26	MOTOROLA SOLUTIONS INC	1411237467	100	21350	TECHNOLOGY SECTION	444550	Software/Hardware Subscription	39,445.00	COMMERCIAL DATA SOFTWARE SUBSCRIPTION
114202	04/01/26	MTM RECOGNITION	6275161	100	17100	HR ADMIN	447700	Recognition Programs	3,514.84	EMPLOYEE RECOGNITION
114203	04/01/26	OTODATA TECHNOLOGIES USA INC	INV514959	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	15.00	FUEL TANK MONITORING
114204	04/01/26	PMAM CORPORATION	202602049	220	822150	FALSE ALARM REDUCTION PROGRAM	342330	Alarm Registration Fees	5,088.20	FEB 2026 ALARM REGISTRATION
114205	04/01/26	POO CREW LLC, THE	939223626030182993003	100	51100	PARK MAINTENANCE	450240	Waste Disposal Services	633.93	WASTE REMOVAL
114206	04/01/26	PROCOM LLC	149621	100	17100	HR ADMIN	443115	Drug Testing	4,230.00	EMPLOYEE TESTING
114207	04/01/26	RMS RECOVERY MONITORING SOLUTIONS	10203882	100	19700	COMMUNITY JUSTICE SERVICES	443115	Drug Testing	2,036.00	TESTING SERVICES
114208	04/01/26	RUARK, WENDY	RCH5301RESEARCHMETHODS	100	17100	HR ADMIN	446200	Tuition Reimbursement	1,042.19	TUITION REIMBURSEMENT
114209	04/01/26	SEWALD HANFLING PUBLIC AFFAIRS	8046	100	802000	LEGISLATIVE SERVICES	443600	Other Professional Services	6,250.00	CONSULTING SERVICES
114210	04/01/26	SHUMS CODA ASSOCIATES	20164	100	24100	BUILDING DEVELOPMENT SERVICES	447280	New Elevator Installations	1,700.00	ELEVATOR PLAN REVIEW
			20174	100	24100	BUILDING DEVELOPMENT SERVICES	447270	Elevator Witness Test	200.00	ELEVATOR WITNESS TEST
			20165	100	24100	BUILDING DEVELOPMENT SERVICES	447280	New Elevator Installations	550.00	ELEVATOR PLAN REVIEW
			20163	100	24100	BUILDING DEVELOPMENT SERVICES	447280	New Elevator Installations	850.00	ELEVATOR PLAN REVIEW
								<b>Total Payment</b>	<b>3,300.00</b>	
114211	04/01/26	SK GLOBAL SOFTWARE LLC	PJINV108269	100	800900	TECHNOLOGY FUND	444500	Software/Hardware Supp./Maint.	2,817.50	MICROSOFT DYNAMICS SUPPORT
114212	04/01/26	SOURCE OFFICE & TECHNOLOGY	50062650	100	21500	DETENTION	433200	Office Supplies	695.81	OFFICE SUPPLIES
114213	04/01/26	SOUTHLAND MEDICAL LLC	INV153301	100	23100	CORONER	433400	Operating Supplies	4,195.00	CORONER SUPPLIES
			INV153216	100	23100	CORONER	433400	Operating Supplies	179.43	CORONER SUPPLIES
								<b>Total Payment</b>	<b>4,374.43</b>	
114214	04/01/26	SPRADLIN PRINTING INC	24369	100	55250	COUNTY FAIR	440100	Printing/Copy/Fair Mkt & Spon	159.00	SPONSORSHIP BROCHURES
			24359	100	55250	COUNTY FAIR	443570	County Fair Service/Fair Mkt &	600.00	AUTOGRAPH SHEET PADS
								<b>Total Payment</b>	<b>759.00</b>	
114215	04/01/26	THIRDERA LLC	US4810000001460	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	28,990.00	SERVICENOW PORTAL UPGRADES
114216	04/01/26	THOMSON REUTERS WEST	853290121	100	21350	TECHNOLOGY SECTION	444550	Software/Hardware Subscription	1,230.59	CLEAR SERVICE
114217	04/01/26	TST INFRASTRUCTURE LLC	12112	350	800732	BANNOCK DR 2023 LID	443600	Other Professional Services	38,349.13	BANNOCK LID DESIGN

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
			12111	350	800731	SPRING CANYON LID	443600	Other Professional Services	105,914.25	SPRING CANYON LID DESIGN
			12113	350	800733	Country Club LID	465100	Contributions - Misc.	5,475.00	COUNTRY CLUB LID DESIGN
			12114	200	800100	CONTRACTED MAJOR ROAD MAINT	473100	Roads, St., Drainage-Eng.	300.00	LID GIS MAINTENANCE
								<b>Total Payment</b>	<b>150,038.38</b>	
114218	04/01/26	UNIFIRST CORPORATION	2260234575	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	81.71	UNIFORM SERVICE
			2260234518	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	238.12	UNIFORM SERVICE
								<b>Total Payment</b>	<b>319.83</b>	
114219	04/01/26	WAGNER, DONALD	031126-031226PERDIEM	100	21175	CIVIL WARRANTS SECTION	447300	Transportation of Prisoners	54.40	EXTRADITION TRANSPORTATION
114220	04/01/26	WATER & EARTH TECHNOLOGIES INC	5560	200	800506	STORMWATER PRIORITY PROJECTS	478300	Major Maint. Repair Projects	5,902.50	GAUGE MAINTENANCE
114221	04/01/26	WELLPATH LLC	INV0137530	100	21500	DETENTION	443100	Medical, Dental & Vet Services	398,609.11	MAR 2026 MONTHLY BASE
			INV0137531	100	21500	DETENTION	443100	Medical, Dental & Vet Services	41,466.57	MAR 2026 MAT PROGRAM
								<b>Total Payment</b>	<b>440,075.68</b>	
114222	04/01/26	WELLS FARGO BANK - GOVERNMENT	FEB2026	295	861350	RMHIDTA TRAINING	443550	Banking Service Fees	38.25	FEB 2026 BANK FEES RMHIDTA
114223	04/01/26	WELLS FARGO BANK - GOVERNMENT	FEB2026/SOC	210	44500	CHILD WELFARE	443550	Banking Service Fees	28.90	FEB 2026 BANK FEES SOCIAL SECURITY
114224	04/01/26	WELLS FARGO BANK - GOVERNMENT	FEB 2026/2025013	100	13100	TREASURER	443550	Banking Service Fees	3,605.27	FEB 2026 BANK FEES TREASURY
114225	04/01/26	WESTERN PAPER DISTRIBUTORS	5412689	100	21500	DETENTION	433900	Janitorial Supplies	575.80	JANITORIAL SUPPLIES
			5410343	100	19100	FACILITIES ADMINISTRATION	438800	C.A.-Other Equipment	6,388.02	IMOP FLOOR SCRUBBER
								<b>Total Payment</b>	<b>6,963.82</b>	
532212	03/31/26	18TH JUDICIAL DISTRICT VALE FUND	FEB2026	100	100	GENERAL FUND	214627	Due to 18th Judicial Dist-VALE	6,270.00	FEB 2026 VALE SURCHARGE
532213	03/31/26	ADAMS 12 FIVE STAR SCHOOLS	14077	210	44500	CHILD WELFARE	443600	Other Professional Services	314.45	TRANSPORTATION COST-SHARE
532214	03/31/26	ADVANTAGE TREATMENT CENTER	B2602000191	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	1,990.52	COMMUNITY CORRECTIONS
532215	03/31/26	ALPENGLow HOMECARE LLC	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	1,223.96	REGISTRATION REFUNDS
532216	03/31/26	ANGERMAN, PATRICK	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	60.00	REGISTRATION REFUNDS
532217	03/31/26	APPLEGATE, GRANT F	MV REFUND/031826	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	402.10	REGISTRATION REFUNDS
532218	03/31/26	APWA-AMERICAN PUBLIC WORKS ASSOCIATION	922728	100	30200	ENGINEERING	446300	Prof. Membership & Licenses	6,749.00	MEMBERSHIP DUES
532219	03/31/26	AXLEY INCENTIVES INC	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	737.32	REGISTRATION REFUNDS
532220	03/31/26	BIXLER, KAREN	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	10.18	REGISTRATION REFUNDS
532221	03/31/26	CALIFORNIA ASSOCIATION OF TACTICAL OFFICERS	3002798	220	822110	SWAT TEAM	446100	Conference,Seminar, Train Fees	690.00	SWAT TEAM LEADER COURSE
532222	03/31/26	CERTAPRO PAINTERS OF SOUTH DENVER	13919	250	861601	LINCOLN MOUNTAIN	444700	Other Repair & Maint. Service	9,410.00	PAINTING IMPROVEMENTS
532223	03/31/26	CHESLA, ROBERT & MARY D	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	178.40	REGISTRATION REFUNDS
532224	03/31/26	COLORADO BUREAU OF INVESTIGATION	A260800020	100	100	GENERAL FUND	214628	Due to CBI - Concealed Handgun	6,802.50	FEB 2026 CONCEALED HANDGUN FEES
532225	03/31/26	COLORADO JUDICIAL DEPARTMENT	FEB2026	100	100	GENERAL FUND	214416	Due to State - Fam Frndly Crt	631.00	FEB 2026 FAMILY FRIENDLY
532226	03/31/26	CORECIVIC INC	B2602000087	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	9,756.60	COMMUNITY CORRECTIONS
			B2602000084	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	17,146.25	COMMUNITY CORRECTIONS

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			B2602000085	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	364.84	COMMUNITY CORRECTIONS
			B2602000082	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	651.50	COMMUNITY CORRECTIONS
								<b>Total Payment</b>	<b>27,919.19</b>	
532227	03/31/26	DE CESARE, LISA	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	24.68	REGISTRATION REFUNDS
532228	03/31/26	DIVERSIFIED BODY AND PAINT SHOP	60874	100	19910	FLEET MAINTENANCE	444200	Repairs-Equip./Motor Vehicle	4,640.96	FLEET REPAIR
532229	03/31/26	DORIS, DESMOND	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	72.20	REGISTRATION REFUNDS
532230	03/31/26	EATON SALES AND SERVICE LLC	217516IN	100	19910	FLEET MAINTENANCE	444700	Other Repair & Maint. Service	1,105.16	VEHICLE LIFT SERVICE
532231	03/31/26	FERSZT, REGINA RAQUEL	388569	223	28001	DA 23RD - DISTRICT MO ALLOC	443640	Interpretation Services	140.00	INTERPRETATION SERVICES
532232	03/31/26	FOWLER, JASON	MV REFUND/031826	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	76.51	REGISTRATION REFUNDS
532233	03/31/26	FRONTIER BUSINESS PRODUCTS	1007639	295	861305	RMHIDTA INTELLIGENCE	444500	Software/Hardware Supp./Maint.	2,950.84	IT NETWORK SUPPORT
532234	03/31/26	GAYTAN JR, ARTHUR D	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	379.62	REGISTRATION REFUNDS
532235	03/31/26	GEO REENTRY INC	B2602000107 B2602000169 B2602000108	100 100 100	861061 861061 861061	Community Corrections Alloc. Community Corrections Alloc. Community Corrections Alloc.	447500 447500 447500	Other Purchased Services Other Purchased Services Other Purchased Services	729.68 1,970.92 16,944.80	COMMUNITY CORRECTIONS COMMUNITY CORRECTIONS COMMUNITY CORRECTIONS
								<b>Total Payment</b>	<b>19,645.40</b>	
532236	03/31/26	GROVE, JASON A	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	902.38	REGISTRATION REFUNDS
532237	03/31/26	GRZYWA, ROBERT J & SAMANTHA L	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	67.14	REGISTRATION REFUNDS
532238	03/31/26	HONEY BUCKET	292863/030126 268834/030126	245 100	47100 51100	RUETER-HESS REC OPS & MAINT PARK MAINTENANCE	450240 450240	Waste Disposal Services Waste Disposal Services	1,055.00 9,430.00	PORTABLE RESTROOMS PORTABLE RESTROOMS
								<b>Total Payment</b>	<b>10,485.00</b>	
532239	03/31/26	HORWITZ, MARCIA	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	475.53	REGISTRATION REFUNDS
532240	03/31/26	I CHOOSE MY FUTURE CONSULTING INC	022326-022726	295	861350	RMHIDTA TRAINING	443600	Other Professional Services	5,000.00	PREVENTION SPEAKING FEES
532241	03/31/26	IMAGEFIRST	268112563	100	23100	CORONER	447500	Other Purchased Services	80.53	LAUNDRY SERVICE
532242	03/31/26	INJURY CARE ASSOCIATES	4346 4346	100 100	100 21155	GENERAL FUND HIRING	121314 447900	Acct. Rec. - Sheriff Admin Recruitment Costs	498.00 2,611.25	PRE-EMPLOYMENT PHYSICALS PRE-EMPLOYMENT PHYSICALS
								<b>Total Payment</b>	<b>3,109.25</b>	
532243	03/31/26	INTERVENTION COMMUNITY CORRECTION SERVICES	B260200008	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	3,941.84	COMMUNITY CORRECTIONS
532244	03/31/26	JBS TRAINING GROUP	325	100	21116	REGULATORY TRAINING	446100	Conference,Seminar, Train Fees	7,200.00	DOUGLAS COUNTY SHERIFF'S OFFICE TRAINING CLASSES
532245	03/31/26	JEFFERSON COUNTY DEPARTMENT OF HUMAN SERVICES	FEB2026/03172026	210	44500	CHILD WELFARE	443600	Other Professional Services	626.74	FEB 2026 COLLAB EXPENSES
532246	03/31/26	JONDAHL, MARK G	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	492.99	REGISTRATION REFUNDS
532247	03/31/26	KELLY, BRENDAN M	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	256.66	REGISTRATION REFUNDS
532248	03/31/26	KNOTHEAD TREE AND LAWN CARE LLC	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	3,137.67	REGISTRATION REFUNDS
532249	03/31/26	KUMAR, ABHISHEK & NIKITA SINGH	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	458.54	REGISTRATION REFUNDS

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532250	03/31/26	LARIMER COUNTY COMMUNITY CORRECTIONS	B2602000114	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	3,190.00	COMMUNITY CORRECTIONS
532251	03/31/26	LEWSADER, DERRICK D	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	646.83	REGISTRATION REFUNDS
532252	03/31/26	LIN, WEIBING	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	38.78	REGISTRATION REFUNDS
532253	03/31/26	LIONHEART ALLIANCE LLC	59277	100	21115	SHERIFF TRAINING	433400	Operating Supplies	16,150.00	BREACHING & RESCUE BARS
532254	03/31/26	MARTINEZ, MARCUS D & TERESA A	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	257.86	REGISTRATION REFUNDS
532255	03/31/26	MESA COUNTY GOVERNMENT	B2602000155	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	2,030.00	COMMUNITY CORRECTIONS
532256	03/31/26	MITCHELL, ANGELA M	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	1,204.84	REGISTRATION REFUNDS
532257	03/31/26	MULLER ENGINEERING COMPANY INC	42147	230	800434	BROADWAY/HRP INTERSECTION	473100	Roads, St., Drainage-Eng.	29,711.84	BROADWAY/HIGHLANDS RANCH PKWY DESIGN SERVICES
532258	03/31/26	MURRY, BREON L & SUVARNA UTHAYAKUMAR	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	872.10	REGISTRATION REFUNDS
532259	03/31/26	NORDBY, CHRISTOPHER ANDRE	033126-040226PERDIEM	100	21500	DETENTION	445300	Travel Expense	122.40	FIELD TRAINING OFFICER CONFERENCE, BLACK HAWK, CO
532260	03/31/26	NYTECH HEATING, COOLING & PLUMBING	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	1,226.64	REGISTRATION REFUNDS
532261	03/31/26	ORACLE AMERICA INC	102414696 101776530 102414696/030426	200 100 100	18900 18900 18900	SOFTWARE MAINTENANCE SOFTWARE MAINTENANCE SOFTWARE MAINTENANCE	444500 444500 444500	Software/Hardware Supp./Maint. Software/Hardware Supp./Maint. Software/Hardware Supp./Maint.	2,798.00 33,662.82 2,098.50	LINUX PREMIER SUPPORT JDE SUPPORT LINUX PREMIER SUPPORT
								<b>Total Payment</b>	<b>38,559.32</b>	
532262	03/31/26	PEDALPOINT EVTERRA RECYCLING LLC	INV20914	275	32500	SOLID WASTE DISPOSAL	450240	Waste Disposal Services	11,429.64	ELECTRONICS RECYCLING
532263	03/31/26	REBECCA J COLLINGS	26209 26210	223 223	28501 28001	DA 23RD - STATE MANDATED COSTS DA 23RD - DISTRICT MO ALLOC	433990 443630	Transcriptions-State Mandated Transcription Services -not PH	113.40 830.85	TRANSCRIPTION SERVICES TRANSCRIPTION SERVICES
								<b>Total Payment</b>	<b>944.25</b>	
532264	03/31/26	REDD DAWG ENTERPRISES LLC	62	200	31400	MAINTENANCE OF CONDITION	446100	Conference,Seminar, Train Fees	1,417.50	CDL TRAINING
532265	03/31/26	RENN, MARK H	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	121.92	REGISTRATION REFUNDS
532266	03/31/26	ROCKY MOUNTAIN ASPHALT EDUCATION CENTER	PCOA2607	100	30200	ENGINEERING	446100	Conference,Seminar, Train Fees	225.00	PROCESS CONTROL/OWNER ACCEPTANCE TESTING
532267	03/31/26	ROUSSEAU, TRACY L & PETER L ROUSSEAU JR	MV REFUND/031726	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	330.62	REGISTRATION REFUNDS
532268	03/31/26	SKYVIEW ACADEMY	MENTAL HEALTH/031726	221	803021	SAFETY AND MENTAL HEALTH 1X	467100	Schools	4,708.34	SCHOOL MENTAL HEALTH PROJECT
532269	03/31/26	STAHL, KELSEY	031326	100	16200	PLANNING & ZONING SERVICES	445300	Travel Expense	24.17	EMPLOYEE REIMBURSEMENT
532270	03/31/26	T-MOBILE USA INC	L2602250294	100	21200	INVESTIGATIONS	443600	Other Professional Services	165.00	TOWER DUMP
532271	03/31/26	TABBERT, JAMES & VLADIKA	MV REFUND/031826	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	232.41	REGISTRATION REFUNDS
532272	03/31/26	WASTE MANAGEMENT OF COLORADO	208748046	275	32500	SOLID WASTE DISPOSAL	450240	Waste Disposal Services	24,012.54	WASTE DISPOSAL SERVICES
532273	03/31/26	WESTENSKOW, EVAN G & JULIE	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	91.05	REGISTRATION REFUNDS
532274	03/31/26	WILLIAMSON, LETHA P & ERIC C	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	108.69	REGISTRATION REFUNDS
532275	03/31/26	WILSON, SEAN	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	72.20	REGISTRATION REFUNDS
532276	03/31/26	WISE, MATTHEW D & SARA E ROBINSON	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	503.24	REGISTRATION REFUNDS



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532277	03/31/26	WOODMOOR MOUNTAIN HOMEOWNERS ASSOCIATION	030526	100	890106	FOREST TO FAUCETS 3 DENVER WAT	447500	Other Purchased Services	23,206.77	WILDFIRE FIRE MITIGATION PROGRAM
532278	03/31/26	WRENN, TRAVIS J & EMILY J	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	91.49	REGISTRATION REFUNDS
532279	03/31/26	YUEN, ELIZABETH P	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	28.05	REGISTRATION REFUNDS
532280	03/31/26	BOCK, JEREMY L	030626	100	24100	BUILDING DEVELOPMENT SERVICES	445300	Travel Expense	64.53	MILEAGE REIMBURSEMENT
532281	03/31/26	CARNER, NOAH W	030226-030326	100	24100	BUILDING DEVELOPMENT SERVICES	445300	Travel Expense	102.95	MILEAGE REIMBURSEMENT
			030226-030326PERDIEM	100	24100	BUILDING DEVELOPMENT SERVICES	445300	Travel Expense	96.00	INTERNATIONAL CODE COUNCIL CONFERENCE, LOVELAND, CO
								<b>Total Payment</b>	<b>198.95</b>	
532282	03/31/26	FOSTER, STUART	03032026	100	24100	BUILDING DEVELOPMENT SERVICES	445300	Travel Expense	44.53	EMPLOYEE REIMBURSEMENT
532283	03/31/26	JOHNSON, CHRISTY M	030226-030326	100	24100	BUILDING DEVELOPMENT SERVICES	445300	Travel Expense	114.55	MILEAGE REIMBURSEMENT
532284	03/31/26	LILLMARS, KYLE	030326-030626	100	24100	BUILDING DEVELOPMENT SERVICES	445300	Travel Expense	256.65	MILEAGE REIMBURSEMENT
532285	03/31/26	MAZZARA, MATTHEW	03132026	100	24100	BUILDING DEVELOPMENT SERVICES	446100	Conference,Seminar, Train Fees	60.00	FURNACE & WATER HEATERS COURSE
532286	03/31/26	POLANSKI, CHRISTOPHER	030526-030626	100	24100	BUILDING DEVELOPMENT SERVICES	445300	Travel Expense	114.55	MILEAGE REIMBURSEMENT
532287	03/31/26	SPIRIT OF HOPE LUTHERAN CHURCH	223311300001	230	800770	PINE DRIVE WIDENING	471400	Right-of-Way-Temporary	7,500.00	PINE DRIVE RIGHT-OF-WAY
532288	03/31/26	WALDSCHMIDT, NATHAN L	030226-030326	100	24100	BUILDING DEVELOPMENT SERVICES	445300	Travel Expense	174.00	MILEAGE REIMBURSEMENT
532289	03/31/26	CENTURY LINK	333812324/030126	100	18800	PHONE/COMMUNICATIONS	442400	Telephone/Communications	14,435.99	MAR 2026 MILLER CIRCUITS
532290	03/31/26	DENVER DEPARTMENT OF HUMAN SERVICES	031726	210	44200	NON-BLOCK GRANT ASSISTANCE	382250	Human Services Refunds	5,025.00	FEB 2026 CROSS COUNTY PAYMENT
532291	03/31/26	DENVER WATER	318162	200	31400	MAINTENANCE OF CONDITION	443600	Other Professional Services	290.00	METER TESTING AND CALIBRATION
								<b>Grand Total:</b>	<b>1,790,925.30</b>	

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114141	03/20/26	BLACK HILLS ENERGY	3099396829/031326	100	19100	FACILITIES ADMINISTRATION	450220	Gas	307.59	410 WILCOX ST
114142	03/20/26	BLACK HILLS ENERGY	7233076932/031326	100	19100	FACILITIES ADMINISTRATION	450220	Gas	1,661.30	100 THIRD ST
114143	03/20/26	BLACK HILLS ENERGY	9989042724/031326	100	19100	FACILITIES ADMINISTRATION	450220	Gas	993.95	301 WILCOX ST
114144	03/20/26	BLACK HILLS ENERGY	3652893639/031326	100	19100	FACILITIES ADMINISTRATION	450220	Gas	67.07	104 4TH ST
114145	03/20/26	BLACK HILLS ENERGY	9773152288/031326	100	19100	FACILITIES ADMINISTRATION	450220	Gas	884.64	125 STEPHANIE PL
114146	03/20/26	TOWN OF CASTLE ROCK	LE2025026REFUND	100	16200	PLANNING & ZONING SERVICES	341715	Courtesy Notices	65.00	COURTESY NOTICE FEE REFUND
			LE2025026REFUND	100	16200	PLANNING & ZONING SERVICES	341765	Location and Extent Fees	325.00	APPLICATION FEE REFUND
								<b>Total Payment</b>	<b>390.00</b>	
114147	03/23/26	CORE ELECTRIC COOPERATIVE	23838700/031126	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	450250	Traffic Signal Utilities	87.53	3RD ST LIGHT
114148	03/23/26	DIGISTREAM DENVER INC	INV245641B6F9H5	630	19450	LIABILITY AND PROPERTY INS.	458150	Insurance Claims-Liability	2,435.00	INSURANCE CLAIMS
			INV250362R4N4F8	630	19450	LIABILITY AND PROPERTY INS.	458150	Insurance Claims-Liability	6,420.00	INSURANCE CLAIMS
			INV241894D8Q3K4	630	19450	LIABILITY AND PROPERTY INS.	458150	Insurance Claims-Liability	2,480.00	INSURANCE CLAIMS
			INV256072N4L9N9	630	19450	LIABILITY AND PROPERTY INS.	458150	Insurance Claims-Liability	2,920.00	INSURANCE CLAIMS
								<b>Total Payment</b>	<b>14,255.00</b>	
114149	03/23/26	LIND ELECTRONICS LLC	SO564916	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	521.95	FLEET PARTS
114150	03/23/26	PINNACOL ASSURANCE	4197877	620	19400	UI/WC/DISABILITY SELF-INS.	449600	Workers Comp. Premium	7,755.00	2025 WC PREMIUM ADJUSTMENT
114152	03/24/26	CITY OF CASTLE PINES	SHAREBACKJANFEB2026	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468650	Intergovernmental-Castle Pines	(1,092.43)	JAN 2026 DEDUCT OUT OF TOWN SALES TAX
			SHAREBACKJANFEB2026	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468650	Intergovernmental-Castle Pines	12,636.11	JAN 2026 ROAD SALES TAX SHAREBACK
			SHAREBACKJANFEB2026	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468650	Intergovernmental-Castle Pines	19,321.06	FEB 2026 ROAD AUTO USE TAX SHAREBACK
								<b>Total Payment</b>	<b>30,864.74</b>	
114153	03/24/26	CITY OF LONE TREE	SHAREBACKJANFEB2026	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468600	Intergovernmental-Lone Tree	159,572.50	JAN 2026 ROAD SALES TAX SHAREBACK
			SHAREBACKJANFEB2026	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468600	Intergovernmental-Lone Tree	12,302.11	FEB 2026 ROAD AUTO USE TAX SHAREBACK
			SHAREBACKJANFEB2026	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468600	Intergovernmental-Lone Tree	(12,384.70)	JAN 2026 DEDUCT OUT OF TOWN SALES TAX
								<b>Total Payment</b>	<b>159,489.91</b>	
114154	03/24/26	NEXTSTEP SOLUTIONS	SO206724	223	28014	DA 23RD - DISTRICT JD ALLOC	444550	Software/Hardware Subscription	11,640.00	SOFTWARE RENEWAL
114155	03/24/26	PARKER VALLEY HOPE	081225/2	770	73000	OPIOID SETTLEMENT FUND ADMIN	457100	Interagency Contract Services	50,000.00	OPIOID GRANT
114156	03/24/26	TOWN OF CASTLE ROCK	SHAREBACKJANFEB2026	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468100	Intergovernmental-Castle Rock	241,120.17	JAN 2026 ROAD SALES TAX SHAREBACK
			SHAREBACKJANFEB2026	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468100	Intergovernmental-Castle Rock	(11,579.96)	JAN 2026 DEDUCT OUT OF TOWN SALES TAX
			SHAREBACKJANFEB2026	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468100	Intergovernmental-Castle Rock	57,749.94	FEB 2026 ROAD AUTO USE TAX SHAREBACK
								<b>Total Payment</b>	<b>287,290.15</b>	
114157	03/24/26	TOWN OF LARKSPUR	SHAREBACKJAN2026	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468300	Intergovernmental-Larkspur	2,197.14	JAN 2026 ROAD SALES TAX SHAREBACK
114158	03/24/26	TOWN OF PARKER	SHAREBACKJANFEB2026	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468400	Intergovernmental-Parker	46,586.27	FEB 2026 ROAD AUTO USE TAX SHAREBACK
			SHAREBACKJANFEB2026	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468400	Intergovernmental-Parker	239,570.57	JAN 2026 ROAD SALES TAX SHAREBACK
			SHAREBACKJANFEB2026	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468400	Intergovernmental-Parker	(5,224.76)	JAN 2026 DEDUCT OUT OF TOWN SALES TAX
								<b>Total Payment</b>	<b>280,932.08</b>	

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
532200	03/19/26	PROGRESSIVE PREFERRED INSURANCE COMPANY	25279934259	630	19450	LIABILITY AND PROPERTY INS.	458150	Insurance Claims-Liability	11,675.60	INSURANCE CLAIMS
532201	03/20/26	XCEL ENERGY	5340381888/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	583.00	9651 S QUEBEC ST
532202	03/20/26	XCEL ENERGY	5340380616/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	314.93	9651 S QUEBEC ST
532203	03/20/26	XCEL ENERGY	5340381720/031826	100	19100	FACILITIES ADMINISTRATION	450220	Gas	542.00	7865 LOUVIERS BLVD
532204	03/20/26	XCEL ENERGY	5319854772/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	478.08	9649 S QUEBEC ST
532207	03/23/26	HARTWELL, LISA A	25022	223	28501	DA 23RD - STATE MANDATED COSTS	433990	Transcriptions-State Mandated	330.60	TRANSCRIPTS
532208	03/23/26	XCEL ENERGY	5340381811/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	1,352.17	9651 S QUEBEC ST
			5340381811/031826	100	19100	FACILITIES ADMINISTRATION	450220	Gas	256.81	9651 S QUEBEC ST
								<b>Total Payment</b>	<b>1,608.98</b>	
532209	03/23/26	XCEL ENERGY	5341164978/031926	100	19100	FACILITIES ADMINISTRATION	450210	Electric	1,705.15	3026 INDUSTRIAL WAY
			5341164978/031926	100	19100	FACILITIES ADMINISTRATION	450220	Gas	210.70	3026 INDUSTRIAL WAY
								<b>Total Payment</b>	<b>1,915.85</b>	
								<b>Grand Total:</b>	<b>866,787.09</b>	

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**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Christie Guthrie, Director of Finance

**DESCRIPTION:** Approval of Vouchers April 7, 2026

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

Vouchers	\$	1,780,793.21
Electronic Funds Transfers	\$	
Handwritten Checks	\$	185,037.81
Purchasing Card Charges	\$	
Election Judges	\$	
<b>TOTAL:</b>	<b>\$</b>	<b>1,965,831.02</b>

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:**

Christie Guthrie	Approve	3/31/2026
Jeff Garcia	Approve	4/3/2026
Doug DeBord	Approve	4/3/2026

**ATTACHMENTS:**  
04.07.26 BOCC

R55AP001

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

3/31/2026  
10:09:22

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
114238	04/08/26	4 RIVERS EQUIPMENT LLC	1907006	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	1,212.97	FLEET PARTS
114239	04/08/26	ABSOLUTE GRAPHICS INC	36081	100	21115	SHERIFF TRAINING	433500	Clothing & Uniforms	116.54	POLOS
			36079	100	21650	CSV PROGRAM	433500	Clothing & Uniforms	119.56	POLOS
								<b>Total Payment</b>	<b>236.10</b>	
114240	04/08/26	ACASA SENIOR CARE	ACASAHMKR0226	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/ACASA HOMEMAKER 2025	4,450.00	DRCOG SENIOR HOMEMAKER GRANT
			ACASAPC0226	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/ACASA PERSONAL CARE 2025	3,375.50	DRCOG SENIOR PERSONAL CARE GRANT
								<b>Total Payment</b>	<b>7,825.50</b>	
114241	04/08/26	ACORN PETROLEUM INC	36864IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	22,865.01	FUEL FOR PARKER
			37073IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	8,611.00	FUEL FOR CASTLE ROCK
			36861IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	21,509.25	FUEL FOR PARKER
			36729IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	17,722.77	FUEL FOR CASTLE ROCK
			41653IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	1,889.85	FUEL FOR NORTHWEST FACILITY
			40877IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	1,590.48	FUEL FOR TRUMBULL
			40878IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	2,768.48	FUEL FOR SEDALIA
			41091IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	5,483.74	FUEL FOR SOUTHEAST FACILITY
			41092IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	9,559.93	FUEL FOR HIGHLANDS RANCH SUBSTATION
			41204IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	5,726.24	FUEL FOR HIGHLANDS RANCH SUBSTATION
			36741IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	27,002.80	FUEL FOR CASTLE ROCK
			36735IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	15,363.63	FUEL FOR PARKER
								<b>Total Payment</b>	<b>140,093.18</b>	
114242	04/08/26	ADKINS, JACOB A	31126	223	28001	DA 23RD - DISTRICT MO ALLOC	445300	Travel Expense	28.07	EMPLOYEE REIMBURSEMENT
114243	04/08/26	AERIAL EQUIPMENT SPECIALISTS	12388	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	449057	Fleet Outside Repairs	2,625.00	ANNUAL FLEET INSPECTION
114244	04/08/26	AGING RESOURCES OF DOUGLAS COUNTY	OAIRESNAV326	100	861587	ARPA - AGING RESOURCES OLDER A	443600	Other Professional Services	11,160.99	2025 RESOURCE NAVIGATION GRANT
			OAIARDCSHMAR26	100	861587	ARPA - AGING RESOURCES OLDER A	447500	Other Purchased Services	3,295.00	OAI SENIOR TRANSPORTATION GRANT
			ARDCOAIT0226	100	861587	ARPA - AGING RESOURCES OLDER A	443600	OPS/ ARPA OAI ARDC Trips	12,210.00	OAI SENIOR TRANSPORTATION GRANT
								<b>Total Payment</b>	<b>26,665.99</b>	
114245	04/08/26	ALL ACCESS INC	23298	100	19150	JUSTICE CENTER FACILITY MGMT	444700	Other Repair & Maint. Service	247.00	CABLE REPAIR
114246	04/08/26	ALLHEALTH NETWORK	2543	100	802045	JAIL BASED BEHAVIORAL 25-26	443600	Other Professional Services	27,715.06	JAN 2026 SERVICES
			2521	100	802045	JAIL BASED BEHAVIORAL 25-26	443600	Other Professional Services	27,893.30	DEC 2025 SERVICES
			2569	100	802045	JAIL BASED BEHAVIORAL 25-26	443600	Other Professional Services	28,182.74	FEB 2026 SERVICES
								<b>Total Payment</b>	<b>83,791.10</b>	
114247	04/08/26	ALLIED UNIVERSAL SECURITY SERVICE	18208682	100	19100	FACILITIES ADMINISTRATION	443350	Security Services	5,848.20	GUARD SERVICES - HUMAN SERVICES
			18208680	100	19100	FACILITIES ADMINISTRATION	443350	Security Services	5,848.20	GUARD SERVICES - HIGHLANDS RANCH MOTOR VEHICLE
			18208681	100	19100	FACILITIES ADMINISTRATION	443350	Security Services	5,873.85	GUARD SERVICES - PARK MEADOW MOTOR VEHICLE
			18214282	100	19100	FACILITIES ADMINISTRATION	443350	Security Services	13,303.80	GUARD SERVICES - JUSTICE CENTER
			18208683	100	19100	FACILITIES ADMINISTRATION	443350	Security Services	12,201.58	GUARD SERVICES - MERIDIAN
			18208684	100	19100	FACILITIES ADMINISTRATION	443350	Security Services	5,848.20	GUARD SERVICES - DOWNTOWN
								<b>Total Payment</b>	<b>48,923.83</b>	
114248	04/08/26	AMRIZE WEST CENTRAL INC	722327220	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	23,248.14	ROAD BASE
			722327221	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	2,657.77	RIP RAP
			722329535	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	400.01	CONCRETE SAND
								<b>Total Payment</b>	<b>26,305.92</b>	
114249	04/08/26	APPLEGATE GROUP INC	55789	100	16200	PLANNING & ZONING SERVICES	443600	Other Professional Services	900.00	CONSULTING SERVICES

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
114250	04/08/26	ARMORED KNIGHTS INC	11043	100	21125	SUPPORT SERVICES	447500	Other Purchased Services	656.60	ARMORED CAR SERVICES
			11044	100	13100	TREASURER	443530	Other Bank Fees	310.30	ARMORED CAR SERVICES
			11040	100	12400	MOTOR VEHICLE	444400	Service Contracts	930.90	ARMORED CAR SERVICES
			<b>Total Payment</b>							
114251	04/08/26	ASSOCIATED BAG COMPANY	G661843	100	21500	DETENTION	433400	Operating Supplies	436.45	DETENTION SUPPLIES
114252	04/08/26	BJORK, PATSY	021926-022726	100	19250	YOUTH SERVICES PROGRAM MGMT	445300	Travel Expense	67.14	MILEAGE REIMBURSEMENT
114253	04/08/26	BLACK HILLS ENERGY	2154604510/032426	100	19100	FACILITIES ADMINISTRATION	450220	Gas	123.67	2801 HWY 85
114254	04/08/26	BLACK HILLS ENERGY	7843906157/032426	100	19100	FACILITIES ADMINISTRATION	450220	Gas	3,944.48	301 WILCOX ST
114255	04/08/26	BLACK HILLS ENERGY	7210915724/032426	100	19100	FACILITIES ADMINISTRATION	450220	Gas	1,632.57	301 WILCOX ST
114256	04/08/26	BLACK HILLS ENERGY	3383073735/032426	100	19150	JUSTICE CENTER FACILITY MGMT	450220	Gas	24,542.20	4000 JUSTICE WAY
114257	04/08/26	BLACK HILLS ENERGY	6548784439/032426	100	19100	FACILITIES ADMINISTRATION	450220	Gas	1,240.15	3020 HWY 85
114258	04/08/26	BLACK HILLS ENERGY	4648262628/032426	100	19100	FACILITIES ADMINISTRATION	450220	Gas	602.71	3026 HWY 85
114259	04/08/26	BLACK HILLS ENERGY	6675672133/032426	100	19920	FLEET-CAR WASH FACILITY	450220	Gas	583.07	3030 INDUSTRIAL WAY
114260	04/08/26	BLACK HILLS ENERGY	8272853933/032426	100	19100	FACILITIES ADMINISTRATION	450220	Gas	1,348.20	2965 HWY 85
114261	04/08/26	BLACK HILLS ENERGY	7014265168/032426	100	19100	FACILITIES ADMINISTRATION	450220	Gas	1,600.57	4400 CASTLETON CT
114262	04/08/26	BOWMAN CONSTRUCTION SUPPLY	BCS200929	200	31400	MAINTENANCE OF CONDITION	448700	Other Constr/Maint. Materials	1,206.40	EROSION CONTROL MATERIALS
114263	04/08/26	BROWNSTEIN HYATT FARBER SCHRECK LLP	1076927	100	11200	COUNTY ATTORNEY	443200	Legal Services	3,907.38	LEGAL SERVICES
114264	04/08/26	CARRELL, HOLLY	030426	100	11400	COUNTY MANAGER	445200	Metro Area Meeting Expense	20.34	MEETING SUPPLIES
114265	04/08/26	CASTLE ROCK SENIOR ACTIVITY CENTER	CRSCOAIT0226	100	861587	ARPA - AGING RESOURCES OLDER A	443600	OPS/ ARPA OAI CRSAC Trips	11,840.00	OAI SENIOR TRANSPORTATION GRANT
			CRSCOAICC0226	100	861587	ARPA - AGING RESOURCES OLDER A	443600	OPS/ ARPA OAI CRSAC Calls	1,755.00	OAI SENIOR TRANSPORTATION GRANT
			<b>Total Payment</b>							
114266	04/08/26	CDW GOVERNMENT LLC	AI1KB2P	100	18900	SOFTWARE MAINTENANCE	444550	Software/Hardware Subscription	142,240.00	SCIENCELOGIC ANNUAL RENEWAL
114267	04/08/26	CENTER COPY BOULDER, INC.	72641	220	22100	PATROL-LEA	440100	Printing/Copying/Reports	147.70	FORMS
			72640	220	22100	PATROL-LEA	440100	Printing/Copying/Reports	378.00	FORMS
			72639	100	861001	STATE SENIOR SERVICES GRANT	440100	Printing/Copying/Reports	166.00	ENVELOPES
			72643	100	30200	ENGINEERING	440100	Printing/Copying/Reports	272.87	ENVELOPES
<b>Total Payment</b>								<b>964.57</b>		
114268	04/08/26	CENTRAL SALT LLC	PSI2609469	200	31500	SNOW AND ICE REMOVAL	448400	Salt & Other Ice Removal	2,192.61	BULK SALT NORTHWEST FACILITY
114269	04/08/26	CENTURY LINK	69677894/032426	100	18800	PHONE/COMMUNICATIONS	442400	Telephone/Communications	19.50	MILLER LONG DISTANCE MAR 2026
114270	04/08/26	CIRCULAR EDGE LLC	40086	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	2,125.00	JDE SUPPORT JAN 2026
			INV40169	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	7,437.50	JDE DATA MIGRATION
			INV40199	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	10,500.00	JDE SUPPORT FEB 2026
			INV40198	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	25,000.00	JDE SUPPORT FEB 2026
<b>Total Payment</b>								<b>45,062.50</b>		

DOUGLAS COUNTY GOVERNMENT  
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Payment Number	Payment Date	Vendor Name	Invoice Number	Business		Business Unit Description	Object		Amount	Remark
				Fund	Unit		Acct	Account Description		
114271	04/08/26	COLORADO COMMUNITY MEDIA	ELRVLCG40003	100	11100	OFFICE OF THE BOARD	440200	Newspaper Notices/Advertising	200.18	LEGAL NOTICE
114272	04/08/26	COLORADO DEPARTMENT OF HUMAN SERVICES	FEB2026	100	100	GENERAL FUND	214415	Due to State-CO TBI Trust	10,480.00	FEB 2026 TBI TRUST
114273	04/08/26	COLORADO DEPARTMENT OF PUBLIC HEALTH	VR20260000000001757	217	46100	DC HEALTH DEPT ADMIN	345100	Vital Record Fees	14,628.00	VITAL RECORDS FEES
114274	04/08/26	COLUMBINE PAPER & MAINTENANCE	91165	100	51100	PARK MAINTENANCE	433900	Janitorial Supplies	226.73	JANITORIAL SUPPLIES
			91080	100	51100	PARK MAINTENANCE	433900	Janitorial Supplies	1,670.13	JANITORIAL SUPPLIES
								<b>Total Payment</b>	<b>1,896.86</b>	
114275	04/08/26	COMPUTRONIX (USA) INC	7773	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	3,008.00	POSSE SUSTAIN
114276	04/08/26	CORDANT HEALTH SOLUTIONS	FS2560022826	100	19700	COMMUNITY JUSTICE SERVICES	443115	Drug Testing	264.34	TESTING SERVICES
114277	04/08/26	CROSWHITE, TROY	032326-032426PERDIEM	100	21175	CIVIL WARRANTS SECTION	447300	Transportation of Prisoners	94.60	EXTRADITION TRANSPORTATION
114278	04/08/26	DASTOURY, KAMRAN	011226-032826	217	46400	COMMUNITY HEALTH	443100	Medical, Dental & Vet Services	1,050.00	MEDICAL CONSULTING SERVICES
114279	04/08/26	DESIGN CONCEPTS CLA INC	24190	260	800600	HIGHLAND HERITAGE REG PARK	473500	Parks & Recreation Improvement	5,797.50	DESIGN SERVICES - HIGHLAND HERITAGE REGIONAL PLAYGROUND
114280	04/08/26	DOUGLAS COUNTY DEPUTY SHERIFF'S ASSOCIATION	12960	100	100	GENERAL FUND	211400	A/P - General	442.00	SECURITY SERVICES
114281	04/08/26	EMERGENCY SYSTEMS COMPLIANCE SERVICES	INV15168	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	286.21	GENERATOR TEST
			INV15163	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	1,064.28	GENERATOR TEST
								<b>Total Payment</b>	<b>1,350.49</b>	
114282	04/08/26	FREESE AND NICHOLS INC	1399317	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	1,368.00	MANHOLE DESIGN
114283	04/08/26	GAINES, KATRINA	032526	217	46100	DC HEALTH DEPT ADMIN	445300	Travel Expense	19.50	MILEAGE REIMBURSEMENT
114284	04/08/26	GOVCONNECTION INC	77394579	100	18650	IT ASSET MANAGEMENT	433210	Computer Supplies	121.00	ASSET TAGS
			77394579	100	18650	IT ASSET MANAGEMENT	474500	Computer Equipment	870.00	COMPUTER EQUIPMENT
			77394578	100	18650	IT ASSET MANAGEMENT	474500	Computer Equipment	50,375.00	COMPUTER EQUIPMENT
			77394579	100	18650	IT ASSET MANAGEMENT	433210	Computer Supplies	121.00	ASSET TAGS
			77394578	100	18650	IT ASSET MANAGEMENT	474500	Computer Equipment	375.00	COMPUTER EQUIPMENT
			77394579	100	18650	IT ASSET MANAGEMENT	474500	Computer Equipment	29,630.00	COMPUTER EQUIPMENT
			77394579	100	18650	IT ASSET MANAGEMENT	438500	C.A.-Computer-Related	4,200.00	COMPUTER EQUIPMENT
			77394578	100	18650	IT ASSET MANAGEMENT	433210	Computer Supplies	151.25	ASSET TAGS
								<b>Total Payment</b>	<b>85,843.25</b>	
114285	04/08/26	GROUND ENGINEERING CONSULTANTS INC	26353101	200	800100	CONTRACTED MAJOR ROAD MAINT	478200	Major Maint. of Assets	250.00	CONSTRUCTION INSPECTIONS
114286	04/08/26	HOME INSTEAD	HIPC0226	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/OAA HI PERSONAL CARE 2025	9,906.75	DRCOG SENIOR PERSONAL CARE GRANT
			HIHMKR0226	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/OAA HI HOMEMAKER 2025	11,100.00	DRCOG SENIOR HOMEMAKER GRANT
								<b>Total Payment</b>	<b>21,006.75</b>	
114287	04/08/26	HUMANE SOCIETY OF PIKES PEAK	APR2026	100	55500	ANIMAL CONTROL	447460	Animal Control Services	45,239.33	APR 2026 ANIMAL SERVICES
114288	04/08/26	J & A TRAFFIC PRODUCTS	41703	200	31600	ENG - TRAFFIC SIGNS/STRIPING	436500	Sign Parts & Supplies	6,172.50	SIGN SUPPLIES

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
114289	04/08/26	KNOTH III, JOHN F	031326	220	800595	MOUNTED PATROL	447500	Other Purchased Services	70.00	MOUNTED PATROL FARRIER REIMBURSEMENT
114290	04/08/26	KNOTHEAD TREE AND LAWN CARE	24970	200	31400	MAINTENANCE OF CONDITION	443600	Other Professional Services	17,400.00	TREE REMOVAL
			24952	200	31400	MAINTENANCE OF CONDITION	443600	Other Professional Services	1,100.00	TREE REMOVAL
								<b>Total Payment</b>	<b>18,500.00</b>	
114291	04/08/26	LECOMPTE, BOBBY L	030726-030826	200	31600	ENG - TRAFFIC SIGNS/STRIPING	445300	Travel Expense	127.60	MILEAGE REIMBURSEMENT
114292	04/08/26	LIGHTING ACCESSORY & WARNING SYSTEMS	26920	220	22500	IMPACT UNIT/LEA	474300	Cars, Vans, Pickups	3,475.00	VEHICLE UPFIT
114293	04/08/26	LOVEGROVE, JESSE	022326	100	19150	JUSTICE CENTER FACILITY MGMT	445300	Travel Expense	34.66	MILEAGE REIMBURSEMENT
114294	04/08/26	MCLAUGHLIN COUNSELING	FLEX199	210	44500	CHILD WELFARE	443600	Other Professional Services	1,200.00	COUNSELING SERVICES
114295	04/08/26	MOTOROLA SOLUTIONS INC	8330321116	100	100	GENERAL FUND	121314	Acct. Rec. - Sheriff Admin	665.00	RADIO REPAIR
			8330320997	100	100	GENERAL FUND	121314	Acct. Rec. - Sheriff Admin	555.00	RADIO REPAIR
			8330322612	100	100	GENERAL FUND	121314	Acct. Rec. - Sheriff Admin	727.00	RADIO REPAIR
								<b>Total Payment</b>	<b>1,947.00</b>	
114296	04/08/26	NATIONAL ELECTRICAL CONSTRUCTION INC	202601C	100	51100	PARK MAINTENANCE	443600	Other Professional Services	195.00	ELECTRICAL SERVICES
			202601B	100	51100	PARK MAINTENANCE	443600	Other Professional Services	150.00	ELECTRICAL SERVICES
								<b>Total Payment</b>	<b>345.00</b>	
114297	04/08/26	OLDCASTLE INFRASTRUCTURE	110323240	200	31400	MAINTENANCE OF CONDITION	448700	Other Constr/Maint. Materials	2,750.00	STORM INLETS GRATES
114298	04/08/26	OUTPUT SERVICES INC	P4911	100	12400	MOTOR VEHICLE	439200	Postage & Delivery Svc.	13,000.00	POSTAGE - MV RENEWAL CARDS
			INV128557	100	12400	MOTOR VEHICLE	444400	Service Contracts	3,832.95	MAR 2026 DMV RENEWALS
								<b>Total Payment</b>	<b>16,832.95</b>	
114299	04/08/26	PACIFIC OFFICE AUTOMATION INC	932122	100	21125	SUPPORT SERVICES	440300	Copier Charges	2,025.22	QUARTERLY COPIER CHARGES
114300	04/08/26	PETERSON, AUDRA	031726-031926	295	861350	RMHIDTA TRAINING	445300	Travel Expense	724.04	ADVANCED VEHICLE CONTRABAND CLASS, SALT LAKE CITY, UT
114301	04/08/26	PINERY HOMEOWNERS ASSOCIATION	316	100	51100	PARK MAINTENANCE	443350	Security Services	959.77	MAR 2026 SAFETY PATROLS
114302	04/08/26	PRECISION DYNAMICS CORPORATION	9361313828	100	21500	DETENTION	433400	Operating Supplies	300.36	DETENTION SUPPLIES
114303	04/08/26	PROULX, COREY	22	100	21130	EMPLOYEE WELLNESS	443600	Other Professional Services	595.00	EMPLOYEE WELLNESS
114304	04/08/26	RADSOURCE IMAGING TECHNOLOGIES INC	PSI009372	100	18650	IT ASSET MANAGEMENT	474500	Computer Equipment	4,695.00	LAPTOP
114305	04/08/26	REYES REY, ANDREA C	022126-022226	100	19700	COMMUNITY JUSTICE SERVICES	445300	Travel Expense	2.61	MILEAGE REIMBURSEMENT
114306	04/08/26	RIVER NORTH TRANSIT LLC	INV00117681	230	801016	DC TRANSIT & MOBILITY PROGRAM	443600	Other Professional Services	221,171.86	HIGHLANDS RANCH LINK
114307	04/08/26	RMS RECOVERY MONITORING SOLUTIONS	10203892	210	44500	CHILD WELFARE	443115	Drug Testing	1,334.89	TESTING SERVICES
114308	04/08/26	ROMERO, RICHARD	042026-042426PERDIEM	100	21200	INVESTIGATIONS	445300	Travel Expense	276.00	COLORADO AUTO THEFT INVESTIGATORS CONFERENCE, STEAMBOAT SPRINGS, CO
114309	04/08/26	ROTHERHAM JR, ROBERT H	012826-030926	220	800595	MOUNTED PATROL	447500	Other Purchased Services	165.00	MOUNTED PATROL FARRIER REIMBURSEMENT
114310	04/08/26	S-COMM FIBER INC	13023	330	33800	Lansing Point Facilities Impro	472500	Buildings & Structures	84,429.40	CABLE INSTALLATION



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114311	04/08/26	SEDALIA WATER & SANITATION DISTRICT	031626	296	861577	ARPA-REVENUE REPLACEMENT	465100	Contributions - Misc./Sedalia	40,192.00	FEB 2026 ARPA REIMBURSEMENT
			021626	296	861577	ARPA-REVENUE REPLACEMENT	465100	Contributions - Misc./Sedalia	23,678.00	JAN 2026 ARPA REIMBURSEMENT
									<b>63,870.00</b>	
114312	04/08/26	SENERGY PETROLEUM LLC	415437796	100	19910	FLEET MAINTENANCE	436100	Oil & Lubrication	599.30	DIESEL EXHAUST FLUID FOR CASTLE ROCK
			415437797	100	19910	FLEET MAINTENANCE	436100	Oil & Lubrication	666.33	DIESEL EXHAUST FLUID FOR PARKER
									<b>1,265.63</b>	
114313	04/08/26	SHUMS CODA ASSOCIATES	20221	100	24100	BUILDING DEVELOPMENT SERVICES	447280	New Elevator Installations	550.00	ELEVATOR PLAN REVIEW
114314	04/08/26	SOURCENOW	INVSN4482	100	21125	SUPPORT SERVICES	433210	Computer Supplies	1,072.40	COMPUTER SUPPLIES
114315	04/08/26	SOURCES INC	50779	200	31400	MAINTENANCE OF CONDITION	433500	Clothing & Uniforms	258.20	UNIFORMS
			50779	200	31400	MAINTENANCE OF CONDITION	447500	Other Purchased Services	9.00	EMBROIDERY
									<b>267.20</b>	
114316	04/08/26	SOUTH METRO FIRE RESCUE AUTHORITY	FINV000000444	220	822110	SWAT TEAM	443600	Other Professional Services	127,678.00	2025 SWAT SERVICES
114317	04/08/26	SPRADLIN PRINTING INC	24370	100	11600	PUBLIC AFFAIRS	440100	Printing/Copying/Reports	180.00	ORDINANCE POSTERS
114318	04/08/26	STONE SECURITY	87339	200	31660	TRAFFIC SIGNAL ASSET MGMT PROG	444550	Software/Hardware Subscription	16,310.65	SOFTWARE RENEWAL
114319	04/08/26	TELLIGEN	INV0000125512	100	17100	HR ADMIN	447975	Wellness Programs - Carrier	1,794.14	DISEASE MANAGEMENT
			INV0000125526	100	17100	HR ADMIN	447975	Wellness Programs - Carrier	2,781.74	WELLNESS PORTAL
			INV0000125524	100	17100	HR ADMIN	447975	Wellness Programs - Carrier	1,333.26	AT RISK/LIFESTYLE COACHING
									<b>5,909.14</b>	
114320	04/08/26	TFOG WHEELSPORTS LLC	37106	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	409.77	FLEET PARTS
114321	04/08/26	TOWN OF CASTLE ROCK	031026	100	30300	STORMWATER MANAGEMENT	447500	Other Purchased Services	500.00	SPRING UP THE CREEK SPONSORSHIP
114322	04/08/26	TRINITY GROUP COMPANIES INC	28605IN	200	31400	MAINTENANCE OF CONDITION	448700	Other Constr/Maint. Materials	6,972.00	TRAFFIC CONES
114323	04/08/26	TRINITY SERVICES GROUP INC	3011500230	100	21500	DETENTION	447150	Inmate Meals	15,176.24	INMATE MEALS
			3011500229	100	21500	DETENTION	447150	Inmate Meals	14,977.42	INMATE MEALS
									<b>30,153.66</b>	
114324	04/08/26	UNIFIRST CORPORATION	2260236359	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	274.68	UNIFORMS SERVICE
			2260236409	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	82.26	UNIFORMS SERVICE
									<b>356.94</b>	
114325	04/08/26	UNITED STATES POSTAL SERVICE	032526/EPS	100	12500	ELECTIONS AND REGISTRATION	439200	Postage & Delivery Svc.	20,000.00	POSTAGE
114326	04/08/26	VANCE BROTHERS LLC	AC00096587	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	3,062.32	FLEET PARTS
114327	04/08/26	VISITING ANGELS	VAPC0226	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/OAA VA PERSONAL CARE 2025	3,323.50	DRCOG SENIOR PERSONAL CARE GRANT
			VAHMKR0226	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/OAA VA HOMEMAKER 2025	3,657.00	DRCOG SENIOR HOMEMAKER GRANT
									<b>6,980.50</b>	
114328	04/08/26	VOLKERT, INC	202006	230	800464	PINE LANE IMPROVEMENTS	473100	Roads, St., Drainage-Eng.	18,305.38	PINE DR/PINE LN CONSTRUCTION MANAGEMENT
114329	04/08/26	WAGNER, DONALD	032326-032426PERDIEM	100	21175	CIVIL WARRANTS SECTION	447300	Transportation of Prisoners	94.60	EXTRADITION TRANSPORTATION
114330	04/08/26	WENIGER, EMILEE G	022426-022726	220	800595	MOUNTED PATROL	433400	Operating Supplies	180.00	MOUNTED PATROL REIMBURSEMENT

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				Fund	Unit		Acct	Account Description		
114331	04/08/26	WESTERN PAPER DISTRIBUTORS	5419038	100	19150	JUSTICE CENTER FACILITY MGMT	433900	Janitorial Supplies	1,856.14	JANITORIAL SUPPLIES
			5418604	100	55200	FAIRGROUND OPERATIONS	433900	Janitorial Supplies	1,808.00	JANITORIAL SUPPLIES
			5378262	100	55200	FAIRGROUND OPERATIONS	433900	Janitorial Supplies	648.16	JANITORIAL SUPPLIES
			5421134	100	55200	FAIRGROUND OPERATIONS	433900	Janitorial Supplies	45.40	JANITORIAL SUPPLIES
								<b>Total Payment</b>	<b>4,357.70</b>	
114332	04/08/26	WICHT, JEREMY	032326-032526	295	861350	RMHIDTA TRAINING	445300	Travel Expense	542.42	DETECTING DANGER TRAINING, SWEETWATER, WY
114333	04/08/26	WOMBLE BOND DICKINSON (US) LLP	6778302	100	11200	COUNTY ATTORNEY	443200	Legal Services	10,760.00	LEGAL SERVICES
532321	04/07/26	AMERICAN TARGET COMPANY	124064	100	21115	SHERIFF TRAINING	433700	Firearm Supplies	525.00	TARGETS
532322	04/07/26	ARAPAHOE COUNTY PUBLIC HEALTH DEPARTMENT	2192026	217	861469	WIC - ADDITIONAL OPERATING EXP	446400	Books & Subscription	124.98	ANNUAL PORTAL ACCESS
532323	04/07/26	BLUE COLLAR DISRUPTIVE LLC	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	216.60	REGISTRATION REFUND
532324	04/07/26	BUTLER III, THOMAS J	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	452.54	REGISTRATION REFUND
532325	04/07/26	CATAFFO, DIANA	283	100	21500	DETENTION	433500	Clothing & Uniforms	284.00	ALTERATIONS
532326	04/07/26	CATALIS COURTS & LAND RECORDS, LLC	INV308370999	100	871000	E-RECORDING	444500	Software/Hardware Supp./Maint.	56,147.63	ANNUAL SOFTWARE MAINTENANCE
532327	04/07/26	COGNIZANT WORLDWIDE LIMITED	CW1010002520694	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	20,280.00	SERVICENOW SUPPORT NOV 2025
			CW1010002520693	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	20,280.00	SERVICENOW SUPPORT OCT 2025
			CW1010002520692	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	20,280.00	SERVICENOW SUPPORT SEP 2025
			CW1010002520695	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	20,280.00	SERVICENOW SUPPORT DEC 2025
			CW1010002564155	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	20,280.00	SERVICENOW SUPPORT FEB 2026
			CW1010002532600	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	20,280.00	SERVICENOW SUPPORT JAN 2026
								<b>Total Payment</b>	<b>121,680.00</b>	
532328	04/07/26	COLORADO DEPARTMENT OF AGRICULTURE	6609	220	22150	TRAFFIC SECTION	444700	Other Repair & Maint. Service	40.00	LASER CALIBRATIONS
			6569	220	22150	TRAFFIC SECTION	444700	Other Repair & Maint. Service	48.00	LASER CALIBRATIONS
								<b>Total Payment</b>	<b>88.00</b>	
532329	04/07/26	CONSORTECH SOLUTIONS INC	INV003856	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	13,125.00	ASSESSMENT SERVICES
532330	04/07/26	COVA TREE	29920	200	800100	CONTRACTED MAJOR ROAD MAINT	443600	Other Professional Services	475.00	ARBORIST SERVICES
532331	04/07/26	CSST HOLDINGS INC	854334540	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	72.75	DOCUMENT STORAGE ANALYSIS
532332	04/07/26	DAVIS, JENNIFER L	030926	100	12400	MOTOR VEHICLE	445300	Travel Expense	13.34	MILEAGE REIMBURSEMENT
532333	04/07/26	DAZZLER PRODUCTIONS	50	100	21100	SHERIFF ADMINISTRATION	447700	Recognition Programs	1,800.00	EVENT ENTERTAINMENT
532334	04/07/26	DOUGLAS COUNTY HEALTHY YOUTH COALITION	022826	217	861057	TPEP - TOBACCO PREV & ED PROG	443600	Other Professional Services	3,566.02	CONTRACTING SERVICES
532335	04/07/26	DOUGLAS COUNTY SCHOOL DISTRICT	10003720	210	44500	CHILD WELFARE	443600	Other Professional Services	4,229.10	FEB 2026 ESSA BILLING
			10003719	210	44500	CHILD WELFARE	443600	Other Professional Services	3,121.20	FEB 2026 ESSA BILLING
			10003717	210	44500	CHILD WELFARE	443600	Other Professional Services	2,313.95	FEB 2026 ESSA BILLING
			10003718	210	44500	CHILD WELFARE	443600	Other Professional Services	1,748.99	FEB 2026 ESSA BILLING
								<b>Total Payment</b>	<b>11,413.24</b>	
532336	04/07/26	ELBERT COUNTY GOVERNMENT	215	217	861057	TPEP - TOBACCO PREV & ED PROG	443600	Other Professional Services	17,662.50	TOBACCO PREVENTION INITIATIVE

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532337	04/07/26	FELIX, MATTHEW	031926	100	12400	MOTOR VEHICLE	445300	Travel Expense	13.05	MILEAGE REIMBURSEMENT
532338	04/07/26	FOLEY HOAG LLP	4257059	100	11200	COUNTY ATTORNEY	443200	Legal Services	4,110.00	LEGAL SERVICES
532339	04/07/26	FRANKTOWN ANIMAL CLINIC	789447	220	800540	K-9 UNIT	443100	Medical, Dental & Vet Services	43.94	VETERINARY SERVICES
			790813	220	800540	K-9 UNIT	443100	Medical, Dental & Vet Services	115.52	VETERINARY SERVICES
			789409	220	22400	COMMUNITY RESOURCES	443100	Medical, Dental & Vet Services	35.91	VETERINARY SERVICES
			790571	100	21130	EMPLOYEE WELLNESS	443100	Medical, Dental & Vet Services	909.34	VETERINARY SERVICES
<b>Total Payment</b>									<b>1,104.71</b>	
532340	04/07/26	GAPINSKI, DUANE P & LAUREN E	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	501.19	REGISTRATION REFUND
532341	04/07/26	GLOBAL VILLAGE ACADEMY DOUGLAS	202602	100	803021	SAFETY AND MENTAL HEALTH 1X	467100	Schools	3,030.25	SCHOOL MENTAL HEALTH PROJECT
532342	04/07/26	GOZEH, SARDAR	DC003109	100	100	GENERAL FUND	221610	Sec. Deposit Refund-Fairground	500.00	SECURITY DEPOSIT REFUND
532343	04/07/26	GRACO INC	50001917	200	31600	ENG - TRAFFIC SIGNS/STRIPING	436200	Equip. & Motor Vehicle Parts	2,600.66	GRINDER PARTS
532344	04/07/26	HIGHPOINTE SERVICES LIMITED	DDMLHP26	100	45100	DEVELOPMENTAL DISABILITIES-ADM	465200	DD Grant	25,000.00	DEVELOPMENTAL DISABILITY GRANT
532345	04/07/26	HISER, JANICE DELAINE LARSON	012326-030526	100	12400	MOTOR VEHICLE	445300	Travel Expense	77.36	MILEAGE REIMBURSEMENT
532346	04/07/26	HOLLAND, RICHARD G	MV REFUND/032426	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	291.14	REGISTRATION REFUND
532347	04/07/26	IDA, ADAM S	MV REFUND/032426	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	581.59	REGISTRATION REFUND
532348	04/07/26	IMAGEFIRST	268156957	100	23100	CORONER	447500	Other Purchased Services	80.53	LAUNDRY SERVICE
532349	04/07/26	J&H SERVICES LLC	326	223	28001	DA 23RD - DISTRICT MO ALLOC	443600	Other Professional Services	300.00	SCREENING SERVICES
532350	04/07/26	JOHNSON, CHARLES	MV REFUND/032426	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	122.14	REGISTRATION REFUND
532351	04/07/26	JOSHUA TREE EXPERTS	1178	100	890107	HB24-1430 FRWRM PROGRAM	447500	Other Purchased Services	5,481.00	WILDFIRE MITIGATION PROGRAM
532352	04/07/26	KAPLAN EARLY LEARNING COMPANY	ORD9837277	217	861619	TSQI CSQI GAE FUNDING	447500	Other Purchased Services	28.70	EARLY CHILDHOOD COUNCIL CONTRACTOR
			ORD9837276	217	861619	TSQI CSQI GAE FUNDING	447500	Other Purchased Services	2,002.49	EARLY CHILDHOOD COUNCIL CONTRACTOR
<b>Total Payment</b>									<b>2,031.19</b>	
532353	04/07/26	KELLER, LINDA A	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	115.66	REGISTRATION REFUND
532354	04/07/26	LAKESHORE LEARNING MATERIALS LLC	93517425	217	861619	TSQI CSQI GAE FUNDING	447500	Other Purchased Services	649.07	EARLY CHILDHOOD COUNCIL CONTRACTOR
532355	04/07/26	LAKESIDE PLASTICS INC	T180875IN	200	31600	ENG - TRAFFIC SIGNS/STRIPING	436500	Sign Parts & Supplies	4,200.00	TRAFFIC CONES
532356	04/07/26	LIFE LINE SCREENING	DC003095	100	100	GENERAL FUND	221610	Sec. Deposit Refund-Fairground	200.00	SECURITY DEPOSIT REFUND
532357	04/07/26	LUEBKE, PHYLLIS	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	26.21	REGISTRATION REFUND
532358	04/07/26	MADORE, MATTHEW J & MARISSA J BALL	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	1,480.37	REGISTRATION REFUND
532359	04/07/26	MILE HIGH TREE CARE LLC	78246	275	32500	SOLID WASTE DISPOSAL	450240	Waste Disposal Services	9,892.50	MULCH REMOVAL
			77909	100	32100	WASTE TRANSFER SITES	447500	Other Purchased Services	16,772.50	MULCH REMOVAL
<b>Total Payment</b>									<b>26,665.00</b>	

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532360	04/07/26	MINES-BRUCE, ERICA	022526-031926	100	12400	MOTOR VEHICLE	445300	Travel Expense	61.26	MILEAGE REIMBURSEMENT
532361	04/07/26	MOLNAR, CODY M	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	534.59	REGISTRATION REFUND
532362	04/07/26	MOMENTUM TELECOM INC	648676	295	861300	RMHIDTA MGMT & COORDINATION	442400	Telephone/Communications	232.20	TELECOM SERVICES
			648676	295	861305	RMHIDTA INTELLIGENCE	442400	Telephone/Communications	298.54	TELECOM SERVICES
			648676	295	861350	RMHIDTA TRAINING	442400	Telephone/Communications	132.68	TELECOM SERVICES
								<b>Total Payment</b>	<b>663.42</b>	
532363	04/07/26	MOTHERS OF MULTIPLES SOCIETY	DC003106	100	100	GENERAL FUND	221610	Sec. Deposit Refund-Fairground	633.50	SECURITY DEPOSIT REFUND
532364	04/07/26	PALMER DIVIDE AGILITY CLUB	DC003099	100	100	GENERAL FUND	221610	Sec. Deposit Refund-Fairground	355.00	SECURITY DEPOSIT REFUND
532365	04/07/26	RAFATI, AYA	DC003103	100	100	GENERAL FUND	221610	Sec. Deposit Refund-Fairground	500.00	SECURITY DEPOSIT REFUND
532366	04/07/26	REDEKER EXCAVATING INC	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	40.63	REGISTRATION REFUND
532367	04/07/26	REEVES, TAYLOR & MAKENZIE	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	93.51	REGISTRATION REFUND
532368	04/07/26	REVIVE 1787	DC003096	100	55200	FAIRGROUND OPERATIONS	344200	Facilities Use Fees	225.00	SECURITY DEPOSIT REFUND
532369	04/07/26	ROGERS, JOEL ANDREW	MV REFUND/032426	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	277.29	REGISTRATION REFUND
532370	04/07/26	SHORTS, KELVIN	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	240.15	REGISTRATION REFUND
532371	04/07/26	SMITH, KIM	010726-030426	100	16400	COMMUNITY SERVICES	445300	Travel Expense	79.90	MILEAGE REIMBURSEMENT
532372	04/07/26	SNYDER, CHRISTINE	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	679.85	REGISTRATION REFUND
532373	04/07/26	STERICYCLE INC	8013550381	217	861469	WIC - ADDITIONAL OPERATING EXP	443600	Other Professional Services	60.00	OSHA COMPLIANCE SUBSCRIPTION
532374	04/07/26	THAN, DUC H	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	34.63	REGISTRATION REFUND
532375	04/07/26	THOMSEN, MERRIE L	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	129.23	REGISTRATION REFUND
532376	04/07/26	WAGNER, JEREMY	022826-030126	200	31600	ENG - TRAFFIC SIGNS/STRIPING	445300	Travel Expense	49.36	MILEAGE REIMBURSEMENT
532377	04/07/26	WILKINS, RYAN K	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	303.64	REGISTRATION REFUND
532378	04/07/26	WIZ-QUIZ DRUG SCREENING SERVICE	695999	210	44500	CHILD WELFARE	443115	Drug Testing	60.00	TESTING SERVICES
532379	04/07/26	YERXA, PATRICK	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	48.19	REGISTRATION REFUND
532380	04/07/26	ZHENG, ELIA	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	188.45	REGISTRATION REFUND
532381	04/07/26	DALKE, STEVE	041326-041526PERDIEM	200	31100	ROAD AND BRIDGE ADMIN	445300	Travel Expense	170.20	SPRING STREET CONFERENCE, BRECKENRIDGE, CO
532382	04/07/26	KADLEC, JOHN	041326-041526PERDIEM	200	31100	ROAD AND BRIDGE ADMIN	445300	Travel Expense	170.20	SPRING STREET CONFERENCE, BRECKENRIDGE, CO
532383	04/07/26	KULA, DEBORAH E	032326	200	31630	ENGINEERING SPECIAL PROJECTS	446100	Conference,Seminar, Train Fees	175.00	MILE HIGH FLOOD DISTRICT SYMPOSIUM REGISTRATION
532384	04/07/26	LAWLER, JACK P	032626-032726PERDIEM	100	21175	CIVIL WARRANTS SECTION	447300	Transportation of Prisoners	122.40	EXTRADITION TRANSPORTATION
532385	04/07/26	PASTORE, JONATHAN	10103	100	24100	BUILDING DEVELOPMENT SERVICES	446100	Conference,Seminar, Train Fees	40.00	SPANISH CLASS REGISTRATION
			030226	100	24100	BUILDING DEVELOPMENT SERVICES	445300	Travel Expense	23.95	TOLL REIMBURSEMENT

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Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
			10104	100	24100	BUILDING DEVELOPMENT SERVICES	446100	Conference,Seminar, Train Fees	250.00	GROUP SPANISH CLASSES
								<b>Total Payment</b>	<b>313.95</b>	
532386	04/07/26	PATTERSON, STEVEN	041326-041526PERDIEM	200	31100	ROAD AND BRIDGE ADMIN	445300	Travel Expense	170.20	SPRING STREET CONFERENCE, BRECKENRIDGE, CO
532387	04/07/26	WEEKLY, ANNE	040626-041026PERDIEM	100	21350	TECHNOLOGY SECTION	445300	Travel Expense	258.00	AXON CONFERENCE, NASHVILLE, TN
532388	04/07/26	WEST, NATHAN JAMES	042026-042426PERDIEM	100	22100	PATROL-LEA	445300	Travel Expense	276.00	COLORADO AUTO THEFT INVESTIGATORS CONFERENCE, STEAMBOAT SPRINGS, CO
532389	04/07/26	COLORADO SECRETARY OF STATE	032426	100	12500	ELECTIONS AND REGISTRATION	446100	Conference,Seminar, Train Fees	140.00	2026 EPIC TRAINING REGISTRATION
<b>Grand Total:</b>									<b>1,780,793.21</b>	

R55AP001

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

3/30/2026

16:03:09

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
114226	03/25/26	CORE ELECTRIC COOPERATIVE	20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	126.82	6142 N US HWY 85
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	32.07	5950 N US HWY 85
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	25.07	6046 N US HWY 85
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	22.74	6090 N US HWY 85
			20159002/031826	100	19920	FLEET-CAR WASH FACILITY	450210	Electric	736.51	3030 N US HWY 85
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	9,989.22	100 THIRD ST
			20159002/031826	100	19150	JUSTICE CENTER FACILITY MGMT	450210	Electric	34,245.20	4000 JUSTICE WAY
			20159002/031826	100	19150	JUSTICE CENTER FACILITY MGMT	450210	Electric	35,213.11	4000 JUSTICE WAY
			20159002/031826	100	55200	FAIRGROUND OPERATIONS	450210	Electric	533.35	500 FAIRGROUNDS RD
			20159002/031826	100	55200	FAIRGROUND OPERATIONS	450210	Electric	8,876.06	701 GILBERT ST
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	561.87	11815 SPRING VALLEY RD
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	1,632.12	410 FAIRGROUNDS RD
			20159002/031826	100	55200	FAIRGROUND OPERATIONS	450210	Electric	6,318.67	701 GILBERT ST
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	1,865.42	125 STEPHANIE PL
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	2,340.12	2965 N US HWY 85
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	56.78	7870 N I-25
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	5,624.37	4400 CASTLETON CT
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	105.29	100 THIRD ST
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	5,100.13	301 N WILCOX ST
			20159002/031826	100	55200	FAIRGROUND OPERATIONS	450210	Electric	596.49	432 PERRY ST
			20159002/031826	100	55200	FAIRGROUND OPERATIONS	450210	Electric	66.57	500 FAIRGROUNDS RD
			20159002/031826	100	55200	FAIRGROUND OPERATIONS	450210	Electric	218.07	500 FAIRGROUNDS RD
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	144.93	6437 FIRST ST
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	37.18	159 N COUNTY HWY 67
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	1,878.50	5 IND WY MOUNT DEPT
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	4,983.23	3030 INDUSTRIAL WAY
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	1,190.04	3020 INDUSTRIAL WAY
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	1,013.66	3026 INDUSTRIAL WAY
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	4,838.06	9040 TAMMY LN
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	1,768.93	9040 TAMMY LN
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	81.43	104 FOURTH ST
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	520.23	410 S WILCOX ST
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	31.45	125A STEPHANIE PL
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	146.78	2801 HWY 85
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	145.56	2801 HWY 85
			20159002/031826	100	55200	FAIRGROUND OPERATIONS	450210	Electric	982.19	500 FAIRGROUNDS RD
			20159002/031826	100	19100	FACILITIES ADMINISTRATION	450210	Electric	413.04	410 FAIRGROUNDS RD
						<b>Total Payment</b>			<b>132,461.26</b>	
114233	03/31/26	CORE ELECTRIC COOPERATIVE	26989800/031126	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	450250	Traffic Signal Utilities	41.04	SKY VIEW LN
114234	03/31/26	CORE ELECTRIC COOPERATIVE	23095300/031126	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	450250	Traffic Signal Utilities	38.92	BURNING TREE
114235	03/31/26	CORE ELECTRIC COOPERATIVE	26633300/031126	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	450250	Traffic Signal Utilities	81.57	BAYOU GULCH RD
114236	03/31/26	TCC CORPORATION	2531001	630	19450	LIABILITY AND PROPERTY INS.	458100	Insurance Claims-Property	9,233.00	INSURANCE CLAIMS
114237	03/31/26	VOLITION COMPONENTS LLC	INV202600021	100	19210	VEHICLE REPLACEMENT	474300	Cars, Vans, Pickups	3,316.49	VEHICLE UPFIT
532292	03/24/26	COLORADO GOLF AND TURF INC	1190792	100	51100	PARK MAINTENANCE	438800	C.A.-Other Equipment	10,914.40	EQUIPMENT REPLACEMENT

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
532293	03/24/26	NEW PARADIGM COUNSELING	91	223	28014	DA 23RD - DISTRICT JD ALLOC	443645	Substance Screening Services	104.00	TESTING SERVICES
532294	03/24/26	CATTERTON, LACEY	033026-040226PERDIEM	220	22100	PATROL-LEA	445300	Travel Expense	176.80	FIELD TRAINING OFFICER CONFERENCE, BLACK HAWK, CO
532300	03/25/26	CASTLETON CENTER WATER & SANITATION DISTRICT	4003	100	19100	FACILITIES ADMINISTRATION	450230	Water & Sewer	62.00	BULK WATER MAINTENANCE
532301	03/25/26	XCEL ENERGY	969679593/031826	100	51100	PARK MAINTENANCE	450210	Electric	1,975.95	9653 S QUEBEC ST
532302	03/25/26	HALIW, MICHAEL A	033026-04026PERDIEM	220	22100	PATROL-LEA	445300	Travel Expense	176.80	FIELD TRAINING OFFICER CONFERENCE, BLACK HAWK, CO
532307	03/30/26	CATANACH, BRITTANY	32526	223	28501	DA 23RD - STATE MANDATED COSTS	445300	Travel Expense-State Mandated	796.50	EXPERT WITNESS SERVICES
532308	03/30/26	COLORADO GOLF AND TURF INC	1190791	100	802035	ENERGY EFFICIENCY & CONSERV	438800	C.A.-Other Equipment	3,967.60	EQUIPMENT REPLACEMENT
532309	03/30/26	EL PASO COUNTY SHERIFF	4633	223	28501	DA 23RD - STATE MANDATED COSTS	443650	Process Services	11.40	PROCESS SERVICES
532310	03/30/26	KARY CABINET COMPANY INC	21046 21048	100 100	19150 19150	JUSTICE CENTER FACILITY MGMT JUSTICE CENTER FACILITY MGMT	472300 472300	Improvements Improvements	3,375.00 2,250.00	JUSTICE CENTER REMODEL JUSTICE CENTER REMODEL
								<b>Total Payment</b>	<b>5,625.00</b>	
532311	03/30/26	ROXBOROUGH WATER & SANITATION DISTRICT	7130848/032426	100	19100	FACILITIES ADMINISTRATION	450230	Water & Sewer	133.50	BULK WATER
532312	03/30/26	USAA SUBROGATION DEPARTMENT	022871803802	630	19450	LIABILITY AND PROPERTY INS.	458150	Insurance Claims-Liability	4,731.18	INSURANCE CLAIMS
532313	03/30/26	XCEL ENERGY	5300151499670/032326 5300104521330/031626 5300104521330/031626	100 100 100	19100 19100 19100	FACILITIES ADMINISTRATION FACILITIES ADMINISTRATION FACILITIES ADMINISTRATION	450210 450210 450220	Electric Electric Gas	1,130.92 294.82 355.27	DCSH 8500 N MOORE RD 8500 N MOORE RD
								<b>Total Payment</b>	<b>650.09</b>	
532318	03/30/26	XCEL ENERGY	5340382016/032026 5340382016/021926	100 100	19100 19100	FACILITIES ADMINISTRATION FACILITIES ADMINISTRATION	450210 450210	Electric Electric	789.51 (100.84)	2223 W WILDCAT RESERVE PKWY 2223 W WILDCAT RESERVE PKWY
								<b>Total Payment</b>	<b>688.67</b>	
532319	03/30/26	XCEL ENERGY	5319739830/021926 5319739830/032026	100 100	19100 19100	FACILITIES ADMINISTRATION FACILITIES ADMINISTRATION	450220 450220	Gas Gas	(5.31) 82.57	2223 W WILDCAT RESERVE PKWY 2223 W WILDCAT RESERVE PKWY
								<b>Total Payment</b>	<b>77.26</b>	
532320	03/30/26	XCEL ENERGY	5397826603/021926 5397826603/021926 5397826603/032026 5397826603/032026	100 100 100 100	19175 19175 19175 19175	HIGHLANDS RANCH SUBSTATION FAC HIGHLANDS RANCH SUBSTATION FAC HIGHLANDS RANCH SUBSTATION FAC HIGHLANDS RANCH SUBSTATION FAC	450210 450220 450220 450210	Electric Gas Gas Electric	(289.74) (289.73) 2,803.23 6,419.70	9250 ZOTOS DR 9250 ZOTOS DR 9250 ZOTOS DR 9250 ZOTOS DR
								<b>Total Payment</b>	<b>8,643.46</b>	
								<b>Grand Total:</b>	<b>185,037.81</b>	

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**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Christie Guthrie, Director of Finance

**DESCRIPTION:** Approval of Vouchers April 14, 2026

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

Vouchers	\$	5,435,917.87
Electronic Funds Transfers	\$	
Handwritten Checks	\$	4,151,577.48
Purchasing Card Charges	\$	894,312.48
Election Judges	\$	
<b>TOTAL:</b>	<b>\$</b>	<b>10,481,807.83</b>

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:**

Christie Guthrie	Approve	4/7/2026
Jeff Garcia	Approve	4/8/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

04.14.26 BOCC



R55AP001

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

4/7/2026  
10:33:09

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
114348	04/15/26	1158781	53 CORPORATION LLC	3202601	200	800506	STORMWATER PRIORITY PROJECTS	473200	Roads, St., Drainage-Contr	19,422.50	PINERY OUTFALL REPAIR PROJECT
114349	04/15/26	1180938	ACORN PETROLEUM INC	42026IN 37224IN 42120IN 41803IN 42118IN 42117IN 42116IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	2,221.25 24,000.64 775.12 1,131.22 7,042.77 2,530.08 4,398.00	FUEL FOR TRUMBULL FUEL FOR CASTLE ROCK FUEL FOR EMERGENCY VEHICLE OPERATIONS CENTER FUEL FOR EMERGENCY VEHICLE OPERATIONS CENTER FUEL FOR HIGHLANDS RANCH SUBSTATION FUEL FOR SEDALIA FUEL FOR SOUTHEAST FACILITY
									<b>Total Payment</b>	<b>42,099.08</b>	
114350	04/15/26	1594782	ADAMS, CHELSEA I	030226-033126	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	416.95	MILEAGE REIMBURSEMENT
114351	04/15/26	1101782	ADVANCED PROPERTY MAINTENANCE	42730 42738 42735 42733 42728 42736 42737	250	53500	OPEN SPACE	444700	Other Repair & Maint. Service	1,875.00 825.00 825.00 750.00 2,730.00 75.00 75.00	SNOW REMOVAL - MULTI LOCATIONS SNOW REMOVAL - MULTI LOCATIONS SNOW REMOVAL - MULTI LOCATIONS SNOW REMOVAL - MULTI LOCATIONS SNOW REMOVAL - MULTI LOCATIONS SNOW REMOVAL - SANDSTONE SNOW REMOVAL - SANDSTONE
									<b>Total Payment</b>	<b>7,155.00</b>	
114352	04/15/26	1488308	AGING RESOURCES OF DOUGLAS COUNTY	OAITRANSSTAFF326 OAIARDCSHAPR26 2025PSMGRANT	100	861587	ARPA - AGING RESOURCES OLDER A	443600	Other Professional Services	37,718.00	OAI TRANSPORTATION STAFFING
					100	861587	ARPA - AGING RESOURCES OLDER A	447500	Other Purchased Services	823.75	OAI SHUTTLE OPERATION
					100	41200	PHILIP MILLER GRANT	465100	Contributions - Misc.	25,000.00	2025 PHILIP S MILLER GRANT
									<b>Total Payment</b>	<b>63,541.75</b>	
114353	04/15/26	1669175	ALKU TECHNOLOGIES LLC	671402 669347	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	6,000.00	IT SUPPORT
					100	800900	TECHNOLOGY FUND	443600	Other Professional Services	6,000.00	IT SUPPORT
									<b>Total Payment</b>	<b>12,000.00</b>	
114354	04/15/26	1480065	ALLIED UNIVERSAL SECURITY SERVICES	18210481	100	21400	COURT SERVICES	443350	Security Services	5,865.30	GUARD SERVICES - JUSTICE CENTER
114355	04/15/26	1554222	ANDERSON, STEVEN M	032826	200	31550	WEED CONTROL	445300	Travel Expense	63.95	MILEAGE REIMBURSEMENT
114356	04/15/26	1000068	ARAPAHOE/DOUGLAS WORKS WORKFORCE CENTER	1800009111BCA 1800009111TANF 1800009111	210	44400	TANF BLOCK GRANT	443600	Other Professional Services	3,954.15	FEB 2026 TANF CASE MANAGEMENT
					210	44400	TANF BLOCK GRANT	443600	Other Professional Services	10,795.27	FEB 2026 YOUTH EMPLOYMENT
					210	44275	EMPLOYMENT FIRST	443600	Other Professional Services	539.70	FEB 2026 EMPLOYMENT FIRST
									<b>Total Payment</b>	<b>15,289.12</b>	
114357	04/15/26	1274142	ARMORED KNIGHTS INC	11041	210	44100	ADMINISTRATION BLOCK GRANT	447500	Other Purchased Services	121.00	ARMORED CAR SERVICES
114358	04/15/26	1000092	AZTEC CONSULTANTS INC	199531 199579	230	800267	WATERTON ROAD	473100	Roads, St., Drainage-Eng.	2,840.00	SURVEYING SERVICES
					230	800267	WATERTON ROAD	473100	Roads, St., Drainage-Eng.	1,760.00	SURVEYING SERVICES
									<b>Total Payment</b>	<b>4,600.00</b>	
114359	04/15/26	1506202	BEACON COMMUNICATIONS LLC	41530 43518	100	802009	IT INFRASTRUCTURE	438500	C.A.-Computer-Related	43,316.00	HEARING ROOM SPARE PARTS
					100	18100	IT ADMINISTRATION	444700	Other Repair & Maint. Service	1,498.00	SERVICE CALL
									<b>Total Payment</b>	<b>44,814.00</b>	
114360	04/15/26	1528725	BENESCH	355627 355632 355697	235	801507	C470 TRAIL OVER UNIVERSITY	467400	State-CDOT	1,380.00	CONSTRUCTION MANAGEMENT - C470 & UNIVERSITY
					235	801519	WATERTON RD IMPROVEMENTS	473100	Roads, St., Drainage-Eng.	49,763.50	CONSTRUCTION MANAGEMENT - WATERTON RD/EAGLE
					230	800163	CHAMBERS EXT(LINCOLN -S.BRDWY)	473100	Roads, St., Drainage-Eng.	5,223.00	RIVER ROUNDABOUT PROJECT
									<b>Total Payment</b>	<b>56,366.50</b>	CONSTRUCTION MANAGEMENT - LINCOLN & CHAMBERS
114361	04/15/26	1130161	BRANNAN AGGREGATES	420815 420720	200	31500	SNOW AND ICE REMOVAL	448400	Salt & Other Ice Removal	34,834.69	BULK SALT/SAND CASTLE ROCK
					200	31500	SNOW AND ICE REMOVAL	448400	Salt & Other Ice Removal	14,824.78	BULK SALT/SAND CASTLE ROCK
									<b>Total Payment</b>	<b>49,659.47</b>	

DOUGLAS COUNTY GOVERNMENT  
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Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
114362	04/15/26	1537252	BUCKEYE CLEANING CENTER OF DENVER	90741619	100	21500	DETENTION	433900	Janitorial Supplies	3,141.71	DETENTION SUPPLIES
				90741619	100	21500	DETENTION	433800	Prisoner Maint. Supplies	1,747.20	DETENTION SUPPLIES
										<b>4,888.91</b>	
114363	04/15/26	1611760	BURNETT, CHRISTOPHER LEE	042726-043026PERDIEM	217	46100	DC HEALTH DEPT ADMIN	445300	Travel Expense	208.00	NATIONAL NETWORK OF PUBLIC HEALTH INSTITUTES CONFERENCE, NEW ORLEANS, LA
114364	04/15/26	1631745	C3 INTERIORS LLC	I8441	330	33550	FAIRGROUND LAND and FACILITIES	478200	Major Maint. of Assets	11,685.71	FLOOR REPOLISHING
114365	04/15/26	1115713	CAIRY, MICHAEL	013026-031326	100	16200	PLANNING & ZONING SERVICES	445300	Travel Expense	98.30	MILEAGE REIMBURSEMENT
114366	04/15/26	1000176	CASTLE ROCK SENIOR ACTIVITY CENTER	2025PSMGRANT	100	41200	PHILIP MILLER GRANT	465100	Contributions - Misc.	22,500.00	2025 PHILIP S MILLER GRANT
114367	04/15/26	1278839	CATHOLIC CHARITIES OF CENTRAL COLORADO	202602	210	44400	TANF BLOCK GRANT	443600	Other Professional Services	2,455.20	FEB 2026 SERVICES
				2025PSMGRANT	100	41200	PHILIP MILLER GRANT	465100	Contributions - Misc.	10,000.00	2025 PHILIP S MILLER GRANT
										<b>12,455.20</b>	
114368	04/15/26	1006989	CDW GOVERNMENT LLC	AI5WV4S	100	802009	IT INFRASTRUCTURE	474500	Computer Equipment	85,906.80	SERVER & STORAGE SYSTEMS REPLACEMENT
				AI4878N	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	36,057.54	CLOUDFLARE SUPPORT & MAINTENANCE RENEWAL
				AI5DN2Q	100	18900	SOFTWARE MAINTENANCE	444550	Software/Hardware Subscription	1,564.20	ADOBE PRO LICENSES
				AI5CQ2F	100	18650	IT ASSET MANAGEMENT	438500	C.A.-Computer-Related	4,036.05	DOCK STATIONS
										<b>127,564.59</b>	
114369	04/15/26	1025445	CEMEX MATERIALS INC	9453327474	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	7,204.38	BULK POWDER CEMENT
114370	04/15/26	1534344	CENTER COPY BOULDER, INC.	72695	223	28001	DA 23RD - DISTRICT MO ALLOC	440100	Printing/Copying/Reports	764.03	ENVELOPES
				72688	220	861611	COMMUNITY RESPONSE TEAM- LEA	440100	Printing/Copying/Reports	42.00	BUSINESS CARDS
				72689	100	21175	CIVIL WARRANTS SECTION	440100	Printing/Copying/Reports	73.50	BUSINESS CARDS
				72534	100	21200	INVESTIGATIONS	440100	Printing/Copying/Reports	36.75	BUSINESS CARDS
										<b>916.28</b>	
114371	04/15/26	1005812	CHERRY HILLS COMMUNITY CHURCH	2025PSMGRANT	100	41200	PHILIP MILLER GRANT	465100	Contributions - Misc.	5,000.00	2025 PHILIP S MILLER GRANT
114372	04/15/26	1351870	CHRYSO INC	99182039	200	31400	MAINTENANCE OF CONDITION	448700	Other Constr/Maint. Materials	2,883.15	CONCRETE SUPPLIES
114373	04/15/26	1004978	CHURCH OF THE ROCK	022826	210	44400	TANF BLOCK GRANT	443600	Other Professional Services	2,474.00	FEB 2026 SERVICES
				2025PSMGRANT	100	41300	SENIOR COUNCIL	465100	Contributions - Misc.	7,500.00	2025 PHILIP S MILLER GRANT
										<b>9,974.00</b>	
114374	04/15/26	1592485	CIRCULAR EDGE LLC	40249	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	6,562.50	JDE DATA MIGRATION
				40058	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	30,000.00	JAN 2026 JDE SUPPORT
										<b>36,562.50</b>	
114375	04/15/26	1000195	CITY OF AURORA	MAR2026	100	100	GENERAL FUND	214514	Due to Aurora - MV License Fee	1,140.66	MV LICENSE FEES - MAR 2026
				MAR2026	100	100	GENERAL FUND	214515	Due to Aurora - Auto Use Tax	47,092.08	MV SALES TAX - MAR 2026
										<b>48,232.74</b>	
114376	04/15/26	1124105	CITY OF CASTLE PINES	MAR2026	100	100	GENERAL FUND	214517	Due to Castle Pines Auto Use	200,298.01	MV SALES TAX - MAR 2026
				MAR2026	100	100	GENERAL FUND	214516	Due to Castle Pines MV License	4,409.40	MV LICENSE FEES - MAR 2026
										<b>204,707.41</b>	
114377	04/15/26	1000196	CITY OF LITTLETON	MAR2026	100	100	GENERAL FUND	214503	Due to Littleton-MV License	674.23	MV LICENSE FEES - MAR 2026
				MAR2026	100	100	GENERAL FUND	214506	Due to Littleton-Auto Use Tax	6,988.17	MV SALES TAX - MAR 2026
										<b>7,662.40</b>	
114378	04/15/26	1002875	CITY OF LONE TREE	MAR2026	100	100	GENERAL FUND	214504	Due to Lone Tree-MV License	3,746.84	MV LICENSE FEES - MAR 2026
114379	04/15/26	1675895	COLORADO COMMUNITY MEDIA	5PGSXP60006	230	800129	I-25 FRONTAGE RD(TOMAH-DAWSON)	440200	Newspaper Notices/Advertising	55.97	LEGAL NOTICE

DOUGLAS COUNTY GOVERNMENT  
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				OKGGWPK50002	100	11100	OFFICE OF THE BOARD	440200	Newspaper Notices/Advertising	609.28	LEGAL NOTICE
									<b>Total Payment</b>	<b>665.25</b>	
114380	04/15/26	1026626	COLORADO DEPARTMENT OF HEALTH & ENVIRONMENT	MAR2026	100	100	GENERAL FUND	214406	Due to State-PH Marriage Licen	549.00	MARRIAGE LICENSE FEES - MAR 2026
114381	04/15/26	1029198	COLORADO DEPARTMENT OF HUMAN SERVICES	MAR2026	100	100	GENERAL FUND	214411	Due to State-HS Marriage Licen	3,660.00	MARRIAGE LICENSE FEES - MAR 2026
114382	04/15/26	1109955	COLORADO DEPARTMENT OF STATE	MAR2026	100	100	GENERAL FUND	214430	Due to State - eRecording	11,686.00	E-RECORDING FEES - MAR 2026
114383	04/15/26	1137869	COMPASSCOM SOFTWARE CORPORATION	6920 6919	200 200	31400 31400	MAINTENANCE OF CONDITION MAINTENANCE OF CONDITION	442400 444500	Telephone/Comm. *AVL Software/Hardware Supp./Maint.	558.35 51,511.20	MONTHLY SATELLITE SUBSCRIPTION ANNUAL SUBSCRIPTION RENEWAL
									<b>Total Payment</b>	<b>52,069.55</b>	
114384	04/15/26	1000536	CORE ELECTRIC COOPERATIVE	85017301/031926	200	31400	MAINTENANCE OF CONDITION	450210	Electric	253.02	SEDALIA SHOP
114385	04/15/26	1059929	COSTAR REALTY INFORMATION INC	123860881	100	14100	ASSESSOR ADMINISTRATION	444500	Software/Hardware Supp./Maint.	8,824.41	APPRAISAL SOFTWARE
114386	04/15/26	1121293	CROSWHITE, TROY	042026-042426PERDIEM	100	21175	CIVIL WARRANTS SECTION	445300	Travel Expense	276.00	ROCKY MOUNTAIN VEHICLE CRIMES SEMINAR, STEAMBOAT SPRINGS, CO
114387	04/15/26	1642742	CROWE LLP	CI293767	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	23,177.12	WORKSMART DYNAMICS IMPLEMENTATION
114388	04/15/26	1619438	DB CORRELL CONSULTING LLC	033126/2 033126	217 217	861625 861619	EARLY CHILDHOOD COUNCIL ARP TSQI CSQI GAE FUNDING	443600 443600	Other Professional Services Other Professional Services	1,217.50 4,300.00	EARLY CHILDHOOD COUNCIL CONTRACTOR EARLY CHILDHOOD COUNCIL CONTRACTOR
									<b>Total Payment</b>	<b>5,517.50</b>	
114389	04/15/26	1028703	DENVER DUMB FRIENDS LEAGUE	305	100	19220	ANIMAL CONTROL - DDFL	447500	Other Purchased Services	16,042.00	FEB 2026 ANIMAL SERVICES
114390	04/15/26	1001786	DENVER REGIONAL COUNCIL OF GOVERNMENTS	27663	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	49,300.00	DENVER REGIONAL AERIAL PHOTOGRAPHY PROJECT SOFTWARE RENEWAL
114391	04/15/26	1585329	DOBBS, DALLAS R	032626-032726PERDIEM	100	21175	CIVIL WARRANTS SECTION	447300	Transportation of Prisoners	122.40	EXTRADITION TRANSPORTATION
114392	04/15/26	1656402	DOSSEY, MICHELLE	041926-042226PERDIEM 030526-033026	210 210	44500 44500	CHILD WELFARE CHILD WELFARE	445300 445300	Travel Expense Travel Expense	152.00 156.31	CAREPORTAL CONFERENCE, KANSAS CITY, MO MILEAGE REIMBURSEMENT
									<b>Total Payment</b>	<b>308.31</b>	
114393	04/15/26	1002821	DOUGLAS COUNTY DEPUTY SHERIFF'S ASSOCIATION	12986 12745	200 100	800916 100	TRAFFIC SIG RPLMNT & MAJ MAINT GENERAL FUND	473800 211400	Traffic Signals - Construction A/P - General	1,468.50 2,448.00	SECURITY SERVICES SECURITY SERVICES
									<b>Total Payment</b>	<b>3,916.50</b>	
114394	04/15/26	1553567	DYER-JONES, LARA	030226-033126 030226-033126	210 210	44500 44550	CHILD WELFARE CHILD WELFARE ADDTL ALLOCATION	455200 445300	Direct Relief Payments Travel Expense	13.80 1,089.33	CLIENT VISITATION MILEAGE REIMBURSEMENT
									<b>Total Payment</b>	<b>1,103.13</b>	
114395	04/15/26	1126692	EAN SERVICES LLC	41527071 41527071	295 295	861305 861350	RMHIDTA INTELLIGENCE RMHIDTA TRAINING	445300 445300	Travel Expense Travel Expense	153.70 313.86	VEHICLE RENTAL VEHICLE RENTAL
									<b>Total Payment</b>	<b>467.56</b>	
114396	04/15/26	1113308	EBY, JENNIFER	010526-032626	100	16400	COMMUNITY SERVICES	445200	Metro Area Meeting Expense	183.86	MILEAGE REIMBURSEMENT
114397	04/15/26	1470829	EMPIRE CARPENTRY LLC	29248 26245	250 250	807017 807016	EVANS HOMESTEAD MIKSCH HELMER CABIN HISTORIC	472300 472300	Improvements Improvements	19,544.69 7,053.35	EVANS HOMESTEAD MIKSCH HELMER CABIN
									<b>Total Payment</b>	<b>26,598.04</b>	
114398	04/15/26	1048700	EON WORKPLACE	IN533079	330	33800	Lansing Point Facilities Impro	474400	Furniture & Office Equipment	18,264.48	OFFICE FURNITURE

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114399	04/15/26	1000390	ERO RESOURCES CORPORATION	110602 110430	250 100	807015 60100	ROCKSHELTER HISTORIC NATURAL RESOURCES	443600 443600	Other Professional Services Other Professional Services	4,287.73 1,313.00	ROCKSHELTER MONITORING HCP RENEWAL
<b>Total Payment</b>										<b>5,600.73</b>	
114400	04/15/26	1604880	ESCOBEDO, JONATHAN	031026-031326PERDIEM	100	21750	EMERGENCY SERVICES UNIT	445300	Travel Expense	280.00	NATIONAL WILDFIRE COORDINATING GROUP TRAINING COURSE, JOHNSTOWN, CO
114401	04/15/26	1000391	ESRI INC	900215209	100	18900	SOFTWARE MAINTENANCE	444550	Software/Hardware Subscription	675,000.00	ENTERPRISE ANNUAL RENEWAL
114402	04/15/26	1044182	FAMILY TREE INC	FEB26GLSDOUGCO26	210	44500	CHILD WELFARE	443600	Other Professional Services	29,485.49	FEB 2026 DRAWDOWN
114403	04/15/26	1000415	FELSBURG, HOLT AND ULLEVIG	47513 47541 47543 47632 47542	230 200 200 200 200	800267 800506 800506 800506 800506	WATERTON ROAD STORMWATER PRIORITY PROJECTS STORMWATER PRIORITY PROJECTS STORMWATER PRIORITY PROJECTS STORMWATER PRIORITY PROJECTS	473100 443600 443600 473100 473100	Roads, St., Drainage-Eng. Other Professional Services Other Professional Services Roads, St., Drainage-Eng. Roads, St., Drainage-Eng.	567.50 790.00 4,292.50 12,637.50 987.50	WATERTON-MOORE INFRASTRUCTURE DESIGN SERVICES - PINERY GLEN DESIGN SERVICES - PINERY GLEN DESIGN SERVICES - PLATTE CANYON DESIGN SUPPORT
<b>Total Payment</b>										<b>19,275.00</b>	
114404	04/15/26	1512076	FORVIS MAZARS LLP	2848384	100	802012	AUDIT SERVICES	443150	Acctg & Financial Services	25,000.00	FINANCIAL AUDIT
114405	04/15/26	1669435	FREESE AND NICHOLS INC	1399320	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	7,229.00	DRAINAGE ANALYSIS
114406	04/15/26	1672587	FULLER, KATHERINE L	020226-022626	210	44150	ADULT PROTECTION	445300	Travel Expense	510.26	MILEAGE REIMBURSEMENT
114407	04/15/26	1338305	GOUDY, MALISA	040126 040126	100 100	19100 19100	FACILITIES ADMINISTRATION FACILITIES ADMINISTRATION	445300 445500	Travel Expense Catered Meal Service	45.97 85.24	MILEAGE REIMBURSEMENT EMPLOYEE MEETING REIMBURSEMENT
<b>Total Payment</b>										<b>131.21</b>	
114408	04/15/26	1545751	GRACIE GLOBAL LLC	INGVST36934020	100	21116	REGULATORY TRAINING	446100	Conference,Seminar, Train Fees	7,500.00	GRACIE SURVIVAL TACTICS TRAINING, LITTLETON, CO
114409	04/15/26	1053221	GRAINGER	9848023595 9847246445 9845678797	200 200 200	31600 31600 31600	ENG - TRAFFIC SIGNS/STRIPING ENG - TRAFFIC SIGNS/STRIPING ENG - TRAFFIC SIGNS/STRIPING	433400 433510 433510	Operating Supplies PPE Personal Protection Equip PPE Personal Protection Equip	838.68 80.76 81.95	FASTENERS SAFETY GLASSES SAFETY GLASSES
<b>Total Payment</b>										<b>1,001.39</b>	
114410	04/15/26	1569715	GRIMCO INC	3525876201	200	31600	ENG - TRAFFIC SIGNS/STRIPING	438800	C.A.-Other Equipment	7,065.00	VINYL CUTTER PLOTTER
114411	04/15/26	1000498	GROUND ENGINEERING CONSULTANTS INC	254025015	200	800100	CONTRACTED MAJOR ROAD MAINT	478100	Road Repair, Maint. & Overlay	14,715.00	CONSTRUCTION INSPECTIONS MULTIPLE LOCATIONS
114412	04/15/26	1321614	HEALTHCARE MEDICAL WASTE SERVICES	W165927	100	23100	CORONER	442700	Biohazard Waste Removal	215.60	BIOHAZARD WASTE DISPOSAL
114413	04/15/26	1002130	HELP & HOPE CENTER	DRAWDOWN6/2026TANF 2025PSMGRANT	210 100	44400 41200	TANF BLOCK GRANT PHILIP MILLER GRANT	443600 465100	Other Professional Services Contributions - Misc.	8,096.00 10,000.00	FEB 2026 SERVICES 2025 PHILIP S MILLER GRANT
<b>Total Payment</b>										<b>18,096.00</b>	
114414	04/15/26	1148748	HUERTA, JENNIFER M	042626-042926PERDIEM	210	44500	CHILD WELFARE	445300	Travel Expense	184.00	CONVENING ON CHILDREN, YOUTH & FAMILIES CONFERENCE, VAIL, CO
114415	04/15/26	1434229	INDIGOLD CONSULTING LLC	1843	100	17200	HR EMPLOYEE AND ORG DEVL	446550	Leadership Academy	2,800.00	LEADERSHIP ACADEMY
114416	04/15/26	1126451	INSIGHT PUBLIC SECTOR INC	1101366508 1101365175 1101367119 1101366508	100 100 100 100	18900 18900 18900 18900	SOFTWARE MAINTENANCE SOFTWARE MAINTENANCE SOFTWARE MAINTENANCE SOFTWARE MAINTENANCE	444550 444550 444550 444550	Software/Hardware Subscription Software/Hardware Subscription Software/Hardware Subscription Software/Hardware Subscription	419.24 9,223.50 15,819.36 4,732.75	LICENSES RENEWAL PATCH MY PC ANNUAL RENEWAL ENTERPRISE ANNUAL RENEWAL LICENSES RENEWAL
<b>Total Payment</b>										<b>30,194.85</b>	
114417	04/15/26	1619434	INTEGRITY COACHING & CONSULTING LLC	79MAR2026 79MAR2026 79MAR2026 79MAR2026	217 217 217 217	861620 861615 861627 861616	BUELL FOUNDATION EARLY CHILD CHILD CARE DEVELOPMENT BLOCK G EARLY CHILDHOOD COUNCIL CRRSA E & E CHILD CARE GRANT PROGRAM	432100 432100 432100 432100	Contract Work/Temporary Agency Contract Work/Temporary Agency Contract Work/Temporary Agency Contract Work/Temporary Agency	4,627.64 402.53 1,421.89 1,577.94	EARLY CHILDHOOD COUNCIL CONTRACTOR EARLY CHILDHOOD COUNCIL CONTRACTOR EARLY CHILDHOOD COUNCIL CONTRACTOR EARLY CHILDHOOD COUNCIL CONTRACTOR

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<b>Total Payment</b>										<b>8,030.00</b>	
114418	04/15/26	1167525	JOHN ELWAY CHEVROLET	302968	100	19210	VEHICLE REPLACEMENT	474300	Cars, Vans, Pickups	57,090.00	2026 CHEVROLET TAHOE
				1053479A	100	19910	FLEET MAINTENANCE	444200	Repairs-Equip./Motor Vehicle	236.28	FLEET REPAIR
				1053479	100	19910	FLEET MAINTENANCE	444200	Repairs-Equip./Motor Vehicle	18,109.88	FLEET REPAIR
<b>Total Payment</b>										<b>75,436.16</b>	
114419	04/15/26	1538256	JON P DICKEY LLC	26DC6	100	24100	BUILDING DEVELOPMENT SERVICES	443600	Other Professional Services	2,490.00	ROOFING SERVICES
114420	04/15/26	1550329	KALIHAR, MEGHAN	030426-033126	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	317.04	MILEAGE REIMBURSEMENT
114421	04/15/26	1619387	KATHERINE NESTER	030926-033126	217	861615	CHILD CARE DEVELOPMENT BLOCK G	443600	Other Professional Services	2,611.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
				030126-031626	217	861624	EARLY CHILDHOOD COUNCIL PDG	443600	Other Professional Services	3,312.32	EARLY CHILDHOOD COUNCIL CONTRACTOR
				030226-032626	217	861619	TSQI CSQI GAE FUNDING	443600	Other Professional Services	1,550.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
				030226-033026	217	861627	EARLY CHILDHOOD COUNCIL CRRSA	443600	Other Professional Services	4,480.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
<b>Total Payment</b>										<b>11,953.32</b>	
114422	04/15/26	1167834	KNOTHEAD TREE AND LAWN CARE	25068	200	31400	MAINTENANCE OF CONDITION	443600	Other Professional Services	5,000.00	TREE REMOVAL
114423	04/15/26	1288861	KRAEMER NORTH AMERICA LLC	CI2022021APP40BRTNG	235	801502	US 85 IMPROVEMENTS	211810	Retainage Payable	439,669.02	US 85
				CI2022021APP40CRTNG	230	800308	US 85 STERLING RANCH CONTRIB	211810	Retainage Payable	88,199.57	US 85
				CI2022021APP40RTNG	230	800308	US 85 STERLING RANCH CONTRIB	211810	Retainage Payable	400,000.00	US 85
				CI2022021APP40DRTRNG	230	800998	US HWY 85 IMPROVEMENTS	211810	Retainage Payable	244,750.59	US 85
				CI2022021APP40ARTNG	230	800998	US HWY 85 IMPROVEMENTS	211810	Retainage Payable	368,541.44	US 85
<b>Total Payment</b>										<b>1,541,160.62</b>	
114424	04/15/26	1463645	LANGUAGE TESTING INTERNATIONAL	L106171IN	100	21500	DETENTION	447900	Recruitment Costs	63.00	LANGUAGE TESTING
114425	04/15/26	1129801	LEVEL 3 COMMUNICATIONS	205293003/040126	100	18800	PHONE/COMMUNICATIONS	442400	Telephone/Communications	3,527.69	APR 2026 INTERNET
114426	04/15/26	1129080	LIGHTING ACCESSORY & WARNING SYSTEMS	26929	220	22100	PATROL-LEA	474300	Cars, Vans, Pickups	3,800.00	VEHICLE UPFIT
				26836	220	22100	PATROL-LEA	443600	Other Professional Services	10,790.17	VEHICLE UPFIT
				26855	220	22100	PATROL-LEA	443600	Other Professional Services	260.00	VEHICLE UPFIT
<b>Total Payment</b>										<b>14,850.17</b>	
114427	04/15/26	1541963	MANNA RESOURCE CENTER	2025PSMGRANT	100	41200	PHILIP MILLER GRANT	465100	Contributions - Misc.	10,000.00	2025 PHILIP S MILLER GRANT
114428	04/15/26	1661299	MOORE ENGINEERING INC	SIN008178	100	16200	PLANNING & ZONING SERVICES	443600	Other Professional Services	1,240.00	WATER DEVELOPMENT REVIEW SERVICES
114429	04/15/26	1039066	MTM RECOGNITION	6277475	100	17100	HR ADMIN	447700	Recognition Programs	1,518.23	RECOGNITION AWARDS
114430	04/15/26	1659518	MURPHY, STEVIE	041926-042226PERDIEM	210	44500	CHILD WELFARE	445300	Travel Expense	192.00	CAREPORTAL CONFERENCE, KANSAS CITY, MO
114431	04/15/26	1005040	OLDCASTLE INFRASTRUCTURE	110323360	200	31400	MAINTENANCE OF CONDITION	448700	Other Constr/Maint. Materials	1,375.00	STORM INLETS GRATES
				110323412	200	31400	MAINTENANCE OF CONDITION	448700	Other Constr/Maint. Materials	2,750.00	STORM INLETS GRATES
<b>Total Payment</b>										<b>4,125.00</b>	
114432	04/15/26	1639375	OLSSON INC	570996	230	800267	WATERTON ROAD	473100	Roads, St., Drainage-Eng.	524.75	WATERTON-EAGLE RIVER ROUNDABOUT
114433	04/15/26	1524973	PARADIGM SOLUTIONS INTERNATIONAL INC	3050	100	18900	SOFTWARE MAINTENANCE	444550	Software/Hardware Subscription	7,714.00	ANNUAL SUBSCRIPTION
114434	04/15/26	1441621	PAWS 4 PRODUCTIVITY LLC	375	210	44100	ADMINISTRATION BLOCK GRANT	447500	Other Purchased Services	525.00	WELLNESS VISIT
				366	210	44100	ADMINISTRATION BLOCK GRANT	447500	Other Purchased Services	525.00	WELLNESS VISIT
<b>Total Payment</b>										<b>1,050.00</b>	
114435	04/15/26	1152552	PHOENIX SUPPLY LLC	40643	100	21500	DETENTION	433400	Operating Supplies	4,536.00	DETENTION SUPPLIES
				40643	100	21500	DETENTION	433800	Prisoner Maint. Supplies	342.90	DETENTION SUPPLIES
<b>Total Payment</b>										<b>4,878.90</b>	
114436	04/15/26	1031702	PINERY HOMEOWNERS ASSOCIATION	315	250	53500	OPEN SPACE	443350	Security Services	428.91	SECURITY PATROLS

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114437	04/15/26	1117825	PIPES, CONNIE	PIF0226	100	15100	FINANCE ADMINISTRATION	432100	Contract Work/Temporary Agency	1,600.00	PROFESSIONAL SERVICES
114438	04/15/26	1567152	POLYGLOT INTERPRETATIONS LLC	2072	210	44500	CHILD WELFARE	443600	Other Professional Services	828.03	INTERPRETATION SERVICES
114439	04/15/26	1140903	POO CREW LLC, THE	9392236260101827775645	100	51100	PARK MAINTENANCE	450240	Waste Disposal Services	633.93	WASTE REMOVAL
114440	04/15/26	1350811	POSTMORTEM PATHOLOGY SERVICES	2603DOU	100	23100	CORONER	443100	Medical, Dental & Vet Services	31,355.00	MAR 2026 AUTOPSIES
114441	04/15/26	1004695	PRECISION DYNAMICS CORPORATION	9361379763	100	21500	DETENTION	433400	Operating Supplies	600.72	DETENTION SUPPLIES
114442	04/15/26	1565371	PROCTOR, KELSEY	020226-022826	210	44500	CHILD WELFARE	445300	Travel Expense	305.88	MILEAGE REIMBURSEMENT
114443	04/15/26	1637166	PROULX, COREY	23	100	21130	EMPLOYEE WELLNESS	443600	Other Professional Services	170.00	EMPLOYEE WELLNESS
114444	04/15/26	1164892	RESPEC COMPANY LLC	INV02261170	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	4,146.75	CONSULTING SERVICES
				INV02261170	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	4,222.00	CONSULTING SERVICES
									<b>Total Payment</b>	<b>8,368.75</b>	
114445	04/15/26	1154428	ROCKSOL CONSULTING GROUP INC	520561	230	800425	DAKAN RD OVER W PLUM CK BR	473100	Roads, St., Drainage-Eng.	21,521.12	DESIGN SERVICES - DAKAN RD BRIDGE
114446	04/15/26	1644717	ROCKY MOUNTAIN MAIL SERVICES	4022026	100	100	GENERAL FUND	151100	Prepaid Exp.-General	40,000.00	POSTAGE
114447	04/15/26	1256544	ROGGEN FARMERS ELEVATOR ASSOCIATION	4399	100	19100	FACILITIES ADMINISTRATION	450220	Gas	1,761.87	PROPANE
114448	04/15/26	1582441	SCIORE, ALEXANDRA	020226-022426	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	177.77	MILEAGE REIMBURSEMENT
114449	04/15/26	1501018	SECOR CARES	2025PSMGRANT	100	41200	PHILIP MILLER GRANT	465100	Contributions - Misc.	5,000.00	2025 PHILIP S MILLER GRANT
114450	04/15/26	1574344	SEIBOLD, ABIGAYLE	031126-033126	210	44500	CHILD WELFARE	455200	Direct Relief Payments	13.38	CLIENT VISITATION
				031126-033126	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	293.12	MILEAGE REIMBURSEMENT
									<b>Total Payment</b>	<b>306.50</b>	
114451	04/15/26	1107302	SEMPERA	DCO022826BC	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	8,064.00	NEXTGEN SUPPORT
				DCO022826RF	100	18100	IT ADMINISTRATION	432100	Contract Work/Temporary Agency	11,200.00	IT SUPPORT
									<b>Total Payment</b>	<b>19,264.00</b>	
114452	04/15/26	1602649	SENERGY PETROLEUM LLC	415446779	100	19910	FLEET MAINTENANCE	436100	Oil & Lubrication	331.75	DIESEL EXHAUST FLUID FOR CASTLE ROCK
				415446782	100	19910	FLEET MAINTENANCE	436100	Oil & Lubrication	567.46	DIESEL EXHAUST FLUID FOR PARKER
									<b>Total Payment</b>	<b>899.21</b>	
114453	04/15/26	1000856	SKYVIEW WEATHER	14779	100	21700	EMERGENCY MGMT.	443600	Other Professional Services	6,037.50	WEATHER FORECASTING SERVICES
114454	04/15/26	1127639	SOURCE OFFICE & TECHNOLOGY	50075720	250	53500	OPEN SPACE	433200	Office Supplies	69.04	OFFICE SUPPLIES
				50075740	250	53500	OPEN SPACE	433200	Office Supplies	15.44	OFFICE SUPPLIES
				50062651	100	21500	DETENTION	433200	Office Supplies	9.36	OFFICE SUPPLIES
				50062651	100	21500	DETENTION	433400	Operating Supplies	53.40	OFFICE SUPPLIES
									<b>Total Payment</b>	<b>147.24</b>	
114455	04/15/26	1602872	SOURCES INC	50798	200	31400	MAINTENANCE OF CONDITION	447500	Other Purchased Services	1,060.00	SCREEN PRINTING
				50785	200	31400	MAINTENANCE OF CONDITION	447500	Other Purchased Services	70.20	EMBROIDERY
				50785	200	31400	MAINTENANCE OF CONDITION	433500	Clothing & Uniforms	166.20	CLOTHING
				50797	200	31400	MAINTENANCE OF CONDITION	447500	Other Purchased Services	173.25	EMBROIDERY
				50795	200	31400	MAINTENANCE OF CONDITION	447500	Other Purchased Services	13.50	EMBROIDERY
				50798	200	31400	MAINTENANCE OF CONDITION	433500	Clothing & Uniforms	3,915.02	UNIFORMS
				50797	200	31400	MAINTENANCE OF CONDITION	433500	Clothing & Uniforms	222.00	CLOTHING
				50795	200	31400	MAINTENANCE OF CONDITION	433500	Clothing & Uniforms	516.40	CLOTHING
									<b>Total Payment</b>	<b>6,136.57</b>	

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114456	04/15/26	1136910	SPAULDING, MELINDA	042626-042926PERDIEM	210	44500	CHILD WELFARE	445300	Travel Expense	184.00	CONVENING ON CHILDREN, YOUTH & FAMILIES CONFERENCE, VAIL, CO
114457	04/15/26	1097496	SPRADLIN PRINTING INC	24382	200	800100	CONTRACTED MAJOR ROAD MAINT	440100	Printing/Copying/Reports	1,102.47	ZONE NOTICES
114458	04/15/26	1701828	STREETLOGIC PRO INC	14636	200	31660	TRAFFIC SIGNAL ASSET MGMT PROG	444500	Software/Hardware Supp./Maint.	7,560.00	TRAFFIC CAMERAS SUBSCRIPTION
				14636	200	31660	TRAFFIC SIGNAL ASSET MGMT PROG	438800	C.A.-Other Equipment	8,314.60	TRAFFIC CAMERAS
									<b>Total Payment</b>	<b>15,874.60</b>	
114459	04/15/26	1553927	TEAL, GEORGE	111525-112025	100	100	GENERAL FUND	121310	Acct. Rec. - General	299.71	TRAVEL REIMBURSEMENT
114460	04/15/26	1674435	TESSA	DC006	210	44500	CHILD WELFARE	443600	Other Professional Services	8,583.27	COMMUNITY SHELTER
				DC0062	100	16400	COMMUNITY SERVICES	443600	Other Professional Services	25,749.82	COMMUNITY SHELTER
									<b>Total Payment</b>	<b>34,333.09</b>	
114461	04/15/26	1614428	THE HAPPY CREW	2025PSMGRANT	100	41200	PHILIP MILLER GRANT	465100	Contributions - Misc.	5,000.00	2025 PHILIP S MILLER GRANT
114462	04/15/26	1628764	THE RESOURCEFUL EDUCATOR LLC	1042	217	861627	EARLY CHILDHOOD COUNCIL CRRSA	443600	Other Professional Services	5,055.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
114463	04/15/26	1687284	THINAIR COMMUNICATIONS INC	6202001CO	240	33220	DSO COMMUNICATIONS NETWORK	474350	Capital Com.SystemsRadio	89,531.76	MATERIALS FOR RADIO SITE
114464	04/15/26	1041030	TOWN OF CASTLE ROCK	MAR2026	100	100	GENERAL FUND	214502	Due to Castle Rock-Auto U-Tax	733,916.78	MV SALES TAX - MAR 2026
				MAR2026	100	100	GENERAL FUND	214501	Due to Castle Rock-MV License	20,822.24	MV LICENSE FEES - MAR 2026
									<b>Total Payment</b>	<b>754,739.02</b>	
114465	04/15/26	1000945	TOWN OF LARKSPUR	MAR2026	100	100	GENERAL FUND	214512	Due to Larkspur-MV License	62.58	MV LICENSE FEES - MAR 2026
				MAR2026	100	100	GENERAL FUND	214507	Due to Larkspur-Auto Use Tax	13.06	MV SALES TAX - MAR 2026
									<b>Total Payment</b>	<b>75.64</b>	
114466	04/15/26	1000947	TOWN OF PARKER	MAR2026	100	100	GENERAL FUND	214513	Due to Parker - MV License	16,428.65	MV LICENSE FEES - MAR 2026
				MAR2026	100	100	GENERAL FUND	214505	Due to Parker - Auto Use Tax	394,131.17	MV SALES TAX - MAR 2026
									<b>Total Payment</b>	<b>410,559.82</b>	
114467	04/15/26	1001138	TRINITY GROUP COMPANIES INC	28603IN	200	31600	ENG - TRAFFIC SIGNS/STRIPING	433510	PPE Personal Protection Equip	891.10	SAFETY VESTS
114468	04/15/26	1317402	TRINITY SERVICES GROUP INC	3011500231	100	21500	DETENTION	447150	Inmate Meals	15,095.79	INMATE MEALS
114469	04/15/26	1413090	TRUSTED GUARDIANSHIP SERVICES	2950	210	44150	ADULT PROTECTION	455200	Direct Relief Payments	4,000.00	GUARDIANSHIP SERVICES
114470	04/15/26	1132945	UNCC - UTILITY NOTIFICATION CENTER OF COLORADO	226030527	200	30200	ENGINEERING	443600	Other Professional Services	1,837.60	MAR 2026 UTILITY NOTIFICATION SERVICES
114471	04/15/26	1280442	UNIFIRST CORPORATION	2260238228	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	82.26	UNIFORM SERVICE
				2260238175	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	241.03	UNIFORM SERVICE
									<b>Total Payment</b>	<b>323.29</b>	
114472	04/15/26	1676688	VINESKILLS INC	FV55117	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	1,250.00	FILEVINE SUPPORT
114473	04/15/26	1539066	WAGNER, DONALD	042026-042426PERDIEM	100	21175	CIVIL WARRANTS SECTION	445300	Travel Expense	276.00	ROCKY MOUNTAIN VEHICLE CRIMES SEMINAR, STEAMBOAT SPRINGS, CO
114474	04/15/26	1086808	WEBOLUTIONS INC	INV56426	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	7,690.00	WEB HOSTING & SUPPORT
114475	04/15/26	1034731	WELCH EQUIPMENT COMPANY INC	V11021258	200	31600	ENG - TRAFFIC SIGNS/STRIPING	449057	Fleet Outside Repairs	150.00	FORKLIFT REPAIR
114476	04/15/26	1597573	WELLPATH LLC	INV0138158	100	802045	JAIL BASED BEHAVIORAL 25-26	443100	Medical, Dental & Vet Services	1,808.74	JAN 2026 MAT PHARMACY
				INV0138159	100	802045	JAIL BASED BEHAVIORAL 25-26	443100	Medical, Dental & Vet Services	1,026.43	FEB 2026 MAT PHARMACY
									<b>Total Payment</b>	<b>2,835.17</b>	
114477	04/15/26	1158768	WESTERN PAPER DISTRIBUTORS	5425734	100	55200	FAIRGROUND OPERATIONS	433900	Janitorial Supplies	2,890.36	JANITORIAL SUPPLIES

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114478	04/15/26	1695995	WESTERN SYSTEMS INC	71213	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	438800	C.A.-Other Equipment	9,585.46	TEST DISPLAY
114479	04/15/26	1607182	WESTON, GARY L	030226-033026	296	861577	ARPA-REVENUE REPLACEMENT	443600	OPS/Veterans MH	975.00	MAR 2026 VSO STIPEND
114480	04/15/26	1663131	WESTSIDE TOWING	265992538 26161609	220 220	822110 22100	SWAT TEAM PATROL-LEA	446500 444600	Other Training Services Vehicle Tow Services	360.00 286.15	VEHICLE TOW SERVICES VEHICLE TOW SERVICES
									<b>Total Payment</b>	<b>646.15</b>	
114481	04/15/26	1355704	WHITE, RYAN D	042026-042426PERDIEM	220	822120	BOMB SQUAD	445300	Travel Expense	244.80	BREACHING COURSE, GADSDEN, AL
114482	04/15/26	1632820	WICHT, JEREMY	033026-040126	295	861350	RMHIDTA TRAINING	445300	Travel Expense	1,059.15	INVESTIGATIVE TRAINING, BOZEMAN, MT
114483	04/15/26	1558161	WOODRUFF, SUSAN	012826-033126	100	18100	IT ADMINISTRATION	445300	Travel Expense	20.60	MILEAGE REIMBURSEMENT
532445	04/14/26	1704383	ALGARIN, ROMAIRA	022026-032626	210	44500	CHILD WELFARE	445300	Travel Expense	81.20	MILEAGE REIMBURSEMENT
532446	04/14/26	1000049	AMERICAN TARGET COMPANY	124095	100	21115	SHERIFF TRAINING	433700	Firearm Supplies	1,200.00	TARGET BACKERS
532447	04/14/26	1704173	APEX VETERINARY SPECIALISTS - DENTISTRY	424319	220	800540	K-9 UNIT	443100	Medical, Dental & Vet Services	4,013.22	VETERINARY SERVICES
532448	04/14/26	1041021	ARAPAHOE COUNTY SHERIFF'S OFFICE	ACCIV2601489	210	44500	CHILD WELFARE	443650	Process Services	7.50	PROCESS SERVICES
532449	04/14/26	1693198	B & S TREE SERVICE	700 728 819	100 100 100	890107 890107 890107	HB24-1430 FRWRM PROGRAM HB24-1430 FRWRM PROGRAM HB24-1430 FRWRM PROGRAM	447500 447500 447500	Other Purchased Services Other Purchased Services Other Purchased Services	800.00 1,041.00 3,547.00	WILDFIRE MITIGATION PROGRAM WILDFIRE MITIGATION PROGRAM WILDFIRE MITIGATION PROGRAM
									<b>Total Payment</b>	<b>5,388.00</b>	
532450	04/14/26	1704495	BRYANT, JEANNIE M	022326	217	46100	DC HEALTH DEPT ADMIN	345100	Vital Record Fees	25.00	VITAL RECORDS REFUND
532451	04/14/26	1063307	CARRIER WEST	50374533 50371147 50376660 50208583	100 100 100 100	19125 19125 19125 19125	FACILITIES MANAGEMENT FACILITIES MANAGEMENT FACILITIES MANAGEMENT FACILITIES MANAGEMENT	436600 436600 436600 436600	Other Repair & Maint. Supplies Other Repair & Maint. Supplies Other Repair & Maint. Supplies Other Repair & Maint. Supplies	101.86 467.72 376.75 (85.74)	FAN PROPELLER FAN MOTOR CONDENSER FAN MOTOR PREPAYMENT REFUND
									<b>Total Payment</b>	<b>860.59</b>	
532452	04/14/26	1192546	CLARK, RAND M	010826-022526	100	16400	COMMUNITY SERVICES	445300	Travel Expense	130.07	MILEAGE REIMBURSEMENT
532453	04/14/26	1000234	COLORADO DISTRICT ATTORNEY'S COUNCIL	32935 32955	223 223	28001 28001	DA 23RD - DISTRICT MO ALLOC DA 23RD - DISTRICT MO ALLOC	445200 443635	Metro Area Meeting Expense Subpeona Services	34.04 1,179.20	BOARD MEETING DUES SUBPOENAS
									<b>Total Payment</b>	<b>1,213.24</b>	
532454	04/14/26	1619433	COLORADO EARLY CHILDHOOD CONSULTING, LLC	1211 1210 1209	217 217 217	861627 861625 861619	EARLY CHILDHOOD COUNCIL CRRSA EARLY CHILDHOOD COUNCIL ARP TSQI CSQI GAE FUNDING	443600 443600 443600	Other Professional Services Other Professional Services Other Professional Services	90.00 292.50 3,300.00	EARLY CHILDHOOD COUNCIL CONTRACTOR EARLY CHILDHOOD COUNCIL CONTRACTOR EARLY CHILDHOOD COUNCIL CONTRACTOR
									<b>Total Payment</b>	<b>3,682.50</b>	
532455	04/14/26	1572061	CONTACT WIRELESS	41349531	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	1,189.89	TEXTING SERVICE
532456	04/14/26	1622959	COVA TREE	30125	200	800100	CONTRACTED MAJOR ROAD MAINT	443600	Other Professional Services	72,850.00	ARBORIST SERVICES
532457	04/14/26	1443229	DCR HOLDINGS	MV REFUND/040326	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	3,286.72	REGISTRATION REFUNDS
532458	04/14/26	1704302	DEGENHART, JENNIFER	2 1	217 217	861619 861619	TSQI CSQI GAE FUNDING TSQI CSQI GAE FUNDING	447500 447500	Other Purchased Services Other Purchased Services	350.00 741.24	EARLY CHILDHOOD COUNCIL CONTRACTOR EARLY CHILDHOOD COUNCIL CONTRACTOR
									<b>Total Payment</b>	<b>1,091.24</b>	
532459	04/14/26	1037614	DENVER HEALTH & HOSPITAL AUTHORITY	NT7015	100	23100	CORONER	443560	Forensic Testing	784.08	MEDICAL SERVICES



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532460	04/14/26	1628482	DISCOUNT SCHOOL SUPPLY	10933160103	217	861619	TSQI CSQI GAE FUNDING	447500	Other Purchased Services	452.68	EARLY CHILDHOOD COUNCIL CONTRACTOR
				11074760101	217	861619	TSQI CSQI GAE FUNDING	447500	Other Purchased Services	1,787.96	EARLY CHILDHOOD COUNCIL CONTRACTOR
									<b>Total Payment</b>	<b>2,240.64</b>	
532461	04/14/26	1002820	DOUGLAS COUNTY SHERIFFS OFFICE	61636	210	44500	CHILD WELFARE	447500	Other Purchased Services	20.50	RECORDS REQUEST
532462	04/14/26	1704497	DOYLE, CHRISTINE	022426	217	46100	DC HEALTH DEPT ADMIN	345100	Vital Record Fees	25.00	VITAL RECORDS REFUND
532463	04/14/26	1117431	EATON SALES AND SERVICE LLC	218292IN	100	19910	FLEET MAINTENANCE	444700	Other Repair & Maint. Service	2,111.46	LIFT INSPECTIONS
532464	04/14/26	1657029	FIKANY, SUSAN C	678	223	28501	DA 23RD - STATE MANDATED COSTS	433990	Transcriptions-State Mandated	625.05	TRANSCRIPTS
532465	04/14/26	1472326	FRONTIER BUSINESS PRODUCTS	1025993	295	861305	RMHIDTA INTELLIGENCE	444500	Software/Hardware Supp./Maint.	2,886.40	IT NETWORK SUPPORT
				1025994	295	861305	RMHIDTA INTELLIGENCE	444500	Software/Hardware Supp./Maint.	2,886.40	IT NETWORK SUPPORT
									<b>Total Payment</b>	<b>5,772.80</b>	
532466	04/14/26	1141795	FRONTIER FERTILIZER & CHEMICAL COMPANY	129014	100	51100	PARK MAINTENANCE	436700	Grounds Keeping Supplies	6,095.78	FERTILIZER
532467	04/14/26	1704636	GRAZIANO, STEPHEN & MANISHA	4032026	100	33210	RA CHRISTENSEN JUSTICE CENTER	313300	Use Tax-Building	77.25	PARTIAL PERMIT REFUND
532468	04/14/26	1704496	HADLOCK, SAMANTHA	022326	217	46100	DC HEALTH DEPT ADMIN	345100	Vital Record Fees	65.00	VITAL RECORDS REFUND
532469	04/14/26	1536680	HAMILTON, JEFFREY A	031826	100	11300	BOARD OF EQUALIZATION	443200	Legal Services	765.00	LEGAL SERVICES
532470	04/14/26	1704499	HAMMETT, PATRICIA A	031226	217	46100	DC HEALTH DEPT ADMIN	345100	Vital Record Fees	25.00	VITAL RECORDS REFUND
532471	04/14/26	1625242	HIGH PRAIRIE TREE & TURF	4352	100	890107	HB24-1430 FRWRM PROGRAM	447500	Other Purchased Services	9,266.00	WILDFIRE MITIGATION PROGRAM
532472	04/14/26	1633995	HONEY BUCKET	308794/030126	250	53500	OPEN SPACE	450240	Waste Disposal Services	3,302.63	PORTABLE RESTROOMS
532473	04/14/26	1704500	HUI, MINGWA	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	771.72	REGISTRATION REFUNDS
532474	04/14/26	1565347	IMAGEFIRST	268197286	100	23100	CORONER	447500	Other Purchased Services	80.53	LAUNDRY SERVICE
532475	04/14/26	1623094	KAPLAN EARLY LEARNING COMPANY	ORD9840627	217	861619	TSQI CSQI GAE FUNDING	447500	Other Purchased Services	45.65	EARLY CHILDHOOD COUNCIL CONTRACTOR
				ORD9839704	217	861619	TSQI CSQI GAE FUNDING	447500	Other Purchased Services	261.44	EARLY CHILDHOOD COUNCIL CONTRACTOR
									<b>Total Payment</b>	<b>307.09</b>	
532476	04/14/26	1559677	KEN GARFF FORD GREELEY	32814	630	19450	LIABILITY AND PROPERTY INS.	458100	Insurance Claims-Property	65,264.00	INSURANCE CLAIMS
532477	04/14/26	1606526	KLABON, KATHARINE	030326-040126	100	12400	MOTOR VEHICLE	445300	Travel Expense	74.17	MILEAGE REIMBURSEMENT
532478	04/14/26	1000636	KOIS BROTHERS EQUIPMENT COMPANY	601345	200	31400	MAINTENANCE OF CONDITION	436200	Equip. & Motor Vehicle Parts	32,446.23	SNOW PLOW BLADES
				601345/022326	200	31400	MAINTENANCE OF CONDITION	436200	Equip. & Motor Vehicle Parts	1,181.53	SNOW PLOW BLADES
									<b>Total Payment</b>	<b>33,627.76</b>	
532479	04/14/26	1623093	LAKESHORE LEARNING MATERIALS LLC	93548450	217	861619	TSQI CSQI GAE FUNDING	447500	Other Purchased Services	408.24	EARLY CHILDHOOD COUNCIL CONTRACTOR
532480	04/14/26	1704655	LUECK, MICHAEL	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	235.35	REGISTRATION REFUNDS
532481	04/14/26	1704669	MATHEWS, DIVYA A	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	328.55	REGISTRATION REFUNDS
532482	04/14/26	1704463	MILE HIGH METAL SUPPLY	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	248.19	REGISTRATION REFUNDS
532483	04/14/26	1660357	NATIONAL FIRE & SAFETY INC	10024015	100	19100	FACILITIES ADMINISTRATION	444700	Other Repair & Maint. Service	1,100.00	SERVICE CALL
				10023942	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	395.00	SEMI-ANNUAL KITCHEN HOOD INSPECTION
				10023941	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	367.00	ANNUAL FIRE EXTINGUISHER INSPECTION
									<b>Total Payment</b>	<b>1,862.00</b>	

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532484	04/14/26	1698481	POWER PRODUCTS UNLIMITED LLC	571667IN	100	21127	RADIO SYSTEMS	433950	Communications Equip. Access.	1,897.09	RADIO BATTERIES
532485	04/14/26	1165685	PUBLICATION PRINTERS CORPORATION	169044	100	11600	PUBLIC AFFAIRS	443600	Other Professional Services	39,322.08	NEIGHBOR MAILING/POSTAGE
532486	04/14/26	1704498	QUEZADA, KALENE R	031026	217	46100	DC HEALTH DEPT ADMIN	345100	Vital Record Fees	45.00	VITAL RECORDS REFUND
532487	04/14/26	1636084	RAISE THE FUTURE	INV00018	210	44500	CHILD WELFARE	443600	Other Professional Services	3,133.92	FOSTER & ADOPTION SERVICES
532488	04/14/26	1704522	RIECHEL, KAREN T	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	41.40	REGISTRATION REFUNDS
532489	04/14/26	1704131	ROTHE, JONATHAN S	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	230.59	REGISTRATION REFUNDS
532490	04/14/26	1630221	SCHNEIDER, NICOLE	012926-031926	100	12400	MOTOR VEHICLE	445300	Travel Expense	22.40	MILEAGE REIMBURSEMENT
532491	04/14/26	1641414	SEMENIK JR, DANIEL JOE	MV REFUND/033126	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	189.39	REGISTRATION REFUNDS
532492	04/14/26	1672468	SHIELDSPIKE LLC	1109	220	22100	PATROL-LEA	474800	Other Machinery & Equip.	13,955.00	BALLISTIC SHIELD LIGHTS
532493	04/14/26	1704396	STACCATO 2011 LLC	1011829	100	21116	REGULATORY TRAINING	446100	Conference,Seminar, Train Fees	3,000.00	PISTOL TRAINING CLASS
532494	04/14/26	1704649	STATE OF WYOMING-OFFICE OF STATE LANDS	426	200	31400	MAINTENANCE OF CONDITION	446100	Conference,Seminar, Train Fees	600.00	WYOMING FIRE EVENT STUDENT FEE
532495	04/14/26	1612246	TACTICAL ENERGETIC ENTRY SYSTEMS LLC	7264	220	822120	BOMB SQUAD	446100	Conference,Seminar, Train Fees	1,140.00	BREACHING COURSE FEE
532496	04/14/26	1172188	TITLE LICENSING AND COURIER INC	MV REFUND/040126	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	2,579.24	REGISTRATION REFUNDS
532497	04/14/26	1351158	US BANK NA	010126-033126	100	13100	TREASURER	443530	Other Bank Fees	375.25	Q1 2026 SAFEKEEPING FEES
532498	04/14/26	1704544	WEST, JEREMY D	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	972.16	REGISTRATION REFUNDS
532499	04/14/26	1677138	WOOD-TROMBLEY, MEEGAN	120525-033026	100	21180	CONCEALED HAND PERMITS	445300	Travel Expense	107.37	PETTY CASH REPLENISHMENT
532500	04/14/26	1704602	YENCHESKY, DANIEL S & SHANNON L	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	1,118.00	REGISTRATION REFUNDS
532501	04/14/26	1704273	BRANDON-ZABINSKY, CULLEN G	032626-032726PERDIEM	100	21175	CIVIL WARRANTS SECTION	447300	Transportation of Prisoners	122.40	EXTRADITION TRANSPORTATION
532502	04/14/26	1513937	CASELL, BRITTANY	010526-032926	100	16200	PLANNING & ZONING SERVICES	445300	Travel Expense	396.28	MILEAGE REIMBURSEMENT
532503	04/14/26	1597329	DAUFENBACH, CONRAD	032626-032726PERDIEM	100	21175	CIVIL WARRANTS SECTION	447300	Transportation of Prisoners	122.40	EXTRADITION TRANSPORTATION
532504	04/14/26	1704461	DCLA-2 LLC	DV2015217	200	200	ROAD AND BRIDGE	221630	Escrow Payable	6,100.00	ESCROW RELEASE
532505	04/14/26	1231800	ERICKSON LIVING PROPERTIES LLC	DV2021093	200	200	ROAD AND BRIDGE	221630	Escrow Payable	11,773.75	ESCROW RELEASE
532506	04/14/26	1693443	GONZALEZ, LUCIO	020226-031026	100	18100	IT ADMINISTRATION	445300	Travel Expense	40.96	MILEAGE REIMBURSEMENT
532507	04/14/26	1516617	KRANIG, TODD	020226-022726	100	18100	IT ADMINISTRATION	445300	Travel Expense	33.64	MILEAGE REIMBURSEMENT
532508	04/14/26	1616622	MRC TOWERS INC	DV2026100	200	200	ROAD AND BRIDGE	221630	Escrow Payable	2,500.00	ESCROW RELEASE
532509	04/14/26	1704635	NIGHT LIGHTS INC	2025PSMGRANT	100	41200	PHILIP MILLER GRANT	465100	Contributions - Misc.	5,000.00	2025 PHILIP S MILLER GRANT
532510	04/14/26	1704457	OROZCO-VAZQUEZ, MARIO A	012426	220	22100	PATROL-LEA	433500	Clothing & Uniforms	199.44	UNIFORM REIMBURSEMENT
532511	04/14/26	1635963	POLANSKI, CHRISTOPHER	102203876	100	24100	BUILDING DEVELOPMENT SERVICES	446100	Conference,Seminar, Train Fees	255.00	INTERNATIONAL CODE COUNCIL TEST REIMBURSEMENT
532512	04/14/26	1613261	YANAM2M	2025PSMGRANT	100	41200	PHILIP MILLER GRANT	465100	Contributions - Misc.	10,000.00	2025 PHILIP S MILLER GRANT

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Payment Register Report

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
532513	04/14/26	1321609	ABMDI-AMERICAN BOARD OF MEDICOLEGAL DEATH INVESTIGATORS	03182026	100	23100	CORONER	446300	Prof. Membership & Licenses	50.00	AMERICAN BOARD OF MEDICOLEGAL DEATH INVESTIGATORS MAINTENANCE FEE
532514	04/14/26	1000829	COLORADO SECRETARY OF STATE	042126	100	12500	ELECTIONS AND REGISTRATION	446100	Conference,Seminar, Train Fees	80.00	2026 EPIC TRAINING REGISTRATION
<b>Grand Total:</b>										<u><u>5,435,917.87</u></u>	

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
114338	04/07/26	AMERICAN TOWER CORPORATION	MAY2026	100	19150	JUSTICE CENTER FACILITY MGMT	451100	Building/Land Lease/Rent	3,533.59	MAY 2026 - SEDALIA TOWER LEASE
114339	04/07/26	CITY OF AURORA	R&BTAXES1Q26	200	82300	P TAX SHAREBACK MUNICIPALITIES	468500	Intergovernmental-Aurora	81,430.31	Q1 2026 ROAD & BRIDGE PROPERTY TAX SHAREBACK
114340	04/07/26	CITY OF LITTLETON	R&BTAXES1Q26	200	82300	P TAX SHAREBACK MUNICIPALITIES	468200	Intergovernmental-Littleton	21,415.68	Q1 2026 ROAD & BRIDGE PROPERTY TAX SHAREBACK
114341	04/07/26	COLORADO DEPARTMENT OF REVENUE	MAR2026	100	100	GENERAL FUND	214414	Due to State - MV	3,960,113.21	DUE TO STATE-MV-MAR 2026
114342	04/07/26	COMBS, TERRILYN I	020926-022326	223	28014	DA 23RD - DISTRICT JD ALLOC	445300	Travel Expense	40.18	MILEAGE REIMBURSEMENT
114343	04/07/26	JON P DICKEY LLC	26DC5	100	24100	BUILDING DEVELOPMENT SERVICES	443600	Other Professional Services	1,650.00	CONTRACT ROOFING INSPECTIONS
114344	04/07/26	MAINTENANCE RESOURCES INC	2603231	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	30,707.00	JANITORIAL SERVICES
114345	04/07/26	SMARTEL LLC	10325/030126	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	2,730.00	MOBILE MANAGED SERVICES
114346	04/07/26	SOUTH METRO FIRE RESCUE AUTHORITY	MAY2026	100	19150	JUSTICE CENTER FACILITY MGMT	451100	Building/Land Lease/Rent	619.57	MAY 2026 LEASE - RUETER-HESS TOWER
114347	04/07/26	TOWN OF LARKSPUR	R&BTAXES1Q26	200	82300	P TAX SHAREBACK MUNICIPALITIES	468300	Intergovernmental-Larkspur	9,317.27	Q1 2026 ROAD & BRIDGE PROPERTY TAX SHAREBACK
532432	04/06/26	HIGHLANDS RANCH METRO DISTRICT	3173601/033126	100	51100	PARK MAINTENANCE	450230	Water & Sewer	248.24	HIGHLANDS RANCH REGIONAL PARK IRRIGATION
			183001/033126	100	51100	PARK MAINTENANCE	450230	Water & Sewer	1,117.08	HIGHLANDS RANCH REGIONAL PARK IRRIGATION
								<b>Total Payment</b>	<b>1,365.32</b>	
532433	04/06/26	OMNI INSTITUTE INC	8732	770	73000	OPIOID SETTLEMENT FUND ADMIN	443600	Other Professional Services	8,915.00	JAN 2026 OPIOID CONSULTANTS
532434	04/06/26	SHERIDAN BUCKLE COMPANY LLC	D82660	100	55250	COUNTY FAIR	433500	Clothing & Unif/Fair Brd Admin	2,796.00	DIRECTOR BUCKLES
			D81478	100	55250	COUNTY FAIR	447850	County Fair Awards	7,922.00	JUNIOR DIVISION BUCKLES
			D81480	100	55250	COUNTY FAIR	447850	County Fair Awards/Fair Rodeo	2,690.00	HOMETOWN RODEO BUCKLES
								<b>Total Payment</b>	<b>13,408.00</b>	
532435	04/06/26	STONEGATE VILLAGE METROPOLITAN DISTRICT	5053/033126	100	51100	PARK MAINTENANCE	450230	Water & Sewer	1,033.20	CHALLENGER PARK - SOFTBALL FIELD IRRIGATION
			7816/033126	100	51100	PARK MAINTENANCE	450230	Water & Sewer	243.12	CHALLENGER PARK - RECREATION CENTER IRRIGATION
								<b>Total Payment</b>	<b>1,276.32</b>	
532436	04/06/26	AUSTIN, IAN	040726-040826PERDIEM	220	800540	K-9 UNIT	445300	Travel Expense	136.00	TORCHLIGHT K9, TULSA, OK
532437	04/06/26	XCEL ENERGY	5389108889/031826	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	450250	Traffic Signal Utilities	197.20	VEHICLE MESSAGE SIGN
532438	04/06/26	XCEL ENERGY	5300123634256/032726	100	19180	UNIFIED METROPOLITAN FORENSIC	450220	Gas	3,097.88	8555 DOUBLE HELIX - GAS
			5300123634256/032726	100	19180	UNIFIED METROPOLITAN FORENSIC	450210	Electric	5,648.22	8555 DOUBLE HELIX - ELECTRIC
								<b>Total Payment</b>	<b>8,746.10</b>	

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
532439	04/06/26	XCEL ENERGY	5340380672/033026	100	19100	FACILITIES ADMINISTRATION	450220	Gas	1,000.86	9350 HERITAGE HILLS CIR - GAS
			5340380672/033026	100	19100	FACILITIES ADMINISTRATION	450210	Electric	4,975.87	9350 HERITAGE HILLS CIR - ELECTRIC
								<b>Total Payment</b>	<b>5,976.73</b>	
								<b>Grand Total:</b>	<b>4,151,577.48</b>	

R55AP001

DOUGLAS COUNTY GOVERNMENT  
Payment Register Report

4/6/2026  
12:15:11

<u>Payment Number</u>	<u>Payment Date</u>	<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Amount</u>	<u>Remark</u>
114337	04/03/26	J P MORGAN CHASE BANK	033126	894,312.48	2026 PCARD PURCHASES - 033126
				<u>894,312.48</u>	

# J.P.Morgan

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

ACCOUNT NUMBER	[REDACTED]
PAYMENT DUE DATE	04/14/2026
AMOUNT DUE	\$894,312.48
CURRENT BALANCE	\$894,312.48

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

AMOUNT ENCLOSED \$
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DOUGLAS COUNTY GOVT  
CRAIG KRONHART  
100 3RD ST STE 130  
CASTLE ROCK CO 80104-2425

\*\* 0000000

PLEASE TEAR PAYMENT COUPON AT PERFORATION

## STATEMENT MESSAGES

## COMMERCIAL ACCOUNT SUMMARY

ORGANIZATION NAME: DOUGLAS COUNTY GOVT  
ACCOUNT NUMBER: [REDACTED]

CLOSING DATE	03-31-26
CREDIT LIMIT	2,000,000
AVAILABLE CREDIT	1,105,688

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	776,278.50
PURCHASES AND OTHER CHARGES	901,126.71
CASH ADVANCES	.00
CREDITS	6,814.23
PAYMENTS	776,278.50-
LATE PAYMENT CHARGES	.00
CASH ADVANCE FEE	.00
FINANCE CHARGES	.00
<b>NEW BALANCE</b>	<b>894,312.48</b>
TOTAL PAYMENT DUE	894,312.48
DISPUTED AMOUNT	.00

## Spend Analysis by Merchant

Run Date: 04/01/2026

Report ID: 10013

Posting Date: 03/01/2026 - 03/31/2026

DOUGLAS COUNTY GOVT  
 CRAIG KRONHART  
 100 THIRD STREET  
 SUITE 130  
 CASTLE ROCK, CO 80104-2425 USA

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
VZWRLSS*APOCC VISB	38,597.41	4.25	38,597.41	1	1.00
INSIGHT PUBLIC SECTOR	33,606.29	3.70	5,601.05	6	6.00
GRAYBAR ELECTRIC COMPA	33,323.14	3.79	3,029.38	11	11.00
TOWN OF CASTLE ROCK	32,858.03	3.62	1,133.04	29	29.00
481A PURCELL TIRE	30,245.39	3.33	1,512.27	20	20.00
WESTERN GLOBAL	18,540.00	2.04	18,540.00	1	1.00
CAMFIL USA, INC	16,902.06	1.86	5,634.02	3	3.00
VZWRLSS*MY VZ VB P	16,780.33	1.85	8,390.17	2	2.00
WCI*WC OF COLORADO	16,393.65	1.81	2,732.28	6	6.00
WASP BARCODE TECH	15,989.35	1.76	7,994.68	2	2.00
OMNI NASHVILLE ONLINE	15,988.44	1.76	1,998.56	8	8.00
GOVCONNECTION	15,770.47	1.78	876.14	18	18.00
CINTAS CORP	12,676.28	1.40	352.12	36	36.00
WAGNER EQUIPMENT CO	11,641.35	1.28	1,058.30	11	11.00
SPLIT RAIL FENCE COMPA	11,285.28	1.24	3,761.76	3	3.00
FASTSIGNS 371801	10,621.84	1.17	3,540.61	3	3.00
SQ *ACE EQUIPMENT & SU	10,437.00	1.15	5,218.50	2	2.00
NATL CNCL FOR BHVRL HT	10,056.40	1.13	2,011.28	5	5.00
SQ *ALL ACCESS, INC	9,978.75	1.10	1,663.13	6	6.00
KIMCO USA INC	9,883.48	1.09	9,883.48	1	1.00
HSS	9,330.00	1.03	2,332.50	4	4.00
L.A.W.S.	8,867.28	0.98	1,477.88	6	6.00
EON OFFICE	7,565.20	0.83	3,782.60	2	2.00
BI INC AP	7,108.50	0.78	7,108.50	1	1.00
MARRIOTT	7,358.29	0.77	7,358.29	2	2.00
CASTLE ROCK WINNELSON	6,922.63	0.76	576.89	12	12.00
INTERSTATE BATTERIES P	6,214.43	0.68	3,107.22	2	2.00
THOMSON WEST*TCD	6,140.29	0.68	2,046.76	3	3.00



Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
EVENT PRO SOFTWARE	5,599.97	0.62	1,866.66	3	3.00
OJ WATSON	5,571.77	0.61	928.63	6	6.00
DBC IRRIGATION SUPPLY	5,453.85	0.60	5,453.85	1	1.00
MSCRM-ADDONS.COM(PTM)	5,438.08	0.60	5,438.08	1	1.00
UNITED AIRLINES	5,419.21	0.60	492.66	11	11.00
BAVCO	5,349.70	0.59	2,674.85	2	2.00
QED - LITTLETON	5,348.09	0.59	891.35	6	6.00
MINUTEMAN PRESS - CAST	5,271.80	0.58	1,757.27	3	3.00
4TE*SECURITY CENTRAL, 5280 AUTO HAIL LLC	5,096.69	0.56	1,274.17	4	4.00
SHOP.DEERE.COM	5,091.39	0.56	5,091.39	1	1.00
T-M SERVICE COMPANY	4,995.00	0.55	4,995.00	1	1.00
WWW.PROSCI.COM	4,925.42	0.54	4,925.42	1	1.00
RSD - CENTENNIAL#74	4,500.00	0.50	4,500.00	1	1.00
SOUTHWEST AIRLINES	4,268.36	0.47	304.88	14	14.00
ADORAMA INC.	4,195.51	0.61	299.68	14	14.00
BUSINESS RELATIONSHIP	4,127.99	0.45	1,376.00	3	3.00
RUGBY HOLDINGS LLC	4,039.00	0.45	1,346.33	3	3.00
WICKED COLLISION CENTE	3,916.91	0.43	1,958.46	2	2.00
ITPIPES LLC	3,893.72	0.43	1,297.91	3	3.00
ALL AMERICAN RECORDS M	3,850.00	0.42	3,850.00	1	1.00
HIGHLANDS RANCH WATER	3,806.50	0.42	3,806.50	1	1.00
BEAGLE I INC	3,798.06	0.42	253.20	15	15.00
SQ *AUTO GLASS WORKS	3,739.00	0.41	3,739.00	1	1.00
THE HOME DEPOT #1531	3,720.00	0.41	232.50	16	16.00
AMERICAN PLANNING ASSO	3,646.54	0.40	125.74	29	29.00
ODX LLC.	3,609.80	0.40	902.45	4	4.00
ADAMS LUMBER CO	3,600.00	0.40	1,800.00	2	2.00
IN *BLADES GROUP LLC	3,525.40	0.39	3,525.40	1	1.00
WWW.MUGABUGPESTCONTROL	3,439.00	0.38	3,439.00	1	1.00
ELECTRIC MOTOR SUPPLY	3,429.00	0.38	1,714.50	2	2.00
SOURCE MANAGEMENT	3,412.08	0.38	1,706.04	2	2.00
BOBCAT PARKER	3,274.05	0.42	109.14	30	30.00
CENTER COPY PRINTING	3,231.20	0.42	230.80	14	14.00
STARLINK INTERNET	3,229.64	0.36	403.71	8	8.00
CORE ELECTRIC COOPERAT	3,174.00	0.35	1,587.00	2	2.00
APEX WASTE SOLUTIONS -	3,165.46	0.35	316.55	10	10.00
B&H PHOTO 800-606-6969	3,104.46	0.34	3,104.46	1	1.00
ORACLE AMERICA, INC.	3,081.08	0.34	770.27	4	4.00
	3,053.91	0.34	1,017.97	3	3.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
CBI*FLIPPINGBOOK LTD.	3,021.00	0.33	1,510.50	2	2.00
ACCUTECH	3,003.33	0.33	333.70	9	9.00
INT'L CODE COUNCIL INC	2,962.47	0.33	740.62	4	4.00
WESTSIDE TOWING	2,891.50	0.32	144.58	20	20.00
AMERICAN FLOOR MATS	2,781.90	0.31	2,781.90	1	1.00
LOWES #02274*	2,777.04	0.31	213.62	13	13.00
TERRACYCLE	2,736.00	0.30	2,736.00	1	1.00
SQ *LOWER THE BARRIER	2,700.00	0.30	2,700.00	1	1.00
WESTERN INTERIOR SUPPL	2,675.20	0.29	2,675.20	1	1.00
WM.COM	2,646.84	0.29	2,646.84	1	1.00
MS POWER PLATFORM CONF	2,598.00	0.29	2,598.00	1	1.00
FARIS MACHINERY	2,412.09	0.27	804.03	3	3.00
COMCAST BUSINESS	2,359.85	0.26	2,359.85	1	1.00
C&C SAND AND STONE CO.	2,356.27	0.26	785.42	3	3.00
ARC NETWORK	2,242.50	0.25	2,242.50	1	1.00
SALT LAKE WHOLESALE SP	2,242.00	0.25	2,242.00	1	1.00
WESTERN DETENTION PR	2,229.00	0.25	2,229.00	1	1.00
D2 PERFORMANCE GEAR	2,209.55	0.24	2,209.55	1	1.00
COLORADO PETROLEUM	2,125.50	0.23	2,125.50	1	1.00
CO COUNSELOR TRAINING	2,040.00	0.22	680.00	3	3.00
AMAZON.COM*BD1Q11KJ0	2,000.00	0.22	2,000.00	1	1.00
THE HOME DEPOT 1531	1,989.55	0.22	124.35	16	16.00
SQ *ABSOLUTE GRAPHICS,	1,987.44	0.22	662.48	3	3.00
GALLUP	1,959.99	0.22	980.00	2	2.00
AMAZON MKTPL*BD0XU7OR1	1,959.51	0.22	1,959.51	1	1.00
INTUIT *QUICKBOOKS	1,951.67	0.22	1,951.67	1	1.00
GRAINGER	1,949.18	0.21	129.95	15	15.00
MCGEE COMPANY	1,922.96	0.32	320.49	6	6.00
MOUNTAIN VIEW ELECTRIC	1,909.07	0.21	1,909.07	1	1.00
CO PARK* CO	1,876.00	0.21	1,876.00	1	1.00
2PITNEY BOWES LEASING	1,848.96	0.20	1,848.96	1	1.00
SP CRASH DATA GROUP	1,800.00	0.20	1,800.00	1	1.00
AMAZON MKTPL*BP5C201B0	1,799.95	0.20	1,799.95	1	1.00
INST. OF POLICE TECH &	1,790.00	0.20	895.00	2	2.00
ENVIRO CLEAN EQUIPMENT	1,762.22	0.19	1,762.22	1	1.00
AMAZON MKTPL*BC90F6VG2	1,739.40	0.19	1,739.40	1	1.00
WEAR PARTS AND EQUIPME	1,723.08	0.19	1,723.08	1	1.00
LAKE RIDGE ACE HDWE	1,697.18	0.19	848.59	2	2.00
PAYPAL *CPOW	1,690.00	0.19	422.50	4	4.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
E 470 EXPRESS TOLLS	1,661.10	0.18	415.28	4	4.00
CSF* RTIC MSYO	1,637.20	0.18	1,637.20	1	1.00
GDP*CONDELLO AIRLESS &	1,622.96	0.18	811.48	2	2.00
NATIONAL INSTITUTE OF	1,565.00	0.17	782.50	2	2.00
AMERICAN SIGN PRODUCTS	1,545.32	0.17	1,545.32	1	1.00
AMAZON.COM*BE1CL7X70	1,517.46	0.17	1,517.46	1	1.00
ELECTION CENTER	1,515.00	0.17	303.00	5	5.00
EXPEDIA 73392215444495	1,502.45	0.17	1,502.45	1	1.00
MAINTENANCE RESOURCES	1,500.00	0.17	1,500.00	1	1.00
OPENAI *CHATGPT SUBSCR	1,500.00	0.17	300.00	5	5.00
AXON	1,495.00	0.16	1,495.00	1	1.00
TPC TRAINING	1,495.00	0.16	1,495.00	1	1.00
CERTUS/TPC TRAINING	1,484.70	0.16	1,484.70	1	1.00
MURDOCHS CASTLE ROCK	1,431.61	0.16	122.21	13	13
STARLINK	1,450.00	0.16	1,450.00	1	1.00
OPENGOV.CO* THE OPENGO	1,449.00	0.16	1,449.00	1	1.00
DYNAMIC CO* COMMUNITYS	1,444.15	0.16	1,444.15	1	1.00
SP AEON PART 107	1,438.20	0.16	1,438.20	1	1.00
FUZZYS 12011	1,437.43	0.16	1,437.43	1	1.00
IN *PEAK DPF LLC	1,401.33	0.15	700.67	2	2.00
IN *TEAM ONE NETWORK,	1,400.00	0.15	1,400.00	1	1.00
SHERWIN-WILLIAMS707457	1,380.95	0.15	345.24	4	4.00
CHARLES D JONES/ENGL	1,360.18	0.15	680.09	2	2.00
PIONEER MATERIALS WEST	1,325.05	0.15	662.53	2	2.00
4IMPRINT, INC	1,283.78	0.14	320.95	4	4.00
NATIONAL SHERIFFS ASSO	1,258.00	0.14	314.50	4	4.00
ULINE *SHIP SUPPLIES	1,247.93	0.14	415.98	3	3.00
AV TECH ELECTRONICS IN	1,243.20	0.14	248.64	5	5.00
ACTION TARGETS	1,236.36	0.14	618.18	2	2.00
LOWES #01755*	1,235.08	0.14	112.28	11	11.00
RADIATION DETECTION CO	1,227.89	0.14	1,227.89	1	1.00
FSP*COAST2COAST MEAL P	1,195.00	0.13	1,195.00	1	1.00
CDW GOVT #AI5XT8L	1,192.36	0.13	1,192.36	1	1.00
AMAZON MKTPL*BP4PC8VE1	1,188.60	0.13	1,188.60	1	1.00
WOODCRAFT SUPPLY LLC S	1,172.94	0.13	1,172.94	1	1.00
WWW.ONXMAPS.COM	1,129.89	0.12	564.95	2	2.00
ATT* BILL PAYMENT	1,126.58	0.12	160.94	7	7.00
COWATERCON* INV-53674	1,125.00	0.12	1,125.00	1	1.00
HONEY BUCKET	1,125.00	0.12	375.00	3	3.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*BP8W437P0	1,119.72	0.12	1,119.72	1	1.00
CHEMSTATION INTER	1,112.20	0.12	1,112.20	1	1.00
SQ *KENZ & LESLIE DIST	1,102.20	0.12	1,102.20	1	1.00
DENCOL SUPPLY COMPANY	1,100.37	0.12	1,100.37	1	1.00
IN *ADVANCED PARKING S	1,100.00	0.12	1,100.00	1	1.00
LENCO INDUSTRIES INC	1,087.63	0.12	1,087.63	1	1.00
ZORO TOOLS INC	1,083.94	0.12	270.99	4	4.00
AVTECH ELECTRONICS INC	1,069.90	0.12	534.95	2	2.00
THE WEBSTAURANT STORE	1,068.23	0.12	534.12	2	2.00
HOLIDAY INNS	1,065.14	0.12	213.03	5	5.00
FRONT RANGE KUBOTA - K	1,058.69	0.12	352.90	3	3.00
MURDOCHS IN LITTLETON	1,047.40	0.12	261.85	4	4.00
HAMPTON INN HOTELS	1,011.46	0.11	168.58	6	6.00
RIO GRANDE BMD SANTA F	1,004.52	0.11	1,004.52	1	1.00
AMAZON.COM*BP4900520	1,000.00	0.11	1,000.00	1	1.00
IN *BABY CAFE USA, INC	1,000.00	0.11	1,000.00	1	1.00
PMTRAINING	998.00	0.11	998.00	1	1.00
PAYPAL *TRANSITIONS	995.00	0.11	995.00	1	1.00
INLAND TRUCK PARTS	981.66	0.11	981.66	1	1.00
AMAZON MKTPL*BP6300J90	981.11	0.11	981.11	1	1.00
CENTURYLINK LUMEN	974.25	0.11	324.75	3	3.00
IN *MALCO AUTO SUPPLY	971.41	0.11	323.80	3	3.00
CASTLE ROCK F100 OF 00	953.13	0.11	476.57	2	2.00
USPS PO 0714410156	925.33	0.10	154.22	6	6.00
1-800 RADIATOR	923.00	0.10	923.00	1	1.00
NEWKS EATERY LONE TREE	917.18	0.10	458.59	2	2.00
LAWSON PRODUCTS INC	900.76	0.10	900.76	1	1.00
PAYPAL *NATIONALASS	900.00	0.10	900.00	1	1.00
MILE HIGH HARLEY-DAVID	899.93	0.10	899.93	1	1.00
CSTE	890.00	0.10	890.00	1	1.00
WHITTCO LLC	886.88	0.10	886.88	1	1.00
ASH CREEK MANUFACTURIN	880.28	0.10	880.28	1	1.00
MOPARWITECHSECURITYIN	880.00	0.10	880.00	1	1.00
COLORADO SAFETY SUPPLY	875.00	0.10	875.00	1	1.00
PROJECT MANAGEMENT INS	863.00	0.10	431.50	2	2.00
AMAZON MKTPL*B50NZ6GO2	858.24	0.09	858.24	1	1.00
AMAZON MKTPL*B993W2KD1	850.95	0.09	850.95	1	1.00
IN *CASTLE PINES CONNE	850.00	0.09	850.00	1	1.00
THE HOME DEPOT 1540	834.43	0.09	119.20	7	7.00

Merchant Name	Amount % Of		Average		Count % Of	
	Amount	Total	Amount	Count	Total	Total
AIR CARE COLORADO HQ-O	826.20	0.09	413.10	2	2.00	2.00
RED HILL SUPPLY-SOURCE	824.41	0.12	412.21	2	2.00	2.00
FERGUSON ENT #1116	822.39	0.29	274.13	3	3.00	3.00
NATIONAL SAFETY COUNCI	811.50	0.09	405.75	2	2.00	2.00
RAM PRODUCTS, 00 OF 00	810.55	0.09	202.64	4	4.00	4.00
UNITED SITE SERVICES	796.78	0.09	265.59	3	3.00	3.00
PWSD	796.68	0.09	199.17	4	4.00	4.00
MILE HIGH PROPANE - CO	796.10	0.09	796.10	1	1.00	1.00
FBI LEEDA INC	795.00	0.09	795.00	1	1.00	1.00
GOLD STAR RADIATOR	795.00	0.09	795.00	1	1.00	1.00
IN *AUTOAUTO WASH LLC	785.65	0.09	785.65	1	1.00	1.00
SYNTHESIA LIMITED	768.00	0.08	768.00	1	1.00	1.00
POTESTIO BROTHERS- PAR	762.17	0.08	152.43	5	5.00	5.00
LEXISNEXIS RISK SOL	759.14	0.08	379.57	2	2.00	2.00
AMAZON MKTPL*BP8ZF6LO0	758.39	0.08	758.39	1	1.00	1.00
GOOGLE *CLOUD 7R755T	754.28	0.08	754.28	1	1.00	1.00
COLORADO DOORWAYS INC	741.15	0.08	741.15	1	1.00	1.00
CUSTOM LIP BALM STORE	730.00	0.08	730.00	1	1.00	1.00
NATIONAL ONSITE WASTEWA	720.00	0.08	360.00	2	2.00	2.00
RECOLORADO	712.99	0.08	712.99	1	1.00	1.00
BRIMAR INDUSTRIES	705.14	0.08	705.14	1	1.00	1.00
PY *COLE S SCREEN PRIN	703.78	0.08	703.78	1	1.00	1.00
IN *CPOW	700.00	0.08	350.00	2	2.00	2.00
SP SHOP.BROCO-RANKIN.C	688.86	0.08	688.86	1	1.00	1.00
GENERAL AIR SERVICE &	687.55	0.08	343.78	2	2.00	2.00
CHARGE.PREZI.COM	684.00	0.08	684.00	1	1.00	1.00
SURV-KAP LLC	681.35	0.08	681.35	1	1.00	1.00
AMAZON MKTPL*B985T26W1	679.00	0.07	679.00	1	1.00	1.00
BOBCAT OF ROCKIES OAKL	678.60	0.07	678.60	1	1.00	1.00
PRODUCTION PRINTING AT	678.30	0.07	678.30	1	1.00	1.00
AIR PURIFICATION COMPA	674.00	0.07	674.00	1	1.00	1.00
COMCAST / XFINITY	673.41	0.07	134.68	5	5.00	5.00
SP CAMERA SOURCE	666.85	0.07	666.85	1	1.00	1.00
TST*LOS DOS POTRILLOS	662.69	0.07	165.67	4	4.00	4.00
SP PLASTICPLACE	662.16	0.07	662.16	1	1.00	1.00
ROCKY MOUNTAIN AIR SOL	654.44	0.07	327.22	2	2.00	2.00
SP SAFARILAND	650.50	0.07	216.83	3	3.00	3.00
GREAT DIVIDE BREWERY	648.00	0.07	648.00	1	1.00	1.00
AMAZON MKTPL*BG5AR9Y22	639.96	0.07	639.96	1	1.00	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
LA QUINTA INN AND SUITES	632.00	0.07	632.00	1	1.00
CASTA	630.00	0.07	630.00	1	1.00
IN *CASTLE ROCK ROCK L	629.28	0.07	629.28	1	1.00
TEXTLINE	628.00	0.07	314.00	2	2.00
MAILCHIMP	623.50	0.07	207.83	3	3.00
PANASONIC CONNECT NORT	623.00	0.07	623.00	1	1.00
CELLHIRE USA	609.79	0.07	609.79	1	1.00
MILE HIGH GARAGE DOOR	608.71	0.07	608.71	1	1.00
MERCEDES BENZ LITTLETO	606.40	0.07	303.20	2	2.00
2026 COLORADO TRANSPOR	600.00	0.07	600.00	1	1.00
LONE TREE HUB	600.00	0.07	600.00	1	1.00
PAYPAL *CRS LLC	600.00	0.07	600.00	1	1.00
BEAVER RUN - H LODGING	599.84	0.07	149.96	4	4.00
AMAZON.COM*B59E77980	598.06	0.07	598.06	1	1.00
RCI*OFFROADWEB	594.98	0.07	594.98	1	1.00
AFFILIATED PARTS, LLC	590.31	0.07	590.31	1	1.00
HILTON	582.12	0.06	291.06	2	2.00
CORNWELL TOOLS	579.76	0.06	289.88	2	2.00
EXTRA SPACE 1458	579.00	0.06	579.00	1	1.00
CALENDLY	576.00	0.06	576.00	1	1.00
TMOBILE POSTPAID WEB	575.50	0.06	287.75	2	2.00
FORCE AMER. DISTRIBUTI	574.72	0.06	191.57	3	3.00
EMBASSY SUITES	570.88	0.07	114.18	5	5.00
IE TAB EXTENSION	570.00	0.06	570.00	1	1.00
LS BASE CAMP CYCLERY C	558.00	0.06	558.00	1	1.00
COLORADO WEED MANAGEME	556.00	0.06	139.00	4	4.00
TST* FIREHOUSE SUBS -	550.89	0.06	275.45	2	2.00
E & G TERMINAL CO	542.61	0.06	271.31	2	2.00
MMS GOV SOLUTION LLC	541.96	0.06	135.49	4	4.00
CANDLEWOOD SUITES	539.29	0.06	539.29	1	1.00
PARKER WINNELSON CO	521.64	0.06	521.64	1	1.00
AMAZON.COM*BP3198HB1	514.30	0.06	514.30	1	1.00
ACE HIGHLANDS RANCH	511.70	0.06	255.85	2	2.00
WGC*MAGGIANOS	500.00	0.06	500.00	1	1.00
WWW.TRAFX.NET	500.00	0.06	500.00	1	1.00
800-436-9269 HAYMARKET	498.00	0.05	498.00	1	1.00
FSP*SOUTHWEST MOBILE S	497.13	0.05	497.13	1	1.00
AMAZON MKTPL*B579K10D1	493.51	0.05	493.51	1	1.00
PT HOSE AND BEARING	484.66	0.05	484.66	1	1.00

Merchant Name	Amount % Of		Average		Count % Of	
	Amount	Total	Amount	Count	Total	Total
MICROSOFT-G146205302	468.90	0.05	468.90	1	1.00	1.00
AUTOPAY/DISH NTWK	467.60	0.05	93.52	5	5.00	5.00
SOCIETYFORHUMANRESOURC	464.00	0.05	464.00	1	1.00	1.00
SP FIREHOSEDIRECT FRQ	463.29	0.05	463.29	1	1.00	1.00
PIRTEK SOUTH VALLEY	460.99	0.05	230.50	2	2.00	2.00
CO COUNTY SERVICES - S	460.89	0.05	460.89	1	1.00	1.00
TRANE SUPPLY-111621	460.70	0.05	153.57	3	3.00	3.00
EWING IRRIGATION PRD 1	458.21	0.05	458.21	1	1.00	1.00
REI*MATTHEW BENDER &CO	455.61	0.05	455.61	1	1.00	1.00
TRUCK ACCESORIES GROUP	449.00	0.05	449.00	1	1.00	1.00
IACA	445.00	0.05	445.00	1	1.00	1.00
MOUNTAIN STATES EMPLOY	440.00	0.05	440.00	1	1.00	1.00
MONTE CARLO HOTEL AND CASINO	438.78	0.05	438.78	1	1.00	1.00
1000BULBS.COM	438.48	0.05	438.48	1	1.00	1.00
AMAZON MKTPL*B58Q65KC2	435.96	0.05	435.96	1	1.00	1.00
USPS.COM CLICKNSHIP	435.85	0.05	18.95	23	23.00	23.00
CMP	430.00	0.05	430.00	1	1.00	1.00
THE HOME DEPOT #1540	428.78	0.08	53.60	8	8.00	8.00
ASBH AMERISTAR HOTEL	416.00	0.05	208.00	2	2.00	2.00
TST*SCILEPPIS AT THE O	410.00	0.05	68.33	6	6.00	6.00
CAREPORTAL/GO PROJECT	400.00	0.04	200.00	2	2.00	2.00
AMAZON MKTPL*BD6JC4OS1	399.90	0.04	399.90	1	1.00	1.00
FRESH START CLEANERS	399.00	0.04	399.00	1	1.00	1.00
SQ *LEGACY BEAUTY SALO	390.00	0.04	390.00	1	1.00	1.00
AMAZON.COM*BP0CE3R60	389.99	0.04	389.99	1	1.00	1.00
AMAZON MKTPL*BP86S85C1	386.97	0.04	386.97	1	1.00	1.00
AMAZON MKTPL*BC3CN8BL2	384.00	0.04	384.00	1	1.00	1.00
AMAZON.COM*BP8UQ53N0	383.92	0.04	383.92	1	1.00	1.00
AMAZON MKTPL*BD3CJ8VA2	382.57	0.04	382.57	1	1.00	1.00
AMAZON MKTPL*B904S1530	379.00	0.04	379.00	1	1.00	1.00
AMAZON MKTPL*BD4CQ0JE2	378.40	0.04	378.40	1	1.00	1.00
CENEX- ZIP TRIP #80	372.74	0.04	62.12	6	6.00	6.00
AMAZON MKTPL*B59L18VM1	372.38	0.04	372.38	1	1.00	1.00
IN *EMERGENETICS INTER	369.00	0.04	369.00	1	1.00	1.00
MSFT * E0500Z10EQ	368.00	0.04	368.00	1	1.00	1.00
AMAZON MKTPL*BP0K85HT2	365.00	0.04	365.00	1	1.00	1.00
AMAZON MKTPL*B53AP39I1	359.88	0.04	359.88	1	1.00	1.00
USA CLEAN BY JON-DON	359.88	0.04	359.88	1	1.00	1.00
HARBOR FREIGHT TOOLS29	357.35	0.04	178.68	2	2.00	2.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
IN *BRAND ASSET PARTNE	352.00	0.04	352.00	1	1.00
MILE HIGH FLOOD DISTRI	350.00	0.04	350.00	1	1.00
THETRANZONICCOMPANIES	349.45	0.04	174.73	2	2.00
CREJ	345.00	0.04	172.50	2	2.00
GATEHOUSE SUPPLIES	341.60	0.04	341.60	1	1.00
DEN PUBLIC PARKING	340.00	0.04	68.00	5	5.00
AMAZON MKTPL*BG5D08GZ2	339.87	0.04	339.87	1	1.00
JOE SWANSON TACTICAL	338.00	0.04	169.00	2	2.00
SQ *LIGHTBULBS.COM	336.27	0.04	336.27	1	1.00
AMAZON MKTPL*BE5HJ2IM2	332.85	0.04	332.85	1	1.00
TEAM ONE NEWPORT, INC.	332.46	0.04	166.23	2	2.00
RESIDENCE INN	328.08	0.04	328.08	1	1.00
AMAZON MKTPL*BP3P59SM0	321.96	0.04	321.96	1	1.00
EASTERN SLOPE RURAL TE	320.02	0.04	320.02	1	1.00
POWER CONTROLS INCORPO	319.27	0.04	319.27	1	1.00
AMAZON MKTPL*BD65Q5PB2	317.97	0.04	317.97	1	1.00
AMAZON.COM*B59AT1OU2	313.28	0.03	313.28	1	1.00
PRSA	313.00	0.03	313.00	1	1.00
EXPEDIA 73394013721052	312.17	0.03	312.17	1	1.00
THE HOME DEPOT #1508	309.57	0.03	103.19	3	3.00
AMAZON MKTPL*BD2314OZ1	309.23	0.03	309.23	1	1.00
PIKES PEAK ATHLETICS	308.07	0.03	308.07	1	1.00
EQUIPMENTSHARE.COM	308.00	0.03	308.00	1	1.00
AMAZON MKTPL*B96M25070	304.50	0.03	304.50	1	1.00
ALLEGION ACCESS TECHNO	304.00	0.03	304.00	1	1.00
COUNTY SHE* REG9DRL301	300.00	0.03	300.00	1	1.00
IN *KYLE MORTENSEN	300.00	0.03	150.00	2	2.00
SAFEWARE-MOTO	300.00	0.03	300.00	1	1.00
PESI	299.99	0.03	299.99	1	1.00
AMAZON.COM*BP3FU40R0	299.98	0.03	299.98	1	1.00
MAD MATT'S LTD	297.02	0.03	297.02	1	1.00
AMAZON MKTPL*BD5T917U2	294.00	0.03	294.00	1	1.00
AMAZON MKTPL*B58SI4U22	292.87	0.03	292.87	1	1.00
SAFEWAY #1877	291.57	0.03	58.31	5	5.00
CASTLE PINES WINWTR WR	291.56	0.03	291.56	1	1.00
ENTERPRISE RENT-A-CAR	288.61	0.03	144.31	2	2.00
SP RTIC OUTDOORS	287.87	0.03	287.87	1	1.00
HERTZ	287.61	0.04	57.52	5	5.00
CMI INC	283.87	0.03	283.87	1	1.00



Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
MOTOROLA SOLUTIONS ONL	281.78	0.03	140.89	2	2.00
SPI*DENVER WATER	276.14	0.03	276.14	1	1.00
SQSP* WEBSIT#224117072	276.00	0.03	276.00	1	1.00
SQSP* WEBSIT#224748550	276.00	0.03	276.00	1	1.00
CSU CONFERENCE SERVICE	275.00	0.03	55.00	5	5.00
DEPT OF REGULATORY-TTC	275.00	0.03	275.00	1	1.00
DOLAN CONSULTING GROUP	275.00	0.03	275.00	1	1.00
EZCATER*CHICKFILA	272.25	0.03	272.25	1	1.00
AMAZON.COM*BP2814KQ2	272.10	0.03	272.10	1	1.00
EDGEBANDING SERVICES D	270.00	0.03	270.00	1	1.00
SAWCA.ORG	270.00	0.03	270.00	1	1.00
CHICK-FIL-A #01580	269.23	0.03	269.23	1	1.00
SP TRAILER GEAR BOX	267.24	0.03	267.24	1	1.00
WCI*MOUNTAIN VIEW WAST	266.71	0.03	266.71	1	1.00
WM_WM CURBSIDE LLC	264.71	0.03	264.71	1	1.00
TRANSPARENT CLEA	264.16	0.03	264.16	1	1.00
SUMMIT TRUCK BODIES	263.00	0.03	263.00	1	1.00
SAMSClub #4853	262.67	0.03	131.34	2	2.00
AMAZON.COM*B904U62W1	251.95	0.03	251.95	1	1.00
AMAZON MKTPL*B59Y33QY2	251.24	0.03	251.24	1	1.00
ATSSA	250.00	0.03	125.00	2	2.00
ROCKY MTN RANGER ASSOC	250.00	0.03	250.00	1	1.00
AMAZON MKTPL*B502I8TT0	249.41	0.03	249.41	1	1.00
AMAZON MKTPL*BE14F5KC1	245.88	0.03	245.88	1	1.00
VIP ENGRAVERS	244.11	0.03	244.11	1	1.00
PAPA JOHN S #3944	243.60	0.03	243.60	1	1.00
ALLIANZ INSURANCE	243.00	0.03	60.75	4	4.00
AMAZON MKTPL*B50Z822F0	242.17	0.03	242.17	1	1.00
MOORE LUMBER-CASTLE RO	241.24	0.03	120.62	2	2.00
DUKE RESTAURANT	240.44	0.03	120.22	2	2.00
AMAZON MKTPL*BG8126CR1	240.01	0.03	240.01	1	1.00
AMAZON.COM*BD3UH1EE2	236.12	0.03	236.12	1	1.00
MSFT * E0500Z0Zi9	228.00	0.03	228.00	1	1.00
AMAZON MKTPL*BE3H127R2	225.98	0.02	225.98	1	1.00
WALMART.COM	220.07	0.02	220.07	1	1.00
RED ROCKS COMM COLL CP	220.00	0.02	220.00	1	1.00
OFFICE DEPOT #2192	219.43	0.02	54.86	4	4.00
AMAZON.COM*BD7LS8K81	218.89	0.02	218.89	1	1.00
EB *BRIDGING THE DIVID	217.10	0.02	108.55	2	2.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
CORPORATE TRANSLATE	216.16	0.02	216.16	1	1.00
AMAZON MKTPL*B599R4TB1	214.62	0.02	214.62	1	1.00
GULF OIL 92059251	211.33	0.02	105.67	2	2.00
AMAZON MKTPL*BP2EB2XX1	210.89	0.02	210.89	1	1.00
BADGEANDWALLET.COM	209.95	0.02	209.95	1	1.00
KING SOOPERS #0125	207.76	0.02	69.25	3	3.00
WM SUPERCENTER #984	206.86	0.02	51.72	4	4.00
AMAZON MKTPL*BD6NL5MQ2	205.29	0.02	205.29	1	1.00
PROPANE SHACK	202.45	0.02	101.23	2	2.00
BROADWAY TOTAL POWER	201.85	0.03	100.93	2	2.00
HNS*HUGHESNET.COM	200.73	0.02	200.73	1	1.00
WM SUPERCENTER #7129	200.08	0.02	50.02	4	4.00
AFP*KEEP IT COLORADO	200.00	0.02	200.00	1	1.00
CENTENNIAL MED CENTER	200.00	0.02	200.00	1	1.00
E.REPUBLIC LLC	200.00	0.02	25.00	8	8.00
IN *JESSE BURKHARDT	200.00	0.02	200.00	1	1.00
ELEMENTOR	199.00	0.02	199.00	1	1.00
AMAZON MKTPL*B58V06572	194.65	0.02	194.65	1	1.00
OARC-REGISTRATION-CLE	193.80	0.02	193.80	1	1.00
AMAZON MKTPL*B51CE7Y41	192.04	0.02	192.04	1	1.00
AMAZON MKTPL*BP92Z7K41	189.80	0.02	189.80	1	1.00
SATCOM DIRECT, INC	187.80	0.02	46.95	4	4.00
AMAZON MKTPL*BD5U491U2	187.74	0.02	187.74	1	1.00
AMAZON MKTPL*B52FH3EW0	187.46	0.02	187.46	1	1.00
RAINMASTER	187.45	0.02	187.45	1	1.00
JIMMY JOHNS - 2628 - M	187.29	0.02	187.29	1	1.00
AMAZON MKTPL*BD7HR5030	187.20	0.02	187.20	1	1.00
AMAZON MKTPL*B57XG5ZJ0	186.99	0.02	186.99	1	1.00
ECP*CANVASPRINTS	185.79	0.02	185.79	1	1.00
DNH*GODADDY.COM	185.74	0.02	185.74	1	1.00
SP N-EAR	183.99	0.02	183.99	1	1.00
AMAZON MKTPL*B53DE2PW2	183.98	0.02	183.98	1	1.00
JIMMY JOHNS - 1335 - M	180.96	0.02	180.96	1	1.00
CASTLE ROCK FLORISTS	180.28	0.02	90.14	2	2.00
AMAZON MKTPL*BE2LZ1541	179.84	0.02	179.84	1	1.00
NIMBLE WIR* WAGGLE	179.10	0.02	179.10	1	1.00
AMAZON MKTPL*BP69A7FX0	178.94	0.02	178.94	1	1.00
QDOBA 1717	178.20	0.02	178.20	1	1.00
EZCATER*TOKYO JOES	177.80	0.02	177.80	1	1.00

Merchant Name	Amount % Of		Average		Count % Of	
	Amount	Total	Amount	Count	Total	Total
UBER *TRIP	175.49	0.02	25.07	7	7.00	7.00
BTS*WELCHEQUIPMENTCO	174.21	0.02	87.11	2	2.00	2.00
CHIPOTLE 3376	170.50	0.02	170.50	1	1.00	1.00
IDEMIA TSA HME	170.50	0.02	85.25	2	2.00	2.00
AMAZON MKTPL*B50G65232	170.00	0.02	170.00	1	1.00	1.00
AMAZON MKTPL*BE53795C2	169.95	0.02	169.95	1	1.00	1.00
AMERICAN CONSERV & BIL	169.17	0.02	169.17	1	1.00	1.00
GADES SALES CO. INC	168.30	0.02	168.30	1	1.00	1.00
STERICYCLE, INC	168.08	0.02	168.08	1	1.00	1.00
X CORP. PAID FEATURES	168.00	0.02	84.00	2	2.00	2.00
AMAZON MKTPL*BG1ZH7VJ2	167.92	0.02	167.92	1	1.00	1.00
SANTIAGOS - CASTLE ROC	167.85	0.02	41.96	4	4.00	4.00
SAFEGWAY #1548	165.80	0.02	82.90	2	2.00	2.00
THE HOME DEPOT 1516	164.58	0.02	23.51	7	7.00	7.00
TABLECOVERSN*885062128	164.00	0.02	164.00	1	1.00	1.00
KWIK STOP #10	161.42	0.02	40.36	4	4.00	4.00
MERIDIAN METROPOLITAN	159.98	0.02	40.00	4	4.00	4.00
BATTERIES PLUS #801	159.75	0.02	159.75	1	1.00	1.00
MURPHY EXPRESS 8880	158.53	0.02	79.27	2	2.00	2.00
AMAZON MKTPL*BD0RE04V0	155.95	0.02	155.95	1	1.00	1.00
ANIXTER/CLARK/TRI-ED	155.12	0.02	155.12	1	1.00	1.00
AMAZON.COM*BD8EO1DB2	154.96	0.02	154.96	1	1.00	1.00
AMAZON MKTPL*B94UT0X50	152.00	0.02	152.00	1	1.00	1.00
PETSMART # 1343	151.96	0.02	151.96	1	1.00	1.00
WWW.AHH.BIZ	150.09	0.02	150.09	1	1.00	1.00
IN *TERI HAYMOND	150.00	0.02	150.00	1	1.00	1.00
MSB*CRSENIORCENTEWEB	150.00	0.02	150.00	1	1.00	1.00
SQ *ROCKVIEW HOTEL CAS	150.00	0.02	150.00	1	1.00	1.00
SWIFTCOMPLY BACKFLOW	150.00	0.02	150.00	1	1.00	1.00
WAVE - *HARRIS USER GR	150.00	0.02	150.00	1	1.00	1.00
AMAZON MKTPL*BP7JC30P2	149.95	0.02	149.95	1	1.00	1.00
ZOOM.COM 888-799-9666	149.90	0.02	149.90	1	1.00	1.00
AMAZON MKTPL*BE9FK9V71	148.47	0.02	148.47	1	1.00	1.00
ADRIANNAS MEXICAN REST	148.16	0.02	148.16	1	1.00	1.00
AMAZON MKTPL*B91BL5IS0	147.90	0.02	147.90	1	1.00	1.00
AMAZON MKTPL*BG2OL11F2	146.42	0.02	146.42	1	1.00	1.00
AMAZON MKTPL*BE2KI9GF1	145.98	0.02	145.98	1	1.00	1.00
AMAZON MKTPL*BD8543W90	145.23	0.02	145.23	1	1.00	1.00
AMAZON MKTPL*B99TS8I10	144.99	0.02	144.99	1	1.00	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
KLEEN RITE CORP	144.93	0.02	72.47	2	2.00
AMAZON.COM*BC5SQ0V32	144.70	0.02	144.70	1	1.00
CHEWY.COM	144.36	0.02	144.36	1	1.00
CADA INSURANCE SERVICE	144.00	0.02	144.00	1	1.00
AMAZON MKTPL*B951J8KA1	143.96	0.02	143.96	1	1.00
WEB*NETWORKSOLUTIONS	140.97	0.02	140.97	1	1.00
GDP*BECKSFORD HEALTH S	140.00	0.02	70.00	2	2.00
ODYSSEY TRAINING CO	140.00	0.02	140.00	1	1.00
AMAZON MKTPL*BG2831BV2	139.99	0.02	139.99	1	1.00
AMAZON MKTPL*BP35O8W22	138.99	0.02	138.99	1	1.00
BUDGET RENT-A-CAR	138.91	0.02	138.91	1	1.00
COPQUEST INC	135.60	0.01	135.60	1	1.00
NAPA STORE 3600107	135.48	0.01	135.48	1	1.00
COLORADO-CERTS.COM	135.00	0.01	45.00	3	3.00
AMAZON MKTPL*BD7YO5XX2	133.98	0.01	133.98	1	1.00
AMAZON MKTPL*B59IG8LJ0	133.95	0.01	133.95	1	1.00
AMAZON MKTPL*BD8HW4050	133.95	0.01	133.95	1	1.00
AMAZON MKTPL*BP4SO9W30	132.26	0.01	132.26	1	1.00
COLUMN PUBLIC NOTICE	131.56	0.01	32.89	4	4.00
FORUM ENGRAVING COMPAN	130.00	0.01	130.00	1	1.00
AMAZON MKTPL*B53B76HA0	129.90	0.01	129.90	1	1.00
PAYPAL *BRMI	129.00	0.01	129.00	1	1.00
WAL-MART #0984	128.66	0.01	32.17	4	4.00
MT FUJI CASTLE ROCK	128.64	0.01	128.64	1	1.00
AMAZON.COM*BG0PZ6381	128.59	0.01	128.59	1	1.00
PEGASUS RESTAURANT	128.16	0.01	128.16	1	1.00
LS THE SINK FACTORY	126.00	0.01	126.00	1	1.00
PY *WSSA	125.00	0.01	125.00	1	1.00
ALPINE TROPHIES INC	124.95	0.01	124.95	1	1.00
AMAZON MKTPL*BP0RB4UT1	123.78	0.01	123.78	1	1.00
AMAZON MKTPL*BE73V8B51	123.12	0.01	123.12	1	1.00
AMAZON MKTPL*B52TY4SN2	120.90	0.01	120.90	1	1.00
POLL EVERYWHERE, INC.	120.00	0.01	120.00	1	1.00
TRELLO.COM* ATLISSIAN	119.99	0.01	119.99	1	1.00
AMAZON MKTPL*BP7FO4D31	119.97	0.01	119.97	1	1.00
AMAZON MKTPL*BD1K24QK2	119.90	0.01	119.90	1	1.00
AMAZON MKTPL*BP09F0A82	118.97	0.01	118.97	1	1.00
AMAZON MKTPL*B58TJ0FY0	118.88	0.01	118.88	1	1.00
AMAZON MKTPL*BD4363OW1	118.47	0.01	118.47	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
VECTORS INC	118.00	0.01	118.00	1	1.00
ETSY.COM*TRENDYGIFTSIN	117.06	0.01	58.53	2	2.00
AMAZON MKTPL*BE73X85N2	116.87	0.01	116.87	1	1.00
AMAZON.COM*BD86V1HK2	114.69	0.01	114.69	1	1.00
AMAZON MKTPL*BP9EY14V0	114.21	0.01	114.21	1	1.00
PERFORMANCE HEALTH SUP	114.15	0.01	114.15	1	1.00
AMAZON.COM*B54VA2PR0	111.96	0.01	111.96	1	1.00
MAINELYURNS	110.41	0.01	110.41	1	1.00
FTD* CAMPBELLS FLOWERS	110.23	0.01	110.23	1	1.00
AMAZON MKTPL*B94P859I0	110.00	0.01	110.00	1	1.00
AMAZON MKTPL*BG8DN9Y32	109.99	0.01	109.99	1	1.00
AMAZON.COM*BD1MV9UQ2	109.71	0.01	109.71	1	1.00
AMAZON MKTPL*B98BA7WX0	109.06	0.01	109.06	1	1.00
FC* FLATICON PREMIUM Y	106.82	0.01	106.82	1	1.00
PARRYS PIZZERIA - CAS	105.56	0.01	105.56	1	1.00
SNARFS 37 WILCOX	105.40	0.01	105.40	1	1.00
EBAY O*11-14349-00023	105.00	0.01	105.00	1	1.00
AMAZON MKTPL*BE9812LG0	104.97	0.01	104.97	1	1.00
PHILLIPS 66 - MERIDIAN	104.34	0.01	52.17	2	2.00
ELDT.COM	103.50	0.01	103.50	1	1.00
SQ *MAYAMI NO BULTO	103.50	0.01	103.50	1	1.00
CONOCO - LOVELAND COUN	103.07	0.01	103.07	1	1.00
CO MAGTEK E-GOVERNMENT	103.02	0.01	103.02	1	1.00
AMAZON MKTPL*BP5FN8TS1	102.02	0.01	102.02	1	1.00
AMAZON.COM*BC6LO9D62	101.80	0.01	101.80	1	1.00
AMAZON MKTPL*BP1LR76B1	101.70	0.01	101.70	1	1.00
SAMS CLUB #4853	101.02	0.01	50.51	2	2.00
MAVERIK #5285	100.84	0.01	100.84	1	1.00
GDP*MATT BLESSINGER	100.00	0.01	100.00	1	1.00
TLO TRANSUNION	100.00	0.01	100.00	1	1.00
WATCH DUTY	99.99	0.01	99.99	1	1.00
AMAZON MKTPL*BD4NR8HN2	99.95	0.01	99.95	1	1.00
TST*BLACK HAUS TAVERN	99.79	0.01	99.79	1	1.00
CHICK-FIL-A #03183	99.66	0.01	49.83	2	2.00
KING SOOPERS #0027	99.18	0.01	49.59	2	2.00
AMAZON MKTPL*BD2I82OS1	98.85	0.01	98.85	1	1.00
SP BD LASER DESIGN	97.60	0.01	97.60	1	1.00
LOAF N JUG 0068	97.05	0.01	48.53	2	2.00
SANDERRANC* SANDERRANC	95.97	0.01	95.97	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*BE64C2O91	95.77	0.01	95.77	1	1.00
NBPHE	95.00	0.01	95.00	1	1.00
AMAZON MKTPL*B52X13SM0	94.90	0.01	94.90	1	1.00
AMAZON MKTPL*B59DT1SR0	94.90	0.01	94.90	1	1.00
AMAZON MKTPL*BC0PJ5O92	94.90	0.01	94.90	1	1.00
AMAZON MKTPL*B52VZ35X2	94.88	0.01	94.88	1	1.00
YEARLI.COM	94.80	0.01	94.80	1	1.00
AMAZON.COM*B59TV2BM2	94.68	0.01	94.68	1	1.00
SPEEDWAY 44836	92.91	0.01	92.91	1	1.00
CANOPY	92.40	0.01	92.40	1	1.00
AMAZON MKTPL*BD5X842F1	92.13	0.01	92.13	1	1.00
CASEYS #3577	90.81	0.01	90.81	1	1.00
AMAZON.COM*BE4MU5QS0	90.70	0.01	90.70	1	1.00
AMAZON.COM*BP9ET5TY1	90.70	0.01	90.70	1	1.00
AMAZON MKTPL*BE1GY4IU0	89.99	0.01	89.99	1	1.00
2COCOM*COPERNIC	89.98	0.01	44.99	2	2.00
AMAZON MKTPL*B51UL8KA1	89.94	0.01	89.94	1	1.00
FEDEX518230398	89.47	0.01	89.47	1	1.00
CIRCLE K 09901	88.81	0.01	17.76	5	5.00
TST* UNION AN AMERICAN	88.67	0.01	88.67	1	1.00
AMAZON MKTPL*B94XL61N0	87.98	0.01	87.98	1	1.00
H&M TRANSMISSION AND A	85.00	0.01	85.00	1	1.00
AMAZON.COM*BG0BZ0X42	84.59	0.01	84.59	1	1.00
QUALITY LANDSCAPE SOI	83.56	0.01	83.56	1	1.00
SMARTSIGN	83.32	0.01	83.32	1	1.00
AMAZON MKTPL*BP0MG0XJ0	82.95	0.01	82.95	1	1.00
CO DEPT OF LABOR AND E	82.57	0.01	82.57	1	1.00
FEDEX517918174	81.99	0.01	81.99	1	1.00
AMAZON MKTPL*BP2NR85E1	81.46	0.01	81.46	1	1.00
AMAZON.COM*BP9Q42OH0	80.79	0.01	80.79	1	1.00
IPMBA	80.00	0.01	80.00	1	1.00
K12SSDB.SUBSTACK.COM	80.00	0.01	80.00	1	1.00
DEWALT MOBILELOCK	79.80	0.01	79.80	1	1.00
CURB MIAMI TAXI	79.48	0.01	79.48	1	1.00
AMAZON MKTPL*BP5OI14K2	79.44	0.01	79.44	1	1.00
TARGET 00020230	79.16	0.01	26.39	3	3.00
ONLINE TRAINING	79.00	0.01	79.00	1	1.00
NFPA NATL FIRE PROTECT	77.00	0.01	77.00	1	1.00
PETSMART # 1183	76.99	0.01	76.99	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
PHILLIPS 66 - LONE TRE	76.19	0.01	19.05	4	4.00
AMAZON MKTPL*BP7CW9OR2	75.00	0.01	75.00	1	1.00
CO SECRETARY STATE FEE	75.00	0.01	25.00	3	3.00
AMAZON MKTPL*BE19N3SP1	74.99	0.01	74.99	1	1.00
AMAZON.COM*BD6E98NA2	74.98	0.01	74.98	1	1.00
AMAZON.COM*BP6O478W0	74.00	0.01	74.00	1	1.00
TST* CRANELLIS ITALIAN	73.92	0.01	73.92	1	1.00
AMAZON.COM*BE91Y15M2	73.48	0.01	73.48	1	1.00
AMAZON.COM*BP4W810D0	73.46	0.01	73.46	1	1.00
AMAZON MKTPL*BP77M9PS0	72.98	0.01	72.98	1	1.00
HIGH PLAINS FOOD	72.84	0.01	72.84	1	1.00
AMAZON.COM*BP62V9F50	71.98	0.01	71.98	1	1.00
DNH*GODADDY#4034445353	71.57	0.01	71.57	1	1.00
AMAZON MKTPL*BE6C565C2	70.78	0.01	70.78	1	1.00
AMAZON MKTPL*BG47V7EQ1	70.22	0.01	70.22	1	1.00
AAPEX LEGAL SERVICES L	70.05	0.01	70.05	1	1.00
MURPHY EXPRESS 8796	70.00	0.01	70.00	1	1.00
AMAZON MKTPL*B54HL79P2	69.96	0.01	69.96	1	1.00
AMAZON MKTPL*BE3NV47G1	69.56	0.01	69.56	1	1.00
AMAZON.COM*B99PJ0D31	68.99	0.01	68.99	1	1.00
AMAZON MKTPL*B50ZM4BD2	68.85	0.01	68.85	1	1.00
LOVE'S #0723 OUTSIDE	67.52	0.01	67.52	1	1.00
CIRCLE K # 41189	67.31	0.01	67.31	1	1.00
AMAZON MKTPL*B57SH5G22	66.96	0.01	66.96	1	1.00
AMAZON MKTPL*B51698HZ2	66.40	0.01	66.40	1	1.00
PARTS TOWN, LLC	66.35	0.01	66.35	1	1.00
CBI ONLINE	66.00	0.01	6.00	11	11.00
LSU DOS SANTOS	65.95	0.01	65.95	1	1.00
AMAZON MKTPL*BE2S02551	65.73	0.01	65.73	1	1.00
TEXAS PNEUMATIC TOOLS	65.68	0.01	65.68	1	1.00
YESWAY 1170	65.58	0.01	65.58	1	1.00
AMAZON.COM*BP20I6TL1	65.20	0.01	65.20	1	1.00
AMAZON MKTPL*BD63B70G2	64.75	0.01	64.75	1	1.00
AMAZON MKTPL*BD4A85LK2	64.58	0.01	64.58	1	1.00
LOVE'S #0310 OUTSIDE	64.26	0.01	64.26	1	1.00
AMAZON MKTPL*B54PD9T00	64.00	0.01	64.00	1	1.00
AMAZON MKTPL*BP7QS3O80	63.98	0.01	63.98	1	1.00
HOBBY LOBBY #21	63.96	0.01	63.96	1	1.00
AMAZON.COM*BG8G08421	63.84	0.01	63.84	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
DENVER POST CIRCULATIO	62.66	0.01	31.33	2	2.00
AMAZON MKTPL*BG6UT91Y1	61.74	0.01	61.74	1	1.00
AMAZON MKTPL*BD83B7HN1	61.42	0.01	61.42	1	1.00
CONOCO - TWIN STAR ENE	60.96	0.01	60.96	1	1.00
AMAZON MKTPL*B92N29HF0	60.65	0.01	60.65	1	1.00
DAKBOARD	60.00	0.01	60.00	1	1.00
IN *DAVID MOSCHNER	60.00	0.01	60.00	1	1.00
TST* MIYA MOON - LONE	60.00	0.01	60.00	1	1.00
AMAZON.COM*B92VW9RX0	59.82	0.01	59.82	1	1.00
MAVERIK #740	59.65	0.01	59.65	1	1.00
AMAZON MKTPL*BD2P89CO0	59.38	0.01	59.38	1	1.00
AMAZON MKTPL*BD8VA40E2	59.23	0.01	59.23	1	1.00
CO MOTOR VEHICLE SERVI	59.10	0.01	19.70	3	3.00
AMAZON MKTPL*BC5E73GK2	59.06	0.01	59.06	1	1.00
AMAZON MKTPL*BP81W35R1	58.98	0.01	58.98	1	1.00
TRAVEL GUARD GROUP INC	58.48	0.01	58.48	1	1.00
AMAZON MKTPL*BP21431H1	58.18	0.01	58.18	1	1.00
PHILLIPS 66 - BETTER S	57.51	0.01	57.51	1	1.00
AMAZON MKTPL*BC55S6FE2	57.06	0.01	57.06	1	1.00
AMAZON MKTPL*B59HG8BM1	56.79	0.01	56.79	1	1.00
AMAZON MKTPL*BP2QN7U90	56.46	0.01	56.46	1	1.00
AMAZON MKTPL*BD8HO9V51	56.38	0.01	56.38	1	1.00
AMAZON MKTPL*B54A43A12	56.25	0.01	56.25	1	1.00
PRIMO BRANDS/WATERSERV	55.83	0.01	55.83	1	1.00
THE UPS STORE 4337	55.82	0.01	55.82	1	1.00
AMAZON.COM*BE07V5HJ2	55.11	0.01	55.11	1	1.00
AMAZON MKTPL*BD6835FZ1	55.06	0.01	55.06	1	1.00
DOUGLAS COUNTY COURTS	55.00	0.01	55.00	1	1.00
ROCKY MOUNTAIN GOVERN	55.00	0.01	55.00	1	1.00
SP DECKED	55.00	0.01	55.00	1	1.00
LYFT *RIDE MON 12PM	54.93	0.01	54.93	1	1.00
PUMP & PANTRY #19	54.13	0.01	54.13	1	1.00
AMAZON MKTPL*BE8450SZ1	53.98	0.01	53.98	1	1.00
BANKSUPPLIES	53.69	0.01	53.69	1	1.00
KING SOOPERS # 0107	52.93	0.01	52.93	1	1.00
LOAF N JUG 0011	52.61	0.01	17.54	3	3.00
LANGUAGE LINE	52.50	0.01	52.50	1	1.00
AMAZON MKTPL*BD83W7EY2	52.24	0.01	52.24	1	1.00
AMAZON MKTPL*BD0IT1Z11	51.96	0.01	51.96	1	1.00



Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
KING SOOPERS #0008	51.34	0.01	51.34	1	1.00
AMAZON.COM*BD9V24Q21	51.08	0.01	51.08	1	1.00
DARKSKY INTERNATIONAL	50.00	0.01	50.00	1	1.00
LGC*DOORDASH GIFTCARD	50.00	0.01	50.00	1	1.00
SAFEWAY FUEL1877	50.00	0.01	50.00	1	1.00
SQ *DART WARS LLC	50.00	0.01	50.00	1	1.00
AMAZON MKTPL*BG6GY1RP2	49.99	0.01	49.99	1	1.00
AMAZON MKTPL*BP3VY4MR0	49.98	0.01	49.98	1	1.00
FEDEX37407262	49.50	0.01	49.50	1	1.00
AMAZON MKTPL*BE59881S1	49.30	0.01	49.30	1	1.00
ISTOCKPHOTO	49.00	0.01	49.00	1	1.00
WWW.DJI.COM	49.00	0.01	49.00	1	1.00
CIRCLE K 09905	48.97	0.01	24.49	2	2.00
THE HOME DEPOT #1516	48.97	0.01	48.97	1	1.00
AMAZON MKTPL*B97Y58XD0	48.28	0.01	48.28	1	1.00
WASABI TECHNOLOGIES	48.18	0.01	48.18	1	1.00
CONOCO - HILLTOP	48.00	0.01	48.00	1	1.00
AMAZON MKTPL*B56T69750	47.96	0.01	47.96	1	1.00
AMAZON MKTPL*BD6NJ7HW1	47.95	0.01	47.95	1	1.00
AMAZON MKTPL*B97BZ6TG0	47.86	0.01	47.86	1	1.00
AMAZON MKTPL*BP3IF45R1	46.98	0.01	46.98	1	1.00
AMAZON MKTPL*BD7818Z50	46.95	0.01	46.95	1	1.00
LYFT *RIDE TUE 1PM	46.92	0.01	46.92	1	1.00
TST*HOMEGROWN TAP & DO	46.80	0.01	46.80	1	1.00
AMAZON MKTPL*BD0500RL2	46.54	0.01	46.54	1	1.00
COLORADOCHAPTERICC.ORG	46.53	0.01	46.53	1	1.00
PHILLIPS 66 - TWIN STA	46.47	0.01	15.49	3	3.00
KING SOOPERS #0691 FUE	46.09	0.01	46.09	1	1.00
BATH AND BODY WORKS 48	45.00	0.00	45.00	1	1.00
JUSTICE CLEARINGHOUSE	45.00	0.00	45.00	1	1.00
PARK MGM-GRAN BAR	45.00	0.00	45.00	1	1.00
SQ *THE CAKE COMPANY	45.00	0.00	45.00	1	1.00
KING SOOPERS #0075	44.96	0.00	44.96	1	1.00
AMAZON MKTPL*B91P72JH0	44.95	0.00	44.95	1	1.00
LYFT *RIDE TUE 11AM	44.94	0.00	44.94	1	1.00
AMAZON MKTPL*BD39Q8FW1	44.09	0.00	44.09	1	1.00
AMAZON MKTPL*BD72R1GF1	43.98	0.00	43.98	1	1.00
CHEVRON 0386320	43.63	0.00	43.63	1	1.00
AMAZON.COM*B91ID5570	43.36	0.00	43.36	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*B541Q7J01	43.20	0.00	43.20	1	1.00
CCI*CONSTANT-CONTACT	43.00	0.00	43.00	1	1.00
AMAZON.COM*BD2319BU1	42.85	0.00	42.85	1	1.00
AMAZON.COM*B90T35210	42.66	0.00	42.66	1	1.00
TST* NOTHING BUNDT CAK	42.50	0.00	42.50	1	1.00
COURTS/USDC-MO-E-04	42.00	0.00	42.00	1	1.00
METRO INSTITUTE INC	41.50	0.00	41.50	1	1.00
P.F.CHANG'S 1700 POS	41.38	0.00	41.38	1	1.00
AMAZON MKTPL*BG1A85C62	41.18	0.00	41.18	1	1.00
EINSTEIN BROS BAGELS C	40.99	0.00	40.99	1	1.00
AMAZON.COM*B59PA7MP2	40.77	0.00	40.77	1	1.00
AMAZON MKTPL*BE1Y77L10	40.58	0.00	40.58	1	1.00
AMAZON.COM*BE4K83FX0	40.58	0.00	40.58	1	1.00
CITY OF WOODLAND PARK	40.56	0.00	40.56	1	1.00
FEDEX38254407	40.21	0.00	40.21	1	1.00
CLAUDE.AI SUBSCRIPTION	40.00	0.00	20.00	2	2.00
FSP*CGFOA	40.00	0.00	40.00	1	1.00
TIME PARK	40.00	0.00	20.00	2	2.00
TIME PARK LLC LOT 20	40.00	0.00	20.00	2	2.00
AMAZON MKTPL*BD01P2NB2	39.99	0.00	39.99	1	1.00
AMAZON MKTPL*BP4FE5F20	39.98	0.00	39.98	1	1.00
AMAZON.COM*B53Z121Q1	39.98	0.00	39.98	1	1.00
AMAZON.COM*BD3GE0N50	39.98	0.00	39.98	1	1.00
CARIBOU & EINSTEIN #36	39.98	0.00	39.98	1	1.00
AMAZON MKTPL*BD4CE8GC2	39.66	0.00	39.66	1	1.00
AMAZON MKTPL*BD4JQ3I40	39.30	0.00	39.30	1	1.00
AMAZON MKTPL*BD0OW42Y1	38.99	0.00	38.99	1	1.00
DUNKIN #352462 Q35	38.98	0.00	38.98	1	1.00
AMAZON MKTPL*BD6RB0EJ2	38.80	0.00	38.80	1	1.00
AMAZON MKTPL*B599E4W72	38.74	0.00	38.74	1	1.00
PHILLIPS 66 - CF UNITE	38.49	0.00	19.25	2	2.00
NYNY - TOM'S WATCH BAR	37.88	0.00	37.88	1	1.00
FEDEX90233966	37.82	0.00	37.82	1	1.00
AMAZON MKTPL*BD6LI9112	37.48	0.00	37.48	1	1.00
TST*RORYS DINER - PARK	37.00	0.00	37.00	1	1.00
AMAZON MKTPL*BD8TD1D92	36.94	0.00	36.94	1	1.00
AMAZON MKTPL*B50028JG1	36.36	0.00	36.36	1	1.00
AMAZON MKTPL*BD35L2SQ2	36.08	0.00	36.08	1	1.00
AMAZON MKTPL*BD7196L80	35.58	0.00	35.58	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*B54SF10U0	35.02	0.00	35.02	1	1.00
AMAZON MKTPL*BP4LW3R50	35.00	0.00	35.00	1	1.00
AMAZON MKTPL*B56G32MN1	34.99	0.00	34.99	1	1.00
REDCLOK	34.89	0.00	34.89	1	1.00
AMAZON MKTPL*B533R0T70	34.46	0.00	34.46	1	1.00
AMAZON.COM*B98594RL1	34.29	0.00	34.29	1	1.00
AMAZON MKTPL*BG8L35ZD1	33.96	0.00	33.96	1	1.00
83640 - PARK DIA	33.49	0.00	33.49	1	1.00
AMAZON MKTPL*BP3XS51R1	32.95	0.00	32.95	1	1.00
AMAZON MKTPL*BE5D41J21	32.81	0.00	32.81	1	1.00
CIRCLE K # 04585	31.96	0.00	15.98	2	2.00
AMAZON MKTPL*BE0JI5H02	31.95	0.00	31.95	1	1.00
AMAZON MKTPL*BP6CM8TB2	31.50	0.00	31.50	1	1.00
AMAZON.COM*BP7XK2SO1	31.47	0.00	31.47	1	1.00
TRACTOR SUPPLY CO #180	31.47	0.00	15.74	2	2.00
AMAZON MKTPL*B56U16L60	30.80	0.00	30.80	1	1.00
AMAZON MKTPL*BP63C97U1	29.99	0.00	29.99	1	1.00
SP MILUNISUPP 3212	29.91	0.00	29.91	1	1.00
AMAZON.COM*BD5Q057A2	29.88	0.00	29.88	1	1.00
AMAZON MKTPL*B94846KL0	29.78	0.00	29.78	1	1.00
SAFEWAY #1532	29.43	0.00	29.43	1	1.00
AMAZON.COM*BP3220472	29.14	0.00	29.14	1	1.00
DENVER ARTS COMPLEX GA	29.00	0.00	14.50	2	2.00
CONOCO - SEI 34504	28.97	0.00	28.97	1	1.00
CALVIN STEEL	28.84	0.00	28.84	1	1.00
AMAZON MKTPL*BD1DA9081	28.37	0.00	28.37	1	1.00
JIMMY JOHNS - 3939	28.35	0.00	28.35	1	1.00
FAT IKES 6421118	28.26	0.00	28.26	1	1.00
WM SUPERCENTER #2892	28.20	0.00	28.20	1	1.00
AMAZON MKTPL*BP2131MK1	27.89	0.00	27.89	1	1.00
JACK'S GAS	27.88	0.00	27.88	1	1.00
AMAZON MKTPL*BP2SX7YW0	27.80	0.00	27.80	1	1.00
AMAZON MKTPL*BP7Y18IW0	27.80	0.00	27.80	1	1.00
AMAZON MKTPL*B54E97881	27.58	0.00	27.58	1	1.00
AMAZON MKTPL*BP55V1A62	27.57	0.00	27.57	1	1.00
AMAZON.COM*BD68Q5NK2	27.03	0.00	27.03	1	1.00
AMAZON MKTPL*B54MG1UL1	26.95	0.00	26.95	1	1.00
AMAZON MKTPL*BP5KJ3F00	26.59	0.00	26.59	1	1.00
SQ *LOST COFFEE	26.26	0.00	26.26	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
1200 LINCOLN PARKING	26.00	0.00	13.00	2	2.00
AMAZON MKTPL*B561D2T61	25.64	0.00	25.64	1	1.00
AMAZON MKTPL*BP0QV05E1	25.21	0.00	25.21	1	1.00
CIRCLE K 09886	25.01	0.00	25.01	1	1.00
GAMMA.APP	25.00	0.00	25.00	1	1.00
TXT180COM	24.95	0.00	24.95	1	1.00
CIRCLE K # 44059	24.93	0.00	24.93	1	1.00
CIRCLE K 09860	24.82	0.00	24.82	1	1.00
SHELL OIL 575424905QPS	24.69	0.00	24.69	1	1.00
SQSP* DOMAIN#226879575	24.00	0.00	24.00	1	1.00
AMAZON MKTPL*BE8EP48M2	23.99	0.00	23.99	1	1.00
AMAZON MKTPL*BP6H57KM1	23.99	0.00	23.99	1	1.00
AMAZON MKTPL*BE5ZY02Y1	23.98	0.00	23.98	1	1.00
DENVER GAZETTE	23.98	0.00	11.99	2	2.00
AMAZON MKTPL*BD4NV6X11	23.50	0.00	23.50	1	1.00
AMAZON MKTPL*BG88L0IW2	23.50	0.00	23.50	1	1.00
MAVERIK #774	23.47	0.00	23.47	1	1.00
AMAZON MKTPL*BG5ZH4Y92	23.01	0.00	23.01	1	1.00
INMOTIONHOSTING.COM	23.00	0.00	23.00	1	1.00
AMAZON.COM*B51VM9MJ2	22.99	0.00	22.99	1	1.00
UPS*1Z72F0440392832489	22.54	0.00	22.54	1	1.00
AMAZON.COM*BP5MZ8100	22.47	0.00	22.47	1	1.00
TST* DAZBOG COFFEE - 1	22.36	0.00	22.36	1	1.00
AMAZON MKTPL*BP8NV2ML1	22.30	0.00	22.30	1	1.00
IN *LANGUAGERS INC.	22.23	0.00	22.23	1	1.00
FEDEX90234163	22.02	0.00	22.02	1	1.00
STARBUCKS STORE 05325	22.00	0.00	22.00	1	1.00
AMAZON MKTPL*B98Z58RS0	21.99	0.00	21.99	1	1.00
AMAZON MKTPL*BD88D24Z2	21.99	0.00	21.99	1	1.00
AMAZON MKTPL*BP6SW9IU0	21.99	0.00	21.99	1	1.00
AMAZON.COM*BE62G5Y50	21.90	0.00	21.90	1	1.00
APPLE.COM/BILL	21.82	0.00	10.91	2	2.00
STAMPS.COM	20.99	0.00	20.99	1	1.00
ARUGULA AND RYE	20.75	0.00	20.75	1	1.00
1221 SHERMAN ST LOT	20.00	0.00	20.00	1	1.00
CANVA* I04810-62344985	20.00	0.00	20.00	1	1.00
ESCO INSTITUTE, LTD	20.00	0.00	20.00	1	1.00
AMAZON MKTPL*BE6ZB7UD0	19.97	0.00	19.97	1	1.00
AMAZON.COM*B90PB8L60	19.97	0.00	19.97	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
S&S #301	19.81	0.00	19.81	1	1.00
AMAZON MKTPL*BD02H9XF0	19.79	0.00	19.79	1	1.00
CHEVRON 0379629	19.35	0.00	19.35	1	1.00
AMAZON.COM*BE3467IF0	19.19	0.00	19.19	1	1.00
PODSERVE.FM	19.00	0.00	19.00	1	1.00
AMAZON MKTPL*B52NL4T80	18.99	0.00	18.99	1	1.00
AMAZON MKTPL*BP8LG5B02	18.99	0.00	18.99	1	1.00
AMAZON MKTPL*B985K7DL1	18.95	0.00	18.95	1	1.00
AMAZON MKTPL*BP0CB5VW1	18.81	0.00	18.81	1	1.00
AMAZON MKTPL*BP0JL1XX1	18.81	0.00	18.81	1	1.00
FEDEX90234187	18.72	0.00	18.72	1	1.00
FEDEX38008010	18.70	0.00	18.70	1	1.00
PHILLIPS 66 - SEI 3823	18.62	0.00	18.62	1	1.00
CIRCLE K # 41126	17.96	0.00	17.96	1	1.00
AMAZON MKTPL*B93GR4730	17.95	0.00	17.95	1	1.00
AMAZON MKTPL*BG7QP9VL2	17.78	0.00	17.78	1	1.00
AMAZON.COM*B507M2GQ0	17.49	0.00	17.49	1	1.00
CONOCO - SEI 34057	17.11	0.00	17.11	1	1.00
AMAZON MKTPL*B97S45U80	16.82	0.00	16.82	1	1.00
ERACTOLL 475449489	16.69	0.00	16.69	1	1.00
JIMMY JOHNS - 1335	16.59	0.00	16.59	1	1.00
AMAZON MKTPL*B54FX5VK1	16.14	0.00	16.14	1	1.00
AMAZON MKTPL*BP4WH9VD1	15.99	0.00	15.99	1	1.00
AMAZON.COM*BG9OR6EZ1	15.65	0.00	15.65	1	1.00
AMAZON MKTPL*BD2UG5UL2	15.58	0.00	15.58	1	1.00
AMAZON MKTPL*BP7SX27N1	15.49	0.00	15.49	1	1.00
AMAZON.COM*B53LP0V01	15.49	0.00	15.49	1	1.00
AMAZON.COM*B94R79JR0	15.35	0.00	15.35	1	1.00
AMAZON.COM*BC8KV9XW2	15.34	0.00	15.34	1	1.00
AMAZON MKTPL*BC5K42X72	14.99	0.00	14.99	1	1.00
CANVA* I04812-64000054	14.99	0.00	14.99	1	1.00
HOBBY-LOBBY #0117	14.97	0.00	14.97	1	1.00
EINSTEIN BROS #3942	14.19	0.00	14.19	1	1.00
AMAZON MKTPL*BD9WX9VO1	14.09	0.00	14.09	1	1.00
AMAZON MKTPL*BP21S9DR2	13.99	0.00	13.99	1	1.00
AMAZON MKTPL*BD71O6CL1	13.98	0.00	13.98	1	1.00
AMAZON MKTPL*B57FL5TJ1	13.76	0.00	13.76	1	1.00
AMAZON MKTPL*B55C58ZU1	13.47	0.00	13.47	1	1.00
AMAZON.COM*BP8DN53K0	13.32	0.00	13.32	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
20TH & CHAMPA-00 OF 00	12.95	0.00	12.95	1	1.00
DRIVERFACTS	12.95	0.00	12.95	1	1.00
AMAZON MKTPL*BD2UX6100	12.88	0.00	12.88	1	1.00
FMCSA D&A CLEARINGHOUS	12.50	0.00	12.50	1	1.00
UPS*294D857FEF5	12.16	0.00	12.16	1	1.00
AMAZON.COM*BD07Y4U70	12.14	0.00	12.14	1	1.00
AMAZON MKTPL*BP8BP1S01	11.99	0.00	11.99	1	1.00
AMAZON MKTPL*BD1078820	11.98	0.00	11.98	1	1.00
CO DEPT OF PUBLIC SAFE	11.76	0.00	5.88	2	2.00
GOOGLE CLOUD 3T23K9	11.72	0.00	11.72	1	1.00
AMAZON.COM*B59A772P2	11.67	0.00	11.67	1	1.00
AMAZON MKTPL*BE8U08B21	11.60	0.00	11.60	1	1.00
GILBERTS FOOD BAR MIA	11.21	0.00	11.21	1	1.00
CARL'S JR #723	11.12	0.00	11.12	1	1.00
AMAZON MKTPL*BG9T74EB2	11.04	0.00	11.04	1	1.00
BURGER KING #9780 Q07	11.02	0.00	11.02	1	1.00
AMAZON.COM*BE4VD2GG1	10.62	0.00	10.62	1	1.00
CES 691	10.50	0.00	10.50	1	1.00
7-ELEVEN 39317	10.07	0.00	10.07	1	1.00
AIR CARE COLORADO CAST	10.00	0.00	10.00	1	1.00
AMAZON.COM*BD6IB6502	9.99	0.00	9.99	1	1.00
GOOGLE *GOOGLE ONE	9.99	0.00	9.99	1	1.00
SIGNUPGENIUS	9.99	0.00	9.99	1	1.00
AMAZON MKTPL*B54NX1620	9.92	0.00	9.92	1	1.00
AMAZON MKTPL*BD7EI4NS2	9.92	0.00	9.92	1	1.00
AMAZON MKTPL*B919B3UD0	9.49	0.00	9.49	1	1.00
AMAZON MKTPL*BD8BG4502	9.49	0.00	9.49	1	1.00
AMAZON MKTPL*BP6VO0HE2	9.48	0.00	9.48	1	1.00
AMAZON MKTPL*BD4UZ9T80	9.36	0.00	9.36	1	1.00
FEDEX37705064	9.36	0.00	9.36	1	1.00
AMAZON.COM*BP23Z9CQ0	8.37	0.00	8.37	1	1.00
QT 559	7.77	0.00	7.77	1	1.00
AMAZON MKTPL*B52YQ4ZA1	7.29	0.00	7.29	1	1.00
AMAZON MKTPL*B95CV1QR1	7.19	0.00	7.19	1	1.00
AMAZON.COM*B56H67Q01	6.95	0.00	6.95	1	1.00
AMAZON MKTPL*BG5GJ74N1	6.75	0.00	6.75	1	1.00
YESWAY 1185	6.68	0.00	6.68	1	1.00
PUBLIC WORKS-PRKG METR	6.00	0.00	2.00	3	3.00
AMAZON MKTPL*BE4293I80	5.99	0.00	5.99	1	1.00

Merchant Name	Amount % Of		Average	Count	Count % Of
	Amount	Total	Amount		Total
AMAZON MKTPL*BP6C98GZ2	5.99	0.00	5.99	1	1.00
AMAZON MKTPL*BD42P0MC1	5.66	0.00	5.66	1	1.00
FAADRONEZONE	5.00	0.00	5.00	1	1.00
PAYMENTUS CORP	4.99	0.00	4.99	1	1.00
DENVER CULTURAL CENTER	4.00	0.00	4.00	1	1.00
SMUGMUG SOURCE	3.00	0.00	3.00	1	1.00
AMAZON MKTPL*BE2E63ZZ0	0.75	0.00	0.75	1	1.00
AMAZON.COM*B55XB3LI1	0.28	0.00	0.28	1	1.00
MCCANDLESS TRK CTR	0.00	0.02	0.00	2	2.00
FYF*FROMYOUFLOWERS	(4.20)	0.00	(4.20)	1	1.00
THERMOWORKS, INC.	(28.58)	0.00	(28.58)	1	1.00
KNAPHEIDE QUINCY ESTOR	(35.00)	0.05	(17.50)	2	2.00
THE BROADMOOR LODGING	(292.71)	0.03	(292.71)	1	1.00
AMAZON MKTPLACE PMTS	(307.76)	0.03	(38.47)	8	8.00
MILE HIGH SHRM	(450.00)	0.05	(450.00)	1	1.00
AMAZON.COM	(609.26)	0.07	(152.32)	4	4.00
EXPEDIA 73382616971289	(1,008.31)	0.11	(504.16)	2	2.00
<b>Total</b>	<b>894,312.48</b>	<b>100.00</b>	<b>520.06</b>	<b>1,721</b>	<b>1,721.00</b>

## Account Statement (Version 2)

Run Date: 04/01/2026

Report Id: sd11080

Posting Date: 03/01/2026 - 03/31/2026

DOUGLAS COUNTY GOVT  
 CRAIG KRONHART  
 100 THIRD STREET  
 SUITE 130  
 CASTLE ROCK, CO 80104-2425 USA

Account Name	Transaction Count	Transaction Amount
AARON J STEPANICH	3	258.39
ABBY R FITHIAN	7	3,889.58
ABRAHAM J LAYDON	1	73.92
ADIANA S ALDRIDGE	7	4,183.69
ALAN R STANTON	1	49.00
ALEXANDER CE MEADE	2	120.00
ALEXANDER GARCIA	3	168.90
ALEXANDER LYNNE	3	205.95
AMY J FORTNER	18	30,376.81
AMY J FORTNER 1	44	48,443.80
AMY T WILLIAMS	6	3,298.49
ANDREA FARROW	3	101.53
ANDREW C STEERS	2	7.00
ANDREW D MCELHINNEY	3	75.00
ANGELA K WHITE	25	10,657.42
ANGELA M BYLIN	14	2,461.00
ANGELA N BROGLIO	1	45.57
ANNE L WALTON	6	3,117.73
ANNE WEEKLY	4	2,403.18



Account Name	Transaction Count	Transaction Amount
ANTHONY R WOLF	18	6,236.61
ANTONIN JURKA	2	413.84
ASHLEY CHAMBERLAIN	1	55.00
ASHLEY L SCOLLARD	2	114.96
ATILIO D QUINTANILLA	6	20,394.94
AUDRA D PETERSON	6	659.08
AUGUST K STEFFEN	2	1,325.05
BAILEY M WILSON	1	45.00
BECKY A FISCHER	3	977.99
BENTON GRUBBS	6	644.93
BETH BONCZEK	4	5,490.79
BRADEN H DAVIS	1	63.81
BRADLEY M PROULX	2	805.86
BRENDA M HERRERA	3	1,195.60
BRETT HUGHES	5	636.71
BRIAN CORBIN	1	151.96
BRIAN D FRANKLIN	2	5,725.80
BRIAN E MCKNIGHT	1	62.66
BRIAN K PHILLIPS	2	190.39
BRYNN TURNBAUGH	9	917.64
CALEB J WEYDERT	4	2,686.56
CANDACE R RANDALL	2	249.60
CAROL L KONECNY	1	214.50
CAROLINE FRIZELL	12	12,195.23
CASSIDY BROWN	2	1,299.92
CELESTE M DEAL	7	2,037.99
CHARLES W BUCKNER	1	89.14
CHRIS D MAES	1	703.78
CHRISTIE GUTHRIE	1	40.00
CHRISTINA K TAYLOR	7	1,009.55
CHRISTINE M LYLE	8	1,465.17
CHRISTOPHER K PRATT	5	127.60
CHRISTOPHER L BURNETT	3	401.77
CHRISTOPHER R STADLER	1	37.02
CLAY A GYSIN	3	360.25
CODIE L WINSLOW	3	165.47
COLLEEN M VOGEL	2	18.06
COLTON D JONES	1	11.92

Account Name	Transaction Count	Transaction Amount
CONNIE S CROUSE	1	20.00
CONRAD DAUFENBACH	7	635.55
CRAIG KRONHART	2	650.00
CRISTY R COBB	1	0.75
CURTIS L MARSHALL	3	280.98
CYNTHIA A KIEFUS	1	102.82
CYNTHIA L ROBIDEAU	1	94.80
DA23 ATTORNEYS OFFICE	3	425.80
DALLAS DOBBS	8	3,578.51
DANIEL G DERTZ	2	512.17
DANIEL L BRITE	2	495.36
DANIEL W AVERY	2	134.00
DANIELA JIMENEZ	2	0.00
DARCY WILSON	15	8,400.53
DARREN M WEEKLY	2	104.00
DAVID E KNAUB	2	518.54
DAVID M GILL	2	48.62
DAWN ZIMMERMAN	1	48.00
DC SHERIFFS OFFICE 4	2	89.64
DEAN L GRAFFT	16	3,720.00
DEANNE M STEVENSON	2	329.81
DEBORAH A TAKAHARA	12	1,374.46
DECLAN C LAWSON	11	1,488.70
DENIS NOVITSKIY	10	164.83
DIANE L SMITH	1	468.90
DIEGO F GUTIERREZ	2	611.76
DJ BOETTCHER	5	5,968.01
DONALD A WAGNER	15	3,552.84
DOUGLAS COUNTY GOVT	0	0.00
DOUGLAS J DEBORD	1	117.00
DUSTIN B DOBBS	9	3,475.18
DUSTIN O CLARK	2	54.30
EDGAR BONILLA	1	407.10
ELIJAH KNECHT	2	66.42
ELIZABETH A WALKER	4	1,055.00
EMILY A CORDES	4	429.70
EMILY J WRENN	3	151.95
ERIC E MILLER	6	661.95

Account Name	Transaction Count	Transaction Amount
ERIC J MCDONOUGH	2	112.72
FIDEL A LEON	3	1,438.46
GARRETT BROWN	5	88.81
GERARDO N RAMIREZ	4	12,066.62
HAYLEY C HALL	7	706.16
HELENA M LUNA-LEONARD	1	14.19
HOLLY RYAN	7	172.02
J MARK LONGACHER	1	11.72
JACK W TWITE JR	3	2,246.96
JACOB I LANDERS	1	579.00
JANET L PETERSON	6	156.12
JANETTE TELLER	10	5,013.03
JASON B TRUJILLO	4	999.19
JASON EILERS	1	32.47
JASON HAWKINS	21	7,707.89
JASON J PETALAS	29	22,670.97
JASON M WALKER	80	41,485.85
JASON ZILLMAN	3	144.22
JAY C WILLIAMS	8	4,790.56
JAYSON C EVANS	6	2,724.44
JEANNE V BORZYCH	2	7,173.50
JEFFERY A GARCIA	2	95.59
JEFFREY J DEHART	7	7,071.71
JEFFREY P BUDD	4	231.94
JENNIFER R OSORIO	1	65.20
JENNY M MCMILLAN	1	275.00
JEREMIAH J PETERSON	16	17,125.89
JEREMY L WAGNER	3	196.28
JESSE W LOVEGROVE	20	7,325.27
JESSICA SVOBODA	1	33.30
JILL JANZ	2	59.61
JOEL A ESTABROOK	7	6,882.27
JOEL D WHITE	2	153.71
JOEL T FOREMAN	2	109.44
JOEY D PASTORIUS	18	15,936.62
JOHN DAUM	1	29.98
JOHN J KADLEC	2	228.50
JOHNNY MANAHAN	2	67.68

Account Name	Transaction Count	Transaction Amount
JONATHAN D FULLER	2	416.80
JONATHAN ESCOBEDO	1	539.29
JOSEPH R HARTLEY	1	2,242.00
JOSH LEWIS	3	1,871.24
JULIE A WARE	9	1,173.08
JUSTIN R PUCKETT	1	97.60
JUVAILA R PAVLICEK	2	20.66
K TROY DUNNING 2	15	6,235.43
KARISSA K SANDERS	4	308.79
KATHARINE R KLABON	5	702.42
KATHERINE E CARTER	1	128.16
KATRINA A MCLELAND	1	230.00
KATRINA L GAINES	30	1,145.08
KEEGAN Q DOHENEY	2	97.05
KEENAN G SNELL	13	5,649.89
KELLEY M DZIEDZIC	8	2,614.99
KELLY CALDWELL	2	1,098.64
KELLY DUNNAWAY	2	3.00
KENNETH R GALLUP	7	789.10
KEVIN J COURSEY	2	799.35
KEVIN VAN WINKLE	4	242.42
KEVIN W BOND	13	7,126.58
KIMBERLY A SMITH	2	312.98
KIRK INDERBITZEN	2	149.15
KRISTIN M RANDLETT	1	1,920.00
KRISTINA L MANN	4	1,270.00
KYLE A KRUZEL	2	1,224.43
KYLE KOWALSKI	1	399.00
LARA J MOONEY	1	369.00
LARRY D HECK	4	810.55
LASIE L ZION	10	6,892.14
LAURA E CIANCONE	11	10,818.33
LAURA H SKIRDE	4	146.93
LAURA LARSON	7	1,011.96
LAUREN D STOCKTON	12	1,021.51
LEETA J MCCLARD	13	2,769.53
LESLIE S STEVESON	1	149.90
LEWIS A FONTANA	8	771.69

Account Name	Transaction Count	Transaction Amount
LINNANE M CARRASCO	15	2,792.22
LUANNE R LEE	1	650.00
LUCAS A DECHANT	4	910.07
LUKE M PAIGE	21	2,853.27
LYNNE A WILSON	1	33.44
MAKENZIE BOYER	2	1,078.94
MAKENZIE BOYER 2	2	416.00
MALISA A GOUDY	30	10,537.09
MALLORIE A PRICE	3	955.15
MARIELA DONAHUE	2	92.41
MARK E ECKHARDT	10	310.59
MATTHEW DZIUBANSKI	3	2,576.47
MATTHEW L HUGHES	1	55.00
MATTHEW S DUFRESNE	1	150.00
MATTHEW A OVERMAN	7	146.75
MEGAN GRANDSARD	14	15,388.09
MELINDA SPAULDING	5	633.00
MELISSA A BLOODWORTH	3	192.20
MELODY DHAILLECOURT	1	36.99
MICHAEL D ALEXANDER	1	20.00
MICHAEL R ADAM	1	109.95
MICHAEL R NICHOLAS	14	7,404.33
MICHAEL T ADAMS	2	93.96
MICHAEL T MCINTOSH	2	224.00
MICHELLE L MANNES	16	5,695.16
MONICA DINCLER	3	613.95
MORGAN T MOREHART	1	5,453.85
NICHOLAS A JAMES	2	207.95
NICK V GIAUQUE	2	180.57
NICOLE HOLLIDAY	5	446.53
NICOLE M DEINDOERFER	1	6.00
PATRICK J COLLINS	1	880.00
PAULA K BOLEJACK	9	3,201.65
PENELOPE D GERDES	5	875.01
PHILLIP K RYAN	3	566.64
RAEANN L BROWN	1	40.47
RANA RASTEH	1	255.00
REBECCA MACPHERSON	66	35,009.44

Account Name	Transaction Count	Transaction Amount
RICHARD J SMYTH	3	360.22
RICHARD L MIURA	1	25.00
ROBERT A HOUGH	4	526.76
ROBERT D BAILIN	34	27,410.61
ROBERT GAYFIELD	4	2,191.30
ROBERT H ROTHERHAM JR	1	80.00
ROBERT W ROBLES-LYNN	2	1,030.37
RONNIE DORRELL	2	38.00
RUBY A RICHARDS	1	460.89
RUSSELL D DEROCHE	7	829.37
RYAN FALKNER	2	320.59
RYAN J ARTHUR	1	630.00
RYAN L YEGGY	45	31,419.34
RYAN SMITH	2	355.40
RYAN WHITE	1	59.54
SAMANTHA R HUTCHISON	14	7,764.21
SAN J CASTILLO-JONES	2	84.83
SARAH A BROCK	5	398.57
SCOTT A MATSON	2	7,143.84
SHANE FAULK	9	2,160.96
SHANE HUGHES	4	866.85
SHARON D CUNNINGHAM	1	168.30
SHARON L HINES	21	6,206.83
SHAWNA F POTTER	31	32,306.27
SHELLY L ANDREAS	1	522.17
SHERYL A DAVIS	7	856.31
SKYLER SICARD	13	3,576.74
SONIA M STERANKO	15	35,354.43
SPENCER D HALES	12	85.45
STANLEY D DRINNON	12	2,000.25
STEPHANIE DORRELL	2	92.33
STEVEN M FLEMING	11	655.52
STEVEN S PATTERSON	2	89.88
STEVEN S PATTERSON	5	1,831.41
STEVEN W DAVIS	1	98.94
SUSAN L QUINN	3	(57.23)
SUSAN N WOODRUFF	60	76,233.29
SUSAN N WOODRUFF2	9	40,333.78

Account Name	Transaction Count	Transaction Amount
TANNER J BUETTNER	1	9.99
TAYLOR L WEST	2	63.93
TERESA Z KUTT	1	255.50
TEREZA LEWIS	7	3,347.94
THANE HOFFMAN 2	1	16,164.77
THOMAS KENNY	3	329.83
THOMAS PEACE	2	114.99
THOMAS R MUSTIN	3	45.98
TIFFANY MARSITTO	1	632.00
TIFFANY R ZICKUS	1	33.25
TIMOTHY D HALLMARK	7	465.26
TIMOTHY G PENDLETON	1	46.53
TIMOTHY VAN NOORDT	1	110.41
TODD R KRANIG	30	18,315.09
TOMMY J HANSON	11	3,178.76
TRACE J WARRICK	3	60.66
TRENT A DUDECK	3	365.43
TROY D BAHR	2	953.13
TROY L CROSWHITE	15	2,557.35
TROY U MEISSNER	4	471.31
TYLER D WARD	1	300.96
TYLER J HUNTSMAN	5	871.67
TYLER J MCKNIGHT	1	(54.99)
VALERIE M BREWSTER	2	83.00
VICTORIA L HOFSCHEIER	1	71.98
VINCE LINE	2	629.00
WALTER G SCHMIDT	16	9,175.91
WILLIAM STIENS	5	342.56
YOSEF RATNER	4	249.89
ZACHARY J BURNS	2	224.96
ZACHARY VINCENT	4	103.32
<b>Report Totals</b>	<b>1,721</b>	<b>894,312.48</b>

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Ashley Chamberlain, Paralegal

**DESCRIPTION:** Resolution Approving the Recommendation of the Abatement Hearing Referee.

**SUMMARY:** On March 18, 2026 Referee Jeffrey Hamilton conducted abatement hearings on behalf of the Board of County Commissioners pursuant to the authority granted by Resolution No. R-008-083. The attached resolution approves the referee's recommendations and orders a separate resolution be prepared for each abatement petition and to notify the petitioners of the Board's decision.

**RECOMMENDED ACTION:** Approve Resolution.

**REVIEW:**

Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Cover Page  
Abatement Approval Resolution Attachment - March 2026  
Abatement Approval Resolution - March 2026



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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Ashley Chamberlain, Paralegal

**DESCRIPTION:** Resolution Approving the Recommendation of the Abatement Hearing Referee.

**SUMMARY:** On March 18, 2026 Referee Jeffrey Hamilton conducted abatement hearings on behalf of the Board of County Commissioners pursuant to the authority granted by Resolution No. R-008-083. The attached resolution approves the referee's recommendations and orders a separate resolution be prepared for each abatement petition and to notify the petitioners of the Board's decision.

**RECOMMENDED ACTION:** Approve Resolution.

**REVIEW:**

Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Abatement Approval Resolution Attachment - March 2026  
Abatement Approval Resolution - March 2026



February 20, 2026

David Johnson  
appeals@jcsco.com  
Joseph C. Sansone Company  
18040 Edison Ave.  
Chesterfield, MO 63005

Reference Log Number(s): 202600023 & 202600024  
Account Number: R0436542  
Owner: 270-280 Lincoln St. LLC  
Address of Property: 556 Village Square Ln.

**\*\*\*PLEASE NOTE\*\*\***

**Your abatement hearing(s) will be held telephonically using the County's telephone conferencing program. Instructions to access the hearing will follow by separate e-mail invitation.**

Dear Mr. Johnson:

The Douglas County Assessor's Office has reviewed the abatement petition you filed for the above referenced Log Number(s) 202600023 & 202600024 and is recommending denial of the petition for tax year 2023 & 2024. The enclosed Transmittal Sheet provides details of the Assessor's decision. Please review the following options below and indicate your choice by initialing on the appropriate line.

\_\_\_\_\_ I wish to withdraw my petition without any reduction in value and end any further appeal.

*sj-X*

\_\_\_\_\_ I wish to take an Administrative Denial which allows me to proceed to a higher level of appeal.

\_\_\_\_\_ I wish to have a hearing of my petition before a referee appointed by the County Board of Commissioners. The hearing will be held on **March 18, 2026 at 4:00 p.m.**

Dated this 20 day of February, 2026.



February 20, 2026

David Johnson  
appeals@jcsco.com  
Joseph C. Sansone Company  
18040 Edison Ave.  
Chesterfield, MO 63005

Reference Log Number(s): 202600019 & 202600019  
Account Number: R0406053  
Owner: Espree Land LLC  
Address of Property: 5811 Gleneagles Village Parkway

**\*\*\*PLEASE NOTE\*\*\***

**Your abatement hearing(s) will be held telephonically using the County's telephone conferencing program. Instructions to access the hearing will follow by separate e-mail invitation.**

Dear Mr. Johnson:

The Douglas County Assessor's Office has reviewed the abatement petition you filed for the above referenced Log Number(s) 202600019 & 202600019 and is recommending denial of the petition for tax year 2023 & 2024. The enclosed Transmittal Sheet provides details of the Assessor's decision. Please review the following options below and indicate your choice by initialing on the appropriate line.

\_\_\_\_\_ I wish to withdraw my petition without any reduction in value and end any further appeal.

*JD*   *X*  

I wish to take an Administrative Denial which allows me to proceed to a higher level of appeal.

\_\_\_\_\_ I wish to have a hearing of my petition before a referee appointed by the County Board of Commissioners. The hearing will be held on **March 18, 2026 at 3:00 p.m.**

Dated this   *20<sup>th</sup>*   day of   *February*  , 2026.



February 20, 2026

David Johnson  
appeals@jcsco.com  
Joseph C. Sansone Company  
18040 Edison Ave.  
Chesterfield, MO 63005

Reference Log Number(s): 202600021 & 202600022  
Account Number: R0610333  
Owner: Jackalope Properties LLC  
Address of Property: 19850 Cockriel Dr.

**\*\*\*PLEASE NOTE\*\*\***

**Your abatement hearing(s) will be held telephonically using the County's telephone conferencing program. Instructions to access the hearing will follow by separate e-mail invitation.**

Dear Mr. Johnson:

The Douglas County Assessor's Office has reviewed the abatement petition you filed for the above referenced Log Number(s) 202600021 & 202600022 and is recommending denial of the petition for tax year 2023 & 2024. The enclosed Transmittal Sheet provides details of the Assessor's decision. Please review the following options below and indicate your choice by initialing on the appropriate line.

\_\_\_\_\_ I wish to withdraw my petition without any reduction in value and end any further appeal.

*DJ. X*

\_\_\_\_\_ I wish to take an Administrative Denial which allows me to proceed to a higher level of appeal.

\_\_\_\_\_ I wish to have a hearing of my petition before a referee appointed by the County Board of Commissioners. The hearing will be held on **March 18, 2026 at 3:30 p.m.**

Dated this 20<sup>th</sup> day of February, 2026.



February 20, 2026

David Johnson  
appeals@jcsco.com  
Joseph C. Sansone Company  
18040 Edison Ave.  
Chesterfield, MO 63005

Reference Log Number(s): 202600017 & 202600018  
Account Number: R0465088  
Owner: Okanco  
Address of Property: 3159 N. Commerce Ct.

**\*\*\*PLEASE NOTE\*\*\***

**Your abatement hearing(s) will be held telephonically using the County's telephone conferencing program. Instructions to access the hearing will follow by separate e-mail invitation.**

Dear Mr. Johnson:

The Douglas County Assessor's Office has reviewed the abatement petition you filed for the above referenced Log Number(s) 202600017 & 202600018 and is recommending denial of the petition for tax year 2023 & 2024. The enclosed Transmittal Sheet provides details of the Assessor's decision. Please review the following options below and indicate your choice by initialing on the appropriate line.

\_\_\_\_\_ I wish to withdraw my petition without any reduction in value and end any further appeal.

2/8 X I wish to take an Administrative Denial which allows me to proceed to a higher level of appeal.

\_\_\_\_\_ I wish to have a hearing of my petition before a referee appointed by the County Board of Commissioners. The hearing will be held on **March 18, 2026 at 2:30 p.m.**

Dated this 20<sup>th</sup> day of February, 2026.

DOUGLAS COUNTY ABATEMENT HEARING  
REFEREE WORKSHEET

Petitioner: Okanco

Agent: David Johnson

Parcel No.: R0465088

Abatement Number: 202600017 & 202600018

Assessor's Original Value: [Click here to enter text.](#)

Hearing Date: March 18, 2026

Hearing Time: 2:30 p.m.

1. The Douglas County Assessor was represented at the hearing by [Click here to enter text.](#)
2. The Petitioner was:
  - a.  present
  - b.  not present
  - c.  present/represented by [Click here to enter text.](#)
  - d.  not present/represented by [Click here to enter text.](#)
3. Assessor's Recommended Value: [Click here to enter text.](#)

Petitioner's Requested Value: [Click here to enter text.](#)

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner requested an administrative denial prior to the hearing.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:

- a.  data from sales of comparable properties which sold during the applicable time period; and /or
- b.  valuation using the cost approach; and/or
- c.  a valuation using the income approach; and/or
- d.  other [Click here to enter text.](#)

**THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:**

Classification: [Click here to enter text.](#)

Total Actual Value: [Click here to enter text.](#)

Reasons are as follows: The petitioner requested an administrative denial prior to the hearing

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

- a.  Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein
- b.  Approved in part as set forth in the Findings and Recommendations herein
- c.  Denied after abatement hearing
- d.  Administrative Denial is Granted

REFEREE:



*s/ Jeffrey Hamilton*  
Name

*3/18/2026*  
Date

**Abatement Log No. 202600017 & 202600018**

202600017-2023  
202600018-2024

## Petition For Abatement Or Refund Of Taxes

Mail Correspondence to:  
Joseph C. Sansone Company  
18040 Edison Avenue  
Chesterfield, MO 63005

**DCASSESSOR**  
**DEC 29 2025 RCD**

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12-12-25  
Month Day Year

Petitioner's Name: OKANCO

Petitioner's Mailing Address: Joseph C. Sansone Company Attn: David Johnson 18040 Edison Avenue  
Chesterfield MO 63005  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S)	PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY
<u>R0465088</u>	<u>3159 N Commerce Ct Castle Rock, CO 80109</u>

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.) The Assessor's opinion of value exceeds the actual fair market value of the property.

Petitioner's estimate of value: \$ 890,000 (2023) and \$ 890,000 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature Phone Number \_\_\_\_\_ Email \_\_\_\_\_

By David Johnson Phone Number 636-733-5455 Email appeals@jcsco.com  
Agent's Signature\*

David Johnson, Joseph C. Sansone Company  
\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s): \_\_\_\_\_

\_\_\_\_\_  
Assessor's or Deputy Assessor's Signature





**JOSEPH C. SANSONE COMPANY**  
Business Tax Solutions<sup>®</sup>

**Corporate Headquarters:**  
18040 Edison Avenue  
Chesterfield, MO 63005  
1-800-394-0140

**AGENT AUTHORIZATION**  
**Colorado**

TO: \_\_\_\_\_  
Assessor's Office and the  
Assessment Review Agency

The Property Owner(s) listed below hereby authorize and appoint the Joseph C. Sansone Company to act as agent with full authority to handle all matters relating to ad valorem tax matters for our respective listed parcels. This includes, but is not limited to, the filing of property tax declarations or other documents with you or the Assessment Appeals Board, examining any records in your office which we have a right to examine, appearing before any assessment officer or board and discussing assessments and resolving disputes with you concerning the assessments on parcels for which we are responsible for the property taxes. This authority shall terminate when all matters relating to the 2022 through 2024 assessments are resolved.

<u>OKANCO</u>	<u>R0465088</u>	_____
Exact Name of Property Owner	Parcel Number	Schedule/PIN/Account (if applicable)
_____	_____	_____
Exact Name of Property Owner	Parcel Number	Schedule/PIN/Account (if applicable)
_____	_____	_____
Exact Name of Property Owner	Parcel Number	Schedule/PIN/Account (if applicable)
_____	_____	_____
Exact Name of Property Owner	Parcel Number	Schedule/PIN/Account (if applicable)

[Signature]  
AUTHORIZED SIGNATURE  
12/6/24  
DATE

MATT VAN ANKER  
PRINT NAME OF AUTHORIZED SIGNER  
President  
TITLE

State of Colorado  
City/County of \_\_\_\_\_

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ before me, the undersigned, personally appeared \_\_\_\_\_, known to me (or satisfactorily proven) to be the person whose name is subscribed to within this instrument and acknowledged that he executed the same for the purposes therein contained.

In witness hereof I hereunto set my hand and official seal.

Notary Public \_\_\_\_\_



**23385740001CO**

3159 N Commerce  
 3159 North Commerce Court  
 Castle Rock, CO 80109

**DCASSESSOR**  
**DEC 29 2025 RCD**

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0465088</b>			

**25362260001CO**

Esprey Child Learning Center  
 5811 Gleneagles Village Parkway  
 Highlands Ranch, CO 80130

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0406053</b>			

**25386960001CO**

Big Tool Box - Parker  
 19850 Cockriel Drive  
 Parker, CO 80134

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0610333</b>			

**25387500001CO**

KUMPF, CHARLSLEY & HANSEN  
 9565 Kingston Court  
 Englewood, CO 80112

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0427580</b>			

**25388130001CO**

270-280 Lincoln St LLC - 556 Village Square Ln  
 556 Village Square Ln  
 Castle Pines, CO 80108

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0436542</b>			

**23385740001CO**

3159 N Commerce  
 3159 North Commerce Court  
 Castle Rock, CO 80109

**DCASSESSOR**  
**DEC 29 2025 RCD**

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0465088</b>			

**25362260001CO**

Esprey Child Learning Center  
 5811 Gleneagles Village Parkway  
 Highlands Ranch, CO 80130

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0406053</b>			

**25386960001CO**

Big Tool Box - Parker  
 19850 Cockriel Drive  
 Parker, CO 80134

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0610333</b>			

**25387500001CO**

KUMPF, CHARLSLEY & HANSEN  
 9565 Kingston Court  
 Englewood, CO 80112

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0427580</b>			

**25388130001CO**

270-280 Lincoln St LLC - 556 Village Square Ln  
 556 Village Square Ln  
 Castle Pines, CO 80108

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0436542</b>			

202600017-2023  
202600018-2024

Mail Correspondence to:  
Joseph C. Sansone Company  
18040 Edison Avenue  
Chesterfield, MO 63005

**Petition For Abatement Or Refund Of Taxes**

**DCASSESSOR**  
**DEC 29 2025 RCD**

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12-12-25  
Month Day Year

Petitioner's Name: OKANCO

Petitioner's Mailing Address: Joseph C. Sansone Company Attn: David Johnson 18040 Edison Avenue  
Chesterfield MO 63005  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S) R0465088 PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY  
3159 N Commerce Ct Castle Rock, CO 80109

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.) The Assessor's opinion of value exceeds the actual fair market value of the property.

Petitioner's estimate of value: \$ 890,000 (2023) and \$ 890,000 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Petitioner's Signature  
By [Signature]

Phone Number 636-733-5455 Email appeals@jcsco.com

Agent's Signature\* David Johnson, Joseph C. Sansone Company

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Tax Year	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(1)(D), C.R.S.

Tax year: 2023 Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: 2024 Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):  
A See Transmittals

[Signature]  
Assessor's or Deputy Assessor's Signature

15-DPT-AR No. 920-66/15



## Transmittal Sheet for Abatement #: 202600017

Abatement #	202600017	Staff Appraiser	FAE
Tax Year	2023	Review Appraiser	FAE
Date Received	12/29/2025	Recommendation	Deny
Petitioner	OKANCO	<b>Reason</b>	Insufficient data was provided to warrant a value change to this parcel.
Agent	JOSEPH C. SANSONE CO.		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$890,000	Assessor Final Review Value	\$1,372,640

The subject property is a 4800 sq. ft. Storage Warehouse built in 1982. The property was valued via the Market Approach for tax years 2023 and 2024. Given the lack of support provided with this petition, the Appeals Deputy Assessor and the Agent agreed that the petitioner will take Administrative Deny and move this appeal on to the Board of Assessment Appeals.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0465088	3115	0185	\$245,154	\$0	\$245,154	27.900%	\$68,400	10.0501%	\$6,874.27
	3215	0185	\$1,127,486	\$0	\$1,127,486	27.900%	\$314,570	10.0501%	\$31,614.60
<b>Account Total:</b>			<b>\$1,372,640</b>	<b>\$0</b>	<b>\$1,372,640</b>		<b>\$382,970</b>		<b>\$38,488.87</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0465088	3115	0185	\$245,154	\$0	\$245,154	27.900%	\$68,400	10.0501%	\$6,874.27
	3215	0185	\$1,127,486	\$0	\$1,127,486	27.900%	\$314,570	10.0501%	\$31,614.60
<b>Account Total:</b>			<b>\$1,372,640</b>	<b>\$0</b>	<b>\$1,372,640</b>		<b>\$382,970</b>		<b>\$38,488.87</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0465088	\$1,372,640	\$382,970	\$38,488.87	\$1,372,640	\$382,970	\$38,488.87	\$0.00
<b>Totals</b>	<b>\$1,372,640</b>	<b>\$382,970</b>	<b>\$38,488.87</b>	<b>\$1,372,640</b>	<b>\$382,970</b>	<b>\$38,488.87</b>	<b>\$0.00</b>

## Transmittal Sheet for Abatement #: 202600018

Abatement #	202600018	Staff Appraiser	FAE
Tax Year	2024	Review Appraiser	FAE
Date Received	12/29/2025	Recommendation	Deny
Petitioner	OKANCO	<b>Reason</b>	Insufficient data was provided to warrant a value change to this parcel.
Agent	JOSEPH C. SANSONE CO.		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$890,000	Assessor Final Review Value	\$1,372,640

The subject property is a 4800 sq. ft. Storage Warehouse built in 1982. The property was valued via the Market Approach for tax years 2023 and 2024. Given the lack of support provided with this petition, the Appeals Deputy Assessor and the Agent agreed that the petitioner will take Administrative Deny and move this appeal on to the Board of Assessment Appeals.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0465088	3115	0185	\$245,154	\$0	\$245,154	27.900%	\$68,400	9.8834%	\$6,760.25
	3215	0185	\$1,127,486	\$0	\$1,127,486	27.900%	\$314,570	9.8834%	\$31,090.21
<b>Account Total:</b>			<b>\$1,372,640</b>	<b>\$0</b>	<b>\$1,372,640</b>		<b>\$382,970</b>		<b>\$37,850.46</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0465088	3115	0185	\$245,154	\$0	\$245,154	27.900%	\$68,400	9.8834%	\$6,760.25
	3215	0185	\$1,127,486	\$0	\$1,127,486	27.900%	\$314,570	9.8834%	\$31,090.21
<b>Account Total:</b>			<b>\$1,372,640</b>	<b>\$0</b>	<b>\$1,372,640</b>		<b>\$382,970</b>		<b>\$37,850.46</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0465088	\$1,372,640	\$382,970	\$37,850.46	\$1,372,640	\$382,970	\$37,850.46	\$0.00
<b>Totals</b>	<b>\$1,372,640</b>	<b>\$382,970</b>	<b>\$37,850.46</b>	<b>\$1,372,640</b>	<b>\$382,970</b>	<b>\$37,850.46</b>	<b>\$0.00</b>

DOUGLAS COUNTY ABATEMENT HEARING  
REFEREE WORKSHEET

Petitioner: Espree Land LLC

Agent: David Johnson

Parcel No.: R0406053

Abatement Number: 202600019 & 202600020

Assessor's Original Value: [Click here to enter text.](#)

Hearing Date: March 18, 2026

Hearing Time: 3:00 p.m.

1. The Douglas County Assessor was represented at the hearing by [Click here to enter text.](#)
2. The Petitioner was:
  - a.  present
  - b.  not present
  - c.  present/represented by [Click here to enter text.](#)
  - d.  not present/represented by [Click here to enter text.](#)
3. Assessor's Recommended Value: [Click here to enter text.](#)

Petitioner's Requested Value: [Click here to enter text.](#)

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner requested an administrative denial prior to the hearing.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:

- a.  data from sales of comparable properties which sold during the applicable time period; and /or
- b.  valuation using the cost approach; and/or
- c.  a valuation using the income approach; and/or
- d.  other [Click here to enter text.](#)

**THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:**

Classification: [Click here to enter text.](#)

Total Actual Value: [Click here to enter text.](#)

Reasons are as follows: The petitioner requested an administrative denial prior to the hearing.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

- a.  Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein
- b.  Approved in part as set forth in the Findings and Recommendations herein
- c.  Denied after abatement hearing
- d.  Administrative Denial is Granted

REFEREE:



*s/ Jeffrey Hamilton*  
Name

*3/18/2026*  
Date

**Abatement Log No. 202600019 & 202600020**



202600019-2023  
202600020-2024

Mail Correspondence to:  
Joseph C. Sansone Company  
18040 Edison Avenue  
Chesterfield, MO 63005

DCASSESSOR  
DEC 29 2025 RCD

**Petition For Abatement Or Refund Of Taxes**

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12-12-25  
Month Day Year

Petitioner's Name: ESPREE LAND LLC

Petitioner's Mailing Address: Joseph C. Sansone Company Attn: David Johnson 18040 Edison Avenue  
Chesterfield MO 63005  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S)  
R0406053

PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY  
5811 Gleneagles Village Parkway Highlands Ranch, CO 80130

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.) The Assessor's opinion of value exceeds the actual fair market value of the property.

Petitioner's estimate of value: \$ 940,000 (2023) and \$ 940,000 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature Phone Number \_\_\_\_\_ Email \_\_\_\_\_

By [Signature] Phone Number 636-733-5455 Email appeals@jcsco.com  
Agent's Signature\*

David Johnson, Joseph C. Sansone Company  
\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original _____							
Corrected _____							
Abate/Refund _____							

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original _____							
Corrected _____							
Abate/Refund _____							

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):

\_\_\_\_\_  
Assessor's or Deputy Assessor's Signature

**AGENT AUTHORIZATION**  
*Colorado*

TO: \_\_\_\_\_  
 Assessor's Office and the  
 Assessment Review Agency

The Property Owner(s) listed below hereby authorize and appoint the Joseph C. Sansone Company to act as agent with full authority to handle all matters relating to ad valorem tax matters for our respective listed parcels. This includes, but is not limited to, the filing of property tax declarations or other documents with you or the Assessment Appeals Board, examining any records in your office which we have a right to examine, appearing before any assessment officer or board and discussing assessments and resolving disputes with you concerning the assessments on parcels for which we are responsible for the property taxes. This authority shall terminate when all matters relating to the 2023 through 2026 assessments are resolved.

<u>ESPREE LAND LLC</u>	<u>223105313001</u>	<u>R0406053</u>
Exact Name of Property Owner	Parcel Number	Schedule/PIN/Account (if applicable)

_____	_____	_____
Exact Name of Property Owner	Parcel Number	Schedule/PIN/Account (if applicable)

_____	_____	_____
Exact Name of Property Owner	Parcel Number	Schedule/PIN/Account (if applicable)

_____	_____	_____
Exact Name of Property Owner	Parcel Number	Schedule/PIN/Account (if applicable)

  
 AUTHORIZED SIGNATURE

DYANNE FOX  
 PRINT NAME OF AUTHORIZED SIGNER

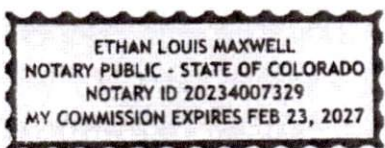
6-4-25  
 DATE

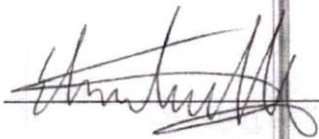
MEMBER  
 TITLE

State of Colorado  
 City/County of Douglas

On this 4<sup>th</sup> day of June, 2025 before me, the undersigned, personally appeared Dyanne Fox, known to me (or satisfactorily proven) to be the person whose name is subscribed to within this instrument and acknowledged that he executed the same for the purposes therein contained.

In witness hereof I hereunto set my hand and official seal.



Notary Public 



**Joseph C. Sansone Company**  
**BOE-STC Appeals**

Tax Year/Lien Year: 2023/2023  
ActualAp: 12/19/2025 State: CO

**23385740001CO**

3159 N Commerce  
3159 North Commerce Court  
Castle Rock, CO 80109

DCASSESSOR  
DEC 29 2025 RCD

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0465088</b>			

**25362260001CO**

Espree Child Learning Center  
5811 Gleneagles Village Parkway  
Highlands Ranch, CO 80130

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0406053</b>			

**25386960001CO**

Big Tool Box - Parker  
19850 Cockriel Drive  
Parker, CO 80134

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0610333</b>			

**25387500001CO**

KUMPF, CHARLSLEY & HANSEN  
9565 Kingston Court  
Englewood, CO 80112

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0427580</b>			

**25388130001CO**

270-280 Lincoln St LLC - 556 Village Square Ln  
556 Village Square Ln  
Castle Pines, CO 80108

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0436542</b>			

202600019-2023  
202600020-2024

Mail Correspondence to:  
Joseph C. Sansone Company  
18040 Edison Avenue  
Chesterfield, MO 63005

DCASSESSOR  
DEC 29 2025 RCD

**Petition For Abatement Or Refund Of Taxes**

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12-12-25  
Month Day Year

Petitioner's Name: ESPREE LAND LLC

Petitioner's Mailing Address: Joseph C. Sansone Company Attn: David Johnson 18040 Edison Avenue  
Chesterfield MO 63005  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S) R0406053 PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY 5811 Gleneagles Village Parkway Highlands Ranch, CO 80130

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.) The Assessor's opinion of value exceeds the actual fair market value of the property.

Petitioner's estimate of value: \$ 940,000 (2023) and \$ 940,000 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature Phone Number \_\_\_\_\_ Email \_\_\_\_\_

By David Johnson Phone Number 636-733-5455 Email appeals@jcsco.com  
Agent's Signature\* David Johnson, Joseph C. Sansone Company

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original _____							
Corrected _____							
Abate/Refund _____							

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original _____							
Corrected _____							
Abate/Refund _____							

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: 2023 Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: 2024 Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):  
See Transmittals

Alicia Enbratter  
Assessor's or Deputy Assessor's Signature

15-DPT-AR No. 920-66/15

## Transmittal Sheet for Abatement #: 202600019

Abatement #	202600019	Staff Appraiser	FAE
Tax Year	2023	Review Appraiser	FAE
Date Received	12/29/2025	Recommendation	Deny
Petitioner	ESPREE LAND LLC	<b>Reason</b>	Insufficient data was provided to warrant a value change to this parcel.
Agent	JOSEPH C. SANSONE CO.		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$940,000	Assessor Final Review Value	\$1,445,000

The subject property is a 7,225 sq. ft. Day Care Center built in 1998. The property was valued via the Market Approach for tax years 2023 and 2024. Given the lack of support provided with this petition, the Appeals Deputy Assessor and the Agent agreed that the petitioner will take Administrative Deny and move this appeal on to the Board of Assessment Appeals.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0406053	2130	3602	\$866,565	\$0	\$866,565	27.900%	\$241,770	9.4081%	\$22,745.96
	2230	3602	\$578,435	(\$30,000)	\$548,435	27.900%	\$153,010	9.4081%	\$14,395.33
<b>Account Total:</b>			<b>\$1,445,000</b>	<b>(\$30,000)</b>	<b>\$1,415,000</b>		<b>\$394,780</b>		<b>\$37,141.29</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0406053	2130	3602	\$866,565	\$0	\$866,565	27.900%	\$241,770	9.4081%	\$22,745.96
	2230	3602	\$578,435	(\$30,000)	\$548,435	27.900%	\$153,010	9.4081%	\$14,395.33
<b>Account Total:</b>			<b>\$1,445,000</b>	<b>(\$30,000)</b>	<b>\$1,415,000</b>		<b>\$394,780</b>		<b>\$37,141.29</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0406053	\$1,445,000	\$394,780	\$37,141.29	\$1,445,000	\$394,780	\$37,141.29	\$0.00
<b>Totals</b>	<b>\$1,445,000</b>	<b>\$394,780</b>	<b>\$37,141.29</b>	<b>\$1,445,000</b>	<b>\$394,780</b>	<b>\$37,141.29</b>	<b>\$0.00</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0406053	SB22-238 Commercial 30k Exemption	(\$30,000)

## Transmittal Sheet for Abatement #: 202600020

Abatement #	202600020	Staff Appraiser	FAE
Tax Year	2024	Review Appraiser	FAE
Date Received	12/29/2025	Recommendation	Deny
Petitioner	ESPREE LAND LLC	<b>Reason</b>	Insufficient data was provided to warrant a value change to this parcel.
Agent	JOSEPH C. SANSONE CO.		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$940,000	Assessor Final Review Value	\$1,445,000

The subject property is a 7,225 sq. ft. Day Care Center built in 1998. The property was valued via the Market Approach for tax years 2023 and 2024. Given the lack of support provided with this petition, the Appeals Deputy Assessor and the Agent agreed that the petitioner will take Administrative Deny and move this appeal on to the Board of Assessment Appeals.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0406053	2130	3602	\$866,565	\$0	\$866,565	27.900%	\$241,770	9.4249%	\$22,786.58
	2230	3602	\$578,435	(\$30,000)	\$548,435	27.900%	\$153,010	9.4249%	\$14,421.04
<b>Account Total:</b>			<b>\$1,445,000</b>	<b>(\$30,000)</b>	<b>\$1,415,000</b>		<b>\$394,780</b>		<b>\$37,207.62</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0406053	2130	3602	\$866,565	\$0	\$866,565	27.900%	\$241,770	9.4249%	\$22,786.58
	2230	3602	\$578,435	(\$30,000)	\$548,435	27.900%	\$153,010	9.4249%	\$14,421.04
<b>Account Total:</b>			<b>\$1,445,000</b>	<b>(\$30,000)</b>	<b>\$1,415,000</b>		<b>\$394,780</b>		<b>\$37,207.62</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0406053	\$1,445,000	\$394,780	\$37,207.62	\$1,445,000	\$394,780	\$37,207.62	\$0.00
<b>Totals</b>	<b>\$1,445,000</b>	<b>\$394,780</b>	<b>\$37,207.62</b>	<b>\$1,445,000</b>	<b>\$394,780</b>	<b>\$37,207.62</b>	<b>\$0.00</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0406053	SB22-238 Commercial 30k Exemption	(\$30,000)

DOUGLAS COUNTY ABATEMENT HEARING  
REFEREE WORKSHEET

Petitioner: Jackalope Properties LLC

Agent: David Johnson

Parcel No.: R0610333

Abatement Number: 202600021 & 202600022

Assessor's Original Value: [Click here to enter text.](#)

Hearing Date: March 18, 2026

Hearing Time: 3:30 p.m.

1. The Douglas County Assessor was represented at the hearing by [Click here to enter text.](#)
2. The Petitioner was:
  - a.  present
  - b.  not present
  - c.  present/represented by [Click here to enter text.](#)
  - d.  not present/represented by [Click here to enter text.](#)
3. Assessor's Recommended Value: [Click here to enter text.](#)

Petitioner's Requested Value: [Click here to enter text.](#)

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner requested an administrative denial prior to the hearing.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:

- a.  data from sales of comparable properties which sold during the applicable time period; and /or
- b.  valuation using the cost approach; and/or
- c.  a valuation using the income approach; and/or
- d.  other [Click here to enter text.](#)

**THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:**

Classification: [Click here to enter text.](#)

Total Actual Value: [Click here to enter text.](#)

Reasons are as follows: The petitioner requested an administrative denial prior to the hearing.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

- a.  Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein
- b.  Approved in part as set forth in the Findings and Recommendations herein
- c.  Denied after abatement hearing
- d.  Administrative Denial is Granted

REFEREE:



*s/ Jeffrey Hamilton*  
Name

*3/18/2026*  
Date

**Abatement Log No. 202600021 & 202600022**



202600021-2023  
202600022-2024

Mail Correspondence to:  
Joseph C. Sansone Company  
18040 Edison Avenue  
Chesterfield, MO 63005

**Petition For Abatement Or Refund Of Taxes**

**DCASSESSOR**  
**DEC 29 2025 RCD**

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12-12-25  
Month Day Year

Petitioner's Name: JACKALOPE PROPERTIES LLC

Petitioner's Mailing Address: Joseph C. Sansone Company Attn: David Johnson 18040 Edison Avenue  
Chesterfield MO 63005  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S)	PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY
<u>R0610333</u>	<u>19850 Cockriel Dr Parker, CO 80134</u>

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.) The Assessor's opinion of value exceeds the actual fair market value of the property.

Petitioner's estimate of value: \$ 3,990,000 (2023) and \$ 3,990,000 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature Phone Number \_\_\_\_\_ Email \_\_\_\_\_

By David Johnson Phone Number 636-733-5455 Email appeals@jcscsco.com  
Agent's Signature\* David Johnson, Joseph C. Sansone Company

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s): \_\_\_\_\_

\_\_\_\_\_  
Assessor's or Deputy Assessor's Signature



## AGENT AUTHORIZATION

Colorado

TO: Douglas County  
Assessor's Office and the  
Assessment Review Agency

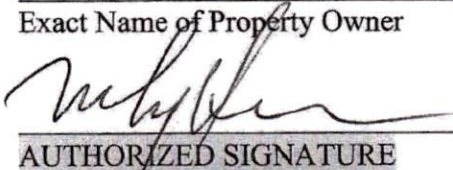
The Property Owner(s) listed below hereby authorize and appoint the Joseph C. Sansone Company to act as agent with full authority to handle all matters relating to ad valorem tax matters for our respective listed parcels. This includes, but is not limited to, the filing of property tax declarations or other documents with you or the Assessment Appeals Board, examining any records in your office which we have a right to examine, appearing before any assessment officer or board and discussing assessments and resolving disputes with you concerning the assessments on parcels for which we are responsible for the property taxes. This authority shall terminate when all matters relating to the 2023 through 2026 assessments are resolved.

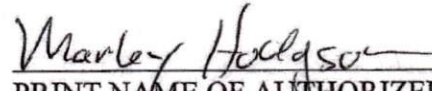
Jackalope Properties LLC      2233-341-20-024      R0610333  
Exact Name of Property Owner      Parcel Number      Schedule/PIN/Account (if applicable)

\_\_\_\_\_  
Exact Name of Property Owner      Parcel Number      Schedule/PIN/Account (if applicable)

\_\_\_\_\_  
Exact Name of Property Owner      Parcel Number      Schedule/PIN/Account (if applicable)

\_\_\_\_\_  
Exact Name of Property Owner      Parcel Number      Schedule/PIN/Account (if applicable)

  
\_\_\_\_\_  
AUTHORIZED SIGNATURE  
4/1/25  
\_\_\_\_\_  
DATE

  
\_\_\_\_\_  
PRINT NAME OF AUTHORIZED SIGNER  
President  
\_\_\_\_\_  
TITLE

State of Colorado  
City/County of \_\_\_\_\_

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before me, the undersigned, personally appeared \_\_\_\_\_, known to me (or satisfactorily proven) to be the person whose name is subscribed to within this instrument and acknowledged that he executed the same for the purposes therein contained.

In witness hereof I hereunto set my hand and official seal.

Notary Public \_\_\_\_\_



**23385740001CO**

3159 N Commerce  
3159 North Commerce Court  
Castle Rock, CO 80109

DCASSESSOR  
DEC 29 2025 RCD

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0465088</b>			

**25362260001CO**

Esprey Child Learning Center  
5811 Gleneagles Village Parkway  
Highlands Ranch, CO 80130

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0406053</b>			

**25386960001CO**

Big Tool Box - Parker  
19850 Cockriel Drive  
Parker, CO 80134

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0610333</b>			

**25387500001CO**

KUMPF, CHARLSLEY & HANSEN  
9565 Kingston Court  
Englewood, CO 80112

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0427580</b>			

**25388130001CO**

270-280 Lincoln St LLC - 556 Village Square Ln  
556 Village Square Ln  
Castle Pines, CO 80108

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0436542</b>			

202600021-2023  
202600022-2024

Mail Correspondence to:  
Joseph C. Sansone Company  
18040 Edison Avenue  
Chesterfield, MO 63005

**Petition For Abatement Or Refund Of Taxes**

DCASSESSOR  
DEC 29 2025 RCD

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12-12-25  
Month Day Year

Petitioner's Name: JACKALOPE PROPERTIES LLC

Petitioner's Mailing Address: Joseph C. Sansone Company Attn: David Johnson 18040 Edison Avenue  
Chesterfield MO 63005  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S) R0610333 PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY 19850 Cockriel Dr Parker, CO 80134

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.) The Assessor's opinion of value exceeds the actual fair market value of the property.

Petitioner's estimate of value: \$ 3,990,000 (2023) and \$ 3,990,000 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature Phone Number \_\_\_\_\_ Email \_\_\_\_\_

By [Signature] Phone Number 636-733-5455 Email appeals@jcsco.com  
Agent's Signature\* David Johnson, Joseph C. Sansone Company  
\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original _____							
Corrected _____							
Abate/Refund _____							

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original _____							
Corrected _____							
Abate/Refund _____							

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: 2023 Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: 2024 Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):  
See Transmittals

[Signature]  
Assessor's or Deputy Assessor's Signature

15-DPT-AR No. 920-66/15

## Transmittal Sheet for Abatement #: 202600021

Abatement #	202600021	Staff Appraiser	FAE
Tax Year	2023	Review Appraiser	FAE
Date Received	12/29/2025	Recommendation	Deny
Petitioner	JACKALOPE PROPERTIES LLC	Reason	Insufficient data was provided to warrant a value change to this parcel.
Agent	JOSEPH C. SANSONE CO.		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$3,990,000	Assessor Final Review Value	\$6,144,955

The subject property is a 19,442 sq. ft. Retail Store (Big Tool Box) built in 2020. The property was valued via the Market Approach for tax years 2023 and 2024. Given the lack of support provided with this petition, the Appeals Deputy Assessor and the Agent agreed that the petitioner will take Administrative Deny and move this appeal on to the Board of Assessment Appeals.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0610333	2112	0803	\$2,747,874	\$0	\$2,747,874	27.900%	\$766,660	8.8399%	\$67,771.98
	2212	0803	\$3,397,081	(\$30,000)	\$3,367,081	27.900%	\$939,420	8.8399%	\$83,043.79
<b>Account Total:</b>			<b>\$6,144,955</b>	<b>(\$30,000)</b>	<b>\$6,114,955</b>		<b>\$1,706,080</b>		<b>\$150,815.77</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0610333	2112	0803	\$2,747,874	\$0	\$2,747,874	27.900%	\$766,660	8.8399%	\$67,771.98
	2212	0803	\$3,397,081	(\$30,000)	\$3,367,081	27.900%	\$939,420	8.8399%	\$83,043.79
<b>Account Total:</b>			<b>\$6,144,955</b>	<b>(\$30,000)</b>	<b>\$6,114,955</b>		<b>\$1,706,080</b>		<b>\$150,815.77</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0610333	\$6,144,955	\$1,706,080	\$150,815.77	\$6,144,955	\$1,706,080	\$150,815.77	\$0.00
<b>Totals</b>	<b>\$6,144,955</b>	<b>\$1,706,080</b>	<b>\$150,815.77</b>	<b>\$6,144,955</b>	<b>\$1,706,080</b>	<b>\$150,815.77</b>	<b>\$0.00</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0610333	SB22-238 Commercial 30k Exemption	(\$30,000)

## Transmittal Sheet for Abatement #: 202600022

Abatement #	202600022	Staff Appraiser	FAE
Tax Year	2024	Review Appraiser	FAE
Date Received	12/29/2025	Recommendation	Deny
Petitioner	JACKALOPE PROPERTIES LLC	Reason	Insufficient data was provided to warrant a value change to this parcel.
Agent	JOSEPH C. SANSONE CO.		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$3,990,000	Assessor Final Review Value	\$6,144,955

The subject property is a 19,442 sq. ft. Retail Store (Big Tool Box) built in 2020. The property was valued via the Market Approach for tax years 2023 and 2024. Given the lack of support provided with this petition, the Appeals Deputy Assessor and the Agent agreed that the petitioner will take Administrative Deny and move this appeal on to the Board of Assessment Appeals.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0610333	2112	0803	\$2,747,874	\$0	\$2,747,874	27.900%	\$766,660	8.7354%	\$66,970.82
	2212	0803	\$3,397,081	(\$30,000)	\$3,367,081	27.900%	\$939,420	8.7354%	\$82,062.09
<b>Account Total:</b>			<b>\$6,144,955</b>	<b>(\$30,000)</b>	<b>\$6,114,955</b>		<b>\$1,706,080</b>		<b>\$149,032.91</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0610333	2112	0803	\$2,747,874	\$0	\$2,747,874	27.900%	\$766,660	8.7354%	\$66,970.82
	2212	0803	\$3,397,081	(\$30,000)	\$3,367,081	27.900%	\$939,420	8.7354%	\$82,062.09
<b>Account Total:</b>			<b>\$6,144,955</b>	<b>(\$30,000)</b>	<b>\$6,114,955</b>		<b>\$1,706,080</b>		<b>\$149,032.91</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0610333	\$6,144,955	\$1,706,080	\$149,032.91	\$6,144,955	\$1,706,080	\$149,032.91	\$0.00
<b>Totals</b>	<b>\$6,144,955</b>	<b>\$1,706,080</b>	<b>\$149,032.91</b>	<b>\$6,144,955</b>	<b>\$1,706,080</b>	<b>\$149,032.91</b>	<b>\$0.00</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0610333	SB22-238 Commercial 30k Exemption	(\$30,000)

DOUGLAS COUNTY ABATEMENT HEARING  
REFEREE WORKSHEET

Petitioner: 270-280 Lincoln St LLC

Agent: David Johnson

Parcel No.: R0436542

Abatement Number: 202600023 & 202600024

Assessor's Original Value: [Click here to enter text.](#)

Hearing Date: March 18, 2026

Hearing Time: 4:00 p.m.

1. The Douglas County Assessor was represented at the hearing by [Click here to enter text.](#)
2. The Petitioner was:
  - a.  present
  - b.  not present
  - c.  present/represented by [Click here to enter text.](#)
  - d.  not present/represented by [Click here to enter text.](#)
3. Assessor's Recommended Value: [Click here to enter text.](#)

Petitioner's Requested Value: [Click here to enter text.](#)

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner requested an administrative denial prior to the hearing.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:

- a.  data from sales of comparable properties which sold during the applicable time period; and /or
- b.  valuation using the cost approach; and/or
- c.  a valuation using the income approach; and/or
- d.  other [Click here to enter text.](#)

**THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:**

Classification: [Click here to enter text.](#)

Total Actual Value: [Click here to enter text.](#)

Reasons are as follows: The petitioner requested an administrative denial prior to the hearing.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

- a.  Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein
- b.  Approved in part as set forth in the Findings and Recommendations herein
- c.  Denied after abatement hearing
- d.  Administrative Denial is Granted

REFEREE:



*s/ Jeffrey Hamilton*  
Name

*3/18/2026*  
Date

**Abatement Log No. 202600023 & 202600024**



202600023-2023  
202600024-2024

Mail Correspondence to:  
Joseph C. Sansone Company  
18040 Edison Avenue  
Chesterfield, MO 63005

DCASSESSOR

**Petition For Abatement Or Refund Of Taxes**

County: Douglas

Date Received DEC 29 2025 RCD  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12-12-25  
Month Day Year

Petitioner's Name: 270-280 LINCOLN ST LLC

Petitioner's Mailing Address: Joseph C. Sansone Company Attn: David Johnson 18040 Edison Avenue  
Chesterfield MO 63005  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S) R0436542 PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY 556 Village Square Ln Castle Pines, CO 80108

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.) The Assessor's opinion of value exceeds the actual fair market value of the property.

Petitioner's estimate of value: \$ 1,440,000 (2023) and \$ 1,440,000 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Petitioner's Signature  
By [Signature] Phone Number 636-733-5455 Email appeals@jcsco.com  
Agent's Signature\* David Johnson, Joseph C. Sansone Company

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):  
\_\_\_\_\_

Assessor's or Deputy Assessor's Signature \_\_\_\_\_

**AGENT AUTHORIZATION**  
*Colorado*

TO: Douglas County  
 Assessor's Office and the  
 Assessment Review Agency

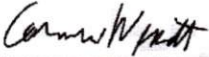
The Property Owner(s) listed below hereby authorize and appoint the Joseph C. Sansone Company to act as agent with full authority to handle all matters relating to ad valorem tax matters for our respective listed parcels. This includes, but is not limited to, the filing of property tax declarations or other documents with you or the Assessment Appeals Board, examining any records in your office which we have a right to examine, appearing before any assessment officer or board and discussing assessments and resolving disputes with you concerning the assessments on parcels for which we are responsible for the property taxes. This authority shall terminate when all matters relating to the 2023 through 2026 assessments are resolved.

<u>270-280 LINCOLN ST LLC</u>	<u>R0436542</u>	<u>235103001011</u>
Exact Name of Property Owner	Parcel Number	Schedule/PIN/Account (if applicable)

_____	_____	_____
Exact Name of Property Owner	Parcel Number	Schedule/PIN/Account (if applicable)

_____	_____	_____
Exact Name of Property Owner	Parcel Number	Schedule/PIN/Account (if applicable)

_____	_____	_____
Exact Name of Property Owner	Parcel Number	Schedule/PIN/Account (if applicable)

  
Digitally signed by Carmen Wescott  
 Date: 2025.05.29 13:57:58 -06'00'  
 \_\_\_\_\_  
 AUTHORIZED SIGNATURE  
29MAY25  
 \_\_\_\_\_  
 DATE

Carmen Wescott  
 \_\_\_\_\_  
 PRINT NAME OF AUTHORIZED SIGNER  
Trustee and Manager  
 \_\_\_\_\_  
 TITLE

State of Colorado  
 City/County of \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before me, the undersigned, personally appeared \_\_\_\_\_, known to me (or satisfactorily proven) to be the person whose name is subscribed to within this instrument and acknowledged that he executed the same for the purposes therein contained.

In witness hereof I hereunto set my hand and official seal.

Notary Public \_\_\_\_\_



**DCASSESSOR**  
**DEC 29 2025 RCD**

**23385740001CO**

3159 N Commerce  
 3159 North Commerce Court  
 Castle Rock, CO 80109

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0465088</b>			

**25362260001CO**

Espree Child Learning Center  
 5811 Gleneagles Village Parkway  
 Highlands Ranch, CO 80130

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0406053</b>			

**25386960001CO**

Big Tool Box - Parker  
 19850 Cockriel Drive  
 Parker, CO 80134

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0610333</b>			

**25387500001CO**

KUMPF, CHARLSLEY & HANSEN  
 9565 Kingston Court  
 Englewood, CO 80112

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0427580</b>			

**25388130001CO**

270-280 Lincoln St LLC - 556 Village Square Ln  
 556 Village Square Ln  
 Castle Pines, CO 80108

Lead Analyst:

Local Hearing Date:		Filed	
Parcel ID	Local Appeal	State Appeal	
<b>R0436542</b>			

202600023-2023  
202600024-2024

Mail Correspondence to:  
Joseph C. Sansone Company  
18040 Edison Avenue  
Chesterfield, MO 63005

DCASSESSOR

**Petition For Abatement Or Refund Of Taxes**

County: Douglas

Date Received DEC 29 2025 RCD  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12-12-25  
Month Day Year

Petitioner's Name: 270-280 LINCOLN ST LLC  
Petitioner's Mailing Address: Joseph C. Sansone Company Attn: David Johnson 18040 Edison Avenue  
Chesterfield MO 63005  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S) R0436542 PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY 556 Village Square Ln Castle Pines, CO 80108

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.) The Assessor's opinion of value exceeds the actual fair market value of the property.

Petitioner's estimate of value: \$ 1,440,000 (2023) and \$ 1,440,000 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Petitioner's Signature \_\_\_\_\_  
By [Signature] Phone Number 636-733-5455 Email appeals@jcsco.com  
Agent's Signature\* David Johnson, Joseph C. Sansone Company

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Tax Year	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(i)(D), C.R.S.

Tax year 2023 Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)  
Tax year 2024 Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):  
\* See Transmittals

[Signature]  
Assessor's or Deputy Assessor's Signature

**REAL PROPERTY SUMMARY ANALYSIS  
OF**

**270-280 Lincoln St LLC - 556 Village Square Ln**

556 Village Square Ln  
Castle Pines, CO 80108

**Parcel ID(s)**

**Appeal Number**

R0436542

As of  
1/1/2023

---

**Prepared By:**



**JOSEPH C. SANSONE COMPANY**  
**18040 Edison Avenue**  
**Chesterfield, Missouri 63005**  
<This is not an appraisal>

---

This information is provided by the Joseph C. Sansone Company as an authorized advocate and representative of the property owner or taxpayer. Therefore, the information is not and should not be considered an objective analysis of the value of the subject property interest. The information is not intended to constitute an "appraisal" or "appraisal report" pursuant to the Uniform Standards of Professional Appraisal Practice ("USPAP") or Missouri law. No one from the Joseph C. Sansone Company is acting as a licensed or certified real estate appraiser in this matter. Whether any person involved in the preparation or presentation of the information is a licensed or certified appraiser is of no importance and the information and presentation are not intended to comply with the USPAP requirements of appraisal practice.



556 Village Square Ln  
**POINTS OF DISCUSSION**

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**Property Issues**

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2008 Built Retail Strip.

Purchased \$2,135,000 11/18/2021.



**556 Village Square Ln**  
 PTR Number: 25388130001CO  
 Location IDs: R0436542

Area Type	RESTAURANT					Location Totals
Gross Building Area	5,900					5,900
Net Leaseable Area	5,900					5,900
Potential Gross Income	27.00	159,300				27.00 159,300
Vacancy and Credit Loss	5.0%	<u>7,965</u>				5.0% <u>7,965</u>
Effective Gross Income		151,335				151,335
Overall Expense	8.0%	<u>12,107</u>				8.0% <u>12,107</u>
Net Operating Income		139,228				139,228
Base Cap Rate						7.000
Adj Tax Rate						<u>0.081</u>
Adj Cap Rate						7.081
Value Sum						<u>1,966,261</u>
						0
Indicated Value						<u>1,966,000</u>
Total Indicated Value per SF(NLA)						333.22

**270-280 LINCOLN ST, LLC  
556 VILLAGE SQUARE LANE, CASTLE ROCK, CO 80108  
RENT ROLL AS OF JANUARY 2023**

UNIT	TENANT NAME	SF OF UNIT	RENT PER SQ FT	ANNUAL RENT	MONTHLY RENT	MONTHLY CAM TAX INS	PSF	LEASE COMMENCE DATE	RENT COMMENCE DATE NNN COMMENCE DATE	LEASE EXPIRATION DATE	RENT INCREASES	~OPTIONS~ YEARS - RENTS PSF PER YEAR	SECURITY DEPOSITS HELD
100	GREENEARTH CLEANERS canopy space	3,000 897	\$30.00	\$90,000.00	\$7,500.00	\$2,117.13 \$2,166.67 \$250.00	\$8.47 \$8.67 \$1.00	09/01/17	09/01/17 09/01/17	09/30/27	07/01/23 - \$8,000.00 07/01/26 - \$8,500.00	5 to 10 YRS FMR	NONE
200	ICON ENTERPRISE	1,900	\$19.57	\$37,182.96	\$3,098.58	\$1,340.85 \$1,372.22 \$158.33	\$8.47 \$8.67 \$1.00	01/01/17	01/01/17 01/01/17	12/31/27	01/01/24 - \$3,191.54 01/01/25 - \$3,287.29 01/01/26 - \$3,385.91 01/01/27 - \$3,487.48	1 - 5 YR FMR	\$3,000.00
300	HOLLY, LLC	1,100	\$23.55	\$25,907.16	\$2,158.93	\$776.28 \$794.44 \$91.67	\$8.47 \$8.67 \$1.00	05/01/10	05/01/10 05/01/10	04/30/25	05/01/23 - \$2,223.70 05/01/24 - \$2,290.41	NONE	\$1,559.00
SUBTOTAL-LEASED SPACE		6,000		\$153,090.12	\$12,757.51	\$4,234.26							\$4,559.00
PERCENT LEASED		100.00%				\$4,333.33							
VACANT		0				\$500.00							
PERCENT VACANT		0.00%											
TOTAL SQUARE FOOTAGE		6,000											



**270-280 LINCOLN ST, LLC  
556 VILLAGE SQUARE LANE, CASTLE ROCK, CO 80108  
RENT ROLL AS OF JANUARY 2022**

UNIT	TENANT NAME	SF OF UNIT	RENT PER SQ FT	ANNUAL RENT	MONTHLY RENT	MONTHLY CAM TAX		LEASE COMMENCE DATE	RENT COMMENCE DATE		LEASE EXPIRATION DATE	RENT INCREASES	~OPTIONS~ YEARS - RENTS PSF PER YEAR	SECURITY DEPOSITS HELD
						INS	PSF		NNN	COMMENCE DATE				
100	GREENEARTH CLEANERS canopy space	3,000 897	\$30.00	\$90,000.00	\$7,500.00	\$2,117.13 \$2,000.00 \$251.04	\$8.47 \$8.00 \$1.00	09/01/17	09/01/17 09/01/17	09/30/27	07/01/23 - \$8,000.00 07/01/26 - \$8,500.00	5 to 10 YRS FMR	NONE	
200	ICON ENTERPRISE	1,900	\$19.00	\$36,099.96	\$3,008.33	\$1,340.85 \$1,266.67 \$158.99	\$8.47 \$8.00 \$1.00	01/01/17	01/01/17 01/01/17	12/31/22	NONE	1 - 3 YR FMR	\$3,000.00	
300	HOLLY, LLC	1,100	\$22.87	\$25,152.60	\$2,096.05	\$776.28 \$733.33 \$92.05	\$8.47 \$8.00 \$1.00	05/01/10	05/01/10 05/01/10	04/30/25	05/01/22 - \$2,158.93 05/01/23 - \$2,223.70 05/01/24 - \$2,290.41	NONE	\$1,559.00	
SUBTOTAL-LEASED SPACE		6,000		\$151,252.56	\$12,604.38	\$4,234.26								\$4,559.00
PERCENT LEASED		100.00%				\$4,000.00								
VACANT		0				\$502.08								
PERCENT VACANT		0.00%												
TOTAL SQUARE FOOTAGE		6,000												

## Transmittal Sheet for Abatement #: 202600023

Abatement #	202600023	Staff Appraiser	FAE
Tax Year	2023	Review Appraiser	FAE
Date Received	12/29/2025	Recommendation	Deny
Petitioner	270-280 LINCOLN ST LLC	Reason	Insufficient data was provided to warrant a value change to this parcel.
Agent	JOSEPH C. SANSONE CO.		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$1,440,000	Assessor Final Review Value	\$2,211,490

The subject property is a 5,977 sq. ft. Neighborhood Shopping Center built in 2008. The property was valued via the Market Approach for tax years 2023 and 2024. Given the lack of support provided with this petition, the Appeals Deputy Assessor and the Agent agreed that the petitioner will take Administrative Deny and move this appeal on to the Board of Assessment Appeals.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0436542	2112	3533	\$492,751	\$0	\$492,751	27.900%	\$137,480	9.9918%	\$13,736.73
	2212	3533	\$1,718,739	(\$30,000)	\$1,688,739	27.900%	\$471,160	9.9918%	\$47,077.36
<b>Account Total:</b>			<b>\$2,211,490</b>	<b>(\$30,000)</b>	<b>\$2,181,490</b>		<b>\$608,640</b>		<b>\$60,814.09</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0436542	2112	3533	\$492,751	\$0	\$492,751	27.900%	\$137,480	9.9918%	\$13,736.73
	2212	3533	\$1,718,739	(\$30,000)	\$1,688,739	27.900%	\$471,160	9.9918%	\$47,077.36
<b>Account Total:</b>			<b>\$2,211,490</b>	<b>(\$30,000)</b>	<b>\$2,181,490</b>		<b>\$608,640</b>		<b>\$60,814.09</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0436542	\$2,211,490	\$608,640	\$60,814.09	\$2,211,490	\$608,640	\$60,814.09	\$0.00
<b>Totals</b>	<b>\$2,211,490</b>	<b>\$608,640</b>	<b>\$60,814.09</b>	<b>\$2,211,490</b>	<b>\$608,640</b>	<b>\$60,814.09</b>	<b>\$0.00</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0436542	SB22-238 Commercial 30k Exemption	(\$30,000)

## Transmittal Sheet for Abatement #: 202600024

Abatement #	202600024	Staff Appraiser	FAE
Tax Year	2024	Review Appraiser	FAE
Date Received	12/29/2025	Recommendation	Deny
Petitioner	270-280 LINCOLN ST LLC	Reason	Insufficient data was provided to warrant a value change to this parcel.
Agent	JOSEPH C. SANSONE CO.		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$1,440,000	Assessor Final Review Value	\$2,211,490

The subject property is a 5,977 sq. ft. Neighborhood Shopping Center built in 2008. The property was valued via the Market Approach for tax years 2023 and 2024. Given the lack of support provided with this petition, the Appeals Deputy Assessor and the Agent agreed that the petitioner will take Administrative Deny and move this appeal on to the Board of Assessment Appeals.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0436542	2112	3804	\$492,751	\$0	\$492,751	27.900%	\$137,480	9.8974%	\$13,606.95
	2212	3804	\$1,718,739	(\$30,000)	\$1,688,739	27.900%	\$471,160	9.8974%	\$46,632.59
<b>Account Total:</b>			<b>\$2,211,490</b>	<b>(\$30,000)</b>	<b>\$2,181,490</b>		<b>\$608,640</b>		<b>\$60,239.54</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0436542	2112	3804	\$492,751	\$0	\$492,751	27.900%	\$137,480	9.8974%	\$13,606.95
	2212	3804	\$1,718,739	(\$30,000)	\$1,688,739	27.900%	\$471,160	9.8974%	\$46,632.59
<b>Account Total:</b>			<b>\$2,211,490</b>	<b>(\$30,000)</b>	<b>\$2,181,490</b>		<b>\$608,640</b>		<b>\$60,239.54</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0436542	\$2,211,490	\$608,640	\$60,239.54	\$2,211,490	\$608,640	\$60,239.54	\$0.00
<b>Totals</b>	<b>\$2,211,490</b>	<b>\$608,640</b>	<b>\$60,239.54</b>	<b>\$2,211,490</b>	<b>\$608,640</b>	<b>\$60,239.54</b>	<b>\$0.00</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0436542	SB22-238 Commercial 30k Exemption	(\$30,000)

DOUGLAS COUNTY ABATEMENT HEARING  
REFEREE WORKSHEET

Petitioner: Kno Inc.

Agent: Dariush Bozorgpour

Parcel No.: R0081568

Abatement Number: 202600034

Assessor's Original Value: [Click here to enter text.](#)

Hearing Date: March 18, 2026

Hearing Time: 9:00 a.m.

1. The Douglas County Assessor was represented at the hearing by [Click here to enter text.](#)
2. The Petitioner was:
  - a.  present
  - b.  not present
  - c.  present/represented by [Click here to enter text.](#)
  - d.  not present/represented by [Click here to enter text.](#)
3. Assessor's Recommended Value: [Click here to enter text.](#)

Petitioner's Requested Value: [Click here to enter text.](#)

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner requested an administrative denial prior to the hearing.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:

- a.  data from sales of comparable properties which sold during the applicable time period; and /or
- b.  valuation using the cost approach; and/or
- c.  a valuation using the income approach; and/or
- d.  other [Click here to enter text.](#)

**THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:**

Classification: [Click here to enter text.](#)

Total Actual Value: [Click here to enter text.](#)

Reasons are as follows: The petitioner requested an administrative denial prior to the hearing.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

- a.  Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein
- b.  Approved in part as set forth in the Findings and Recommendations herein
- c.  Denied after abatement hearing
- d.  Administrative Denial is Granted

REFEREE:



*s/ Jeffrey Hamilton*  
Name

*3/18/2026*  
Date

**Abatement Log No. 202600034**



February 20, 2026

Dariush Bozorgpour  
propertytax@cotaxes.net  
Property Tax Advisors, Inc.  
3090 S. Jamaica Ct., Ste 204  
Aurora, CO 80014

Reference Log Number(s): 202600034  
Account Number: R0081568  
Owner: KNO Inc.  
Address of Property: 413 N. Wilcox St.

**\*\*\*PLEASE NOTE\*\*\***

**Your abatement hearing(s) will be held telephonically using the County’s telephone conferencing program. Instructions to access the hearing will follow by separate e-mail invitation.**

Dear Mr. Bozorgpour:

The Douglas County Assessor’s Office has reviewed the abatement petition you filed for the above referenced Log Number(s) 202600034 and is recommending denial of the petition for tax year 2024. The enclosed Transmittal Sheet provides details of the Assessor’s decision. Please review the following options below and indicate your choice by initialing on the appropriate line.

\_\_\_\_\_ I wish to withdraw my petition without any reduction in value and end any further appeal.

  X   I wish to take an Administrative Denial which allows me to proceed to a higher level of appeal.

\_\_\_\_\_ I wish to have a hearing of my petition before a referee appointed by the County Board of Commissioners. The hearing will be held on **March 18, 2026 at 10:30 a.m.**

Dated this 2<sup>nd</sup> day of March, 2026.

202600034-2024

DCASSESSOR  
JAN 06 2026 RCD

PETITION FOR ABATEMENT OR REFUND OF TAXES

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Section I:** Petitioner, please complete Section I only.

Date: 12/31/25  
Month Day Year

Petitioner's Name: KNO Inc.

Petitioner's Mailing Address: 413 Wilcox St., #204

Castle Rock CO 80104  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S) PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY  
R0081568 413 N. Wilcox St.

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for the property tax year 2023/2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error, or overvaluation. Attach additional sheets if necessary.)

The income and market approaches to value support a lower valuation.

Petitioner's estimate of value: \$ 1,600,000.00 (2023/2024)  
Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information, and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature Daytime Phone Number ( )  
Email \_\_\_\_\_

By Dariusz Bozorgpour Daytime Phone Number (303) 368.0500  
Agent's Signature\*  
Printed Name: Dariusz Bozorgpour/Property Tax Advisors, Inc Email propertytax@cotaxes.net

\*Letter of agency must be attached when petition is submitted by an agent.

The actual value in the Assessor's Recommendation section does not include 2023 value adjustments for residential and commercial properties. The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year \_\_\_\_\_

	<u>Actual</u>	<u>Assessed</u>	<u>Tax</u>
Original	_____	_____	_____
Corrected	_____	_____	_____
Abate/Refund	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer. § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):

\_\_\_\_\_  
Assessor's or Deputy Assessor's Signature

per email  
to Agent  
1/6/26  
BLD

**FOR ASSESSORS AND COUNTY COMMISSIONERS USE ONLY**

(Section III or Section IV must be completed)

Every petition for abatement or refund filed pursuant to § 39-10-114, C.R.S. shall be acted upon pursuant to the provisions of this section by the Board of County Commissioners or the Assessor, as appropriate, within six months of the date of filing such petition, § 39-1-113(1.7), C.R.S.

**Section III: Written Mutual Agreement of Assessor and Petitioner**  
(Only for abatements up to \$10,000)

The Commissioners of \_\_\_\_\_ County authorize the Assessor by Resolution No. \_\_\_\_\_ to review petitions for abatement or refund and to settle by written mutual agreement any such petition for abatement or refund in an amount of \$10,000 or less per tract, parcel, or lot of land or per schedule of personal property, in accordance with § 39-1-113(1.5), C.R.S.

**The Assessor and Petitioner mutually agree to the values and tax abatement/refund of:**

	Tax Year _____		
	<u>Actual</u>	<u>Assessed</u>	<u>Tax</u>
Original	_____	_____	_____
Corrected	_____	_____	_____
Abate/Refund	=====	=====	=====

Note: The total tax amount does not include accrued interest, penalties, and fees associated with late and/or delinquent tax payments, if applicable. Please contact the County Treasurer for full payment information.

\_\_\_\_\_  
Petitioner's Signature Date

\_\_\_\_\_  
Assessor's or Deputy Assessor's Signature Date

**Section IV: Decision of the County Commissioners**  
(Must be completed if Section III does not apply)

WHEREAS, the County Commissioners of \_\_\_\_\_ County, State of Colorado, at a duly and lawfully called regular meeting held on \_\_\_\_/\_\_\_\_/\_\_\_\_, at which meeting there were present the following members:

Month Day Year

\_\_\_\_\_  
with notice of such meeting and an opportunity to be present having been given to the Petitioner and the Assessor of said County and Assessor \_\_\_\_\_ (being present--not present) and  
Name  
Petitioner \_\_\_\_\_ (being present--not present), and WHEREAS, the said  
Name  
County Commissioners have carefully considered the within petition, and are fully advised in relation thereto, NOW BE IT RESOLVED that the Board (agrees--does not agree) with the recommendation of the Assessor, and that the petition be (approved--approved in part--denied) with an abatement/refund as follows:

Year	Assessed Value	Taxes Abate/Refund
_____	_____	_____

\_\_\_\_\_  
Chairperson of the Board of County Commissioners' Signature

I, \_\_\_\_\_ County Clerk and Ex-Officio Clerk of the Board of County Commissioners in and for the aforementioned county, do hereby certify that the above and foregoing order is truly copied from the record of the proceedings of the Board of County Commissioners.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of said County  
this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
Month Year

\_\_\_\_\_  
County Clerk's or Deputy County Clerk's Signature

Note: Abatements greater than \$10,000 per schedule, per year, must be submitted in duplicate to the Property Tax Administrator for review.

**Section V: Action of the Property Tax Administrator**  
(For all abatements greater than \$10,000)

The action of the Board of County Commissioners, relative to this petition, is hereby

Approved  Approved in part \$ \_\_\_\_\_  Denied for the following reason(s):

\_\_\_\_\_

\_\_\_\_\_  
Secretary's Signature Property Tax Administrator's Signature Date



**APPEAL OF REAL PROPERTY  
VALUATION**

**2023/2024 Tax Year**

**Agent: PROPERTY TAX ADVISORS, INC.**  
3090 S. Jamaica Ct., #204  
Aurora, CO 80014  
Tel. 303.368.0500 Fax. 303.368.0573  
Email. propertytax@cotaxes.net

**Date:** 12/23/2025

**File:** 8580

**County:** Douglas

**Schedule #:** R0081568

**Property Address:** 413 N Wilcox St

OWNER OCCUPIED

**Property Owner:** KNO INC

**Mailing Address:** 413 Wilcox St.,#204

Castle Rock CO 80104-

**INCLUSIONS**

- Photographs
- Correlation and Conclusions
- Income Approach
- Market Sales
- Cost Approach
- Salient Facts

<b>PETITIONER'S FINAL ESTIMATE OF VALUE:</b> <b>\$1,600,000</b>
---

3090 S. Jamaica Court, Suite #204, Aurora, Colorado 80014

# PROPERTY TAX ADVISORS

*Specializing In Colorado Commercial Property Tax Protests*

## CONSULTANT - AGENCY AGREEMENT

Property Owner: Kno Inc

County: Douglas

Please check the appropriated line If property is partially owner occupied and partially leased please check both lines.

P.I.N.	Property Address	Owner Occupied	Leased to Tenants
R0081568	413 N Wilcox St	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

The undersigned hereby appoints and authorizes Property Tax Advisors, Inc. as its Agent and Consultant in the preparation and execution of a real estate valuation appeal(s) on behalf of the undersigned regarding the above enumerated property(ies) for the 2025 tax year and for the prior two years. The undersigned further authorizes Property Tax Advisors, Inc., as Agent of the undersigned, to execute and cause to be filed on behalf of the undersigned, in the name of the undersigned, any and all documents relating to an appeal of the subject property's valuation.

This agreement is executed on 6/1/2025

BY: Jan Thomas  
306869E4A4CE4B3...

Print Name: Jan Thomas

Title: President, Kno Inc  
**(If Corporation, your title; (or) Owner, General Partner, Lessee, Power of Attorney, Trustee, etc.)**

Tel. 3036631400

Email: jthomas@1tjcpa.com

EST. NINETEEN HUNDRED & EIGHTY SEVEN  
**PROPERTY TAX ADVISORS**  
INC.  
*Specializing In Colorado Commercial Property Tax Protests*

December 31, 2025

Douglas Board of County Commissioners  
301 Wilcox St.  
Castle Rock, CO 80104

Re: 2023/2024 Abatement Petitions

To Whom It May Concern:

Enclosed, please find abatement filings. Please date stamp the attached list of filings and fax, email or mail back to:

Property Tax Advisors, Inc.  
3090 S. Jamaica Ct., #204  
Aurora, CO 80014

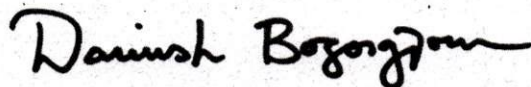
Fax: 303.368.0573

Email: [propertytax@cotaxes.net](mailto:propertytax@cotaxes.net)

*emailed  
1/6/24  
atw*

Thank you in advance for your attention to this matter.

Best regards,



Dariush Bozorgpour  
President

# BOCC Filings

File#	PropertyOwner	County	Schedule #	PropertyAddress
8445	Turner Associates LLC	Douglas	R0083539	310 N. Wilcox St.
8580	KNO INC	Douglas	R0081568	413 N Wilcox St

**RECEIVED**

JAN 06 2026

By: Atw

OFFICE OF THE COUNTY ATTORNEY  
DOUGLAS COUNTY, CO

Retail



80104

U.S. POSTAGE PAID  
FCM LG ENV  
DENVER, CO 80237  
DEC 30, 2025

**\$11.87**

S2324H504860-06

RDC 99

RECEIVED

JAN 05 2026

DOUGLAS COUNTY  
COMMISSIONERS

Specializing in Colorado Commercial Tax Protests

# PROPERTY TAX ADVISORS

INC.

3090 S. Jamaica Ct., #204, Aurora, CO 80014  
Tel. 303.368.0500 Fax. 303.368.0573  
Email. [propertytax@cotaxes.net](mailto:propertytax@cotaxes.net)  
Web. [www.Property-Tax-Advisors.com](http://www.Property-Tax-Advisors.com)

Douglas Board of County Commissioners  
301 Wilcox St.  
Castle Rock, CO 80104





202600034-2024

DCASSESSOR  
JAN 06 2026 RCD

PETITION FOR ABATEMENT OR REFUND OF TAXES

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

Section I: Petitioner, please complete Section I only.

Date: 12/31/25  
Month Day Year

Petitioner's Name: KNO Inc.

Petitioner's Mailing Address: 413 Wilcox St., #204  
Castle Rock CO 80104  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S)	PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY
<u>R0081568</u>	<u>413 N. Wilcox St.</u>

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for the property tax year 2023/2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error, or overvaluation. Attach additional sheets if necessary.)

The income and market approaches to value support a lower valuation.

Petitioner's estimate of value: \$ 1,600,000.00 (2023/2024)  
Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information, and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature Daytime Phone Number ( )  
Email \_\_\_\_\_

By Dariusz Bozorgpour Daytime Phone Number (303) 368.0500  
Agent's Signature\*  
Dariusz Bozorgpour/Property Tax Advisors, Inc  
Printed Name: \_\_\_\_\_ Email propertytax@cotaxes.net

\*Letter of agency must be attached when petition is submitted by an agent.

The actual value in the Assessor's Recommendation section does not include 2023 value adjustments for residential and commercial properties. The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year \_\_\_\_\_

	Actual	Assessed	Tax
Original	_____	_____	_____
Corrected	_____	_____	_____
Abate/Refund	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: 2024 Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):  
See Transmittal

\_\_\_\_\_  
Assessor's or Deputy Assessor's Signature

15-DPT-AR No. 920-66/17

per email  
to Agent  
1/6/26  
BLD

For submission to  
The  
Douglas County Board of County Commissioners

Abatement Filing(s)

#202600034

Petitioner  
KNO INC

**ACTUAL VALUE DATA SUMMARY**

Of

413 N WILCOX ST  
CASTLE ROCK, CO 80104

Account Number: R0081568

Assessment Date(s): January 1, 2024

Prepared by  
Douglas County Assessor Office

Douglas County Board of County Commissioners  
100 Third Street  
Castle Rock, Colorado 80104

Honorable Board Members:

In response to the abatement filing, the following actual value data summary has been prepared for ad valorem purposes regarding the subject property. The actual value as considered in this summary is applicable for the 2024 tax year and is developed from the level of value for the period of one and one-half years immediately prior to June 30, 2022 as required by Colorado Revised Statutes §39-1-104(10.2)(a)(d). Except that if sufficient data was not available in the one and one-half year period, the period of five years immediately prior to June 30, 2022 was utilized to determine level of value as further required by 39-1-104(10.2)(a)(d), C.R.S.

The purpose of this actual value data summary is to demonstrate how the “actual value” (market value) was developed for the subject property considering its physical state and condition as of the first of January, for the tax year(s) considered in the filing, based on the June 30, 2022, level of value (base period) for the determination of property taxes. For purposes of this summary the term “actual value” is considered synonymous with the term “market value”. The intended user of the summary is the Douglas County Board of Equalization. The purpose of this actual value data summary is to provide documentation of the Assessor’s office actual value for the subject property and the basis of the recommendation to the Board of Equalization for the resolution of the appeal filed regarding the subject property. This summary has been prepared only for ad valorem purposes and the intended users, and should not be relied upon by a third party for any other purpose.

For the ad valorem purposes of this actual value data summary, market value is defined as:

“The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised, and both acting in what they consider their own best interest;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. Dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.”

Property Assessment Valuation, International Association of Assessing Officers, Third Edition, IAAO, Kansas City, Missouri. Copyright 2010.

This actual value data summary is not an appraisal report. This actual value data summary is only a summary of the level of value data as applied within the computer assisted mass appraisal (CAMA) system to the subject property characteristics, and is intended only for the use of the Douglas County Board of County Commissioners, and should not be relied upon by a third party for any purpose other than the intended ad valorem purposes. The assessor’s office maintains a separate file that contains additional information and data regarding the subject property.

The actual value for the subject property for the current reassessment cycle tax years is based upon the data, presented in this summary.

Office of the Assessor  
Douglas County



## **Actual Value Data Summary**

This actual value data summary is not an appraisal report. This actual value data summary is only a summary of the level of value data as applied within the Assessor's computer assisted mass appraisal (CAMA) system to the subject property characteristics. This summary is intended only for valorem use purposes to demonstrate the applied approaches and development of the value assigned to the subject property by the Assessor's process and should not be relied upon by a third party for any other purpose other than the intended ad valorem use purposes.

## **Subject Property Identification and Description**

A copy of the Assessor's Office property profile for the subject property may be found in the *Exhibits and Addendum* section of this summary. This profile contains the current record of the subject property owner, property address and or legal description, sales summary, land area, building and site improvement characteristic data as of the date of assessment, and the actual and assessed values as of the effective date of the appraisal. There are photographs and sketches of the subject property improvements included when available from the CAMA system database. The profile data is intended to provide identification and description of the subject property characteristics relevant to the purpose and intended use of this summary.

## **Intended Users of the Summary**

The intended user of this summary is the Douglas County Board of County Commissioners. Other intended users of the summary include staff of the Douglas County Attorney, petitioner(s) initiating the Petition for Abatement or Refund of Taxes for the property that is the subject of this summary, and agent(s) as duly authorized by the petitioner. This summary has been prepared only for ad valorem purposes for use by the client and intended users and should not be relied upon by a third party for any other purpose.

## **Intended Use of Summary**

The intended use of the summary is to demonstrate the development of the actual value assigned to the subject property and to further provide support for the Douglas County Assessor's Office recommendation regarding the subject property's actual value for presentation to the Douglas County Board of County Commissioners. This summary has been prepared for use as supportive documentation in an abatement petition hearing conducted by the Douglas County Board of County Commissioners.

## Purpose of Summary

The purpose of this summary is to demonstrate the development of the “actual value” (market value) as assigned to the subject property in its physical condition as of the January 1 of the applicable tax year(s), based on the previous June 30th level of value for the purpose of determining property taxes. Said value is established utilizing base period data from the time period of eighteen months prior to the level of assessment date. In the event of insufficient market data from this time period, the Assessor's Office reviews market data prior to the beginning of the level of assessment date, going back in six-month increments to a maximum study period of five years. When appropriate, all sales are to be time adjusted to the level of value period date as required by state statute. All actual values established by the Douglas County Assessor's Office have been made in conformance with applicable laws and administrative regulations. For purposes of this summary, the term “actual value” is considered synonymous with the term “market value”.

## Definition of Value

For the purpose of the summary, market value is defined as quoted:

“The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised, and both acting in what they consider their own best interest;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. Dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.”

Property Assessment Valuation, International Association of Assessing Officers, Third Edition, IAAO, Kansas City, Missouri. Copyright 2010.

## Property Rights Considered

Only a fee simple interest is considered for the subject property as required by Colorado Revised Statutes §39-1-106, and the Assessor's Reference Library Volume 3, Chapter 7, Pages 13-16. Further, in *BAA and Regis Jesuit Holding, Inc v. City and County of Denver, et al*, 848 P.2d 355 (Colo. 1993) the court cited CRS §39-1-106, and defined this as “*a rule of property taxation which requires that all estates in a unit of real property be assessed together.*”

## **Effective Date of the Actual Value**

The effective date of the actual value assignment is the statutorily required *level of value* date of June 30, 2022, utilizing base period data from the time period of 2021 and the first six months of 2022. The subject property characteristics are considered, as they existed on the date of assessment of January 1, 2024. Therefore, the subject is assigned a retrospective actual or market value as of June 30, 2022 for the property characteristics that existed on January 1, 2024.

Market conditions as of the assessment date may differ from the effective level of value date. Only market data and conditions from the applicable base period have been considered. However, comparable sales and leases transacted prior to the base study period may have as well been considered as provided for by Colorado Revised Statutes §39-1-104 (10.2)(d).

## **Scope of Data Collection and Verification Methods**

This summary presents demonstrations of the data and methods that were applied in the mass appraisal process of establishing the actual value of the subject property. Other data and analyses are retained in the files of the Douglas County Assessor's Office. Additionally a search has been made of private sales data, public records of assessor's offices, confidential records of the assessor's office, including Real Property Transfer Declarations (TD-1000 forms), Subdivision Land Valuation Questionnaires, and Income, Expense, and Vacancy Questionnaires. Further, income, vacancy, and expense data was gathered from real estate publications and data services, area Realtors and appraisers, and property owners.

Data considered in the modeling process includes the land economic area assigned unit value, replacement costs, depreciation estimates, comparable improved sales, comparable rents and operating expense information, and capitalization rates. This data was gathered from the subject area, metropolitan area, annual reports, regional and national services. Confirmation of data was by deeds, deeds of trusts, other public records, subscription services for fee, and/or principals or agents of individual transactions.

The three traditionally recognized approaches to value, cost, sales comparison, and income capitalization, were considered in the mass appraisal process and applied to the characteristics of each property within an assigned property classification when sufficient data were available to develop a mass appraisal model for the specific valuation approach.

Cost approach model data is generated by the Assessor's CAMA system based on tables built from the Marshall Valuation Service at the date of the level of value study period for the applicable reassessment cycle tax years.

Sales comparison approach model data is based on sales of properties from the applicable level of value study period. The sales have been confirmed and verified and then classified and further stratified on the basis of the actual current use of the properties at the time of sale for application in the modeling process.

Income approach model data is based on market indicated leases of properties from the applicable level of value study period. This data is collected from the market and analyzed to produce model coefficients that represent typical market rental rates, vacancies and expenses for application in the income approach modeling process. Capitalization rate data applicable to the level of value study period is collected from rates as indicated by the sale of leased property, real estate publications, data

services, and the study of economic indicators that typically impact market driven capitalization rates. Capitalization rates as applied to gross income or modified gross income analysis may include an effective tax rate loaded on the base capitalization rate to allow consideration of the potential tax liability.

The Assessor's office has considered the best information available in the form of land sales and costs to construct improvements, sales data of comparable properties in the immediate competitive market area and lease data that provide typical market indications in the modeling process.

An exterior inspection of the subject property was made on the date as shown in photos included with the profile and on other occasions.

The characteristics of the subject property and any comparable properties improvements demonstrated in this summary are based on the data as recorded in the Assessor's records and are believed to be correct. Should any property characteristics or other data be determined to be other than that as considered and relied upon, the Assessor's office reserves reconsideration of the subject property's actual value.

### **Jurisdictional Exceptions**

The Colorado Constitution Article X, Section 20(8)(c), requires only the market approach be applied when valuing residential properties. Further Colorado Revised Statutes §39-1-103(5)(a) states, "...*The actual value of residential real property shall be determined solely by consideration of the market approach to appraisal*".

Colorado Revised Statutes §39-1-103(5)(c) requires that property be classified and valued according to its current use, which may be different than its Highest and Best Use. Therefore, the actual current use as of the date of assessment is considered to determine the value of the subject property.

Colorado Revised Statutes §39-1-104 (10.2)(a) and (d) mandate a specific data collection period, usually consisting of 18 months, and referred to as the "Base Period". This report uses data from that period in the analysis and conclusions as required by Colorado law.

### **Extraordinary Assumptions and Hypothetical Conditions**

Typically the real property appraisals conducted by the Assessors Office do not require consideration of extraordinary assumptions or hypothetical conditions regarding the subject property that would affect the analyses, opinions, and conclusions.

Real property, where access has been limited, restricted or denied to the Assessors Office may have been estimated for its physical characteristics on the basis of the best information available to and obtainable by the assessor.

Actual current use as of the date of assessment has been considered for the subject property as required by Colorado Revised Statutes §39-1-103 and may be different than the Highest and Best Use or uses permitted by zoning.

The subject property has been analyzed for its actual use and property characteristics that existed on the date of assessment, and the actual value has been determined at the retrospective level of value study period.

## **Zoning**

Zoning typically impacts property value as it can restrict or enhance the legally allowable use and development of a property. However, Colorado Revised Statutes §39-1-103 requires that the actual use of the subject property, as of the date of assessment, be considered in determining the actual value. Therefore, analysis of the subject property based on the actual use may differ from other possible use(s) allowable under applicable zoning that could potentially influence market value.

## **Property Tax Data**

The portion of the subject property classified as commercial real estate is assessed at 27.9% of the assessor's actual value indication. The actual and assessed values are included with the property profile identification and description of the subject property.

## **History of Subject Property**

Data regarding the subject property current use, year built, year remodeled if applicable, and indicated effective age are included with the property profile identification and description of the subject property. If the subject property is leased and the Assessor's Office has access to the rental or lease agreement that data will be considered in the income capitalization analysis of this report.

## **Sales History**

Recorded conveyances indicating sale or transfer of ownership of the subject prior to the effective date of the appraisal are included in the sales summary section of the property profile identification and description of the subject property and are analyzed when appropriate.

## **Land Data Description**

The subject property land data is included with the *Land Valuation Summary* section of the property profile identification and description of the subject property. Unless otherwise noted here or in other sections of this summary, the site is considered to be of sufficient size and utility to support the current use of the property.

## **Improvement Data Description**

The subject property improvement data included in this summary is as listed in the *Individual Built As Detail* and *Building Details* sections of the property profile identification and description of the subject property. Unless otherwise noted here or in other sections of this summary, the described building details and site improvements are considered to be of sufficient utility to allow the current use of the property.

## Highest and Best Use

“The reasonably probable use of property that results in the highest value.” -The Appraisal of Real Estate, 14<sup>th</sup> Edition, Appraisal Institute, 2013 page 332.

The Colorado Supreme Court in Board of Assessment Appeals, et al, v. Colorado Arlberg Club 762 P.2d 146 (Colo. 1988) stated “*reasonable future use is considered because it is relevant to the property’s present market value*”, and “*our statute does not preclude consideration of future uses.*”

The court further quoted the American Appraisal Institute of Real Estate Appraisers referencing The Appraisal of Real Estate 33, 1983, 8<sup>th</sup> Edition, “*In the market, the current value of a property is not based on historical prices or cost of creation; it is based on what market participants perceive to be the future benefits of acquisition.*” And further “*Accordingly, a property’s “highest and best use,” which is “[t]he use, from among reasonably probable and legal alternative uses, found to be physically possible, appropriately supported, financially feasible, that results in highest land value,” is a “crucial determinant of value in the market.*”

The court then concluded that “*reasonable future use is relevant to a property’s current market value for tax assessment purposes.*”

Highest and best use analysis for ad valorem purposes includes consideration the reasonable future use and most profitable use of a property subject to the influence of competitive market forces applicable to the location of the property as of the date of appraisal.

Analysis of the highest and best use of a property typically employs four criteria to test alternative uses of a property in the determination of the most profitable use. The four criteria considered are legal permissibility, physical possibility, financial feasibility, and maximum productivity.

Further, the highest and best use of the property is analyzed as of the date of appraisal from two perspectives; as though vacant and ready for development, and as improved with existing improvements.

The subject property current actual use as of the property tax assessment date was as described in the property profile identification and description section of this summary. While the subject property is classified based on the actual current use, the highest and best use has been considered in the determination of the actual value of the property.

## Highest and Best Use as Vacant

The highest and best use of the subject site as vacant would be development that is consistent with the use and development of the surrounding neighborhood. Considering the four criteria of highest and best use, the size, shape, topography, access, utility and zoning all appear to support the use of the site for development as a commercial property.

## Highest and Best Use as Improved

Based on analysis of the legally permissible, physically possible, and financially feasible uses of the property, the current commercial use is considered to be maximally productive, and the highest and best use of the subject property as improved.

### SALES COMPARISON APPROACH

The following improved sales, considered for their actual use in the model development, are properties that sold in or immediately prior to the applicable base study period. The sales provide an indication of the range of value and bracket the per unit coefficient value as applied in the sales comparison modeling process.

	ACCOUNT	ADDRESS	ADJ. SALE \$	SALE DATE	YOC	SQ FT	PSF
1	R0415408	401 S WILCOX ST, CASTLE ROCK	\$2,800,000	6/7/2022	1981	8,080	\$346.53
2	R0361695	619 N WILCOX ST, CASTLE ROCK	\$1,236,000	5/2/2022	1978	2,676	\$461.88
3	R0433097	478-482 W HAPPY CANYON RD, CASTLE ROCK	\$2,650,000	3/30/2021	1982	7,408	\$357.72
4	R0361695	619 N WILCOX ST, CASTLE ROCK	\$1,000,000	12/30/2020	1978	2,676	\$373.69
5	R0462989	500 N WILCOX ST, CASTLE ROCK	\$1,250,000	5/28/2020	1997	3,150	\$396.83
6	R0075299	240 N WILCOX ST, CASTLE ROCK	\$1,230,000	11/27/2019	1970	3,829	\$321.23
<b>SELECTED MODEL VALUE PSF</b>							<b>\$350</b>

The table below illustrates the indicated market value calculation detail showing the market model coefficient applied to the subject property characteristics.

<b>Market Calculation Detail</b>			
Neighborhood	006	Occupancy Code	344
Name	Office		
Name	Units	Val Per	Value
SF	5,276	\$350	\$1,846,600

## Summary of Data

The approaches to value where models have been developed and considered for the assignment of actual value for the subject property indicate the following value(s):

**Sales Comparison Approach                      \$ 1,846,600**

The subject property is considered for its actual use as of the date of assessment. The improvements located on the subject parcel appears to function well for the intended purpose.

The cost approach is typically most reliable when appraising newly constructed properties where there is little or no depreciation, and with properties where the land component is a substantial portion of the total actual value. The cost approach can also provide an indication of value for unique properties where there is insufficient data to provide a reliable indication of value by the sales comparison or income capitalization approaches. Typically the cost approach is given the least weight with older properties where attempting to estimate an appropriate amount of accrued depreciation may result in an unreliable indication of value, and therefore, this approach may not be given any consideration in the final actual value estimate.

The sales comparison approach model is generally considered to be a good indicator of actual value when there is sufficient sales data available to extract a well supported coefficient for application to the inventory of similar properties. When consequential data is available, the sales comparison approach model is the most likely to provide the best indication of market value of the three approaches to value as it is based on what similar properties have sold for in the market place.

The income capitalization approach model is most generally applicable to actual income-producing properties. This approach synthesizes the dynamics of the rental market by applying market extracted coefficients for economic rental rates, vacancy, expenses and capitalization rates to individual property characteristics. Application of this approach allows analysis as would be typically applied by investors in the market place considering the income stream production capability of a property and how it competes with other investment opportunities available.

The approaches have been developed for modeling purposes when sufficient data to provide reliable indications of value for the subject property were available. The market/sales comparison approach model has been selected as the most reliable indication of actual value for the subject property.

The actual value assigned to the subject property based on the modeling process as developed from the level of value for the current assessment cycle is **\$1,846,600** allocated as follows:

<b>Improvements</b>	<b>\$</b>	<b>1,090,747</b>
<b>Land</b>	<b>\$</b>	<b>755,853</b>
<b>Total</b>	<b>\$</b>	<b>1,846,600</b>



EXHIBITS AND ADDENDA

**Subject Location Map**





SUBJECT PROPERTY BUILDING PHOTOGRAPHS



SUBJECT: EXTERIOR OF BUILDING



SUBJECT: AERIAL OF SITE

## **Subject Property Profile**

The following pages contain a copy of the Assessor's Office property profile for the subject property. This profile contains the current record of the subject property owner, property address and or legal description, sales summary, land area, building and site improvement characteristic data as of the date of assessment, and as applied to indicate the actual and assessed values assigned the subject property.

There are photographs and sketches of the subject property improvements included when available in the CAMA system database. The sketch, if included, is intended to familiarize the user(s) of this summary with the dimensional proportions of the subject property improvements. The area of the subject property building improvement has been calculated from exterior measurements rounded to the nearest half foot as listed on the sketch.

The profile data is intended to provide identification and description of the subject property characteristics relevant to the purpose and intended use of this summary.

# DOUGLAS COUNTY ASSESSOR PROPERTY PROFILE

Account #: R0081568	Local #: 1,8	Parcel #: 250511208010
Tax Year: 2024	Levy: 72.278000	# of Imps: 1
Tax Dist: 3287	Map #:	LEA: 45119
PUC:	Initials:	Acct Type: Commercial
Assign To: EGW		Created On: 09/01/1996
		Active On: 12/05/2022
		Inactive On:
		Last Updated:

Owner's Name and Address	Property Address
KNO INC 413 WILCOX ST #204 CASTLE ROCK, CO 80104-2476	413 N WILCOX ST, CASTLE ROCK

### Sales Summary

Sale Date	Sale Price	Deed Type	Reception #	Book	Page #	Grantor
12/03/2018	\$1,550,000	Warranty Deed	2018072825			PLUM CREEK PARTNERS LLC
01/02/2008	\$1,500,000	Special Warranty Deed	2008000712			JOHN L SIEBER
12/31/1973	\$0	Warranty Deed	260x603	260	603	JOHN E CAVEY JR

### Legal

SOUTH 1/2 LOT 2 AND ALL LOT 3 BLK 13 TOWN OF CASTLE ROCK 0.241 AM/L

Section	Township	Range	Qtr	QtrQtr	Government Lot	Government Tract
11	8	67	NW			

### Subdivision Information

Sub Name	Block	Lot	Tract
CASTLE ROCK TOWN OF	13	2	

### Land Valuation Summary

Land Type	Abst Cd	Value By	Net SF	Measure	# of Units	Value/Unit	Actual Val	Asmt %	Assessed Val
Commercial	2120	Market	10,498	Square Feet	10,497.960000	\$72.00	\$755,853	27.90%	\$210,883
Class				Sub Class					
Land Subtotal:						0.24	\$755,853		\$210,883

### Land Attributes

Attribute	Description	Adjustment
C-VSB	C-Visibility	0.200000

### Improvement Valuation Summary

Imp #	Property Type	Abst Code	Occupancy	Class	Actual Value	Asmt %	Assessed Val*
1.00	Commercial	2220	Office Building	Wood Frame	\$1,090,747	27.90%	\$304,318
Improvement Subtotal:					\$1,090,747		\$304,318

### Total Property Value

Total Value:	\$1,846,600	\$506,830
--------------	-------------	-----------

\*Approximate Assessed Value



## Transmittal Sheet for Abatement #: 202600034

Abatement #	202600034	Staff Appraiser	EGW
Tax Year	2024	Review Appraiser	SJH
Date Received	1/6/2026	Recommendation	Deny
Petitioner	KNO INC	<b>Reason</b>	The Market Approach to value was used in determining the subjects value, resulting in no change.
Agent	PROPERTY TAX ADVISORS, INC		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$1,600,000	Assessor Final Review Value	\$1,846,600

The subject property is a 5,276 square foot office building constructed in 1971. Documentation provided by the petitioner's agent did not support any valuation adjustment. No study period actual income and expense information and rent rolls for the subject were provided, although research indicates the subject is currently leased. An email was sent on 1/22/2026 requesting this information for the study period and there has been no response from the petitioner's agent. For the 2024 tax year, the property was valued using the sales comparison approach. The valuation market model selected for the subject is supported by comparable sales within the study period, indicating a value of \$350 per square foot. Based on this analysis, denial of the appeal is recommended.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0081568	2120	3287	\$755,853	\$0	\$755,853	27.900%	\$210,880	7.2278%	\$15,241.98
	2220	3287	\$1,090,747	(\$30,000)	\$1,060,747	27.900%	\$295,950	7.2278%	\$21,390.67
<b>Account Total:</b>			<b>\$1,846,600</b>	<b>(\$30,000)</b>	<b>\$1,816,600</b>		<b>\$506,830</b>		<b>\$36,632.65</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0081568	2120	3287	\$755,853	\$0	\$755,853	27.900%	\$210,880	7.2278%	\$15,241.98
	2220	3287	\$1,090,747	(\$30,000)	\$1,060,747	27.900%	\$295,950	7.2278%	\$21,390.67
<b>Account Total:</b>			<b>\$1,846,600</b>	<b>(\$30,000)</b>	<b>\$1,816,600</b>		<b>\$506,830</b>		<b>\$36,632.65</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0081568	\$1,846,600	\$506,830	\$36,632.65	\$1,846,600	\$506,830	\$36,632.65	\$0.00
<b>Totals</b>	<b>\$1,846,600</b>	<b>\$506,830</b>	<b>\$36,632.65</b>	<b>\$1,846,600</b>	<b>\$506,830</b>	<b>\$36,632.65</b>	<b>\$0.00</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0081568	SB22-238 Commercial 30k Exemption	(\$30,000)

DOUGLAS COUNTY ABATEMENT HEARING  
REFEREE WORKSHEET

Petitioner: Turner Associates LLC

Agent: Dariush Bozorgpour

Parcel No.: R0083539

Abatement Number: 202600035

Assessor's Original Value: [Click here to enter text.](#)

Hearing Date: March 18, 2026

Hearing Time: 9:30 a.m.

1. The Douglas County Assessor was represented at the hearing by [Click here to enter text.](#)
2. The Petitioner was:
  - a.  present
  - b.  not present
  - c.  present/represented by [Click here to enter text.](#)
  - d.  not present/represented by [Click here to enter text.](#)
3. Assessor's Recommended Value: [Click here to enter text.](#)

Petitioner's Requested Value: [Click here to enter text.](#)

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner requested an administrative denial prior to the hearing.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:

- a.  data from sales of comparable properties which sold during the applicable time period; and /or
- b.  valuation using the cost approach; and/or
- c.  a valuation using the income approach; and/or
- d.  other [Click here to enter text.](#)

**THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:**

Classification: [Click here to enter text.](#)

Total Actual Value: [Click here to enter text.](#)

Reasons are as follows: The petitioner requested an administrative denial prior to the hearing.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

- a.  Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein
- b.  Approved in part as set forth in the Findings and Recommendations herein
- c.  Denied after abatement hearing
- d.  Administrative Denial is Granted

REFEREE:



*s/ Jeffrey Hamilton*  
Name

*3/18/2026*  
Date

**Abatement Log No. 202600035**





February 20, 2026

Dariush Bozorgpour  
propertytax@cotaxes.net  
Property Tax Advisors, Inc.  
3090 S. Jamaica Ct., Ste 204  
Aurora, CO 80014

Reference Log Number(s): 202600035  
Account Number: R0083539  
Owner: Turner Associates LLC  
Address of Property: 310 N. Wilcox St.

\*\*\*PLEASE NOTE\*\*\*

**Your abatement hearing(s) will be held telephonically using the County's telephone conferencing program. Instructions to access the hearing will follow by separate e-mail invitation.**

Dear Mr. Bozorgpour:

The Douglas County Assessor's Office has reviewed the abatement petition you filed for the above referenced Log Number(s) 202600035 and is recommending denial of the petition for tax year 2024. The enclosed Transmittal Sheet provides details of the Assessor's decision. Please review the following options below and indicate your choice by initialing on the appropriate line.

\_\_\_\_\_ I wish to withdraw my petition without any reduction in value and end any further appeal.

X I wish to take an Administrative Denial which allows me to proceed to a higher level of appeal.

\_\_\_\_\_ I wish to have a hearing of my petition before a referee appointed by the County Board of Commissioners. The hearing will be held on **March 18, 2026 at 11:00 a.m.**

Dated this 2<sup>nd</sup> day of March, 2026.

202600035-2024

PETITION FOR ABATEMENT OR REFUND OF TAXES

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Section I:** Petitioner, please complete Section I only.

Date: 12/31/25  
Month Day Year

Petitioner's Name: Turner Associates LLC  
Petitioner's Mailing Address: 1107 Old North Gate Rd.  
Colorado Springs CO 80921  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S)	PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY
<u>R0083539</u>	<u>310 N. Wilcox St.</u>

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for the property tax year 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error, or overvaluation. Attach additional sheets if necessary.)

The income and market approaches to value support a lower valuation.

Petitioner's estimate of value: \$ 1,475,000.00 (2024)  
Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information, and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature Daytime Phone Number ( )  
Email \_\_\_\_\_

By Dariusk Bozorgpour Daytime Phone Number (303) 368.0500  
Agent's Signature\*  
Printed Name: Dariusk Bozorgpour/Property Tax Advisors, Inc Email propertytax@cotaxes.net

\*Letter of agency must be attached when petition is submitted by an agent.

The actual value in the Assessor's Recommendation section does not include 2023 value adjustments for residential and commercial properties. The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year \_\_\_\_\_

	<u>Actual</u>	<u>Assessed</u>	<u>Tax</u>
Original	_____	_____	_____
Corrected	_____	_____	_____
Abate/Refund	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):

\_\_\_\_\_  
Assessor's or Deputy Assessor's Signature

**FOR ASSESSORS AND COUNTY COMMISSIONERS USE ONLY**

(Section III or Section IV must be completed)

Every petition for abatement or refund filed pursuant to § 39-10-114, C.R.S. shall be acted upon pursuant to the provisions of this section by the Board of County Commissioners or the Assessor, as appropriate, within six months of the date of filing such petition, § 39-1-113(1.7), C.R.S.

**Section III: Written Mutual Agreement of Assessor and Petitioner**  
(Only for abatements up to \$10,000)

The Commissioners of \_\_\_\_\_ County authorize the Assessor by Resolution No. \_\_\_\_\_ to review petitions for abatement or refund and to settle by written mutual agreement any such petition for abatement or refund in an amount of \$10,000 or less per tract, parcel, or lot of land or per schedule of personal property, in accordance with § 39-1-113(1.5), C.R.S.

**The Assessor and Petitioner mutually agree to the values and tax abatement/refund of:**

	Tax Year _____		
	<u>Actual</u>	<u>Assessed</u>	<u>Tax</u>
Original	_____	_____	_____
Corrected	_____	_____	_____
Abate/Refund	_____	_____	_____

Note: The total tax amount does not include accrued interest, penalties, and fees associated with late and/or delinquent tax payments, if applicable. Please contact the County Treasurer for full payment information.

\_\_\_\_\_  
Petitioner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Assessor's or Deputy Assessor's Signature

\_\_\_\_\_  
Date

**Section IV: Decision of the County Commissioners**  
(Must be completed if Section III does not apply)

WHEREAS, the County Commissioners of \_\_\_\_\_ County, State of Colorado, at a duly and lawfully called regular meeting held on \_\_\_\_/\_\_\_\_/\_\_\_\_, at which meeting there were present the following members:

Month Day Year

\_\_\_\_\_  
\_\_\_\_\_

with notice of such meeting and an opportunity to be present having been given to the Petitioner and the Assessor of said County and Assessor \_\_\_\_\_ (*being present--not present*) and

Name

Petitioner \_\_\_\_\_ (*being present--not present*), and WHEREAS, the said

Name

County Commissioners have carefully considered the within petition, and are fully advised in relation thereto, NOW BE IT RESOLVED that the Board (*agrees--does not agree*) with the recommendation of the Assessor, and that the petition be (*approved--approved in part--denied*) with an abatement/refund as follows:

Year	Assessed Value	Taxes Abate/Refund
_____	_____	_____

\_\_\_\_\_  
Chairperson of the Board of County Commissioners' Signature

I, \_\_\_\_\_ County Clerk and Ex-Officio Clerk of the Board of County Commissioners in and for the aforementioned county, do hereby certify that the above and foregoing order is truly copied from the record of the proceedings of the Board of County Commissioners.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of said County

this \_\_\_\_\_ day of \_\_\_\_\_,

Month Year

\_\_\_\_\_  
County Clerk's or Deputy County Clerk's Signature

Note: Abatements greater than \$10,000 per schedule, per year, must be submitted in duplicate to the Property Tax Administrator for review.

**Section V: Action of the Property Tax Administrator**  
(For all abatements greater than \$10,000)

The action of the Board of County Commissioners, relative to this petition, is hereby

Approved  Approved in part \$ \_\_\_\_\_  Denied for the following reason(s):

\_\_\_\_\_

\_\_\_\_\_  
Secretary's Signature

\_\_\_\_\_  
Property Tax Administrator's Signature

\_\_\_\_\_  
Date

**APPEAL OF REAL PROPERTY  
VALUATION**

**2024 TAX YEAR**

**Agent:** PROPERTY TAX ADVISORS, INC.  
3090 S. Jamaica Ct., #204  
Aurora, CO 80014  
Tel. 303.368.0500 Fax. 303.368.0573  
Email. propertytax@cotaxes.net

**Date:** 12/23/2025

**File:** 8445

**County:** Douglas

**Schedule #:** R0083539

**Property Address:** 310 N. Wilcox St.

Owner Occupied

**Property Owner:** Turner Associates LLC

**Mailing Address:** 1107 Old North Gate Rd.

Colorado Sprin CO 80921-

**INCLUSIONS**

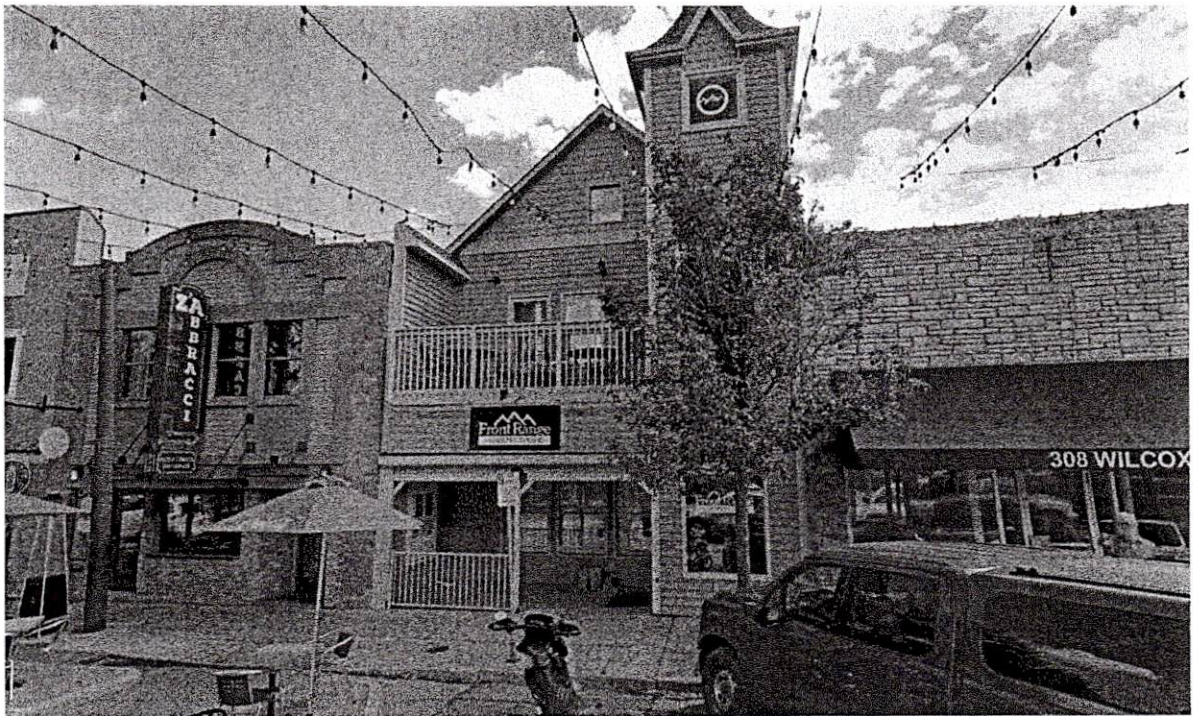
- Phototgraph(s) of Subject Property
- Correlation and Conclusions
- Income Approach
- Market Sales
- Cost Approach
- Salient Facts

<b>PETITIONER'S FINAL ESTIMATE OF VALUE:</b>	<u>\$1,475,000*</u>
Value per Square Foot:	<u>\$279.41</u>
<b>ASSESSOR'S VALUE:</b>	\$1,847,650
Value per Square Foot:	<u>\$350.00</u>

Site Size 3,484 SF YOC 1993 Effective Bldg. Age (yrs) 10  
Gross Bldg Area 5,279 SF Remaining Econ. Life (yrs) 30  
Land/Bldg Rati :1 Zoning Commercial Construction Masonry  
Use Office

\* Subject property was purchased out of the valuation period on 7/16/24 for \$1,475,000





# Market Sales



# 15 S Gilbert St

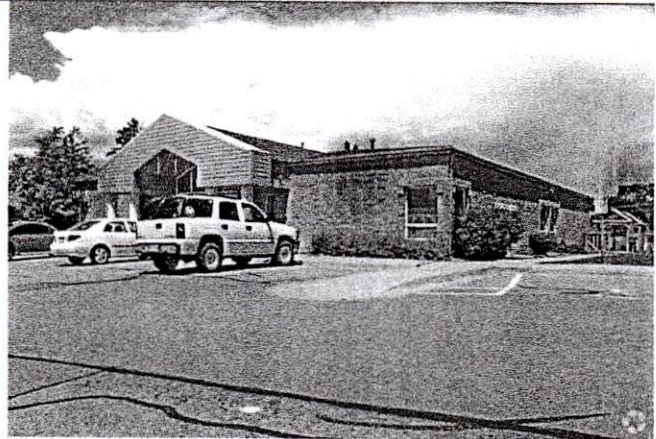
Castle Rock, CO 80104 (Douglas County) - Parker/Castle Rock Submarket



Office

## Sale Summary

Sold	4/26/2021
Sale Price	\$1,250,000 (\$208.33/SF)
RBA (% Leased)	6,000 SF (100%)
Price Status	Full Value
Built	1997
Land Area	79,715 SF/1.83 AC
Sale Comp Status	Research Complete
Sale Comp ID	5491878
Parcel Numbers	2505-114-02-004



## Contacts

Type	Name	Location	Phone
Recorded Buyer	Mildred Apartments Inc	Aurora, CO 80013	-
True Buyer	Mildred Apartments Inc	Aurora, CO 80013	-
Contacts	Bruce Bell		
Recorded Seller	Gilbert Business Center, LLC	-	-
True Seller	IAO Properties, Inc.	Castle Rock, CO 80108	(303) 814-2287
Contacts	Calvin Van Essen (303) 916-1600		

## Property Details

Location	Suburban	Elevators	None
Tenancy	Multi	Building Class	B
Owner Occupied	No	Construction	Masonry
Stories	1	Building FAR	0.08
Typical Floor	6,000 SF		
Parking Spaces	4.70/1,000 SF; 40 Surface Spaces		

## Transaction Details

Sale Date	4/26/2021	Recording Date	4/26/2021
Sale Price	\$1,250,000 (\$208.33/SF)	Zoning	I-1
Land Price	\$16/SF (\$683,058.40/SF)	% Improved	82.82%
Sale Type	Investment	Document Number	0053508
Hold Period	1 Month		
Parcel Number	2505-114-02-011		



**Previous Sale**

---

Sale Date	3/11/2021	Comp ID	5429671
Sale Price	\$2,250,000 (\$375/SF)	Comp Status	Research Complete
Sale Type	Investment		



3090 S. Jamaica Court, Suite #204, Aurora, Colorado 80014

# PROPERTY TAX ADVISORS

INC.

*Specializing In Colorado Commercial Property Tax Protests*

## CONSULTANT - AGENCY AGREEMENT

Property Owner: Turner Associates, LLC

County: Douglas

Please check the appropriated line if property is partially owner occupied and partially leased please check both lines.

P.I.N.	Property Address	Owner Occupied	Leased to Tenants
R0083539	310 N. Wilcox St.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

The undersigned hereby appoints and authorizes Property Tax Advisors, Inc. as its Agent and Consultant in the preparation and execution of a real estate valuation appeal(s) on behalf of the undersigned regarding the above enumerated property(ies) for the 2025 tax year and for the prior two years. The undersigned further authorizes Property Tax Advisors, Inc., as Agent of the undersigned, to execute and cause to be filed on behalf of the undersigned, in the name of the undersigned, any and all documents relating to an appeal of the subject property's valuation.

This agreement is executed on 4/16/2025

BY: Travis Turner  
21596617983F44F...

Print Name: Travis Turner

Title: Member, Turner Associates, LLC  
(If Corporation, your title; (or) Owner, General Partner, Lessee, Power of Attorney, Trustee, etc.)

Tel. 7192443645

Email: travis@turnercoloradohomes.com

EST. NINETEEN HUNDRED & EIGHTY SEVEN  
**PROPERTY TAX ADVISORS**  
INC  
*Specializing In Colorado Commercial Property Tax Protests*

December 31, 2025

Douglas Board of County Commissioners  
301 Wilcox St.  
Castle Rock, CO 80104

Re: 2023/2024 Abatement Petitions

To Whom It May Concern:

Enclosed, please find abatement filings. Please date stamp the attached list of filings and fax, email or mail back to:

Property Tax Advisors, Inc.  
3090 S. Jamaica Ct., #204  
Aurora, CO 80014

Fax: 303.368.0573  
Email: [propertytax@cotaxes.net](mailto:propertytax@cotaxes.net)

*mailed  
1/5/24  
ATW*

Thank you in advance for your attention to this matter.

Best regards,



Dariush Bozorgpour  
President



Retail



80104

U.S. POSTAGE PAID  
FCM LG ENV  
DENVER, CO 80237  
DEC 30, 2025

**\$11.87**

S2324H504860-06

RDC 99

RECEIVED

JAN 05 2026

DOUGLAS COUNTY  
COMMISSIONERS

Specializing in Colorado Commercial Tax Protests

# PROPERTY TAX ADVISORS

INC.

3090 S. Jamaica Ct., #204, Aurora, CO 80014  
Tel. 303.368.0500 Fax. 303.368.0573

Email. [propertytax@cotaxes.net](mailto:propertytax@cotaxes.net)

Web. [www.Property-Tax-Advisors.com](http://www.Property-Tax-Advisors.com)

Douglas Board of County Commissioners  
301 Wilcox St.  
Castle Rock, CO 80104



202600035-2024

PETITION FOR ABATEMENT OR REFUND OF TAXES

County: Douglas

Date Received (Use Assessor's or Commissioners' Date Stamp)

Section I: Petitioner, please complete Section I only.

Date: 12/31/25 (Month Day Year)

Petitioner's Name: Turner Associates LLC
Petitioner's Mailing Address: 1107 Old North Gate Rd.
Colorado Springs CO 80921
City or Town State Zip Code

Table with 2 columns: SCHEDULE OR PARCEL NUMBER(S) and PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY. Row 1: R0083539, 310 N. Wilcox St.

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for the property tax year 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error, or overvaluation. Attach additional sheets if necessary.)

The income and market approaches to value support a lower valuation.

Petitioner's estimate of value: \$ 1,475,000.00 (2024)
Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information, and belief, is true, correct, and complete.

Petitioner's Signature Daytime Phone Number ( )
Email

By Dariush Bozorgpour Daytime Phone Number (303) 368.0500
Agent's Signature\*

Dariush Bozorgpour/Property Tax Advisors, Inc
Printed Name: Email propertytax@cotaxes.net

\*Letter of agency must be attached when petition is submitted by an agent.

The actual value in the Assessor's Recommendation section does not include 2023 value adjustments for residential and commercial properties. The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

Section II: Assessor's Recommendation (For Assessor's Use Only)
Tax Year
Actual Assessed Tax
Original
Corrected
Abate/Refund
Assessor recommends approval as outlined above.
If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.
Tax year 2024 Protest? [X] No [ ] Yes (If a protest was filed, please attach a copy of the NOD.)
Assessor recommends denial for the following reason(s):
\* See Transmittal Julie Ewertter
Assessor's or Deputy Assessor's Signature



For submission to  
The  
Douglas County Board of County Commissioners

Abatement Filing(s)

#202600035

Petitioner  
TURNER ASSOCIATES LLC

**ACTUAL VALUE DATA SUMMARY**

Of

310 N WILCOX ST  
CASTLE ROCK, CO 80104

Account Number: R0083539

Assessment Date(s): January 1, 2024

Prepared by  
Douglas County Assessor Office

Douglas County Board of County Commissioners  
100 Third Street  
Castle Rock, Colorado 80104

Honorable Board Members:

In response to the abatement filing, the following actual value data summary has been prepared for ad valorem purposes regarding the subject property. The actual value as considered in this summary is applicable for the 2024 tax year and is developed from the level of value for the period of one and one-half years immediately prior to June 30, 2022 as required by Colorado Revised Statutes §39-1-104(10.2)(a)(d). Except that if sufficient data was not available in the one and one-half year period, the period of five years immediately prior to June 30, 2022 was utilized to determine level of value as further required by 39-1-104(10.2)(a)(d), C.R.S.

The purpose of this actual value data summary is to demonstrate how the “actual value” (market value) was developed for the subject property considering its physical state and condition as of the first of January, for the tax year(s) considered in the filing, based on the June 30, 2022, level of value (base period) for the determination of property taxes. For purposes of this summary the term “actual value” is considered synonymous with the term “market value”. The intended user of the summary is the Douglas County Board of Equalization. The purpose of this actual value data summary is to provide documentation of the Assessor’s office actual value for the subject property and the basis of the recommendation to the Board of Equalization for the resolution of the appeal filed regarding the subject property. This summary has been prepared only for ad valorem purposes and the intended users, and should not be relied upon by a third party for any other purpose.

For the ad valorem purposes of this actual value data summary, market value is defined as:

“The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised, and both acting in what they consider their own best interest;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. Dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.”

Property Assessment Valuation, International Association of Assessing Officers, Third Edition, IAAO, Kansas City, Missouri. Copyright 2010.

This actual value data summary is not an appraisal report. This actual value data summary is only a summary of the level of value data as applied within the computer assisted mass appraisal (CAMA) system to the subject property characteristics, and is intended only for the use of the Douglas County Board of County Commissioners, and should not be relied upon by a third party for any purpose other than the intended ad valorem purposes. The assessor’s office maintains a separate file that contains additional information and data regarding the subject property.

The actual value for the subject property for the current reassessment cycle tax years is based upon the data, presented in this summary.

Office of the Assessor  
Douglas County

## **Actual Value Data Summary**

This actual value data summary is not an appraisal report. This actual value data summary is only a summary of the level of value data as applied within the Assessor's computer assisted mass appraisal (CAMA) system to the subject property characteristics. This summary is intended only for valorem use purposes to demonstrate the applied approaches and development of the value assigned to the subject property by the Assessor's process and should not be relied upon by a third party for any other purpose other than the intended ad valorem use purposes.

## **Subject Property Identification and Description**

A copy of the Assessor's Office property profile for the subject property may be found in the *Exhibits and Addendum* section of this summary. This profile contains the current record of the subject property owner, property address and or legal description, sales summary, land area, building and site improvement characteristic data as of the date of assessment, and the actual and assessed values as of the effective date of the appraisal. There are photographs and sketches of the subject property improvements included when available from the CAMA system database. The profile data is intended to provide identification and description of the subject property characteristics relevant to the purpose and intended use of this summary.

## **Intended Users of the Summary**

The intended user of this summary is the Douglas County Board of County Commissioners. Other intended users of the summary include staff of the Douglas County Attorney, petitioner(s) initiating the Petition for Abatement or Refund of Taxes for the property that is the subject of this summary, and agent(s) as duly authorized by the petitioner. This summary has been prepared only for ad valorem purposes for use by the client and intended users and should not be relied upon by a third party for any other purpose.

## **Intended Use of Summary**

The intended use of the summary is to demonstrate the development of the actual value assigned to the subject property and to further provide support for the Douglas County Assessor's Office recommendation regarding the subject property's actual value for presentation to the Douglas County Board of County Commissioners. This summary has been prepared for use as supportive documentation in an abatement petition hearing conducted by the Douglas County Board of County Commissioners.



## Purpose of Summary

The purpose of this summary is to demonstrate the development of the “actual value” (market value) as assigned to the subject property in its physical condition as of the January 1 of the applicable tax year(s), based on the previous June 30th level of value for the purpose of determining property taxes. Said value is established utilizing base period data from the time period of eighteen months prior to the level of assessment date. In the event of insufficient market data from this time period, the Assessor's Office reviews market data prior to the beginning of the level of assessment date, going back in six-month increments to a maximum study period of five years. When appropriate, all sales are to be time adjusted to the level of value period date as required by state statute. All actual values established by the Douglas County Assessor's Office have been made in conformance with applicable laws and administrative regulations. For purposes of this summary, the term “actual value” is considered synonymous with the term “market value”.

## Definition of Value

For the purpose of the summary, market value is defined as quoted:

“The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised, and both acting in what they consider their own best interest;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. Dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.”

Property Assessment Valuation, International Association of Assessing Officers, Third Edition, IAAO, Kansas City, Missouri. Copyright 2010.

## Property Rights Considered

Only a fee simple interest is considered for the subject property as required by Colorado Revised Statutes §39-1-106, and the Assessor's Reference Library Volume 3, Chapter 7, Pages 13-16. Further, in *BAA and Regis Jesuit Holding, Inc v. City and County of Denver, et al*, 848 P.2d 355 (Colo. 1993) the court cited CRS §39-1-106, and defined this as “*a rule of property taxation which requires that all estates in a unit of real property be assessed together.*”

## Effective Date of the Actual Value

The effective date of the actual value assignment is the statutorily required *level of value* date of June 30, 2022, utilizing base period data from the time period of 2021 and the first six months of 2022. The subject property characteristics are considered, as they existed on the date of assessment of January 1, 2024. Therefore, the subject is assigned a retrospective actual or market value as of June 30, 2022 for the property characteristics that existed on January 1, 2024.

Market conditions as of the assessment date may differ from the effective level of value date. Only market data and conditions from the applicable base period have been considered. However, comparable sales and leases transacted prior to the base study period may have as well been considered as provided for by Colorado Revised Statutes §39-1-104 (10.2)(d).

## Scope of Data Collection and Verification Methods

This summary presents demonstrations of the data and methods that were applied in the mass appraisal process of establishing the actual value of the subject property. Other data and analyses are retained in the files of the Douglas County Assessor's Office. Additionally a search has been made of private sales data, public records of assessor's offices, confidential records of the assessor's office, including Real Property Transfer Declarations (TD-1000 forms), Subdivision Land Valuation Questionnaires, and Income, Expense, and Vacancy Questionnaires. Further, income, vacancy, and expense data was gathered from real estate publications and data services, area Realtors and appraisers, and property owners.

Data considered in the modeling process includes the land economic area assigned unit value, replacement costs, depreciation estimates, comparable improved sales, comparable rents and operating expense information, and capitalization rates. This data was gathered from the subject area, metropolitan area, annual reports, regional and national services. Confirmation of data was by deeds, deeds of trusts, other public records, subscription services for fee, and/or principals or agents of individual transactions.

The three traditionally recognized approaches to value, cost, sales comparison, and income capitalization, were considered in the mass appraisal process and applied to the characteristics of each property within an assigned property classification when sufficient data were available to develop a mass appraisal model for the specific valuation approach.

Cost approach model data is generated by the Assessor's CAMA system based on tables built from the Marshall Valuation Service at the date of the level of value study period for the applicable reassessment cycle tax years.

Sales comparison approach model data is based on sales of properties from the applicable level of value study period. The sales have been confirmed and verified and then classified and further stratified on the basis of the actual current use of the properties at the time of sale for application in the modeling process.

Income approach model data is based on market indicated leases of properties from the applicable level of value study period. This data is collected from the market and analyzed to produce model coefficients that represent typical market rental rates, vacancies and expenses for application in the income approach modeling process. Capitalization rate data applicable to the level of value study period is collected from rates as indicated by the sale of leased property, real estate publications, data

services, and the study of economic indicators that typically impact market driven capitalization rates. Capitalization rates as applied to gross income or modified gross income analysis may include an effective tax rate loaded on the base capitalization rate to allow consideration of the potential tax liability.

The Assessor's office has considered the best information available in the form of land sales and costs to construct improvements, sales data of comparable properties in the immediate competitive market area and lease data that provide typical market indications in the modeling process.

An exterior inspection of the subject property was made on the date as shown in photos included with the profile and on other occasions.

The characteristics of the subject property and any comparable properties improvements demonstrated in this summary are based on the data as recorded in the Assessor's records and are believed to be correct. Should any property characteristics or other data be determined to be other than that as considered and relied upon, the Assessor's office reserves reconsideration of the subject property's actual value.

### **Jurisdictional Exceptions**

The Colorado Constitution Article X, Section 20(8)(c), requires only the market approach be applied when valuing residential properties. Further Colorado Revised Statutes §39-1-103(5)(a) states, "...*The actual value of residential real property shall be determined solely by consideration of the market approach to appraisal*".

Colorado Revised Statutes §39-1-103(5)(c) requires that property be classified and valued according to its current use, which may be different than its Highest and Best Use. Therefore, the actual current use as of the date of assessment is considered to determine the value of the subject property.

Colorado Revised Statutes §39-1-104 (10.2)(a) and (d) mandate a specific data collection period, usually consisting of 18 months, and referred to as the "Base Period". This report uses data from that period in the analysis and conclusions as required by Colorado law.

### **Extraordinary Assumptions and Hypothetical Conditions**

Typically the real property appraisals conducted by the Assessors Office do not require consideration of extraordinary assumptions or hypothetical conditions regarding the subject property that would affect the analyses, opinions, and conclusions.

Real property, where access has been limited, restricted or denied to the Assessors Office may have been estimated for its physical characteristics on the basis of the best information available to and obtainable by the assessor.

Actual current use as of the date of assessment has been considered for the subject property as required by Colorado Revised Statutes §39-1-103 and may be different than the Highest and Best Use or uses permitted by zoning.

The subject property has been analyzed for its actual use and property characteristics that existed on the date of assessment, and the actual value has been determined at the retrospective level of value study period.

## **Zoning**

Zoning typically impacts property value as it can restrict or enhance the legally allowable use and development of a property. However, Colorado Revised Statutes §39-1-103 requires that the actual use of the subject property, as of the date of assessment, be considered in determining the actual value. Therefore, analysis of the subject property based on the actual use may differ from other possible use(s) allowable under applicable zoning that could potentially influence market value.

## **Property Tax Data**

The portion of the subject property classified as commercial real estate is assessed at 27.9% of the assessor's actual value indication. The actual and assessed values are included with the property profile identification and description of the subject property.

## **History of Subject Property**

Data regarding the subject property current use, year built, year remodeled if applicable, and indicated effective age are included with the property profile identification and description of the subject property. If the subject property is leased and the Assessor's Office has access to the rental or lease agreement that data will be considered in the income capitalization analysis of this report.

## **Sales History**

Recorded conveyances indicating sale or transfer of ownership of the subject prior to the effective date of the appraisal are included in the sales summary section of the property profile identification and description of the subject property and are analyzed when appropriate.

## **Land Data Description**

The subject property land data is included with the *Land Valuation Summary* section of the property profile identification and description of the subject property. Unless otherwise noted here or in other sections of this summary, the site is considered to be of sufficient size and utility to support the current use of the property.

## **Improvement Data Description**

The subject property improvement data included in this summary is as listed in the *Individual Built As Detail* and *Building Details* sections of the property profile identification and description of the subject property. Unless otherwise noted here or in other sections of this summary, the described building details and site improvements are considered to be of sufficient utility to allow the current use of the property.

## Highest and Best Use

“The reasonably probable use of property that results in the highest value.” -The Appraisal of Real Estate, 14<sup>th</sup> Edition, Appraisal Institute, 2013 page 332.

The Colorado Supreme Court in Board of Assessment Appeals, et al, v. Colorado Arlberg Club 762 P.2d 146 (Colo. 1988) stated “*reasonable future use is considered because it is relevant to the property’s present market value*”, and “*our statute does not preclude consideration of future uses.*”

The court further quoted the American Appraisal Institute of Real Estate Appraisers referencing The Appraisal of Real Estate 33, 1983, 8<sup>th</sup> Edition, “*In the market, the current value of a property is not based on historical prices or cost of creation; it is based on what market participants perceive to be the future benefits of acquisition.*” And further “*Accordingly, a property’s “highest and best use,” which is “[t]he use, from among reasonably probable and legal alternative uses, found to be physically possible, appropriately supported, financially feasible, that results in highest land value,” is a “crucial determinant of value in the market.*”

The court then concluded that “*reasonable future use is relevant to a property’s current market value for tax assessment purposes.*”

Highest and best use analysis for ad valorem purposes includes consideration the reasonable future use and most profitable use of a property subject to the influence of competitive market forces applicable to the location of the property as of the date of appraisal.

Analysis of the highest and best use of a property typically employs four criteria to test alternative uses of a property in the determination of the most profitable use. The four criteria considered are legal permissibility, physical possibility, financial feasibility, and maximum productivity.

Further, the highest and best use of the property is analyzed as of the date of appraisal from two perspectives; as though vacant and ready for development, and as improved with existing improvements.

The subject property current actual use as of the property tax assessment date was as described in the property profile identification and description section of this summary. While the subject property is classified based on the actual current use, the highest and best use has been considered in the determination of the actual value of the property.

## Highest and Best Use as Vacant

The highest and best use of the subject site as vacant would be development that is consistent with the use and development of the surrounding neighborhood. Considering the four criteria of highest and best use, the size, shape, topography, access, utility and zoning all appear to support the use of the site for development as a commercial property.

## Highest and Best Use as Improved

Based on analysis of the legally permissible, physically possible, and financially feasible uses of the property, the current commercial use is considered to be maximally productive, and the highest and best use of the subject property as improved.

### SALES COMPARISON APPROACH

The following improved sales, considered for their actual use in the model development, are properties that sold in or immediately prior to the applicable base study period. The sales provide an indication of the range of value and bracket the per unit coefficient value as applied in the sales comparison modeling process.

	ACCOUNT	ADDRESS	ADJ. SALE \$	SALE DATE	YOC	SQ FT	PSF
1	R0404825 R0075299	240 N WILCOX ST & 330 THIRD ST, CASTLE ROCK	\$4,635,000	6/13/2022	1900	9,619	\$481.86
2	R0482730	404 N PERRY ST, CASTLE ROCK	\$1,800,000	3/22/2021	1880	5,184	\$347.22
3	R0462989	500 N WILCOX ST, CASTLE ROCK	\$1,250,000	5/28/2020	1997	3,150	\$396.83
4	R0605330	221 N PERRY ST, CASTLE ROCK	\$2,635,000	3/31/2020	1946	8,416	\$313.09
5	R0381118 R0481190	420 THIRD ST, CASTLE ROCK	\$2,091,400	2/13/2020	1958	5,914	\$353.64
<b>SELECTED MODEL VALUE PSF</b>							<b>\$350</b>

The table below illustrates the indicated market value calculation detail showing the market model coefficient applied to the subject property characteristics.

Market Calculation Detail			
Neighborhood	R20		
Occupancy Code	309	Name	Church
Name	Units	Val Per	Value
SF	5,279	\$350	\$1,847,650

## Summary of Data

The approaches to value where models have been developed and considered for the assignment of actual value for the subject property indicate the following value(s):

**Sales Comparison Approach                      \$ 1,847,650**

The subject property is considered for its actual use as of the date of assessment. The improvements located on the subject parcel appears to function well for the intended purpose.

The cost approach is typically most reliable when appraising newly constructed properties where there is little or no depreciation, and with properties where the land component is a substantial portion of the total actual value. The cost approach can also provide an indication of value for unique properties where there is insufficient data to provide a reliable indication of value by the sales comparison or income capitalization approaches. Typically the cost approach is given the least weight with older properties where attempting to estimate an appropriate amount of accrued depreciation may result in an unreliable indication of value, and therefore, this approach may not be given any consideration in the final actual value estimate.

The sales comparison approach model is generally considered to be a good indicator of actual value when there is sufficient sales data available to extract a well supported coefficient for application to the inventory of similar properties. When consequential data is available, the sales comparison approach model is the most likely to provide the best indication of market value of the three approaches to value as it is based on what similar properties have sold for in the market place.

The income capitalization approach model is most generally applicable to actual income-producing properties. This approach synthesizes the dynamics of the rental market by applying market extracted coefficients for economic rental rates, vacancy, expenses and capitalization rates to individual property characteristics. Application of this approach allows analysis as would be typically applied by investors in the market place considering the income stream production capability of a property and how it competes with other investment opportunities available.

The approaches have been developed for modeling purposes when sufficient data to provide reliable indications of value for the subject property were available. The market/sales comparison approach model has been selected as the most reliable indication of actual value for the subject property.

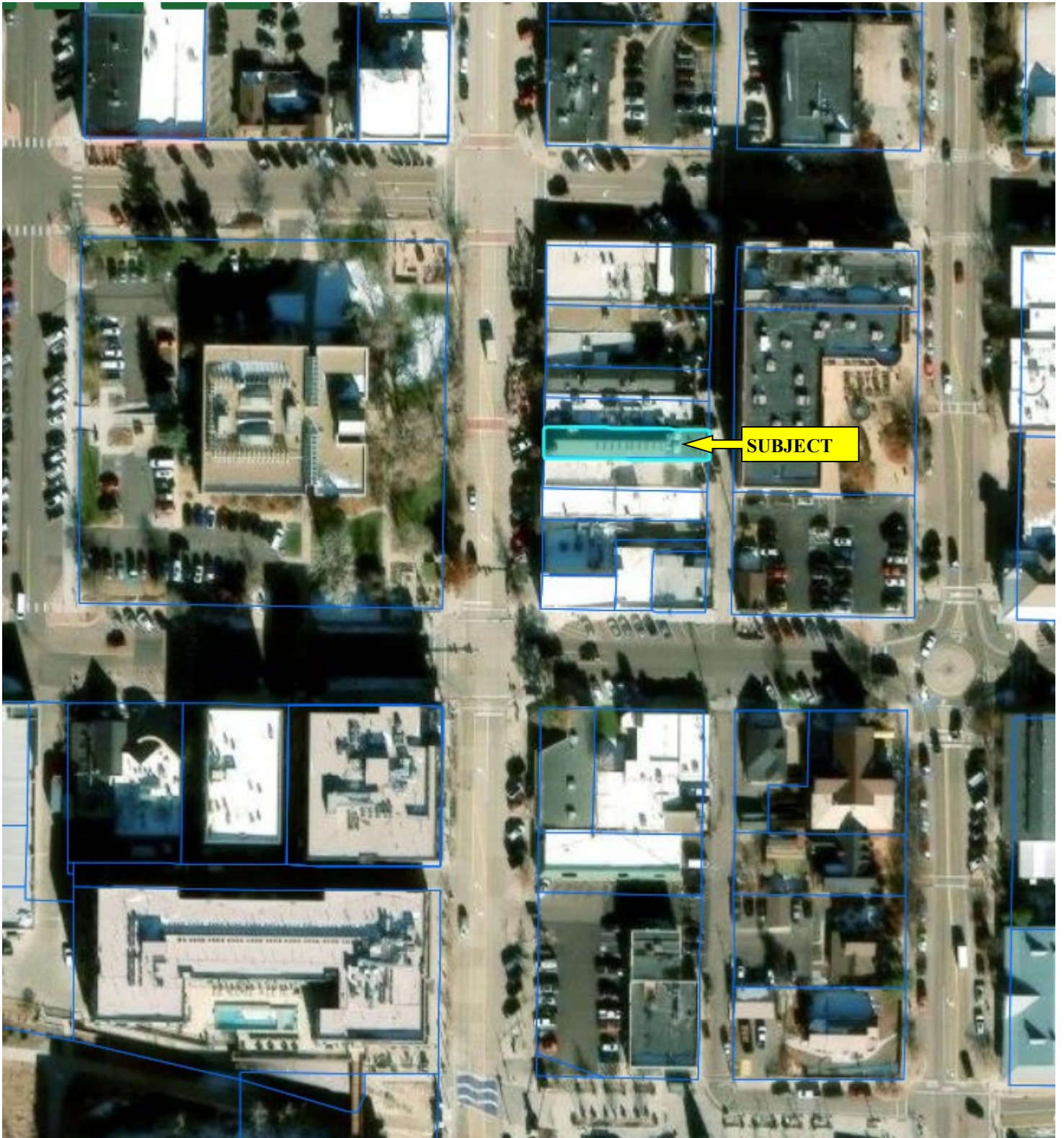
The actual value assigned to the subject property based on the modeling process as developed from the level of value for the current assessment cycle is **\$1,847,650** allocated as follows:

<b>Improvements</b>	<b>\$</b>	<b>1,513,109</b>
<b>Land</b>	<b>\$</b>	<b>334,541</b>
<b>Total</b>	<b>\$</b>	<b>1,847,650</b>



EXHIBITS AND ADDENDA

**Subject Location Map**

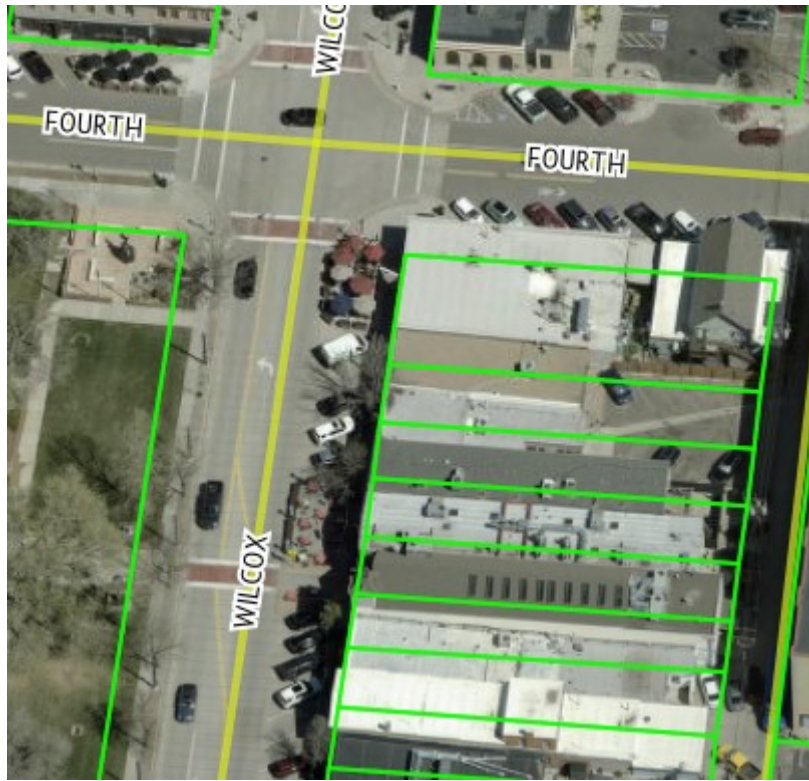




SUBJECT PROPERTY BUILDING PHOTOGRAPHS



SUBJECT: EXTERIOR OF BUILDING



**SUBJECT: AERIAL OF SITE**

## **Subject Property Profile**

The following pages contain a copy of the Assessor's Office property profile for the subject property. This profile contains the current record of the subject property owner, property address and or legal description, sales summary, land area, building and site improvement characteristic data as of the date of assessment, and as applied to indicate the actual and assessed values assigned the subject property.

There are photographs and sketches of the subject property improvements included when available in the CAMA system database. The sketch, if included, is intended to familiarize the user(s) of this summary with the dimensional proportions of the subject property improvements. The area of the subject property building improvement has been calculated from exterior measurements rounded to the nearest half foot as listed on the sketch.

The profile data is intended to provide identification and description of the subject property characteristics relevant to the purpose and intended use of this summary.

# DOUGLAS COUNTY ASSESSOR PROPERTY PROFILE

Account #: R0083539	Local #: 1	Parcel #: 250511212007
Tax Year: 2024	Levy: 72.278000	# of Imps: 1
Tax Dist: 3287	Map #:	LEA: 45119
PUC:	Initials:	Acct Type: Exempt
Assign To: EGW		Created On: 09/01/1996
		Active On: 09/23/2024
		Inactive On:
		Last Updated:

Owner's Name and Address	Property Address
TURNER ASSOCIATES LLC 1107 OLD NORTH GATE RD COLORADO SPRINGS, CO 80921-7234	310 N WILCOX ST, CASTLE ROCK

### Sales Summary

Sale Date	Sale Price	Deed Type	Reception #	Book	Page #	Grantor
07/16/2024	\$1,475,000	Special Warranty Deed	2024029690			FRONT RANGE CHRISTIAN CHURCH
06/14/2016	\$720,000	Warranty Deed	2016039010			ANGELA M HOOPER & CHRISTOPHER R HOOPER
02/27/2013	\$750,000	Special Warranty Deed	2013017565			TOM SECRIST & SCOTT ROBY & 310 NORTH WILCOX LLC
02/27/2013	\$0	Quit Claim Common	2013017564			310 NORTH WILCOX LLC
12/28/2011	\$0	Quit Claim	2012003321			310 NORTH WILCOX LLC & TOM SECRIST & SOCTT ROBY
11/10/2011	\$0	Quit Claim Common	2011073826			301 NORTH WILCOX LLC
09/26/2010	\$0	Quit Claim Common	2010068707			310 NORTH WILCOX LLC & TOM SECRIST
04/15/2010	\$0	Quit Claim Common	2010028702			310 NORTH WILCOX LLC
04/14/2010	\$500,000	Special Warranty Deed	2010023294			MICHAEL S FARMER & JON C COOK
11/18/2009	\$0	Quit Claim Common	2009088950			LORRAINE SINCLAIRE DONAGHY & PHILIP DONAGHY
04/20/2007	\$600,000	Warranty Deed Common	2007033084			AVRON INVESTMENTS LLC
11/09/2004	\$415,000	Warranty Deed	2004115214			RICHARD M HART & DANIELLE D HART
02/15/2000	\$300,000	Warranty Deed	00011826	1812	826	AKERS JACK
02/01/2000	\$0	Warranty Deed	00009724	1809	675	KING CHARLENE J & AKERS JACK
08/03/1994	\$0	Quit Claim	9442114	1212	1414	KING CHAR
06/26/1992	\$75,000	Warranty Deed	9222973	1065	1148	CENTURY PROPERTIES
11/11/1983	\$65,000	Warranty Deed	315669	497	700	RUTH S WOODRUFF

### Legal

LOT 12 BLK 19 TOWN OF CASTLE ROCK 0.08 AM/L

Section	Township	Range	Qtr	QtrQtr	Government Lot	Government Tract
11	8	67	NW			

### Subdivision Information

# DOUGLAS COUNTY ASSESSOR PROPERTY PROFILE

Account #: R0083539

Local #: 1

Parcel #: 250511212007

Sub Name	Block	Lot	Tract
CASTLE ROCK TOWN OF	19	12	

### Land Valuation Summary

Land Type	Abst Cd	Value By	Net SF	Measure	# of Units	Value/Unit	Actual Val	Asmt %	Assessed Val
Exempt	9151	Market	3,485	Square Feet	3,484. 800000	\$96.00	\$334,541	27.90%	\$93,337
Class				Sub Class					
Commercial	2112	Market	3,485	Square Feet	3,484. 800000	\$96.00	\$334,541	27.90%	\$93,337
Class				Sub Class					
Land Subtotal:					0.16		\$669,082		\$186,674

### Land Attributes

Attribute	Description	Adjustment
C-OTS	C-Outsized Lot	0.400000
C-VSB	C-Visibility	0.200000

### Improvement Valuation Summary

Imp #	Property Type	Abst Code	Occupancy	Class	Actual Value	Asmt %	Assessed Val*
1.00	Commercial	2212	Church - Sanctuaries (Chapels)	Masonry	\$1,513,109	27.90%	\$422,157
1.00	Commercial	9259	Church - Sanctuaries (Chapels)	Masonry	\$1,513,109	27.90%	\$422,157
Improvement Subtotal:					\$3,026,218		\$844,315

### Total Property Value

Total Value:					\$1,847,650		\$507,120
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\*Approximate Assessed Value

# DOUGLAS COUNTY ASSESSOR PROPERTY PROFILE

Account #: R0083539                      Local #: 1                      Parcel #: 250511212007

Imp #:	1				Landscaping \$:
					0.00
Property Type:	Commercial				
Quality:	Average				
Condition:	Average	Nbhd:	R20		
Perimeter:	309	Nbhd Ext:	00		
% Complete:	100.00%	Nbhd Adj:	1.0000		

### Occupancy Summary

Occupancy:	Church - Sanctuaries (Chapels)	Occ %:	100%
Occupancy:	Church - Sanctuaries (Chapels)	Occ %:	100%

### Built As Summary

Built As:	Church - Sanctuaries (Chapels)	Year Built:	1993
Construction Type:	Masonry	Year Remodeled:	2010
HVAC:	Complete HVAC		
Interior Finish:		% Remodeled:	0.2500
Roof Cover:		Adj Year Blt:	1997
Built As SF:	5279	Effective Age:	
# of Baths:	0.00		
# of Bdrms:	0.00		
# of Stories:	2.00		
Story Height:	13		
Sprinkler SF:	0	Diameter:	0
Capacity:	0	Height:	0

### Improvement Summary

Improvement	Units	Units Price	RCN	Actual Value
Add On				
Com Deck Average	136.0000	\$27.63	\$3,757.68	\$2,255.00
Com Concrete Slab Average	136.0000	\$8.90	\$1,210.40	\$702.00

### Improvements Value Summary

IMPNO:	1				
RCN Cost/SF:	\$168.41	Design Adj:	0.0000	Func Obs %:	0.0000
Total RCN:	\$889,042.00	Exterior Adj:	0.0000	Econ Obs %:	0.0000
Phys Depr %	0.3300	Interior Adj:	0.0000	Other Obs %:	0.0000
Phys Depr \$:	\$293,755.00	Amateur Adj:	0.0000		
RCNLD \$:	\$595,287.00	RCNLD Cost/(\$):	\$112.77	Market/SF:	\$286.63

## Transmittal Sheet for Abatement #: 202600035

Abatement #	202600035	Staff Appraiser	EGW
Tax Year	2024	Review Appraiser	SJH
Date Received	1/6/2026	Recommendation	Deny
Petitioner	TURNER ASSOCIATES LLC	Reason	The Market Approach to value was used in determining the subjects value, resulting in no change.
Agent	PROPERTY TAX ADVISORS, INC		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$1,475,000	Assessor Final Review Value	\$1,847,650

The subject property is a 5,279 square foot commercial property constructed in 1993. As of the 6/30/2022 date of value and 1/1/2024 assessment date, the subject was owned and operated by a tax exempt church organization. Documentation provided by the petitioner's agent did not support any valuation adjustment. The sale of the subject provided occurred over 2 years after the relevant date of value and the comparable sale provided is of a commercial condominium day care. For the 2024 tax year, the property was valued using the sales comparison approach. The valuation market model selected for the subject is supported by comparable sales within the study period, indicating a value of \$350 per square foot. Based on this analysis, denial of the appeal is recommended.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0083539	2112	3287	\$153,560	\$0	\$153,560	27.900%	\$42,840	7.2278%	\$3,096.39
	2212	3287	\$694,542	(\$30,000)	\$664,542	27.900%	\$185,410	7.2278%	\$13,401.06
	9151	3287	\$180,981	\$0	\$180,981	27.900%	\$50,490	7.2278%	\$3,649.32
	9259	3287	\$818,567	\$0	\$818,567	27.900%	\$228,380	7.2278%	\$16,506.85
<b>Account Total:</b>			<b>\$1,847,650</b>	<b>(\$30,000)</b>	<b>\$1,817,650</b>		<b>\$507,120</b>		<b>\$36,653.62</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0083539	2112	3287	\$153,560	\$0	\$153,560	27.900%	\$42,840	7.2278%	\$3,096.39
	2212	3287	\$694,542	(\$30,000)	\$664,542	27.900%	\$185,410	7.2278%	\$13,401.06
	9151	3287	\$180,981	\$0	\$180,981	27.900%	\$50,490	7.2278%	\$3,649.32
	9259	3287	\$818,567	\$0	\$818,567	27.900%	\$228,380	7.2278%	\$16,506.85
<b>Account Total:</b>			<b>\$1,847,650</b>	<b>(\$30,000)</b>	<b>\$1,817,650</b>		<b>\$507,120</b>		<b>\$36,653.62</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0083539	\$1,847,650	\$507,120	\$36,653.62	\$1,847,650	\$507,120	\$36,653.62	\$0.00
<b>Totals</b>	<b>\$1,847,650</b>	<b>\$507,120</b>	<b>\$36,653.62</b>	<b>\$1,847,650</b>	<b>\$507,120</b>	<b>\$36,653.62</b>	<b>\$0.00</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0083539	SB22-238 Commercial 30k Exemption	(\$30,000)

DOUGLAS COUNTY ABATEMENT HEARING  
REFEREE WORKSHEET

Petitioner: TJTM Castle Rock LLC

Agent: Robert A. Hill

Parcel No.: R0344588

Abatement Number: 202600028 & 202600029

Assessor's Original Value: \$3,371,845 for tax years 2023 and 2024

Hearing Date: March 18, 2026

Hearing Time: 10:00 a.m.

1. The Douglas County Assessor was represented at the hearing by : Edward Weller
2. The Petitioner was:
  - a.  present
  - b.  not present
  - c.  present/represented by [Click here to enter text.](#)
  - d. not present/represented by Robert Hill

3. Assessor's Recommended Value: \$3,371,845 – No change

Petitioner's Requested Value: \$2,700,000

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner provided two comparable sales with sizes of 17,172 sf and 48,820 sf and sales prices per square foot of \$125.20 and \$141.34 respectively. He requested a value of \$2,700,000 or \$172.16/sf.



5. The Assessor presented the following testimony and documents in support of the Assessor's position:
- a.  data from sales of comparable properties which sold during the applicable time period; and /or
  - b.  valuation using the cost approach; and/or
  - c.  a valuation using the income approach; and/or
  - d.  other [Click here to enter text.](#)

**THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:**

Classification: (3215) - Industrial

Total Actual Value: \$3,371,845 for 2023 and 2024

Reasons are as follows: The assessor's eight sales were a more comprehensive indication of market value than the two sales used by the petitioner. The assigned value by the assessor is supported.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

- a.  Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein
- b.  Approved in part as set forth in the Findings and Recommendations herein
- c.  Denied after abatement hearing
- d.  Administrative Denial is Granted

REFEREE:



s/ Jeffrey Hamilton  
Name

3/18/2026  
Date

**Abatement Log No. 202600028 & 202600029**

202600628-2023  
202600029-2024

PETITION FOR ABATEMENT OR REFUND OF TAXES

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12/31/2025  
Month Day Year

Received

Petitioner's Name: Tjtm Castle Rock Llc

DEC 31 2025

Petitioner's Mailing Address: 5500 STONE CANON RANCH RD  
CASTLE ROCK, CO 80104

Douglas County  
Assessor's Office

SCHEDULE OR PARCEL NUMBER(S)  
R0344588

PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY  
1050 TOPEKA WAY, CASTLE ROCK, CO 80109

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.)

*Based on sales comps, value should be lower*

Petitioner's estimate of value: \$ \$2,700,000 (2023) and \$ \$2,700,000 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature Phone Number ( ) Email \_\_\_\_\_

By Robert A. Hill Phone Number (612) 735-1985 Email bob@usapta.com  
Agent's Signature\*

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II:**

**Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(i)(D), C.R.S.

Tax year: \_\_\_\_\_ Protest?  No  Yes (if a protest was filed, please attach a copy of the NOD.)

Tax year: \_\_\_\_\_ Protest?  No  Yes (if a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):

\_\_\_\_\_  
Assessor's or Deputy Assessor's Signature

**FOR ASSESSORS AND COUNTY COMMISSIONERS USE ONLY**  
(Section III or Section IV must be completed)

Every petition for abatement or refund filed pursuant to § 39-10-114, C.R.S. shall be acted upon pursuant to the provisions of this section by the Board of County Commissioners or the Assessor, as appropriate, within six months of the date of filing such petition, § 39-1-113(1.7), C.R.S.

**Section III: Written Mutual Agreement of Assessor and Petitioner**  
(Only for abatements up to \$10,000)

The Commissioners of \_\_\_\_\_ County authorize the Assessor by Resolution No. \_\_\_\_\_ to review petitions for abatement or refund and to settle by written mutual agreement any such petition for abatement or refund in an amount of \$10,000 or less per tract, parcel, or lot of land or per schedule of personal property, in accordance with § 39-1-113(1.5), C.R.S.

**The Assessor and Petitioner mutually agree to the values and tax abatement/refund of:**

Tax Year _____							
	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Tax Year _____							
	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Note: The total tax amount does not include accrued interest, penalties, and fees associated with late and/or delinquent tax payments, if applicable. Please contact the County Treasurer for full payment information.

**Petitioner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Assessor's or Deputy Assessor's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Section IV: Decision of the County Commissioners**  
(Must be completed if Section III does not apply)

WHEREAS, the County Commissioners of \_\_\_\_\_ County, State of Colorado, at a duly and lawfully called regular meeting held on (month/day/year) \_\_\_\_/\_\_\_\_/\_\_\_\_, at which meeting there were present the following members:

\_\_\_\_\_ with notice of such meeting and an opportunity to be present having been given to the Petitioner and the Assessor of said County and Assessor \_\_\_\_\_ (**being present--not present**) and Petitioner \_\_\_\_\_ (**being present--not present**), and WHEREAS, the said County Commissioners have carefully considered the within petition, and are fully advised in relation thereto, NOW BE IT RESOLVED, that the Board (**agrees--does not agree**) with the recommendation of the Assessor and the petition be (**approved--approved in part--denied**) with an abatement/refund as follows:

Year	Assessed Value	Taxes Abate/Refund	Year	Assessed Value	Taxes Abate/Refund
_____	_____	_____	_____	_____	_____

\_\_\_\_\_  
Chairperson of the Board of County Commissioners' Signature

I, \_\_\_\_\_ County Clerk and Ex-officio Clerk of the Board of County Commissioners in and for the aforementioned county, do hereby certify that the above and foregoing order is truly copied from the record of the proceedings of the Board of County Commissioners.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
County Clerk's or Deputy County Clerk's Signature

Note: Abatements greater than \$10,000 per schedule, per year, must be submitted in duplicate to the Property Tax Administrator for review.

**Section V: Action of the Property Tax Administrator**  
(For all abatements greater than \$10,000)

The action of the Board of County Commissioners, relative to this abatement petition, is hereby

Approved  Approved in part \$ \_\_\_\_\_  Denied for the following reason(s): \_\_\_\_\_

\_\_\_\_\_  
Secretary's Signature

\_\_\_\_\_  
Property Tax Administrator's Signature

\_\_\_\_\_  
Date

CONSULTANT – AGENCY AGREEMENT

This letter serves as authorization for Robert Hill to act as the agent in preparation and filing of real estate assessment appeals for below listed property(s). This authorization is valid for assessment years 2023, 2024, 2025, and for any subsequent years that become part of a settlement agreement or hearing decision.

It is requested that all communication regarding any matter in which this Agent is authorized to act is addressed to Robert Hill.

Account Number	Property Address	Owner Name
R0159218	189 S 50th Ave	Emrland Investments Llc Und Int 42.558% And
R0344588	1050 Topeka Way	Tjtm Castle Rock Llc

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OWNER OF RECORD

Signature: Justine Watt

Date: 12/26/25

Printed Name: Justine Watt





### COMPARABLE SALES ANALYSIS

Tax Year 2023

S. No	County	Account Number	LUC	Property Address	SQ FT	Year Built	Land Size	Sale Date	Sales Price	Sales PSF
5	Douglas - CO	R0344588	458	1050 Topeka Way	15,683	2002	43,560		\$3,371,845	\$215.00
1	Douglas - CO	R0396943	458	747 S GILBERT ST	17,172	1996	80,020	4/2/2020	\$2,150,000	\$125.20
2	Douglas - CO	R0339281	458	8101 MIDWAY DR	48,820	1989	125,714	8/3/2022	\$6,900,000	\$141.34
									Median PSF	\$133.27
									Proposed Value	\$2,090,068

## Brenda Davis

---

**From:** Assessors  
**Sent:** Wednesday, December 31, 2025 1:42 PM  
**To:** Brenda Davis; Felice Entratter  
**Subject:** FW: 2023 & 2024 Abatement Request - Tjtm Castle Rock Ll  
**Attachments:** R0344588 - Analysis.pdf

**From:** Astha Patel <APatel@poconnor.com>  
**Sent:** Wednesday, December 31, 2025 12:55 PM  
**To:** Assessors <Assessors@douglas.co.us>  
**Cc:** Robert Hill <bob@usapta.com>  
**Subject:** 2023 & 2024 Abatement Request - Tjtm Castle Rock Ll

**Caution:** This email originated outside the organization. Be cautious with links and attachments.

Good afternoon,

I would like to file abatements for the account below. Please let me know if anything else is needed to get the request processed.

Account Number	Property Address
R0344588	1050 Topeka Way

Thank you,  
Astha  
Astha Patel  
National Property Tax Consultant



Tel: 832-753-5821  
Corporate Office:  
2200 North Loop West, Ste 200  
Houston, TX 77018  
Web: [www.hotelpropertytaxconsultant.com](http://www.hotelpropertytaxconsultant.com)



## Transmittal Sheet for Abatement #: 202600028

Abatement #	202600028	Staff Appraiser	EGW
Tax Year	2023	Review Appraiser	SJH
Date Received	12/31/2025	Recommendation	Deny
Petitioner	TJTM CASTLE ROCK LLC	<b>Reason</b>	The Market Approach to value was used in determining the subjects value, resulting in no change.
Agent	ROBERT A. HILL		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$2,700,000	Assessor Final Review Value	\$3,371,845

The subject property is a 15,683 square foot multi-tenant warehouse constructed in 2002. The comparable sales and actual operating data provided by the petitioner's agent did not support any valuation adjustment. The income and expense information provided appears to represent only one tenant of multiple that occupies the subject. In order to properly review the performance of the subject, study period rent rolls and leases are necessary. For the 2023 tax year, the property was valued using the sales comparison approach. The valuation market model selected for the subject is supported by comparable sales within the study period, indicating a value of \$215 per square foot. Based on this analysis, denial of the appeal is recommended.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0344588	3115	0217	\$435,600	\$0	\$435,600	27.900%	\$121,530	7.0245%	\$8,536.87
	3215	0217	\$2,936,245	\$0	\$2,936,245	27.900%	\$819,210	7.0245%	\$57,545.41
<b>Account Total:</b>			<b>\$3,371,845</b>	<b>\$0</b>	<b>\$3,371,845</b>		<b>\$940,740</b>		<b>\$66,082.28</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0344588	3115	0217	\$435,600	\$0	\$435,600	27.900%	\$121,530	7.0245%	\$8,536.87
	3215	0217	\$2,936,245	\$0	\$2,936,245	27.900%	\$819,210	7.0245%	\$57,545.41
<b>Account Total:</b>			<b>\$3,371,845</b>	<b>\$0</b>	<b>\$3,371,845</b>		<b>\$940,740</b>		<b>\$66,082.28</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0344588	\$3,371,845	\$940,740	\$66,082.28	\$3,371,845	\$940,740	\$66,082.28	\$0.00
<b>Totals</b>	<b>\$3,371,845</b>	<b>\$940,740</b>	<b>\$66,082.28</b>	<b>\$3,371,845</b>	<b>\$940,740</b>	<b>\$66,082.28</b>	<b>\$0.00</b>

## Transmittal Sheet for Abatement #: 202600029

Abatement #	202600029	Staff Appraiser	EGW
Tax Year	2024	Review Appraiser	SJH
Date Received	12/31/2025	Recommendation	Deny
Petitioner	TJTM CASTLE ROCK LLC	<b>Reason</b>	The Market Approach to value was used in determining the subjects value, resulting in no change.
Agent	ROBERT A. HILL		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$2,700,000	Assessor Final Review Value	\$3,371,845

The subject property is a 15,683 square foot multi-tenant warehouse constructed in 2002. The comparable sales and actual operating data provided by the petitioner's agent did not support any valuation adjustment. The income and expense information provided appears to represent only one tenant of multiple that occupies the subject. In order to properly review the performance of the subject, study period rent rolls and leases are necessary. For the 2024 tax year, the property was valued using the sales comparison approach. The valuation market model selected for the subject is supported by comparable sales within the study period, indicating a value of \$215 per square foot. Based on this analysis, denial of the appeal is recommended.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0344588	3115	0217	\$435,600	\$0	\$435,600	27.900%	\$121,530	6.9278%	\$8,419.36
	3215	0217	\$2,936,245	\$0	\$2,936,245	27.900%	\$819,210	6.9278%	\$56,753.23
<b>Account Total:</b>			<b>\$3,371,845</b>	<b>\$0</b>	<b>\$3,371,845</b>		<b>\$940,740</b>		<b>\$65,172.59</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0344588	3115	0217	\$435,600	\$0	\$435,600	27.900%	\$121,530	6.9278%	\$8,419.36
	3215	0217	\$2,936,245	\$0	\$2,936,245	27.900%	\$819,210	6.9278%	\$56,753.23
<b>Account Total:</b>			<b>\$3,371,845</b>	<b>\$0</b>	<b>\$3,371,845</b>		<b>\$940,740</b>		<b>\$65,172.59</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0344588	\$3,371,845	\$940,740	\$65,172.59	\$3,371,845	\$940,740	\$65,172.59	\$0.00
<b>Totals</b>	<b>\$3,371,845</b>	<b>\$940,740</b>	<b>\$65,172.59</b>	<b>\$3,371,845</b>	<b>\$940,740</b>	<b>\$65,172.59</b>	<b>\$0.00</b>



202600628-2023  
202600029-2024

PETITION FOR ABATEMENT OR REFUND OF TAXES

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12/31/2025  
Month Day Year

**Received**

Petitioner's Name: Tjm Castle Rock Llc  
Petitioner's Mailing Address: 5500 STONE CANON RANCH RD  
CASTLE ROCK, CO 80104  
City or Town State Zip Code

DEC 31 2025  
Douglas County  
Assessor's Office

SCHEDULE OR PARCEL NUMBER(S) R0344588 PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY 1050 TOPEKA WAY, CASTLE ROCK, CO 80109

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.)

Based on sales comps, value should be lower  
Petitioner's estimate of value: \$ 2,700,000 (2023) and \$ 2,700,000 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

Petitioner's Signature \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_  
By Robert A. Hill Phone Number (612) 735-1985 Email bob@usapta.com  
Agent's Signature

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Tax Year	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(i)(D), C.R.S.

Tax year: 2023 Protest?  No  Yes (if a protest was filed, please attach a copy of the NOD.)  
Tax year: 2024 Protest?  No  Yes (if a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):  
See Transmittals

Jelice Euvatten  
Assessor's or Deputy Assessor's Signature

For submission to

The  
Douglas County Board of County Commissioners

Abatement Filing(s)

#202600028  
#202600029

Petitioner  
TJTM CASTLE ROCK LLC

**ACTUAL VALUE DATA SUMMARY**

Of

1050 TOPEKA WAY  
CASTLE ROCK, CO 80109

Account Number: R0344588

Assessment Date(s): January 1, 2023 and 2024

Prepared by  
Douglas County Assessor Office

Douglas County Board of County Commissioners  
100 Third Street  
Castle Rock, Colorado 80104

Honorable Board Members:

In response to the abatement filing, the following actual value data summary has been prepared for ad valorem purposes regarding the subject property. The actual value as considered in this summary is applicable for the 2023 and 2024 tax years and is developed from the level of value for the period of one and one-half years immediately prior to June 30, 2022 as required by Colorado Revised Statutes §39-1-104(10.2)(a)(d). Except that if sufficient data was not available in the one and one-half year period, the period of five years immediately prior to June 30, 2022 was utilized to determine level of value as further required by 39-1-104(10.2)(a)(d), C.R.S.

The purpose of this actual value data summary is to demonstrate how the “actual value” (market value) was developed for the subject property considering its physical state and condition as of the first of January, for the tax year(s) considered in the filing, based on the June 30, 2022, level of value (base period) for the determination of property taxes. For purposes of this summary the term “actual value” is considered synonymous with the term “market value”. The intended user of the summary is the Douglas County Board of Equalization. The purpose of this actual value data summary is to provide documentation of the Assessor’s office actual value for the subject property and the basis of the recommendation to the Board of Equalization for the resolution of the appeal filed regarding the subject property. This summary has been prepared only for ad valorem purposes and the intended users, and should not be relied upon by a third party for any other purpose.

For the ad valorem purposes of this actual value data summary, market value is defined as:

“The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised, and both acting in what they consider their own best interest;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. Dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.”

Property Assessment Valuation, International Association of Assessing Officers, Third Edition, IAAO, Kansas City, Missouri. Copyright 2010.

This actual value data summary is not an appraisal report. This actual value data summary is only a summary of the level of value data as applied within the computer assisted mass appraisal (CAMA) system to the subject property characteristics, and is intended only for the use of the Douglas County Board of County Commissioners, and should not be relied upon by a third party for any purpose other than the intended ad valorem purposes. The assessor’s office maintains a separate file that contains additional information and data regarding the subject property.

The actual value for the subject property for the current reassessment cycle tax years is based upon the data, presented in this summary.

Office of the Assessor  
Douglas County

## **Actual Value Data Summary**

This actual value data summary is not an appraisal report. This actual value data summary is only a summary of the level of value data as applied within the Assessor's computer assisted mass appraisal (CAMA) system to the subject property characteristics. This summary is intended only for valorem use purposes to demonstrate the applied approaches and development of the value assigned to the subject property by the Assessor's process and should not be relied upon by a third party for any other purpose other than the intended ad valorem use purposes.

## **Subject Property Identification and Description**

A copy of the Assessor's Office property profile for the subject property may be found in the *Exhibits and Addendum* section of this summary. This profile contains the current record of the subject property owner, property address and or legal description, sales summary, land area, building and site improvement characteristic data as of the date of assessment, and the actual and assessed values as of the effective date of the appraisal. There are photographs and sketches of the subject property improvements included when available from the CAMA system database. The profile data is intended to provide identification and description of the subject property characteristics relevant to the purpose and intended use of this summary.

## **Intended Users of the Summary**

The intended user of this summary is the Douglas County Board of County Commissioners. Other intended users of the summary include staff of the Douglas County Attorney, petitioner(s) initiating the Petition for Abatement or Refund of Taxes for the property that is the subject of this summary, and agent(s) as duly authorized by the petitioner. This summary has been prepared only for ad valorem purposes for use by the client and intended users and should not be relied upon by a third party for any other purpose.

## **Intended Use of Summary**

The intended use of the summary is to demonstrate the development of the actual value assigned to the subject property and to further provide support for the Douglas County Assessor's Office recommendation regarding the subject property's actual value for presentation to the Douglas County Board of County Commissioners. This summary has been prepared for use as supportive documentation in an abatement petition hearing conducted by the Douglas County Board of County Commissioners.

## Purpose of Summary

The purpose of this summary is to demonstrate the development of the “actual value” (market value) as assigned to the subject property in its physical condition as of the January 1 of the applicable tax year(s), based on the previous June 30th level of value for the purpose of determining property taxes. Said value is established utilizing base period data from the time period of eighteen months prior to the level of assessment date. In the event of insufficient market data from this time period, the Assessor's Office reviews market data prior to the beginning of the level of assessment date, going back in six-month increments to a maximum study period of five years. When appropriate, all sales are to be time adjusted to the level of value period date as required by state statute. All actual values established by the Douglas County Assessor's Office have been made in conformance with applicable laws and administrative regulations. For purposes of this summary, the term “actual value” is considered synonymous with the term “market value”.

## Definition of Value

For the purpose of the summary, market value is defined as quoted:

“The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised, and both acting in what they consider their own best interest;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. Dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.”

Property Assessment Valuation, International Association of Assessing Officers, Third Edition, IAAO, Kansas City, Missouri. Copyright 2010.

## Property Rights Considered

Only a fee simple interest is considered for the subject property as required by Colorado Revised Statutes §39-1-106, and the Assessor's Reference Library Volume 3, Chapter 7, Pages 13-16. Further, in *BAA and Regis Jesuit Holding, Inc v. City and County of Denver, et al*, 848 P.2d 355 (Colo. 1993) the court cited CRS §39-1-106, and defined this as “*a rule of property taxation which requires that all estates in a unit of real property be assessed together.*”

## Effective Date of the Actual Value

The effective date of the actual value assignment is the statutorily required *level of value* date of June 30, 2022, utilizing base period data from the time period of 2021 and the first six months of 2022. The subject property characteristics are considered, as they existed on the date of assessment of January 1, 2023 and 2024. Therefore, the subject is assigned a retrospective actual or market value as of June 30, 2022 for the property characteristics that existed on January 1, 2023 and 2024.

Market conditions as of the assessment date may differ from the effective level of value date. Only market data and conditions from the applicable base period have been considered. However, comparable sales and leases transacted prior to the base study period may have as well been considered as provided for by Colorado Revised Statutes §39-1-104 (10.2)(d).

## Scope of Data Collection and Verification Methods

This summary presents demonstrations of the data and methods that were applied in the mass appraisal process of establishing the actual value of the subject property. Other data and analyses are retained in the files of the Douglas County Assessor's Office. Additionally a search has been made of private sales data, public records of assessor's offices, confidential records of the assessor's office, including Real Property Transfer Declarations (TD-1000 forms), Subdivision Land Valuation Questionnaires, and Income, Expense, and Vacancy Questionnaires. Further, income, vacancy, and expense data was gathered from real estate publications and data services, area Realtors and appraisers, and property owners.

Data considered in the modeling process includes the land economic area assigned unit value, replacement costs, depreciation estimates, comparable improved sales, comparable rents and operating expense information, and capitalization rates. This data was gathered from the subject area, metropolitan area, annual reports, regional and national services. Confirmation of data was by deeds, deeds of trusts, other public records, subscription services for fee, and/or principals or agents of individual transactions.

The three traditionally recognized approaches to value, cost, sales comparison, and income capitalization, were considered in the mass appraisal process and applied to the characteristics of each property within an assigned property classification when sufficient data were available to develop a mass appraisal model for the specific valuation approach.

Cost approach model data is generated by the Assessor's CAMA system based on tables built from the Marshall Valuation Service at the date of the level of value study period for the applicable reassessment cycle tax years.

Sales comparison approach model data is based on sales of properties from the applicable level of value study period. The sales have been confirmed and verified and then classified and further stratified on the basis of the actual current use of the properties at the time of sale for application in the modeling process.

Income approach model data is based on market indicated leases of properties from the applicable level of value study period. This data is collected from the market and analyzed to produce model coefficients that represent typical market rental rates, vacancies and expenses for application in the income approach modeling process. Capitalization rate data applicable to the level of value study period is collected from rates as indicated by the sale of leased property, real estate publications, data

services, and the study of economic indicators that typically impact market driven capitalization rates. Capitalization rates as applied to gross income or modified gross income analysis may include an effective tax rate loaded on the base capitalization rate to allow consideration of the potential tax liability.

The Assessor's office has considered the best information available in the form of land sales and costs to construct improvements, sales data of comparable properties in the immediate competitive market area and lease data that provide typical market indications in the modeling process.

An exterior inspection of the subject property was made on the date as shown in photos included with the profile and on other occasions.

The characteristics of the subject property and any comparable properties improvements demonstrated in this summary are based on the data as recorded in the Assessor's records and are believed to be correct. Should any property characteristics or other data be determined to be other than that as considered and relied upon, the Assessor's office reserves reconsideration of the subject property's actual value.

### **Jurisdictional Exceptions**

The Colorado Constitution Article X, Section 20(8)(c), requires only the market approach be applied when valuing residential properties. Further Colorado Revised Statutes §39-1-103(5)(a) states, "...*The actual value of residential real property shall be determined solely by consideration of the market approach to appraisal*".

Colorado Revised Statutes §39-1-103(5)(c) requires that property be classified and valued according to its current use, which may be different than its Highest and Best Use. Therefore, the actual current use as of the date of assessment is considered to determine the value of the subject property.

Colorado Revised Statutes §39-1-104 (10.2)(a) and (d) mandate a specific data collection period, usually consisting of 18 months, and referred to as the "Base Period". This report uses data from that period in the analysis and conclusions as required by Colorado law.

### **Extraordinary Assumptions and Hypothetical Conditions**

Typically the real property appraisals conducted by the Assessors Office do not require consideration of extraordinary assumptions or hypothetical conditions regarding the subject property that would affect the analyses, opinions, and conclusions.

Real property, where access has been limited, restricted or denied to the Assessors Office may have been estimated for its physical characteristics on the basis of the best information available to and obtainable by the assessor.

Actual current use as of the date of assessment has been considered for the subject property as required by Colorado Revised Statutes §39-1-103 and may be different than the Highest and Best Use or uses permitted by zoning.

The subject property has been analyzed for its actual use and property characteristics that existed on the date of assessment, and the actual value has been determined at the retrospective level of value study period.

## **Zoning**

Zoning typically impacts property value as it can restrict or enhance the legally allowable use and development of a property. However, Colorado Revised Statutes §39-1-103 requires that the actual use of the subject property, as of the date of assessment, be considered in determining the actual value. Therefore, analysis of the subject property based on the actual use may differ from other possible use(s) allowable under applicable zoning that could potentially influence market value.

## **Property Tax Data**

The portion of the subject property classified as commercial real estate is assessed at 27.9% of the assessor's actual value indication. The actual and assessed values are included with the property profile identification and description of the subject property.

## **History of Subject Property**

Data regarding the subject property current use, year built, year remodeled if applicable, and indicated effective age are included with the property profile identification and description of the subject property. If the subject property is leased and the Assessor's Office has access to the rental or lease agreement that data will be considered in the income capitalization analysis of this report.

## **Sales History**

Recorded conveyances indicating sale or transfer of ownership of the subject prior to the effective date of the appraisal are included in the sales summary section of the property profile identification and description of the subject property and are analyzed when appropriate.

## **Land Data Description**

The subject property land data is included with the *Land Valuation Summary* section of the property profile identification and description of the subject property. Unless otherwise noted here or in other sections of this summary, the site is considered to be of sufficient size and utility to support the current use of the property.

## **Improvement Data Description**

The subject property improvement data included in this summary is as listed in the *Individual Built As Detail* and *Building Details* sections of the property profile identification and description of the subject property. Unless otherwise noted here or in other sections of this summary, the described building details and site improvements are considered to be of sufficient utility to allow the current use of the property.



## Highest and Best Use

“The reasonably probable use of property that results in the highest value.” -The Appraisal of Real Estate, 14<sup>th</sup> Edition, Appraisal Institute, 2013 page 332.

The Colorado Supreme Court in Board of Assessment Appeals, et al, v. Colorado Arlberg Club 762 P.2d 146 (Colo. 1988) stated “*reasonable future use is considered because it is relevant to the property’s present market value*”, and “*our statute does not preclude consideration of future uses.*”

The court further quoted the American Appraisal Institute of Real Estate Appraisers referencing The Appraisal of Real Estate 33, 1983, 8<sup>th</sup> Edition, “*In the market, the current value of a property is not based on historical prices or cost of creation; it is based on what market participants perceive to be the future benefits of acquisition.*” And further “*Accordingly, a property’s “highest and best use,” which is “[t]he use, from among reasonably probable and legal alternative uses, found to be physically possible, appropriately supported, financially feasible, that results in highest land value,” is a “crucial determinant of value in the market.*”

The court then concluded that “*reasonable future use is relevant to a property’s current market value for tax assessment purposes.*”

Highest and best use analysis for ad valorem purposes includes consideration the reasonable future use and most profitable use of a property subject to the influence of competitive market forces applicable to the location of the property as of the date of appraisal.

Analysis of the highest and best use of a property typically employs four criteria to test alternative uses of a property in the determination of the most profitable use. The four criteria considered are legal permissibility, physical possibility, financial feasibility, and maximum productivity.

Further, the highest and best use of the property is analyzed as of the date of appraisal from two perspectives; as though vacant and ready for development, and as improved with existing improvements.

The subject property current actual use as of the property tax assessment date was as described in the property profile identification and description section of this summary. While the subject property is classified based on the actual current use, the highest and best use has been considered in the determination of the actual value of the property.

## Highest and Best Use as Vacant

The highest and best use of the subject site as vacant would be development that is consistent with the use and development of the surrounding neighborhood. Considering the four criteria of highest and best use, the size, shape, topography, access, utility and zoning all appear to support the use of the site for development as an industrial property.

## Highest and Best Use as Improved

Based on analysis of the legally permissible, physically possible, and financially feasible uses of the property, the current industrial use is considered to be maximally productive, and the highest and best use of the subject property as improved.

## SALES COMPARISON APPROACH

The following improved sales, considered for their actual use in the model development, are properties that sold in or immediately prior to the applicable base study period. The sales provide an indication of the range of value and bracket the per unit coefficient value as applied in the sales comparison modeling process.

	ACCOUNT	ADDRESS	ADJ. SALE \$	SALE DATE	YOC	SQ FT	PSF
1	ARAPAHOE	9869 E EASTER AVE, ENGLEWOOD	\$2,925,000	2/24/2022	2006	12,000	\$243.75
2	R0310922	3761 NORWOOD DR, LITTLETON	\$6,300,000	7/2/2021	1984, 1995	22,806	\$276.24
3	ARAPAHOE	7240 S FRASER ST, CENTENNIAL	\$3,600,000	5/21/2021	1998	12,624	\$285.17
4	ARAPAHOE	7030-7036 S POTOMAC ST, CENTENNIAL	\$3,550,000	5/10/2021	2002	22,950	\$154.68
5	R0451066	907 PARK ST, CASTLE ROCK	\$2,650,000	1/13/2021	2005	12,552	\$211.12
6	ARAPAHOE	15253 E FREMONT DR, ENGLEWOOD	\$2,320,000	12/8/2020	2012	9,110	\$254.67
7	R0602722	2811 HIGHWAY 85, CASTLE ROCK	\$2,867,198	10/26/2020	2020	13,225	\$216.80
8	ARAPAHOE	15152 E FREMONT DR, ENGLEWOOD	\$2,025,000	8/25/2020	1998	12,100	\$167.36
<b>SELECTED MODEL VALUE PSF</b>							<b>\$215</b>

The table below illustrates the indicated market value calculation detail showing the market model coefficient applied to the subject property characteristics.

Market Calculation Detail			
Neighborhood	173	Name	Ind. Light Manuf.
Occupancy Code	334		
Name	Units	Val Per	Value
SF	15,683	\$215	\$3,371,845

## INCOME CAPITALIZATION APPROACH

Applicable overall capitalization rates as applied in the modeled income capitalization approach have been derived by analysis of sales of properties with leases in place at the time of sale, consideration of typical mortgage and equity return requirements, and review of the Lowery Property Advisors *Real Estate Investment Survey*, Summer 2022.

When an actual vacancy rate and expense data are not provided or are found to be insufficient the modeled rates derived from analysis of leased properties and review of data available from CoStar and real property brokerage reporting services are applied.

The worksheet on the following page provides the application of the income capitalization approach coefficients to the characteristics of the subject property in a direct income capitalization analysis.



## Summary of Data

The approaches to value where models have been developed and considered for the assignment of actual value for the subject property indicate the following value(s):

<b>Sales Comparison Approach</b>	<b>\$ 3,371,845</b>
<b>Income Capitalization Approach</b>	<b>\$ 3,400,000</b>

The subject property is considered for its actual use as of the date of assessment. The improvements located on the subject parcel appears to function well for the intended purpose.

The cost approach is typically most reliable when appraising newly constructed properties where there is little or no depreciation, and with properties where the land component is a substantial portion of the total actual value. The cost approach can also provide an indication of value for unique properties where there is insufficient data to provide a reliable indication of value by the sales comparison or income capitalization approaches. Typically the cost approach is given the least weight with older properties where attempting to estimate an appropriate amount of accrued depreciation may result in an unreliable indication of value, and therefore, this approach may not be given any consideration in the final actual value estimate.

The sales comparison approach model is generally considered to be a good indicator of actual value when there is sufficient sales data available to extract a well supported coefficient for application to the inventory of similar properties. When consequential data is available, the sales comparison approach model is the most likely to provide the best indication of market value of the three approaches to value as it is based on what similar properties have sold for in the market place.

The income capitalization approach model is most generally applicable to actual income-producing properties. This approach synthesizes the dynamics of the rental market by applying market extracted coefficients for economic rental rates, vacancy, expenses and capitalization rates to individual property characteristics. Application of this approach allows analysis as would be typically applied by investors in the market place considering the income stream production capability of a property and how it competes with other investment opportunities available.

The approaches have been developed for modeling purposes when sufficient data to provide reliable indications of value for the subject property were available. The market/sales comparison approach model has been selected as the most reliable indication of actual value for the subject property with support as indicated above from the income capitalization approach model.

The actual value assigned to the subject property based on the modeling process as developed from the level of value for the current assessment cycle is **\$3,371,845** allocated as follows:

<b>Improvements</b>	<b>\$</b>	<b>2,936,245</b>
<b>Land</b>	<b>\$</b>	<b>435,600</b>
<b>Total</b>	<b>\$</b>	<b>3,371,845</b>



EXHIBITS AND ADDENDA

**Subject Location Map**





SUBJECT PROPERTY BUILDING PHOTOGRAPHS



SUBJECT: EXTERIOR OF BUILDING #1



SUBJECT: TENANT SIGNAGE AS OF JUNE 2023



**SUBJECT: AERIAL OF SITE**



## **Subject Property Profile**

The following pages contain a copy of the Assessor's Office property profile for the subject property. This profile contains the current record of the subject property owner, property address and or legal description, sales summary, land area, building and site improvement characteristic data as of the date of assessment, and as applied to indicate the actual and assessed values assigned the subject property.

There are photographs and sketches of the subject property improvements included when available in the CAMA system database. The sketch, if included, is intended to familiarize the user(s) of this summary with the dimensional proportions of the subject property improvements. The area of the subject property building improvement has been calculated from exterior measurements rounded to the nearest half foot as listed on the sketch.

The profile data is intended to provide identification and description of the subject property characteristics relevant to the purpose and intended use of this summary.

# DOUGLAS COUNTY ASSESSOR PROPERTY PROFILE

Account #: R0344588	Local #: 1,8	Parcel #: 250510102012
Tax Year: 2023	Levy: 70.245000	# of Imps: 1
Tax Dist: 0217	Map #:	LEA: 45111
PUC:	Initials:	Acct Type: Commercial
Assign To: EGW		Created On: 09/01/1996
		Active On: 12/05/2022
		Inactive On:
		Last Updated:

Owner's Name and Address	Property Address
TJTM CASTLE ROCK LLC 5500 STONE CANON RANCH RD CASTLE ROCK, CO 80104-2551	1050 TOPEKA WAY, CASTLE ROCK

### Sales Summary

Sale Date	Sale Price	Deed Type	Reception #	Book	Page #	Grantor
12/29/2014	\$1,975,000	Special Warranty Deed	2014076701			RHI LLC
01/26/2011	\$1,250,000	Special Warranty Deed	2011007568			1050 TOPEKA WAY LLC
05/13/2009	\$0	Quit Claim	2009036098			JOSEPH M MEYER JR & CATHY S LATTA
09/29/2000	\$165,000	Warranty Deed Joint	00071949	1906	865	JOHN S DELVA & MARGUERITE C DELVA
09/10/1998	\$0	Quit Claim	9891343	1625	1181	JS DELVA CORP
11/01/1997	\$0	Quit Claim	9766310	1485	927	JS DELVA CORP
03/08/1991	\$51,300	Warranty Deed	9108031	957	1047	COLUMBIA SAVINGS

### Legal

LOT 2 CITADEL STATION #6 AMENDMENT #1 1 AM/L

Section	Township	Range	Qtr	QtrQtr	Government Lot	Government Tract
10	8	67	NE			

### Subdivision Information

Sub Name	Block	Lot	Tract
CITADEL STATION	0	2	

### Land Valuation Summary

Land Type	Abst Cd	Value By	Net SF	Measure	# of Units	Value/Unit	Actual Val	Asmt %	Assessed Val
Commercial	3115	Market	43,560	Square Feet	43,560.000000	\$10.00	\$435,600	27.90%	\$121,532
Class				Sub Class					
Land Subtotal:				1.00			\$435,600		\$121,532

# DOUGLAS COUNTY ASSESSOR PROPERTY PROFILE

Account #: R0344588

Local #: 1,8

Parcel #: 250510102012

## Land Attributes

Attribute	Description	Adjustment
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### Improvement Valuation Summary

Imp #	Property Type	Abst Code	Occupancy	Class	Actual Value	Asmt %	Assessed Val*
1.00	Commercial	3215	Indust Lght Manufacturing	Metal Frame	\$2,936,245	27.90%	\$819,212
Improvement Subtotal:					\$2,936,245		\$819,212

### Total Property Value

Total Value:	\$3,371,845	\$940,740
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\*Approximate Assessed Value

# DOUGLAS COUNTY ASSESSOR PROPERTY PROFILE

Account #: R0344588	Local #: 1,8	Parcel #: 250510102012
Imp #: 1		Landscaping \$: 0.00
Property Type: Commercial		
Quality: Average		
Condition: Good	Nbhd: 173	
Perimeter: 691	Nbhd Ext: 00	
% Complete: 100.00%	Nbhd Adj: 1.0000	

### Occupancy Summary

Occupancy: Indust Lght Manufacturing	Occ %: 100%
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### Built As Summary

Built As: Indust Lght Manufacturing	Year Built: 2002	
Construction Type: Metal Frame	Year Remodeled: 0	
HVAC: Package Unit		
Interior Finish:	% Remodeled: 0.0000	
Roof Cover:	Adj Year Blt: 2002	
Built As SF: 15683	Effective Age:	
# of Baths: 0.00		
# of Bdrms: 0.00		
# of Stories: 1.00		
Story Height: 21		
Sprinkler SF: 15683	Diameter: 0	
Capacity: 0	Height: 0	

### Improvement Summary

Improvement 1	Units	Units Price	RCN	Actual Value
<b>Add On</b>				
Com Asphalt Good	15450. 0000	\$5.95	\$91,927.50	\$59,660.00
<b>Mezzanine</b>				
Storage	3413. 0000	\$31.64	\$107,987.32	\$107,987.00

### Improvements Value Summary

IMPNO: 1		
RCN Cost/SF: \$107.18	Design Adj: 0.0000	Func Obs %: 0.0000
Total RCN: \$1,680,860.00	Exterior Adj: 0.0000	Econ Obs %: 0.0000
Phys Depr %: 0.3510	Interior Adj: 0.0000	Other Obs %: 0.0000
Phys Depr \$: \$589,982.00	Amateur Adj: 0.0000	
RCNLD \$: \$1,090,878.00	RCNLD Cost/\$: \$69.56	Market/SF: \$187.22

DOUGLAS COUNTY ABATEMENT HEARING  
REFEREE WORKSHEET

Petitioner: Hepwort Family Trust

Agent: Jason Letman

Parcel No.: R0259215

Abatement Number: 202600026 & 202600027

Assessor's Original Value: \$1,319,360 for 2023 and 2024

Hearing Date: March 18, 2026

Hearing Time: 11:30 a.m.

1. The Douglas County Assessor was represented at the hearing by Matthew Steder
2. The Petitioner was:
  - a.  present
  - b.  not present
  - c.  present/represented by Jason Letman
  - d.  not present/represented by [Click here to enter text.](#)
3. Assessor's Recommended Value: \$1,319,360 – No change

Petitioner's Requested Value: \$1,200,000

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner provided the 2021 and 2022 actual income and expense statements and based on the recent historical financial performance requested that the value be reduced to \$1,200,000. He additionally stated that the property had sold in July of 2025 and supported his requested value.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:
- a.  data from sales of comparable properties which sold during the applicable time period; and /or
  - b.  valuation using the cost approach; and/or
  - c.  a valuation using the income approach; and/or
  - d.  other [Click here to enter text.](#)

**THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:**

Classification: (3212) - Industrial

Total Actual Value: \$1,319,360 for both 2023 and 2024

Reasons are as follows: The assessor provided five comparable sales ranging in size from 13,742 sf to 22,150sf with sales prices per square foot ranging from \$125.20 to \$201.67. The assigned value using comparable sales is a much better indication of market value than the actual income which indicates a rental rate that appears far below market value. The sale occurred three years after the 6/30/2022 appraisal date and cannot be considered. The assessor's value is supported, petition denied.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

- a.  Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein
- b.  Approved in part as set forth in the Findings and Recommendations herein
- c.  Denied after abatement hearing
- d.  Administrative Denial is Granted

REFEREE:



s/ Jeffrey Hamilton  
Name

3/18/2026  
Date

**Abatement Log No. 202600026 & 202600027**

**PETITION FOR ABATEMENT OR REFUND OF TAXES**

DCASSESSOR  
DEC 30 2025 RCD

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12/22/2025  
Month Day Year

Petitioner's Name: Hepworth Family Trust VHEP-DO-001

Petitioner's Mailing Address: 6859 Village Road  
Parker CO 80134  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S)	PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY
R0259215	10302 S. Progress Way

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.)

See attached.

Petitioner's estimate of value: \$ 1,100,000 ( 2023 ) and \$ 1,100,000 ( 2024 )  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature  
Daytime Phone Number ( 303 ) 901-7336  
Email vdhepworth@gmail.com

By [Signature]  
Agent's Signature\*  
Daytime Phone Number ( 303 ) 770-2420

Printed Name: Jason Letman  
Email jletman@consultus.biz

\*Letter of agency must be attached when petition is submitted by an agent.

If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

	Tax Year _____			Tax Year _____		
	Actual	Assessed	Tax	Actual	Assessed	Tax
Original	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):

\_\_\_\_\_  
Assessor's or Deputy Assessor's Signature





Dear Assessor,

I am submitting this appeal of the subject property's total actual value. The subject is a single tenant property located at 10302 S Progress Way, Parker, CO. The appeal is based on a review of the property's actual income and operating expenses during the 2023 base period and income capitalization analysis.

Enclosed with this appeal, please find the subject's income and expense statements for the 2021 and 2022, along with an income analysis.

Based on the documented financial performance of the property and prevailing market conditions during the base period, the indicated market value of the subject property is \$1,100,000.

Thank you for your time and consideration of this appeal. Please do not hesitate to contact me should you require any additional information or clarification.

This appeal package is a consulting service and not an appraisal. As such, this letter does not comply with USPAP and is not part of appraisal practice, nor is it required to be. Our compensation for completing this analysis may be, in part, based on a percentage of the tax savings that may result from the appeal.

Sincerely,

Jason Letman



Square Feet	8500	8500
Year	2021	2022
Income	\$ 47,600	\$ 49,200
Expenses	\$ 29,375	\$ 31,161
NOI	\$ 76,975	\$ 80,361
Add Back Taxes	\$ 19,436	\$ 19,207
NOI BT	\$ 96,411	\$ 99,568
OAR	6.50%	6.50%
ETR	2.51%	2.51%
OAR+Tax	9.01%	9.01%
Indicated Value	\$ 1,070,400	\$ 1,105,400

10302 S. Progress Way, Parker, CO 80134

2021 Income	2021 Expenses				
Rent Income	X-Shred	Property	Property Ins	Bldg R&M	Legal
Kumar & Assoc.	Shred Doc.	Taxes	Hartford	ISP & JM	FLGinsberg
\$ 3,900.00				\$ 59.00	
\$ 3,900.00					
\$ 3,900.00					
\$ 3,900.00					
\$ 3,900.00	\$ 240.00				
\$ 3,900.00			\$ 5,640.00		
\$ 3,900.00					
\$ 4,100.00				\$ 600.00	CR#1060
\$ 4,100.00				\$ 1,400.00	CR#1061
\$ 4,100.00					
\$ 4,100.00		\$ 19,436.00			\$ 2,000.00
\$ 47,600.00	\$ 240.00	\$ 19,436.00	\$ 5,640.00	\$ 2,059.00	\$ 2,000.00
<i>Total Expenses: \$ 29,375.00</i>					

10302 S. Progress Way, Parker, CO 80134

2022 Income Rent Income Kumar & Assoc.	Office Bldg. Expenses		
	Property Taxes	Property Ins Hartford	Bldg R&M ISP/USA/Elec
\$ 4,100.00			
\$ 4,100.00			
\$ 4,100.00			
\$ 4,100.00			\$ 700.00
\$ 4,100.00			
\$ 4,100.00			\$ 2,280.00
\$ 4,100.00		\$ 5,831.00	
\$ 4,100.00			\$ 3,150.00
\$ 4,100.00		\$ (7.00)	
\$ 4,100.00			
\$ 4,100.00			
\$ 4,100.00			
\$ 4,100.00	\$ 19,207.06		
\$ 49,200.00	\$ 19,207.06	\$ 5,824.00	\$ 6,130.00
\$ 31,161.06	TOTAL EXPENSES		
\$ 18,038.94	TAXABLE INCOME		



# APPOINTMENT OF AGENT

DATE: 3/21/2025

TO WHOM IT MAY CONCERN:

AGENT: **Consultus Asset Valuation, Inc.**  
**68 Inverness Place East #103**  
**Englewood, CO 80112**  
**Fax: (303) 770-2430**  
**Phone: (303) 770-2420**

Consultus Asset Valuation, Inc. is authorized to represent Hepworth Family Trust in property tax valuation matters for the years 2023 through 2026. Please contact Consultus regarding all property tax issues. The properties are indicated below:

COUNTY	SCHEDULE NO.	ADDRESS
Douglas	R0259215	10302 S. Progress Way

Virginia D Hepworth , 3/21/2025  
(Signature) Date

Printed Virginia D Hepworth

Title Trustee

Company Name Hepworth Family Trust

Phone No. 303-901-7336

Subscribed and sworn before me this 21<sup>st</sup> day of March, 2025.

My commission expires 05/03/2026

[Signature]  
Notary Public

VHEP-DO-001

EVELYN HAWK  
NOTARY PUBLIC  
STATE OF COLORADO  
NOTARY ID 20174047640  
MY COMMISSION EXPIRES 05/03/2026

## Transmittal Sheet for Abatement #: 202600026

<b>Abatement #</b>	202600026	<b>Staff Appraiser</b>	MGS
<b>Tax Year</b>	2023	<b>Review Appraiser</b>	SJH
<b>Date Received</b>	12/30/2025	<b>Recommendation</b>	Deny
<b>Petitioner</b>	HEPWORTH FAMILY TRUST	<b>Reason</b>	The Market Approach to value was used in determining the subjects value, resulting in no change.
<b>Agent</b>	CONSULTUS ASSET VALUATION INC		
<b>Petitioner's Request</b>	Value Too High		
<b>Petitioner's Requested Value</b>	\$1,100,000	<b>Assessor Final Review Value</b>	\$1,319,360

The subject property is an 8,512 square foot, single tenant industrial property constructed in 1981. Documentation provided by the petitioner's agent did not support any valuation adjustment. The agent's estimates of market rent, vacancy, operating expenses, and capitalization rate used in the income approach are not supported by market indicators analyzed by the assessor. Actual income and expense information indicates the presence of a leasehold interest resulting from below-market rent currently in place. For the 2023 tax year, the property was valued using the sales comparison approach. The valuation model (176) selected for the subject is supported by comparable sales within the study period, indicating a value of \$155 per square foot. Based on this analysis, denial of the appeal is recommended.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0259215	3112	3366	\$315,810	\$0	\$315,810	27.900%	\$88,110	8.8399%	\$7,788.84
	3212	3366	\$1,003,550	\$0	\$1,003,550	27.900%	\$279,990	8.8399%	\$24,750.84
<b>Account Total:</b>			<b>\$1,319,360</b>	<b>\$0</b>	<b>\$1,319,360</b>		<b>\$368,100</b>		<b>\$32,539.68</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0259215	3112	3366	\$315,810	\$0	\$315,810	27.900%	\$88,110	8.8399%	\$7,788.84
	3212	3366	\$1,003,550	\$0	\$1,003,550	27.900%	\$279,990	8.8399%	\$24,750.84
<b>Account Total:</b>			<b>\$1,319,360</b>	<b>\$0</b>	<b>\$1,319,360</b>		<b>\$368,100</b>		<b>\$32,539.68</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0259215	\$1,319,360	\$368,100	\$32,539.68	\$1,319,360	\$368,100	\$32,539.68	\$0.00
<b>Totals</b>	<b>\$1,319,360</b>	<b>\$368,100</b>	<b>\$32,539.68</b>	<b>\$1,319,360</b>	<b>\$368,100</b>	<b>\$32,539.68</b>	<b>\$0.00</b>



## Transmittal Sheet for Abatement #: 202600027

Abatement #	202600027	Staff Appraiser	MGS
Tax Year	2024	Review Appraiser	SJH
Date Received	12/30/2025	Recommendation	Deny
Petitioner	HEPWORTH FAMILY TRUST	<b>Reason</b>	The Market Approach to value was used in determining the subjects value, resulting in no change.
Agent	CONSULTUS ASSET VALUATION, INC		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$1,100,000	Assessor Final Review Value	\$1,319,360

The subject property is an 8,512 square foot, single tenant industrial property constructed in 1981. Documentation provided by the petitioner's agent did not support any valuation adjustment. The agent's estimates of market rent, vacancy, operating expenses, and capitalization rate used in the income approach are not supported by market indicators analyzed by the assessor. Actual income and expense information indicates the presence of a leasehold interest resulting from below-market rent currently in place. For the 2024 tax year, the property was valued using the sales comparison approach. The valuation model (176) selected for the subject is supported by comparable sales within the study period, indicating a value of \$155 per square foot. Based on this analysis, denial of the appeal is recommended.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0259215	3112	3366	\$315,810	\$0	\$315,810	27.900%	\$88,110	8.7354%	\$7,696.76
	3212	3366	\$1,003,550	\$0	\$1,003,550	27.900%	\$279,990	8.7354%	\$24,458.25
<b>Account Total:</b>			<b>\$1,319,360</b>	<b>\$0</b>	<b>\$1,319,360</b>		<b>\$368,100</b>		<b>\$32,155.01</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0259215	3112	3366	\$315,810	\$0	\$315,810	27.900%	\$88,110	8.7354%	\$7,696.76
	3212	3366	\$1,003,550	\$0	\$1,003,550	27.900%	\$279,990	8.7354%	\$24,458.25
<b>Account Total:</b>			<b>\$1,319,360</b>	<b>\$0</b>	<b>\$1,319,360</b>		<b>\$368,100</b>		<b>\$32,155.01</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0259215	\$1,319,360	\$368,100	\$32,155.01	\$1,319,360	\$368,100	\$32,155.01	\$0.00
<b>Totals</b>	<b>\$1,319,360</b>	<b>\$368,100</b>	<b>\$32,155.01</b>	<b>\$1,319,360</b>	<b>\$368,100</b>	<b>\$32,155.01</b>	<b>\$0.00</b>

202600026-2023  
202600027-2024

DCASSESSOR  
DEC 30 2025 RCD

### PETITION FOR ABATEMENT OR REFUND OF TAXES

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12/22/2025  
Month Day Year

Petitioner's Name: Hepworth Family Trust VHEP-DO-001

Petitioner's Mailing Address: 6859 Village Road  
Parker CO 80134  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S)	PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY
<u>R0259215</u>	<u>10302 S. Progress Way</u>

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.)

See attached.

Petitioner's estimate of value: \$ 1,100,000 (2023) and \$ 1,100,000 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature

Daytime Phone Number (303) 901-7336

Email vdhepworth@gmail.com

By [Signature]  
Agent's Signature\*

Daytime Phone Number (303) 770-2420

Printed Name: Jason Letman

Email jletman@consultus.biz

\*Letter of agency must be attached when petition is submitted by an agent.

If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

Section II:		Assessor's Recommendation (For Assessor's Use Only)					
	Tax Year _____				Tax Year _____		
	Actual	Assessed	Tax	Actual	Assessed	Tax	
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____
<input type="checkbox"/> Assessor recommends approval as outlined above.							
If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.							
Tax year: <u>2023</u>	Protest?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes (If a protest was filed, please attach a copy of the NOD.)				
Tax year: <u>2024</u>	Protest?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes (If a protest was filed, please attach a copy of the NOD.)				
<input checked="" type="checkbox"/> Assessor recommends denial for the following reason(s):							
<u>See Transmittals</u>				<u>[Signature]</u> Assessor's or Deputy Assessor's Signature			

For submission to

The  
Douglas County Board of County Commissioners

Abatement Filing(s)

#202600026

Petitioner  
HEPWORTH FAMILY TRUST

ACTUAL VALUE DATA SUMMARY

Of

10302 S PROGRESS WAY  
PARKER, CO 80134

Account Number: R0259215

Assessment Date(s): January 1, 2023

Prepared by  
Douglas County Assessor Office

Douglas County Board of County Commissioners  
100 Third Street  
Castle Rock, Colorado 80104

Honorable Board Members:

In response to the abatement filing, the following actual value data summary has been prepared for ad valorem purposes regarding the subject property. The actual value as considered in this summary is applicable for the 2023 tax year and is developed from the level of value for the period of one and one-half years immediately prior to June 30, 2022 as required by Colorado Revised Statutes §39-1-104(10.2)(a)(d). Except that if sufficient data was not available in the one and one-half year period, the period of five years immediately prior to June 30, 2022 was utilized to determine level of value as further required by 39-1-104(10.2)(a)(d), C.R.S.

The purpose of this actual value data summary is to demonstrate how the "actual value" (market value) was developed for the subject property considering its physical state and condition as of the first of January, for the tax year(s) considered in the filing, based on the June 30, 2022, level of value (base period) for the determination of property taxes. For purposes of this summary the term "actual value" is considered synonymous with the term "market value". The intended user of the summary is the Douglas County Board of Equalization. The purpose of this actual value data summary is to provide documentation of the Assessor's office actual value for the subject property and the basis of the recommendation to the Board of Equalization for the resolution of the appeal filed regarding the subject property. This summary has been prepared only for ad valorem purposes and the intended users, and should not be relied upon by a third party for any other purpose.

For the ad valorem purposes of this actual value data summary, market value is defined as:

"The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised, and both acting in what they consider their own best interest;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. Dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale."

Property Assessment Valuation, International Association of Assessing Officers, Third Edition, IAAO, Kansas City, Missouri. Copyright 2010.

This actual value data summary is not an appraisal report. This actual value data summary is only a summary of the level of value data as applied within the computer assisted mass appraisal (CAMA) system to the subject property characteristics, and is intended only for the use of the Douglas County Board of County Commissioners, and should not be relied upon by a third party for any purpose other than the intended ad valorem purposes. The assessor's office maintains a separate file that contains additional information and data regarding the subject property.

The actual value for the subject property for the current reassessment cycle tax years is based upon the data, presented in this summary.

Office of the Assessor  
Douglas County

## **Actual Value Data Summary**

This actual value data summary is not an appraisal report. This actual value data summary is only a summary of the level of value data as applied within the Assessor's computer assisted mass appraisal (CAMA) system to the subject property characteristics. This summary is intended only for ad valorem use purposes to demonstrate the applied approaches and development of the value assigned to the subject property by the Assessor's process and should not be relied upon by a third party for any other purpose other than the intended ad valorem use purposes.

## **Subject Property Identification and Description**

A copy of the Assessor's Office property profile for the subject property may be found in the *Exhibits and Addendum* section of this summary. This profile contains the current record of the subject property owner, property address and or legal description, sales summary, land area, building and site improvement characteristic data as of the date of assessment, and the actual and assessed values as of the effective date of the appraisal. There are photographs and sketches of the subject property improvements included when available from the CAMA system database. The profile data is intended to provide identification and description of the subject property characteristics relevant to the purpose and intended use of this summary.

## **Intended Users of the Summary**

The intended user of this summary is the Douglas County Board of County Commissioners. Other intended users of the summary include staff of the Douglas County Attorney, petitioner(s) initiating the Petition for Abatement or Refund of Taxes for the property that is the subject of this summary, and agent(s) as duly authorized by the petitioner. This summary has been prepared only for ad valorem purposes for use by the client and intended users and should not be relied upon by a third party for any other purpose.

## **Intended Use of Summary**

The intended use of the summary is to demonstrate the development of the actual value assigned to the subject property and to further provide support for the Douglas County Assessor's Office recommendation regarding the subject property's actual value for presentation to the Douglas County Board of County Commissioners. This summary has been prepared for use as supportive documentation in an abatement petition hearing conducted by the Douglas County Board of County Commissioners.

## Purpose of Summary

The purpose of this summary is to demonstrate the development of the “actual value” (market value) as assigned to the subject property in its physical condition as of the January 1 of the applicable tax year(s), based on the previous June 30th level of value for the purpose of determining property taxes. Said value is established utilizing base period data from the time period of eighteen months prior to the level of assessment date. In the event of insufficient market data from this time period, the Assessor's Office reviews market data prior to the beginning of the level of assessment date, going back in six-month increments to a maximum study period of five years. When appropriate, all sales are to be time adjusted to the level of value period date as required by state statute. All actual values established by the Douglas County Assessor's Office have been made in conformance with applicable laws and administrative regulations. For purposes of this summary, the term “actual value” is considered synonymous with the term “market value”.

## Definition of Value

For the purpose of the summary, market value is defined as quoted:

“The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised, and both acting in what they consider their own best interest;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. Dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.”

Property Assessment Valuation, International Association of Assessing Officers, Third Edition, IAAO, Kansas City, Missouri. Copyright 2010.

## Property Rights Considered

Only a fee simple interest is considered for the subject property as required by Colorado Revised Statutes §39-1-106, and the Assessor's Reference Library Volume 3, Chapter 7, Pages 13-16. Further, in *BAA and Regis Jesuit Holding, Inc v. City and County of Denver, et al*, 848 P.2d 355 (Colo. 1993) the court cited CRS §39-1-106, and defined this as “*a rule of property taxation which requires that all estates in a unit of real property be assessed together.*”

## Effective Date of the Actual Value

The effective date of the actual value assignment is the statutorily required *level of value* date of June 30, 2022, utilizing base period data from the time period of 2021 and the first six months of 2022. The subject property characteristics are considered, as they existed on the date of assessment of January 1, 2023. Therefore, the subject is assigned a retrospective actual or market value as of June 30, 2022 for the property characteristics that existed on January 1, 2023.

Market conditions as of the assessment date may differ from the effective level of value date. Only market data and conditions from the applicable base period have been considered. However, comparable sales and leases transacted prior to the base study period may have as well been considered as provided for by Colorado Revised Statutes §39-1-104 (10.2)(d).

## Scope of Data Collection and Verification Methods

This summary presents demonstrations of the data and methods that were applied in the mass appraisal process of establishing the actual value of the subject property. Other data and analyses are retained in the files of the Douglas County Assessor's Office. Additionally a search has been made of private sales data, public records of assessor's offices, confidential records of the assessor's office, including Real Property Transfer Declarations (TD-1000 forms), Subdivision Land Valuation Questionnaires, and Income, Expense, and Vacancy Questionnaires. Further, income, vacancy, and expense data was gathered from real estate publications and data services, area Realtors and appraisers, and property owners.

Data considered in the modeling process includes the land economic area assigned unit value, replacement costs, depreciation estimates, comparable improved sales, comparable rents and operating expense information, and capitalization rates. This data was gathered from the subject area, metropolitan area, annual reports, regional and national services. Confirmation of data was by deeds, deeds of trusts, other public records, subscription services for fee, and/or principals or agents of individual transactions.

The three traditionally recognized approaches to value, cost, sales comparison, and income capitalization, were considered in the mass appraisal process and applied to the characteristics of each property within an assigned property classification when sufficient data were available to develop a mass appraisal model for the specific valuation approach.

Cost approach model data is generated by the Assessor's CAMA system based on tables built from the Marshall Valuation Service at the date of the level of value study period for the applicable reassessment cycle tax years.

Sales comparison approach model data is based on sales of properties from the applicable level of value study period. The sales have been confirmed and verified and then classified and further stratified on the basis of the actual current use of the properties at the time of sale for application in the modeling process.

Income approach model data is based on market indicated leases of properties from the applicable level of value study period. This data is collected from the market and analyzed to produce model coefficients that represent typical market rental rates, vacancies and expenses for application in the income approach modeling process. Capitalization rate data applicable to the level of value study period is collected from rates as indicated by the sale of leased property, real estate publications, data



services, and the study of economic indicators that typically impact market driven capitalization rates. Capitalization rates as applied to gross income or modified gross income analysis may include an effective tax rate loaded on the base capitalization rate to allow consideration of the potential tax liability.

The Assessor's office has considered the best information available in the form of land sales and costs to construct improvements, sales data of comparable properties in the immediate competitive market area and lease data that provide typical market indications in the modeling process.

An exterior inspection of the subject property was made on the date as shown in photos included with the profile and on other occasions.

The characteristics of the subject property and any comparable properties improvements demonstrated in this summary are based on the data as recorded in the Assessor's records and are believed to be correct. Should any property characteristics or other data be determined to be other than that as considered and relied upon, the Assessor's office reserves reconsideration of the subject property's actual value.

### **Jurisdictional Exceptions**

The Colorado Constitution Article X, Section 20(8)(c), requires only the market approach be applied when valuing residential properties. Further Colorado Revised Statutes §39-1-103(5)(a) states, "...*The actual value of residential real property shall be determined solely by consideration of the market approach to appraisal*".

Colorado Revised Statutes §39-1-103 requires that property be classified and valued according to its current use, which may be different than its Highest and Best Use. Therefore, the actual current use as of the date of assessment is considered to determine the value of the subject property.

Colorado Revised Statutes §39-1-104 (10.2)(a) and (d) mandate a specific data collection period, usually consisting of 18 months, and referred to as the "Base Period". This report uses data from that period in the analysis and conclusions as required by Colorado law.

### **Extraordinary Assumptions and Hypothetical Conditions**

Typically the real property appraisals conducted by the Assessors Office do not require consideration of extraordinary assumptions or hypothetical conditions regarding the subject property that would affect the analyses, opinions, and conclusions.

Real property, where access has been limited, restricted or denied to the Assessors Office may have been estimated for its physical characteristics on the basis of the best information available to and obtainable by the assessor.

Actual current use as of the date of assessment has been considered for the subject property as required by Colorado Revised Statutes §39-1-103 and may be different than the Highest and Best Use or uses permitted by zoning.

The subject property has been analyzed for its actual use and property characteristics that existed on the date of assessment, and the actual value has been determined at the retrospective level of value study period.

## **Zoning**

Zoning typically impacts property value as it can restrict or enhance the legally allowable use and development of a property. However, Colorado Revised Statutes §39-1-103 requires that the actual use of the subject property, as of the date of assessment, be considered in determining the actual value. Therefore, analysis of the subject property based on the actual use may differ from other possible use(s) allowable under applicable zoning that could potentially influence market value.

## **Property Tax Data**

The portion of the subject property classified as commercial real estate is assessed at 27.9% of the assessor's actual value indication. The actual and assessed values are included with the property profile identification and description of the subject property.

## **History of Subject Property**

Data regarding the subject property current use, year built, year remodeled if applicable, and indicated effective age are included with the property profile identification and description of the subject property. If the subject property is leased and the Assessor's Office has access to the rental or lease agreement that data will be considered in the income capitalization analysis of this report.

## **Sales History**

Recorded conveyances indicating sale or transfer of ownership of the subject prior to the effective date of the appraisal are included in the sales summary section of the property profile identification and description of the subject property and are analyzed when appropriate.

## **Land Data Description**

The subject property land data is included with the *Land Valuation Summary* section of the property profile identification and description of the subject property. Unless otherwise noted here or in other sections of this summary, the site is considered to be of sufficient size and utility to support the current use of the property.

## **Improvement Data Description**

The subject property improvement data included in this summary is as listed in the *Individual Built As Detail* and *Building Details* sections of the property profile identification and description of the subject property. Unless otherwise noted here or in other sections of this summary, the described building details and site improvements are considered to be of sufficient utility to allow the current use of the property.

## Highest and Best Use

“The reasonably probable use of property that results in the highest value.” -The Appraisal of Real Estate, 14<sup>th</sup> Edition, Appraisal Institute, 2013 page 332.

The Colorado Supreme Court in Board of Assessment Appeals, et al, v. Colorado Arlberg Club 762 P.2d 146 (Colo. 1988) stated “*reasonable future use is considered because it is relevant to the property’s present market value*”, and “*our statute does not preclude consideration of future uses.*”

The court further quoted the American Appraisal Institute of Real Estate Appraisers referencing The Appraisal of Real Estate 33, 1983, 8<sup>th</sup> Edition, “*In the market, the current value of a property is not based on historical prices or cost of creation; it is based on what market participants perceive to be the future benefits of acquisition.*” And further “*Accordingly, a property’s “highest and best use,” which is “[t]he use, from among reasonably probable and legal alternative uses, found to be physically possible, appropriately supported, financially feasible, that results in highest land value,” is a “crucial determinant of value in the market.*”

The court then concluded that “*reasonable future use is relevant to a property’s current market value for tax assessment purposes.*”

Highest and best use analysis for ad valorem purposes includes consideration the reasonable future use and most profitable use of a property subject to the influence of competitive market forces applicable to the location of the property as of the date of appraisal.

Analysis of the highest and best use of a property typically employs four criteria to test alternative uses of a property in the determination of the most profitable use. The four criteria considered are legal permissibility, physical possibility, financial feasibility, and maximum productivity.

Further, the highest and best use of the property is analyzed as of the date of appraisal from two perspectives; as though vacant and ready for development, and as improved with existing improvements.

The subject property current actual use as of the property tax assessment date was as described in the property profile identification and description section of this summary. While the subject property is classified based on the actual current use, the highest and best use has been considered in the determination of the actual value of the property.

## Highest and Best Use as Vacant

The highest and best use of the subject site as vacant would be development that is consistent with the use and development of the surrounding neighborhood. Considering the four criteria of highest and best use, the size, shape, topography, access, utility and zoning all appear to support the use of the site for development as a commercial industrial property.

## Highest and Best Use as Improved

Based on analysis of the legally permissible, physically possible, and financially feasible uses of the property, the current commercial industrial property use is considered to be maximally productive, and the highest and best use of the subject property as improved.

### SALES COMPARISON APPROACH

The following improved sales, considered for their actual use in the model development, are properties that sold in or immediately prior to the applicable base study period. The sales provide an indication of the range of value and bracket the per unit coefficient value as applied in the sales comparison modeling process.

	ACCOUNT	ADDRESS	ADJ. SALE \$	SALE DATE	YOC	SQ FT	PSF
1	R0276875+2	7327 & 7355 REYNOLDS DR, SEDALIA	\$2,900,000	7/16/2021	1985	14,380	\$201.67
2	R0106227+1	11681 PROGRESS LN, PARKER	\$3,000,000	5/24/2022	1987	17,500	\$171.43
3	R0353906	607 S GILBERT ST, CASTLE ROCK	\$3,575,000	3/19/2021	1976	22,150	\$161.40
4	R0073728	523 S GILBERT ST, CASTLE ROCK	\$1,800,000	1/31/2020	1972	13,742	\$130.99
5	R0396943	747 S GILBERT ST, CASTLE ROCK	\$2,150,000	4/1/2020	1996	17,172	\$125.20

The table below illustrates the indicated market value calculation detail showing the market model coefficient applied to the subject property characteristics.

Market Calculation Detail			
Neighborhood	176		
Occupancy Code	407	Name	Distribution Warehouse
Name	Units	Val Per	Value
SF	8,512	\$155	\$1,319,360



## Summary of Data

The approaches to value where models have been developed and considered for the assignment of actual value for the subject property indicate the following value(s):

<b>Sales Comparison Approach</b>	<b>\$ 1,319,360</b>
<b>Income Capitalization Approach</b>	<b>\$ 1,320,000</b>

The subject property is considered for its actual use as of the date of assessment. The improvements located on the subject parcel appears to function well for the intended purpose.

The cost approach is typically most reliable when appraising newly constructed properties where there is little or no depreciation, and with properties where the land component is a substantial portion of the total actual value. The cost approach can also provide an indication of value for unique properties where there is insufficient data to provide a reliable indication of value by the sales comparison or income capitalization approaches. Typically the cost approach is given the least weight with older properties where attempting to estimate an appropriate amount of accrued depreciation may result in an unreliable indication of value, and therefore, this approach may not be given any consideration in the final actual value estimate.

The sales comparison approach model is generally considered to be a good indicator of actual value when there is sufficient sales data available to extract a well supported coefficient for application to the inventory of similar properties. When consequential data is available, the sales comparison approach model is the most likely to provide the best indication of market value of the three approaches to value as it is based on what similar properties have sold for in the market place.

The income capitalization approach model is most generally applicable to actual income-producing properties. This approach synthesizes the dynamics of the rental market by applying market extracted coefficients for economic rental rates, vacancy, expenses and capitalization rates to individual property characteristics. Application of this approach allows analysis as would be typically applied by investors in the market place considering the income stream production capability of a property and how it competes with other investment opportunities available.

The approaches have been developed for modeling purposes when sufficient data to provide reliable indications of value for the subject property were available. The market/sales comparison approach model has been selected as the most reliable indication of actual value for the subject property with support as indicated above from the income capitalization approach model.

The actual value assigned to the subject property based on the modeling process as developed from the level of value for the current assessment cycle is **\$1,319,360** allocated as follows:

<b>Improvements</b>	<b>\$</b>	<b>1,003,550</b>
<b>Land</b>	<b>\$</b>	<b>315,810</b>
<b>Total</b>	<b>\$</b>	<b>1,319,360</b>

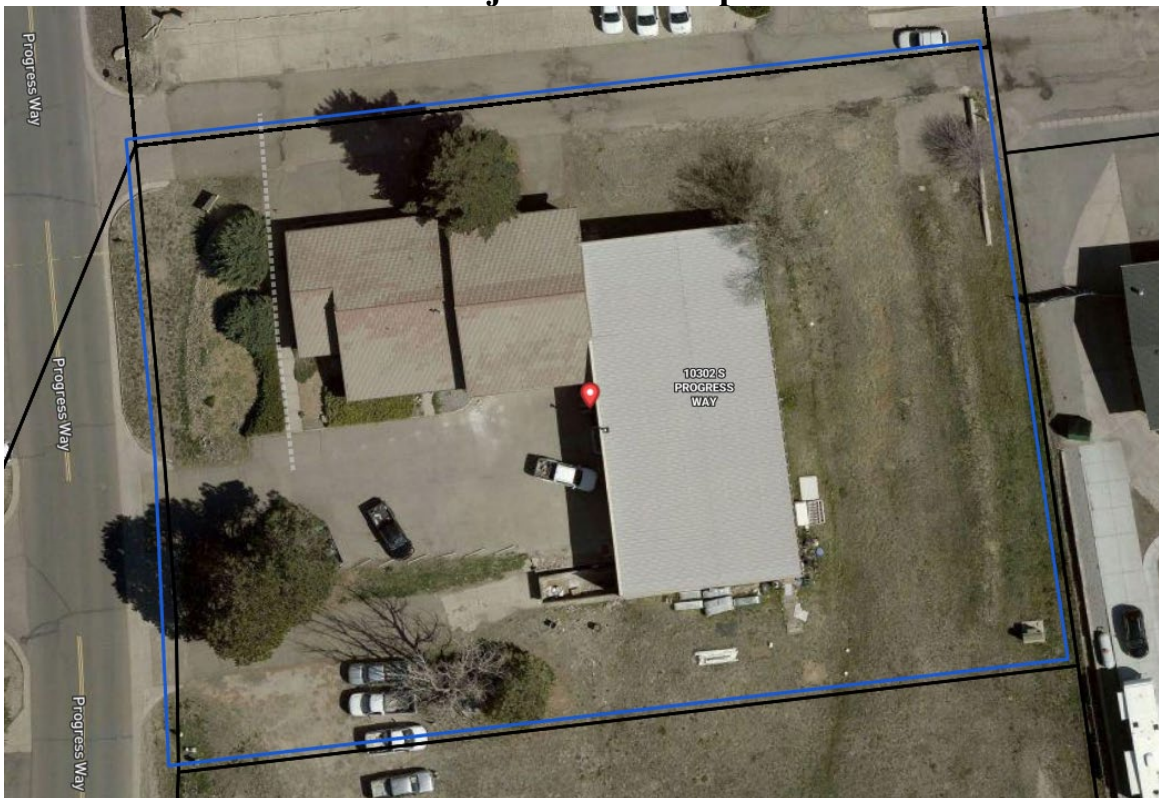


# EXHIBITS AND ADDENDA

## Subject Location Map



## Subject Aerial Map





SUBJECT PROPERTY BUILDING PHOTOGRAPHS

SUBJECT: EXTERIOR OF BUILDING



## **Subject Property Profile**

The following pages contain a copy of the Assessor's Office property profile for the subject property. This profile contains the current record of the subject property owner, property address and or legal description, sales summary, land area, building and site improvement characteristic data as of the date of assessment, and as applied to indicate the actual and assessed values assigned the subject property.

There are photographs and sketches of the subject property improvements included when available in the CAMA system database. The sketch, if included, is intended to familiarize the user(s) of this summary with the dimensional proportions of the subject property improvements. The area of the subject property building improvement has been calculated from exterior measurements rounded to the nearest half foot as listed on the sketch.

The profile data is intended to provide identification and description of the subject property characteristics relevant to the purpose and intended use of this summary.

## DOUGLAS COUNTY ASSESSOR PROPERTY PROFILE

<b>Account #:</b> R0259215	<b>Local #:</b> 1,8	<b>Parcel #:</b> 223315204008
<b>Tax Year:</b> 2023	<b>Levy:</b> 88.399000	<b># of Imps:</b> 1
<b>Tax Dist:</b> 3366	<b>Map #:</b>	<b>LEA:</b> 15301
<b>PUC:</b>	<b>Initials:</b>	<b>Acct Type:</b> Industrial
<b>Assign To:</b> RRM		<b>Created On:</b> 09/01/1996
		<b>Active On:</b> 03/08/2017
		<b>Inactive On:</b>
		<b>Last Updated:</b>

**Owner's Name and Address**

HEPWORTH FAMILY TRUST  
6859 N VILLAGE RD  
PARKER, CO 80134

**Property Address**

10302 S PROGRESS WAY, PARKER

### Sales Summary

Sale Date	Sale Price	Deed Type	Reception #	Book	Page #	Grantor
05/17/2007	\$0	Warranty Deed	2007042353			RICHARD C & VIRGINIA D HEPWORTH
07/13/1999	\$492,500	Warranty Deed	99064398	1735	846	GMP INVESTORS PARTNERSHIP
03/30/1993	\$0	Quit Claim	9434143	1204	2137	GASKET & MOLDED PRODUCTS INC
03/30/1988	\$200,000	Warranty Deed	8807438	784	605	MMPT PARTNERSHIP
06/24/1981	\$54,000	Unknown	415x364	415	364	Unavailable

### Legal

PARCEL 1 BLAIR INDUSTRIAL CENTER TRACT 6 REPLAT 1.00 AM/L TOWN OF PARKER

Section	Township	Range	Qtr	QtrQtr	Government Lot	Government Tract
15	6	66	NW			

### Subdivision Information

Sub Name	Block	Lot	Tract
BLAIR INDUSTRIAL CENTER	0	0	

### Land Valuation Summary

Land Type	Abst Cd	Value By	Net SF	Measure	# of Units	Value/Unit	Actual Val	Asmt %	Assessed Val
Industrial	3112	Market	43,560	Square Feet	43,560. 000000	\$7.25	\$315,810	27.90%	\$88,111
<b>Class</b>				<b>Sub Class</b>					
<b>Land Subtotal:</b>					<b>1.00</b>		<b>\$315,810</b>		<b>\$88,111</b>

## DOUGLAS COUNTY ASSESSOR PROPERTY PROFILE

**Account #:** R0259215

**Local #:** 1,8

**Parcel #:** 223315204008

### Land Attributes

Attribute	Description	Adjustment
-----------	-------------	------------

### Improvement Valuation Summary

Imp #	Property Type	Abst Code	Occupancy	Class	Actual Value	Asmt %	Assessed Val*
1.00	Commercial	3212	Distribution Warehouse	Wood Frame	\$1,003,550	27.90%	\$279,990
<b>Improvement Subtotal:</b>					<b>\$1,003,550</b>		<b>\$279,990</b>

### Total Property Value

<b>Total Value:</b>	<b>\$1,319,360</b>	<b>\$368,100</b>
---------------------	--------------------	------------------

\*Approximate Assessed Value

## DOUGLAS COUNTY ASSESSOR PROPERTY PROFILE

<b>Account #:</b> R0259215	<b>Local #:</b> 1,8	<b>Parcel #:</b> 223315204008
<b>Imp #:</b> 1		<b>Landscaping \$:</b> 0.00
<b>Property Type:</b> Commercial		
<b>Quality:</b> Average		
<b>Condition:</b> Average	<b>Nbhd:</b> 176	
<b>Perimeter:</b> 486	<b>Nbhd Ext:</b> 00	
<b>% Complete:</b> 100.00%	<b>Nbhd Adj:</b> 1.0000	

### Occupancy Summary

<b>Occupancy:</b> Distribution Warehouse	<b>Occ %:</b> 100%
--	--------------------

### Built As Summary

<b>Built As:</b> Distribution Warehouse	<b>Year Built:</b> 1981
<b>Construction Type:</b> Wood Frame	<b>Year Remodeled:</b> 0
<b>HVAC:</b> Space Heater	
<b>Interior Finish:</b>	<b>% Remodeled:</b> 0.0000
<b>Roof Cover:</b>	<b>Adj Year Blt:</b> 1981
<b>Built As SF:</b> 8512	<b>Effective Age:</b> 27
<b># of Baths:</b> 0.00	
<b># of Bdrms:</b> 0.00	
<b># of Stories:</b> 1.00	
<b>Story Height:</b> 10	
<b>Sprinkler SF:</b> 0	<b>Diameter:</b> 0
<b>Capacity:</b> 0	<b>Height:</b> 0

### Improvement Summary

Improvement	1	Units	Units Price	RCN	Actual Value
<b>Add On</b>					
Com Concrete Slab Average		185.0000	\$8.90	\$1,646.50	\$330.00
Com Asphalt Average		3600.0000	\$5.18	\$18,648.00	\$3,730.00

### Improvements Value Summary

<b>IMPNO:</b> 1		
<b>RCN Cost/SF:</b> \$66.97	<b>Design Adj:</b> 0.0000	<b>Func Obs %:</b> 0.0000
<b>Total RCN:</b> \$570,085.00	<b>Exterior Adj:</b> 0.0000	<b>Econ Obs %:</b> 0.0000
<b>Phys Depr %:</b> 0.4900	<b>Interior Adj:</b> 0.0000	<b>Other Obs %:</b> 0.0000
<b>Phys Depr \$:</b> \$285,632.00	<b>Amateur Adj:</b> 0.0000	
<b>RCNLD \$:</b> \$284,453.00	<b>RCNLD Cost/\$:</b> \$33.42	<b>Market/SF:</b> \$117.90

DOUGLAS COUNTY ABATEMENT HEARING  
REFEREE WORKSHEET

Petitioner: Steven Armstrong

Agent: Martin Froehlich

Parcel No.: R0388132

Abatement Number: 202600041 & 202600044

Assessor's Original Value: \$829,012 for 2023 and 2024

Hearing Date: March 18, 2026

Hearing Time: 12:00 p.m.

1. The Douglas County Assessor was represented at the hearing by Dixie Kozinski
2. The Petitioner was:
  - a.  present
  - b.  not present
  - c.  present/represented by Martin Froehlich
  - d.  not present/represented by [Click here to enter text.](#)
3. Assessor's Recommended Value: \$829,012 – No change

Petitioner's Requested Value: \$755,000

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner provided three comparable sales with adjustments for: Market conditions (1.10% per month time adjustment), Site size, Bed/Bath, GLA, Basement finish, and garage spaces. After characteristic adjustments were made, a value range between \$742,780 to \$775,400 was indicated. He requested that the value be reduced to \$755,000 based on the analysis.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:
- a.  data from sales of comparable properties which sold during the applicable time period; and /or
  - b.  valuation using the cost approach; and/or
  - c.  a valuation using the income approach; and/or
  - d.  other [Click here to enter text.](#)

**THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:**

Classification: (1212) Single family residential

Total Actual Value: \$829,012 (No change)

Reasons are as follows: The petitioner submitted three comparable sales, making adjustments for market conditions (time), site size, bed/bath count, gross living area (GLA), basement finish, and garage spaces. Following these characteristic adjustments, the indicated value range was \$742,780 to \$775,400. Based on this analysis, the petitioner proposed a reduced value of \$755,000.

Conversely, the assessor presented six comparable sales with adjustments for time (using 1.75% per month), above-grade square footage, garage size, basement square footage, finished basement square footage, walkout basement, and land values. After accounting for these characteristics, the resulting value range was between \$796,405 and \$853,155. Notably, both parties used two of the same comparable sales; after adjustment, the petitioner derived adjusted sale prices of \$775,400 and \$742,780, while the assessor's adjusted prices for those sales were \$847,178 and \$796,405, respectively.

The assessor applied more granular characteristic adjustments across a greater number of data points and selected a value from the lower end of the indicated range. With this comprehensive approach and superior comparables, the assessor's value conclusion is well supported.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

- a.  Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein
- b.  Approved in part as set forth in the Findings and Recommendations herein
- c.  Denied after abatement hearing
- d.  Administrative Denial is Granted

REFEREE:



s/ Jeffrey Hamilton

3/18/2026



Name

Date

**Abatement Log No. 202600041 & 202600044**

202600041-2023  
202600041-2024

**Petition For Abatement Or Refund Of Taxes**

County: Douglas County

Date Received \_\_\_\_\_

(Use Assessor's or Commissioners' Data Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12/31/2025  
Month Day Year

**Received**

Petitioner's Name: Steve Armstrong

**DEC 31 2025**

Petitioner's Mailing Address: 999 SPARROW HAWK DR Highlands Ranch CO 80129

**Douglas County  
Assessor's Office**

SCHEDULE OR PARCEL NUMBER(S): 222916111011 PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY: 999 SPARROW HAWK DR Highlands Ranch, CO, 80129

R0388132

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) \_\_\_\_\_ and \_\_\_\_\_ are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.)

Petitioner's estimate of value: \$ 755,000 (2023) and \$ 755,000 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature Phone Number \_\_\_\_\_ Email \_\_\_\_\_

By Assessorly, Co.  
Agent's Signature Phone Number \_\_\_\_\_ Email \_\_\_\_\_

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Tax Year	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):

\_\_\_\_\_  
Assessor's or Deputy Assessor's Signature

**FOR ASSESSORS AND COUNTY COMMISSIONERS USE ONLY**  
(Section III or Section IV must be completed)

Every petition for abatement or refund filed pursuant to § 39-10-114, C.R.S. shall be acted upon pursuant to the provisions of this section by the Board of County Commissioners or the Assessor, as appropriate, within six months of the date of filing such petition; § 39-1-113(1.7), C.R.S.

**Section III: Written Mutual Agreement of Assessor and Petitioner**  
(Only for abatements up to \$10,000)

The Commissioners of \_\_\_\_\_ County authorize the Assessor by Resolution No. \_\_\_\_\_ to review petitions for abatement or refund and to settle by written mutual agreement any such petition for abatement or refund in an amount of \$10,000 or less per tract, parcel, or lot of land or per schedule of personal property, in accordance with § 39-1-113(1.5), C.R.S.

The Assessor and Petitioner mutually agree to the values and tax abatement/refund of:

Tax Year	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Tax Year	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Note: The total tax amount does not include accrued interest, penalties, and fees associated with late and/or delinquent tax payments, if applicable. Please contact the County Treasurer for full payment information.

Petitioner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Assessor's or Deputy Assessor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Section IV: Decision of the County Commissioners**  
(Must be completed if Section III does not apply)

WHEREAS, the County Commissioners of \_\_\_\_\_ County, State of Colorado, at a duly and lawfully called regular meeting held on (month/day/year) \_\_\_\_/\_\_\_\_/\_\_\_\_, at which meeting there were present the following members:

\_\_\_\_\_ with notice of such meeting and an opportunity to be present having been given to the Petitioner and the Assessor of said County and Assessor \_\_\_\_\_ (being present-not present) and Petitioner \_\_\_\_\_

(being present-not present), and WHEREAS, the said County Commissioners have carefully considered the within petition, and are fully advised in relation thereto, NOW BE IT RESOLVED, that the Board (agrees-does not agree) with the recommendation of the Assessor and the petition be (approved-approved in part-denied) with an abatement/refund as follows:

Year	Assessed Value	Taxes Abate/Refund	Year	Assessed Value	Taxes Abate/Refund
_____	_____	_____	_____	_____	_____

I, \_\_\_\_\_, Chairperson of the Board of County Commissioners' Signature  
\_\_\_\_\_, County Clerk and Ex-officio Clerk of the Board of County Commissioners in and for the  
aforementioned county, do hereby certify that the above and foregoing order is truly copied from the record of the proceedings of the Board  
of County Commissioners.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said County

this \_\_\_\_\_ day of \_\_\_\_\_  
Month Year \_\_\_\_\_ County Clerk's or Deputy County Clerk's Signature

Note: Abatements greater than \$10,000 per schedule, per year, must be submitted in duplicate to the Property Tax Administrator for review.

**Section V: Action of the Property Tax Administrator**  
(For all abatements greater than \$10,000)

The action of the Board of County Commissioners, relative to this abatement petition, is hereby

Approved  Approved in part \$ \_\_\_\_\_  Denied for the following reason(s): \_\_\_\_\_

Secretary's Signature \_\_\_\_\_ Property Tax Administrator's Signature \_\_\_\_\_ Date \_\_\_\_\_



# Property Tax Appeal Report (2023–2024 Abatement)

PREPARED BY ASSESSORLY, CO.

**Prepared for:** STEVEN A ARMSTRONG

**Subject Property:** 999 SPARROW HAWK DR, Highlands Ranch, CO, 80129

**Prepared by:** Assessorly, Co.

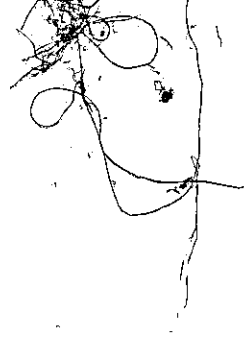
Assessorly, Co. — Client Services Team



support@assessorly.com  
+1 (303) 501-8081 Ext: 800  
PO Box 180, Littleton, CO 80120

## Purpose Statement

This valuation report has been prepared exclusively for the purpose of appealing the assessed value of the subject property. It is not intended for any other use. The intended user of this report is the client: STEVEN A ARMSTRONG





## 2. GENERAL INFORMATION

CHARACTERISTIC	DETAILS
APN / Account No.	222916111011
Legal Description	LOT 37 HIGHLANDS RANCH #118-D. 0.15 AM/L
Property Type	Single Family Residential
Site Size	0.150 ac (6,534 sf)
Gross Living Area (GLA)	2,502 sf
Basement (gross/finished)	760 sf / 0 sf
Garage Count / Size	667
Year Built	1998
Condition	C3
Bedrooms / Bathrooms	5 / 4
Assessor's Actual Value (current cycle)	\$829,012.00

The subject property is a single family residential situated at 999 SPARROW HAWK DR, Highlands Ranch, CO, 80129. Constructed in 1998, the residence provides 2,502 sf of above-grade living area across 5 / 4 bedrooms and bathrooms. The parcel encompasses 0.150 ac (6,534 sf), offering a functional site for the improvements within the surrounding neighborhood.

Neighborhood influences reflect marketing exposure consistent with the Douglas assessment area. Comparable research focused on arms-length transfers recorded between 1/1/2020 and 6/30/2022. Selected transactions are located within an average distance of 0.13 miles, ensuring that market-derived adjustments represent local buyer preferences.

## 3. VALUATION SUMMARY

METRIC	VALUE
Assessor's Value	\$829,012.00
Concluded Value	\$755,00.00

Market testing indicates the assessor's current opinion of value overstates probable buyer behavior. Regression-supported comparables yield a reconciled indication below the assessor's figure, signaling an opportunity for relief through the formal appeals process.

Based on our analysis, the supported market value as of June 30, 2022, is \$755,00.00, indicating a potential overassessment of \$19,012.00.

Assessorly, Co. — Confidential Tax Appeal Materials





## 4. SALES COMPARISON APPROACH


CHARACTERISTIC	SUBJECT	COMP 1	COMP 2	COMP 3
<b>Sale Price</b>	N/A	\$750,000.00	\$692,200.00	\$678,000.00
<b>Date of Sale</b>	—	10/26/2021	02/10/2022	03/01/2021
Market Condition \$0.00		+\$66,000.00	+\$30,500.00	+\$111,900.00
<b>Address</b>	999 SPARROW HAWK DR, Highlands Ranch, CO, 80129	770 ENGLISH SPARROW TRL, Highlands Ranch, CO, 80129	1131 ENGLISH SPARROW TRL, Highlands Ranch, CO, 80129	949 SPARROW HAWK DR, Highlands Ranch, CO, 80129
<b>Location Impact</b>	N/ Res	N/ Res	N/ Res	N/ Res
<b>Site Size</b>	0.150 ac (6,534 sf)	0.154 ac (6,703.884 sf)	0.180 ac (7,840.8 sf)	0.150 ac (6,534 sf)
\$31.91/sf (\$1,389,821.84/ac)		\$0.00	-\$20,000	\$0.00
<b>Quality</b>	Average	Average	Average	Average
<b>Condition</b>	C3	C3	C3	C3
<b>Year Built</b>	1998	1998	1995	1997
		\$0.00	\$0.00	\$0.00
<b>Bed/Bath</b>	5 / 4	5 / 3	3 / 3	5 / 4
Bed — Bath —		\$6,000.00	\$6,000.00	\$6,000.00
<b>GLA</b>	2,502 sf	2,642 sf	1,921 sf	2,474 sf
\$85.00		-\$11,900.00	+\$49,385.00	+\$2,380.00
<b>Basement Finish</b>	760 sf / 0 sf	943 sf / 894 sf	952 sf / 0 sf	1 sf / 990 sf
Finished \$50.00		-\$44,700.00	\$0.00	-\$49,500.00
Unfinished —				
<b>Garage</b>	3	2	3	3
		+\$10,000.00	\$0.00	\$0.00
Custom Row 1:	Subject value	Comp 1 value	Comp 2 value	Comp 3 value
		Adjustment —	Adjustment —	Adjustment —
<b>Adjusted Sale Price</b>	—	\$775,400.00	\$758,085.00	\$742,780.00
<b>Net Adjustment</b>	—	\$0.00	\$0.00	\$0.00

Comparable sales were vetted for recency, proximity, and physical similarity. Emphasis was placed on closed transactions featuring similar gross living areas, finished basements, and garage utility to mirror the subject's

contributory amenities. Where data gaps existed, secondary sources such as MLS and third party sources (Zillow/Redfin/Realtor) were used to extract condition.

Adjustments were supported by regression-derived coefficients for market conditions, GLA, and below-grade finish. Time adjustments were trended to the June 30, 2022 date of value. Market conditions were cross-checked using the regression trend, a local sale/resale example (10635 Ashwood Ct, Highlands Ranch), and the FHFA all-transactions index for Douglas County. Based on this review, a 1.1% per month market conditions rate was applied.

After adjustments, Sales 2 and 3 provide the most reliable indication of value due to its strong similarity to the subject. Sale 3 further support the conclusion. The concluded value is supported by the adjusted indications of the most comparable sales, selected for similarity in location, GLA, finished basement, and bed/bath configuration. Sales were taken from the appropriate period and adjusted using market-extracted coefficients for market conditions, GLA, finished basement, baths, and garage; the resulting indications support the opinion that the assessor's value is above market evidence.

 *Douglas Count HPI*

Assessorly, Co. — Confidential Tax Appeal Materials



## 5. COMPARABLE PHOTOS AND MAP SECTION

### SUBJECT PROPERTY



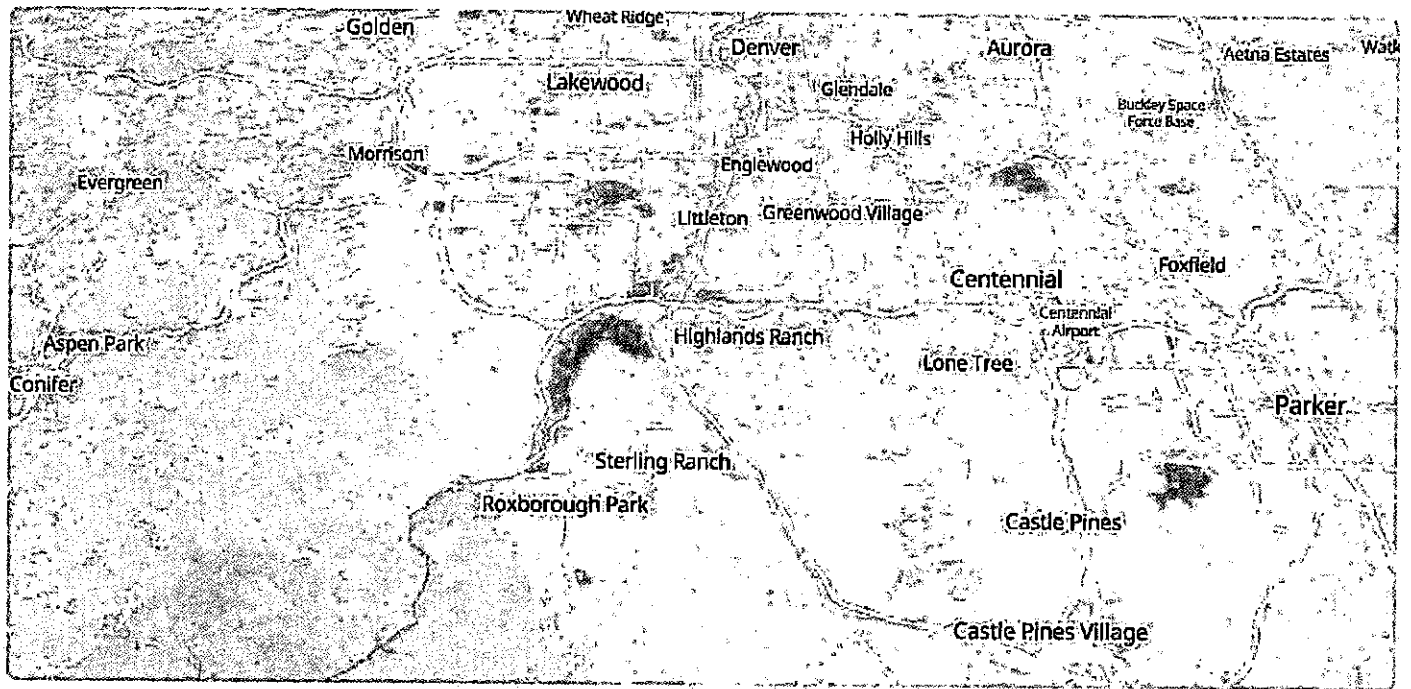
770 ENGLISH SPARROW TRL,  
Highlands Ranch, CO, 80129  
Sale Price: \$208,300.00



1131 ENGLISH SPARROW TRL,  
Highlands Ranch, CO, 80129  
Sale Price: \$191,000.00



949 SPARROW HAWK DR,  
Highlands Ranch, CO, 80129  
Sale Price: \$133,600.00



Assessorly, Co. — Confidential Tax Appeal Materials



## 6. QUALITY ASSURANCE & DISCLAIMERS

This automated valuation model (AVM) blends Assessorly's regression engine with curated comparable sales to benchmark the subject property. Every metric above has been programmatically generated and reviewed by Assessorly's QA specialists—no formal appraiser opinion or manual valuation adjustments are part of this deliverable.

- Property characteristics and imagery originate from local assessor records, MLS feeds, and Assessorly data assets.
- QA validates address matching, sale date alignment, and feature normalization before release.
- Use this report to monitor market positioning, screen tax assessments, or support pre-appeal diligence.

This report is not an appraisal and should not be relied upon as a substitute for a certified appraisal when one is required by statute, lending policy, or legal proceedings. All analytics are subject to data availability and may change as new transactions record.

## 7. APPENDIX

### DATA SOURCES

- Multiple Listing Service (MLS) closed sale records
- Douglas Assessor and Treasurer public records
- Federal Housing Finance Agency (FHFA) House Price Index
- County and municipal GIS mapping services
- Assessorly proprietary regression database

### METHODOLOGY NOTES

The regression summary supporting the concluded value incorporates market-calibrated coefficients for site size, effective age, living area, and basement finish. Supplemental sensitivity testing confirmed stability across cross-validation folds with  $R^2$  of 0.21342 and  $CV R^2$  of 0.15891. Mean absolute error measured 102843.93 with an RMSE of 165800.12, indicating tight model fit across the dataset.

## 8. DISCLAIMER AND LIMITING CONDITIONS

This Property Tax Appeal Report is a non-appraisal valuation product prepared solely for the client identified herein and for submission to assessment appeal authorities. The analyses, opinions, and conclusions expressed are limited to the purpose of contesting the assessed value of the subject property for the 2023–2024 cycle and may not be relied upon by any other party or for any other purpose.

The report does not conform to the Uniform Standards of Professional Appraisal Practice (USPAP) and shall not be represented as an appraisal. Intended users are limited to the property owner, their authorized representatives, and the reviewing bodies of the Douglas Assessor. Use by lenders, investors, or other third parties is expressly prohibited.

Analyses are based on public records, MLS data, GIS mapping, and statistical modeling believed to be reliable; however, Assessorly, Co. makes no warranties regarding the accuracy or completeness of third-party data. All opinions are subject to extraordinary assumptions that the supplied information is correct. Liability for any errors or omissions is expressly disclaimed, and no guarantee of appeal success or tax reduction is provided.

The scope of this engagement was limited to desktop review of available data, statistical modeling, and preparation of this written report. Physical inspection of the interior was not performed unless otherwise stated. Comparable selection prioritized arms-length transactions within the specified sales window, and valuation relied on a sales comparison approach supported by regression analytics.

### SCOPE OF WORK STATEMENT

- **Data Collection:** Compiled assessor records, MLS reports, FHFA trends, and GIS measurements for the subject and market area.
- **Comparable Selection:** Screened residential transfers by date, proximity, building style, and condition; excluded distressed or non-arm's-length transactions.
- **Valuation Methods:** Applied sales comparison with market-derived adjustments and reconciled with regression outputs to conclude the indicated value.
- **Property Observation:** Desktop review of aerial imagery, assessor sketches, and available photography; no interior inspection completed.

Assessorly, Co. — Confidential Tax Appeal Materials



## **Engagement for Tax Appeal Consulting Services**

As of 2025-10-23

### **Consultant:**

Assessorly, Co

Denver, CO 80120

Info@assessorly.com

### **Client:**

Steve Armstrong

999 SPARROW HAWK DR

Highlands Ranch, CO 80129

Dear Steve Armstrong,

This letter confirms our agreement for Assessorly, Co to provide real estate appraisal services to you in connection with the property located at: 999 SPARROW HAWK DR, also known as the "Subject property".

The intended use will be for tax appeal purposes only. No other uses are permitted.

The intended users include: Steve Armstrong and those assigned.

Effective dates of value: Tax cycle 2023-2026

### **Assessorly Money-Back Guarantee Policy**

At Assessorly, we stand behind the accuracy of our technology and the expertise of our consultants. That's why we offer a 100% Money-Back Guarantee on our Full Service Package, which includes:

- Property Tax Report and Valuation Analysis
- Appeal-Representation (Agency)

### **What's Covered**

If your appeal does not result in any tax savings for the property tax year(s) covered by the Full Service Package, you may be eligible for a full refund of your service fee.

### **Eligibility Requirements**

To qualify for the guarantee, the following must apply:

- The Assessorly AVM address search tool indicated the tax year was "Overassessed"
- Steve Armstrong purchased the Full Service Package, including representation (Agency)
- Steve Armstrong provided all required documentation and responded to any communication related to the appeal process
- The appeal was submitted within the designated filing deadline for the relevant county
- The assessor or appeals board rendered a decision resulting in no reduction in value or no tax savings for the covered period

### **How to Request a Refund**



If your appeal does not result in savings and you meet the eligibility criteria:

- Email [support@assessorly.com](mailto:support@assessorly.com) within 30 days of your appeal decision
- Include the following:
  - Steve Armstrong and 999 SPARROW HAWK DR
  - Order confirmation number (e.g., 11F06C392AA10EC2ADD40AFFCF6A1F27)
  - A copy of the final appeal decision
  - If approved, a refund will be issued within 7–10 business days

#### Exclusions

This guarantee does not apply to:

- Appeals where the AVM tool indicated the tax year was "Fairly Assessed"
- Self-service or report-only packages
- Appeals withdrawn at the request of Steve Armstrong
- Missed deadlines due to inaction on the part of Steve Armstrong
- Tax increases due to unrelated causes (e.g., reassessment following property improvements)

#### Contingency Pay Policy (Full Service – Contingency)

At Assessorly, we believe in results-driven service. That's why our Full Service – Contingency product allows you to proceed with no upfront risk. You only pay if your property tax appeal is successful.

#### Eligibility Requirements

- **\$0 Upfront Cost:** You must provide a valid credit card at the time of engagement. No charges will be made unless your appeal is successful.
- **Agency Agreement:** You must sign a formal Agency Agreement authorizing Assessorly to represent you in both current and prior year tax cycles.
- **Documentation Compliance:** You must provide all required property information and supporting documentation in a timely manner.
- **Responsiveness:** You must respond promptly to communications from Assessorly throughout the appeal process.
- **Timely Submission:** Your appeal must be submitted within the required deadlines established by your local county assessor or Board of Equalization.

#### Success-Based Billing

If your appeal is successful, Assessorly will charge 30% of the recovered funds to the credit card on file. "Success" is defined as a reduction in the assessed value of your property resulting in a direct tax savings, as confirmed by the county.

If the payment is declined or cannot be processed, Assessorly will immediately contact you to arrange alternate payment.

Full payment is due immediately upon receipt of invoice, in order to avoid interest, penalties, or recovery actions.

#### Non-Payment & Enforcement

- The client agrees to be responsible for all legal fees and costs incurred by Assessorly in the process of recovering owed funds.



- If communication or payment is not received within 30 days, Assessorly reserves the right to file a mechanic's lien on the subject property under applicable state statutes.

#### **Disclaimers.**

- The Contingency Fee product does not guarantee a specific outcome or appeal success.
- Assessorly reserves the right to determine which tax cycles will be pursued for appeal, based on internal analysis and the projected minimum recovery amount. Appeals will only be initiated if the potential benefit meets or exceeds our thresholds for filing.
- Failure to meet the eligibility requirements may void your participation in the Contingency Fee program and convert your case to a fee-based service.
- Clients who bypass, duplicate, or obstruct Assessorly's efforts may forfeit eligibility and still be liable for services rendered.

#### **Scope of Work**

The objective of this assignment is to develop an opinion of value of the subject property as of the effective dates noted above. The analysis is completed without a physical inspection of the property and relies solely on public records, third-party data/online sources, and information provided by the client or property owner.

The scope of work includes, but is not limited to:

- Identification and analysis of relevant market data
- Review of MLS data, public records, and online sources (e.g., assessor's records, satellite imagery, real estate databases)
- Selection and analysis of three comparable sales within the subject market
- Application of the Sales Comparison Approach, as used by the Assessor's office. Adjustments are market extracted using predictive analytics
- Use of digital mapping and GIS tools for neighborhood and site analysis

#### **Assumptions and Limiting Conditions**

- No physical inspection of the property was conducted.
- All data from public sources or the client is assumed to be accurate.
- The property is assumed to be in average condition unless otherwise noted.
- No interior photos or on-site verification of features were conducted.
- No guarantees are made about structural condition, compliance, or hazards.
- No valuation of personal property is included.
- No zoning or permit verification unless specifically requested.
- The resulting report will present a single point of value and summary of analysis.

This report is not an appraisal. The consultant is not acting in the capacity of a licensed appraiser. The purpose of the report is solely to support a real estate tax appeal.

#### **Property Tax Consultant – Agency Agreement**

I agree that for the property tax years 2023-2026, in Colorado, as related to the subject property noted above, Assessorly, Co is authorized to act as my agent and consultant before the County Board of Equalization or the State Tax Review Board or other relevant authority.

I authorize Assessorly, Co to submit appeals, file forms, and represent me in all related matters for the referenced assessment years and any prior eligible years.



**Agreed by:**

Steve Armstrong

*Steve Armstrong*

999 SPARROW HAWK DR

Highlands Ranch, CO 80129

**Attestation**

I, the undersigned, Authorized Agent, certify that the statements and information provided in this filing and any attachments are true, correct, and complete to the best of my knowledge and belief. I acknowledge that the Assessor may rely on this information in reviewing the property's assessment. If signing as an Authorized Agent, I affirm that I am duly authorized to act on behalf of the owner for assessment review and appeal purposes.

**Authorized Agent Identification**

Authorized Agent: Martin Froehlich

Company: Assessorly, Co

**Assessor Contact for Questions**

By listing a contact below, the Agent authorizes the Assessor to communicate with this contact regarding this filing.

Primary Contact Name: Martin Froehlich

Telephone: (720) 202-9279

Email: martin@assessorly.com





Completed Document Audit Report  
Completed with SignWell.com

Title: Assessorly\_Engagement\_Letter\_Template.docx

Document ID: e3e9c132-f911-4dac-b275-0a07c1246bb4




Time Zone: (GMT+00:00) Coordinated Universal Time

### Files

Assessorly\_Engagement\_Letter\_Template.docx - 4 pages

Oct 23, 2025 23:26:19 UTC

### Activity

- |   |   |                              |
|---|---|------------------------------|
|  Richard T. Miles  | created the document via API (support@assessorly.com) | Oct 23, 2025<br>23:26:19 UTC |
| IP: 67.223.125.144  |   |                              |
|  Steve Armstrong | first viewed document (support@assessorly.com)        | Oct 23, 2025<br>23:26:24 UTC |
| IP: 67.223.125.144  |   |                              |
|  Steve Armstrong | signed the document (support@assessorly.com)          | Oct 23, 2025<br>23:31:52 UTC |
| IP: 2600:1002:b00cd669:59dn:7655:dd5cb7e1   |   |                              |

On Wed, Dec 31, 2025 at 10:42 PM Martin Froehlich <[martin.froehlich@assessorly.com](mailto:martin.froehlich@assessorly.com)> wrote:

Hi Douglas County Assessor's Office:

Please find the attached appeal report for the property address listed in the subject line.


If you need any additional documentation, let me know and I'll provide it right away.

Thank you,

--

*Martin Froehlich*

CEO | Assessorly

 (720) 202-9279

 [martin@assessorly.com](mailto:martin@assessorly.com)

 [www.assessorly.com](http://www.assessorly.com)

Fair Taxes. Real Savings.



## Transmittal Sheet for Abatement #: 202600041

Abatement #	202600041	Staff Appraiser	DAK
Tax Year	2023	Review Appraiser	BAF
Date Received	12/31/2025	Recommendation	Deny
Petitioner	FELICIA ARMSTRONG & STEVEN A ARMSTRONG	Reason	The Market Approach to value was used in determining the subjects value, resulting in no change.
Agent	ASSESSORLY CO		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$755,000	Assessor Final Review Value	\$829,012

The subject is an average quality 2-story home built in 1998 and located at 999 Sparrow Hawk Drive, Highlands Ranch. The Petitioner's agent is appealing the 2023 and 2024 tax year values and is requesting a value of \$755,000. Please note, the county's records as of the 2023 and 2024 assessment dates do not reflect any basement finish. Research of the subject property for this abatement petition shows the last sale of the subject occurred March 2018 and the listing for this sale (MLS #4600301) indicates below grade finished area equal to 684 square feet. This is further confirmed in the broker remarks and photos. As a result, 684 square feet of basement finish has been added to the subject property for this analysis and has been added to the Assessor's records going forward. The agent has provided three comparable sales for consideration and two have been included on the final sales grid. Since no unusual conditions occurred between the 2023 and 2024 assessment dates, the same analysis has been applied to both tax years. The six comparable sales used are all average quality, 2-story homes in the immediate neighborhood and are of similar age. They bracket the subject in GLA, basement square footage and basement finish square footage. The adjusted comparable sales have a range of indicated value from approximately \$796,000 to \$853,000 with a mean of approximately \$836,000 and a median of \$845,000. The subject's 2023 and 2024 value of \$829,012 is within the range of adjusted comparable sale prices and below the mean and median. As a result, there is no recommendation for an adjustment to the 2023 and 2024 tax years.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0388132	1112	3602	\$176,484	\$0	\$176,484	6.700%	\$11,820	9.4081%	\$1,112.04
	1212	3602	\$652,528	(\$55,000)	\$597,528	6.700%	\$40,030	9.4081%	\$3,766.06
<b>Account Total:</b>			<b>\$829,012</b>	<b>(\$55,000)</b>	<b>\$774,012</b>		<b>\$51,850</b>		<b>\$4,878.10</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0388132	1112	3602	\$176,484	\$0	\$176,484	6.700%	\$11,820	9.4081%	\$1,112.04
	1212	3602	\$652,528	(\$55,000)	\$597,528	6.700%	\$40,030	9.4081%	\$3,766.06
<b>Account Total:</b>			<b>\$829,012</b>	<b>(\$55,000)</b>	<b>\$774,012</b>		<b>\$51,850</b>		<b>\$4,878.10</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0388132	\$829,012	\$51,850	\$4,878.10	\$829,012	\$51,850	\$4,878.10	\$0.00
<b>Totals</b>	<b>\$829,012</b>	<b>\$51,850</b>	<b>\$4,878.10</b>	<b>\$829,012</b>	<b>\$51,850</b>	<b>\$4,878.10</b>	<b>\$0.00</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0388132	SB-001 Residential 55k Exemption	(\$55,000)



## Transmittal Sheet for Abatement #: 202600044

<b>Abatement #</b>	202600044	<b>Staff Appraiser</b>	DAK
<b>Tax Year</b>	2024	<b>Review Appraiser</b>	BAF
<b>Date Received</b>	12/31/2025	<b>Recommendation</b>	Deny
<b>Petitioner</b>	FELICIA ARMSTRONG & STEVEN A ARMSTRONG	<b>Reason</b>	The Market Approach to value was used in determining the subjects value, resulting in no change.
<b>Agent</b>	ASSESSORLY CO		
<b>Petitioner's Request</b>	Value Too High		
<b>Petitioner's Requested Value</b>	\$755,000	<b>Assessor Final Review Value</b>	\$829,012

The subject is an average quality 2-story home built in 1998 and located at 999 Sparrow Hawk Drive, Highlands Ranch. The Petitioner's agent is appealing the 2023 and 2024 valuation and requesting a value of \$755,000. Please note, the county's records as of the 2023 and 2024 assessment dates do not reflect any basement finish. Research of the subject property for this abatement petition shows the last sale of the subject to have occurred in March 2018 and the listing for this sale (MLS #4600301) indicates below grade finished area equal to 684 square feet. This is further confirmed in the broker remarks and photos. As a result, 684 square feet of basement finish has been added to the subject property for this analysis and has been added to the Assessor's records going forward. The agent has provided three comparable sales for consideration and two have been included on the final sales grid. Since no unusual conditions occurred between the 2023 and 2024 assessment dates, the same analysis has been applied to both tax years. The six comparable sales used are all average quality, 2-story homes in the immediate neighborhood and are of similar age. They bracket the subject in GLA, basement square footage and basement finish square footage. The adjusted comparable sales have a range of indicated value from approximately \$796,000 to \$853,000 with a mean of approximately \$836,000 and a median of \$845,000. The subject's 2023 and 2024 value of \$829,012 is within the range of adjusted comparable sale prices and below the mean and median.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0388132	1112	3602	\$176,484	\$0	\$176,484	6.700%	\$11,820	9.4249%	\$1,114.02
	1212	3602	\$652,528	(\$55,000)	\$597,528	6.700%	\$40,030	9.4249%	\$3,772.79
<b>Account Total:</b>			<b>\$829,012</b>	<b>(\$55,000)</b>	<b>\$774,012</b>		<b>\$51,850</b>		<b>\$4,886.81</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0388132	1112	3602	\$176,484	\$0	\$176,484	6.700%	\$11,820	9.4249%	\$1,114.02
	1212	3602	\$652,528	(\$55,000)	\$597,528	6.700%	\$40,030	9.4249%	\$3,772.79
<b>Account Total:</b>			<b>\$829,012</b>	<b>(\$55,000)</b>	<b>\$774,012</b>		<b>\$51,850</b>		<b>\$4,886.81</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0388132	\$829,012	\$51,850	\$4,886.81	\$829,012	\$51,850	\$4,886.81	\$0.00
<b>Totals</b>	<b>\$829,012</b>	<b>\$51,850</b>	<b>\$4,886.81</b>	<b>\$829,012</b>	<b>\$51,850</b>	<b>\$4,886.81</b>	<b>\$0.00</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0388132	SB-001 Residential 55k Exemption	(\$55,000)

202600041-2023  
262600044-2024

**Petition For Abatement Or Refund Of Taxes**

County: Douglas County

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: 12/31/2025  
Month Day Year

**Received**

Petitioner's Name: Steve Armstrong

**DEC 31 2025**

Petitioner's Mailing Address: 999 SPARROW HAWK DR Highlands Ranch CO 80129

**Douglas County  
Assessor's Office**

SCHEDULE OR PARCEL NUMBER(S):  
222916111011

PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY  
999 SPARROW HAWK DR Highlands Ranch, CO, 80129

R0388132

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) \_\_\_\_\_ and \_\_\_\_\_ are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.)

Petitioner's estimate of value: \$ 755,000 (2023) and \$ 755,000 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature Phone Number \_\_\_\_\_ Email \_\_\_\_\_

By Assessorly, Co.  
Agent's Signature\* Phone Number \_\_\_\_\_ Email \_\_\_\_\_

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Tax Year	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(i)(D), C.R.S.

Tax year: 2023 Protest?  No  Yes (if a protest was filed, please attach a copy of the NOD.)

Tax year: 2024 Protest?  No  Yes (if a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):  
See Transmittals

Julie Everette  
Assessor's or Deputy Assessor's Signature



**TOBY DAMISCH**

**DOUGLAS COUNTY ASSESSOR'S OFFICE**

# **VALUATION SUMMARY**

**OF  
RESIDENTIAL IMPROVED PROPERTY**

**FOR  
Douglas County Board of County Commissioners**

**FELICIA ARMSTRONG & STEVEN A ARMSTRONG  
PETITIONER**

**Vs.**

**DOUGLAS COUNTY ASSESSOR'S OFFICE  
RESPONDENT**

**Parcel Number:** 2229-161-11-011

**Schedule Number:** R0388132

**Appeal Number:** 202600041

**Appraisal Date:** June 30, 2022

**Assessment Date:** January 1, 2023

**Report Date:** 2/10/2026

**2023 NOV Value:** \$829,012

**Indicated Value:** \$829,012

**SUBJECT:**

Indicated Value: \$829,012  
Account Number: R0388132

Address:  
999 SPARROW HAWK DR  
HIGHLANDS RANCH, CO 801290000



Parcel Number: 2229-161-11-011

Zoning:

Subdivision: HIGHLANDS RANCH

Year Built: 1998

Adjusted Year Built: 1998

Building SF: 2,502

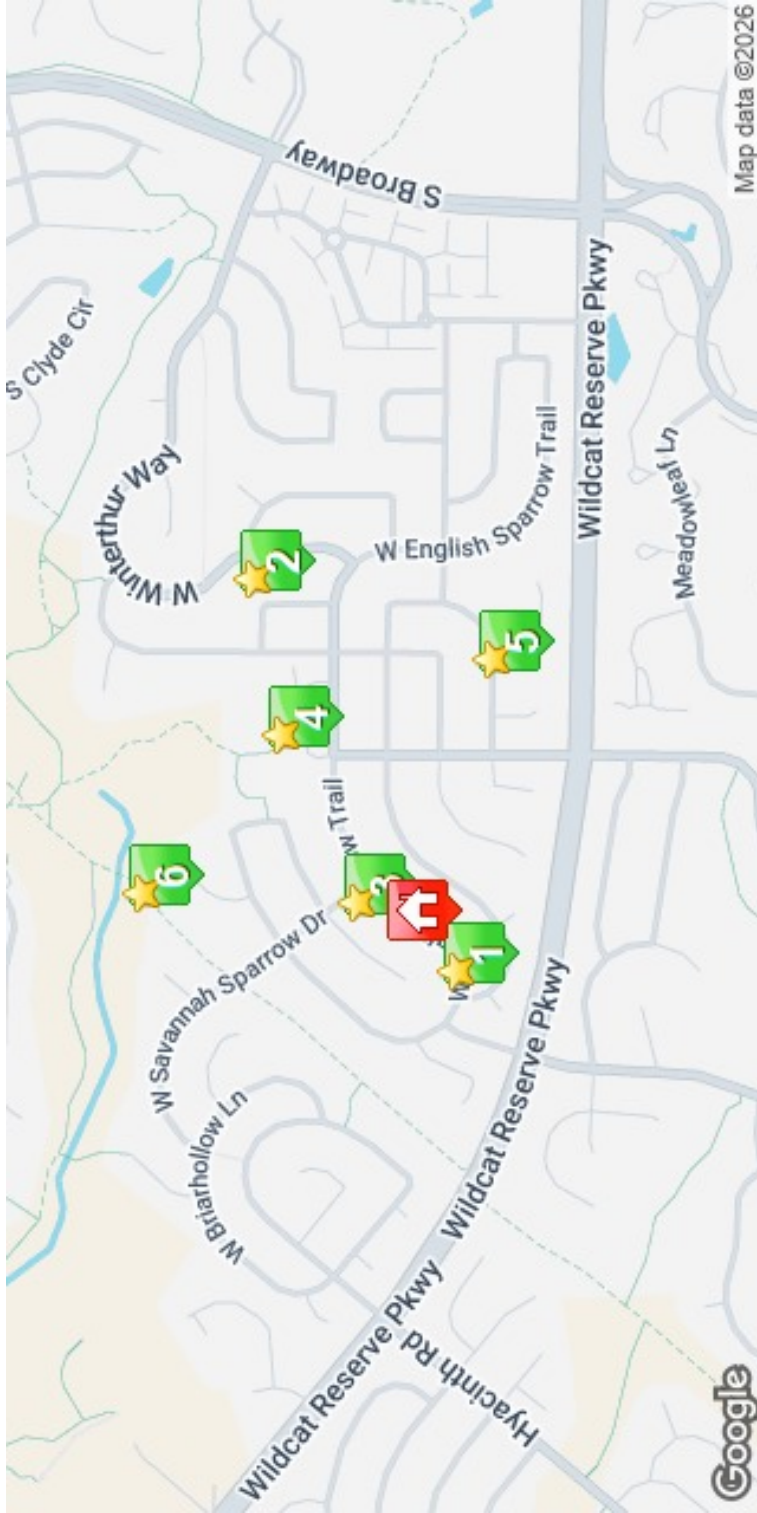
Land SF: 6,534

The subject is an average quality 2-story home built in 1998 and located at 999 Sparrow Hawk Dr, Highlands Ranch. The Petitioner's agent is appealing the 2023 and 2024 tax year values and is requesting a value of \$755,000. Please note, the county's records as of the 2023 and 2024 assessment dates do not reflect any basement finish. Research of the subject property for this abatement petition shows the last sale of the subject occurred March 2018 and the listing for this sale (MLS #4600301) indicates below grade finished area equal to 684 square feet. This is further confirmed in the broker remarks and photos. As a result, 684 square feet has been added to the subject property for this analysis and has been added to the Assessor's records going forward. The agent has provided three comparable sales for consideration and two have been included on the final sales grid. Since no unusual conditions occurred between the 2023 and 2024 assessment dates, the same analysis has been applied to both tax years. The six comparable sales used are all average quality, 2-story homes in the immediate neighborhood and are of similar age. They bracket the subject in GLA, basement square footage and basement finish square footage. The adjusted comparable sales have a range of indicated value from approximately \$796,000 to \$853,000 with a mean of approximately \$836,000 and a median of \$845,000. The subject's 2023 and 2024 value of \$829,012 is within the range of adjusted comparable sale prices and below the mean and median. As a result, there is no recommendation for an adjustment to the 2023 and 2024 tax years.



999 SPARROW HAWK DR

R0388132



**Grid Estimate:**

**N/A**  
(None)  
Min: \$796,405  
Max: \$853,155

**Subject**



**Address** 999 SPARROW HAWK DR  
**ID** R0388132  
**TASP / Date** NA / 09/18/2019

**Distance** -

**Sale Price** \$0

**Adjusted Age** 24

**Year Built** 1998

**Style** 2 Story

**Unit Type** N/A

**Quality** Average

**Residential SF** 2,502

**Garage SF** 667

**Bsmnt SF** 760

**Basement Fin SF** 684

**Walkout** 1

**Garden Lvl** N/A

**Fireplaces** 1

**HVAC** Central Air to Air

**Land SF** 6,534

**Land Use Code** 162072

**Market Land Value** \$162,072

**Additional 2 mths** 0

**Total Adjustment**

**Adjusted Sale Price**

**Address** 1046 SPARROW HAWK DR  
**ID** R0388059  
**TASP / Date** \$863,625 / 08/13/2021

**Distance** 364 ft

**Sale Price** \$735,000

**Adjusted Age** 24

**Year Built** 1997

**Style** 2 Story

**Unit Type** N/A

**Quality** Average

**Residential SF** 2,755

**Garage SF** 628

**Bsmnt SF** 733

**Basement Fin SF** 545

**Walkout** 0

**Garden Lvl** 0

**Fireplaces** 1

**HVAC** Central Air to Air

**Land SF** 8,276

**Land Use Code** 171990

**Market Land Value** \$160,812

**Additional 2 mths** 0

**Total Adjustment**

**Adjusted Sale Price**

**Address** 527 WINTERTHUR WAY  
**ID** R0398957  
**TASP / Date** \$950,012 / 04/14/2022

**Distance** 1,941 ft

**Sale Price** \$917,000

**Adjusted Age** 19

**Year Built** 2000

**Style** 2 Story

**Unit Type** N/A

**Quality** Average

**Residential SF** 2,625

**Garage SF** 595

**Bsmnt SF** 1,372

**Basement Fin SF** 1,150

**Walkout** 1

**Garden Lvl** 0

**Fireplaces** 1

**HVAC** Central Air to Air

**Land SF** 7,100

**Land Use Code** 181492

**Market Land Value** \$167,729

**Additional 2 mths** 0

**Total Adjustment**

**Adjusted Sale Price**

**Address** 949 SPARROW HAWK DR  
**ID** R0388124  
**TASP / Date** \$847,705 / 03/01/2021

**Distance** 248 ft

**Sale Price** \$678,000

**Adjusted Age** 24

**Year Built** 1997

**Style** 2 Story

**Unit Type** N/A

**Quality** Average

**Residential SF** 2,474

**Garage SF** 565

**Bsmnt SF** 1,183

**Basement Fin SF** 990

**Walkout** 1

**Garden Lvl** 0

**Fireplaces** 1

**HVAC** Central Air to Air

**Land SF** 6,534

**Land Use Code** 176484

**Market Land Value** \$162,072

**Additional 2 mths** 0

**Total Adjustment**

**Adjusted Sale Price**

Net:-6% Gross:7% \$-51,300  
**\$ 796,405**

Net:-10% Gross:11% \$-96,857  
**\$ 853,155**

Net:-2% Gross:9% \$-20,740  
**\$ 842,885**

Net:-6% Gross:7% \$-51,300  
**\$ 796,405**

Petitioner Comp



**Grid Estimate:**

**N/A**  
(None)  
Min: \$796,405  
Max: \$853,155

**Subject**



**Address** 999 SPARROW HAWK DR  
**ID** R0388132  
**TASP / Date** NA / 09/18/2019

**Distance** -

**Sale Price** \$0

**Adjusted Age** 24

**Year Built** 1998

**Style** 2 Story

**Unit Type** N/A

**Quality** Average

**Residential SF** 2,502

**Garage SF** 667

**Bsmnt SF** 760

**Basement Fin SF** 684

**Walkout** 1

**Garden Lvl** N/A

**Fireplaces** 1

**HVAC** Central Air to Air

**Land SF** 6,534

**Land Use Code** 162072

**Market Land Value** \$162,072


**Additional 2 mths** 0


**Total Adjustment**


**Adjusted Sale Price**

**Comparable** **Adj. Sale Price**

- Comp #2 \$ 853,155
- Comp #4 \$ 847,178
- Comp #6 \$ 846,260
- Comp #1 \$ 842,885
- Comp #5 \$ 828,643
- Comp #3 \$ 796,405

Comp #6	
	10052 SAGE SPARROW CT R0382122 <b>\$863,905 / 04/09/2021</b> 1,319 ft
\$693,900	\$0
25	\$0
1997	\$0
2 Story	\$0
N/A	\$0
Average	\$0
2,284	<b>\$21,800</b>
630	<b>\$2,100</b>
1,170	<b>\$-16,400</b>
1,109	<b>\$-23,400</b>
0	<b>\$18,000</b>
0	\$0
1	\$0
Central Air to Air	\$0
6,098	\$0
172429	\$0
\$157,517	<b>\$4,555</b>
0	<b>\$-24,300</b>
Net:-2% Gross:13% \$-17,645 <b>\$ 846,260</b>	

Comp #5	
	658 BLUE HERON WAY R0398634 <b>\$792,442 / 04/21/2021</b> 1,458 ft
\$640,000	\$0
22	\$0
2000	\$0
2 Story	\$0
N/A	\$0
Average	\$0
2,342	<b>\$16,000</b>
475	<b>\$11,100</b>
1221	<b>\$-18,400</b>
750	<b>\$-3,600</b>
0	<b>\$18,000</b>
0	\$0
1	\$0
Central Air to Air	\$0
6,882	\$0
138629	\$0
\$126,671	<b>\$35,401</b>
0	<b>\$-22,300</b>
Net:5% Gross:16% \$36,201 <b>\$ 828,643</b>	

Comp #4	
	770 ENGLISH SPARROW TRL R0398880 <b>\$855,000 / 10/26/2021</b> 1,162 ft
\$750,000	\$0
24	\$0
1998	\$0
2 Story	\$0
N/A	\$0
Average	\$0
2,642	<b>\$-14,000</b>
484	<b>\$10,600</b>
943	<b>\$-7,300</b>
894	<b>\$-11,600</b>
0	<b>\$18,000</b>
0	\$0
1	\$0
Central Air to Air	\$0
6,704	\$0
152744	\$0
\$139,294	<b>\$22,778</b>
0	<b>\$-26,300</b>
Net:-1% Gross:13% \$-7,822 <b>\$ 847,178</b>	

Petitioner Comp

Subject NOV \$829,012

DOUGLAS COUNTY ABATEMENT HEARING  
REFEREE WORKSHEET

Petitioner: Willard Eldred

Agent: Martin Froehlich

Parcel No.: R0374377

Abatement Number: 202600045 & 202600046

Assessor's Original Value: \$843,426 for 2023 and 2024

Hearing Date: March 18, 2026

Hearing Time: 12:30 p.m.

1. The Douglas County Assessor was represented at the hearing by Dixie Kozinski
2. The Petitioner was:
  - a.  present
  - b.  not present
  - c.  present/represented by Martin Froelich
  - d.  not present/represented by [Click here to enter text.](#)
3. Assessor's Recommended Value: \$843,426 - No change

Petitioner's Requested Value: \$760,000

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner provided three comparable sales with adjustments for: Market conditions (1.10% per month time adjustment), Site size, Bed/Bath, GLA, Basement finish, and garage spaces. After characteristic adjustments were made, a value range between \$756,350 to \$792,350 was indicated. He requested that the value be reduced to \$760,000 based on the analysis.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:
- a.  data from sales of comparable properties which sold during the applicable time period; and /or
  - b.  valuation using the cost approach; and/or
  - c.  a valuation using the income approach; and/or
  - d.  other [Click here to enter text.](#)

**THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:**

Classification: (1212) Single family residential

Total Actual Value: \$825,000 (Partial adjustment)

Reasons are as follows: The petitioner submitted three comparable sales, adjusting for market conditions, site size, bed/bath count, GLA, basement finish, and garage spaces. The adjusted values ranged from \$756,350 to \$792,350, and he requested a reduction to \$760,000. The assessor provided six comparables, making adjustments for time, garage and basement features, and land value. Above grade square footage was not adjusted due to similarities. Adjusted values ranged from \$795,976 to \$908,180. The four sales with minimal adjustment were #1 (\$815,744), #2 (\$795,976), #5 (\$831,241), and #6 (\$899,225), supporting a value reduction. A decrease to \$825,000 is recommended.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

- a.  Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein
- b.  Approved in part as set forth in the Findings and Recommendations herein
- c.  Denied after abatement hearing
- d.  Administrative Denial is Granted

REFEREE:



s/ Jeffrey Hamilton  
Name

3/18/2026  
Date

**Abatement Log No. 202600045 & 202600046**

202600045-2023  
202600046-2024

**Petition For Abatement Or Refund Of Taxes**

County: Douglas County

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Received**  
DEC 31 2025  
Douglas County  
Assessor's Office

**Section I: Petitioner, please complete Section I only.**

Date: 1/26/2026  
Month Day Year

Petitioner's Name: Willard Eldred  
Petitioner's Mailing Address: 15932 CRESTROCK CIR Parker CO 80134

City or Town State Zip Code

**SCHEDULE OR PARCEL NUMBER(S)** 223317305199 **PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY** 15932 CRESTROCK CIR Stonegate, CO, 80134

R0374377

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) \_\_\_\_\_ and \_\_\_\_\_ are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.)

Petitioner's estimate of value: \$ \$760,000.00 (2023) and \$ \$760,000.00 (2024)  
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature Phone Number \_\_\_\_\_ Email \_\_\_\_\_

By Assessorly, Co.  
Agent's Signature\* Phone Number \_\_\_\_\_ Email \_\_\_\_\_

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s): \_\_\_\_\_

\_\_\_\_\_  
Assessor's or Deputy Assessor's Signature







## Property Tax Appeal Report (2023–2024 Abatement)

PREPARED BY ASSESSORLY, CO.

**Prepared for:** Willard Eldred

**Subject Property:** 15932 CRESTROCK CIR, Stonegate, CO, 80134

**Prepared by:** Assessorly, Co.

Assessorly, Co. — Client Services Team



support@assessorly.com  
+1 (303) 501-8081 Ext: 800  
PO Box 180, Littleton, CO 80120

### Purpose Statement

This valuation report has been prepared exclusively for the purpose of appealing the assessed value of the subject property. It is not intended for any other use. The intended user of this report is the client: Willard Eldred



## 2. GENERAL INFORMATION

CHARACTERISTIC	DETAILS
<b>APN / Account No.</b>	223317305199
<b>Legal Description</b>	LOT 23 BLOCK 3 STONEGATE 15F .231 AM/L
<b>Property Type</b>	Single Family Residential
<b>Site Size</b>	0.231 ac (10,062.36 sf)
<b>Gross Living Area (GLA)</b>	2,520 sf
<b>Basement (gross/finished)</b>	1 sf / 806 sf
<b>Garage Count / Size</b>	660
<b>Year Built</b>	1997
<b>Condition</b>	C3
<b>Bedrooms / Bathrooms</b>	4 / 3
<b>Assessor's Actual Value (current cycle)</b>	\$843,426.00

The subject property is a single family residential situated at 15932 CRESTROCK CIR, Stonegate, CO, 80134. Constructed in 1997, the residence provides 2,520 sf of above-grade living area across 4 / 3 bedrooms and bathrooms. The parcel encompasses 0.231 ac (10,062.36 sf), offering a functional site for the improvements within the surrounding neighborhood.

Neighborhood influences reflect marketing exposure consistent with the Douglas assessment area. Comparable research focused on arms-length transfers recorded between 1/1/2021 and 6/30/2022. Selected transactions are located within an average distance of 0.24 miles, ensuring that market-derived adjustments represent local buyer preferences.

## 3. VALUATION SUMMARY

METRIC	VALUE
<b>Assessor's Value</b>	\$843,426.00
<b>Concluded Value</b>	\$760,000



Market testing indicates the assessor's current opinion of value overstates probable buyer behavior. Regression-supported comparables yield a reconciled indication below the assessor's figure, signaling an opportunity for relief through the formal appeals process.

Based on our analysis, the supported market value as of June 30, 2022, is \$760,000, indicating a potential overassessment of \$83,426.

Assessorly, Co. — Confidential Tax Appeal Materials



## 4. SALES COMPARISON APPROACH

CHARACTERISTIC	SUBJECT	COMP 1	COMP 2	COMP 3
<b>Sale Price</b>	N/A	\$750,000.00	\$745,000.00	\$778,000.00
<b>Date of Sale</b>	—	6/14/2022	05/22/2022	05/20/2022
Market Condition \$0.00			+\$7,500.00	+\$7,800.00
<b>Address</b>	15932 CRESTROCK CIR, Stonegate, CO, 80134	16154 CRESTROCK CT, Stonegate, CO, 80134	16230 LAURELHILL CT, Stonegate, CO, 80134	15488 FLOWERGATE WAY, Stonegate, CO, 80134
<b>Location Impact</b>	B / OpnSpce	B / OpnSpce	B / OpnSpce	B / OpnSpce
—	—	—	—	—
<b>Site Size</b>	0.231 ac (10,062.36 sf)	0.174 ac (7,579.44 sf)	0.220 ac (9,583.2 sf)	0.186 ac (8,102.16 sf)
\$13.43/sf (\$585,187.24/ac)		+\$5,000.00	—	+\$5,000.00
<b>Quality</b>	Good	Good	Good	Good
—	—	—	—	—
<b>Condition</b>	C3	C3	C3	C3
—	—	—	—	—
<b>Year Built</b>	1997	1995	1994	1992
—	—	\$0.00	\$0.00	\$0.00
<b>Bed/Bath</b>	4 / 3	4 / 4	5 / 4	5 / 4
Bed — Bath —		-\$3,000.00	-\$6,000.00	-\$3,000.00
<b>GLA</b>	2,520 sf	2,594 sf	2,271 sf	2,516 sf
\$150.00		-\$11,100.00	+\$37,350.00	+\$600.00
<b>Basement Finish</b>	1 sf / 806 sf	1 sf / 600 sf	1 sf / 828 sf	1,057 sf / 865 sf
Finished \$75.00		+\$15,450.00	-\$1,650.00	-\$4,425.00
Unfinished —				
<b>Garage</b>	3	3	2	3
—		\$0.00	+\$10,000.00	\$0.00
Custom Row 1	Subject value	Comp 1 value	Comp 2 value	Comp 3 value
		Adjustment —	Adjustment —	Adjustment —
<b>Adjusted Sale Price</b>	—	\$756,350.00	\$792,350.00	\$783,975.00
<b>Net Adjustment</b>	—	\$0.00	\$0.00	\$0.00

Comparable sales were vetted for recency, proximity, and physical similarity. Emphasis was placed on closed transactions featuring similar gross living areas, finished basements, and garage utility to mirror the subject's contributory amenities. Where data gaps existed, secondary sources such as MLS and third party sources

(Zillow/Redfin/Realtor) were used to extract condition.

Adjustments were supported by regression-derived coefficients for market conditions, GLA, and below-grade finish. Time adjustments were trended to the June 30, 2022 date of value. Market conditions were cross-checked using the regression trend, a local sale/resale example (9763 Clandan Court, Stonegate), and the FHFA all-transactions index for Douglas County. Based on this review, a 1.0% per month market conditions rate was applied.

After adjustments, Sale 1 provides the most reliable indication of value due to its strong similarity to the subject. Sales 2 and 3 further support the conclusion. The concluded value is supported by the adjusted indications of the most comparable sales, selected for similarity in location, GLA, finished basement, and bed/bath configuration. Sales were taken from the appropriate period and adjusted using market-extracted coefficients for market conditions, GLA, finished basement, baths, and garage; the resulting indications support the opinion that the assessor's value is above market evidence.

 *Douglas Count HPI*

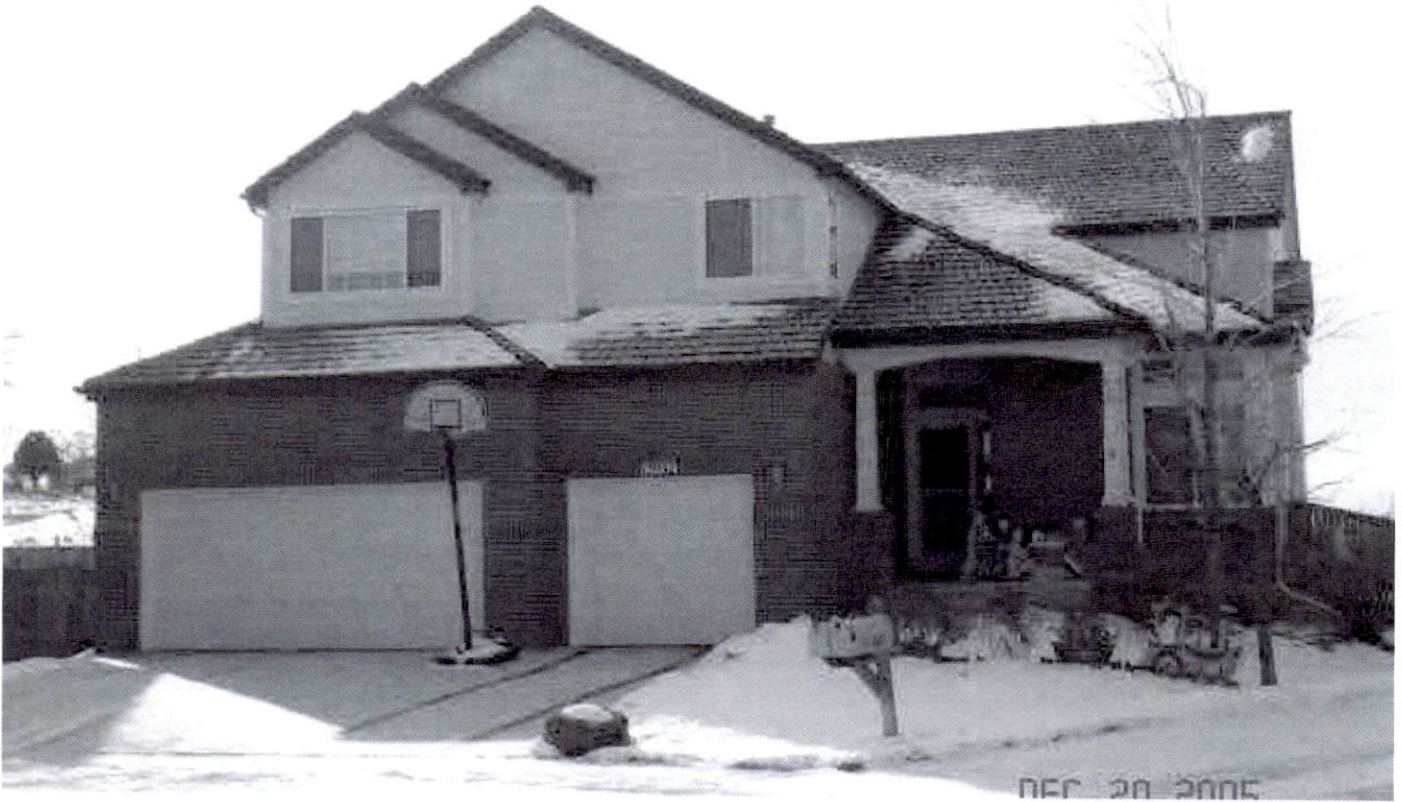
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## 5. COMPARABLE PHOTOS AND MAP SECTION

SUBJECT PROPERTY



16154 CRESTROCK CT,  
Stonegate, CO, 80134  
Sale Price: \$198,900.00



16230 LAURELHILL CT,  
Stonegate, CO, 80134  
Sale Price: \$340,000.00



15488 FLOWERGATE WAY,  
Stonegate, CO, 80134  
Sale Price: \$569,000.00



Assessorly, Co. — Confidential Tax Appeal Materials



## 6. QUALITY ASSURANCE & DISCLAIMERS

This automated valuation model (AVM) blends Assessorly's regression engine with curated comparable sales to benchmark the subject property. Every metric above has been programmatically generated and reviewed by Assessorly's QA specialists—no formal appraiser opinion or manual valuation adjustments are part of this deliverable.

- Property characteristics and imagery originate from local assessor records, MLS feeds, and Assessorly data assets.
- QA validates address matching, sale date alignment, and feature normalization before release.
- Use this report to monitor market positioning, screen tax assessments, or support pre-appeal diligence.

This report is not an appraisal and should not be relied upon as a substitute for a certified appraisal when one is required by statute, lending policy, or legal proceedings. All analytics are subject to data availability and may change as new transactions record.

## 7. APPENDIX

### DATA SOURCES

- Multiple Listing Service (MLS) closed sale records
- Douglas Assessor and Treasurer public records
- Federal Housing Finance Agency (FHFA) House Price Index
- County and municipal GIS mapping services
- Assessorly proprietary regression database

### METHODOLOGY NOTES

The regression summary supporting the concluded value incorporates market-calibrated coefficients for site size, effective age, living area, and basement finish. Supplemental sensitivity testing confirmed stability across cross-validation folds with  $R^2$  of 0.12328 and CV  $R^2$  of 0.57773. Mean absolute error measured 59024.32 with an RMSE of 75955.82, indicating tight model fit across the dataset.



## 8. DISCLAIMER AND LIMITING CONDITIONS

This Property Tax Appeal Report is a non-appraisal valuation product prepared solely for the client identified herein and for submission to assessment appeal authorities. The analyses, opinions, and conclusions expressed are limited to the purpose of contesting the assessed value of the subject property for the 2023–2024 cycle and may not be relied upon by any other party or for any other purpose.

The report does not conform to the Uniform Standards of Professional Appraisal Practice (USPAP) and shall not be represented as an appraisal. Intended users are limited to the property owner, their authorized representatives, and the reviewing bodies of the Douglas Assessor. Use by lenders, investors, or other third parties is expressly prohibited.

Analyses are based on public records, MLS data, GIS mapping, and statistical modeling believed to be reliable; however, Assessorly, Co. makes no warranties regarding the accuracy or completeness of third-party data. All opinions are subject to extraordinary assumptions that the supplied information is correct. Liability for any errors or omissions is expressly disclaimed, and no guarantee of appeal success or tax reduction is provided.

The scope of this engagement was limited to desktop review of available data, statistical modeling, and preparation of this written report. Physical inspection of the interior was not performed unless otherwise stated. Comparable selection prioritized arms-length transactions within the specified sales window, and valuation relied on a sales comparison approach supported by regression analytics.

### SCOPE OF WORK STATEMENT

- Data Collection: Compiled assessor records, MLS reports, FHFA trends, and GIS measurements for the subject and market area.
- Comparable Selection: Screened residential transfers by date, proximity, building style, and condition; excluded distressed or non-arm's-length transactions.
- Valuation Methods: Applied sales comparison with market-derived adjustments and reconciled with regression outputs to conclude the indicated value.
- Property Observation: Desktop review of aerial imagery, assessor sketches, and available photography; no interior inspection completed.

Assessorly, Co. — Confidential Tax Appeal Materials

## **Engagement for Tax Appeal Consulting Services**

As of 2025-12-02

### **Consultant:**

Assessorly, Co

Denver, CO 80120

Info@assessorly.com

### **Client:**

Willard Eldred

15932 CRESTROCK CIR

Parker, CO 80134

Dear Willard Eldred,

This letter confirms our agreement for Assessorly, Co to provide real estate appraisal services to you in connection with the property located at: 15932 CRESTROCK CIR, also known as the "Subject property".

The intended use will be for tax appeal purposes only. No other uses are permitted.

The intended users include: Willard Eldred and those assigned.

Effective dates of value: Tax cycle 2025-2026

### **Assessorly Money-Back Guarantee Policy**

At Assessorly, we stand behind the accuracy of our technology and the expertise of our consultants. That's why we offer a 100% Money-Back Guarantee on our Full Service Package, which includes:

- Property Tax Report and Valuation Analysis
- Appeal Representation (Agency)

#### **What's Covered**

If your appeal does not result in any tax savings for the property tax year(s) covered by the Full Service Package, you may be eligible for a full refund of your service fee.

### **Eligibility Requirements**

To qualify for the guarantee, the following must apply:

- The Assessorly AVM address search tool indicated the tax year was "Overassessed"
- Willard Eldred purchased the Full Service Package, including representation (Agency)
- Willard Eldred provided all required documentation and responded to any communication related to the appeal process
- The appeal was submitted within the designated filing deadline for the relevant county
- The assessor or appeals board rendered a decision resulting in no reduction in value or no tax savings for the covered period

#### **How to Request a Refund**



If your appeal does not result in savings and you meet the eligibility criteria:

- Email support@assessorly.com within 30 days of your appeal decision
- Include the following:
  - Willard Eldred and 15932 CRESTROCK CIR
  - Order confirmation number (e.g., 11F0CF3279336DF0AD250AFFCF6A1F27)
  - A copy of the final appeal decision
- If approved, a refund will be issued within 7–10 business days

#### Exclusions

This guarantee does not apply to:

- Appeals where the AVM tool indicated the tax year was “Fairly Assessed”
- Self-service or report-only packages
- Appeals withdrawn at the request of Willard Eldred
- Missed deadlines due to inaction on the part of Willard Eldred
- Tax increases due to unrelated causes (e.g., reassessment following property improvements)

#### Contingency Pay Policy (Full Service – Contingency)

At Assessorly, we believe in results-driven service. That’s why our Full Service – Contingency product allows you to proceed with no upfront risk. You only pay if your property tax appeal is successful.

#### Eligibility Requirements

- \$0 Upfront Cost: You must provide a valid credit card at the time of engagement. No charges will be made unless your appeal is successful.
- Agency Agreement: You must sign a formal Agency Agreement authorizing Assessorly to represent you in both current and prior year tax cycles.
- Documentation Compliance: You must provide all required property information and supporting documentation in a timely manner.
- Responsiveness: You must respond promptly to communications from Assessorly throughout the appeal process.
- Timely Submission: Your appeal must be submitted within the required deadlines established by your local county assessor or Board of Equalization.

#### Success-Based Billing

If your appeal is successful, Assessorly will charge 30% of the recovered funds to the credit card on file. “Success” is defined as a reduction in the assessed value of your property resulting in a direct tax savings, as confirmed by the county.

If the payment is declined or cannot be processed, Assessorly will immediately contact you to arrange alternate payment.

Full payment is due immediately upon receipt of invoice, in order to avoid interest, penalties, or recovery actions.

#### Non-Payment & Enforcement

- The client agrees to be responsible for all legal fees and costs incurred by Assessorly in the process of recovering owed funds.





- If communication or payment is not received within 30 days, Assessorly reserves the right to file a mechanic's lien on the subject property under applicable state statutes.

#### **Disclaimers**

- The Contingency Fee product does not guarantee a specific outcome or appeal success.
- Assessorly reserves the right to determine which tax cycles will be pursued for appeal, based on internal analysis and the projected minimum recovery amount. Appeals will only be initiated if the potential benefit meets or exceeds our thresholds for filing.
- Failure to meet the eligibility requirements may void your participation in the Contingency Fee program and convert your case to a fee-based service.
- Clients who bypass, duplicate, or obstruct Assessorly's efforts may forfeit eligibility and still be liable for services rendered.

#### **Scope of Work**

The objective of this assignment is to develop an opinion of value of the subject property as of the effective dates noted above. The analysis is completed without a physical inspection of the property and relies solely on public records, third-party data/online sources, and information provided by the client or property owner.

The scope of work includes, but is not limited to:

- Identification and analysis of relevant market data
- Review of MLS data, public records, and online sources (e.g., assessor's records, satellite imagery, real estate databases)
- Selection and analysis of three comparable sales within the subject market
- Application of the Sales Comparison Approach, as used by the Assessor's office. Adjustments are market extracted using predictive analytics
- Use of digital mapping and GIS tools for neighborhood and site analysis

#### **Assumptions and Limiting Conditions**

- No physical inspection of the property was conducted.
- All data from public sources or the client is assumed to be accurate.
- The property is assumed to be in average condition unless otherwise noted.
- No interior photos or on-site verification of features were conducted.
- No guarantees are made about structural condition, compliance, or hazards.
- No valuation of personal property is included.
- No zoning or permit verification unless specifically requested.
- The resulting report will present a single point of value and summary of analysis.

This report is not an appraisal. The consultant is not acting in the capacity of a licensed appraiser. The purpose of the report is solely to support a real estate tax appeal.

#### **Property Tax Consultant – Agency Agreement**

I agree that for the property tax years 2025-2026, in Colorado, as related to the subject property noted above, Assessorly, Co is authorized to act as my agent and consultant before the County Board of Equalization or the State Tax Review Board or other relevant authority.

I authorize Assessorly, Co to submit appeals, file forms, and represent me in all related matters for the referenced assessment years and any prior eligible years.



**Agreed by:**

Willard Eldred

15932 CRESTROCK CIR

Parker, CO 80134

Willard Eldred

**Attestation**

I, the undersigned, Authorized Agent, certify that the statements and information provided in this filing and any attachments are true, correct, and complete to the best of my knowledge and belief. I acknowledge that the Assessor may rely on this information in reviewing the property's assessment. If signing as an Authorized Agent, I affirm that I am duly authorized to act on behalf of the owner for assessment review and appeal purposes.

**Authorized Agent Identification**

Authorized Agent: Martin Froehlich

Company: Assessorly, Co

**Assessor Contact for Questions**

By listing a contact below, the Agent authorizes the Assessor to communicate with this contact regarding this filing.

Primary Contact Name: Martin Froehlich

Telephone: (720) 202-9279

Email: martin@assessorly.com





## Completed Document Audit Report

Completed with SignWell.com

### Title: Assessorly\_Engagement\_Letter\_Template.docx

Document ID: 46d8ef14-23dc-459b-a46a-0e27f348f91c




Time Zone: (GMT+00:00) Coordinated Universal Time

#### Files

Assessorly\_Engagement\_Letter\_Template.docx - 4 pages

Dec 02, 2025 03:53:34 UTC

#### Activity

 <b>Richard T. Miles</b>	created the document via API (support@assessorly.com)	Dec 02, 2025 03:53:34 UTC
IP: 52.4.217.237		
 <b>Willard Eldred</b>	first viewed document (support@assessorly.com)	Dec 02, 2025 03:54:03 UTC
IP: 2601:282:4200:5540:d02e:2ff:796d:8037		
 <b>Willard Eldred</b>	signed the document (support@assessorly.com)	Dec 02, 2025 03:55:21 UTC
IP: 2601:282:4200:5540:d02e:2ff:796d:8037		

## Brenda Davis

---

**From:** Felice Entratter  
**Sent:** Thursday, January 29, 2026 4:30 PM  
**To:** Brenda Davis  
**Subject:** FW: Appeal: 15932 Crestrock Cir  
**Attachments:** 15932 Crestrock signed.pdf

#2

*Felice A Entratter  
Douglas County Assessor's Office  
Appeals Deputy Assessor  
303-663-6212*

**From:** Assessors <Assessors@douglas.co.us>  
**Sent:** Monday, January 26, 2026 3:36 PM  
**To:** Felice Entratter <fentratter@douglas.co.us>  
**Cc:** Becky Fischer <bfischer@douglas.co.us>  
**Subject:** FW: Appeal: 15932 Crestrock Cir

**From:** Martin Froehlich <[martin.froehlich@assessorly.com](mailto:martin.froehlich@assessorly.com)>  
**Sent:** Monday, January 26, 2026 3:13 PM  
**To:** Assessors <[Assessors@douglas.co.us](mailto:Assessors@douglas.co.us)>  
**Subject:** Re: Appeal: 15932 Crestrock Cir

**Caution:** This email originated outside the organization. Be cautious with links and attachments.

Please find the attached report for the 2023 -2024 abatement period.  
Thank you

On Wed, Dec 31, 2025 at 6:26 PM Martin Froehlich <[martin.froehlich@assessorly.com](mailto:martin.froehlich@assessorly.com)> wrote:

Hi Douglas County Assessor's Office:

Please find the attached appeal report for the property address listed in the subject line.


If you need any additional documentation, let me know and I'll provide it right away.

Thank you,

--  
*Martin Froehlich*



CEO | Assessorly

 (720) 202-9279

 [martin@assessorly.com](mailto:martin@assessorly.com)

 [www.assessorly.com](http://www.assessorly.com)

Fair Taxes. Real Savings.



## Transmittal Sheet for Abatement #: 202600045

Abatement #	202600045	Staff Appraiser	DAK
Tax Year	2023	Review Appraiser	BAF
Date Received	12/31/2025	Recommendation	Revised as per Hearing Officer's recommendation
Petitioner	KANDIE L MCKEON ELDRED & WILLARD ELDRED	Reason	The Market Approach to value was used in determining the subjects value, resulting in no change.
Agent	ASSESSORLY CO		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$760,000	Assessor Final Review Value	\$825,000

Original Recommendation: The subject is a good quality 2-story home built in 1997 and located at 15932 Crestrock Cr, Parker. The subject backs to greenbelt. There are no interior photos of the subject in the Assessor's records. The Petitioner's agent is appealing the 2023 and 2024 valuation and requesting a value of \$760,000. The agent has provided three comparable sales for consideration. One has been included on the final sales grid. Since no unusual conditions occurred between the 2023 and 2024 assessment dates, the same analysis has been applied to both tax years. The six comparable sales used are all good quality, 2-story homes in the immediate neighborhood and are of similar age. They bracket the subject in GLA, basement square footage and basement finish square footage. The adjusted comparable sales have a range of indicated value from approximately \$796,000 to \$908,000 with a mean of approximately \$849,000 and a median of \$838,000. The subject's 2023 and 2024 value of \$843,426 is within the range of adjusted comparable sale prices and near the mean and median. As a result, there is no recommendation for an adjustment to the 2023 and 2024 tax year values. Hearing Officer Recommendation: **Further adjusted at the 3/18/26 hearing based on comparable sales.**

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0374377	1112	1003	\$158,054	\$0	\$158,054	6.700%	\$10,590	10.8006%	\$1,143.78
	1212	1003	\$685,372	(\$55,000)	\$630,372	6.700%	\$42,230	10.8006%	\$4,561.09
<b>Account Total:</b>			<b>\$843,426</b>	<b>(\$55,000)</b>	<b>\$788,426</b>		<b>\$52,820</b>		<b>\$5,704.87</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0374377	1112	1003	\$158,054	\$0	\$158,054	6.700%	\$10,590	10.8006%	\$1,143.78
	1212	1003	\$666,946	(\$55,000)	\$611,946	6.700%	\$41,000	10.8006%	\$4,428.25
<b>Account Total:</b>			<b>\$825,000</b>	<b>(\$55,000)</b>	<b>\$770,000</b>		<b>\$51,590</b>		<b>\$5,572.03</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0374377	\$843,426	\$52,820	\$5,704.87	\$825,000	\$51,590	\$5,572.03	\$132.84
<b>Totals</b>	<b>\$843,426</b>	<b>\$52,820</b>	<b>\$5,704.87</b>	<b>\$825,000</b>	<b>\$51,590</b>	<b>\$5,572.03</b>	<b>\$132.84</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0374377	SB-001 Residential 55k Exemption	(\$55,000)

### Final Refund Amounts with Property Tax Relief Rebate Adjustments

\* If the tax rebate fields are blank that means there was no rebate check issued for that account

Account #	Original Total Taxes	Final Total Taxes	Tax Refund Amount	Tax Rebate Original	Tax Rebate Final	Tax Rebate Adjustment	Final Refund Amount
R0374377	\$5,704.87	\$5,572.03	\$132.84	\$194.32	\$189.80	(\$4.52)	\$128.32
<b>Totals</b>	<b>\$5,704.87</b>	<b>\$5,572.03</b>	<b>\$132.84</b>	<b>\$194.32</b>	<b>\$189.80</b>	<b>(\$4.52)</b>	<b>\$128.32</b>

## Transmittal Sheet for Abatement #: 202600046

Abatement #	202600046	Staff Appraiser	DAK	
Tax Year	2024	Review Appraiser	BAF	
Date Received	12/31/2025	Recommendation	Revised as per Hearing Officer's recommendation	
Petitioner	KANDIE L MCKEON ELDRED & WILLARD ELDRED	Reason	The Market Approach to value was used in determining the subjects value, resulting in no change.	
Agent				ASSESSORLY CO
Petitioner's Request				Value Too High
Petitioner's Requested Value	\$760,000	Assessor Final Review Value	\$825,000	

Original Recommendation: The subject is a good quality 2-story home built in 1997 and located at 15932 Crestrock Cr, Parker. The subject backs to a greenbelt. The Petitioner's agent is appealing the 2023 and 2024 valuation and requesting a value of \$760,000. The agent has provided three comparable sales for consideration. One has been included on the final sales grid. Since no unusual conditions occurred between the 2023 and 2024 assessment dates, the same analysis has been applied to both tax years. The six comparable sales used are all good quality, 2-story homes in the immediate neighborhood and are of similar age. They bracket the subject in GLA, basement square footage and basement finish square footage. The adjusted comparable sales have a range of indicated value from approximately \$796,000 to \$908,000 with a mean of approximately \$849,000 and a median of \$838,000. The subject's 2023 and 2024 value of \$843,426 is within the range of adjusted comparable sale prices and near the mean and median. As a result, there is no recommendation for an adjustment to the 2023 and 2024 tax year values. Hearing Officer Recommendation: **Further adjusted at the 3/18/26 hearing based on comparable sales.**

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0374377	1112	1003	\$158,054	\$0	\$158,054	6.700%	\$10,590	10.7084%	\$1,134.02
	1212	1003	\$685,372	(\$55,000)	\$630,372	6.700%	\$42,230	10.7084%	\$4,522.16
<b>Account Total:</b>			<b>\$843,426</b>	<b>(\$55,000)</b>	<b>\$788,426</b>		<b>\$52,820</b>		<b>\$5,656.18</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0374377	1112	1003	\$158,054	\$0	\$158,054	6.700%	\$10,590	10.7084%	\$1,134.02
	1212	1003	\$666,946	(\$55,000)	\$611,946	6.700%	\$41,000	10.7084%	\$4,390.44
<b>Account Total:</b>			<b>\$825,000</b>	<b>(\$55,000)</b>	<b>\$770,000</b>		<b>\$51,590</b>		<b>\$5,524.46</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0374377	\$843,426	\$52,820	\$5,656.18	\$825,000	\$51,590	\$5,524.46	\$131.72
<b>Totals</b>	<b>\$843,426</b>	<b>\$52,820</b>	<b>\$5,656.18</b>	<b>\$825,000</b>	<b>\$51,590</b>	<b>\$5,524.46</b>	<b>\$131.72</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0374377	SB-001 Residential 55k Exemption	(\$55,000)



**TOBY DAMISCH**

**DOUGLAS COUNTY ASSESSOR'S OFFICE**

# **VALUATION SUMMARY**

**OF  
RESIDENTIAL IMPROVED PROPERTY**

**FOR  
Douglas County Board of County Commissioners**

**KANDIE L MCKEON ELDRED & WILLARD ELDRED  
PETITIONER**

**Vs.**

**DOUGLAS COUNTY ASSESSOR'S OFFICE  
RESPONDENT**

**Parcel Number:** 2233-173-05-199

**Schedule Number:** R0374377

**Appeal Number:** 202600045

**Appraisal Date:** June 30, 2022

**Assessment Date:** January 1, 2023

**Report Date:** 2/10/2026

**2023 NOV Value:** \$843,426

**Indicated Value:** \$843,426

**SUBJECT:**

Indicated Value:

\$843,426

Account Number:

R0374377

Address:

15932 CRESTROCK CIR

PARKER, CO 801340000



Parcel Number:

2233-173-05-199

Zoning:

Subdivision:

STONEGATE

Year Built:

1997

Adjusted Year Built:

1997

Building SF:

2,520

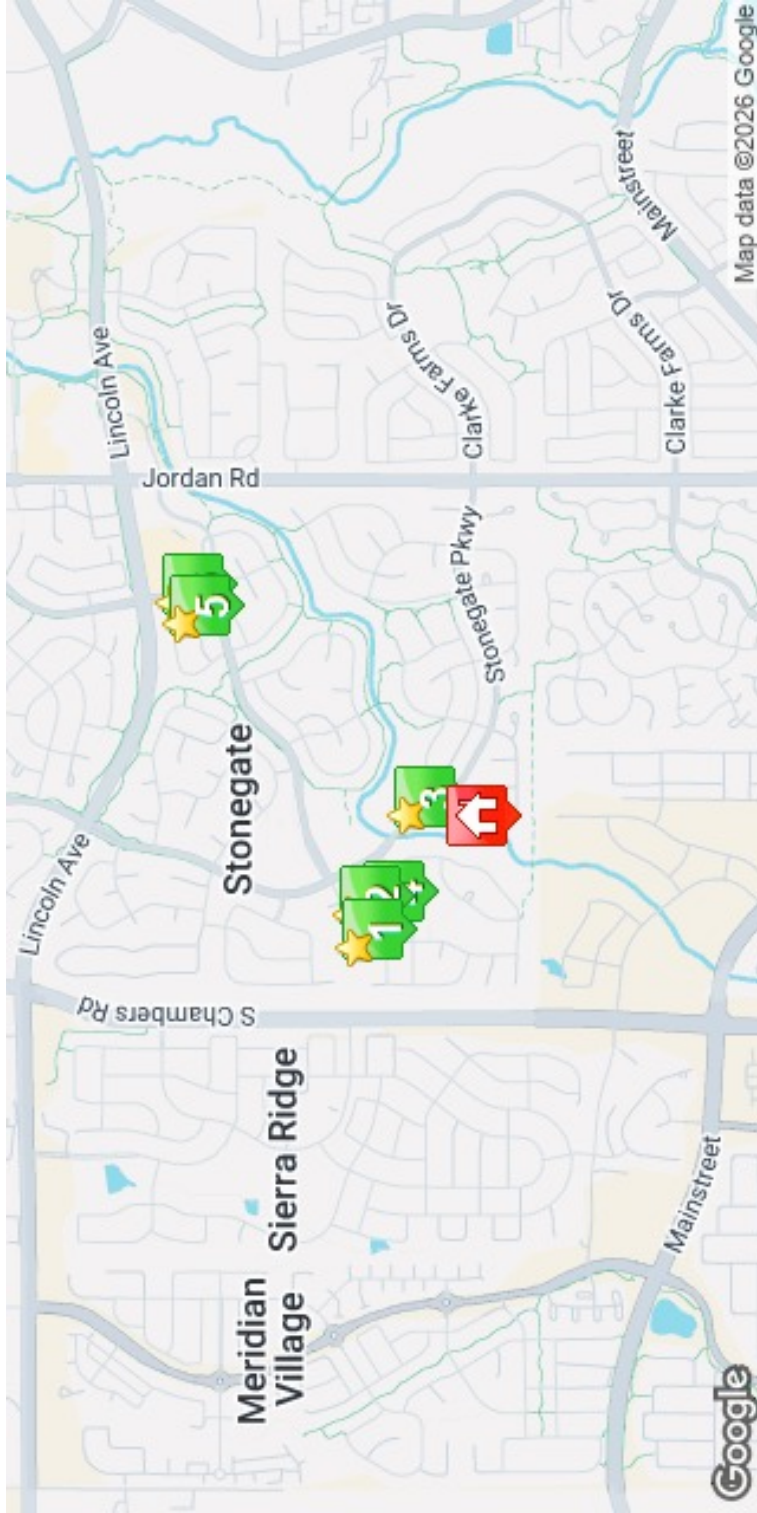
Land SF:

10,062

The subject is a good quality 2-story home built in 1997 and located at 15932 Crestrock Cr, Parker. The subject backs to greenbelt. There are no interior photos of the subject in the Assessor's records. The Petitioner's agent is appealing the 2023 and 2024 valuation and requesting a value of \$760,000. The agent has provided three comparable sales for consideration. One has been included on the final sales grid. Since no unusual conditions occurred between the 2023 and 2024 assessment dates, the same analysis has been applied to both tax years. The six comparable sales used are all good quality, 2-story homes in the immediate neighborhood and are of similar age. They bracket the subject in GLA, basement square footage and basement finish square footage. The adjusted comparable sales have a range of indicated value from approximately \$796,000 to \$908,000 with a mean of approximately \$849,000 and a median of \$838,000. The subject's 2023 and 2024 value of \$843,426 is within the range of adjusted comparable sale prices and near the mean and median. As a result, there is no recommendation for an adjustment to the 2023 and 2024 tax year values.

15932 CRESTROCK CIR

R0374377





**Grid Estimate:**

**N/A**  
(None)  
Min: \$795,976  
Max: \$908,180

**Subject**



**Address** 15932 CRESTROCK CIR  
**ID** R0374377  
**TASP / Date** NA / 12/22/2021

**Distance** -

**Sale Price** \$0

**Adjusted Age** 25

**Year Built** 1997

**Style** 2 Story

**Unit Type** N/A

**Quality** Good

**Residential SF** 2,520

**Garage SF** 660

**Bsmnt SF** 1,038

**Basement Fin SF** 806

**Walkout** N/A

**Garden Lvl** N/A

**Fireplaces** 1

**HVAC** Central Air to Air

**Land SF** 10,062

**Land Use Code** 185785

**Market Land Value** \$185,785

**Outbuilding Value** 0

**Total Adjustment**

**Adjusted Sale Price**

<b>Comp #3</b>			10617 STONE CREEK CT R0374337	<b>\$876,400 / 04/29/2021</b>	558 ft	\$700,000	\$0	\$0	24	1996	2 Story	N/A	Good	2,579	687	684	649	0	0	1	Central Air to Air	9,453	150312	\$176,405	\$9,380	\$0	Net:4% Gross:4% \$31,780	<b>\$ 908,180</b>
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<b>Comp #2</b>			15488 FLOWERGATE WAY R0362594	<b>\$785,510 / 05/20/2022</b>	1,359 ft	\$778,000	\$0	\$0	25	1992	2 Story	N/A	Good	2,516	660	1,057	865	0	0	1	Central Air to Air	8,102	149974	\$175,320	\$10,466	\$0	Net:1% Gross:1% \$10,466	<b>\$ 795,976</b>
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<b>Comp #1</b>			15438 FLOWERGATE WAY R0362622	<b>\$790,000 / 06/17/2022</b>	1,570 ft	\$790,000	\$0	\$0	25	1993	2 Story	N/A	Good	2,510	660	1,051	812	0	0	1	Central Air to Air	6,273	137796	\$160,041	\$25,744	\$0	Net:3% Gross:3% \$25,744	<b>\$ 815,744</b>
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Petitioner Comp

**Grid Estimate:**

**N/A**  
(None)  
Min: \$795,976  
Max: \$908,180

**Subject**



**Address** 15932 CRESTROCK CIR  
**ID** R0374377  
**TASP / Date** NA / 12/22/2021

**Distance** -

**Sale Price** \$0

**Adjusted Age** 25

**Year Built** 1997

**Style** 2 Story

**Unit Type** N/A

**Quality** Good

**Residential SF** 2,520

**Garage SF** 660

**Bsmnt SF** 1,038

**Basement Fin SF** 806

**Walkout** N/A

**Garden Lvl** N/A

**Fireplaces** 1

**HVAC** Central Air to Air

**Land SF** 10,062

**Land Use Code** 185785

**Market Land Value** \$185,785

**Outbuilding Value** 0

**Total Adjustment**

**Adjusted Sale Price**

**Comparable** **Adj. Sale Price**

- Comp #3 \$ 908,180
- Comp #6 \$ 899,225
- Comp #4 \$ 844,045
- Comp #5 \$ 831,241
- Comp #1 \$ 815,744
- Comp #2 \$ 795,976

← Subject NOV \$843,426

Comp #6	
	10231 HEDGE LN R0367708 <b>\$853,875 / 04/22/2022</b> 0.7 miles
\$825,000	\$0
29	\$0
1993	\$0
2 Story	\$0
N/A	\$0
Good	\$0
2,557	\$0
687	<del>\$-1,600</del>
684	<b>\$14,900</b>
650	<b>\$9,000</b>
0	\$0
0	\$0
1	\$0
Central Air to Air	\$0
7,754	\$0
139364	\$0
\$162,735	<b>\$23,050</b>
0	\$0
Net:5% Gross:6% \$45,350 <b>\$ 899,225</b>	

Comp #5	
	16621 AUTUMN ROCK COVE R0364241 <b>\$812,168 / 05/18/2022</b> 0.66 miles
\$806,200	\$0
29	\$0
1993	\$0
2 Story	\$0
N/A	\$0
Good	\$0
2,537	\$0
678	<del>\$-1,100</del>
788	<b>\$10,500</b>
710	\$0
0	\$0
0	\$0
1	\$0
Central Air to Air	\$0
9,409	\$0
150080	\$0
\$176,112	<b>\$9,673</b>
0	\$0
Net:2% Gross:3% \$19,073 <b>\$ 831,241</b>	

Comp #4	
	10565 COTTONEASTER WAY R0370794 <b>\$814,312 / 03/12/2021</b> 1,145 ft
\$650,000	\$0
28	\$0
1994	\$0
2 Story	\$0
N/A	\$0
Good	\$0
2,591	\$0
532	<b>\$7,800</b>
1,244	<del>\$-8,700</del>
854	\$0
0	\$0
0	\$0
1	\$0
Central Air to Air	\$0
5,750	\$0
133882	\$0
\$155,152	<b>\$30,633</b>
0	\$0
Net:4% Gross:6% \$29,733 <b>\$ 844,045</b>	

DOUGLAS COUNTY ABATEMENT HEARING  
REFEREE WORKSHEET

Petitioner: Jorge Martinez

Agent: Martin Froehlich

Parcel No.: R0496165

Abatement Number: 202600048

Assessor's Original Value: \$703,720 - 2024

Hearing Date: March 18, 2026

Hearing Time: 1:00 p.m.

1. The Douglas County Assessor was represented at the hearing by Dixie Kozinski
2. The Petitioner was:
  - a.  present
  - b.  not present
  - c.  present/represented by Martin Froelich
  - d.  not present/represented by [Click here to enter text.](#)

3. Assessor's Recommended Value: \$703,720 – No change

Petitioner's Requested Value: \$655,000

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner submitted three comparable sales and adjusted for factors such as market conditions, lot size, number of bedrooms and bathrooms, gross living area (GLA), and basement finish. The resulting adjusted values ranged from \$646,310 to \$676,915, leading him to request a value reduction to \$655,000.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:
- a.  data from sales of comparable properties which sold during the applicable time period; and /or
  - b.  valuation using the cost approach; and/or
  - c.  a valuation using the income approach; and/or
  - d.  other [Click here to enter text.](#)

**THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:**

Classification: (1212) Single family residential

Total Actual Value: \$703,720 (No change)

Reasons are as follows: The petitioner submitted three comparable sales and adjusted for factors such as market conditions, lot size, number of bedrooms and bathrooms, gross living area (GLA), and basement finish. The resulting adjusted values ranged from \$646,310 to \$676,915, leading him to request a value reduction to \$655,000. The assessor presented six comparable sales, which included the same three used by the petitioner. The assessor made adjustments for time, features like above-grade square footage, garage size, basement size, finished basement area, fireplaces, and market land value. The assessor's adjusted values ranged from \$693,725 to \$790,796. Notably, two of the three comparables the petitioner used lacked basements, unlike the subject property, and he did not adjust for this difference—an inappropriate omission. The assessor's adjustments are considered more reliable, placing the assigned value at the lower end of the adjusted range. The assigned value is well supported, petition denied.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

- a.  Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein
- b.  Approved in part as set forth in the Findings and Recommendations herein
- c.  Denied after abatement hearing
- d.  Administrative Denial is Granted

REFEREE:



s/ Jeffrey Hamilton  
Name

3/18/2026  
Date



202600048-2024

Petition For Abatement Or Refund Of Taxes

County: Douglas County

Date Received

(Use Assessor's or Commissioners' Date Stamp)

Received

Section I: Petitioner, please complete Section I only.

Date: 12/31/2025

DEC 31 2025

Petitioner's Name: Jorge Martinez

Douglas County Assessor's Office

Petitioner's Mailing Address: 9719 TAYLOR RIVER CIR Sterling Ranch CO 80125

City or Town

State

Zip Code

SCHEDULE OR PARCEL NUMBER(S)

PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY

222930112021

9719 TAYLOR RIVER CIR Sterling Ranch, CO, 80125

RO496165

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) and are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.)

Petitioner's estimate of value: \$655,000 (2023) and \$655,000 (2024)

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

Petitioner's Signature Phone Number Email

By Assessorly, Co. Agent's Signature\* Phone Number Email

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

Section II:

Assessor's Recommendation

(For Assessor's Use Only)

Table with columns: Tax Year, Actual, Value Adjustment, Adjusted Actual, Assessment Rate, Assessed Value, Mill Levy, Tax. Rows for Original, Corrected, Abate/Refund.

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: Protest? No Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: Protest? No Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):

Assessor's or Deputy Assessor's Signature

per FAX  
Email to  
Agent  
2/2/26  
BCW



**FOR ASSESSORS AND COUNTY COMMISSIONERS USE ONLY**  
(Section III or Section IV must be completed)

Every petition for abatement or refund filed pursuant to § 39-10-114, C.R.S. shall be acted upon pursuant to the provisions of this section by the Board of County Commissioners or the Assessor, as appropriate, within six months of the date of filing such petition. § 39-1-113(1.7), C.R.S.

**Section III: Written Mutual Agreement of Assessor and Petitioner**  
(Only for abatements up to \$10,000)

The Commissioners of \_\_\_\_\_ County authorize the Assessor by Resolution No. \_\_\_\_\_ to review petitions for abatement or refund and to settle by written mutual agreement any such petition for abatement or refund in an amount of \$10,000 or less per tract, parcel, or lot of land or per schedule of personal property, in accordance with § 39-1-113(1.5), C.R.S.

The Assessor and Petitioner mutually agree to the values and tax abatement/refund of:

Tax Year _____	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____

Tax Year _____	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____

Note: The total tax amount does not include accrued interest, penalties, and fees associated with late and/or delinquent tax payments, if applicable. Please contact the County Treasurer for full payment information.

Petitioner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Assessor's or Deputy Assessor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Section IV: Decision of the County Commissioners**  
(Must be completed if Section III does not apply)

WHEREAS, the County Commissioners of \_\_\_\_\_ County, State of Colorado, at a duly and lawfully called regular meeting held on (month/day/year) \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_, at which meeting there were present the following members: \_\_\_\_\_ with notice of such meeting and an opportunity to be present having been given to the Petitioner and the Assessor of said County and Assessor \_\_\_\_\_ (*being present--not present*) and Petitioner \_\_\_\_\_ (*being present--not present*), and WHEREAS, the said County Commissioners have carefully considered the within petition, and are fully advised in relation thereto, NOW BE IT RESOLVED, that the Board (*agrees--does not agree*) with the recommendation of the Assessor and the petition be (*approved--approved in part--denied*) with an abatement/refund as follows:

Year	Assessed Value	Taxes Abate/Refund	Year	Assessed Value	Taxes Abate/Refund
_____	_____	_____	_____	_____	_____

\_\_\_\_\_  
Chairperson of the Board of County Commissioners' Signature

I, \_\_\_\_\_, County Clerk and Ex-officio Clerk of the Board of County Commissioners in and for the aforementioned county, do hereby certify that the above and foregoing order is truly copied from the record of the proceedings of the Board of County Commissioners.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said County

this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
Month Year

\_\_\_\_\_  
County Clerk's or Deputy County Clerk's Signature

Note: Abatements greater than \$10,000 per schedule, per year, must be submitted in duplicate to the Property Tax Administrator for review.

**Section V: Action of the Property Tax Administrator**  
(For all abatements greater than \$10,000)

The action of the Board of County Commissioners, relative to this abatement petition, is hereby

Approved  Approved in part \$ \_\_\_\_\_  Denied for the following reason(s): \_\_\_\_\_

\_\_\_\_\_  
Secretary's Signature

\_\_\_\_\_  
Property Tax Administrator's Signature

\_\_\_\_\_  
Date





## Property Tax Appeal Report (2023–2024 Abatement)

PREPARED BY ASSESSORLY, CO.

**Prepared for:** Jorge Martinez

**Subject Property:** 9719 TAYLOR RIVER CIR, Sterling Ranch, CO, 80125

**Prepared by:** Assessorly, Co.

Assessorly, Co. — Client Services Team



support@assessorly.com  
+1 (303) 501-8081 Ext: 800  
PO Box 180, Littleton, CO 80120

### Purpose Statement

This valuation report has been prepared exclusively for the purpose of appealing the assessed value of the subject property. It is not intended for any other use. The intended user of this report is the client: Jorge Martinez



## 2. GENERAL INFORMATION

CHARACTERISTIC	DETAILS
<b>APN / Account No.</b>	222930112021
<b>Legal Description</b>	LOT 306A STERLING RANCH 1 6TH AMD 0.110 AM/L
<b>Property Type</b>	Single Family Residential
<b>Site Size</b>	0.110 ac (4,791.6 sf)
<b>Gross Living Area (GLA)</b>	2,053 sf
<b>Basement (gross/finished)</b>	1,080 sf / 0 sf
<b>Garage Count / Size</b>	580
<b>Year Built</b>	2018
<b>Condition</b>	C3
<b>Bedrooms / Bathrooms</b>	3 / 3
<b>Assessor's Actual Value (current cycle)</b>	\$703,720.00

The subject property is a single family residential situated at 9719 TAYLOR RIVER CIR, Sterling Ranch, CO, 80125. Constructed in 2018, the residence provides 2,053 sf of above-grade living area across 3 / 3 bedrooms and bathrooms. The parcel encompasses 0.110 ac (4,791.6 sf), offering a functional site for the improvements within the surrounding neighborhood.

Neighborhood influences reflect marketing exposure consistent with the Douglas assessment area. Comparable research focused on arms-length transfers recorded between 1/1/2021 and 6/30/2022. Selected transactions are located within an average distance of 0.08 miles, ensuring that market-derived adjustments represent local buyer preferences.

## 3. VALUATION SUMMARY

METRIC	VALUE
<b>Assessor's Value</b>	\$703,720.00
<b>Concluded Value</b>	\$655,000.00

Market testing indicates the assessor's current opinion of value overstates probable buyer behavior. Regression-supported comparables yield a reconciled indication below the assessor's figure, signaling an opportunity for relief through the formal appeals process.

Based on our analysis, the supported market value as of June 30, 2022, is \$655,000.00, indicating a potential overassessment of \$48,720.

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## 4. SALES COMPARISON APPROACH

CHARACTERISTIC	SUBJECT	COMP 1	COMP 2	COMP 3
<b>Sale Price</b>	N/A	\$775,000.00	\$645,000.00	\$650,000.00
<b>Date of Sale</b>	—	01/20/2022	03/31/2022	04/05/2022
Market Condition \$0.00		\$46,500.00	\$19,400.00	\$13,000.00
<b>Address</b>	9719 TAYLOR RIVER CIR, Sterling Ranch, CO, 80125	9633 TAYLOR RIVER CIR, Sterling Ranch, CO, 80125	9763 BENNETT PEAK ST, Sterling Ranch, CO, 80125	9742 MEEKER ST, Sterling Ranch, CO, 80125
<b>Location Impact</b>	N / Res	N / Res	N / Res	N / Res
—	—	—	—	—
<b>Site Size</b>	0.110 ac (4,791.6 sf)	0.106 ac (4,617.36 sf)	0.066 ac (2,874.96 sf)	0.066 ac (2,874.96 sf)
\$41.02/sf (\$1,786,919.87/ac)		—	+\$10,000.00	+\$10,000.00
<b>Quality</b>	Average	Average	Average	Average
—	—	—	—	—
<b>Condition</b>	C3	C2	C3	C3
—	—	-\$77,000.00	—	—
<b>Year Built</b>	2018	2019	2018	2019
—	—	\$0.00	\$0.00	\$0.00
<b>Bed/Bath</b>	3 / 3	4 / 4	3 / 3	4 / 3
Bed — Bath —	—	-\$6,000.00	\$0.00	\$0.00
<b>GLA</b>	2,053 sf	2,114 sf	2,168 sf	2,367 sf
\$85.00	—	-\$5,185.00	-\$9,775.00	-\$26,690.00
<b>Basement Finish</b>	1,080 sf / 0 sf	1,044 sf / 940 sf	N/A	N/A
Finished \$60.00	—	-\$56,400.00	\$0.00	\$0.00
Unfinished —	—	—	—	—
<b>Garage</b>	2	2	2	2
—	—	\$0.00	\$0.00	\$0.00
Custom Row 1	Subject value	Comp 1 value	Comp 2 value	Comp 3 value
		Adjustment —	Adjustment —	Adjustment —
<b>Adjusted Sale Price</b>	—	\$676,915.00	\$664,625.00	\$646,310.00
<b>Net Adjustment</b>	—	\$0.00	\$0.00	\$0.00

Comparable sales were vetted for recency, proximity, and physical similarity. Emphasis was placed on closed transactions featuring similar gross living areas, finished basements, and garage utility to mirror the subject's contributory amenities. Where data gaps existed, secondary sources such as MLS and third party sources



(Zillow/Redfin/Realtor) were used to extract condition.

Adjustments were supported by regression-derived coefficients for market conditions, GLA, and below-grade finish. Time adjustments were trended to the June 30, 2022 date of value. Market conditions were cross-checked using the regression trend, a local sale/resale example (9754 Meeker St, Littleton), and the FHFA all-transactions index for Douglas County. Based on this review, a 1.0% per month market conditions rate was applied.

After adjustments, Sales 2 and 3 provides the most reliable indication of value due to its strong similarity to the subject. Sale 1 further supports the conclusion. The concluded value is supported by the adjusted indications of the most comparable sales, selected for similarity in location, GLA, finished basement, and bed/bath configuration. Sales were taken from the appropriate period and adjusted using market-extracted coefficients for market conditions, GLA, finished basement, baths, and garage; the resulting indications support the opinion that the assessor's value is above market evidence.

 *Douglas Count HPI*

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## 5. COMPARABLE PHOTOS AND MAP SECTION

SUBJECT PROPERTY

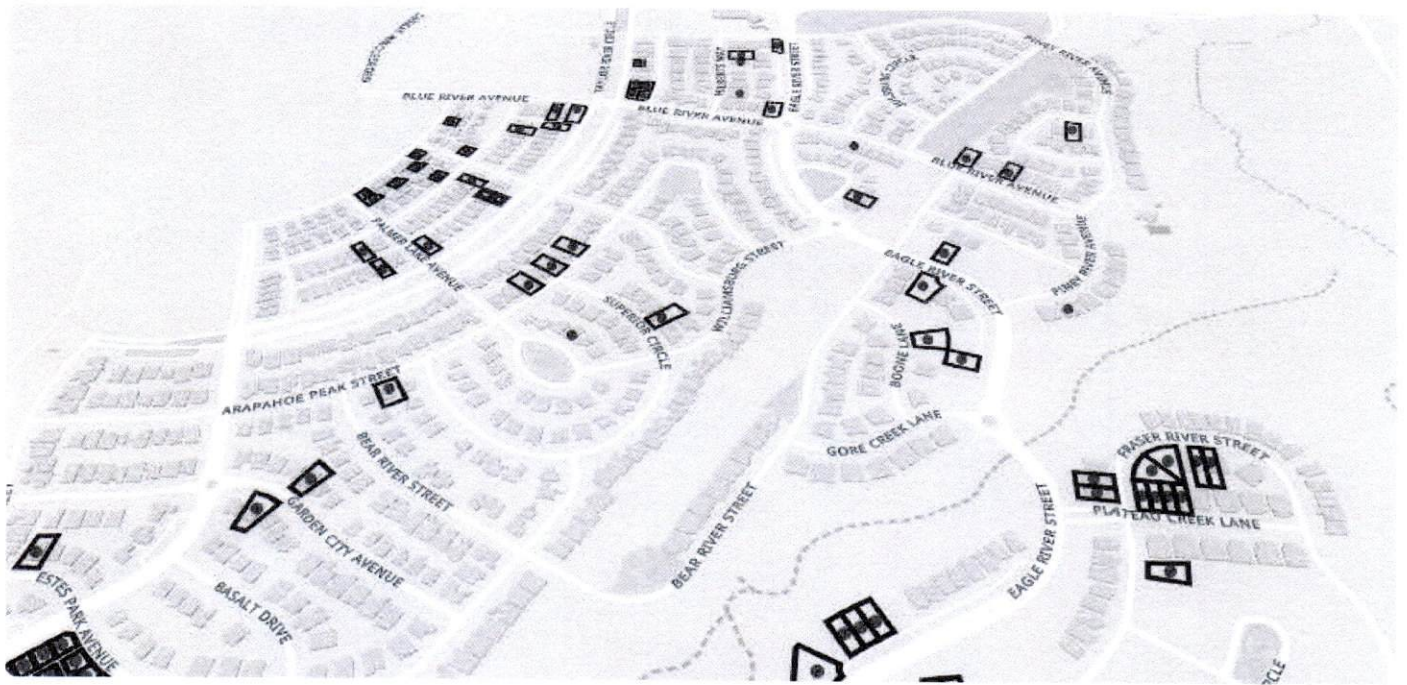


9633 TAYLOR RIVER CIR, Sterling  
Ranch, CO, 80125  
Sale Price: \$575,400.00

9763 BENNETT PEAK ST, Sterling  
Ranch, CO, 80125  
Sale Price: \$424,900.00

9742 MEEKER ST, Sterling  
Ranch, CO, 80125  
Sale Price: \$490,000.00





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## 6. QUALITY ASSURANCE & DISCLAIMERS

This automated valuation model (AVM) blends Assessorly's regression engine with curated comparable sales to benchmark the subject property. Every metric above has been programmatically generated and reviewed by Assessorly's QA specialists—no formal appraiser opinion or manual valuation adjustments are part of this deliverable.

- Property characteristics and imagery originate from local assessor records, MLS feeds, and Assessorly data assets.
- QA validates address matching, sale date alignment, and feature normalization before release.
- Use this report to monitor market positioning, screen tax assessments, or support pre-appeal diligence.

This report is not an appraisal and should not be relied upon as a substitute for a certified appraisal when one is required by statute, lending policy, or legal proceedings. All analytics are subject to data availability and may change as new transactions record.

## 7. APPENDIX

### DATA SOURCES

- Multiple Listing Service (MLS) closed sale records
- Douglas Assessor and Treasurer public records
- Federal Housing Finance Agency (FHFA) House Price Index
- County and municipal GIS mapping services
- Assessorly proprietary regression database

### METHODOLOGY NOTES

The regression summary supporting the concluded value incorporates market-calibrated coefficients for site size, effective age, living area, and basement finish. Supplemental sensitivity testing confirmed stability across cross-validation folds with  $R^2$  of 0.68870 and  $CV R^2$  of 0.48964. Mean absolute error measured 58043.46 with an RMSE of 73471.34, indicating tight model fit across the dataset.

## 8. DISCLAIMER AND LIMITING CONDITIONS

This Property Tax Appeal Report is a non-appraisal valuation product prepared solely for the client identified herein and for submission to assessment appeal authorities. The analyses, opinions, and conclusions expressed are limited to the purpose of contesting the assessed value of the subject property for the 2023–2024 cycle and may not be relied upon by any other party or for any other purpose.

The report does not conform to the Uniform Standards of Professional Appraisal Practice (USPAP) and shall not be represented as an appraisal. Intended users are limited to the property owner, their authorized representatives, and the reviewing bodies of the Douglas Assessor. Use by lenders, investors, or other third parties is expressly prohibited.

Analyses are based on public records, MLS data, GIS mapping, and statistical modeling believed to be reliable; however, Assessorly, Co. makes no warranties regarding the accuracy or completeness of third-party data. All opinions are subject to extraordinary assumptions that the supplied information is correct. Liability for any errors or omissions is expressly disclaimed, and no guarantee of appeal success or tax reduction is provided.

The scope of this engagement was limited to desktop review of available data, statistical modeling, and preparation of this written report. Physical inspection of the interior was not performed unless otherwise stated. Comparable selection prioritized arms-length transactions within the specified sales window, and valuation relied on a sales comparison approach supported by regression analytics.

### SCOPE OF WORK STATEMENT

- **Data Collection:** Compiled assessor records, MLS reports, FHFA trends, and GIS measurements for the subject and market area.
- **Comparable Selection:** Screened residential transfers by date, proximity, building style, and condition; excluded distressed or non-arm's-length transactions.
- **Valuation Methods:** Applied sales comparison with market-derived adjustments and reconciled with regression outputs to conclude the indicated value.
- **Property Observation:** Desktop review of aerial imagery, assessor sketches, and available photography; no interior inspection completed.

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## **Engagement for Tax Appeal Consulting Services**

As of 2025-10-23

### **Consultant:**

Assessorly, Co

Denver, CO 80120

Info@assessorly.com

### **Client:**

Jorge Martinez

9719 TAYLOR RIVER CIR

Sterling Ranch, CO 80125

Dear Jorge Martinez,

This letter confirms our agreement for Assessorly, Co to provide real estate appraisal services to you in connection with the property located at: 9719 TAYLOR RIVER CIR, also known as the "Subject property".

The intended use will be for tax appeal purposes only. No other uses are permitted.

The intended users include: Jorge Martinez and those assigned.

Effective dates of value: Tax cycle 2023-2026

### **Assessorly Money-Back Guarantee Policy**

At Assessorly, we stand behind the accuracy of our technology and the expertise of our consultants. That's why we offer a 100% Money-Back Guarantee on our Full Service Package, which includes:

- Property Tax Report and Valuation Analysis
- Appeal Representation (Agency)

#### **What's Covered**

If your appeal does not result in any tax savings for the property tax year(s) covered by the Full Service Package, you may be eligible for a full refund of your service fee.

#### **Eligibility Requirements**

To qualify for the guarantee, the following must apply:

- The Assessorly AVM address search tool indicated the tax year was "Overassessed"
- Jorge Martinez purchased the Full Service Package, including representation (Agency)
- Jorge Martinez provided all required documentation and responded to any communication related to the appeal process
- The appeal was submitted within the designated filing deadline for the relevant county
- The assessor or appeals board rendered a decision resulting in no reduction in value or no tax savings for the covered period

#### **How to Request a Refund**



If your appeal does not result in savings and you meet the eligibility criteria:

- Email support@assessorly.com within 30 days of your appeal decision
- Include the following:
  - Jorge Martinez and 9719 TAYLOR RIVER CIR
  - Order confirmation number (e.g., 11F086E03977CD5AAD250AFFCF6A1F27)
  - A copy of the final appeal decision
  - If approved, a refund will be issued within 7–10 business days

#### Exclusions

This guarantee does not apply to:

- Appeals where the AVM tool indicated the tax year was “Fairly Assessed”
- Self-service or report-only packages
- Appeals withdrawn at the request of Jorge Martinez
- Missed deadlines due to inaction on the part of Jorge Martinez
- Tax increases due to unrelated causes (e.g., reassessment following property improvements)

#### Contingency Pay Policy (Full Service – Contingency)

At Assessorly, we believe in results-driven service. That’s why our Full Service – Contingency product allows you to proceed with no upfront risk. You only pay if your property tax appeal is successful.

#### Eligibility Requirements

- **\$0 Upfront Cost:** You must provide a valid credit card at the time of engagement. No charges will be made unless your appeal is successful.
- **Agency Agreement:** You must sign a formal Agency Agreement authorizing Assessorly to represent you in both current and prior year tax cycles.
- **Documentation Compliance:** You must provide all required property information and supporting documentation in a timely manner.
- **Responsiveness:** You must respond promptly to communications from Assessorly throughout the appeal process.
- **Timely Submission:** Your appeal must be submitted within the required deadlines established by your local county assessor or Board of Equalization.

#### Success-Based Billing

If your appeal is successful, Assessorly will charge 30% of the recovered funds to the credit card on file. “Success” is defined as a reduction in the assessed value of your property resulting in a direct tax savings, as confirmed by the county.

If the payment is declined or cannot be processed, Assessorly will immediately contact you to arrange alternate payment.

Full payment is due immediately upon receipt of invoice, in order to avoid interest, penalties, or recovery actions.

#### Non-Payment & Enforcement

- The client agrees to be responsible for all legal fees and costs incurred by Assessorly in the process of recovering owed funds.



- If communication or payment is not received within 30 days, Assessorly reserves the right to file a mechanic's lien on the subject property under applicable state statutes.

#### **Disclaimers**

- The Contingency Fee product does not guarantee a specific outcome or appeal success.
- Assessorly reserves the right to determine which tax cycles will be pursued for appeal, based on internal analysis and the projected minimum recovery amount. Appeals will only be initiated if the potential benefit meets or exceeds our thresholds for filing.
- Failure to meet the eligibility requirements may void your participation in the Contingency Fee program and convert your case to a fee-based service.
- Clients who bypass, duplicate, or obstruct Assessorly's efforts may forfeit eligibility and still be liable for services rendered.

#### **Scope of Work**

The objective of this assignment is to develop an opinion of value of the subject property as of the effective dates noted above. The analysis is completed without a physical inspection of the property and relies solely on public records, third-party data/online sources, and information provided by the client or property owner.

The scope of work includes, but is not limited to:

- Identification and analysis of relevant market data
- Review of MLS data, public records, and online sources (e.g., assessor's records, satellite imagery, real estate databases)
- Selection and analysis of three comparable sales within the subject market
- Application of the Sales Comparison Approach, as used by the Assessor's office. Adjustments are market extracted using predictive analytics
- Use of digital mapping and GIS tools for neighborhood and site analysis

#### **Assumptions and Limiting Conditions**

- No physical inspection of the property was conducted.
- All data from public sources or the client is assumed to be accurate.
- The property is assumed to be in average condition unless otherwise noted.
- No interior photos or on-site verification of features were conducted.
- No guarantees are made about structural condition, compliance, or hazards.
- No valuation of personal property is included.
- No zoning or permit verification unless specifically requested.
- The resulting report will present a single point of value and summary of analysis.

This report is not an appraisal. The consultant is not acting in the capacity of a licensed appraiser. The purpose of the report is solely to support a real estate tax appeal.

#### **Property Tax Consultant – Agency Agreement**

I agree that for the property tax years 2023-2026, in Colorado, as related to the subject property noted above, Assessorly, Co is authorized to act as my agent and consultant before the County Board of Equalization or the State Tax Review Board or other relevant authority.

I authorize Assessorly, Co to submit appeals, file forms, and represent me in all related matters for the referenced assessment years and any prior eligible years.





**Agreed by:**

Jorge Martinez

*Jorge Martinez*

9719 TAYLOR RIVER CIR

Sterling Ranch, CO 80125

**Attestation**

I, the undersigned, Authorized Agent, certify that the statements and information provided in this filing and any attachments are true, correct, and complete to the best of my knowledge and belief. I acknowledge that the Assessor may rely on this information in reviewing the property's assessment. If signing as an Authorized Agent, I affirm that I am duly authorized to act on behalf of the owner for assessment review and appeal purposes.

**Authorized Agent Identification**

Authorized Agent: Martin Froehlich

Company: Assessorly, Co

**Assessor Contact for Questions**

By listing a contact below, the Agent authorizes the Assessor to communicate with this contact regarding this filing.

Primary Contact Name: Martin Froehlich

Telephone: (720) 202-9279

Email: martin@assessorly.com







Completed Document Audit Report  
Completed with SignWell.com

**Title: Assessorly\_Engagement\_Letter\_Template.docx**

Document ID: 1b63af6f-57a1-469e-8350-23af15c4fac8




Time Zone: (GMT+00:00) Coordinated Universal Time

**Files**

Assessorly\_Engagement\_Letter\_Template.docx - 4 pages

Oct 23, 2025 23:34:30 UTC

**Activity**

 <b>Richard T. Miles</b> IP: 67.229.125.144	created the document via API (support@assessorly.com)	Oct 23, 2025 23:34:30 UTC
 <b>Jorge Martinez</b> IP: 205.170.58.66	first viewed document (support@assessorly.com)	Oct 23, 2025 23:43:19 UTC
 <b>Jorge Martinez</b> IP: 205.170.58.66	signed the document (support@assessorly.com)	Oct 23, 2025 23:43:56 UTC

## Brenda Davis

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**From:** Felice Entratter  
**Sent:** Thursday, January 29, 2026 4:30 PM  
**To:** Brenda Davis  
**Subject:** FW: Appeal: 9719 Taylor River Circle  
**Attachments:** 9719 Taylor River Cir signed.pdf

#3

*Felice A Entratter  
Douglas County Assessor's Office  
Appeals Deputy Assessor  
303-663-6212*

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**From:** Assessors <Assessors@douglas.co.us>  
**Sent:** Monday, January 26, 2026 3:36 PM  
**To:** Felice Entratter <fentratter@douglas.co.us>  
**Cc:** Becky Fischer <bfischer@douglas.co.us>  
**Subject:** FW: Appeal: 9719 Taylor River Circle

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**From:** Martin Froehlich <[martin.froehlich@assessorly.com](mailto:martin.froehlich@assessorly.com)>  
**Sent:** Monday, January 26, 2026 3:14 PM  
**To:** Assessors <[Assessors@douglas.co.us](mailto:Assessors@douglas.co.us)>  
**Subject:** Re: Appeal: 9719 Taylor River Circle

**Caution:** This email originated outside the organization. Be cautious with links and attachments.

Please find the attached report for the 2023 -2024 abatement period.  
Thank you

On Wed, Dec 31, 2025 at 6:21 PM Martin Froehlich <[martin.froehlich@assessorly.com](mailto:martin.froehlich@assessorly.com)> wrote:

Hi Douglas County Assessor's Office:

Please find the attached appeal report for the property address listed in the subject line.


If you need any additional documentation or a different file format, let me know and I'll provide it right away.

Thank you,

--

*Martin Froehlich*

CEO | Assessorly

 (720) 202-9279

 [martin@assessorly.com](mailto:martin@assessorly.com)

 [www.assessorly.com](http://www.assessorly.com)

Fair Taxes. Real Savings.



**Brenda Davis**

















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**From:** Felice Entratter  
**Sent:** Monday, February 2, 2026 12:53 PM  
**To:** Martin Froehlich  
**Cc:** Becky Fischer; Brenda Davis  
**Subject:** 1150 N Tabor Drive & 9719 Taylor River

Dear Martin,

I wanted to inform you that we cannot accept your request for 2023 abatement appeals on the following submissions:

- A. 1150 N Tabor Drive – R0345989 – The property owners appealed the property in 2023 and received an adjustment at Assessor Protest...they did not take the appeal forward. Given this fact, they no longer have appeal rights for 2023.
- B. 9719 Taylor River – R0496165 - This property was not part of the 12 properties you filed abatement requests for on 12/31/2025. Please see below. We will accept 2024 but not 2023.

 Appeal: 8028 Blue River Rd Outlook item		 Appeal: 7767 Piney River Rd Outlook item		 Appeal: 1150 N Tabor Dr Outlook item	
 Appeal: 9481 WILTSHIRE DR Outlook item		 Appeal: 999 Sparrow Hawk Outlook item		 Appeal: 9834 HILBERTS WAY Outlook item	
 Appeal: 9402 BURGUNDY PL Outlook item		 Appeal: 10016 KINGSTON CT Outlook item			

If you have any questions please feel free to reach out to me.

Regards,  
Felice

*Felice A Entratter*  
*Douglas County Assessor's Office*  
*Appeals Deputy Assessor*  
*303-663-6212*

## Transmittal Sheet for Abatement #: 202600048

Abatement #	202600048	Staff Appraiser	DAK
Tax Year	2024	Review Appraiser	BAF
Date Received	12/31/2025	Recommendation	Deny
Petitioner	JORGE MARTINEZ & CHRISTINE L STEELE MARTINEZ	Reason	The Market Approach to value was used in determining the subjects value, resulting in no change.
Agent	ASSESSORLY CO		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$655,000	Assessor Final Review Value	\$703,720

The subject is an average quality 2-story home built in 2018 and located at 9719 Taylor River Circle, Littleton. The Petitioner's agent is appealing the 2024 valuation and requesting a value of \$655,000. The agent has provided three comparable sales for consideration. All three have been included on the final sales grid. The six comparable sales used are all average quality, 2-story homes in the immediate neighborhood and are of similar age. They bracket the subject in GLA and basement square footage. The adjusted comparable sales have a range of indicated value from approximately \$694,000 to \$791,000. The subject's 2024 value of \$703,720 is at the lower end of the range of adjusted comparable sale prices. There is no recommendation for an adjustment to the 2024 tax year value.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0496165	1112	3559	\$95,329	\$0	\$95,329	6.700%	\$6,390	17.8566%	\$1,141.04
	1212	3559	\$608,391	(\$55,000)	\$553,391	6.700%	\$37,080	17.8566%	\$6,621.23
<b>Account Total:</b>			<b>\$703,720</b>	<b>(\$55,000)</b>	<b>\$648,720</b>		<b>\$43,470</b>		<b>\$7,762.27</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0496165	1112	3559	\$95,329	\$0	\$95,329	6.700%	\$6,390	17.8566%	\$1,141.04
	1212	3559	\$608,391	(\$55,000)	\$553,391	6.700%	\$37,080	17.8566%	\$6,621.23
<b>Account Total:</b>			<b>\$703,720</b>	<b>(\$55,000)</b>	<b>\$648,720</b>		<b>\$43,470</b>		<b>\$7,762.27</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0496165	\$703,720	\$43,470	\$7,762.27	\$703,720	\$43,470	\$7,762.27	\$0.00
<b>Totals</b>	<b>\$703,720</b>	<b>\$43,470</b>	<b>\$7,762.27</b>	<b>\$703,720</b>	<b>\$43,470</b>	<b>\$7,762.27</b>	<b>\$0.00</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0496165	SB-001 Residential 55k Exemption	(\$55,000)



202600048-2024

Petition For Abatement Or Refund Of Taxes

County: Douglas County

Date Received

(Use Assessor's or Commissioners' Date Stamp)

Received

Section I: Petitioner, please complete Section I only.

Date: 12/31/2025

DEC 31 2025

Petitioner's Name: Jorge Martinez

Douglas County Assessor's Office

Petitioner's Mailing Address: 9719 TAYLOR RIVER CIR Sterling Ranch CO 80125

City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S) 222930112021

PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY 9719 TAYLOR RIVER CIR Sterling Ranch, CO, 80125

ROYALBBS

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) and are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.)

Petitioner's estimate of value: \$655,000 (2023) and \$655,000 (2024)

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

Petitioner's Signature

Phone Number Email

By Assessorly, Co.

Phone Number Email

Agent's Signature\*

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114 5(1), C.R.S.

Section II:

Assessor's Recommendation

(For Assessor's Use Only)

Table with columns: Tax Year, Actual, Value Adjustment, Adjusted Actual, Assessment Rate, Assessed Value, Mill Levy, Tax. Includes rows for Original, Corrected, and Abate/Refund.

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer. § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: 2024 Protest? [X] No [ ] Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: Protest? [ ] No [ ] Yes (If a protest was filed, please attach a copy of the NOD.)

[X] Assessor recommends denial for the following reason(s):

A See Transmittal

Julie Enratter Assessor's or Deputy Assessor's Signature



**TOBY DAMISCH**

**DOUGLAS COUNTY ASSESSOR'S OFFICE**

# **VALUATION SUMMARY**

**OF  
RESIDENTIAL IMPROVED PROPERTY**

**FOR  
Douglas County Board of County Commissioners**

**JORGE MARTINEZ & CHRISTINE L STEELE MARTINEZ  
PETITIONER**

**Vs.**

**DOUGLAS COUNTY ASSESSOR'S OFFICE  
RESPONDENT**

**Parcel Number:** 2229-301-12-021

**Schedule Number:** R0496165

**Appeal Number:** 202600048

**Appraisal Date:** June 30, 2022

**Assessment Date:** January 1, 2024

**Report Date:** 2/10/2026

**2024 NOV Value:** \$703,720

**Indicated Value:** \$703,720



**SUBJECT:**

Indicated Value:

\$703,720

Account Number:

R0496165

Address:

9719 TAYLOR RIVER CIR

LITTLETON, CO 80125



Parcel Number:

2229-301-12-021

Zoning:

PD

Subdivision:

STERLING RANCH

Year Built:

2018

Adjusted Year Built:

2018

Building SF:

2,053

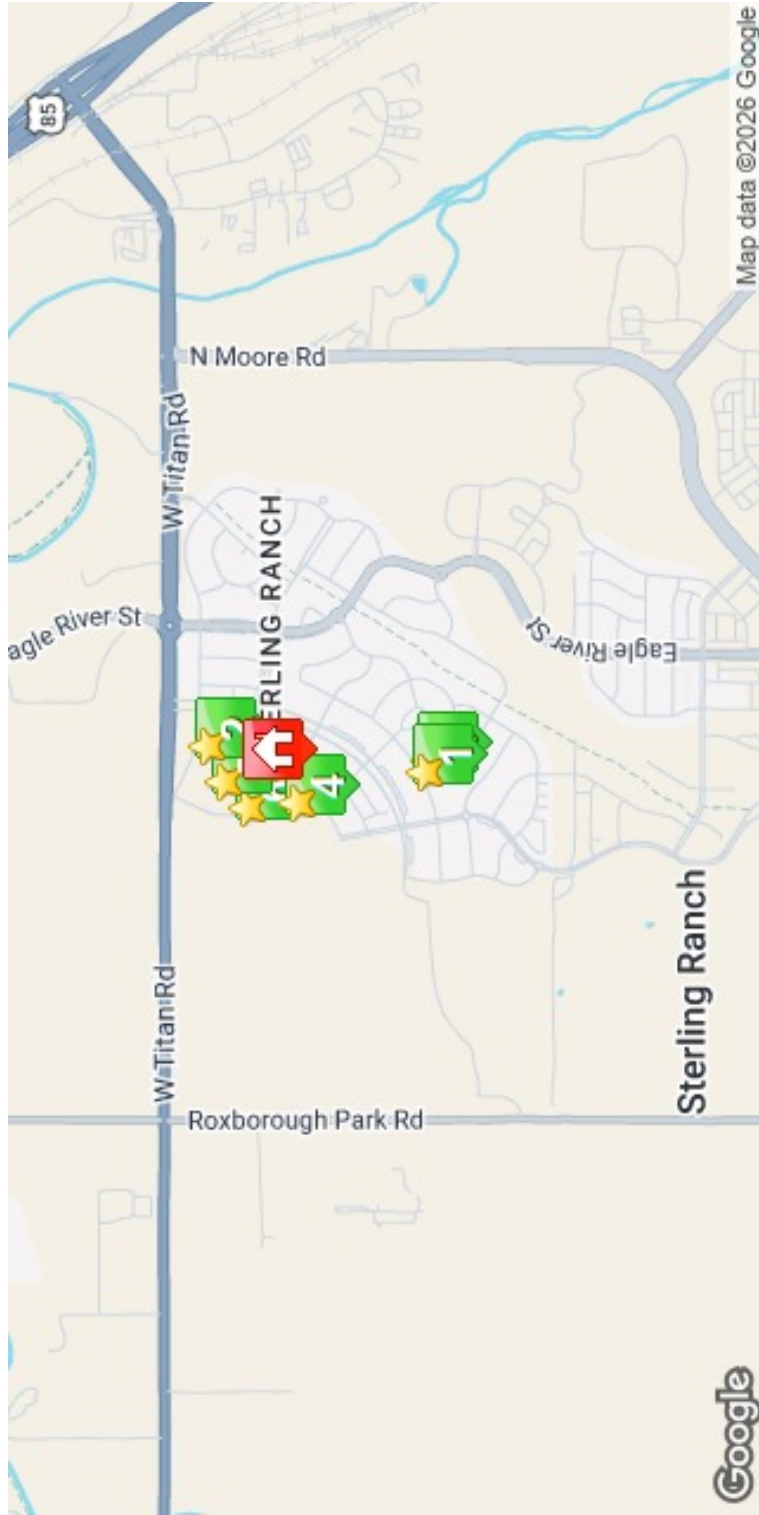
Land SF:

4,792

The subject is an average quality 2-story home built in 2018 and located at 9719 Taylor River Cr, Littleton. The Petitioner's agent is appealing the 2024 valuation and requesting a value of \$655,000. The agent has provided three comparable sales for consideration. All three have been included on the final sales grid. The six comparable sales used are all average quality, 2-story homes in the immediate neighborhood and are of similar age. They bracket the subject in GLA and basement square footage. The adjusted comparable sales have a range of indicated value from approximately \$694,000 to \$791,000. The subject's 2024 value of \$703,720 is at the lower end of the range of adjusted comparable sale prices. There is no recommendation for an adjustment to the 2024 tax year value.

9719 TAYLOR RIVER CIR

R0496165



**Grid Estimate:**

**N/A**  
(None)  
Min: \$693,725  
Max: \$790,796

**Subject**



**Address** 9719 TAYLOR RIVER CIR  
**ID** R0496165  
**TASP / Date** \$598,220 / 10/22/2018

**Distance** -



**Address** 8285 GARDEN CITY AVE  
**ID** R0491805  
**TASP / Date** \$740,578 / 08/13/2020

**Distance** 1,727 ft



**Address** 9791 TAYLOR RIVER CIR  
**ID** R0496142  
**TASP / Date** \$811,346 / 05/20/2022

**Distance** 538 ft



**Address** 8261 GARDEN CITY AVE  
**ID** R0491803  
**TASP / Date** \$799,653 / 09/25/2020

**Distance** 1,788 ft

<b>Sale Price</b>	\$594,200	\$0	\$0	\$0
<b>Adjusted Age</b>	6	2	4	2
<b>Year Built</b>	2018	2020	2018	2020
<b>Style</b>	2 Story	2 Story	2 Story	2 Story
<b>Unit Type</b>	N/A	N/A	N/A	N/A
<b>Quality</b>	Average	Average	Average	Average
<b>Residential SF</b>	2,053	2,000	2,145	2,256
<b>Garage SF</b>	580	500	473	489
<b>Bsmnt SF</b>	1,080	941	1,044	1,101
<b>Basement Fin SF</b>	0	0	0	0
<b>Walkout</b>	N/A	0	0	0
<b>Garden Lvl</b>	N/A	0	0	0
<b>Fireplaces</b>	1	1	0	1
<b>HVAC</b>	Central Air to Air	Central Air to Air	Central Air to Air	Central Air to Air
<b>Land SF</b>	4,792	6,621	5,358	6,621
<b>Land Use Code</b>	168669	108549	98659	108549
<b>Market Land Value</b>	\$168,669	\$195,127	\$175,519	\$195,127
<b>Outbuilding Value</b>	0	0	0	0
<b>2 Mth Reduc</b>	N/A	N/A	N/A	N/A
<b>Total Adjustment</b>		Net:-5% Gross:7% \$-35,758	Net:-3% Gross:6% \$-20,550	Net:-9% Gross:10% \$-70,458
<b>Adjusted Sale Price</b>		<b>\$ 704,820</b>	<b>\$ 790,796</b>	<b>\$ 729,195</b>

**Grid Estimate:**

**N/A**  
(None)  
Min: \$693,725  
Max: \$790,796

**Subject**



**Address** 9719 TAYLOR RIVER CIR  
**ID** R0496165  
**TASP / Date** \$598,220 / 10/22/2018



**Address** 9633 TAYLOR RIVER CIR  
**ID** R0496189  
**TASP / Date** \$844,750 / 01/17/2022



**Address** 9763 BENNETT PEAK ST  
**ID** R0496366  
**TASP / Date** \$676,844 / 03/31/2022



**Address** 9742 MEEKER ST  
**ID** R0496390  
**TASP / Date** \$672,100 / 04/05/2022

	Comp #4	Comp #5	Comp #6
<b>Distance</b>	564 ft	350 ft	409 ft
<b>Sale Price</b>	\$775,000	\$645,000	\$650,000
<b>Adjusted Age</b>	3	4	3
<b>Year Built</b>	2019	2018	2019
<b>Style</b>	2 Story	2 Story	2 Story
<b>Unit Type</b>	N/A	N/A	N/A
<b>Quality</b>	Average	Average	Average
<b>Residential SF</b>	2,114	2,168	2,367
<b>Garage SF</b>	473	400	410
<b>Bsmnt SF</b>	1,044	0	0
<b>Basement Fin SF</b>	940	0	0
<b>Walkout</b>	N/A	0	0
<b>Garden Lvl</b>	N/A	0	0
<b>Fireplaces</b>	1	0	0
<b>HVAC</b>	Central Air to Air	Central Air to Air	Central Air to Air
<b>Land SF</b>	4,617	2,875	2,875
<b>Land Use Code</b>	168669	83156	83996
<b>Market Land Value</b>	\$166,457	\$143,495	\$144,944
<b>Outbuilding Value</b>	0	0	0
<b>2 Mth Reduc</b>	N/A	N/A	N/A
<b>Total Adjustment</b>	Net:-8% Gross:12% \$-69,988	Net:7% Gross:19% \$50,674	Net:3% Gross:22% \$21,625
<b>Adjusted Sale Price</b>	<b>\$ 774,762</b>	<b>\$ 727,518</b>	<b>\$ 693,725</b>

Comp #	Adj. Sale Price
Comp #2	\$ 790,796
Comp #4	\$ 774,762
Comp #3	\$ 729,195
Comp #5	\$ 727,518
Comp #1	\$ 704,820
Comp #6	\$ 693,725

Subject NOV \$703,720

DOUGLAS COUNTY ABATEMENT HEARING  
REFEREE WORKSHEET

Petitioner: Gary Smith

Agent: Martin Froehlich

Parcel No.: R0345989

Abatement Number: 202600049

Assessor's Original Value: \$686,000

Hearing Date: March 18, 2026

Hearing Time: 1:30 p.m.

1. The Douglas County Assessor was represented at the hearing by Dixie Kozinski
2. The Petitioner was:
  - a.  present
  - b.  not present
  - c.  present/represented by Martin Froelich
  - d.  not present/represented by [Click here to enter text.](#)

3. Assessor's Recommended Value: \$686,000 (No change)

Petitioner's Requested Value: \$625,000

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner submitted three comparable sales and adjusted for factors such as market conditions, location impact, number of bedrooms and bathrooms, gross living area (GLA), and basement finish. The resulting adjusted values ranged from \$619,100 to \$637,600, leading him to request a value reduction to \$625,000.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:
- a.  data from sales of comparable properties which sold during the applicable time period; and /or
  - b.  valuation using the cost approach; and/or
  - c.  a valuation using the income approach; and/or
  - d.  other [Click here to enter text.](#)

**THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:**

Classification: (1212) – Single family residential

Total Actual Value: \$686,000 (No change)

Reasons are as follows: The adjusted values determined by the assessor ranged from \$630,835 to \$784,924, with a final assigned value of \$686,000. It was noted that the property underwent an appeal in 2023, resulting in the original valuation of \$700,695 being reduced to \$686,000 after review. Since the property's value was appealed in 2023 and a notice of determination was issued for \$686,000, both the 2023 and 2024 valuations must remain consistent. Consequently, this petition is denied.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

- a.  Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein
- b.  Approved in part as set forth in the Findings and Recommendations herein
- c.  Denied after abatement hearing
- d.  Administrative Denial is Granted

REFEREE:



s/ Jeffrey Hamilton  
Name

3/18/2026  
Date

**Abatement Log No. 202600049**



202600049-2024

Petition For Abatement Or Refund Of Taxes

County: Douglas County

Date Received

(Use Assessor's or Commissioners' Date Stamp)

Section I: Petitioner, please complete Section I only.

Date: 1/26/2026

Petitioner's Name: Gary Smith

Petitioner's Mailing Address: 1150 N TABOR DR Castle Rock CO 80104

received
DEC 31 2025
Douglas County Assessor's Office

City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S) PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY
250705401040 1150 N TABOR DR Castle Rock, CO, 80104

R0345989

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) and are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.)

Petitioner's estimate of value: \$625,000.00 (2023) and \$625,000.00 (2024)
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

Petitioner's Signature Phone Number Email

By Assessorly, Co. Phone Number Email
Agent's Signature\*

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

Section II: Assessor's Recommendation (For Assessor's Use Only)

Table with 7 columns: Tax Year, Actual, Value Adjustment, Adjusted Actual, Assessment Rate, Assessed Value, Mill Levy, Tax. Includes rows for Original, Corrected, and Abate/Refund for two tax years.

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: Protest? No Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: Protest? No Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):

Assessor's or Deputy Assessor's Signature

per FAX
Email to
Agent
2/2/26
BUD

**FOR ASSESSORS AND COUNTY COMMISSIONERS USE ONLY**

*(Section III or Section IV must be completed)*

Every petition for abatement or refund filed pursuant to § 39-10-114, C.R.S. shall be acted upon pursuant to the provisions of this section by the Board of County Commissioners or the Assessor, as appropriate, within six months of the date of filing such petition, § 39-1-113(1.7), C.R.S.

**Section III:**

**Written Mutual Agreement of Assessor and Petitioner**

*(Only for abatements up to \$10,000)*

The Commissioners of \_\_\_\_\_ County authorize the Assessor by Resolution No. \_\_\_\_\_ to review petitions for abatement or refund and to settle by written mutual agreement any such petition for abatement or refund in an amount of \$10,000 or less per tract, parcel, or lot of land or per schedule of personal property, in accordance with § 39-1-113(1.5), C.R.S.

The Assessor and Petitioner mutually agree to the values and tax abatement/refund of:

Tax Year _____	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Actual						
Original _____	_____	_____	_____	_____	_____	_____
Corrected _____	_____	_____	_____	_____	_____	_____
Abate/Refund _____	_____	_____	_____	_____	_____	_____

Tax Year _____	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Actual						
Original _____	_____	_____	_____	_____	_____	_____
Corrected _____	_____	_____	_____	_____	_____	_____
Abate/Refund _____	_____	_____	_____	_____	_____	_____

Note: The total tax amount does not include accrued interest, penalties, and fees associated with late and/or delinquent tax payments, if applicable. Please contact the County Treasurer for full payment information.

Petitioner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Assessor's or Deputy Assessor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Section IV:**

**Decision of the County Commissioners**

*(Must be completed if Section III does not apply)*

WHEREAS, the County Commissioners of \_\_\_\_\_ County, State of Colorado, at a duly and lawfully called regular meeting held on (month/day/year) \_\_\_\_/\_\_\_\_/\_\_\_\_, at which meeting there were present the following members:

\_\_\_\_\_ with notice of such meeting and an opportunity to be present having been given to the Petitioner and the Assessor of said County and Assessor \_\_\_\_\_ *(being present--not present)* and Petitioner \_\_\_\_\_

\_\_\_\_\_ *(being present--not present)*, and WHEREAS, the said County Commissioners have carefully considered the within petition, and are fully advised in relation thereto, NOW BE IT RESOLVED, that the Board *(agrees--does not agree)* with the recommendation of the Assessor and the petition be *(approved--approved in part--denied)* with an abatement/refund as follows:

Year	Assessed Value	Taxes Abate/Refund	Year	Assessed Value	Taxes Abate/Refund
_____	_____	_____	_____	_____	_____

I, \_\_\_\_\_, Chairperson of the Board of County Commissioners' Signature  
 \_\_\_\_\_, County Clerk and Ex-officio Clerk of the Board of County Commissioners in and for the  
 aforementioned county, do hereby certify that the above and foregoing order is truly copied from the record of the proceedings of the Board  
 of County Commissioners.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said County

this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
 Month Year County Clerk's or Deputy County Clerk's Signature

Note: Abatements greater than \$10,000 per schedule, per year, must be submitted in duplicate to the Property Tax Administrator for review.

**Section V:**

**Action of the Property Tax Administrator**

*(For all abatements greater than \$10,000)*

The action of the Board of County Commissioners, relative to this abatement petition, is hereby

Approved  Approved in part \$ \_\_\_\_\_  Denied for the following reason(s):

\_\_\_\_\_  
 Secretary's Signature Property Tax Administrator's Signature Date



# Property Tax Appeal Report (2023–2024 Abatement)

PREPARED BY ASSESSORLY, CO.

**Prepared for:** Gary Smith

**Subject Property:** 1150 N TABOR DR, Castle Rock, CO, 80104

**Prepared by:** Assessorly, Co.

Assessorly, Co. — Client Services Team



support@assessorly.com  
+1 (303) 501-8081 Ext: 800  
PO Box 180, Littleton, CO 80120

## Purpose Statement

This valuation report has been prepared exclusively for the purpose of appealing the assessed value of the subject property. It is not intended for any other use. The intended user of this report is the client: Gary Smith





## 2. GENERAL INFORMATION

CHARACTERISTIC	DETAILS
<b>APN / Account No.</b>	250705401040
<b>Legal Description</b>	LOT 5 BLK 10 THE VILLAGES AT CASTLE ROCK FOUNDERS VILLAGE #9 0.187 AM/L
<b>Property Type</b>	Single Family Residential
<b>Site Size</b>	0.187 ac (8,145.72 sf)
<b>Gross Living Area (GLA)</b>	2,754 sf
<b>Basement (gross/finished)</b>	908 sf / 0 sf
<b>Garage Count / Size</b>	640
<b>Year Built</b>	2001
<b>Condition</b>	C3
<b>Bedrooms / Bathrooms</b>	3 / 2
<b>Assessor's Actual Value (current cycle)</b>	\$686,000.00

The subject property is a single family residential situated at 1150 N TABOR DR, Castle Rock, CO, 80104. Constructed in 2001, the residence provides 2,754 sf of above-grade living area across 3 / 2 bedrooms and bathrooms. The parcel encompasses 0.187 ac (8,145.72 sf), offering a functional site for the improvements within the surrounding neighborhood.

Neighborhood influences reflect marketing exposure consistent with the Douglas assessment area. Comparable research focused on arms-length transfers recorded between 1/1/2021 and 6/30/2022. Selected transactions are located within an average distance of 0.12 miles, ensuring that market-derived adjustments represent local buyer preferences.

## 3. VALUATION SUMMARY

METRIC	VALUE
<b>Assessor's Value</b>	\$686,000.00
<b>Concluded Value</b>	\$625,000.00

Market testing indicates the assessor's current opinion of value overstates probable buyer behavior. Regression-supported comparables yield a reconciled indication below the assessor's figure, signaling an opportunity for relief through the formal appeals process.

Based on our analysis, the supported market value as of June 30, 2022, is \$625,000.00, indicating a potential overassessment of \$61,000.

Assessorly, Co. — Confidential Tax Appeal Materials



## 4. SALES COMPARISON APPROACH

CHARACTERISTIC	SUBJECT	COMP 1	COMP 2	COMP 3
<b>Sale Price</b>	N/A	\$710,000.00	\$630,000.00	\$685,000.00
<b>Date of Sale</b>	—	03/08/2022	06/28/2022	05/31/2022
Market Condition \$0.00		+\$21,300.00		
<b>Address</b>	1150 N TABOR DR, Castle Rock, CO, 80104	1466 N MONUMENT CIR, Castle Rock, CO, 80104	1274 N TABOR DR, Castle Rock, CO, 80104	1290 N TABOR DR, Castle Rock, CO, 80104
<b>Location Impact</b>	B / OpnSpce	N / Res	B / OpnSpce	B / OpnSpce
—	—	+\$21,000.00	—	
<b>Site Size</b>	0.187 ac (8,145.72 sf)	0.200 ac (8,712 sf)	0.214 ac (9,321.84 sf)	0.177 ac (7,710.12 sf)
\$0.00/sf (\$0.00/ac)				
<b>Quality</b>	Average	Average	Average	Average
—		—	—	—
<b>Condition</b>	C3	C3	C3	C2
—		—	—	-\$56,000.00
<b>Year Built</b>	2001	2002	2002	2002
—		\$0.00	\$0.00	\$0.00
<b>Bed/Bath</b>	3 / 2	4 / 4	4 / 3	4 / 3
Bed — Bath —		-\$12,000.00	-\$6,000.00	-\$6,000.00
<b>GLA</b>	2,754 sf	2,834 sf	2,618 sf	2,793 sf
\$100.00		-\$8,000.00	+\$13,600.00	-\$3,900.00
<b>Basement Finish</b>				
Finished \$75.00	908 sf / 0 sf	1,435 sf / 1,364 sf	935 sf / 0 sf	1,115 sf / 0 sf
Unfinished —		-\$102,300.00	\$0.00	\$0.00
<b>Garage</b>	3	3	3	3
—		\$0.00	\$0.00	\$0.00
Custom Row 1	Subject value	Comp 1 value	Comp 2 value	Comp 3 value
		Adjustment —	Adjustment —	Adjustment —
<b>Adjusted Sale Price</b>	—	\$630,000.00	\$637,600.00	\$619,100.00
<b>Net Adjustment</b>	—	\$0.00	\$0.00	\$0.00

Comparable sales were vetted for recency, proximity, and physical similarity. Emphasis was placed on closed transactions featuring similar gross living areas, finished basements, and garage utility to mirror the subject's contributory amenities. Where data gaps existed, secondary sources such as MLS and third party sources



(Zillow/Redfin/Realtor) were used to extract condition.

Adjustments were supported by regression-derived coefficients for market conditions, GLA, and below-grade finish. Time adjustments were trended to the June 30, 2022 date of value. Market conditions were cross-checked using the regression trend, a local sale/resale example (6630 Groveton Ave, Castle Rock yielded .8%/month), and the FHFA all-transactions index for Douglas County. Based on this review, a 1.0% per month market conditions rate was applied.

After adjustments, Sales 1 and 3 provides the most reliable indication of value due to its strong similarity to the subject. Sale 2 further supports the conclusion. The concluded value is supported by the adjusted indications of the most comparable sales, selected for similarity in location, GLA, finished basement, and bed/bath configuration. Sales were taken from the appropriate period and adjusted using market-extracted coefficients for market conditions, GLA, finished basement, baths, and garage; the resulting indications support the opinion that the assessor's value is above market evidence.

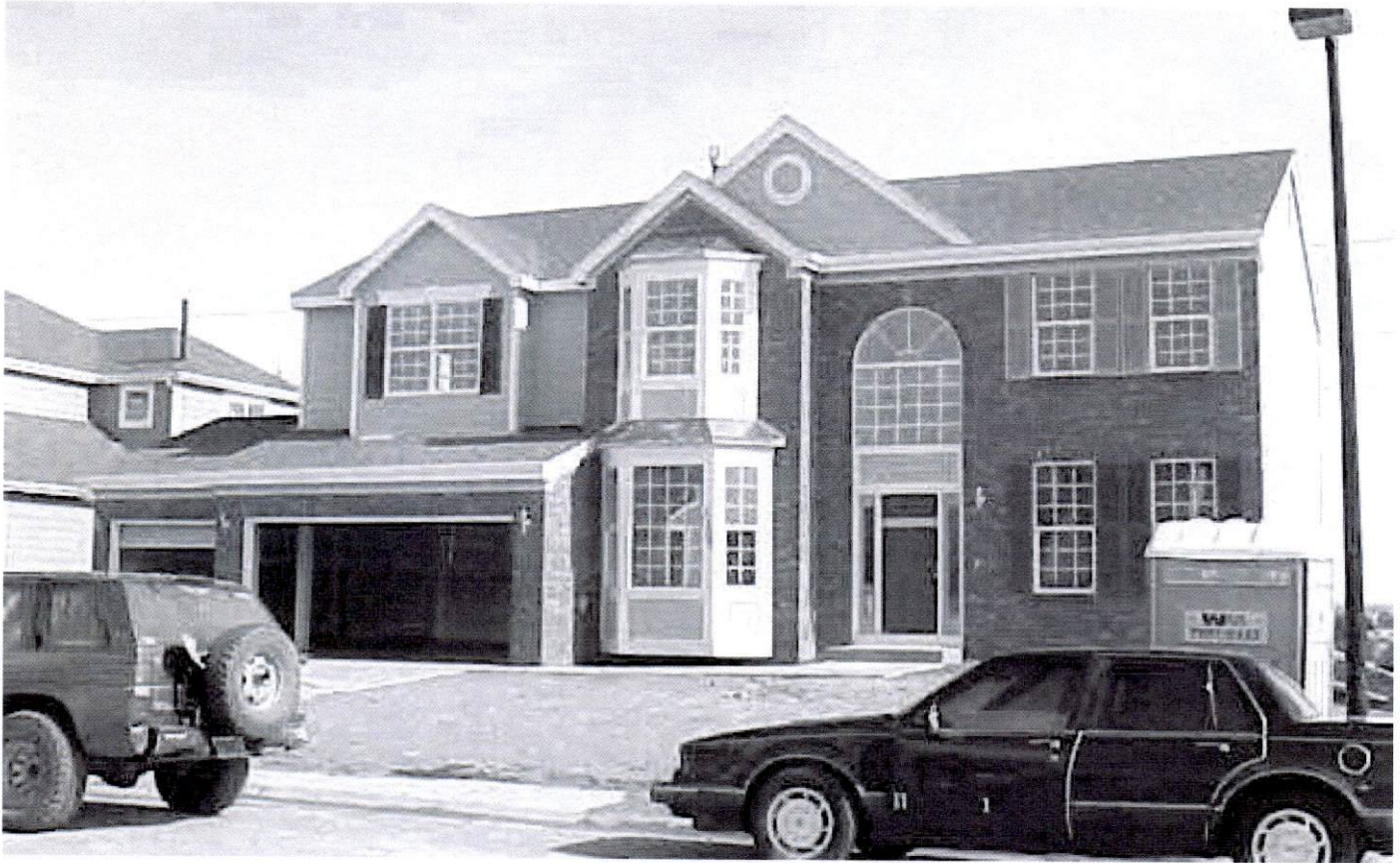
 *Douglas Count HPI*

Assessorly, Co. — Confidential Tax Appeal Materials



## 5. COMPARABLE PHOTOS AND MAP SECTION

### SUBJECT PROPERTY



1466 N MONUMENT CIR, Castle Rock, CO, 80104  
Sale Price: \$499,900.00



1274 N TABOR DR, Castle Rock, CO, 80104  
Sale Price: \$1,268,800.00



1290 N TABOR DR, Castle Rock, CO, 80104  
Sale Price: \$685,000.00





Assessorly, Co. — Confidential Tax Appeal Materials



## 6. QUALITY ASSURANCE & DISCLAIMERS

This automated valuation model (AVM) blends Assessorly's regression engine with curated comparable sales to benchmark the subject property. Every metric above has been programmatically generated and reviewed by Assessorly's QA specialists—no formal appraiser opinion or manual valuation adjustments are part of this deliverable.

- Property characteristics and imagery originate from local assessor records, MLS feeds, and Assessorly data assets.
- QA validates address matching, sale date alignment, and feature normalization before release.
- Use this report to monitor market positioning, screen tax assessments, or support pre-appeal diligence.

This report is not an appraisal and should not be relied upon as a substitute for a certified appraisal when one is required by statute, lending policy, or legal proceedings. All analytics are subject to data availability and may change as new transactions record.

## 7. APPENDIX

### DATA SOURCES

- Multiple Listing Service (MLS) closed sale records
- Douglas Assessor and Treasurer public records
- Federal Housing Finance Agency (FHFA) House Price Index
- County and municipal GIS mapping services
- Assessorly proprietary regression database

### METHODOLOGY NOTES

The regression summary supporting the concluded value incorporates market-calibrated coefficients for site size, effective age, living area, and basement finish. Supplemental sensitivity testing confirmed stability across cross-validation folds with  $R^2$  of 0.15864 and CV  $R^2$  of -5.59637. Mean absolute error measured 95143.60 with an RMSE of 153628.09, indicating tight model fit across the dataset.

## 8. DISCLAIMER AND LIMITING CONDITIONS

This Property Tax Appeal Report is a non-appraisal valuation product prepared solely for the client identified herein and for submission to assessment appeal authorities. The analyses, opinions, and conclusions expressed are limited to the purpose of contesting the assessed value of the subject property for the 2023–2024 cycle and may not be relied upon by any other party or for any other purpose.

The report does not conform to the Uniform Standards of Professional Appraisal Practice (USPAP) and shall not be represented as an appraisal. Intended users are limited to the property owner, their authorized representatives, and the reviewing bodies of the Douglas Assessor. Use by lenders, investors, or other third parties is expressly prohibited.

Analyses are based on public records, MLS data, GIS mapping, and statistical modeling believed to be reliable; however, Assessorly, Co. makes no warranties regarding the accuracy or completeness of third-party data. All opinions are subject to extraordinary assumptions that the supplied information is correct. Liability for any errors or omissions is expressly disclaimed, and no guarantee of appeal success or tax reduction is provided.

The scope of this engagement was limited to desktop review of available data, statistical modeling, and preparation of this written report. Physical inspection of the interior was not performed unless otherwise stated. Comparable selection prioritized arms-length transactions within the specified sales window, and valuation relied on a sales comparison approach supported by regression analytics.

### SCOPE OF WORK STATEMENT

- Data Collection: Compiled assessor records, MLS reports, FHFA trends, and GIS measurements for the subject and market area.
- Comparable Selection: Screened residential transfers by date, proximity, building style, and condition; excluded distressed or non-arm's-length transactions.
- Valuation Methods: Applied sales comparison with market-derived adjustments and reconciled with regression outputs to conclude the indicated value.
- Property Observation: Desktop review of aerial imagery, assessor sketches, and available photography; no interior inspection completed.

Assessorly, Co. — Confidential Tax Appeal Materials



## **Engagement for Tax Appeal Consulting Services**

As of 2025-11-03

### **Consultant:**

Assessorly, Co

Denver, CO 80120

Info@assessorly.com

### **Client:**

Gary Smith

1150 N TABOR DR

Castle Rock, CO 80104

Dear Gary Smith,

This letter confirms our agreement for Assessorly, Co to provide real estate appraisal services to you in connection with the property located at: 1150 N TABOR DR, also known as the "Subject property".

The intended use will be for tax appeal purposes only. No other uses are permitted.

The intended users include: Gary Smith and those assigned.

Effective dates of value: Tax cycle 2025-2026

### **Assessorly Money-Back Guarantee Policy**

At Assessorly, we stand behind the accuracy of our technology and the expertise of our consultants. That's why we offer a 100% Money-Back Guarantee on our Full Service Package, which includes:

- Property Tax Report and Valuation Analysis
- Appeal Representation (Agency)

#### **What's Covered**

If your appeal does not result in any tax savings for the property tax year(s) covered by the Full Service Package, you may be eligible for a full refund of your service fee.

#### **Eligibility Requirements**

To qualify for the guarantee, the following must apply:

- The Assessorly AVM address search tool indicated the tax year was "Overassessed"
- Gary Smith purchased the Full Service Package, including representation (Agency)
- Gary Smith provided all required documentation and responded to any communication related to the appeal process
- The appeal was submitted within the designated filing deadline for the relevant county
- The assessor or appeals board rendered a decision resulting in no reduction in value or no tax savings for the covered period

#### **How to Request a Refund**





If your appeal does not result in savings and you meet the eligibility criteria:

- Email support@assessorly.com within 30 days of your appeal decision
- Include the following:
  - Gary Smith and 1150 N TABOR DR
  - Order confirmation number (e.g., 11F0B8D205A49130AD250AFFCF6A1F27)
  - A copy of the final appeal decision
  - If approved, a refund will be issued within 7–10 business days

#### Exclusions

This guarantee does not apply to:

- Appeals where the AVM tool indicated the tax year was “Fairly Assessed”
- Self-service or report-only packages
- Appeals withdrawn at the request of Gary Smith
- Missed deadlines due to inaction on the part of Gary Smith
- Tax increases due to unrelated causes (e.g., reassessment following property improvements)

#### Contingency Pay Policy (Full Service – Contingency)

At Assessorly, we believe in results-driven service. That’s why our Full Service – Contingency product allows you to proceed with no upfront risk. You only pay if your property tax appeal is successful.

#### Eligibility Requirements

- \$0 Upfront Cost: You must provide a valid credit card at the time of engagement. No charges will be made unless your appeal is successful.
- Agency Agreement: You must sign a formal Agency Agreement authorizing Assessorly to represent you in both current and prior year tax cycles.
- Documentation Compliance: You must provide all required property information and supporting documentation in a timely manner.
- Responsiveness: You must respond promptly to communications from Assessorly throughout the appeal process.
- Timely Submission: Your appeal must be submitted within the required deadlines established by your local county assessor or Board of Equalization.

#### Success-Based Billing

If your appeal is successful, Assessorly will charge 30% of the recovered funds to the credit card on file. “Success” is defined as a reduction in the assessed value of your property resulting in a direct tax savings, as confirmed by the county.

If the payment is declined or cannot be processed, Assessorly will immediately contact you to arrange alternate payment.

Full payment is due immediately upon receipt of invoice, in order to avoid interest, penalties, or recovery actions.

#### Non-Payment & Enforcement

- The client agrees to be responsible for all legal fees and costs incurred by Assessorly in the process of recovering owed funds.



- If communication or payment is not received within 30 days, Assessorly reserves the right to file a mechanic's lien on the subject property under applicable state statutes.

#### **Disclaimers**

- The Contingency Fee product does not guarantee a specific outcome or appeal success.
- Assessorly reserves the right to determine which tax cycles will be pursued for appeal, based on internal analysis and the projected minimum recovery amount. Appeals will only be initiated if the potential benefit meets or exceeds our thresholds for filing.
- Failure to meet the eligibility requirements may void your participation in the Contingency Fee program and convert your case to a fee-based service.
- Clients who bypass, duplicate, or obstruct Assessorly's efforts may forfeit eligibility and still be liable for services rendered.

#### **Scope of Work**

The objective of this assignment is to develop an opinion of value of the subject property as of the effective dates noted above. The analysis is completed without a physical inspection of the property and relies solely on public records, third-party data/online sources, and information provided by the client or property owner.

The scope of work includes, but is not limited to:

- Identification and analysis of relevant market data
- Review of MLS data, public records, and online sources (e.g., assessor's records, satellite imagery, real estate databases)
- Selection and analysis of three comparable sales within the subject market
- Application of the Sales Comparison Approach, as used by the Assessor's office. Adjustments are market extracted using predictive analytics
- Use of digital mapping and GIS tools for neighborhood and site analysis

#### **Assumptions and Limiting Conditions**

- No physical inspection of the property was conducted.
- All data from public sources or the client is assumed to be accurate.
- The property is assumed to be in average condition unless otherwise noted.
- No interior photos or on-site verification of features were conducted.
- No guarantees are made about structural condition, compliance, or hazards.
- No valuation of personal property is included.
- No zoning or permit verification unless specifically requested.
- The resulting report will present a single point of value and summary of analysis.

This report is not an appraisal. The consultant is not acting in the capacity of a licensed appraiser. The purpose of the report is solely to support a real estate tax appeal.

#### **Property Tax Consultant – Agency Agreement**

I agree that for the property tax years 2025-2026, in Colorado, as related to the subject property noted above, Assessorly, Co is authorized to act as my agent and consultant before the County Board of Equalization or the State Tax Review Board or other relevant authority.

I authorize Assessorly, Co to submit appeals, file forms, and represent me in all related matters for the referenced assessment years and any prior eligible years.



**Agreed by:**

Gary Smith

*Gary Smith*

1150 N TABOR DR

Castle Rock, CO 80104

**Attestation**

I, the undersigned, Authorized Agent, certify that the statements and information provided in this filing and any attachments are true, correct, and complete to the best of my knowledge and belief. I acknowledge that the Assessor may rely on this information in reviewing the property's assessment. If signing as an Authorized Agent, I affirm that I am duly authorized to act on behalf of the owner for assessment review and appeal purposes.

**Authorized Agent Identification**

Authorized Agent: Martin Froehlich

Company: Assessorly, Co

**Assessor Contact for Questions**

By listing a contact below, the Agent authorizes the Assessor to communicate with this contact regarding this filing.

Primary Contact Name: Martin Froehlich

Telephone: (720) 202-9279

Email: martin@assessorly.com





Completed Document Audit Report  
Completed with SignWell.com

**Title: Assessorly\_Engagement\_Letter\_Template.docx**

Document ID: 96c8eddb-d8fa-4bd6-9067-512cf37665bc




Time Zone: (GMT+00:00) Coordinated Universal Time

**Files**

Assessorly\_Engagement\_Letter\_Template.docx - 4 pages

Nov 03, 2025 16:27:42 UTC

**Activity**

 <b>Richard T. Miles</b> IP: 52.4.217.237	created the document via API (support@assessorly.com)	Nov 03, 2025 16:27:43 UTC
 <b>Gary Smith</b> IP: 50.169.165.178	first viewed document (support@assessorly.com)	Nov 03, 2025 16:28:03 UTC
 <b>Gary Smith</b> IP: 50.169.165.178	signed the document (support@assessorly.com)	Nov 03, 2025 16:34:43 UTC

On Wed, Dec 31, 2025 at 6:25 PM Martin Froehlich <[martin.froehlich@assessorly.com](mailto:martin.froehlich@assessorly.com)> wrote:

Hi Douglas County Assessor's Office:

Please find the attached appeal report for the property address listed in the subject line.

If you need any additional documentation, let me know and I'll provide it right away.

Thank you,

--

*Martin Froehlich*

CEO | Assessorly

 (720) 202-9279

 [martin@assessorly.com](mailto:martin@assessorly.com)

 [www.assessorly.com](http://www.assessorly.com)

Fair Taxes. Real Savings.

 Assessorly



**Brenda Davis**

















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**From:** Felice Entratter  
**Sent:** Monday, February 2, 2026 12:53 PM  
**To:** Martin Froehlich  
**Cc:** Becky Fischer; Brenda Davis  
**Subject:** 1150 N Tabor Drive & 9719 Taylor River

Dear Martin,

I wanted to inform you that we cannot accept your request for 2023 abatement appeals on the following submissions:

- A. 1150 N Tabor Drive – R0345989 – The property owners appealed the property in 2023 and received an adjustment at Assessor Protest...they did not take the appeal forward. Given this fact, they no longer have appeal rights for 2023.
- B. 9719 Taylor River – R0496165 - This property was not part of the 12 properties you filed abatement requests for on 12/31/2025. Please see below. We will accept 2024 but not 2023.

 Appeal: 8028 Blue River Rd Outlook item		 Appeal: 7767 Piney River Rd Outlook item		 Appeal: 1150 N Tabor Dr Outlook item	
 Appeal: 9481 WILTSHIRE DR Outlook item		 Appeal: 999 Sparrow Hawk Outlook item		 Appeal: 9834 HILBERTS WAY Outlook item	
 Appeal: 9402 BURGUNDY PL Outlook item		 Appeal: 10016 KINGSTON CT Outlook item			

If you have any questions please feel free to reach out to me.

Regards,  
Felice

*Felice A Entratter*  
*Douglas County Assessor's Office*  
*Appeals Deputy Assessor*  
*303-663-6212*



## Transmittal Sheet for Abatement #: 202600049

Abatement #	202600049	Staff Appraiser	DAK
Tax Year	2024	Review Appraiser	BAF
Date Received	12/31/2025	Recommendation	Deny
Petitioner	GARY S SMITH & ERIN E SMITH	Reason	The Market Approach to value was used in determining the subjects value, resulting in no change.
Agent	ASSESSORLY CO		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	\$625,000	Assessor Final Review Value	\$686,000

The subject is an average quality 2-story home built in 2001 and located at 1150 N Tabor Drive, Castle Rock. The Petitioner's agent is appealing the 2024 valuation and requesting a value of \$625,000. The agent has provided three comparable sales for consideration. Two have been included on the final sales grid. The six comparable sales used are all average quality, 2-story homes in the immediate neighborhood and are of similar age. They bracket the subject in GLA and basement square footage. The adjusted comparable sales have a range of indicated value from approximately \$631,000 to \$785,000. The subject's 2024 value of \$686,000 is within the range of adjusted comparable sale prices. There is no recommendation for an adjustment to the 2024 tax year value.

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0345989	1112	1180	\$140,012	\$0	\$140,012	6.700%	\$9,380	16.4271%	\$1,540.86
	1212	1180	\$545,988	(\$55,000)	\$490,988	6.700%	\$32,900	16.4271%	\$5,404.52
<b>Account Total:</b>			<b>\$686,000</b>	<b>(\$55,000)</b>	<b>\$631,000</b>		<b>\$42,280</b>		<b>\$6,945.38</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0345989	1112	1180	\$140,012	\$0	\$140,012	6.700%	\$9,380	16.4271%	\$1,540.86
	1212	1180	\$545,988	(\$55,000)	\$490,988	6.700%	\$32,900	16.4271%	\$5,404.52
<b>Account Total:</b>			<b>\$686,000</b>	<b>(\$55,000)</b>	<b>\$631,000</b>		<b>\$42,280</b>		<b>\$6,945.38</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0345989	\$686,000	\$42,280	\$6,945.38	\$686,000	\$42,280	\$6,945.38	\$0.00
<b>Totals</b>	<b>\$686,000</b>	<b>\$42,280</b>	<b>\$6,945.38</b>	<b>\$686,000</b>	<b>\$42,280</b>	<b>\$6,945.38</b>	<b>\$0.00</b>

### \*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0345989	SB-001 Residential 55k Exemption	(\$55,000)

202600049-2024

Petition For Abatement Or Refund Of Taxes

County: Douglas County

Date Received (Use Assessor's or Commissioners' Date Stamp)

received DEC 31 2025 Douglas County Assessor's Office

Section I: Petitioner, please complete Section I only.

Date: 1/26/2026

Petitioner's Name: Gary Smith
Petitioner's Mailing Address: 1150 N TABOR DR Castle Rock CO 80104

City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S) PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY
250705401040 1150 N TABOR DR Castle Rock, CO, 80104

R0345989

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) and are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.)

Petitioner's estimate of value: \$625,000.00 (2023) and \$625,000.00 (2024)
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

Petitioner's Signature Phone Number Email

By Assessorly, Co. Phone Number Email
Agent's Signature\*

\*Letter of agency must be attached when petition is submitted by an agent

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S. denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

Section II: Assessor's Recommendation (For Assessor's Use Only)

Table with 7 columns: Tax Year, Actual, Value Adjustment, Adjusted Actual, Assessment Rate, Assessed Value, Mill Levy, Tax. Includes rows for Original, Corrected, and Abate/Refund for two tax years.

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer. § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: 2024 Protest? [X] No [ ] Yes (if a protest was filed, please attach a copy of the NOD.)

Tax year: Protest? [ ] No [ ] Yes (if a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):

See Transmittal

Julie Everette Assessor's or Deputy Assessor's Signature

per FAE Email to Agent 2/2/26 BU



**TOBY DAMISCH**

**DOUGLAS COUNTY ASSESSOR'S OFFICE**

# **VALUATION SUMMARY**

**OF**

**RESIDENTIAL IMPROVED PROPERTY**

**FOR**

**Douglas County Board of County Commissioners**

**GARY S SMITH & ERIN E SMITH**

**PETITIONER**

**Vs.**

**DOUGLAS COUNTY ASSESSOR'S OFFICE**

**RESPONDENT**

**Parcel Number:** 2507-054-01-040

**Schedule Number:** R0345989

**Appeal Number:** 202600049

**Appraisal Date:** June 30, 2022

**Assessment Date:** January 1, 2024

**Report Date:** 2/10/2026

**2024 NOV Value:** \$686,000

**Indicated Value:** \$686,000

**SUBJECT:**

Indicated Value: \$686,000

Account Number: R0345989

Address:

1150 N TABOR DR

CASTLE ROCK, CO 801040000



Parcel Number: 2507-054-01-040

Zoning:

Subdivision: FOUNDERS VILLAGE

Year Built: 2001

Adjusted Year Built: 2001

Building SF: 2,754

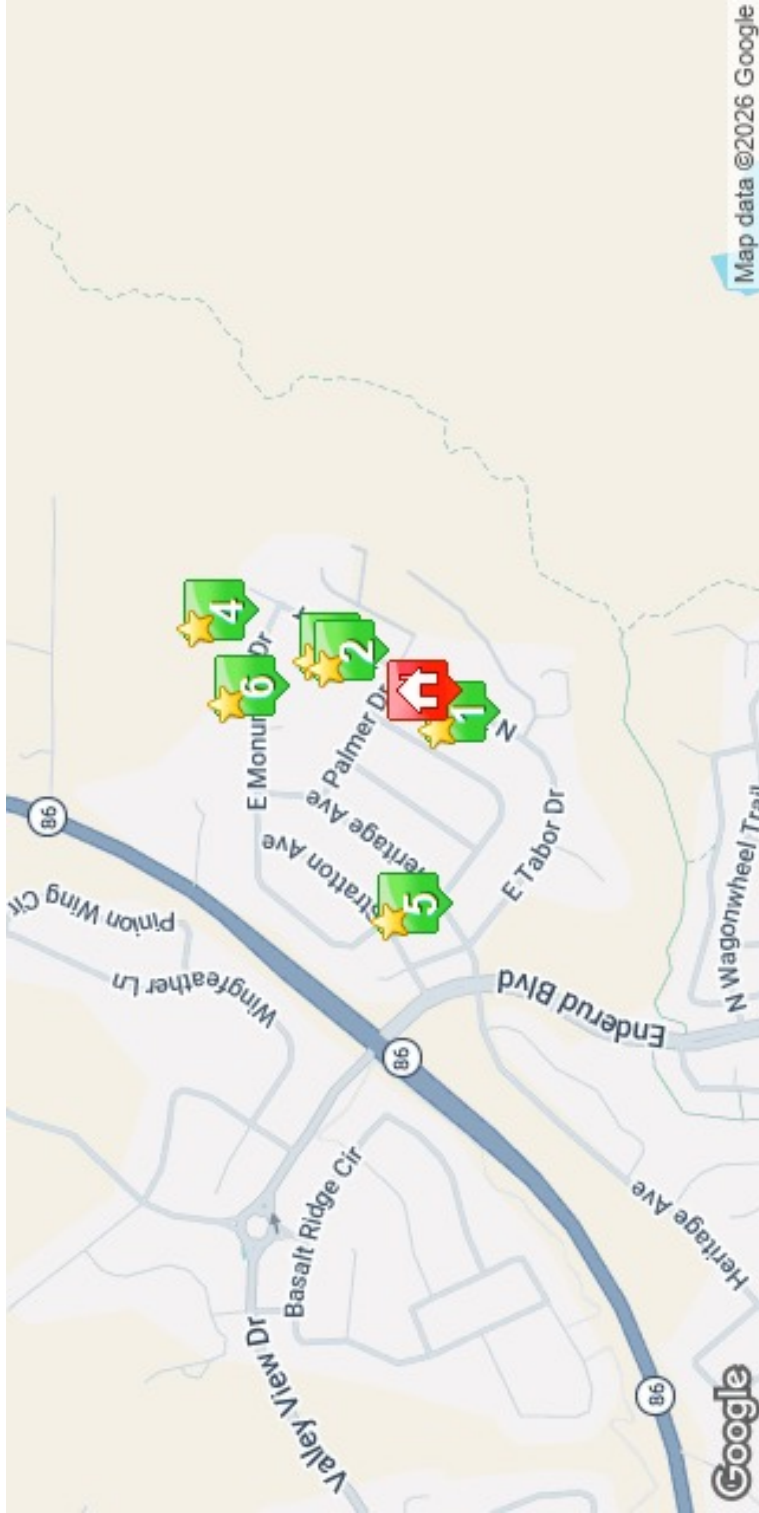
Land SF: 8,146

The subject is an average quality 2-story home built in 2001 and located at 1150 N Tabor Dr, Castle Rock. The Petitioner's agent is appealing the 2024 valuation and requesting a value of \$625,000. The agent has provided three comparable sales for consideration. Two have been included on the final sales grid. The six comparable sales used are all average quality, 2-story homes in the immediate neighborhood and are of similar age. They bracket the subject in GLA and basement square footage. The adjusted comparable sales have a range of indicated value from approximately \$631,000 to \$785,000. The subject's 2024 value of \$686,000 is within the range of adjusted comparable sale prices. There is no recommendation for an adjustment to the 2024 tax year value.



1150 N TABOR DR

R0345989





**Grid Estimate:**

**N/A**  
(None)  
Min: \$630,835  
Max: \$784,924

**Subject**



**Address** 1150 N TABOR DR  
**ID** R0345989  
**TASP / Date** \$295,362 / 02/27/2001

**Distance** -



**Address** 1274 N TABOR DR  
**ID** R0345785  
**TASP / Date** \$630,000 / 06/28/2022

**Distance** 437 ft



**Address** 1290 N TABOR DR  
**ID** R0345784  
**TASP / Date** \$696,645 / 05/31/2022

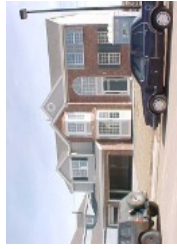
**Distance** 515 ft

<b>Sale Price</b>	\$273,800	\$660,000	\$0	\$685,000	\$0
<b>Adjusted Age</b>	23	21	\$0	20	\$0
<b>Year Built</b>	2001	2001	\$0	2002	\$0
<b>Style</b>	2 Story	2 Story	\$0	2 Story	\$0
<b>Unit Type</b>	N/A	N/A	\$0	N/A	\$0
<b>Quality</b>	Average	Average	\$0	Average	\$0
<b>Residential SF</b>	2,754	2,758	\$0	2,793	\$0
<b>Garage SF</b>	640	629	\$500	660	\$-900
<b>Bsmnt SF</b>	908	935	\$0	1,115	\$-8,900
<b>Basement Fin SF</b>	0	0	\$0	0	\$0
<b>Walkout</b>	N/A	0	\$0	0	\$0
<b>Garden Lvl</b>	N/A	0	\$0	0	\$0
<b>Fireplaces</b>	1	1	\$0	1	\$0
<b>HVAC</b>	Central Air to Air	Forced Air	\$0	Central Air to Air	\$0
<b>Land SF</b>	8,146	7,928	\$0	7,710	\$0
<b>Land Use Code</b>	163697	138760	\$0	133481	\$0
<b>Market Land Value</b>	\$163,697	\$162,122	\$1,575	\$155,844	\$7,853
<b>Outbuilding Value</b>	0	0	\$0	0	\$0
<b>Time Adj</b>	N/A	N/A	\$-22,400	N/A	\$-11,600
<b>Total Adjustment</b>		Net:-3% Gross:3% \$-20,325		Net:3% Gross:3% \$17,511	Net:-2% Gross:4% \$-13,547
<b>Adjusted Sale Price</b>		<b>\$ 784,924</b>		<b>\$ 647,511</b>	<b>\$ 683,098</b>

**Grid Estimate:**

**N/A**  
(None)  
Min: \$630,835  
Max: \$784,924

**Subject**



**Address** 1150 N TABOR DR  
**ID** R0345989  
**TASP / Date** \$295,362 / 02/27/2001  
**Distance** -

**Sale Price** \$273,800

**Adjusted Age** 23

**Year Built** 2001

**Style** 2 Story

**Unit Type** N/A

**Quality** Average

**Residential SF** 2,754

**Garage SF** 640

**Bsmnt SF** 908

**Basement Fin SF** 0

**Walkout** N/A

**Garden Lvl** N/A

**Fireplaces** 1

**HVAC** Central Air to Air

**Land SF** 8,146

**Land Use Code** 163697

**Market Land Value** \$163,697

**Outbuilding Value** 0

**Time Adj** N/A

**Total Adjustment**

**Adjusted Sale Price**

**Adj. Sale Price**

Comp #1 \$ 784,924

Comp #4 \$ 737,609

Comp #3 \$ 683,098

Comp #5 \$ 682,154

Comp #2 \$ 647,511

Comp #6 \$ 630,835

Subject NOD \$686,000

**Comp #6**

5865 E TABOR PL  
R0345905  
**\$696,060 / 01/07/2021**

891 ft

\$540,000 \$0

20 \$0

2002 \$0

2 Story \$0

N/A \$0

Average \$0

2,834 \$0

659 \$-900

1,449 \$-23,300

0 \$0

0 \$0

0 \$0

1 \$0

Central Air to Air \$0

11,021 \$0

158145 \$0

\$186,322 \$-22,625

0 \$0

N/A \$-18,400

Net:-9% Gross:9% \$-65,225  
**\$ 630,835**

**Comp #5**

5488 E BURLINGTON DR  
R0345945  
**\$749,438 / 09/17/2021**

1,090 ft

\$650,000 \$0

20 \$0

2002 \$0

2 Story \$0

N/A \$0

Average \$0

2,794 \$0

680 \$-1,900

734 \$7,500

437 \$-26,700

0 \$0

0 \$0

0 \$0

1 \$0

Forced Air \$0

11,587 \$0

159181 \$0

\$187,780 \$-24,084

0 \$0

N/A \$-22,100

Net:-9% Gross:11% \$-67,284  
**\$ 682,154**

**Comp #4**

5989 E MONUMENT DR  
R0345770  
**\$730,768 / 05/10/2021**

1,124 ft

\$600,000 \$0

19 \$0

2003 \$0

2 Story \$0

N/A \$0

Average \$0

2,634 \$16,200

420 \$10,300

935 \$0

0 \$0

0 \$0

0 \$0

1 \$0

Central Air to Air \$0

7,797 \$0

139619 \$0

\$163,056 \$641

0 \$0

N/A \$-20,300

Net:1% Gross:6% \$6,841  
**\$ 737,609**

DOUGLAS COUNTY ABATEMENT HEARING  
REFEREE WORKSHEET

Petitioner: Matthew & Deborah Mathias

Agent:

Parcel No.: R0622705

Abatement Number: 202506049

Assessor's Original Value: \$297,234

Hearing Date: March 18, 2026

Hearing Time: 2:00 p.m.

1. The Douglas County Assessor was represented at the hearing by Tanner Lindt
2. The Petitioner was:
  - a.  present
  - b.  not present
  - c.  present/represented by [Click here to enter text.](#)
  - d.  not present/represented by [Click here to enter text.](#)

3. Assessor's Recommended Value: \$297,234 (No change)

Petitioner's Requested Value: \$215,000

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner requested that the property be designated as contiguous residential land with the lower assessment rate than vacant residential land and a value reduction to \$215,000.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:
- a.  data from sales of comparable properties which sold during the applicable time period; and /or
  - b.  valuation using the cost approach; and/or
  - c.  a valuation using the income approach; and/or
  - d.  other The assessor agreed that the classification be changed to contiguous residential.

**THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:**

Classification: Contiguous residential land (1112CP)

Total Actual Value: \$297,234 (No change)

Reasons are as follows: Prior to hearing the assessor granted the contiguous residential classification. In support of the assigned value, the assessor provided five vacant land sales that support the assigned value of \$297,234.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

- a.  Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein
- b.  Approved in part as set forth in the Findings and Recommendations herein
- c.  Denied after abatement hearing
- d.  Administrative Denial is Granted

REFEREE:



s/ Jeffrey Hamilton  
Name

3/18/2026  
Date

**Abatement Log No. 202506049**

202506049-2024

# PETITION FOR ABATEMENT OR REFUND OF TAXES

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Received**  
DEC 01 2025  
Douglas County  
Assessor's Office

**Section I: Petitioner, please complete Section I only.**

Date: 12 / 02 / 2025  
Month Day Year

Petitioner's Name: Matthew & Deborah Mathias

Petitioner's Mailing Address: 11755 E Grant Rd

Franktown City or Town      CO State      80116 Zip Code

**SCHEDULE OR PARCEL NUMBER(S)**  
2347-334-02-001

**PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY**  
Flintwood Hills 2nd Addition, 3rd Amendment located i the SE 1/4 of Section 33, T7S, R65W  
of the 6th PM, County of Douglas, State of Colorado

R0622705

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for the property tax year 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error, or overvaluation. (Attach additional sheets if necessary.) See attachment)

Petitioner's estimate of value: \$ 215,000 ( 2024 )  
Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information, and belief, is true, correct, and complete.

Matthew Mathias  
Petitioner's Signature  
Deborah Mathias

Daytime Phone Number ( 303 ) 876-7667

Email mcm@damfine.com

By \_\_\_\_\_  
Agent's Signature\*

Daytime Phone Number ( \_\_\_\_\_ )

Email \_\_\_\_\_

Printed Name: Matthew & Deborah Mathias

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation (For Assessor's Use Only)**

Tax Year _____	Value	Adjusted	Assessment	Assessed	Mill	
Actual	Adjustment	Actual	Rate	Value	Levy	Tax
Original _____	_____	_____	_____	_____	_____	_____
Corrected _____	_____	_____	_____	_____	_____	_____
Abate/Refund _____	_____	_____	_____	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: \_\_\_\_\_ Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s): \_\_\_\_\_

\_\_\_\_\_  
Assessor's or Deputy Assessor's Signature



**FOR ASSESSORS AND COUNTY COMMISSIONERS USE ONLY**

**(Section III or Section IV must be completed)**

Every petition for abatement or refund filed pursuant to § 39-10-114, C.R.S. shall be acted upon pursuant to the provisions of this section by the Board of County Commissioners or the Assessor, as appropriate, within six months of the date of filing such petition, § 39-1-113(1.7), C.R.S.

**Section III: Written Mutual Agreement of Assessor and Petitioner**  
**(Only for abatements up to \$10,000)**

The Commissioners of \_\_\_\_\_ County authorize the Assessor by Resolution No. \_\_\_\_\_ to review petitions for abatement or refund and to settle by written mutual agreement any such petition for abatement or refund in an amount of \$10,000 or less per tract, parcel, or lot of land or per schedule of personal property, in accordance with § 39-1-113(1.5), C.R.S.

**The Assessor and Petitioner mutually agree to the values and tax abatement/refund of:**

Tax Year _____	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original	_____	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____	_____

Note: The total tax amount does not include accrued interest, penalties, and fees associated with late and/or delinquent tax payments, if applicable. Please contact the County Treasurer for full payment information.

\_\_\_\_\_  
 Petitioner's Signature Date

\_\_\_\_\_  
 Assessor's or Deputy Assessor's Signature Date

**Section IV: Decision of the County Commissioners**  
**(Must be completed if Section III does not apply)**

WHEREAS, the County Commissioners of \_\_\_\_\_ County, State of Colorado, at a duly and lawfully called regular meeting held on \_\_\_\_/\_\_\_\_/\_\_\_\_, at which meeting there were present the following members:

Month Day Year

\_\_\_\_\_  
 with notice of such meeting and an opportunity to be present having been given to the Petitioner and the Assessor of said County and Assessor \_\_\_\_\_ (*being present--not present*) and

Petitioner \_\_\_\_\_ (*being present--not present*), and WHEREAS, the said

Name

County Commissioners have carefully considered the within petition, and are fully advised in relation thereto, NOW BE IT RESOLVED that the Board (*agrees--does not agree*) with the recommendation of the Assessor, and that the petition be (*approved--approved in part--denied*) with an abatement/refund as follows:

Year	Assessed Value	Taxes Abate/Refund
_____	_____	_____

\_\_\_\_\_  
 Chairperson of the Board of County Commissioners' Signature

I, \_\_\_\_\_ County Clerk and Ex-Officio Clerk of the Board of County Commissioners in and for the aforementioned county, do hereby certify that the above and foregoing order is truly copied from the record of the proceedings of the Board of County Commissioners.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Month Year

\_\_\_\_\_  
 County Clerk's or Deputy County Clerk's Signature

Note: Abatements greater than \$10,000 per schedule, per year, must be submitted in duplicate to the Property Tax Administrator for review.

**Section V: Action of the Property Tax Administrator**  
**(For all abatements greater than \$10,000)**

The action of the Board of County Commissioners, relative to this petition, is hereby

Approved  Approved in part \$ \_\_\_\_\_  Denied for the following reason(s): \_\_\_\_\_

\_\_\_\_\_  
 Secretary's Signature

\_\_\_\_\_  
 Property Tax Administrator's Signature

\_\_\_\_\_  
 Date



Addendum to Petition for Abatement or Refund of Taxes dated 12/2/2025

RE: Accounts R0622705 and R0622706 and Parcels 2347-334-02-001 and 2347-334-02-002

The above named parcels share a common property line and have been owned by the same owners for nearly 32 years.

A couple of years ago we had the property line that originally bisected the house on parcel 002 moved to create a vacant lot. To get that accomplished we had to jump through a lot of hoops and were required to complete a 10 item Lot Line or Easement Adjustment Submittal Checklist. Not on the list was an engineering review that was required and had a fee attached. Eventually, a Presubmittal Review was issued by the county with "Staff Comments". No where in any of the county's list of things we had to do or Staff Comments was there any mention of any consequences of moving a property line particularly in reference to creating a vacant lot and the effect that would have on property taxes or a remedy for such a situation.

We learned there is a designation for a vacant contiguous lot, owned by the same owner and used as an extension of the residential lot.

We are requesting that parcel 2347-334-02-001 be designated as a Contiguous Parcel retroactively to when the new parcel was recorded on March 15, 2023. We also request that a disclaimer about the potential consequences of moving a property line particularly one that creates a vacant lot be included in the instructions provided by the county to the property owner who is requesting a property line relocation

## Brenda Davis

---

**From:** Assessors  
**Sent:** Friday, December 5, 2025 4:15 PM  
**To:** Felice Entratter; Brenda Davis  
**Cc:** Becky Fischer  
**Subject:** FW: Petition for Abatement  
**Attachments:** Tax Abatement 2023 request.pdf; Tax Abatement 2024 request.pdf; fenced garden.jpg; shooting mound.jpg; firepit and driveway.jpg; flagstone walkway to firepit.jpg

**From:** Matt Mathias <mcm@damfine.com>  
**Sent:** Monday, December 1, 2025 6:05 PM  
**To:** Assessors <Assessors@douglas.co.us>  
**Cc:** George Teal <gteal@douglas.co.us>  
**Subject:** Petition for Abatement

**Caution:** This email originated outside the organization. Be cautious with links and attachments.

RE: Accounts R0622705 and R0622706 and Parcels 2347-334-02-001 and 2347-334-02-002

Toby & Staff,

Our Petitions for Abatement are attached as are the pictures we sent initially.  
If you require any additional information, please reach out - 303-876-7667.  
Thank you.

Matt & Deb Mathias



















## Transmittal Sheet for Abatement #: 202506049

Abatement #	202506049	Staff Appraiser	TJL
Tax Year	2024	Review Appraiser	RRM
Date Received	12/1/2025	Recommendation	Adjust
Petitioner	MATTHEW C MATHIAS & DEBORAH A MATHIAS	Reason	The land classification has been changed to contiguous residential, and the residential assessment rate will be applied.
Agent			
Petitioner's Request	Property Condition		
Petitioner's Requested Value	\$215,000	Assessor Final Review Value	\$297,234

The Subject, Lot 8A-1, is a 1.712-acre vacant lot in the Flintwood Hills Subdivision near the eastern border of Douglas County. The parcel is rolling hills with native grass and trees.

The Petitioner's concerns are with the classification and valuation of their property. They believe the parcel should be classified as contiguous residential and valued at \$215,000 based on their original appeal filing.

The Subject (Lot 8A-1) is adjacent to another lot (Lot 9A-1) which is improved with a residence and also owned by the Petitioner. For many years these lots were administratively grouped under one Assessor Account Number. This type of grouping was done in certain circumstances decades ago, when a property owner requested it, and it was a benefit to the property owner. In 2023, the Petitioner followed administrative protocols to have the Assessor's Office dissolve the grouping of the Subject and form two separate Assessor Account Numbers. In 2024, the Petitioner also followed administrative protocols to slightly move the lot line that separates these two lots.

Colorado has a preferential property assessment classification called Contiguous Residential. This classification allows a vacant parcel which functions as an extension of an improved residential parcel to receive a residential assessment rate, if three legal qualifications are met. Being a preferential classification a property owner must request the classification be applied to their property. In the case of the Subject, the Petitioner did not request the Contiguous Residential classification in 2024 or 2025.

This Abatement Appeal satisfies the Petitioner's obligation to request the Contiguous Residential classification. The Subject was reviewed to see if it met the three legal qualifications for Contiguous Classification. A review determined the Subject did meet all three qualifications. A review of comparable sales was also performed. Five comparable sales, included in the Valuation Summary support the current valuation of \$297,234 for the Subject for Tax Year 2024.

Therefore, based on the request for Contiguous Residential classification, the Subject meeting all three legal qualifications, and the sales reviewed, the Assessor's Office recommends the Subject be reclassified to Contiguous Residential (1112CP) for tax year 2024, but remain valued at \$297,234 for tax year 2024. TJL

### Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0622705	0100	0142	\$297,234	\$0	\$297,234	27.900%	\$82,930	8.6184%	\$7,147.24
<b>Account Total:</b>			<b>\$297,234</b>	<b>\$0</b>	<b>\$297,234</b>		<b>\$82,930</b>		<b>\$7,147.24</b>

### Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0622705	1112CP	0142	\$297,234	\$0	\$297,234	6.700%	\$19,910	8.6184%	\$1,715.92
<b>Account Total:</b>			<b>\$297,234</b>	<b>\$0</b>	<b>\$297,234</b>		<b>\$19,910</b>		<b>\$1,715.92</b>

### Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0622705	\$297,234	\$82,930	\$7,147.24	\$297,234	\$19,910	\$1,715.92	\$5,431.32
<b>Totals</b>	<b>\$297,234</b>	<b>\$82,930</b>	<b>\$7,147.24</b>	<b>\$297,234</b>	<b>\$19,910</b>	<b>\$1,715.92</b>	<b>\$5,431.32</b>

202506049-2024

# PETITION FOR ABATEMENT OR REFUND OF TAXES

County: Douglas

Date Received \_\_\_\_\_  
(Use Assessor's or Commissioners' Date Stamp)

**Received**

**Section I: Petitioner, please complete Section I only.**

Date: 12 02 2025  
Month Day Year

DEC 01 2025  
Douglas County  
Assessor's Office

Petitioner's Name: Matthew & Deborah Mathias

Petitioner's Mailing Address: 11755 E Grant Rd

Franktown CO 80116  
City or Town State Zip Code

**SCHEDULE OR PARCEL NUMBER(S)**  
2347-334-02-001

**PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY**  
Flintwood Hills 2nd Addition, 3rd Amendment located i the SE 1/4 of Section 33, T7S, R65W of the 6th PM, County of Douglas, State of Colorado

R0622705

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for the property tax year 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error, or overvaluation. (Attach additional sheets if necessary.) See attachment

Petitioner's estimate of value: \$ 215,000 (2024)  
Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information, and belief, is true, correct, and complete.

Matthew Mathias  
Petitioner's Signature  
Deborah Mathias

Daytime Phone Number (303) 876-7667

Email mcm@damfine.com

By \_\_\_\_\_  
Agent's Signature\*

Daytime Phone Number (\_\_\_\_\_) \_\_\_\_\_

Email \_\_\_\_\_

Printed Name: Matthew & Deborah Mathias

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation (For Assessor's Use Only)**

Tax Year	Value	Adjusted	Assessment	Assessed	Mill	
Actual	Adjustment	Actual	Rate	Value	Levy	Tax
Original	_____	_____	_____	_____	_____	_____
Corrected	_____	_____	_____	_____	_____	_____
Abate/Refund	_____	_____	_____	_____	_____	_____

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(1)(D), C.R.S.

Tax year: 2024 Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):  
See Transmittal

Jessie Everette  
Assessor's or Deputy Assessor's Signature



**FOR ASSESSORS AND COUNTY COMMISSIONERS USE ONLY**

(Section III or Section IV must be completed)

Every petition for abatement or refund filed pursuant to § 39-10-114, C.R.S. shall be acted upon pursuant to the provisions of this section by the Board of County Commissioners or the Assessor, as appropriate, within six months of the date of filing such petition, § 39-1-113(1.7), C.R.S.

**Section III: Written Mutual Agreement of Assessor and Petitioner**  
(Only for abatements up to \$10,000)

The Commissioners of Douglas County authorize the Assessor by Resolution No. R-010-155 to review petitions for abatement or refund and to settle by written mutual agreement any such petition for abatement or refund in an amount of \$10,000 or less per tract, parcel, or lot of land or per schedule of personal property, in accordance with § 39-1-113(1.5), C.R.S.

**The Assessor and Petitioner mutually agree to the values and tax abatement/refund of:**

	Tax Year <u>2024</u>		
	<u>Actual</u>	<u>Assessed</u>	<u>Tax</u>
Original	\$297,234	\$82,930	\$7,147.24
Corrected	\$297,234	\$19,910	\$1,715.92
Abate/Refund	\$0	\$63,020	\$5,431.32

Note: The total tax amount does not include accrued interest, penalties, and fees associated with late and/or delinquent tax payments, if applicable. Please contact the County Treasurer for full payment information.

Petitioner's Signature *Julie Enerette* Date 1/29/2026  
 Assessor's or Deputy Assessor's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Section IV: Decision of the County Commissioners**  
(Must be completed if Section III does not apply)

WHEREAS, the County Commissioners of \_\_\_\_\_ County, State of Colorado, at a duly and lawfully called regular meeting held on \_\_\_\_/\_\_\_\_/\_\_\_\_, at which meeting there were present the following members:  
Month Day Year

\_\_\_\_\_ with notice of such meeting and an opportunity to be present having been given to the Petitioner and the Assessor of said County and Assessor \_\_\_\_\_ (*being present--not present*) and  
Name  
 Petitioner \_\_\_\_\_ (*being present--not present*), and WHEREAS, the said  
Name  
 County Commissioners have carefully considered the within petition, and are fully advised in relation thereto, NOW BE IT RESOLVED that the Board (*agrees--does not agree*) with the recommendation of the Assessor, and that the petition be (*approved--approved in part--denied*) with an abatement/refund as follows:

Year	Assessed Value	Taxes Abate/Refund

\_\_\_\_\_  
Chairperson of the Board of County Commissioners' Signature

I, \_\_\_\_\_ County Clerk and Ex-Officio Clerk of the Board of County Commissioners in and for the aforementioned county, do hereby certify that the above and foregoing order is truly copied from the record of the proceedings of the Board of County Commissioners.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.  
Month Year

\_\_\_\_\_  
County Clerk's or Deputy County Clerk's Signature

Note: Abatements greater than \$10,000 per schedule, per year, must be submitted in duplicate to the Property Tax Administrator for review.

**Section V: Action of the Property Tax Administrator**  
(For all abatements greater than \$10,000)

The action of the Board of County Commissioners, relative to this petition, is hereby

Approved  Approved in part \$ \_\_\_\_\_  Denied for the following reason(s):

\_\_\_\_\_ Secretary's Signature \_\_\_\_\_ Property Tax Administrator's Signature \_\_\_\_\_ Date \_\_\_\_\_



**TOBY DAMISCH**

**DOUGLAS COUNTY ASSESSOR'S OFFICE**

# **VALUATION SUMMARY**

**OF  
RESIDENTIAL IMPROVED PROPERTY**

**FOR  
Douglas County Board of County Commissioners**

**MATTHEW C MATHIAS & DEBORAH A MATHIAS  
PETITIONER**

**Vs.**

**DOUGLAS COUNTY ASSESSOR'S OFFICE  
RESPONDENT**

**Parcel Number:** 2347-334-02-001

**Schedule Number:** R0622705

**Appeal Number:** 202506049

**Appraisal Date:** June 30, 2022

**Assessment Date:** January 1, 2024

**Report Date:** 1/22/2026

**2024 NOV Value:** \$297,234

**Indicated Value:** - \$297,234

## VALUE DATA SUMMARY

This value data summary is not an appraisal report. This value data summary is only a summary of the level of value data as applied within the Assessor's computer assisted mass appraisal (CAMA) system to the subject property characteristics. This summary is intended only for ad valorem use purposes to demonstrate the applied approaches and development of the value assigned to the subject property by the Assessor's process and should not be relied upon by a third party for any other purpose other than the intended ad valorem use purposes. This summary has been prepared for use as supportive documentation in a hearing conducted by the Douglas County Board of Equalization.

The purpose of this summary is to demonstrate the development of the "actual value" (market value) as assigned to the subject property in its physical condition as of the January 1 of the applicable tax year(s), based on the previous June 30th level of value for the purpose of determining property taxes. Said value is established utilizing base period data from the time period of eighteen months prior to June 30, 2022. In the event of insufficient market data from this time period, the Assessor's Office reviews market data prior to the beginning of the level of assessment date, going back in six-month increments to a maximum study period of five years. When appropriate, all sales are to be time adjusted to the level of value period date as required by state statute. All actual values established by the Douglas County Assessor's Office have been made in conformance with applicable laws and administrative regulations.

This summary presents demonstrations of the data and methods that were applied in the mass appraisal process of establishing the actual value of the subject property. Other data and analyses are retained in the files of the Douglas County Assessor's Office. Additionally, a search has been made of private sales data, public records of assessor's offices, confidential records of the assessor's office, including Real Property Transfer Declarations (TD-1000 forms), Subdivision Land Valuation Questionnaires. Confirmation of data was by deeds, deeds of trusts, other public records, subscription services for fee, and/or principals or agents of individual transactions.

Multiple Regression Analysis (MRA) explores and quantifies the relationship between two or more components of known and available data (sale prices and property characteristics) to generate a market value. Regression does not require strict similarity between property sales because it estimates the value contribution (coefficient) for each attribute using a "goodness of fit" or error-minimizing technique. This methodology produces statistics about the quality of the attribute contribution. These statistics help evaluate the predictive accuracy of the regression equation, or essentially, the ability to predict sales price. The assessor's office tests for statistical compliance and equitable valuation. Overall, the goal is to provide a value model that best reflects market value.

The vacant land mass appraisal regression model utilized sales and an independent variable (square foot or acres) to predict the outcome of Y (value). The model is nonlinear such that as land size increases the value per unit (square foot or acres) decreases. This captures the economies of scale present in real estate markets.

Actual current use as of the date of assessment has been considered for the classification of the subject property as required by Colorado Revised Statutes §39-1-103. The actual current use may be different than the uses permitted by zoning or the Highest and Best Use. Therefore, while the subject property is classified based on the actual current use, the highest and best use has been considered in the determination of the actual value of the property.

**ABATEMENT APPEAL # 2025006049**

**ACCOUNT NUMBER: R0622705**

**SUBJECT DESCRIPTION**

The Subject, Lot 8A-1, is a 1.712-acre vacant lot in the Flintwood Hills Subdivision near the eastern boarder of Douglas County. The parcel is rolling hills with native grass and trees.

**SALES AND LISTING HISTORY**

The most recent sale of the Subject Parcel was a sale for \$135,000 on 1/14/1994 to the Petitioner.

**CLASSIFICATION AND VALUATION DATA**

The Petitioner's concerns are with the classification and valuation of their property. They believe the parcel should be classified as contiguous residential and valued at \$215,000 based on their original appeal filing.

The Subject (Lot 8A-1) is adjacent to another lot (Lot 9A-1) which is improved with a residence and also owned by the Petitioner. For many years these lots were administratively grouped under one Assessor Account Number. This type of grouping was done in certain circumstances decades ago, when a property owner requested it, and it was a benefit to the property owner. In 2023, the Petitioner followed administrative protocols to have the Assessor's Office dissolve the grouping of the Subject and form two separate Assessor Account Numbers. In 2024, the Petitioner also followed administrative protocols to slightly move the lot line that separates these two lots.

Colorado has a preferential property assessment classification called Contiguous Residential. This classification allows a vacant parcel which functions as an extension of an improved residential parcel to receive a residential assessment rate, if three legal qualifications are met. Being a preferential classification a property owner must request the classification be applied to their property. In the case of the Subject, the Petitioner did not request the Contiguous Residential classification in 2024 or 2025.

This Abatement Appeal satisfies the Petitioner's obligation to request the Contiguous Residential classification. The Subject was reviewed to see if it met the three legal qualifications for Contiguous Classification. A review determined the Subject did meet all three qualifications.

Several conversations between the Assessor's Office and Petitioner took place both right before and after the filing of this appeal. These conversations included questions to understand the Petitioner's concerns, explanations of what had happened prior, and directions for filing appeals. What is notable is the Assessor's Office understood the primary Petitioner concern to be the classification and not the valuation of the Subject. For that reason, the analysis of comparable sales is presented in a more limited form below:



## SALES

Reception #	Account #	Sale Date	Time Adj Sales Price	Land Acres	Sub Name
2021034172	R0043692	3/15/2021	\$473,515	5	BANNOCKBURN
2021102287	R0050340	8/31/2021	\$341,605	2.08	FLINTWOOD HILLS
2022023978	R0277835	3/28/2022	\$426,880	4.591	PINEWOOD KNOLLS
2020131012	R0475364	12/29/2020	\$460,251	3.63	TIMBER POINTE
2021076457	R0475366	6/21/2021	\$434,595	4.9	TIMBER POINTE

<b>Subject:</b>	<b>\$297,234</b>	<b>1.71</b>	<b>FLINTWOOD HILLS</b>
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## CONCLUSION

Therefore, based on the request for Contiguous Residential classification, the Subject meeting all three legal qualifications, and the sales reviewed, the Assessor's Office recommends the Subject be reclassified to Contiguous Residential (1112CP) for tax year 2024, but remain valued at \$297,234 for tax year 2024.

**RESOLUTION NO. R-026-\_\_\_\_\_**

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

**A RESOLUTION APPROVING THE RECOMMENDATIONS  
OF THE ABATEMENT HEARINGS REFEREE**

*WHEREAS*, pursuant to Resolution No. R-008-083, A Resolution Appointing Independent Referees to Conduct Abatement Hearings on Behalf of the Board of County Commissioners Beginning July 1, 2008, the Board finds as follows:

1. Referee Jeffrey Hamilton heard abatement petitions on March 18, 2026; and
2. After hearing all the evidence, Referee Hamilton makes the recommendations contained in the attached Referee Worksheets for the following Abatement Numbers:

<b><u>Abatement Nos.</u></b>	<b><u>Petitioner(s)</u></b>
202506049	Matthew & Deborah Mathias
202600017	Okanco
202600018	Okanco
202600019	Espre Land LLC
202600020	Espre Land LLC
202600021	Jackalope Properties LLC
202600022	Jackalope Properties LLC
202600023	270-280 Lincoln St. LLC
202600024	270-280 Lincoln St. LLC
202600026	Hepworth Family Trust
202600027	Hepworth Family Trust
202600028	TJTM Castle Rock LLC
202600029	TJTM Castle Rock LLC
202600034	KNO Inc.
202600035	Turner Associates LLC
202600041	Steven Armstrong
202600044	Steven Armstrong
202600045	Willard Eldred
202600046	Willard Eldred
202600048	Jorge Martinez
202600049	Gary Smith

3. Having reviewed the recommendations of Referee Hamilton, the Board of County Commissioners (“Board”) approves his findings and recommendations.

**NOW, THEREFORE,** be it resolved by the Board of County Commissioners of the County of Douglas, State of Colorado, that the Board accepts the recommendations of Referee Hamilton and orders that a separate resolution be prepared for each abatement petition contained in the attached worksheets and to notify the petitioners of this decision.

**PASSED AND ADOPTED** this 14<sup>th</sup> day of April 2026 in Castle Rock, Douglas County, Colorado.

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

**BY:** \_\_\_\_\_  
**GEORGE TEAL, Chair**

**ATTEST:**

\_\_\_\_\_  
**HAYLEY HALL, Deputy Clerk**

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Dan Avery, Deputy County Manager

**DESCRIPTION:** Infrastructure Resolution Making Appointments to the Mile-High Regional Emergency Medical and Trauma Advisory Council.

**SUMMARY:** On September 5, 2000 the Board of County Commissioners, pursuant to C.R.S. 25-3.5-701, established the Mile High Regional Emergency Medical and Trauma Advisory Council (RETAC) with Adams, Arapahoe, Denver, and Elbert Counties to coordinate emergency medical and trauma services. Pursuant to the establishing resolution, Douglas County may appoint three representatives who collectively represent government, prehospital, facility, urban and rural interests. This resolution reappoints Dr. Burt Katubig as a representative of trauma facilities. Dr. Katubig has served on the RETAC since 2007. The resolution also appoints Elijah Knecht, Douglas County Emergency Preparedness Response Specialist, as a representative of the County's emergency preparedness division within the Health Department.

**RECOMMENDED ACTION:** Approval of the Resolution

**REVIEW:**

Doug DeBord	Approve	4/3/2026
Jeff Garcia	Approve	4/7/2026
Christie Guthrie	Approve	4/7/2026

**ATTACHMENTS:**

Cover Page  
Mile High RETAC Resolution

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Dan Avery, Deputy County Manager

**DESCRIPTION:** Infrastructure Resolution Making Appointments to the Mile-High Regional Emergency Medical and Trauma Advisory Council.

**SUMMARY:** On September 5, 2000 the Board of County Commissioners, pursuant to C.R.S. 25-3.5-701, established the Mile High Regional Emergency Medical and Trauma Advisory Council (RETAC) with Adams, Arapahoe, Denver, and Elbert Counties to coordinate emergency medical and trauma services. Pursuant to the establishing resolution, Douglas County may appoint three representatives who collectively represent government, prehospital, facility, urban and rural interests. This resolution reappoints Dr. Burt Katubig as a representative of trauma facilities. Dr. Katubig has served on the RETAC since 2007. The resolution also appoints Elijah Knecht, Douglas County Emergency Preparedness Response Specialist, as a representative of the County's emergency preparedness division within the Health Department.

**RECOMMENDED ACTION:** Approval of the Resolution

**REVIEW:**

Doug DeBord	Approve	4/3/2026
Jeff Garcia	Approve	4/7/2026
Christie Guthrie	Approve	4/7/2026

**ATTACHMENTS:**

Mile High RETAC Resolution

**R-026-**  
**THE BOARD OF COUNTY COMMISSIONERS**  
**OF THE COUNTY OF DOUGLAS, COLORADO**

**RESOLUTION MAKING APPOINTMENTS TO THE MILE-HIGH REGIONAL**  
**EMERGENCY MEDICAL AND TRAUMA ADVISORY COUNCIL.**

*WHEREAS*, Resolution No. R-000-149 approved an Intergovernmental Agreement among the counties of Adams, Arapahoe, Douglas and Elbert, and the City and County of Denver, Colorado, to establish a multi-county regional emergency medical and trauma advisory council known as the Mile-High RETAC; and

*WHEREAS*, said Agreement provides that the membership of the Mile-High RETAC be comprised of three (3) individuals per each participating county; and

*WHEREAS*, said Agreement provides that the Board of County Commissioners for each participating county shall approve, under separate county resolution, the appointment of members to serve on the Mile-High RETAC; now, therefore,

*BE IT RESOLVED*, that the following individuals are appointed to the Mile-High Regional Emergency Medical and Trauma Advisory Council, for the terms specified:

Elijah Knecht	Term Expires January 2028
Dr. Burt Katubig	Term Expires January 2028

**PASSED AND ADOPTED** this \_\_\_ day of April 2026, in Castle Rock, Douglas County, Colorado.

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

**BY:** \_\_\_\_\_  
**GEORGE TEAL, Chair**

**ATTEST:** \_\_\_\_\_  
**HAYLEY HALL, Clerk to the Board**



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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Dave Gill, Treasurer

**DESCRIPTION:** Contract for Investment Advisory Services Between Chandler Asset Management and the Douglas County Treasurer on Behalf of the Board of County Commissioners in the Amount of \$144,000.00.

**SUMMARY:** Contract between the Douglas County Treasurer on Behalf of the Board of County Commissioners and Chandler Asset Management for Professional Investment Advisory Services. We do not project anything above the current monthly fees of \$12,000.00 per month for the year 2026. Management fees are calculated off the average monthly market value of the Fixed Income portion of the County's Investment Portfolio. The Term of the Contract begins on March 31, 2022 and terminates March 30, 2023. Unless either Party gives notice at least ninety (90) days prior to the expiration of a term, this Agreement shall automatically renew for an additional one year term over the next four years for a total possible of up to five years. This will be for the third one-year extension option related to the award of request for proposal (RFP) #040-21 for investment advisory services. The time frame is March 31, 2026 to and including March 30, 2027.

**RECOMMENDED ACTION:** Approve the renewal and variable cost increase of the Contract with Chandler Asset Management for Financial Advisory Services in the Amount of \$144,000.00.

**REVIEW:**

David Gill	Approve	4/9/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

Cover Page  
Chandler Asset Mgmt PCS 2022

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Dave Gill, Treasurer

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**ATTACHMENTS:**

Chandler Asset Mgmt PCS 2022

## PUBLIC CONTRACT FOR SERVICES

**THIS PUBLIC CONTRACT FOR SERVICES** (the "Contract") is made and entered into this 22nd day of March, 2022, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the "County"), and **CHANDLER ASSET MANAGEMENT, INC.**, a California corporation authorized to do business in Colorado (Chandler).

### RECITALS

**WHEREAS**, the County is undertaking certain activities for the recommendation of investing County funds; and

**WHEREAS**, the County desires to engage Chandler to render certain professional services and assistance in connection with such undertakings of the County; and

**WHEREAS**, Chandler 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:** Dave Gill, Treasurer and Pat Neef, Chief Deputy Treasurer, (the "Authorized Representative"), is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Chandler under this Contract.

**2. SCOPE OF SERVICES:** All services described in Exhibit A, attached hereto and incorporated herein, shall be performed by Chandler.

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 Chandler's compensation, which are mutually agreed upon between the County and Chandler, shall be in writing and shall become part of this Contract upon execution.

Chandler 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 Chandler 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 Chandler and the County for the use and occupancy by the Chandler 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 Chandler, and Chandler 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 One Hundred Ten Thousand Dollars (\$110,000.00) for fiscal year 2022. 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 Chandler. 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 initial term of this Contract shall commence as of 12:01 a.m. on March 31, 2022 and terminate at 12:00 a.m. on March 30, 2023. Unless either Party gives notice at least ninety (90) days prior to the expiration of a term, this Agreement shall automatically renew for an additional one year term over the next four years for a total possible of up to five years. 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 Chandler based upon invoices submitted by Chandler, provided such invoices have been approved by the Authorized Representative. Payments will be made to Chandler within thirty (30) days, or within a mutually agreed upon period after County has received complete invoices from Chandler. The County reserves the right to require such additional documentation, including monthly activity reports detailing the Chandler's activities and services rendered, as the County deems appropriate to support the payments to the Chandler. The signature of an officer of the Chandler shall appear on all invoices certifying that the invoice has been examined and found to be correct.

**7. CONFLICT OF INTEREST:** Chandler 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 Chandler 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 Chandler by placing Chandler's own interests, or the interest of any party with whom Chandler 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 Chandler or any other person or entity whatsoever for any purpose whatsoever. The Chandler 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 Contract; provided, however, that the Chandler 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:** Chandler is an independent contractor and is free to perform services for other clients. Notwithstanding any provision of this Contract, all personnel assigned by Chandler to perform work under this Contract shall be and remain at all times, employees of Chandler 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. ILLEGAL ALIENS:** If Chandler has any employees or subcontractors, Chandler shall comply with §§ 8-17.5-101, *et seq.*, C.R.S., regarding Illegal Aliens - Public Contracts for Services, and this Contract. By execution of this Contract, Chandler certifies that it does not knowingly employ or contract with an illegal alien who will perform work under this Contract and that the Chandler will participate in either the E-Verify Program or Department Program in order to confirm the eligibility of all employees who are newly hired for employment to perform work under this Contract.

A. Chandler shall not:

- (i) Knowingly employ or contract with an illegal alien to perform work under this Contract; or
- (ii) Enter into a contract with a subcontractor that fails to certify to Chandler that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Contract.

B. Chandler has confirmed the employment eligibility of all employees who are newly hired for employment to perform Work under this Contract through participation in either the E-Verify Program or Department Program.

C. Chandler shall not use either the E-Verify Program or Department Program to undertake pre-employment screening of job applicants while this Contract is in effect.

D. If Chandler obtains actual knowledge that a subcontractor performing work under this Contract knowingly employs or contracts with an illegal alien, Chandler shall:

- (i) Notify the subcontractor and the County within three (3) days that Chandler has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and
- (ii) Terminate the subcontract with the subcontractor if within three (3) days of receiving the notice required pursuant to the preceding sub-subparagraph of this subparagraph, the subcontractor does not stop employing or contracting with the illegal alien; except that Chandler shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information

to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.

E. Chandler shall comply with any reasonable request by the Department of Labor and Employment made in the course of an investigation that the Department is undertaking pursuant to the authority established in § 8-17.5-102(5), C.R.S.

F. If Chandler violates this provision of this Contract, the County may terminate the Contract for a breach of contract. If the Contract is so terminated, the Chandler shall be liable for actual and consequential damages to the County as required by law.

G. The County will notify the Office of the Secretary of State if Chandler violates this provision of this Contract and the County terminates the Contract for such breach.

**11. 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.

**12. ASSIGNMENT:** Chandler 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 Chandler 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 Chandler hereunder.

**13. COUNTY REVIEW OF RECORDS:** Chandler 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. Chandler shall maintain such records until the expiration of three (3) years following the end of the term of this Contract.

**14. OWNERSHIP OF DOCUMENTS:** Drawings, specifications, guidelines and any other documents prepared by the Chandler in connection with this Contract shall be the property of the County.

**15. ASSIGNMENT OF COPYRIGHTS:** Chandler 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. Chandler 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.



**16. TERMINATION:** The County shall have the right to terminate this Contract, with or without cause, by giving written notice to Chandler 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 Chandler pursuant to this Contract shall become the County's property. The Chandler 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 Chandler shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by Chandler.

**17. 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 Chandler to:	Dave Gill Douglas County Treasurer 100 Third Street Castle Rock, CO 80104 E-mail: <a href="mailto:dgill@douglas.co.us">dgill@douglas.co.us</a>
with a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104
and by the County to:	Chandler Asset Management 6225 Lusk Boulevard San Diego, CA 92121 Email: <a href="mailto:ndragoo@Chandlerasset.com">ndragoo@Chandlerasset.com</a> Attn: Nicole Drago

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.

**18. NONDISCRIMINATION:** In connection with the performance of work under this Contract, the Chandler 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.

**19. 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. Chandler

expressly waives the right to bring any action in or to remove any action to any other jurisdiction, whether state or federal.

**20. COMPLIANCE WITH ALL LAWS AND REGULATIONS:** All of the work performed under this Contract by Chandler shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. Chandler 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.

**21. 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.

**22. 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 Chandler, 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.

**23. ADVERTISING AND PUBLIC DISCLOSURE:** Chandler shall not include any reference to this Contract or services performed pursuant to this Contract in any of Chandler'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.

**24. 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:

- 1<sup>st</sup> This Contract, Sections 1 through 29
- 2<sup>nd</sup> Request for Proposal
- 3<sup>rd</sup> Douglas County Investment Policy (publicly available at: <https://www.douglas.co.us/documents/investment-policy.pdf/>)
- 4<sup>th</sup> Exhibit C- Insurance Requirements
- 5<sup>th</sup> Exhibit A- Scope of Services
- 6<sup>th</sup> Exhibit B- Method of Payment
- 7<sup>th</sup> Response to Request for Proposal (if applicable).

**25. 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.

**26. 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.

**27. INSURANCE:** Chandler shall be required to maintain the insurance requirements provided in Exhibit C, attached hereto and incorporated herein by reference. Chandler 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 Chandler's insurance coverage during the term of this Contract.

**28. 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.

**29. 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 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.

(Remainder of Page Intentionally Blank)

**Exhibit A**  
**SCOPE OF SERVICES**

1. Authority of Chandler. Chandler is hereby granted authority to invest and reinvest all assets under its management in securities permitted by the Douglas County Investment Policy, subject to the prior approval of Authorized Representative. Such approval may be granted orally, by facsimile, or by email.
2. Electronic Delivery. From time to time, Chandler may be required to deliver certain documents to County such as account information, notices and required disclosures. County hereby consents to Chandler's use of electronic means, such as email, to make such delivery. This delivery may include notification of the availability of such document(s) on a website, and County agrees that such notification will constitute "delivery". County further agrees to keep an email address for the Authorized Representative current at all times by promptly notifying Chandler of any change in email address(s).
3. Proxy Voting. Chandler will vote proxies on behalf of County unless otherwise instructed. Chandler has adopted and implemented written policies and procedures and will provide County with a description of the proxy voting procedures upon request. Chandler will provide information regarding how County's proxies were voted upon request. To request proxy policies or other information, please contact us by mail at the address provided, by calling 800-317-4747 or by emailing your request to [info@Chandlerasset.com](mailto:info@Chandlerasset.com).
4. Custody of Securities and Funds. Chandler shall not have custody or possession of the funds or securities that County has placed under its management. County shall appoint a custodian to take and have possession of its assets. County recognizes that the fees expressed above do not include fees County will incur for custodial services.
5. Valuation. Chandler will value securities held in portfolios managed by Chandler no less than monthly. Securities or investments in the portfolio will be valued in a manner determined in good faith by Chandler to reflect fair market value.
6. Investment Advice. County recognizes that the opinions, recommendations and actions of Chandler will be based on information deemed by it to be reliable, but not guaranteed to or by it. Provided that Chandler acts responsibly and in good faith, County agrees that Chandler will not in any way be liable for any error in judgment, except as may otherwise be provided for under the Federal Securities laws or other applicable laws.
7. Payment of Commissions. Chandler may place buy and sell orders with or through such brokers or dealers as either party may select. It is the policy and practice of Chandler to strive for the best price and execution, through a competitive bid process, and for commission and discounts which are fair in relation to the value of the transaction and which comply with Section 28(e) of the Securities and Exchange Act. Nevertheless, it is understood that Chandler may pay a commission on transactions in excess of the amount another broker or

dealer may charge, and that Chandler makes no warranty or representation regarding commissions paid on transactions hereunder.

8. Other Clients. It is further understood that Chandler may be acting in a similar capacity for other institutional and individual clients, and that investments and reinvestments for County's portfolio may differ from those made or recommended with respect to other accounts and clients even though the investment objectives may be the same or similar. Accordingly, it is agreed that Chandler will have no obligation to purchase or sell for County's account any securities which it may purchase or sell for other clients.
9. Confidential Relationship. The terms and conditions of this Agreement, and all information and advice furnished by either party to the other shall be treated as confidential and shall not be disclosed to third parties except (i) as required by law, rule, or regulation, (ii) as requested by a regulatory authority, (iii) for disclosures by either party of information that has become public by means other than wrongful conduct by such party or its officers, employees, or other personnel, (iv) for disclosures by either party to its legal counsel, accountants, or other professional advisers, (v) as necessary for Chandler to carry out its responsibilities hereunder, or (vi) as otherwise expressly agreed by the parties.
10. Receipt of Brochure and Privacy Policy. County hereby acknowledges receipt of the disclosure statement or "brochure" and "brochure supplement" also known as Part 2A and Part 2B of Form ADV, required to be delivered pursuant to Rule 204-3 of the Investment Advisers Act of 1940 (Brochure). County further acknowledges receipt of Chandler's Privacy Policy, as required by Regulation S-P.



**Exhibit B**  
**METHOD OF PAYMENT**

11. County shall compensate Chandler monthly an amount calculated on the average market value of County's portfolio, including accrued interest, in accordance with the following schedule:

<u>Assets Under Management</u>	<u>Annual Investment Management Fee</u>
First \$325 million	\$119,500 Fixed
Managed Assets over \$325 million	0.037 of 1% (3.7 basis points)
All Reporting Assets	\$12,000 Fixed

If County's managed assets exceed Three Hundred Twenty-Five Million dollars (\$325,000,000) for three (3) consecutive months, Chandler will apply an annual fee of 3.7 basis points on all managed assets over \$325 million. The applicable fee will begin after the third month of assets exceeding the threshold and continue until assets fall back under \$325 million in any monthly billing period.

The fees expressed above do not include any custody fees that may be charged by County's bank or other third party custodian.

Fees shall be prorated to the effective date of termination on the basis of actual days elapsed, and any unearned portion of prepaid fees shall be refunded. County is not required to pay any start-up or closing fees; there are no penalty fees.

**Exhibit C**  
**INSURANCE REQUIREMENTS**

CHANDLER 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 Chandler, 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 CHANDLER 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 CHANDLER 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 CHANDLER 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 CHANDLER 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 CHANDLER 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 **CHANDLER 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 CHANDLER 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.** CHANDLER or CONTRACTOR hereby grants to Douglas County a waiver of any right to subrogation which any insurer of said CHANDLER or CONTRACTOR may acquire against Douglas County by virtue of the payment of any loss under such insurance. CHANDLER 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 CHANDLER 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 CHANDLER 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 CHANDLER 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 Date* prior to the contract effective date, the chandler must purchase "extended reporting" coverage for a minimum of *three (3) years* after completion of contract work.

**Verification of Coverage.** CHANDLER 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 CHANDLER 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 CHANDLER 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, 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](mailto:risk@douglas.co.us)

**Subcontractors** Chandler shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and CHANDLER or CONTRACTOR shall ensure Douglas County is an additional insured on insurance required from subcontractors.

**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.**

IN WITNESS WHEREOF, the County and the Consultant have executed this Contract as of the above date.

**CHANDLER ASSET MANAGEMENT, 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: \_\_\_\_\_

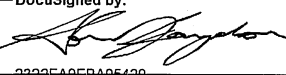
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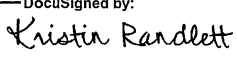


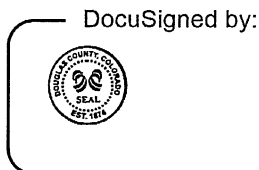


**THE BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF DOUGLAS, COLORADO**

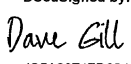
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**Abe Laydon**, Chair  
**Douglas County Commissioners**

**ATTEST:**

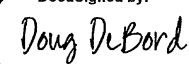
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**Kristin Randlett**  
**Clerk to the Board**



**APPROVED AS TO CONTENT:**

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By: \_\_\_\_\_  
425A68717D62469...  
**Dave Gill**  
**Douglas County Treasurer**

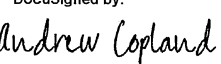
**APPROVED AS TO CONTENT:**

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**Doug DeBord**  
**County Manager**

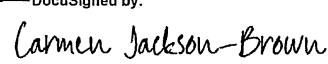
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DATE: 3/10/2022

**APPROVED AS TO FISCAL CONTENT:**

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By: \_\_\_\_\_  
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**Andrew Copland**  
**Director of Finance**

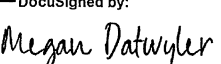
**APPROVED AS TO LEGAL FORM:**

DocuSigned by:  
  
By: \_\_\_\_\_  
BFF518080BDD425...  
**Carmen Jackson-Brown**  
**Sr Assistant County Attorney**

DATE: 3/10/2022

DATE: 3/10/2022

**APPROVED AS TO INSURANCE REQUIREMENTS:**

DocuSigned by:  
  
By: \_\_\_\_\_  
33308CF1515540A...  
**Megan Datwyler**  
**Risk Manager**

DATE: 3/10/2022

IN WITNESS WHEREOF, the County and the Consultant have executed this Contract as of the above date.

**Chandler Asset Management Inc.**

BY: *Martin D. Cassell*

Printed Name MARTIN D. CASSELL

Title: CEO

DATE: 3/2/2022

ATTEST: (if a corporation)

*Val B...*

Title: Secretary

**Signature of Notary Public Required:**

STATE OF California )

COUNTY OF San Diego )

ss.

The foregoing instrument was acknowledged before me this 2<sup>nd</sup> day of March, 20 22, by Martin D. Cassell.

Witness my hand and official seal

*Trang Nguyen*

Notary Public

My commission expires: OCT 30, 2024



**INSTRUCTIONS**

Print out this page and then attach the signed and notarized page to this attachment icon.

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Maureen Waller, Special Projects Manager

**DESCRIPTION:** Request to Approve the Six Remnant Defendants Opioid Settlement and Authorize Execution of the Combined Subdivision Participation and Release Form.

**SUMMARY:** A new national opioid settlement has been reached with six regional distributor and dispenser defendants: Associated Pharmacies, Inc. (and American Associated Pharmacies); J M Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris and Dickson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including SuperValu and Advantage Logistics). All six are covered under a single combined settlement agreement.

Unlike other settlements, this one does not involve State Attorneys General or include any state level allocation. Instead, funds will go directly to Eligible Entities that sign and return the Combined Subdivision Participation and Release Form by the May 4, 2026 deadline.

If the settlement is approved, the Six Remnant Defendants will provide a combined \$97,625,000 to support opioid abatement efforts. Based on the national pro rata allocation, Douglas County's share is 0.0487749696%, or \$47,616.56.

This request authorizes Douglas County to sign and submit the required form to ensure the county receives its settlement funds.

**RECOMMENDED ACTION:** Approve the Six Remnant Defendants Opioid Settlement and authorize execution of the Combined Subdivision Participation and Release Form.

**REVIEW:**

Doug DeBord	Approve	4/8/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026

**ATTACHMENTS:**

Cover Page  
3471941\_participation\_form



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www.douglas.co.us

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**REVIEW:**

Doug DeBord	Approve	4/8/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026

**ATTACHMENTS:**

3471941\_participation\_form





**EXHIBIT G**

**Six (6) Remnant Defendants’  
Combined Subdivision Participation and Release Form  
 (“Combined Participation Form”)**

Governmental Entity: Douglas County	State: CO
Authorized Official:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the six (6) Remnant Defendants’ Settlement Agreement (“RDSA”), dated February 3, 2026, and described further in Paragraph 1, and acting through the undersigned authorized official, hereby elects to participate in the RDSA, release all Released Claims against all Released Entities, and agrees as follows:

1. The Governmental Entity hereby elects to participate in the RDSA as a Participating Subdivision with each of the following six (6) Remnant Defendants that are parties to the RDSA: (1) Associated Pharmacies, Inc. (and American Associated Pharmacies), (2) J M Smith Corporation, (3) Morris and Dickson Co., L.L.C., (4) Louisiana Wholesale Drug Company, Inc., (5) North Carolina Mutual Wholesale Drug Company, Inc., and (6) United Natural Foods, Inc. (and SuperValu).
2. The Governmental Entity is aware of and has reviewed the RDSA, understands that all capitalized terms not defined in this Combined Participation Form have the meanings defined in the RDSA, and agrees that by executing this Combined Participation Form, the Governmental Entity elects to participate in the RDSA and become a Participating Subdivision as provided in the RDSAs.
3. The Governmental Entity shall promptly, and in any event no later than 14 days after the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed against any Released Entity in the RDSA. With respect to any Released Claims pending in *In Re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice for each of six (6) Remnant Defendants listed in Paragraph 1 above substantially in the form found at <https://nationalopioidsettlement.com/additional-settlements/>.
4. The Governmental Entity agrees to the terms of each of the RDSA pertaining to Participating



Subdivisions as defined therein.

5. By agreeing to the terms of the RDSA settlements and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
6. The Governmental Entity agrees to use any monies it receives through the RDSA solely for the purposes provided therein.
7. The Governmental Entity submits to the jurisdiction of the MDL Court and agrees to follow the process for resolving any disputes described in the RDSA.
8. The Governmental Entity has the right to enforce the RDSA as provided therein.
9. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes of the RDSA, including without limitation all provisions related to release of any claims, and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in his or her official capacity whether elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in the RDSA in any forum whatsoever. The release provided for in the RDSA is intended by the Parties to be broad and shall be interpreted so as to give the Released Entities in the RDSA the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The RDSA shall be a complete bar to any Released Claim against the Released Entities.
10. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the RDSA.
11. In connection with the releases provided in the RDSA, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

**General Release; extent.** A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her would have materially affected his or her settlement with the debtor or released party.



A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims in the RDSA, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the RDSA.

12. The Governmental Entity understands and acknowledges that nothing herein is intended to modify in any way the terms of any of the RDSA, to which Governmental Entity hereby agrees. To the extent this Combined Participation Form is interpreted differently from the RDSA in any respect, the RDSA controls.

I have all necessary power and authorization to execute this Combined Participation Form on behalf of the Governmental Entity.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



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**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Ryan Arthur, Community Programs Coordinator

**DESCRIPTION:** Subgrantee Agreement for a Vehicle Purchase Between Douglas County and Sky Cliff Center in the Amount of \$132,732.00.

**SUMMARY:** The request is for approval of the 2026 Sky Cliff Center Accessible Transit Vehicle Subgrantee Agreement (Agreement) between Douglas County and Sky Cliff Center for the purchase of one vehicle in the amount of \$132,732. The vehicle will support transportation services for older adults and people with disabilities. The total project cost is \$132,732, including \$66,366 in Denver Regional Council of Governments (DRCOG) Human Service Transportation (HST) grant funds and a required agency match of \$66,366 provided by Sky Cliff Center. No County funds are required.

**RECOMMENDED ACTION:** Staff recommends the 2026 Sky Cliff Center Subgrantee Agreement for a vehicle purchase between Douglas County and Sky Cliff Center in the amount of \$132,732 be approved as it complies with all federal, state, and county approval standards and policies.

**REVIEW:**

Jennifer Eby	Approve	4/6/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026
Jennifer Eby - FYI	Notified - FYI	4/8/2026

**ATTACHMENTS:**

Cover Page  
2026 DRCOG HST Sky Cliff SGA Staff Report



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www.douglas.co.us

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**REVIEW:**

Jennifer Eby	Approve	4/6/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

2026 DRCOG HST Sky Cliff SGA Staff Report

## Subgrantee Agreement Staff Report

**Date:** March 31, 2026  
**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:** **Subgrantee agreement for a vehicle purchase between Douglas County and Sky Cliff Center in the amount of \$132,732.**

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**Board of County Commissioners' Business Meeting**

**April 14, 2026 @ 1:30 p.m.**

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### **I. EXECUTIVE SUMMARY**

The request is for approval of the 2026 Sky Cliff Center Accessible Transit Vehicle Subgrantee Agreement (Agreement) between Douglas County and Sky Cliff Center for the purchase of one vehicle in the amount of \$132,732. The vehicle will support transportation services for older adults and people with disabilities. The total project cost is \$132,732, including \$66,366 in Denver Regional Council of Governments (DRCOG) Human Service Transportation (HST) grant funds and a required agency match of \$66,366 provided by Sky Cliff Center. No County funds are required.

### **II. REQUEST**

Staff requests approval of the 2026 Sky Cliff Center Subgrantee Agreement for a vehicle purchase between Douglas County and Sky Cliff Center in the amount of \$132,732.

### **III. BACKGROUND**

The Board of County Commissioners approved the 2026 DRCOG HST Contract EX26001 for vehicle purchases at its Business Meeting on January 27, 2026. Douglas County subgrants funds to local organizations. Sky Cliff Center responded to the County's 2024 call for transit services projects to purchase a replacement vehicle and was selected for funding.

### **IV. DISCUSSION**

This Agreement will allow Sky Cliff Center to purchase one replacement Americans with Disabilities Act (ADA) compliant vehicle to support transportation services for older adults and people with disabilities in Douglas County. Total project cost is \$132,732, consisting of \$66,366 in DRCOG HST grant funds and a required agency match of \$66,366 provided by Sky Cliff Center. No County funds are required.

**V. RECOMMENDED ACTION**

Staff recommends the 2026 Sky Cliff Center Subgrantee Agreement for a vehicle purchase between Douglas County and Sky Cliff Center in the amount of \$132,732 be approved as it complies with all federal, state, and county approval standards and policies.

<b><u>ATTACHMENTS</u></b>	<b><u>PAGE</u></b>
2026 Sky Cliff Center Subgrantee Agreement .....	3

**SUBGRANTEE GRANT AGREEMENT**  
**Accessible Transit Vehicle Grant**

THIS SUBGRANTEE AGREEMENT (“Agreement”) is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between The Board of County Commissioners of the County of Douglas, State of Colorado (“County”) and SKY CLIFF CENTER (“Subgrantee”), each acting by and through its duly authorized officers.

**WHEREAS:**

1. Subgrantee submitted a written request for grant funds to the County with a proposal to purchase an Americans with Disabilities Act (ADA) accessible transit vehicle for purposes of providing transportation services to assist the transportation needs of elderly individuals and individuals with disabilities (“Application”), which contemplates the execution of an agreement to implement the project.
2. The County, acting in its role as a grantee for a Federal Transit Administration (“FTA”) 5310 grant awarded by the Denver Regional Council of Governments (“DRCOG”), is able to receive and dispense federal funds upon reimbursement from DRCOG.
3. Consistent with the requirements of 49 U.S.C. § 5310 and the local processes, the County submitted an application for local assistance, which included the Subgrantee project described herein.
4. The County received a grant award of \$137,590 (“DRCOG 5310 Grant Funds”) on behalf of the Subgrantee’s and other recipients’ request from DRCOG, pursuant to Contract Number EX26001 Project Number 422025.
5. This Agreement is intended to memorialize the terms under which the Subgrantee is to receive a portion of the DRCOG 5310 Grant Funds.

**NOW, THEREFORE,** the County and the Subgrantee agree as follows:

**I. SCOPE OF WORK; APPROVED BUDGET; AND PROVISIONS**

**1.01 Scope of Work.** The Subgrantee agrees to perform and complete the Scope of Work and Conditions specified in **Exhibit 1** (“Scope of Work”), attached hereto and incorporated herein, in accordance with the terms and conditions of this Agreement and in accordance with all the terms and conditions contained in **Exhibit 2**, the Agreement by and Between the Denver Regional Council of Governments and Douglas County Government attached hereto and incorporated herein. The Scope of Work describes the activities to be completed by the Subgrantee and includes milestones and completion dates. All Scope of Work activities must be consistent with the approved Scope of Work, including the budget. Any proposed change in the Scope of Work must be submitted to the County’s Project Manager, as defined in Section 6.02 below, for written approval. A change in the Scope of Work is not effective until the Subgrantee receives written approval from the County.

**1.02 Approved Budget.** The Subgrantee agrees to complete the Scope of Work in accordance with the approved budget in **Exhibit 1**.

**1.03 Provisions.** The Subgrantee agrees to comply with all provisions in this Agreement, including all exhibits to the Agreement and any further exhibits contained therein, all of which are expressly incorporated herein by reference.

**1.04 Applicability of Federal Requirements.** Subgrantee understands and agrees that its receipt of DRCOG 5310 Grant 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 current version of the Master Agreement is available at: <https://www.transit.dot.gov/funding/grantee-resources/sample-fta-agreements/fta-grant-agreements>. The terms and conditions of the FTA Master Agreement are hereby adopted and incorporated as if fully set forth herein. By signing this Agreement, Subgrantee certifies that it has received and reviewed the FTA Master Agreement and agrees to comply with all requirements set forth therein. Any violation of a Federal requirement by the Subgrantee can result in an enforcement action undertaken by FTA and termination of this Agreement by the County, DRCOG, and/or FTA.

## II. AUTHORIZED USE OF GRANT FUNDS; ELIGIBILITY OF COSTS

**2.01 Authorized Use of Grant Funds.** The Subgrantee is only authorized to use the grant funds awarded under this Agreement for costs directly incurred for the Scope of Work activities during the Project Activity Period as specified in **Exhibit 1**.

**2.02 Eligibility of Costs.** All expenses are subject to DRCOG requirements including, but not limited to:

- ***Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards***, 2 CFR §§ 200.402 through 200.475 and 2 CFR § 200.102
- ***Enhanced Mobility of Seniors and Individuals with Disabilities Program Guidance and Application Instructions***, FTA Circular 9070.1G

All expenses are also subject to the provisions outlined in the FTA Master Agreement in **Exhibit 2**.

## III. AWARD AMOUNT, MATCH, AND PAYMENT

**3.01 Estimated Project Amount.** The total estimated budget of this Scope of Work is **\$132,732**. The total estimated project amount shall be allocated between Scope of Work projects as follows:

**3.02 Maximum Grant Amount.** The County awards to the Subgrantee a grant of up to **\$66,366** ("Maximum Grant Amount") to purchase the ADA accessible vehicle as allocated and outlined in the Scope of Work. In no event will the County's obligation under this Agreement be more than the Maximum Grant Amount. **The County shall bear no responsibility for cost overruns that may be incurred by the Subgrantee in performance of the Scope of Work.**



**3.03 Subgrantee Contribution.** Funding of any grant funds under this Agreement shall be contingent upon Subgrantee providing a **50% contribution of \$66,366 (“Subgrantee Contribution”)** of the total estimated budget for the Scope of Work, towards the purchase of the ADA accessible vehicle. The parties acknowledge that Subgrantee Contribution provided for herein, shall be used by Subgrantee to purchase the ADA accessible vehicle.

**3.04 Reimbursement Contingent on Compliance with Procurement Requirements.** Reimbursement is subject to and contingent upon Subgrantee’s compliance with all terms and conditions applicable to the procurement of capital equipment set forth in the DRCOG Contract, including but not limited to Part F of Exhibit A thereto. Subgrantee represents and warrants that it will comply with DRCOG procurement procedures, as well as the Colorado Department of Transportation’s (“CDOT”) Quick Procurement Guide requirements, and any FTA procedures for purchase of the ADA accessible vehicle.

**3.05 Payment of Grant.** Subject to the County’s determination in its sole discretion that the Subgrantee is in compliance with this Agreement, the County shall disburse the funds for the Subgrantee subject to the terms described in Exhibit 1. Any other provision of this Agreement notwithstanding and pursuant to § 29-1-110, C.R.S., the maximum amount of funds appropriated for this Agreement is **SIXTY SIX THOUSAND THREE HUNDRED SIXTY SIX Dollars (\$66,366)**. 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.

Subgrantee shall submit any additional data or other information requested by the County to support the Subgrantee’s reimbursement request and shall submit any additional data or information that may be required by DRCOG or FTA.

Upon the County’s review and approval of the Subgrantee’s reimbursement request, and upon DRCOG payment, the County will distribute to the Subgrantee the approved reimbursement amount. The County may deny part or all of any reimbursement request if it believes that it is not a supportable Scope of Work expense. No reimbursement will be made which would cause the distribution of grant funds to exceed, cumulatively, such payment limits in Section 3.02. **The County may withhold payment if the Subgrantee is not current in its reporting requirements under Article IV.** Distribution of any funds or approval of any report is not to be construed as a County waiver of any Subgrantee noncompliance with this Agreement.

**3.06 Repayment of Unauthorized Use of Grant Funds.** Upon a finding by the County that the Subgrantee has made unauthorized or undocumented use of grant funds, and upon a demand for repayment issued by the County, the Subgrantee agrees to promptly repay such amounts to the County.

**3.07 Reversion of Unexpended Grant Funds.** All funds granted by the County under

this Agreement that have not been expended for Scope of Work activities taking place during the Project Activity Period, as defined in Section 5.01 below, shall revert back to DRCOG and/or the County, as applicable.

**3.08 Grant and Reimbursement Contingent upon Funding.** This Agreement is subject to and contingent upon the continuing availability of grant funds for the purposes thereof. The parties hereto expressly recognize that the Subgrantee is to be paid, reimbursed, or otherwise compensated with grant funds provided to the County by DRCOG. DRCOG receives funds from federal and state programs, including FTA funds under Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities, and therefore, Subgrantee expressly understands and agrees that all its right, demands, and claims to compensation arising under this Agreement are contingent upon receipt of such funds from DRCOG. If such funds or any part thereof are not received from DRCOG, the County may, in its sole discretion, immediately terminate this Agreement without liability, including liability for termination costs. If the County does not elect to terminate the Agreement, the County is only required to reimburse Subgrantee from such funds or any part thereof that are received from DRCOG.

#### **IV. ACCOUNTING AND RECORDKEEPING REQUIREMENTS**

**4.01 Documentation of Scope of Work Costs.** All Scope of Work expenses must be supported by proper documentation, including properly executed payrolls, effort reporting or time records, invoices, contracts, receipts for expenses, or vouchers, evidencing in detail the nature and propriety of the charges.

**4.02 Establishment and Maintenance of Scope of Work Information.** The Subgrantee agrees to establish and maintain accurate, detailed, and complete separate books, accounts, financial records, documentation, and other evidence relating to (a) Subgrantee's performance under this Agreement, and (b) the receipt and expenditure of all grant funds and the Subgrantee's match documentation (if required) under this Agreement. These documents shall include the property records required by Article VIII of this Agreement. The Subgrantee shall establish and maintain all such information in accordance with generally accepted accounting principles and practices and shall remain intact all Scope of Work information until the latest of:

- A. Six (6) years following the term of this Agreement; or
- B. If any litigation, claim, or audit is commenced during either such period, when all such litigation claims or audits have been resolved.

**4.03 Compliance with HB 18-1128.** Subgrantee shall comply with the applicable provisions of House Bill 18-1128 Concerning Strengthening Protections for Consumer Data Privacy, including any updates or amendments thereto. Compliance shall include, without limitation, compliance with all required procedures set forth in subpart F of the Scope of Work attached hereto as **Exhibit 1**.

**4.04 Audit Requirements.** The Subgrantee agrees to have financial and compliance audits performed as required by the Single Audit Act Amendments of 1996, 31 U.S.C. §§ 7501, *et seq.* These financial and compliance audits must comply with

the provisions of 2 CFR part 200, and any amendments thereto. The Subgrantee also agrees to obtain any other audits required by the County, DRCOG, or the State of Colorado. The Subgrantee agrees that these audits will be conducted in accordance with U.S. Government Accountability Office, (U.S. GAO) "Government Auditing Standards." The Subgrantee agrees to provide the County's Project Manager with a report of all audits performed. The Subgrantee agrees that project closeout will not alter the Subgrantee's audit responsibilities.

- 4.05 Audit Costs.** Audit costs for project administration and management are allowable to the extent authorized by 2 CFR part 200, or the FAR at 48 C.F.R. Chapter I, Subpart 31.2, whichever is applicable.
- 4.06 Contents of Reports; Copies.** The Subgrantee agrees to report completely in accordance with the requirements of the Scope of Work and to provide the County with any additional or follow-up information as may be requested by the County.
- 4.07 Inspections and Other Monitoring Activities.** Subgrantee agrees to permit the County and DRCOG to have access to sites of performance of the Scope of Work and to make site visits as needed to ensure compliance with applicable federal requirements and regulations and this Agreement. Subgrantee agrees to attend Subgrantee meetings. The Subgrantee agrees to submit to the County a copy of any promotional information regarding the Scope of Work disseminated by the Subgrantee during the term of this Agreement.
- 4.08 FTA Access to Records and Sites of Performance.** Subgrantee agrees 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 Agreement-related records as required under 49 U.S.C. § 5325(g); and (2) sufficient access to Agreement-related records as needed for compliance with applicable federal laws, regulations, and requirements or to assure proper management of the grant as determined by FTA. Subgrantee further agrees to permit FTA access to the sites of performance of the Scope of Work and to Subgrantee and to make site visits as needed in compliance with applicable federal requests.
- 4.09 Changed Conditions.** Subgrantee shall use due diligence to achieve the milestones set forth in the Scope of Work. Subgrantee agrees to notify the County immediately of any development that has or will have a significant impact on the performance of the Scope of Work, including, but not limited to, any problems, delays, or adverse conditions that materially impair the ability to meet the objectives of the Scope of Work in accordance with the terms of this Agreement. The notice shall include a statement of the action taken or contemplated and any assistance needed to resolve the situation.
- 4.10 Special Reporting Requirements.** The Subgrantee agrees to provide the County with any additional follow-up information reasonably requested by the County in order to meet the County's reporting requirements.

## **V. PROJECT ACTIVITY PERIOD; TERM; TERMINATION**

**5.01 Project Activity Period.** This Project Activity Period will expire when the State reimburses the County's final submitted invoice, within the limits of Section D, *Reimbursement Eligibility*, in the Scope of Work (**Exhibit 1**). The Project Activity Period may be extended by an amendment agreed to in writing by the County and DRCOG.

**5.02 Term.** The term of this Agreement shall extend from **February 24, 2026**, to a date sixty (60) calendar days following the end of the Project Activity Period defined in Section 5.01 to permit close out of this Agreement. No work shall commence, and no costs shall be incurred, prior to February 24, 2026.

**5.03 Termination by County for Convenience.** The County may terminate this Agreement at any time and for any reason by providing the Subgrantee written notice of such termination at least thirty (30) calendar days prior to the effective date of such termination. Upon such termination, the Subgrantee shall be entitled to compensation for Scope of Work activities in accordance with this Agreement which were incurred prior to the effective date of the termination, but not exceeding the Maximum Grant Amount, in Section 3.02.

**5.04 Termination for Noncompliance.** If there has been a material failure to comply with the provisions of this Agreement by either party (a "breach"), the other party may terminate this Agreement after seven (7) calendar days' written notice to the party in breach if such breach is not cured within the seven (7) day period. A material failure of the Subgrantee to make reasonable progress toward completion of the Scope of Work without good cause and without providing the notice required by Section 4.08 constitutes a breach. At the County's option, the County may withhold payment of invoices during any period in which the Subgrantee is noncompliant with this Agreement. If the County finds that the Subgrantee's noncompliance is willful and unreasonable, the County may terminate or rescind this Agreement and require the Subgrantee to repay the grant funds in full or in a portion determined by the County, except that Subgrantee shall not be required to repay funds that the County has reviewed, approved, and distributed except as provided for in Sections 3.05 and 3.06.

**5.05 Effect of Scope of Work Closeout or Termination.** The Subgrantee agrees that Scope of Work closeout or termination of this Agreement does not invalidate continuing obligations imposed on the Subgrantee 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 the Subgrantee's obligation to return any funds due to the County as a result of later refunds, corrections, or other transactions.

## **VI. CONTACT PERSONS; PROJECT MANAGER**

**6.01 Contact Persons.** The authorized persons for receipt notices, reports, invoices, and approvals under this Agreement are the following:

### **The County:**

Name: Ryan J. Arthur

Title: Community Programs Coordinator  
Mailing Address: 100 Third Street, Castle Rock, Colorado 80104  
Phone: (303) 814-4326  
Email: [transit@douglas.co.us](mailto:transit@douglas.co.us)

**The Subgrantee:**

Name: Dan Novak  
Title: Sky Cliff Center Executive Director  
Mailing Address: 4600 E. Hwy. 86, Castle Rock, CO 80104  
Phone: (303) 814-2863  
Email: [skycliffctr@skycliff.org](mailto:skycliffctr@skycliff.org)

or such other person as may be designated in writing for itself by either party.

**6.02 County's Project Manager.** The County's Project Manager for purposes of administration of this Agreement is the person listed for the County in Section 6.01, or such other person as may be designated in writing by the County. However, nothing in this Agreement will be deemed to authorize the Project Manager to execute amendments to this Agreement on behalf of the County.

**6.03 Subgrantee Project Manager.** The Subgrantee's Project Manager for purposes of administration of this Agreement is the person listed for the Subgrantee in Section 6.01, or such person as may be designated in writing by the Subgrantee. However, nothing in this Agreement will be deemed to authorize the Project Manager to execute amendments to this Agreement on the behalf of the Subgrantee unless otherwise noted.

**6.04 Notice.** Notice to any party under this Agreement shall be made in writing, addressed as set forth above, and shall be delivered personally during normal business hours, or by prepaid first-class U.S. mail, e-mail or such other method authorized in writing by the party's Project Manager. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. Email notices shall be effective upon receipt. 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.

**VII. GRANT PROPERTY**

**7.01 Federal Requirements.** Subgrantee shall at all times during the term of this Agreement 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 the Agreement.

The title, acquisition, use, management, and disposition of all property acquired or construed with grant funds under this Agreement shall be governed by applicable federal law, rule, and guidance including, without limitation, the provisions of:



- **Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards**, 2 C.F.R §§ 200.310-200.316, 1201.313, 1201.317.
- **Enhanced Mobility of Seniors and Individuals with Disabilities Program Guidance and Application Instructions**, FTA Circular 9070.1G

The foregoing are incorporated by reference into this Agreement. The Subgrantee acknowledges that the federal requirements in these Articles and throughout this Agreement are subject to change and agrees that the most recent of these requirements shall govern this Agreement at any particular time except to the extent that DRCOG, the State of Colorado or the County determines in writing.

**7.02 DRCOG Interest-Useful Life.** DRCOG maintains its share of the remaining interest upon disposition of DRCOG assisted property before the end of its useful life or for a value greater than \$5,000 after the useful life has been met.

Useful life means the minimum acceptable period a capital asset purchased with federal or state funds should be used in service. Equipment means an article of nonexpendable, tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds \$5,000.

DRCOG retains financial interest in equipment with a unit value exceeding \$5,000, and met supplies with an aggregate value exceeding \$5,000, even if useful life has been met. If equipment has met its useful life and is disposed of, Subgrantee must follow requirements to return any federal share required to be returned to the FTA.

1. Following purchase and acceptance of the Project Property, Subgrantee shall provide, to the County a "Notice of Acceptance" form, to be sent to DRCOG after County receipt and approval.
2. Subgrantee shall not dispose or otherwise release the Project Property to any other party without approval from DRCOG.
3. DRCOG shall be named as a lien holder on all vehicles purchased under this grant at the amount equal to the federal share of the total cost of the vehicle.

Subgrantee represents and warrants that it will comply with all terms and conditions set forth in the DRCOG Contract applicable to documenting and assisting in perfection of a lien in favor of DRCOG on the ADA accessible vehicle purchased under this Agreement, including but not limited to the provisions contained in Part H of Exhibit A to the DRCOG Agreement.

**7.03 Assurances.** Subgrantee represents and warrants that it will use the ADA accessible vehicle purchased with grant funds pursuant to this agreement for the full extent of its useful life unless the vehicle can no longer be used for its intended purpose. If the vehicle cannot be used for its intended purpose before the end of its useful life or while the vehicle has a value greater than \$5,000 after the useful life has been met and Subgrantee desires to dispose of the vehicle, whether through a sale or otherwise, Subgrantee shall first submit a written request for and obtain approval from the County prior to seeking approval and/or complying with any applicable DRCOG requirements for disposition. In the event Subgrantee obtains

written approval for early disposition of the vehicle, the proceeds shall be: (i) used to help the County's transportation program; or ii) returned to the County to be used for the County's other mobility management activities except to the extent that DRCOG otherwise determine in writing.

## VIII. GENERAL CONDITIONS

**8.01 Amendments.** The terms of this Agreement may be changed only by mutual agreement of both parties. Such changes shall be effective only upon the execution of written amendments signed by authorized officers of the parties to this Agreement.

**8.02 Assignment and Subgrants.** The Subgrantee shall not assign, subgrant, sublet, or transfer any Scope of Work activities without receiving express written consent of the County. Any attempt at assignment, sub-granting, subletting, or transferring without such consent shall be void. Any authorized assignment, subgrant, sublet, or transfer by the Subgrantee shall be subject to compliance with all terms and conditions of this Agreement including the FTA Master Agreement and Exhibits 1 and 2 hereto. Subgrantee shall be responsible for ensuring that any authorized assignee, subgrantee, sublease, or transferee adheres to all terms and conditions of this Agreement.

**8.03 Liability.** The parties expressly agree that the County does not contractually waive any limitations on liability or other immunities or defenses available to it 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 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 through 120, or otherwise available to the County.

**8.04 Background Check.** If the County and its employees are required by law, regulation, or the terms of **Exhibit 2**, including its exhibits, to pass a criminal background check, Subgrantee must likewise meet the requirement and such documentation must be provided to the County as a condition of this Agreement.

**8.05 Relationship of the Parties.** Nothing in this Agreement is intended or should be construed in any matter as creating or establishing the relationship of co-partners or a joint venture between the Subgrantee and the County. Subgrantee shall perform its duties hereunder as an independent contractor and not as an employee. **Subgrantee and its employees, volunteers and agents are not entitled to unemployment insurance or workers compensation benefits through the County and the County shall not pay for or otherwise provide such coverage for Subgrantee or any of its employees, volunteers, and agents. Subgrantee shall pay when due all applicable employment taxes and income taxes and local head taxes incurred pursuant to this Agreement. Subgrantee 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 County; and (iii) be solely responsible for its acts and those of its employees, volunteers and agents.**

**8.06 No Third-Party Beneficiaries.** Nothing in this Agreement is intended or should be construed as creating third party beneficiary rights against the County or Subgrantee, including but not limited to, Subgrantee's contractors or subcontractors.

**8.07 FTA Interest in Disputes; Notice Requirements.** FTA has a vested interest in the settlement of any violation of federal law, regulation, or requirement, or any disagreement involving the Agreement including, but not limited to, a default, breach, major dispute, or litigation, and FTA reserves the right to concur in any settlement or compromise. If a current or prospective legal matter that may affect the Federal Government emerges, Subgrantee must promptly notify the FTA Chief Counsel, FTA Regional Counsel for the Region in which Subgrantee is located, and the County. Subgrantee 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. 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. Matters that may affect the Federal Government include, but are not limited to, the Federal Government's interests in the Grant or the Agreement, or the Federal Government's administration or enforcement of federal laws, regulations, and requirements.

**8.08 Indemnification.** Subgrantee assumes liability for and agrees to defend, indemnify, and hold harmless the County and DRCOG, as well as their officers, employees, agents, subcontractors, assignees, residents, and tax payers from and against all losses, damages, expenses, liability, claims, suits, or demands, including, without limitation, attorney's fees, arising out of, resulting from, or relating to the performance of this Agreement, including any aspect of performance of the Scope of Work, by the Subgrantee or its employees, agents, volunteers, contractors, subcontractors or assignees.

**8.09 Insurance.** Subgrantee shall comply with all insurance requirements set forth in Section 5 of the Agreement by and Between the Denver Regional Council of Governments and Douglas County Government incorporated herein as **Exhibit 2**. The County, its elected officials and employees shall be named as an additional insured for Subgrantee's General and Automobile Liability policy. Subgrantee shall provide to the County certificates showing adequate insurance coverage as required in Section 5 of **Exhibit 2** along with this signed Agreement.

**8.10 Acknowledgement.** The Subgrantee shall appropriately acknowledge the grant assistance made by the County and DRCOG under this Agreement in any promotional materials, reports, and publications relating to the Scope of Work, subject to the provisions of 8.17 set forth below.

**8.11 Assurances.** In addition to all other obligations contained herein, the Subgrantee agrees: (a) to perform its obligations under this Agreement with the highest standards of care, skill, and diligence in the industry, trades, or profession and as set forth in this Agreement, including but not limited to those set forth in **Exhibit 2** hereto; (b) that it warrants it possesses and will maintain, at its sole expense, all necessary

licenses, certifications, approvals, permits, and other authorization required by law to perform its obligations under this Agreement, including but not limited to all obligations set forth in **Exhibit 2** hereto; (c) not to engage in any practices that would create or raise a conflict of interest with its performance under this Agreement; and (d) 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 Scope of Work hereunder or to Subgrantee as an employer.

**8.12 E-Verify Federal Contractor Rule Employment Eligibility Verification.** This Agreement specifically adopts and incorporates, as if fully set forth herein, Exhibit (C) of Exhibit 2 hereto, entitled “E-Verify federal contractor rule employment eligibility verification.” If the Maximum Grant Amount for this Agreement is more than \$3,000, Subgrantee must also comply with the E-Verify Federal Contractor Rule explained in Exhibit (C) of **Exhibit 2** hereto, adopted and incorporated herein, which requires Subgrantee to use the E-Verify program to verify the employment eligibility of all employees assigned to the Agreement and all new hires.

**8.13 Jurisdiction, Venue, and Applicable Law.** Venue for all legal proceedings arising out of this Agreement, or breach of this Agreement, shall be in state or federal court with competent jurisdiction in Douglas County, Colorado. All matters relating to the performance of this Agreement shall be controlled by and determined in accordance with the laws of the State of Colorado.

**8.14 Conflict.** In the event that any provisions contained herein conflict with those in Exhibit 2, the provisions in Exhibit 2 shall prevail. In the event that any provisions contained herein or in Exhibit 2 conflict with the in the FTA Master Agreement, the FTA Master Agreement shall prevail.

**8.15 Extension of Provisions.** All provisions herein contained, including the benefits and burdens, shall extend to and be binding upon the Subgrantee, its heirs, legal representations, successors, and assigns.

**8.16 Complete Integration.** This Agreement represents the complete integration of all understandings between the parties and all prior representations and understandings, oral or written, are merged herein.

**8.17 Advertising, Marketing and Promotional Materials.** The Subgrantee shall not include any reference to this Agreement or services performed under this Agreement in any of Subgrantee’s advertising or public relations materials without first obtaining the written approval of the County’s Project Manager.

## **IX. REPRESENTATIONS AND ASSURANCES**

**9.01 Incorporation of Specific Federal Requirements.** Subgrantee understands and agrees that its receipt of DRCOG 5310 Grant Funds is contingent and conditioned on its compliance 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 Agreement. Without limiting the foregoing, Subgrantee agrees to comply with all applicable laws set forth in Exhibit B of **Exhibit 2** hereto.

**9.02 Incorporation of DRCOG Requirements.** The Subgrantee agrees to comply with all DRCOG requirements of the Contractor set forth in Exhibit 2. By signing this Agreement, the Subgrantee certifies that it has received and reviewed Exhibit 2 hereto and all of its attached exhibits and agrees to comply with all provisions set forth therein.

**9.03 Assurance of Non-Discrimination on Basis of Disability.** The Subgrantee shall provide express written assurances that it will comply with Section 504 of the Rehabilitation Act of 1973 and that it will not discriminate on the basis of disability by executing the certification set forth in Exhibit 3 hereto as a condition precedent to the issuance of any grant funds hereunder.

**9.04 Assurance Regarding Trafficking in Persons.** Subgrantee agrees that it and its employees that participate in the Agreement may not engage in severe forms of trafficking in persons during the period of time that the Agreement is in effect, procure a commercial sex act during the period of time that the Agreement is in effect, or use forced labor in the performance of the Agreement or Sub-Agreements thereunder.

**9.05 Nondiscrimination and DBE Assurances.** (A) Subgrantee 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) Subgrantee 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 Subgrantee or any subcontractor to carry out the requirements of this subparagraph is a material breach of this Agreement or any subcontract, as applicable; and (D) The following remedies, or such other remedy as DRCOG and/or the County deem appropriate, include, but are not limited to, withholding monthly progress payments, assessing sanctions, liquidated damages, and/or disqualifying Subgrantee or subcontractor from future bidding as non-responsible.

**9.06 Assurances Regarding 5310 Funding Conditions.** Subgrantee agrees to and assures it will comply with all Terms and Conditions for Section 5310 Funding set forth in Exhibit B of Exhibit 2 hereto (hereinafter referred to in its entirety as the "5310 Funding Conditions"), all of which are adopted and incorporated by reference as if fully set forth herein. Without limiting the foregoing, Subgrantee specifically represents and warrants that its assurances of compliance extend to:

- (a) All provisions, including all subparts, regarding trafficking in persons, set forth in subsection (c) in Article 1 of the 5310 Funding Conditions;
- (b) All provisions, including all subparts, regarding federal tax liability and recent felony convictions, set forth in subsection (d) in Article 1 of the 5310 Funding Conditions;
- (c) All provisions, including all subparts, regarding debarment and suspension, set forth in subsection (e) in Article 1 of the 5310 Funding Conditions;
- (d) All provisions, including all subparts, regarding access to records set forth in subsection (a) in Article 2 of the 5310 Funding Conditions;



- (e) All provisions regarding access to the sites of performance set forth in subsection (b) in Article 2 of the 5310 Funding Conditions
- (f) All provisions, including all subparts, regarding nondiscrimination in federal public transportation programs, set forth in subsection (b) in Article 3 of the 5310 Funding Conditions;
- (g) All provisions, including all subparts, regarding nondiscrimination under Title VI of the Civil Rights Act, set forth in subsection (c) in Article 3 of the 5310 Funding Conditions;
- (h) All provisions, including all subparts, regarding equal employment opportunity, set forth in subsection (d) in Article 3 of the 5310 Funding Conditions;
- (i) All provisions, including all subparts, regarding disadvantaged business enterprise, set forth in subsection (e) in Article 3 of the 5310 Funding Conditions;
- (j) All provisions, including all subparts, regarding awards involving construction, set forth in subsection (b) in Article 4 of the 5310 Funding Conditions;
- (k) All provisions, including all subparts, regarding awards not involving construction, set forth in subsection (c) in Article 4 of the 5310 Funding Conditions;
- (l) All provisions, including all subparts, regarding awards involving commerce, set forth in subsection (d) in Article 4 of the 5310 Funding Conditions;
- (m) All provisions, including all subparts, regarding public transportation employee protective arrangements, set forth in subsection (e) in Article 4 of the 5310 Funding Conditions;
- (n) All provisions regarding general compliance with environmental and resource use laws, set forth in subsection (a) in Article 5 of the 5310 Funding Conditions;
- (o) All provisions, including all subparts, regarding the National Environmental Policy Act, set forth in subsection (b) in Article 5 of the 5310 Funding Conditions;
- (p) All provisions, including all subparts, regarding environmental justice, set forth in subsection (c) in Article 5 of the 5310 Funding Conditions;
- (q) All provisions regarding other environmental federal laws, set forth in subsection (d) in Article 5 of the 5310 Funding Conditions;
- (r) All provisions regarding use of certain public lands, set forth in subsection (e) in Article 5 of the 5310 Funding Conditions;
- (s) All provisions, including all subsections, regarding charter service and motor carrier safety, set forth in Article 7 of the 5310 Funding Conditions; and
- (t) All provisions, including all subparts, regarding the special provision for promoting Covid-19 safety and compliance with the CDC Mask

**9.07 Representations Regarding Debarment, Suspension.** By signing this Agreement, Subgrantee represents and warrants 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, Subgrantee represents and warrants 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.” Subgrantee agrees to, and will include a similar provision in each lower tier subcontract ensuring that each lower tier subcontractor will: (comply with federal debarment and suspension requirements; and (ii) review the SAM at

<https://www.sam.gov>, if necessary to comply with U.S. DOT regulations, 2 CFR Part 1200.

**9.08 Assurance Regarding Tax Liability and Felony Convictions.** Subgrantee hereby agrees and certifies it has no 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. Subgrantee further agrees and certifies that it was not convicted of a felony criminal violation under any Federal law within the preceding 24 months.

**9.09 Effect of Erroneous Assurance, Certification or Representation.** The assurances, certifications and representations contained in this Article IX are each material representations of fact upon which the County relies in entering this Agreement. If it is later determined that Subgrantee knowingly rendered an erroneous assurance, certification, or representation, in addition to other remedies available to the federal government, DRCOG and/or the County may pursue available remedies, including suspension and/or debarment. Subgrantee shall provide to the County immediate written notice if at any time Subgrantee learns that any of its assurances, certifications or representations were erroneous when submitted or have become erroneous by reason of changed circumstances.

**9.10 No Federal Obligation.** This grant is financed by state and/or federal funds administered by DRCOG. However, payments to the Subgrantee will be made by the County. Neither the United States, nor the State of Colorado is party to this Agreement. No reference in this Agreement to any representative of the State or federal government makes the United States or the State of Colorado a party to this Agreement. The Subgrantee shall include this clause in any contracts or agreements under this Agreement.

**In witness whereof**, the parties have caused this Agreement to be executed by their duly authorized officers on the dates set forth below. This Agreement is effective upon final execution by both parties.

\_\_\_\_\_  
**George Teal**  
**Chair, Board of County Commissioners**

**Date:** \_\_\_\_\_

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
**Douglas J. DeBord**  
**County Manager**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Jennifer L. Eby, AICP**  
**Director of Community Services**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Hayley Hall**  
**Clerk to the Board**

**Date:** \_\_\_\_\_

**APPROVED AS TO LEGAL FORM:**

**APPROVED AS TO FISCAL CONTENT:**

\_\_\_\_\_  
**Arielle J. Denis**  
**Assistant County Attorney**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Christie Guthrie**  
**Assistant Director of Finance**

**Date:** \_\_\_\_\_

**APPROVED AS TO RISK MANAGEMENT:**

\_\_\_\_\_  
**Megan Datwyler**  
**County Risk Manager**

**Date:** \_\_\_\_\_



**EXHIBIT 1—SCOPE OF WORK AND CONDITIONS**

**SKY CLIFF CENTER, DRCOG HST Grant Program – Douglas County ADA Accessible Vehicle Purchase**

**Period of Performance** February 24, 2026 – December 31, 2026

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**Title of Project** 2026 DRCOG HST Capital  
**Project Description** Provision of Contracted Transportation Services for Purchase of an ADA Accessible Vehicle  
**Federal Awarding Agency** Federal Transit Administration (FTA)  
**CFDA Number** 20.513

**A. Program Description**

Douglas County Transportation Services (DCTS) is a Local Coordinating Council (LCC) whose primary mission is to coordinate and enhance transportation services for transportation Douglas County residents. DCTS places an emphasis on transportation services for low- and moderate- income individuals, older adults, and people with disabilities who need access to transportation. Douglas County’s Project Manager will serve as the administrator of this program. Through this program, Subgrantee will purchase an ADA accessible vehicle to replace an existing vehicle to continue providing transportation services to Douglas County residents.

**B. Project Description**

This project accomplishes the goal toward improving facilitation of transportation in Douglas County through the capital purchase of an ADA accessible vehicle that will reliably provide trips to older adults and people with disabilities.

Subgrantee provides transit services for aging and disabled residents and will continue to do so after the replacement of a vehicle in their fleet that has met the end of its useful life.

**C. Project Budget**

1. Available funding from the DRCOG Human Services Transportation (HST) Capital grant is **\$66,366**.

DRCOG 5310 Grant Funds (February 24, 2026 – December 31, 2026):	\$66,366
Sky Cliff Provided Match Funds:	\$66,366
<b>Total Vehicle Cost:</b>	<b>\$132,732</b>

2. Subgrantee is providing \$66,366 or 50% of the funding towards the capital purchase of the ADA accessible vehicle as match.
3. Subgrantee is solely responsible for all costs this project incurs above the amount Douglas County reimburses Subgrantee from DRCOG 5310 funds for eligible, actual costs. If the final, actual project cost is less than the Maximum Grant Amount of **\$66,366 for ADA compliant vehicle replacement** the County is not obligated to provide any more of the eligible, actual procurement costs.
4. Funds from this grant will pay for the procurement of one ADA compliant vehicle replacement for persons with various accessibility needs.
5. Subgrantee is responsible for providing reporting to Douglas County when one or more of the following occur:
  - a) Budget changes in excess of 10% of the total budget or project schedule changes.



- b) Project outcomes were not met.
  - c) Identification of problem areas and how the problems will be solved.
  - d) Expected impacts and the efforts to recover from delays.
6. Subgrantee will be required to provide quarterly progress reports to Douglas County **no later than the 5<sup>th</sup> day of the following months: April, July, October, and January**. If the 5<sup>th</sup> day falls on a weekend or holiday, the quarterly report will be due on the next business day.

**D. Reimbursement Eligibility**

Subgrantee shall submit monthly reimbursement requests, including all related documentation to Douglas County. Requests must be within the limits of Sections C, E and F of this Exhibit 1, and shall otherwise comply with the terms of this Agreement.

**E. Objectives and Milestones**

<b>Start Date</b>	<b>February 24, 2026</b>
<b>Procurement Concurrence Request Submission</b>	<b>June 19, 2026</b>
<b>Purchase Authorization Submission</b>	<b>July 31, 2026</b>
<b>Delivery of Vehicle</b>	<b>November 6, 2026</b>
<b>Inspection of Vehicle (10 Business Days after Delivery)</b>	<b>November 18, 2026</b>
<b>Notice of Acceptance Delivery</b>	<b>November 25, 2026</b>
<b>Reimbursement Request (Submitted the Month after Delivery)</b>	<b>December 4, 2026</b>
<b>Contract End</b>	<b>December 31, 2026</b>

**F. Special Conditions**

1. Subgrantee shall maintain safety records for the entire time it possesses the ADA accessible vehicle purchased in part with DRCOG 5310 Grant Funds pursuant to this agreement. Subgrantee shall provide such records to DRCOG or to the County upon request. Such records shall include, but are not limited to: (a) dates of service and the nature of service performed on the vehicle; (ii) records of any accident(s) the vehicle is involved in, including the date of the accident and records of all damage to the vehicle; (iii) the number, dates, and extent of passenger injuries and claims; and (iv) the number dates, and extent of employee accidents, injuries, and incidents.
2. Subgrantee agrees to maintain its ADA accessible vehicle in reasonable operating order as provided in federal laws, regulations, requirements, and guidance, and comply with FTA regulations, "Transit Asset Management" and "National Transit Database," 49 CFR Parts 625 and 630. Subgrantee will provide FTA the necessary reporting information to the National Transit Database to ensure compliance with the FTA Master Agreement.
3. Subgrantee must demonstrate a good faith effort to provide, and certify as applicable, safety-related training for drivers and other appropriate personnel.
4. **The Subgrantee shall provide certificates showing adequate insurance coverage, as required in Section 5, Exhibit 2 of the Agreement by and Between the Denver Regional Council of Governments and the Board of County Commissioners of the County of Douglas, State of Colorado with the signed Agreement.** No later than 15 days prior to the expiration date of any such coverage, Subgrantee shall deliver to the County certificates of insurance evidencing renewals thereof. Upon request by the County, at any other time during the term of this Agreement, Subgrantee, shall, within 10 days of such request supply to County evidence satisfactory to DRCOG or the State of compliance with the provisions of this Section.

**EXHIBIT 2 – DRCOG HST CONTRACT EX26001 WITH DOUGLAS COUNTY**



**EXHIBIT 4 – DOUGLAS COUNTY COMMUNITY SERVICES OF CARE AUTHORIZATION FOR RELEASE OF INFORMATION**

## Authorization for Release of Information to DOUGLAS COUNTY

**Applicant Name (printed):** \_\_\_\_\_

In an effort to better serve applicants requesting our services, we are requesting your consent to disclose certain information you provide to us, which may include personally identifying information or protected health information. Your consent to the disclosure and use of any such protected information is voluntary, and you are not required to consent to the use or disclosure of such information. If you choose not to consent to the disclosure and use of your information, you may still be eligible for certain services but Douglas County may not be able to provide grant funds to assist you in paying for those services.

### What Disclosure You Are Authorizing

Federal and/or state law may prohibit the disclosure of protected information you have provided absent express written consent. By signing this Authorization for Release of Information, you are providing express written consent to the disclosure of your information as described in this form.

By signing this form, you consent to the disclosure of your information to Douglas County and any agencies to whom Douglas County is obligated to provide such information for purposes of reporting activity to funding agencies. You agree to the release of information such as name; date of birth; partial social security number; address and contact information; gender; income; prescription history; and the fact of certain medical and/or mental health conditions. We DO NOT track or disclose information regarding your HIV or STD status or patient records regarding substance use.

### Important Information About Your Consent

Please be aware that the information disclosed based on this authorization may be redisclosed by a recipient and no longer protected by federal or state privacy laws. Not all persons or entities are required to comply with these laws. By signing this form, you release Douglas County from any, and all, liability arising out of or related to the disclosure of information permitted in this form.

### Termination of Consent

This consent may be terminated at any time by providing written notice to **[insert agency name]** by email at **[insert agency email address]** or by delivering a written termination of consent to **[insert agency address]**. This consent will automatically expire 90 days after assistance or services cease if consent was not previously terminated. Upon receipt of a written termination or expiration of this consent, information may continue to be used and disclosed only to the extent required for reporting purposes for any previously administered services for up to \_\_\_\_\_ days.

**Acknowledgment: By signing this form, I acknowledge that I have read this form and voluntarily agree to its terms.**

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Name of agency collecting this Authorization:**

\_\_\_\_\_



**EXHIBIT 5 – DOUGLAS COUNTY COMMUNITY SERVICES SYSTEM OF CARE USER CONFIDENTIALITY AGREEMENT**

**DOUGLAS COUNTY COMMUNITY SERVICES SYSTEM OF CARE**  
**User Confidentiality Agreement**

In an effort to hold a high standard of data stewardship, I, the undersigned user of the Douglas County Community Services System of Care Data System, herein referred to as “the System,” acknowledge that I have been informed and am aware of the confidential nature of the information provided and accessible to me through my use of the System.

I am advised and aware that:

1. Any information received directly from a resident, though a reports and/or stored record shall be confidential.
2. Information may only be shared with an agency, organization or individual for whom consent has been obtained through a signed Authorization for Release of Information by the resident.
3. Nothing in this agreement shall prevent me from commenting publicly about general trends, concerns or aggregate de-identifiable data.
4. Exceptions to this confidentiality agreement will be made as required by state law as it pertains to the mandatory reporting of abuse and neglect of children and at-risk adults.
5. Douglas County will not indemnify me, defend me, or contribute financially to my defense should civil or criminal claims be made against me if I choose to speak publicly concerning information obtained through the System.
6. Any breach of this agreement, including the unauthorized release of confidential information, may be punishable by law, subject me to discipline by my employer and/or result in my removal from future participation in the System.

Printed Name

Date

\_\_\_\_\_

Signature

\_\_\_\_\_

Agency

\_\_\_\_\_

## EXHIBIT 6 – RECOMMENDED PRACTICES FOR PROTECTING PERSONAL DATA

### Security Best Practices

The Douglas County Cyber Security Team advises all users of the System to practice the following procedures to the best of their organization's ability.

#### Personal

- Only authorized users will be permitted access to the Douglas County Community Services System (System).
- All authorized users will be required to sign a confidentiality agreement.
- No data accessed from the System will be shared with non-authorized personnel, including physical copies.
- Keep aware of new cyber security threats and devise education and training to defend against them.
- Be wary and report any attempts to gather data by non-authorized parties, either through social engineering, phishing emails, or other means, to Community Services program staff contact.
- Report any additional incidents to Douglas County program staff.

#### Technical

- Computers and other devices used to access the System at the agency or by the agency authorized users will have anti-virus and/or advanced malware detection which is run at regular intervals.
- Keep all systems up-to-date with current software patching (Windows Updates, application patches, appliance firmware, drivers, etc).
- Do not save any sensitive, private, or personal data locally outside of the application.
- Control physical access to computers that have authorized access to the System.
- Never share a password with any person or save a password locally; and if a password needs reset, the user will contact the designated Douglas County employee for assistance.

#### Roles and Access

Each organization should create an internal policy that defines what personnel roles will have access to the System, who participates in those roles and periodically audit these roles.

#### Incident Reporting

In the event of an incident, all relevant information must be relayed as early as possible to the Douglas County Department of Community Development. Douglas County has an obligation to report data breaches within a statutory deadline.

The following are examples (but not an exhaustive list) of incidents:

- Unauthorized user accesses the system
- Computer that accesses constituent data is compromised by ransomware or virus
- Repeated phishing attempts at authorized personnel
- Social engineering or impersonation attempt to gain access to the system
- Unknown external media (use, etc) is used on computers that accesses the System
- Computer previously used to access the system is removed through theft or unknown loss
- Unknown performance problems on any computer used to access the System

Partners should feel confident to contact [CRSgrants@douglas.co.us](mailto:CRSgrants@douglas.co.us) to leverage Douglas County cyber security professional expertise in the identification of potential incidents are other educational correspondence.

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Ryan Arthur, Community Programs Coordinator

**DESCRIPTION:** Subgrantee Agreement for Transit Services Between Douglas County and Aging Resources of Douglas County in the Amount of \$137,588.00.

**SUMMARY:** The request is for approval of the 2026 Colorado Department of Transportation (CDOT) Federal Transit Administration (FTA) 5310 Subgrantee Agreement (Agreement) for transportation services between Aging Resources of Douglas County (ARDC) and Douglas County in the amount of \$107,588 with a \$30,000 cash match by ARDC for a project total of \$137,588. This Agreement will provide approximately 2,097 on demand trips to enhance the mobility of older adults and people with disabilities and support operation of the Castle Rock Circulator (Circulator).

**RECOMMENDED ACTION:** Staff recommends approval of the 2026 CDOT FTA 5310 ARDC Transit Services Subgrantee Agreement between Douglas County and ARDC in the amount of \$137,588 as it complies with all federal, state, and county approval standards and policies.

**REVIEW:**

Jennifer Eby	Approve	4/6/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026
Jennifer Eby - FYI	Notified - FYI	4/8/2026

**ATTACHMENTS:**

Cover Page  
2026 CDOT 5310 ARDC SGA Staff Report

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www.douglas.co.us

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Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

2026 CDOT 5310 ARDC SGA Staff Report



## Subgrantee Agreement Staff Report

**Date:** March 31, 2026  
**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:** **Subgrantee Agreement for transit services between Douglas County and Aging Resources of Douglas County in the amount of \$137,588.**

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**Board of County Commissioners' Business Meeting**

**April 14, 2026 @ 1:30 p.m.**

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### **I. EXECUTIVE SUMMARY**

The request is for approval of the 2026 Colorado Department of Transportation (CDOT) Federal Transit Administration (FTA) 5310 Subgrantee Agreement (Agreement) for transportation services between Aging Resources of Douglas County (ARDC) and Douglas County in the amount of \$107,588 with a \$30,000 cash match by ARDC for a project total of \$137,588. This Agreement will provide approximately 2,097 on demand trips to enhance the mobility of older adults and people with disabilities and support operation of the Castle Rock Circulator (Circulator).

### **II. REQUEST**

Staff requests approval of the 2026 CDOT FTA 5310 ARDC Transit Services Subgrantee Agreement between Douglas County and ARDC in the amount of \$137,588.

### **III. BACKGROUND**

The Board of County Commissioners (BCC) approved the 2026 CDOT FTA 5310 contract 26-HTR-ZL-00127 for operating expenses at its March 24, 2026, Business Meeting. Douglas County subgrants funds to local organizations to provide direct services. ARDC submitted an application in response to the County's call for projects and was selected for funding.

### **IV. DISCUSSION**

This Agreement with ARDC will provide funding for approximately 2,097 on demand trips and the operation of the Circulator to enhance the mobility of older adults and people with disabilities. Services are available to residents who travel to and from the Castle Rock Small Urbanized Area.

The Circulator operates two days a week from 9:00 a.m. to 4:00 p.m. along a fixed route. The service connects residents living at the senior living communities of Oakwood, Meadowmark, and Reyn Rock to select medical facilities and shopping centers. The Agreement requires that ARDC provide \$30,000 in agency cash match toward the cost of operating the Circulator.

The period of performance will be from January 1 through December 31, 2026. The \$137,588 is proposed to be allocated in the following manner:

<b>Grant Funds</b>	<b>Trip Units</b>	<b>Amount</b>
On-Demand Trips	2,097	\$ 77,588
Castle Rock Circulator		\$ 30,000
<b>Sub Total</b>	<b>2,097</b>	<b>\$ 107,588</b>
<b>Agency Cash Match</b>		<b>Amount</b>
Aging Resources of Douglas County		\$ 30,000
<b>Project Total</b>		<b>\$ 137,588</b>

**V. RECOMMENDED ACTION**

Staff recommends approval of the 2026 CDOT FTA 5310 ARDC Transit Services Subgrantee Agreement between Douglas County and ARDC in the amount of \$137,588 as it complies with all federal, state, and county approval standards and policies.

<b><u>ATTACHMENTS</u></b>	<b><u>PAGE</u></b>
2026 CDOT FTA 5310 ARDC Transit Services Subgrantee Agreement.....	3

**SUBGRANTEE AGREEMENT  
2026 CDOT FTA 5310 ARDC TRANSIT SERVICES**

<b>Project Title</b> 2026 CDOT FTA 5310 ARDC Transit Services	<b>Agreement Number</b> 26CDOT5310ARDC
<b>Subgrantee</b> Aging Resource of Douglas County (ARDC)	<b>Agreement Performance Beginning Date</b> January 01, 2026
<b>Grantee Unique Entity ID:</b> W86NEMNZS9K9	<b>Agreement Performance Expiration Date</b> December 31, 2026
<b>Grant Maximum Amount:</b> \$107,588	<b>CFDA Number:</b> 20.513
<b>Agreement Purpose</b> The purpose of this agreement is to improve chore and assisted transportation options for vulnerable seniors age 60 and older in all parts of Douglas County.	
<b>Exhibits and Order of Precedence</b> The following Exhibits and attachments are included with this Agreement: <ol style="list-style-type: none"> <li>1. Exhibit 1, Scope of Work and Conditions</li> <li>2. Exhibit 2, Amended Contract 26-HTR-ZL-00127</li> <li>3. Exhibit 3, Release of Information</li> <li>4. Exhibit 4, Generic Confidentiality Agreement</li> <li>5. Exhibit 5, Data Security Procedures</li> </ol> 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: <ol style="list-style-type: none"> <li>1. The provisions of the other sections of the main body of this Agreement</li> <li>2. Exhibit 1, Scope of Work and Conditions</li> <li>3. Executed Option Letters (if any)</li> </ol>	
<b>Principal Representatives:</b>	
<b>For Douglas County:</b> Ryan J. Arthur 100 Third Street Castle Rock, CO 80104 transit@douglasco.gov	<b>For Subgrantee:</b> Karie Erickson 104 Fourth Street Castle Rock, CO 80104 kerickson@douglasco.gov

**SUBGRANTEE GRANT AGREEMENT**  
**Transit Services**

THIS SUBGRANTEE AGREEMENT (“Agreement”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026, by and between **THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (“County”) and **AGING RESOURCES OF DOUGLAS COUNTY** (“Subgrantee”), each acting by and through its duly authorized officers. The County and the Subgrantee hereinafter collectively referred to as the “Parties” and individually as the “Party.”

**WHEREAS:**

1. The County, acting in its role as grantee for a Federal Transit Administration (FTA) 5310 grant awarded by the Colorado Department of Transportation (“CDOT”), is able to receive and dispense federal funds upon reimbursement from CDOT.
2. Consistent with the requirements of 49 U.S.C. § 5310 and the local processes, the County submitted an application for local assistance, which included the Subgrantee project described herein.
3. The County received a grant award of \$218,588 (“CDOT 5310 Grant Funds”) on behalf of the Subgrantee’s and other recipients’ request from CDOT, pursuant to Agreement Number 26-HTR-ZL-00127.
4. This Agreement is intended to memorialize the terms under which the Subgrantee is to receive a portion of the CDOT 5310 Grant Funds.

**NOW, THEREFORE**, the County and the Subgrantee agree as follows:

**I. SCOPE OF WORK; APPROVED BUDGET; AND PROVISIONS**

**1.01 Scope of Work.** Subgrantee agrees to perform and complete the Scope of Work and Conditions specified in **Exhibit 1** (“Scope of Work”), attached hereto and incorporated herein, in accordance with the terms and conditions of this Agreement and in accordance with all the terms and conditions contained in **Exhibit 2**, the Agreement by and Between the Colorado Department of Transportation and Douglas County Government attached hereto and incorporated herein. The Scope of Work describes the activities to be completed by the Subgrantee and includes milestones and completion dates. All Scope of Work activities must be consistent with the approved Scope of Work, including the budget. Any proposed change in the Scope of Work must be submitted to the County’s Project Manager, as defined in Section 6.02 below, for written approval. A change in the Scope of Work is not effective until the Subgrantee receives written approval from the County.

**1.02 Approved Budget.** Subgrantee agrees to complete the Scope of Work in accordance with the approved budget in **Exhibit 1**.

**1.03 Provisions.** Subgrantee agrees to comply with all provisions in this Agreement, including all exhibits to the Agreement and any further exhibits contained therein, all of which are expressly incorporated herein by reference.

**1.04 Applicability of Federal Requirements.** Subgrantee understands and agrees that its receipt of CDOT 5310 Grant 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 current version of the FTA Master Agreement is available at: <https://www.transit.dot.gov/funding/grantee-resources/sample-fta-agreements/fta-grant-agreements>. The terms and conditions of the FTA Master Agreement are hereby adopted and incorporated as if fully set forth herein. By signing this Agreement, Subgrantee certifies that it has received and reviewed the FTA Master Agreement and agrees to comply with all requirements set forth therein. Any violation of a Federal requirement by the Subgrantee can result in an enforcement action undertaken by FTA and termination of this Agreement by the County, CDOT and/or FTA.

## II. AUTHORIZED USE OF GRANT FUNDS; ELIGIBILITY OF COSTS

**2.01 Authorized Use of Grant Funds.** The Subgrantee is only authorized to use the grant funds awarded under this Agreement for costs directly incurred for the Scope of Work activities during the Project Activity Period as specified in **Exhibit 1**.

**2.02 Eligibility of Costs.** All expenses are subject to CDOT requirements including, but not limited to:

- ***Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR §§ 200.402 through 200.475 and 2 CFR § 200.102***
- ***Enhanced Mobility of Seniors and Individuals with Disabilities Program Guidance and Application Instructions, FTA Circular 9070.1G***

All expenses are also subject to the provisions outlined in the FTA Master Agreement and **Exhibit 2**.

## III. AWARD AMOUNT, MATCH, AND PAYMENT

**3.01 Estimated Project Amount.** The total estimated budget of this Scope of Work is **\$137,588**.

**3.02 Maximum Grant Amount.** The County awards to Subgrantee a grant of up to **\$77,588** to complete approximately **2,097 one-way trips** and up to **\$30,000** to operate the **Castle Rock Circulator** as outlined in the Scope of Work for a Maximum Grant Amount ("Maximum Grant Amount") of **\$107,588**. In no event will the County's obligation under this Agreement be more than the Maximum Grant Amount. **The County shall bear no responsibility for cost overruns that may be incurred by Subgrantee in performance of the Scope of Work.**

**3.03 Subgrantee Contribution.** Funding of grant funds under this Agreement shall be contingent upon **Subgrantee providing a contribution of \$30,000** ("Subgrantee Contribution") of the total estimated budget for the Scope of Work, towards the operation of the Castle Rock Circulator. The parties acknowledge that Subgrantee



Contribution provided for herein, shall be used by Subgrantee to operate the Castle Rock Circulator.

**3.04 Reimbursement.** Expenses will be reimbursed by the County for 100 percent of all allowable costs, as provided in Section 4.3 of Exhibit 2 hereto, which have been paid to the County by CDOT. Invoiced expenditures with all required documentation plus local match documentation (if required) must be submitted to the County's Project Manager **no later than the fifth day of the following month** in order to be reimbursed for expenses from the previous month. Subgrantee must use the approved forms and submit all required documentation in the format specified by the County's Project Manager.

Subgrantee shall submit any additional data or other information requested by the County to support the Subgrantee's reimbursement request and shall submit any additional data or information that may be required by CDOT or FTA.

Following the County's review and approval of the Subgrantee's reimbursement request, and CDOT's payment to the County, the County will distribute to the Subgrantee the approved reimbursement amount. The County may deny part or all of any reimbursement request if the County believes that it is not a supportable Scope of Work expense. No reimbursement will be made which would cause the distribution of grant funds to exceed, cumulatively, the Maximum Grant Amount set out in Section 3.02. **The County may withhold payment if the Subgrantee is not current in its reporting requirements under Article IV.** Distribution of any funds or approval of any report is not to be construed as a County waiver of any Subgrantee noncompliance with this Agreement.

**3.05 Repayment of Unauthorized Use of Grant Funds.** Upon a finding by the County that the Subgrantee has made an unauthorized or undocumented use of grant funds, and upon a demand for repayment issued by the County, the Subgrantee agrees to promptly repay such amounts to the County.

**3.06 Reversion of Unexpended Grant Funds.** All funds granted by the County under this Agreement that have not been expended for Scope of Work activities taking place during the Project Activity Period shall revert back to CDOT and/or the County, as applicable.

**3.07 Grant and Reimbursement Contingent upon Funding.** This Agreement is subject to and contingent upon the continuing availability of grant funds for the purposes thereof. The parties hereto expressly recognize that the Subgrantee is to be paid, reimbursed, or otherwise compensated with grant funds provided to the County by CDOT. Subgrantee expressly understands and agrees that all its right, demands, and claims to compensation arising under this Agreement are contingent upon receipt of such funds from CDOT. If such funds or any part thereof are not received from CDOT, the County may, in its sole discretion, immediately terminate this Agreement without liability, including liability for termination costs. If the County does not elect to terminate the Agreement, the County is only required to reimburse Subgrantee from such funds or any part thereof that are received from CDOT.

#### **IV. ACCOUNTING AND RECORDKEEPING REQUIREMENTS**

- 4.01 Documentation of Scope of Work Costs.** All Scope of Work expenses must be supported by proper documentation, including properly executed payrolls, effort reporting or time records, invoices, contracts, receipts for expenses, or vouchers, evidencing in detail the nature and propriety of the charges.
- 4.02 Establishment and Maintenance of Scope of Work Information.** Subgrantee agrees to establish and maintain accurate, detailed, and complete separate books, accounts, financial records, documentation, and other evidence relating to (a) Subgrantee's performance under this Agreement, and (b) the receipt and expenditure of all grant funds and the Subgrantee's match documentation (if required) under this Agreement. These documents shall include the property records required by Article VII of this Agreement. The Subgrantee shall establish and maintain all such information in accordance with generally accepted accounting principles and practices and shall keep intact all Scope of Work information until the latest of:
- A. Six (6) years following the term of this Agreement; or
  - B. If any litigation, claim, or audit is commenced during either such period, when all such litigation claims or audits have been resolved.
- 4.03 Compliance with HB 18-1128.** Subgrantee shall comply with the applicable provisions of House Bill 18-1128 Concerning Strengthening Protections for Consumer Data Privacy, including any updates or amendments thereto. Compliance shall include, without limitation, compliance with all required procedures set forth in subpart F of the Scope of Work attached hereto as **Exhibit 1**.
- 4.04 Audit Requirements.** The Subgrantee agrees to have financial and compliance audits performed as required by the Single Audit Act Amendments of 1996, 31 U.S.C. §§ 7501, *et seq.* These financial and compliance audits must comply with the provisions of 2 CFR part 200, and any amendments thereto. The Subgrantee also agrees to obtain any other audits required by the County, CDOT or the State of Colorado. The Subgrantee agrees that these audits will be conducted in accordance with U.S. Government Accountability Office, (U.S. GAO) "Government Auditing Standards." Subgrantee agrees to provide the County's Project Manager with a report of all audits performed. Subgrantee agrees that project closeout will not alter the Subgrantee's audit responsibilities.
- 4.05 Audit Costs.** Audit costs for project administration and management are allowable to the extent authorized by 2 CFR part 200, or the FAR at 48 C.F.R. Chapter I, Subpart 31.2, whichever is applicable.
- 4.06 Contents of Reports; Copies.** The Subgrantee agrees to report completely in accordance with the requirements of the Scope of Work and to provide the County with any additional or follow up information as may be requested by the County.
- 4.07 Inspections and Other Monitoring Activities.** Subgrantee agrees to permit the County and CDOT to have access to the sites of performance of the Scope of Work and to make site visits as needed to ensure compliance with applicable federal requirements and regulations and this Agreement. Subgrantee agrees to attend

Subgrantee meetings. The Subgrantee agrees to submit to the County a copy of any promotional information regarding the Scope of Work disseminated by Subgrantee during the term of this Agreement.

**4.08 FTA Access to Records and Sites of Performance.** Subgrantee agrees 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 Agreement-related records as required under 49 U.S.C. § 5325(g); and (2) sufficient access to Agreement-related records as needed for compliance with applicable federal laws, regulations, and requirements or to assure proper management of the grant as determined by FTA. Subgrantee further agrees to permit FTA access to the sites of performance of the Scope of Work and to Subgrantee and to make site visits as needed in compliance with applicable federal requests.

**4.09 Changed Conditions.** Subgrantee shall use due diligence to achieve the milestones set forth in the Scope of Work. Subgrantee agrees to notify the County immediately of any development that has or will have a significant impact on performance of the Scope of Work, including, but not limited to, any problems, delays, or adverse conditions that materially impair the ability to meet the objectives of the Scope of Work in accordance with the terms of this Agreement. The notice shall include a statement of action taken or contemplated and any assistance needed to resolve the situation.

**4.10 Special Reporting Requirements.** Subgrantee agrees to provide the County with any additional follow up information reasonably requested by the County in order to meet the County's reporting requirements.

## **V. PROJECT ACTIVITY PERIOD; TERM; TERMINATION**

**5.01 Project Activity Period.** This Project Activity Period will expire when CDOT reimburses the County's final submitted invoice, within the limits of Section D, *Reimbursement Eligibility*, in the Scope of Work (**Exhibit 1**). The Project Activity Period may be extended by an amendment agreed to in writing by the County and CDOT.

**5.02 Term.** The term of this Agreement shall extend from **January 1<sup>st</sup>, 2026**, to a date sixty (60) calendar days following the end of the Project Activity Period defined in Section 5.01 to permit close out of this Agreement. No work shall commence, and no costs shall be incurred, prior to January 1<sup>st</sup>, 2026.

**5.03 Termination by County for Convenience.** The County may terminate this Agreement at any time and for any reason by providing the Subgrantee written notice of such termination at least thirty (30) calendar days prior to the effective date of such termination. Upon such termination, the Subgrantee shall be entitled to compensation for Scope of Work activities in accordance with this Agreement which were incurred prior to the effective date of the termination, but not exceeding the Maximum Grant Amount, in Section 3.02.

**5.04 Termination for Noncompliance.** If there has been a material failure to comply with the provisions of this Agreement by either party (a "breach"), the other party may

terminate this Agreement after seven (7) calendar days' written notice to the party in breach if such breach is not cured within the seven (7) day period. A material failure of the Subgrantee to make reasonable progress toward completion of the Scope of Work without good cause and without providing the notice required by Section 4.09 constitutes a breach. At the County's option, the County may withhold payment of invoices during any period in which the Subgrantee is noncompliant with this Agreement. If the County finds that the Subgrantee's noncompliance is willful and unreasonable, the County may terminate or rescind this Agreement and require the Subgrantee to repay the grant funds in full or in a portion determined by the County, except that Subgrantee shall not be required to repay funds that the County has reviewed, approved, and distributed except as provided for in Sections 3.05 and 3.06.

**5.05 Effect of Scope of Work Closeout or Termination.** Subgrantee agrees that Scope of Work closeout or termination of this Agreement does not invalidate continuing obligations imposed on the Subgrantee 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 the Subgrantee's obligation to return any funds due to the County as a result of later refunds, corrections, or other transactions.

## VI. CONTACT PERSONS; PROJECT MANAGER

**6.01 Contact Persons.** The authorized persons for receipt notices, reports, invoices, and approvals under this Agreement are the following:

### The County:

Name: Ryan Arthur  
Title: Community Programs Coordinator  
Mailing Address: 100 Third Street Castle Rock, Colorado 80104  
Phone: (303) 814-4326  
Email: [transit@douglasco.gov](mailto:transit@douglasco.gov)

### The Subgrantee:

Name: Karie Erickson  
Title: Executive Director  
Mailing Address: 104 Fourth Street, Castle Rock, CO 80104  
Phone: (303) 814-4300  
Email: [Kerickson@douglasco.gov](mailto:Kerickson@douglasco.gov)

or such other person as may be designated in writing for itself by either party.

**6.02 County's Project Manager.** The County's Project Manager for purposes of administration of this Agreement is the person listed for the County in Section 6.01, or such other person as may be designated in writing by the County. However, nothing in this Agreement will be deemed to authorize the Project Manager to execute amendments to this Agreement on behalf of the County.

**6.03 Subgrantee Project Manager.** The Subgrantee's Project Manager for purposes of administration of this Agreement is the person listed for the Subgrantee in Section 6.01, or such person as may be designated in writing by the Subgrantee. However, nothing in this Agreement will be deemed to authorize the Project Manager to execute amendments to this Agreement on the behalf of the Subgrantee unless otherwise noted.

**6.04 Notice.** Notice to any party under this Agreement shall be made in writing, addressed as set forth above, and shall be delivered personally during normal business hours, or by prepaid first-class U.S. mail, e-mail or such other method authorized in writing by the party's Project Manager. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. Email notices shall be effective upon receipt. 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.

## VII. GRANT PROPERTY

The title, acquisition, use, management, and disposition of all property acquired or construed with grant funds under this Agreement shall be governed by applicable federal law, rule, and guidance including, without limitation, the provisions of:

- ***Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R §§ 200.310-200.316, 1201.313, 1201.317.***
- ***Enhanced Mobility of Seniors and Individuals with Disabilities Program Guidance and Application Instructions, FTA Circular 9070.1G***

The foregoing are incorporated by reference into this Agreement. Subgrantee acknowledges that the requirements in these Articles and throughout this Agreement are subject to change and agrees that the most recent of these requirements shall govern this Agreement at any particular time except to the extent that CDOT, the State of Colorado or the County determines in writing.

## VIII. GENERAL CONDITIONS

**8.01 Amendments.** The terms of this Agreement may be changed only by mutual agreement of both parties. Such changes shall be effective only upon the execution of written amendments signed by authorized officers of the parties to this Agreement.

**8.02 Assignment and Subgrants.** The Subgrantee shall not assign, subgrant, sublet, or transfer any Scope of Work activities without receiving express written consent of the County. Any attempt at assignment, sub-granting, subletting, or transferring without such consent shall be void. Any authorized assignment, subgrant, sublet, or transfer by the Subgrantee shall be subject to compliance with all terms and conditions of this Agreement including the FTA Master Agreement and Exhibits 1 and



2 hereto. Subgrantee shall be responsible for ensuring that any authorized assignee, Subgrantee, sublease, or transferee adheres to all terms and conditions of this Agreement.

**8.03 Liability.** The parties expressly agree that the County does not contractually waive any limitations on liability or other immunities or defenses available to it 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 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 through 120, or otherwise available to the County.

**8.04 Background Check.** If the County and its employees are required by law, regulation, or the terms of the FTA Master Agreement or Exhibit 2, including its exhibits, to pass a criminal background check, Subgrantee must likewise meet the requirement and such documentation must be provided to the County as a condition of this Agreement.

**8.05 Relationship of the Parties.** Nothing in this Agreement is intended or should be construed in any matter as creating or establishing the relationship of co-partners or a joint venture between the Subgrantee and the County. Subgrantee shall perform its duties hereunder as an independent contractor and not as an employee. **Subgrantee and its employees, volunteers and agents are not entitled to unemployment insurance or workers compensation benefits through the County and the County shall not pay for or otherwise provide such coverage for Subgrantee or any of its employees, volunteers, and agents. Subgrantee shall pay when due all applicable employment taxes and income taxes and local head taxes incurred pursuant to this Agreement. Subgrantee 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 County; and (iii) be solely responsible for its acts and those of its employees, volunteers and agents.**

**8.06 No Third-Party Beneficiaries.** Nothing in this Agreement is intended or should be construed as creating third party beneficiary rights against the County or Subgrantee, including but not limited to, Subgrantee's contractors or subcontractors.

**8.07 FTA Interest in Disputes; Notice Requirements.** FTA has a vested interest in the settlement of any violation of federal law, regulation, or requirement, or any disagreement involving the Agreement including, but not limited to, a default, breach, major dispute, or litigation, and FTA reserves the right to concur in any settlement or compromise. If a current or prospective legal matter that may affect the Federal Government emerges, Subgrantee must promptly notify the FTA Chief Counsel, FTA Regional Counsel for the Region in which Subgrantee is located, and the County. Subgrantee 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. 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. Matters that may affect the Federal Government include, but are not limited to, the Federal Government's interests in the Grant or the Agreement, or the Federal Government's administration or enforcement of federal laws, regulations, and requirements.

**8.08 Indemnification.** Subgrantee assumes liability for and agrees to defend, indemnify, and hold harmless the County and CDOT, as well as their officers, employees, agents, subcontractors, assignees, residents, and tax payers from and against all losses, damages, expenses, liability, claims, suits, or demands, including, without limitation, attorney's fees, arising out of, resulting from, or relating to the performance of this Agreement, including any aspect of performance of the Scope of Work, by the Subgrantee or its employees, agents, volunteers, contractors, subcontractors or assignees.

**8.09 Insurance.** Subgrantee shall comply with all insurance requirements set forth in Section 5 of the Agreement by and Between the Colorado Department of Transportation and Douglas County, Colorado, incorporated herein as Exhibit 2. The County, its elected officials and employees shall be named as an additional insured for Subgrantee's General and Automobile Liability policy. Subgrantee shall provide to the County certificates showing adequate insurance coverage as required in Section 10 of Exhibit 2 along with this signed Agreement.

**8.10 Acknowledgement.** Subgrantee shall appropriately acknowledge the grant assistance made by the County and CDOT under this Agreement in any promotional materials, reports, and publications relating to the Scope of Work, subject to the provisions of Section 8.17 set forth below.

**8.11 Assurances.** In addition to all other obligations contained herein, the Subgrantee agrees: (a) to perform its obligations under this Agreement with the highest standards of care, skill, and diligence in the industry, trades, or profession and as set forth in this Agreement, including but not limited to those set forth in Exhibit 2 hereto; (b) that it warrants it possesses and will maintain, at its sole expense, all necessary licenses, certifications, approvals, permits, and other authorization required by law to perform its obligations under this Agreement, including but not limited to all obligations set forth in Exhibit 2 hereto; (c) not to engage in any practices that would create or raise a conflict of interest with its performance under this Agreement; and (d) 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 Scope of Work hereunder or to Subgrantee as an employer.

**8.12 E-Verify Federal Contractor Rule Employment Eligibility Verification.** This Agreement specifically adopts and incorporates, as if fully set forth herein, Section 17(K) of Exhibit 2 hereto, entitled "Public Contracts for Services." If the Maximum Grant Amount for this Agreement is more than \$3,000, Subgrantee must also comply with the E-Verify Federal Contractor Rule explained in Section 17(K) of Exhibit 2 hereto, adopted and incorporated herein, which requires Subgrantee to use the E-

Verify program to verify the employment eligibility of all employees assigned to the Agreement and all new hires.

**8.13 Jurisdiction, Venue, and Applicable Law.** Venue for all legal proceedings arising out of this Agreement, or breach of this Agreement, shall be in state or federal court with competent jurisdiction in Douglas County, Colorado. All matters relating to the performance of this Agreement shall be controlled by and determined in accordance with the laws of the State of Colorado.

**8.14 Conflict.** Except as herein specifically provided otherwise, disputes concerning the performance of this Agreement which cannot be resolved by the designated Agreement representatives shall be referred in writing to a senior departmental management staff member designated by the State and a senior manager designated by Grantee for resolution.

**8.15 Extension of Provisions.** All provisions herein contained, including the benefits and burdens, shall extend to and be binding upon the Subgrantee, its heirs, legal representations, successors, and assigns.

**8.16 Complete Integration.** This Agreement represents the complete integration of all understandings between the parties and all prior representations and understandings, oral or written, are merged herein.

**8.17 Advertising, Marketing and Promotional Materials.** The Subgrantee shall not include any reference to this Agreement or services performed under this Agreement in any of Subgrantee's advertising or public relations materials without first obtaining the written approval of the County's Project Manager

## **IX. REPRESENTATIONS AND ASSURANCES.**

**9.01 Incorporation of Specific Federal Requirements.** Subgrantee understands and agrees that its receipt of CDOT 5310 Grant Funds is contingent and conditioned on its compliance 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 Agreement. Without limiting the foregoing, Subgrantee agrees to comply with all applicable laws set forth in Section 17(E) of Exhibit 2 hereto.

**9.02 Incorporation of CDOT Requirements.** The Subgrantee agrees to comply with all CDOT requirements of the Contractor set forth in Exhibit 2. By signing this Agreement, the Subgrantee certifies that it has received and reviewed Exhibit 2 hereto and all of its attached exhibits and agrees to comply with all provisions set forth therein.

**9.03 Assurance of Non-Discrimination on Basis of Disability.** The Subgrantee shall provide express written assurances that it will comply with Section 504 of the Rehabilitation Act of 1973 and that it will not discriminate on the basis of disability by executing the certification set forth in **Exhibit 3** hereto as a condition precedent to the issuance of any Grant Funds hereunder.

**9.04 Assurance Regarding Trafficking in Persons.** Subgrantee agrees that it and its employees that participate in the Agreement may not engage in severe forms of trafficking in persons during the period of time that the Agreement is in effect, procure a commercial sex act during the period of time that the Agreement is in effect, or use forced labor in the performance of the Agreement or Sub-agreements thereunder.

**9.05 Nondiscrimination and DBE Assurances.** (A) Subgrantee 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) Subgrantee 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 Subgrantee or any subcontractor to carry out the requirements of this subparagraph is a material breach of this Agreement or any subcontract, as applicable; and (D) The following remedies, or such other remedy as CDOT and/or the County deem appropriate, include, but are not limited to, withholding monthly progress payments, assessing sanctions, liquidated damages, and/or disqualifying Subgrantee or subcontractor from future bidding as non-responsible.

**9.06 Assurances Regarding 5310 Funding Conditions.** Subgrantee agrees to and assures it will comply with all Terms and Conditions for Section 5310 Funding set forth in Exhibit B of Exhibit 2 hereto (hereinafter referred to in its entirety as the “5310 Funding Conditions”), all of which are adopted and incorporated by reference as if fully set forth herein. Without limiting the foregoing, Subgrantee specifically represents and warrants that its assurances of compliance extend to:

- (a) All provisions, including all subparts, regarding trafficking in persons, set forth in subsection (c) in Article 1 of the 5310 Funding Conditions;
- (b) All provisions, including all subparts, regarding federal tax liability and recent felony convictions, set forth in subsection (d) in Article 1 of the 5310 Funding Conditions;
- (c) All provisions, including all subparts, regarding debarment and suspension, set forth in subsection (e) in Article 1 of the 5310 Funding Conditions;
- (d) All provisions, including all subparts, regarding access to records set forth in subsection (a) in Article 2 of the 5310 Funding Conditions;
- (e) All provisions regarding access to the sites of performance set forth in subsection (b) in Article 2 of the 5310 Funding Conditions;
- (f) All provisions, including all subparts, regarding nondiscrimination in federal public transportation programs, set forth in subsection (b) in Article 3 of the 5310 Funding Conditions;
- (g) All provisions, including all subparts, regarding nondiscrimination under Title VI of the Civil Rights Act, set forth in subsection (c) in Article 3 of the 5310 Funding Conditions;

- (h) All provisions, including all subparts, regarding equal employment opportunity, set forth in subsection (d) in Article 3 of the 5310 Funding Conditions;
- (i) All provisions, including all subparts, regarding disadvantaged business enterprise, set forth in subsection (e) in Article 3 of the 5310 Funding Conditions;
- (j) All provisions, including all subparts, regarding awards involving construction, set forth in subsection (b) in Article 4 of the 5310 Funding Conditions;
- (k) All provisions, including all subparts, regarding awards not involving construction, set forth in subsection (c) in Article 4 of the 5310 Funding Conditions;
- (l) All provisions, including all subparts, regarding awards involving commerce, set forth in subsection (d) in Article 4 of the 5310 Funding Conditions;
- (m) All provisions, including all subparts, regarding public transportation employee protective arrangements, set forth in subsection (e) in Article 4 of the 5310 Funding Conditions;
- (n) All provisions regarding general compliance with environmental and resource use laws, set forth in subsection (a) in Article 5 of the 5310 Funding Conditions;
- (o) All provisions, including all subparts, regarding the National Environmental Policy Act, set forth in subsection (b) in Article 5 of the 5310 Funding Conditions;
- (p) All provisions, including all subparts, regarding environmental justice, set forth in subsection (c) in Article 5 of the 5310 Funding Conditions;
- (q) All provisions regarding other environmental federal laws, set forth in subsection (d) in Article 5 of the 5310 Funding Conditions;
- (r) All provisions regarding use of certain public lands, set forth in subsection (e) in Article 5 of the 5310 Funding Conditions;
- (s) All provisions, including all subsections, regarding charter service and motor carrier safety, set forth in Article 7 of the 5310 Funding Conditions; and
- (t) All provisions, including all subparts, regarding the special provision for promoting Covid-19 safety and compliance with the CDC Mask Order, set forth in subsection (f) in Article 9 of the 5310 Funding Conditions.

**9.07 Representations Regarding Debarment, Suspension.** By signing this Agreement, Subgrantee represents and warrants 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, Subgrantee represents and warrants 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." Subgrantee agrees to, and will include a similar provision in each lower tier subcontract ensuring that each lower tier subcontractor will: (comply with federal debarment and suspension requirements;



and (ii) review the SAM at <https://www.sam.gov>, if necessary to comply with U.S. DOT regulations, 2 CFR Part 1200.

**9.08 Assurance Regarding Tax Liability and Felony Convictions.** Subgrantee hereby agrees and certifies it has no 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. Subgrantee further agrees and certifies that it was not convicted of a felony criminal violation under any Federal law within the preceding 24 months.

**9.09 Effect of Erroneous Assurance, Certification or Representation.** The assurances, certifications and representations contained in this Article IX are each material representations of fact upon which the County relies in entering this Agreement. If it is later determined that Subgrantee knowingly rendered an erroneous assurance, certification, or representation, in addition to other remedies available to the federal government, CDOT and/or the County may pursue available remedies, including suspension and/or debarment. Subgrantee shall provide to the County immediate written notice if at any time Subgrantee learns that any of its assurances, certifications or representations were erroneous when submitted or have become erroneous by reason of changed circumstances.

**9.10 No Federal Obligation.** This grant is financed by state and/or federal funds administered by CDOT. However, payments to the Subgrantee will be made by the County. Neither the United States, nor the State of Colorado is party to this Agreement. No reference in this Agreement to any representative of the State or federal government makes the United States or the State of Colorado a party to this Agreement. The Subgrantee shall include this clause in any contracts or agreements under this Agreement.

**In witness whereof**, the parties have caused this Agreement to be executed by their duly authorized officers on the dates set forth below. This Agreement is effective upon final execution by both parties.

\_\_\_\_\_  
**George Teal**  
**Chair, Board of County Commissioners**

**Date:** \_\_\_\_\_

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
**Doug J. DeBord**  
**County Manager**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Jennifer L. Eby**  
**Assistant Director of Community Services**

**Date:** \_\_\_\_\_

**APPROVED AS TO LEGAL FORM:**

\_\_\_\_\_  
**Arielle Denis**  
**Assistant County Attorney**

**Date:** \_\_\_\_\_

**APPROVED AS TO FISCAL CONTENT:**

\_\_\_\_\_  
**Christie Guthrie**  
**Assistant Director of Finance**

**Date:** \_\_\_\_\_

**APPROVED AS TO RISK MANAGEMENT:**

\_\_\_\_\_  
**Megan Datwyler**  
**County Risk Manager**

**Date:** \_\_\_\_\_



**EXHIBIT 1—SCOPE OF WORK AND CONDITIONS  
AGING RESOURCES OF DOUGLAS COUNTY (“Subgrantee”), CDOT 5310 Grant Program  
– Douglas County Transit Services**

<b>Period of Performance</b>	January 1, 2026 – December 31, 2026
<b>Title of Project</b>	2026 CDOT FTA 5310 ARDC Transit Services
<b>Project Description</b>	Provision of Contracted Transportation Service: for Enhanced Mobility of Seniors and Individual with Disabilities
<b>Federal Awarding Agency</b>	Federal Transit Administration (FTA)
<b>CFDA Number</b>	20.513

**A. Program Description**

Douglas County transportation services provide transportation services for seniors and persons with disabilities who need access to transportation. Douglas County’s Project Manager will serve as the administrator of this program. Through this program, Douglas County will coordinate transit, advocate for improved services in the urban and rural areas and provide information and referral services. It will also work with other jurisdictions to expand regional transit services.

**B. Project Description**

This project accomplishes goals toward improving transportation in Douglas County through better coordination of current services available and an increase in transportation opportunities.

Subgrantee will provide transit services for aging and disabled residents through on-demand transportation and will operate the Castle Rock Circulator. The Castle Rock Circulator is a shuttle service that operates on Tuesdays and Thursdays, from 9:00 AM until 4:00 PM, to provide regularly scheduled rides for older adults in the Town of Castle Rock. Goals will be to enhance access to health care, education, employment, public services, recreation, social transactions, and other basic needs. Improvements will also work towards encouraging mobility management, employment-related transportation alternatives, joint development practices, and transit-oriented development.

**C. Project Budget**

- The twelve-month (12) net cost for this project is estimated to be and will be allocated as follows:

<b>On Demand Trip Costs (January 1, 2026 – December 31, 2026):</b>	<b>\$77,588</b>
<b>Estimated Number of One-Way Trips to be Performed:</b>	<b>2,097</b>

<b>Castle Rock Circulator Costs (January 1, 2026 – December 31, 2026):</b>	<b>\$60,000</b>
<b>Douglas County Project Cost:</b>	<b>\$30,000</b>
<b>ARDC Provided Agency Match:</b>	<b>\$30,000</b>

- Douglas County project costs must not exceed the Maximum Grant Amount of **\$107,588**. Douglas County will pay no more than \$77,588 for on-demand transportation. Douglas

County will pay no more than 50% of the project cost to operate the Castle Rock Circulator, up to a maximum amount of \$30,000.

3. Subgrantee is solely responsible for all costs this project incurs above the amount Douglas County reimburses Subgrantee from CDOT funds for eligible, actual costs. If the final, actual project cost is less than the Maximum Grant Amount of **\$107,588, \$77,588 for transportation trips** and **\$30,000 for the Castle Rock Circulator**, the County is not obligated to provide any more of the eligible, actual operational costs.
4. Funds from this grant for transportation trips will pay for on-demand transportation services (e.g., mileage reimbursement, training, background and motor vehicle checks, and other miscellaneous expenses) for persons with various accessibility needs. Subgrantee provides these services.
5. Funds from this grant for the Castle Rock Circulator will pay for operating the shuttle service within the Town of Castle Rock (e.g., mileage reimbursement, training, background and motor vehicle checks, and other miscellaneous expenses) for persons with various accessibility needs. Subgrantee provides these services.
6. Subgrantee is responsible for providing monthly reporting on trips provided to qualified Douglas County residents under the guidelines of this project. Monthly reports are due to Douglas County **no later than the 5<sup>th</sup> day of each month**. If either day falls on a weekend or holiday, the monthly report will be due on the next business day.

**D. Reimbursement Eligibility**

1. Subgrantee shall submit monthly reimbursement requests, including all related documentation to Douglas County. Requests must be within the limits of Sections C, E and F of this Exhibit 1.
2. On-demand transportation services reimbursements will be based upon eligible trips at the agreed upon rate of \$37.00 per one-way trip, minus donations as reported by the Subgrantee each month.
3. The cost of the Castle Rock Circulator will be based on a flat-rate of \$5,000 per month. Douglas County will provide reimbursement equal to 50% of the flat-rate cost or \$2,500 per month to operate the shuttle service. Subgrantee will contribute 50% of the flat-rate amount or \$2,500 per month to meet match requirements.

**E. Project Performance**

1. Subgrantee is responsible for tracking and reporting the number of total passengers and other users of on-demand transportation services. Subgrantee is responsible for recording the number of onboardings of the Castle Rock Circulator each month.
2. If there is more than a ten percent deviation from the numbers listed below, an explanation for the deviation is required on the monthly progress report(s). Subgrantee should evaluate and report on the progress and change over time.

<b>On-Demand One-Way Trip Timeframe:</b>	January 01, 2026 – December 31, 2026
<b>Approximate Trips to be Provided:</b>	2,097

<b>Castle Rock Circulator Timeframe:</b>	January 01, 2026 – December 31, 2026
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<b>Approximate Onboardings to be Recorded:</b>	1,620
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3. As a performance standard, the Federal Transit Administration requires that increases or enhancements related to geographic coverage, service quality, and/or service times that will affect the availability of transportation services because of this proposed project be identified. With this project, Douglas County will enhance current transit services by providing more trips. This funding will enable more seniors and persons with disabilities to utilize transportation services provided by Subgrantee.

**F. Project Service Area**

1. Service recipients are restricted to those who travel to and from the FTA designated Castle Rock Small Urbanized Area (Castle Rock SUZA). Travel to areas outside the Castle Rock SUZA is allowable as long as one leg of the trip begins or ends within the SUZA. Castle Rock Circulator reimbursement is available for shuttle service from senior living facilities to stops at medical facilities, shopping centers, and local amenities within the Castle Rock SUZA.

**G. Data Reporting, Sharing and Confidentiality**

1. The County will provide to the Subgrantee access to its EmpowOR data system, through which the Subgrantee shall capture and report data for all services provided under this Subgrantee Agreement. For on-demand transportation services, the Subgrantee shall record and report: (i) participant information; (ii) Household information; (iii) Program data; (iv) Service records; and (v) Funding and expenditure records. Be sure to include trip counts, trip costs, demographic information, information from surveys, narrative program questions and Douglas County approved copies of marketing materials related to the grant program with your monthly reporting.
2. For the Castle Rock Circulator, the County will provide to the Subgrantee access to its EmpowOR data system, through which the Subgrantee shall capture and report data on the number of rider onboardings per month.
3. The County and Subgrantee agree that sharing client data is necessary to meet client needs. Accordingly, the County and the Subgrantee agree that client data may be shared between the parties, provided, however, that each party shall protect confidential client information as required by state and federal law and this Subgrantee Agreement. Prior to sharing any client information, the Subgrantee shall obtain an Authorization for Release of Information (“ROI”), in the form included as **Exhibit 4** to this Agreement, or as otherwise approved in writing by the County’s Project Manager, executed by the client which allows the Subgrantee to share the client’s information with the County and any other Subgrantees specified in the ROI form.
4. The Subgrantee must comply with all obligations of a “Third-Party Service Provider” as defined in C.R.S. § 24-73-103(1)(i), including 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:

- i. Adopting and enforcing a written policy governing the destruction of electronic and paper documents containing Personal Data. The written policy must, as 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’
  - ii. 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 and size of the partner’s business and operations;
  - iii. Providing immediate written notification to the County’s Project Manager [transit@douglasco.gov](mailto:transit@douglasco.gov), in the event the partner 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 partner 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 investigations to the County’s Project Manager [transit@douglasco.gov](mailto:transit@douglasco.gov), as requested;
  - iv. 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
  - v. 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, to 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.
5. In order to help protect client Personal Data from unauthorized access, use, modification, disclosure or destruction, the Subgrantee shall: (i) have and enforce a written policy outlining how Personal Data will be collected, maintained, and protected from inadvertent release; (ii) require and provide training on the protection of Personal Data to anyone with access to client Personal Data and/or the County’s EmpowOR data system, including but not limited to employees and volunteers; (iii) require anyone with access to Personal Data and/or the County’s EmpowOR data system to execute an acknowledgement, in the form included as **Exhibit 5** or as otherwise approved in writing by the County’s Project Manager, of their obligation to maintain the confidentiality of client Personal Data; and (iv) maintain a secure environment that ensures the confidentiality of Personal Data. Attached as **Exhibit 6** are recommendations for best practices to implement and maintain reasonable security procedures designed to protect Personal Data from unauthorized access, use, modification, disclosure, or destruction.
6. The County and the Subgrantee may maintain a copy of all data obtained in the course of providing any services under this Subgrantee Agreement.

#### H. Objectives and Milestones

To the extent possible and practicable, provide details and information, data, explanations, descriptions, copies and sample documents of milestone activities.

**Begin on-demand transportation services within 30 days of receiving an executed Agreement.**

**Provide an average of 175 on-demand trips per month from January 01, 2026 – December 31, 2026.**

**Begin Castle Rock Circulator services within 30 days of receiving an executed Agreement.**

**Record 135 onboardings per month from January 01, 2026 – December 31, 2026.**

**I. Special Conditions**

1. Subgrantee must obtain County and CDOT approval if CDOT 5310 Grant Funds are intended to be used for payment of a lease or for any third-party contracts.
2. Subgrantee may not seek reimbursement for any billable work under this Agreement until the Agreement is fully executed.
3. Subgrantee must maintain safety records, if applicable. These records must be submitted to the County or CDOT if the County or CDOT requests them. The records may include the number of vehicle accidents within certain time frames as requested by the County or CDOT, the number and extent of passenger injuries and claims, and the number and extent of employee accidents, injuries, and incidents.
4. Subgrantee must demonstrate a good faith effort to provide, and certify as applicable, safety-related training for drivers and other appropriate personnel.

**EXHIBIT 2 – CDOT 5310 Agreement 26-HTR-ZL-00127 WITH DOUGLAS COUNTY**





**EXHIBIT 4 – DOUGLAS COUNTY COMMUNITY SERVICES OF CARE AUTHORIZATION  
FOR RELEASE OF INFORMATION**

## Authorization for Release of Information to DOUGLAS COUNTY

**Applicant Name (printed):** \_\_\_\_\_

In an effort to better serve applicants requesting our services, we are requesting your consent to disclose certain information you provide to us, which may include personally identifying information or protected health information. Your consent to the disclosure and use of any such protected information is voluntary, and you are not required to consent to the use or disclosure of such information. If you choose not to consent to the disclosure and use of your information, you may still be eligible for certain services but Douglas County may not be able to provide grant funds to assist you in paying for those services.

### What Disclosure You Are Authorizing

Federal and/or state law may prohibit the disclosure of protected information you have provided absent express written consent. By signing this Authorization for Release of Information, you are providing express written consent to the disclosure of your information as described in this form.

By signing this form, you consent to the disclosure of your information to Douglas County and any agencies to whom Douglas County is obligated to provide such information for purposes of reporting activity to funding agencies. You agree to the release of information such as name; date of birth; partial social security number; address and contact information; gender; income; prescription history; and the fact of certain medical and/or mental health conditions. We DO NOT track or disclose information regarding your HIV or STD status or patient records regarding substance use.

### Important Information About Your Consent

Please be aware that the information disclosed based on this authorization may be redisclosed by a recipient and no longer protected by federal or state privacy laws. Not all persons or entities are required to comply with these laws. By signing this form, you release Douglas County from any, and all, liability arising out of or related to the disclosure of information permitted in this form.

### Termination of Consent

This consent may be terminated at any time by providing written notice to **[insert agency name]** by email at **[insert agency email address]** or by delivering a written termination of consent to **[insert agency address]**. This consent will automatically expire 90 days after assistance or services cease if consent was not previously terminated. Upon receipt of a written termination or expiration of this consent, information may continue to be used and disclosed only to the extent required for reporting purposes for any previously administered services for up to \_\_\_\_\_ days.

**Acknowledgment: By signing this form, I acknowledge that I have read this form and voluntarily agree to its terms.**

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Name of agency collecting this Authorization:**

\_\_\_\_\_

**EXHIBIT 5 – DOUGLAS COUNTY COMMUNITY SERVICES SYSTEM OF CARE USER  
CONFIDENTIALITY AGREEMENT**

**DOUGLAS COUNTY COMMUNITY SERVICES SYSTEM OF  
CARE  
User Confidentiality Agreement**

In an effort to hold a high standard of data stewardship, I, the undersigned user of the Douglas County Community Services System of Care Data System, herein referred to as “the System,” acknowledge that I have been informed and am aware of the confidential nature of the information provided and accessible to me through my use of the System.

I am advised and aware that:

1. Any information received directly from a resident, though a reports and/or stored record shall be confidential.
2. Information may only be shared with an agency, organization or individual for whom consent has been obtained through a signed Authorization for Release of Information by the resident.
3. Nothing in this agreement shall prevent me from commenting publicly about general trends, concerns or aggregate de-identifiable data.
4. Exceptions to this confidentiality agreement will be made as required by state law as it pertains to the mandatory reporting of abuse and neglect of children and at-risk adults.
5. Douglas County will not indemnify me, defend me, or contribute financially to my defense should civil or criminal claims be made against me if I choose to speak publicly concerning information obtained through the System.
6. Any breach of this agreement, including the unauthorized release of confidential information, may be punishable by law, subject me to discipline by my employer and/or result in my removal from future participation in the System.

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

\_\_\_\_\_

Agency

**EXHIBIT 6 – RECOMMENDED PRACTICES FOR PROTECTING PERSONAL DATA**



## Security Best Practices

The Douglas County Cyber Security Team advises all users of the System to practice the following procedures to the best of their organization's ability.

### Personal

- Only authorized users will be permitted access to the Douglas County Community Services System (System).
- All authorized users will be required to sign a confidentiality agreement.
- No data accessed from the System will be shared with non-authorized personnel, including physical copies.
- Keep aware of new cyber security threats and devise education and training to defend against them.
- Be wary and report any attempts to gather data by non-authorized parties, either through social engineering, phishing emails, or other means, to Community Services program staff contact.
- Report any additional incidents to Douglas County program staff.

### Technical

- Computers and other devices used to access the System at the agency or by the agency authorized users will have anti-virus and/or advanced malware detection which is run at regular intervals.
- Keep all systems up-to-date with current software patching (Windows Updates, application patches, appliance firmware, drivers, etc).
- Do not save any sensitive, private, or personal data locally outside of the application.
- Control physical access to computers that have authorized access to the System.
- Never share a password with any person or save a password locally; and if a password needs reset, the user will contact the designated Douglas County employee for assistance.

### Roles and Access

Each organization should create an internal policy that defines what personnel roles will have access to the System, who participates in those roles and periodically audit these roles.

### Incident Reporting

In the event of an incident, all relevant information must be relayed as early as possible to the Douglas County Department of Community Development. Douglas County has an obligation to report data breaches within a statutory deadline.

The following are examples (but not an exhaustive list) of incidents:

- Unauthorized user accesses the system
- Computer that accesses constituent data is compromised by ransomware or virus
- Repeated phishing attempts at authorized personnel
- Social engineering or impersonation attempt to gain access to the system
- Unknown external media (usb, etc) is used on computers that accesses the System
- Computer previously used to access the system is removed through theft or unknown loss
- Unknown performance problems on any computer used to access the System

Partners should feel confident to contact [CRSgrants@douglas.co.us](mailto:CRSgrants@douglas.co.us) to leverage Douglas County cyber security professional expertise in the identification of potential incidents are other educational correspondence.

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Ryan Arthur, Community Programs Coordinator

**DESCRIPTION:** Subgrantee Agreement for Transit Services Between Douglas County and Castle Rock Senior Activity Center in the Amount of \$111,000.00.

**SUMMARY:** The request is for approval of the 2026 Colorado Department of Transportation (CDOT) Federal Transit Administration (FTA) 5310 Subgrantee Agreement (Agreement) for transportation services between Douglas County and Castle Rock Senior Activity Center (CRSAC) in the amount of \$111,000. This Agreement will provide approximately 3,000 one-way trips to enhance the mobility of older adults and people with disabilities.

**RECOMMENDED ACTION:** Staff recommends approval of the 2026 CDOT FTA 5310 CRSAC Transit Services Subgrantee Agreement between Douglas County and CRSAC in the amount of \$111,000 as it complies with all federal, state, and county approval standards and policies.

**REVIEW:**

Jennifer Eby	Approve	4/3/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026
Jennifer Eby - FYI	Notified - FYI	4/8/2026

**ATTACHMENTS:**

Cover Page  
2026 CDOT 5310 CRSC SGA Staff Report

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www.douglas.co.us

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Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

2026 CDOT 5310 CRSC SGA Staff Report

## Subgrantee Agreement Staff Report

**Date:** March 31, 2026  
**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:** **Subgrantee Agreement for transit services between Douglas County and Castle Rock Senior Activity Center in the amount of \$111,000.**

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**Board of County Commissioners' Business Meeting**

**April 14, 2026 @ 1:30 p.m.**

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### **I. EXECUTIVE SUMMARY**

The request is for approval of the 2026 Colorado Department of Transportation (CDOT) Federal Transit Administration (FTA) 5310 Subgrantee Agreement (Agreement) for transportation services between Douglas County and Castle Rock Senior Activity Center (CRSAC) in the amount of \$111,000. This Agreement will provide approximately 3,000 one-way trips to enhance the mobility of older adults and people with disabilities.

### **II. REQUEST**

Staff requests approval of the 2026 CDOT FTA 5310 CRSAC Transit Services Subgrantee Agreement between Douglas County and CRSAC in the amount of \$111,000.

### **III. BACKGROUND**

The Board of County Commissioners (BCC) approved the 2026 CDOT FTA 5310 contract 26-HTR-ZL-00127 for operating expenses during the March 24, 2026, Business Meeting. Douglas County subgrants funds to local organizations to provide direct services. CRSAC submitted an application in response to the County's call for transit service projects and was selected for funding.

### **IV. DISCUSSION**

This Agreement will allow CRSAC to provide approximately 3,000 one-way trips to enhance the mobility of older adults and people with disabilities. Services are available to residents who travel to and from the Castle Rock Small Urbanized Area. The period of performance is January 1 through December 31, 2026.

**V. RECOMMENDED ACTION**

Staff recommends approval of the 2026 CDOT FTA 5310 CRSAC Transit Services Subgrantee Agreement between Douglas County and CRSAC in the amount of \$111,000 as it complies with all federal, state, and county approval standards and policies.

<b><u>ATTACHMENTS</u></b>	<b><u>PAGE</u></b>
2026 CDOT FTA 5310 CRSAC Transit Services Subgrantee Agreement .....	3



**SUBGRANTEE AGREEMENT  
2026 CDOT FTA 5310 CRSAC TRANSIT SERVICES**

<b>Project Title</b> 2026 CDOT FTA 5310 CRSAC Transit Services	<b>Agreement Number</b>
<b>Subgrantee</b> Castle Rock Senior Activity Center (CRSAC)	<b>Agreement Performance Beginning Date</b> January 1, 2026
<b>Grantee Unique Entity ID:</b> N3TLGNKFSLR1	<b>Agreement Performance Expiration Date</b> December 31, 2026
<b>Grant Maximum Amount:</b> \$111,000	<b>CFDA Number:</b> 20.513
<b>Agreement Purpose</b> The purpose of this agreement is to improve chore and assisted transportation options for vulnerable seniors age 60 and older in all parts of Douglas County.	
<b>Exhibits and Order of Precedence</b> The following Exhibits and attachments are included with this Agreement: <ol style="list-style-type: none"> <li>1. Exhibit 1, Scope of Work and Conditions</li> <li>2. Exhibit 2, Amended Contract 26-HTR-ZL-00127</li> <li>3. Exhibit 3, Release of Information</li> <li>4. Exhibit 4, Generic Confidentiality Agreement</li> <li>5. Exhibit 5, Data Security Procedures</li> </ol> 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: <ol style="list-style-type: none"> <li>1. The provisions of the other sections of the main body of this Agreement</li> <li>2. Exhibit 1, Scope of Work and Conditions</li> <li>3. Executed Option Letters (if any)</li> </ol>	
<b>Principal Representatives:</b>	
<b>For Douglas County:</b> Ryan J. Arthur 100 Third Street Castle Rock, CO 80104 transit@douglas.co.us	<b>For Subgrantee:</b> Debbi Haynie 2323 Woodlands Boulevard Castle Rock, CO 80104 dhaynie@CRgov.com

**SUBGRANTEE GRANT AGREEMENT**  
**Transit Services**

THIS SUBGRANTEE AGREEMENT (“Agreement”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026, by and between **THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (“County”) and **CASTLE ROCK SENIOR ACTIVITY CENTER** (“Subgrantee”), each acting by and through its duly authorized officers. The County and the Subgrantee hereinafter collectively referred to as the “Parties” and individually as the “Party.”

**WHEREAS:**

1. The County, acting in its role as grantee for a Federal Transportation Administration (FTA) 5310 grant awarded by the Colorado Department of Transportation (“CDOT”), is able to receive and dispense federal funds upon reimbursement from CDOT.
2. Consistent with the requirements of 49 U.S.C. § 5310 and the local processes, the County submitted an application for local assistance, which included the Subgrantee project described herein.
3. The County received a grant award of \$218,588 (“CDOT 5310 Grant Funds”) on behalf of the Subgrantee’s and other recipients’ request from CDOT, pursuant to Agreement Number 26-HTR-ZL-00127.
4. This Agreement is intended to memorialize the terms under which the Subgrantee is to receive a portion of the CDOT 5310 Grant Funds.

**NOW, THEREFORE**, the County and the Subgrantee agree as follows:

**I. SCOPE OF WORK; APPROVED BUDGET; AND PROVISIONS**

**1.01 Scope of Work.** Subgrantee agrees to perform and complete the Scope of Work and Conditions specified in **Exhibit 1** (“Scope of Work”), attached hereto and incorporated herein, in accordance with the terms and conditions of this Agreement and in accordance with all the terms and conditions contained in **Exhibit 2**, the Agreement by and Between the Colorado Department of Transportation and Douglas County Government attached hereto and incorporated herein. The Scope of Work describes the activities to be completed by the Subgrantee and includes milestones and completion dates. All Scope of Work activities must be consistent with the approved Scope of Work, including the budget. Any proposed change in the Scope of Work must be submitted to the County’s Project Manager, as defined in Section 6.02 below, for written approval. A change in the Scope of Work is not effective until the Subgrantee receives written approval from the County.

**1.02 Approved Budget.** Subgrantee agrees to complete the Scope of Work in accordance with the approved budget in **Exhibit 1**.

**1.03 Provisions.** Subgrantee agrees to comply with all provisions in this Agreement, including all exhibits to the Agreement and any further exhibits contained therein, all of which are expressly incorporated herein by reference.

**1.04 Applicability of Federal Requirements.** Subgrantee understands and agrees that its receipt of CDOT 5310 Grant 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 current version of the FTA Master Agreement is available at: <https://www.transit.dot.gov/funding/grantee-resources/sample-fta-agreements/fta-grant-agreements>. The terms and conditions of the FTA Master Agreement are hereby adopted and incorporated as if fully set forth herein. By signing this Agreement, Subgrantee certifies that it has received and reviewed the FTA Master Agreement and agrees to comply with all requirements set forth therein. Any violation of a Federal requirement by the Subgrantee can result in an enforcement action undertaken by FTA and termination of this Agreement by the County, CDOT and/or FTA.

## II. AUTHORIZED USE OF GRANT FUNDS; ELIGIBILITY OF COSTS

**2.01 Authorized Use of Grant Funds.** The Subgrantee is only authorized to use the grant funds awarded under this Agreement for costs directly incurred for the Scope of Work activities during the Project Activity Period as specified in **Exhibit 1**.

**2.02 Eligibility of Costs.** All expenses are subject to CDOT requirements including, but not limited to:

- *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR §§ 200.402 through 200.475 and 2 CFR § 200.102*
- *Enhanced Mobility of Seniors and Individuals with Disabilities Program Guidance and Application Instructions, FTA Circular 9070.1G*

All expenses are also subject to the provisions outlined in the FTA Master Agreement and **Exhibit 2**.

## III. AWARD AMOUNT, MATCH, AND PAYMENT

**3.01 Estimated Project Amount.** The total estimated budget of this Scope of Work is **\$111,000**.

**3.02 Maximum Grant Amount.** The County awards to Subgrantee a grant of up to **\$111,000** (the "Maximum Grant Amount") to complete approximately **3,000 one-way trips** as outlined in the Scope of Work. In no event will the County's obligation under this Agreement be more than the Maximum Grant Amount. **The County shall bear no responsibility for cost overruns that may be incurred by Subgrantee in performance of the Scope of Work.**

**3.03 Local Match.** A local match from the County is required for this operating grant and will be covered by the County. The local match shall not increase the Maximum Grant Amount.

**3.04 Reimbursement.** Expenses will be reimbursed by the County for 100 percent of all allowable costs, as provided in Section 4.3 of Exhibit 2 hereto, which have been paid

to the County by CDOT. Invoiced expenditures with all required documentation plus local match documentation (if required) must be submitted to the County's Project Manager **no later than the fifth day of the following month** in order to be reimbursed for expenses from the previous month. Subgrantee must use the approved forms and submit all required documentation in the format specified by the County's Project Manager.

Subgrantee shall submit any additional data or other information requested by the County to support the Subgrantee's reimbursement request and shall submit any additional data or information that may be required by CDOT or FTA.

Following the County's review and approval of the Subgrantee's reimbursement request, and CDOT's payment to the County, the County will distribute to the Subgrantee the approved reimbursement amount. The County may deny part or all of any reimbursement request if the County believes that it is not a supportable Scope of Work expense. No reimbursement will be made which would cause the distribution of grant funds to exceed, cumulatively, the Maximum Grant Amount set out in Section 3.02. **The County may withhold payment if the Subgrantee is not current in its reporting requirements under Article IV.** Distribution of any funds or approval of any report is not to be construed as a County waiver of any Subgrantee noncompliance with this Agreement.

**3.05 Repayment of Unauthorized Use of Grant Funds.** Upon a finding by the County that the Subgrantee has made an unauthorized or undocumented use of grant funds, and upon a demand for repayment issued by the County, the Subgrantee agrees to promptly repay such amounts to the County.

**3.06 Reversion of Unexpended Grant Funds.** All funds granted by the County under this Agreement that have not been expended for Scope of Work activities taking place during the Project Activity Period shall revert back to CDOT and/or the County, as applicable.

**3.07 Grant and Reimbursement Contingent upon Funding.** This Agreement is subject to and contingent upon the continuing availability of grant funds for the purposes thereof. The parties hereto expressly recognize that the Subgrantee is to be paid, reimbursed, or otherwise compensated with grant funds provided to the County by CDOT. Subgrantee expressly understands and agrees that all its right, demands, and claims to compensation arising under this Agreement are contingent upon receipt of such funds from CDOT. If such funds or any part thereof are not received from CDOT, the County may, in its sole discretion, immediately terminate this Agreement without liability, including liability for termination costs. If the County does not elect to terminate the Agreement, the County is only required to reimburse Subgrantee from such funds or any part thereof that are received from CDOT.

#### **IV. ACCOUNTING AND RECORDKEEPING REQUIREMENTS**

**4.01 Documentation of Scope of Work Costs.** All Scope of Work expenses must be supported by proper documentation, including properly executed payrolls, effort reporting or time records, invoices, contracts, receipts for expenses, or vouchers, evidencing in detail the nature and propriety of the charges.

**4.02 Establishment and Maintenance of Scope of Work Information.** Subgrantee agrees to establish and maintain accurate, detailed, and complete separate books, accounts, financial records, documentation, and other evidence relating to (a) Subgrantee's performance under this Agreement, and (b) the receipt and expenditure of all grant funds and the Subgrantee's match documentation (if required) under this Agreement. These documents shall include the property records required by Article VII of this Agreement. The Subgrantee shall establish and maintain all such information in accordance with generally accepted accounting principles and practices and shall keep intact all Scope of Work information until the latest of:

- A. Six (6) years following the term of this Agreement; or
- B. If any litigation, claim, or audit is commenced during either such period, when all such litigation claims or audits have been resolved.

**4.03 Compliance with HB 18-1128.** Subgrantee shall comply with the applicable provisions of House Bill 18-1128 Concerning Strengthening Protections for Consumer Data Privacy, including any updates or amendments thereto. Compliance shall include, without limitation, compliance with all required procedures set forth in subpart F of the Scope of Work attached hereto as **Exhibit 1**.

**4.04 Audit Requirements.** The Subgrantee agrees to have financial and compliance audits performed as required by the Single Audit Act Amendments of 1996, 31 U.S.C. §§ 7501, *et seq.* These financial and compliance audits must comply with the provisions of 2 CFR part 200, and any amendments thereto. The Subgrantee also agrees to obtain any other audits required by the County, CDOT or the State of Colorado. The Subgrantee agrees that these audits will be conducted in accordance with U.S. Government Accountability Office, (U.S. GAO) "Government Auditing Standards." Subgrantee agrees to provide the County's Project Manager with a report of all audits performed. Subgrantee agrees that project closeout will not alter the Subgrantee's audit responsibilities.

**4.05 Audit Costs.** Audit costs for project administration and management are allowable to the extent authorized by 2 CFR part 200, or the FAR at 48 C.F.R. Chapter I, Subpart 31.2, whichever is applicable.

**4.06 Contents of Reports; Copies.** The Subgrantee agrees to report completely in accordance with the requirements of the Scope of Work and to provide the County with any additional or follow up information as may be requested by the County.

**4.07 Inspections and Other Monitoring Activities.** Subgrantee agrees to permit the County and CDOT to have access to the sites of performance of the Scope of Work and to make site visits as needed to ensure compliance with applicable federal requirements and regulations and this Agreement. Subgrantee agrees to attend Subgrantee meetings. The Subgrantee agrees to submit to the County a copy of any promotional information regarding the Scope of Work disseminated by Subgrantee during the term of this Agreement.



**4.08 FTA Access to Records and Sites of Performance.** Subgrantee agrees 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 Agreement-related records as required under 49 U.S.C. § 5325(g); and (2) sufficient access to Agreement-related records as needed for compliance with applicable federal laws, regulations, and requirements or to assure proper management of the grant as determined by FTA. Subgrantee further agrees to permit FTA access to the sites of performance of the Scope of Work and to Subgrantee and to make site visits as needed in compliance with applicable federal requests.

**4.09 Changed Conditions.** Subgrantee shall use due diligence to achieve the milestones set forth in the Scope of Work. Subgrantee agrees to notify the County immediately of any development that has or will have a significant impact on performance of the Scope of Work, including, but not limited to, any problems, delays, or adverse conditions that materially impair the ability to meet the objectives of the Scope of Work in accordance with the terms of this Agreement. The notice shall include a statement of action taken or contemplated and any assistance needed to resolve the situation.

**4.10 Special Reporting Requirements.** Subgrantee agrees to provide the County with any additional follow up information reasonably requested by the County in order to meet the County's reporting requirements.

## **V. PROJECT ACTIVITY PERIOD; TERM; TERMINATION**

**5.01 Project Activity Period.** This Project Activity Period will expire when CDOT reimburses the County's final submitted invoice, within the limits of Section D, *Reimbursement Eligibility*, in the Scope of Work (**Exhibit 1**). The Project Activity Period may be extended by an amendment agreed to in writing by the County and CDOT.

**5.02 Term.** The term of this Agreement shall extend from **January 1<sup>st</sup>, 2026**, to a date sixty (60) calendar days following the end of the Project Activity Period defined in Section 5.01 to permit close out of this Agreement. No work shall commence, and no costs shall be incurred, prior to January 1<sup>st</sup>, 2026.

**5.03 Termination by County for Convenience.** The County may terminate this Agreement at any time and for any reason by providing the Subgrantee written notice of such termination at least thirty (30) calendar days prior to the effective date of such termination. Upon such termination, the Subgrantee shall be entitled to compensation for Scope of Work activities in accordance with this Agreement which were incurred prior to the effective date of the termination, but not exceeding the Maximum Grant Amount, in Section 3.02.

**5.04 Termination for Noncompliance.** If there has been a material failure to comply with the provisions of this Agreement by either party (a "breach"), the other party may terminate this Agreement after seven (7) calendar days' written notice to the party in breach if such breach is not cured within the seven (7) day period. A material failure of the Subgrantee to make reasonable progress toward completion of the Scope of Work without good cause and without providing the notice required by Section 4.09

constitutes a breach. At the County's option, the County may withhold payment of invoices during any period in which the Subgrantee is noncompliant with this Agreement. If the County finds that the Subgrantee's noncompliance is willful and unreasonable, the County may terminate or rescind this Agreement and require the Subgrantee to repay the grant funds in full or in a portion determined by the County, except that Subgrantee shall not be required to repay funds that the County has reviewed, approved, and distributed except as provided for in Sections 3.05 and 3.06.

**5.05 Effect of Scope of Work Closeout or Termination.** Subgrantee agrees that Scope of Work closeout or termination of this Agreement does not invalidate continuing obligations imposed on the Subgrantee 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 the Subgrantee's obligation to return any funds due to the County as a result of later refunds, corrections, or other transactions.

## VI. CONTACT PERSONS; PROJECT MANAGER

**6.01 Contact Persons.** The authorized persons for receipt notices, reports, invoices, and approvals under this Agreement are the following:

### The County:

Name:	Ryan Arthur
Title:	Community Programs Coordinator
Mailing Address:	100 Third Street Castle Rock, Colorado 80104
Phone:	(303) 814-4326
Email:	<a href="mailto:transit@douglasco.gov">transit@douglasco.gov</a>

### The Subgrantee:

Name:	Debbi Haynie
Title:	Executive Director
Mailing Address:	2323 Woodlands Blvd., Castle Rock, CO 80104
Phone:	(720) 733-4488
Email:	<a href="mailto:dhaynie@CRgov.com">dhaynie@CRgov.com</a>

or such other person as may be designated in writing for itself by either party.

**6.02 County's Project Manager.** The County's Project Manager for purposes of administration of this Agreement is the person listed for the County in Section 6.01, or such other person as may be designated in writing by the County. However, nothing in this Agreement will be deemed to authorize the Project Manager to execute amendments to this Agreement on behalf of the County.

**6.03 Subgrantee Project Manager.** The Subgrantee's Project Manager for purposes of administration of this Agreement is the person listed for the Subgrantee in Section 6.01, or such person as may be designated in writing by the Subgrantee. However,

nothing in this Agreement will be deemed to authorize the Project Manager to execute amendments to this Agreement on the behalf of the Subgrantee unless otherwise noted.

**6.04 Notice.** Notice to any party under this Agreement shall be made in writing, addressed as set forth above, and shall be delivered personally during normal business hours, or by prepaid first-class U.S. mail, e-mail or such other method authorized in writing by the party's Project Manager. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. Email notices shall be effective upon receipt. 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.

## VII. GRANT PROPERTY

The title, acquisition, use, management, and disposition of all property acquired or construed with grant funds under this Agreement shall be governed by applicable federal law, rule, and guidance including, without limitation, the provisions of:

- ***Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R §§ 200.310-200.316, 1201.313, 1201.317.***
- ***Enhanced Mobility of Seniors and Individuals with Disabilities Program Guidance and Application Instructions, FTA Circular 9070.1G***

The foregoing are incorporated by reference into this Agreement. Subgrantee acknowledges that the requirements in these Articles and throughout this Agreement are subject to change and agrees that the most recent of these requirements shall govern this Agreement at any particular time except to the extent that CDOT, the State of Colorado or the County determines in writing.

## VIII. GENERAL CONDITIONS

**8.01 Amendments.** The terms of this Agreement may be changed only by mutual agreement of both parties. Such changes shall be effective only upon the execution of written amendments signed by authorized officers of the parties to this Agreement.

**8.02 Assignment and Subgrants.** The Subgrantee shall not assign, subgrant, sublet, or transfer any Scope of Work activities without receiving express written consent of the County. Any attempt at assignment, sub-granting, subletting, or transferring without such consent shall be void. Any authorized assignment, subgrant, sublet, or transfer by the Subgrantee shall be subject to compliance with all terms and conditions of this Agreement including the FTA Master Agreement and Exhibits 1 and 2 hereto. Subgrantee shall be responsible for ensuring that any authorized assignee, Subgrantee, sublease, or transferee adheres to all terms and conditions of this Agreement.

**8.03 Liability.** The parties expressly agree that the County does not contractually waive any limitations on liability or other immunities or defenses available to it 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 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 through 120, or otherwise available to the County.

**8.04 Background Check.** If the County and its employees are required by law, regulation, or the terms of the FTA Master Agreement or Exhibit 2, including its exhibits, to pass a criminal background check, Subgrantee must likewise meet the requirement and such documentation must be provided to the County as a condition of this Agreement.

**8.05 Relationship of the Parties.** Nothing in this Agreement is intended or should be construed in any matter as creating or establishing the relationship of co-partners or a joint venture between the Subgrantee and the County. Subgrantee shall perform its duties hereunder as an independent contractor and not as an employee. **Subgrantee and its employees, volunteers and agents are not entitled to unemployment insurance or workers compensation benefits through the County and the County shall not pay for or otherwise provide such coverage for Subgrantee or any of its employees, volunteers, and agents. Subgrantee shall pay when due all applicable employment taxes and income taxes and local head taxes incurred pursuant to this Agreement. Subgrantee 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 County; and (iii) be solely responsible for its acts and those of its employees, volunteers and agents.**

**8.06 No Third-Party Beneficiaries.** Nothing in this Agreement is intended or should be construed as creating third party beneficiary rights against the County or Subgrantee, including but not limited to, Subgrantee's contractors or subcontractors.

**8.07 FTA Interest in Disputes; Notice Requirements.** FTA has a vested interest in the settlement of any violation of federal law, regulation, or requirement, or any disagreement involving the Agreement including, but not limited to, a default, breach, major dispute, or litigation, and FTA reserves the right to concur in any settlement or compromise. If a current or prospective legal matter that may affect the Federal Government emerges, Subgrantee must promptly notify the FTA Chief Counsel, FTA Regional Counsel for the Region in which Subgrantee is located, and the County. Subgrantee 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. 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. Matters that may affect the Federal Government include, but are not limited to, the Federal Government's interests in

the Grant or the Agreement, or the Federal Government's administration or enforcement of federal laws, regulations, and requirements.

**8.08 Indemnification.** Subgrantee assumes liability for and agrees to defend, indemnify, and hold harmless the County and CDOT, as well as their officers, employees, agents, subcontractors, assignees, residents, and tax payers from and against all losses, damages, expenses, liability, claims, suits, or demands, including, without limitation, attorney's fees, arising out of, resulting from, or relating to the performance of this Agreement, including any aspect of performance of the Scope of Work, by the Subgrantee or its employees, agents, volunteers, contractors, subcontractors or assignees.

**8.09 Insurance.** Subgrantee shall comply with all insurance requirements set forth in Section 5 of the Agreement by and Between the Colorado Department of Transportation and Douglas County, Colorado, incorporated herein as Exhibit 2. The County, its elected officials and employees shall be named as an additional insured for Subgrantee's General and Automobile Liability policy. Subgrantee shall provide to the County certificates showing adequate insurance coverage as required in Section 10 of Exhibit 2 along with this signed Agreement.

**8.10 Acknowledgement.** Subgrantee shall appropriately acknowledge the grant assistance made by the County and CDOT under this Agreement in any promotional materials, reports, and publications relating to the Scope of Work, subject to the provisions of Section 8.17 set forth below.

**8.11 Assurances.** In addition to all other obligations contained herein, the Subgrantee agrees: (a) to perform its obligations under this Agreement with the highest standards of care, skill, and diligence in the industry, trades, or profession and as set forth in this Agreement, including but not limited to those set forth in Exhibit 2 hereto; (b) that it warrants it possesses and will maintain, at its sole expense, all necessary licenses, certifications, approvals, permits, and other authorization required by law to perform its obligations under this Agreement, including but not limited to all obligations set forth in Exhibit 2 hereto; (c) not to engage in any practices that would create or raise a conflict of interest with its performance under this Agreement; and (d) 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 Scope of Work hereunder or to Subgrantee as an employer.

**8.12 E-Verify Federal Contractor Rule Employment Eligibility Verification.** This Agreement specifically adopts and incorporates, as if fully set forth herein, Section 17(K) of Exhibit 2 hereto, entitled "Public Contracts for Services." If the Maximum Grant Amount for this Agreement is more than \$3,000, Subgrantee must also comply with the E-Verify Federal Contractor Rule explained in Section 17(K) of Exhibit 2 hereto, adopted and incorporated herein, which requires Subgrantee to use the E-Verify program to verify the employment eligibility of all employees assigned to the Agreement and all new hires.

**8.13 Jurisdiction, Venue, and Applicable Law.** Venue for all legal proceedings arising



out of this Agreement, or breach of this Agreement, shall be in state or federal court with competent jurisdiction in Douglas County, Colorado. All matters relating to the performance of this Agreement shall be controlled by and determined in accordance with the laws of the State of Colorado.

**8.14 Conflict.** Except as herein specifically provided otherwise, disputes concerning the performance of this Agreement which cannot be resolved by the designated Agreement representatives shall be referred in writing to a senior departmental management staff member designated by the State and a senior manager designated by Grantee for resolution.

**8.15 Extension of Provisions.** All provisions herein contained, including the benefits and burdens, shall extend to and be binding upon the Subgrantee, its heirs, legal representations, successors, and assigns.

**8.16 Complete Integration.** This Agreement represents the complete integration of all understandings between the parties and all prior representations and understandings, oral or written, are merged herein.

**8.17 Advertising, Marketing and Promotional Materials.** The Subgrantee shall not include any reference to this Agreement or services performed under this Agreement in any of Subgrantee's advertising or public relations materials without first obtaining the written approval of the County's Project Manager

## **IX. REPRESENTATIONS AND ASSURANCES.**

**9.01 Incorporation of Specific Federal Requirements.** Subgrantee understands and agrees that its receipt of CDOT 5310 Grant Funds is contingent and conditioned on its compliance 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 Agreement. Without limiting the foregoing, Subgrantee agrees to comply with all applicable laws set forth in Section 17(E) of Exhibit 2 hereto.

**9.02 Incorporation of CDOT Requirements.** The Subgrantee agrees to comply with all CDOT requirements of the Contractor set forth in Exhibit 2. By signing this Agreement, the Subgrantee certifies that it has received and reviewed Exhibit 2 hereto and all of its attached exhibits and agrees to comply with all provisions set forth therein.

**9.03 Assurance of Non-Discrimination on Basis of Disability.** The Subgrantee shall provide express written assurances that it will comply with Section 504 of the Rehabilitation Act of 1973 and that it will not discriminate on the basis of disability by executing the certification set forth in **Exhibit 3** hereto as a condition precedent to the issuance of any Grant Funds hereunder.

**9.04 Assurance Regarding Trafficking in Persons.** Subgrantee agrees that it and its employees that participate in the Agreement may not engage in severe forms of trafficking in persons during the period of time that the Agreement is in effect, procure

a commercial sex act during the period of time that the Agreement is in effect, or use forced labor in the performance of the Agreement or Sub-Agreements thereunder.

**9.05 Nondiscrimination and DBE Assurances.** (A) Subgrantee 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) Subgrantee 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 Subgrantee or any subcontractor to carry out the requirements of this subparagraph is a material breach of this Agreement or any subcontract, as applicable; and (D) The following remedies, or such other remedy as CDOT and/or the County deem appropriate, include, but are not limited to, withholding monthly progress payments, assessing sanctions, liquidated damages, and/or disqualifying Subgrantee or subcontractor from future bidding as non-responsible.

**9.06 Assurances Regarding 5310 Funding Conditions.** Subgrantee agrees to and assures it will comply with all Terms and Conditions for Section 5310 Funding set forth in Exhibit B of Exhibit 2 hereto (hereinafter referred to in its entirety as the “5310 Funding Conditions”), all of which are adopted and incorporated by reference as if fully set forth herein. Without limiting the foregoing, Subgrantee specifically represents and warrants that its assurances of compliance extend to:

- (a) All provisions, including all subparts, regarding trafficking in persons, set forth in subsection (c) in Article 1 of the 5310 Funding Conditions;
- (b) All provisions, including all subparts, regarding federal tax liability and recent felony convictions, set forth in subsection (d) in Article 1 of the 5310 Funding Conditions;
- (c) All provisions, including all subparts, regarding debarment and suspension, set forth in subsection (e) in Article 1 of the 5310 Funding Conditions;
- (d) All provisions, including all subparts, regarding access to records set forth in subsection (a) in Article 2 of the 5310 Funding Conditions;
- (e) All provisions regarding access to the sites of performance set forth in subsection (b) in Article 2 of the 5310 Funding Conditions;
- (f) All provisions, including all subparts, regarding nondiscrimination in federal public transportation programs, set forth in subsection (b) in Article 3 of the 5310 Funding Conditions;
- (g) All provisions, including all subparts, regarding nondiscrimination under Title VI of the Civil Rights Act, set forth in subsection (c) in Article 3 of the 5310 Funding Conditions;
- (h) All provisions, including all subparts, regarding equal employment opportunity, set forth in subsection (d) in Article 3 of the 5310 Funding Conditions;
- (i) All provisions, including all subparts, regarding disadvantaged business enterprise, set forth in subsection (e) in Article 3 of the 5310 Funding Conditions;

- (j) All provisions, including all subparts, regarding awards involving construction, set forth in subsection (b) in Article 4 of the 5310 Funding Conditions;
- (k) All provisions, including all subparts, regarding awards not involving construction, set forth in subsection (c) in Article 4 of the 5310 Funding Conditions;
- (l) All provisions, including all subparts, regarding awards involving commerce, set forth in subsection (d) in Article 4 of the 5310 Funding Conditions;
- (m) All provisions, including all subparts, regarding public transportation employee protective arrangements, set forth in subsection (e) in Article 4 of the 5310 Funding Conditions;
- (n) All provisions regarding general compliance with environmental and resource use laws, set forth in subsection (a) in Article 5 of the 5310 Funding Conditions;
- (o) All provisions, including all subparts, regarding the National Environmental Policy Act, set forth in subsection (b) in Article 5 of the 5310 Funding Conditions;
- (p) All provisions, including all subparts, regarding environmental justice, set forth in subsection (c) in Article 5 of the 5310 Funding Conditions;
- (q) All provisions regarding other environmental federal laws, set forth in subsection (d) in Article 5 of the 5310 Funding Conditions;
- (r) All provisions regarding use of certain public lands, set forth in subsection (e) in Article 5 of the 5310 Funding Conditions;
- (s) All provisions, including all subsections, regarding charter service and motor carrier safety, set forth in Article 7 of the 5310 Funding Conditions; and
- (t) All provisions, including all subparts, regarding the special provision for promoting Covid-19 safety and compliance with the CDC Mask Order, set forth in subsection (f) in Article 9 of the 5310 Funding Conditions.

**9.07 Representations Regarding Debarment, Suspension.** By signing this Agreement, Subgrantee represents and warrants 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, Subgrantee represents and warrants 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.” Subgrantee agrees to, and will include a similar provision in each lower tier subcontract ensuring that each lower tier subcontractor will: (i) comply with federal debarment and suspension requirements; and (ii) review the SAM at <https://www.sam.gov>, if necessary to comply with U.S. DOT regulations, 2 CFR Part 1200.

**9.08 Assurance Regarding Tax Liability and Felony Convictions.** Subgrantee hereby agrees and certifies it has no 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. Subgrantee further agrees and certifies that it was not convicted of a felony criminal violation under any Federal law within the preceding 24 months.

**9.09 Effect of Erroneous Assurance, Certification or Representation.** The assurances, certifications and representations contained in this Article IX are each material representations of fact upon which the County relies in entering this Agreement. If it is later determined that Subgrantee knowingly rendered an erroneous assurance, certification, or representation, in addition to other remedies available to the federal government, CDOT and/or the County may pursue available remedies, including suspension and/or debarment. Subgrantee shall provide to the County immediate written notice if at any time Subgrantee learns that any of its assurances, certifications or representations were erroneous when submitted or have become erroneous by reason of changed circumstances.

**9.10 No Federal Obligation.** This grant is financed by state and/or federal funds administered by CDOT. However, payments to the Subgrantee will be made by the County. Neither the United States, nor the State of Colorado is party to this Agreement. No reference in this Agreement to any representative of the State or federal government makes the United States or the State of Colorado a party to this Agreement. The Subgrantee shall include this clause in any contracts or agreements under this Agreement.

**In witness whereof**, the parties have caused this Agreement to be executed by their duly authorized officers on the dates set forth below. This Agreement is effective upon final execution by both parties.

\_\_\_\_\_  
**George Teal**  
**Chair, Board of County Commissioners**

**Date:** \_\_\_\_\_

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
**Doug J. DeBord**  
**County Manager**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Jennifer L. Eby**  
**Director of Community Services**

**Date:** \_\_\_\_\_

**APPROVED AS TO LEGAL FORM:**

\_\_\_\_\_  
**Arielle Denis**  
**Assistant County Attorney**

**Date:** \_\_\_\_\_

**APPROVED AS TO FISCAL CONTENT:**

\_\_\_\_\_  
**Christie Guthrie**  
**Assistant Director of Finance**

**Date:** \_\_\_\_\_

**APPROVED AS TO RISK MANAGEMENT:**

\_\_\_\_\_  
**Megan Datwyler**  
**County Risk Manager**

**Date:** \_\_\_\_\_





**EXHIBIT 1—SCOPE OF WORK AND CONDITIONS  
 CASTLE ROCK SENIOR ACTIVITY CENTER (“Subgrantee”), CDOT 5310 Grant Program –  
 Douglas County Transit Services**

<b>Period of Performance</b>	January 1, 2026 – December 31, 2026
<b>Title of Project</b>	2026 CDOT FTA 5310 CRSAC Transit Services
<b>Project Description</b>	Provision of Contracted Transportation Service: for Enhanced Mobility of Seniors and Individual with Disabilities
<b>Federal Awarding Agency</b>	Federal Transit Administration (FTA)
<b>CFDA Number</b>	20.513

**A. Program Description**

Douglas County transportation services provide transportation services for seniors and persons with disabilities who need access to transportation. Douglas County’s Project Manager will serve as the administrator of this program. Through this program, Douglas County will coordinate transit, advocate for improved services in the urban and rural areas and provide information and referral services. It will also work with other jurisdictions to expand regional transit services.

**B. Project Description**

This project accomplishes goals toward improving transportation in Douglas County through better coordination of current services available and an increase in transportation opportunities.

Subgrantee will provide transit services for aging and disabled residents through on-demand transportation. Goals will be to enhance access to health care, education, employment, public services, recreation, social transactions, and other basic needs. Improvements will also work towards encouraging mobility management, employment-related transportation alternatives, joint development practices, and transit-oriented development.

**C. Project Budget**

1. The twelve-month (12) net cost for this project is estimated to be and will be allocated as follows:

<b>Net Project Costs (January 1, 2026 – December 31, 2026):</b>	<b>\$111,000</b>
<b>Estimated Number of One-Way Trips to be Performed:</b>	<b>3,000</b>

2. Project costs must not exceed the Maximum Grant Amount of **\$111,000**.
3. Subgrantee is solely responsible for all costs this project incurs above the amount Douglas County reimburses Subgrantee from CDOT funds for eligible, actual costs. If the final, actual project cost is less than the Maximum Grant Amount of **\$111,000 for transportation trips**, the County is not obligated to provide any more of the eligible, actual operational costs.
4. Funds from this grant for transportation trips will pay for on-demand transportation services (e.g., mileage reimbursement, training, background and motor vehicle checks,

and other miscellaneous expenses) for persons with various accessibility needs. Subgrantee provides these services.

5. Subgrantee is responsible for providing monthly reporting on trips provided to qualified Douglas County residents under the guidelines of this project. Monthly reports are due to Douglas County **no later than the 5<sup>th</sup> day of each month**. If either day falls on a weekend or holiday, the monthly report will be due on the next business day.

**D. Reimbursement Eligibility**

1. Subgrantee shall submit monthly reimbursement requests, including all related documentation to Douglas County. Requests must be within the limits of Sections C, E and F of this Exhibit 1.
2. Transportation services reimbursements will be based upon eligible trips at the agreed upon rate of \$37.00 per one-way trip, minus donations as reported by the Subgrantee each month.

**E. Project Performance**

1. Subgrantee is responsible for tracking and reporting the number of total passengers and other users of these services.
2. If there is more than a ten percent deviation from the numbers listed below, an explanation for the deviation is required on the monthly progress report(s). Subgrantee should evaluate and report on the progress and change over time.

<b>One-Way Trip Timeframe:</b>	January 1, 2026 – December 31, 2026
<b>Approximate Trips to be Provided:</b>	3,000

3. As a performance standard, the Federal Transit Administration requires that increases or enhancements related to geographic coverage, service quality, and/or service times that will affect the availability of transportation services because of this proposed project be identified. With this project, Douglas County will enhance current transit services by providing more trips. This funding will enable more seniors and persons with disabilities to utilize transportation services provided by Subgrantee.

**F. Project Service Area**

Service recipients are restricted to those who travel to and from the FTA designated Castle Rock Small Urbanized Area (Castle Rock SUZA). Travel to areas outside the Castle Rock SUZA is allowable as long as one leg of the trip begins or ends within the SUZA.

**G. Data Reporting, Sharing and Confidentiality**

1. The County will provide to the Subgrantee access to its EmpowOR data system, through which the Subgrantee shall capture and report data for all services provided under this Subgrantee Agreement. For transportation services, the Subgrantee shall record and report: (i) participant information; (ii) Household information; (iii) Program data; (iv) Service records; and (v) Funding and expenditure records. Be sure to include trip counts, trip costs, demographic information, information from surveys, narrative program questions and Douglas County approved copies of marketing materials related to the grant program with your monthly reporting.
2. The County and Subgrantee agree that sharing client data is necessary to meet client needs. Accordingly, the County and the Subgrantee agree that client data may be

shared between the parties, provided, however, that each party shall protect confidential client information as required by state and federal law and this Subgrantee Agreement. Prior to sharing any client information, the Subgrantee shall obtain an Authorization for Release of Information (“ROI”), in the form included as **Exhibit 4** to this Agreement, or as otherwise approved in writing by the County’s Project Manager, executed by the client which allows the Subgrantee to share the client’s information with the County and any other Subgrantees specified in the ROI form.

3. The Subgrantee must comply with all obligations of a “Third-Party Service Provider” as defined in C.R.S. § 24-73-103(1)(i), including 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:
  - i. Adopting and enforcing a written policy governing the destruction of electronic and paper documents containing Personal Data. The written policy must, as 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’
  - ii. 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 and size of the partner’s business and operations;
  - iii. Providing immediate written notification to the County’s Project Manager [transit@douglas.co.us](mailto:transit@douglas.co.us), in the event the partner 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 partner 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 investigations to the County’s Project Manager [transit@douglas.co.us](mailto:transit@douglas.co.us), as requested;
  - iv. 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
  - v. 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, to 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.
  
4. In order to help protect client Personal Data from unauthorized access, use, modification, disclosure or destruction, the Subgrantee shall: (i) have and enforce a written policy outlining how Personal Data will be collected, maintained, and protected from inadvertent release; (ii) require and provide training on the protection of Personal Data to anyone with access to client Personal Data and/or the County’s EmpowOR data system, including but not limited to employees and volunteers; (iii) require anyone with access to Personal Data and/or the County’s EmpowOR data system to execute an acknowledgement, in the form included as **Exhibit 5** or as otherwise approved in writing

by the County's Project Manager, of their obligation to maintain the confidentiality of client Personal Data; and (iv) maintain a secure environment that ensures the confidentiality of Personal Data. Attached as **Exhibit 6** are recommendations for best practices to implement and maintain reasonable security procedures designed to protect Personal Data from unauthorized access, use, modification, disclosure, or destruction.

5. The County and the Subgrantee may maintain a copy of all data obtained in the course of providing any services under this Subgrantee Agreement.

#### **H. Objectives and Milestones**

To the extent possible and practicable, provide details and information, data, explanations, descriptions, copies and sample documents of milestone activities.

<b>Begin services within 30 days of receiving an executed Agreement.</b>
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<b>Provide an average of 250 trips per month from January 1, 2026 – December 31, 2026.</b>
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#### **I. Special Conditions**

1. Subgrantee must obtain County and CDOT approval if CDOT 5310 Grant Funds are intended to be used for payment of a lease or for any third-party contracts.
2. Subgrantee may not seek reimbursement for any billable work under this Agreement until the Agreement is fully executed.
3. Subgrantee must maintain safety records, if applicable. These records must be submitted to the County or CDOT if the County or CDOT requests them. The records may include the number of vehicle accidents within certain time frames as requested by the County or CDOT, the number and extent of passenger injuries and claims, and the number and extent of employee accidents, injuries, and incidents.
4. Subgrantee must demonstrate a good faith effort to provide, and certify as applicable, safety-related training for drivers and other appropriate personnel.



**EXHIBIT 2 – CDOT 5310 Agreement 26-HTR-ZL-00127 WITH DOUGLAS COUNTY**



**EXHIBIT 4 – DOUGLAS COUNTY COMMUNITY SERVICES OF CARE AUTHORIZATION  
FOR RELEASE OF INFORMATION**

## Authorization for Release of Information to DOUGLAS COUNTY

**Applicant Name (printed):** \_\_\_\_\_

In an effort to better serve applicants requesting our services, we are requesting your consent to disclose certain information you provide to us, which may include personally identifying information or protected health information. Your consent to the disclosure and use of any such protected information is voluntary, and you are not required to consent to the use or disclosure of such information. If you choose not to consent to the disclosure and use of your information, you may still be eligible for certain services but Douglas County may not be able to provide grant funds to assist you in paying for those services.

### What Disclosure You Are Authorizing

Federal and/or state law may prohibit the disclosure of protected information you have provided absent express written consent. By signing this Authorization for Release of Information, you are providing express written consent to the disclosure of your information as described in this form.

By signing this form, you consent to the disclosure of your information to Douglas County and any agencies to whom Douglas County is obligated to provide such information for purposes of reporting activity to funding agencies. You agree to the release of information such as name; date of birth; partial social security number; address and contact information; gender; income; prescription history; and the fact of certain medical and/or mental health conditions. We DO NOT track or disclose information regarding your HIV or STD status or patient records regarding substance use.

### Important Information About Your Consent

Please be aware that the information disclosed based on this authorization may be redisclosed by a recipient and no longer protected by federal or state privacy laws. Not all persons or entities are required to comply with these laws. By signing this form, you release Douglas County from any, and all, liability arising out of or related to the disclosure of information permitted in this form.

### Termination of Consent

This consent may be terminated at any time by providing written notice to **[insert agency name]** by email at **[insert agency email address]** or by delivering a written termination of consent to **[insert agency address]**. This consent will automatically expire 90 days after assistance or services cease if consent was not previously terminated. Upon receipt of a written termination or expiration of this consent, information may continue to be used and disclosed only to the extent required for reporting purposes for any previously administered services for up to \_\_\_\_\_ days.

**Acknowledgment: By signing this form, I acknowledge that I have read this form and voluntarily agree to its terms.**

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Name of agency collecting this Authorization:**

\_\_\_\_\_

**EXHIBIT 5 – DOUGLAS COUNTY COMMUNITY SERVICES SYSTEM OF CARE USER  
CONFIDENTIALITY AGREEMENT**



**DOUGLAS COUNTY COMMUNITY SERVICES SYSTEM OF  
CARE  
User Confidentiality Agreement**

In an effort to hold a high standard of data stewardship, I, the undersigned user of the Douglas County Community Services System of Care Data System, herein referred to as “the System,” acknowledge that I have been informed and am aware of the confidential nature of the information provided and accessible to me through my use of the System.

I am advised and aware that:

1. Any information received directly from a resident, though a reports and/or stored record shall be confidential.
2. Information may only be shared with an agency, organization or individual for whom consent has been obtained through a signed Authorization for Release of Information by the resident.
3. Nothing in this agreement shall prevent me from commenting publicly about general trends, concerns or aggregate de-identifiable data.
4. Exceptions to this confidentiality agreement will be made as required by state law as it pertains to the mandatory reporting of abuse and neglect of children and at-risk adults.
5. Douglas County will not indemnify me, defend me, or contribute financially to my defense should civil or criminal claims be made against me if I choose to speak publicly concerning information obtained through the System.
6. Any breach of this agreement, including the unauthorized release of confidential information, may be punishable by law, subject me to discipline by my employer and/or result in my removal from future participation in the System.

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

\_\_\_\_\_

Agency

**EXHIBIT 6 – RECOMMENDED PRACTICES FOR PROTECTING PERSONAL DATA**

## Security Best Practices

The Douglas County Cyber Security Team advises all users of the System to practice the following procedures to the best of their organization's ability.

### Personal

- Only authorized users will be permitted access to the Douglas County Community Services System (System).
- All authorized users will be required to sign a confidentiality agreement.
- No data accessed from the System will be shared with non-authorized personnel, including physical copies.
- Keep aware of new cyber security threats and devise education and training to defend against them.
- Be wary and report any attempts to gather data by non-authorized parties, either through social engineering, phishing emails, or other means, to Community Services program staff contact.
- Report any additional incidents to Douglas County program staff.

### Technical

- Computers and other devices used to access the System at the agency or by the agency authorized users will have anti-virus and/or advanced malware detection which is run at regular intervals.
- Keep all systems up-to-date with current software patching (Windows Updates, application patches, appliance firmware, drivers, etc).
- Do not save any sensitive, private, or personal data locally outside of the application.
- Control physical access to computers that have authorized access to the System.
- Never share a password with any person or save a password locally; and if a password needs reset, the user will contact the designated Douglas County employee for assistance.

### Roles and Access

Each organization should create an internal policy that defines what personnel roles will have access to the System, who participates in those roles and periodically audit these roles.

### Incident Reporting

In the event of an incident, all relevant information must be relayed as early as possible to the Douglas County Department of Community Development. Douglas County has an obligation to report data breaches within a statutory deadline.

The following are examples (but not an exhaustive list) of incidents:

- Unauthorized user accesses the system
- Computer that accesses constituent data is compromised by ransomware or virus
- Repeated phishing attempts at authorized personnel
- Social engineering or impersonation attempt to gain access to the system
- Unknown external media (usb, etc) is used on computers that accesses the System
- Computer previously used to access the system is removed through theft or unknown loss
- Unknown performance problems on any computer used to access the System

Partners should feel confident to contact [CRSgrants@douglas.co.us](mailto:CRSgrants@douglas.co.us) to leverage Douglas County cyber security professional expertise in the identification of potential incidents are other educational correspondence.

www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Brian Franklin, Assistant Director, Fleet Services

**DESCRIPTION:** Purchase Order to Phil Long Ford in the Amount of \$104,680.00 under Douglas County IFB #027-25.

**SUMMARY:** The Fleet Services Division of the Facilities, Fleet & Emergency Support Services Department is requesting approval for two purchase orders to Phil Long Ford for two Vehicles.

Vehicle #1 will go to Rueter-Hess and is approved in the 2026 adopted budget.

- General Fund 100
- Parks/Rueter-Hess ADD asset (51100.474300)    \$52,340.00

Vehicle #2 will be an ADD asset requested by Road & Bridge for the new Biochar Facility.

- |   |                    |
|---|--------------------|
| • Road & Bridge Fund 200                  |                    |
| • <u>Biochar ADD asset (31400.474300)</u> | <u>\$52,340.00</u> |
| TOTAL                                     | \$104,680.00       |

Documents attached:

- Phil Long Ford Quote #200195
- Douglas County IFB #027-25 Posted Bid
- Douglas County IFB #027-25 - Phil Long Ford Award

**RECOMMENDED ACTION:** Approval of a Purchase Order to Phil Long Ford in the amount of \$104,680.00 under Douglas County IFB #027-25.

**REVIEW:**

Tim Hallmark	Approve	3/31/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Cover Page

Phil Long F150 Quote 200195

IFB #027-25 Award - Phil Long Ford



www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Brian Franklin, Assistant Director, Fleet Services

**DESCRIPTION:** Purchase Order to Phil Long Ford in the Amount of \$104,680.00 under Douglas County IFB #027-25.

**SUMMARY:** The Fleet Services Division of the Facilities, Fleet & Emergency Support Services Department is requesting approval for two purchase orders to Phil Long Ford for two Vehicles.

Vehicle #1 will go to Rueter-Hess and is approved in the 2026 adopted budget.

- General Fund 100
- Parks/Rueter-Hess ADD asset (51100.474300) \$52,340.00

Vehicle #2 will be an ADD asset requested by Road & Bridge for the new Biochar Facility.

- Road & Bridge Fund 200
  - Biochar ADD asset (31400.474300) \$52,340.00
- |       |              |
|-------|--------------|
| TOTAL | \$104,680.00 |
|-------|--------------|

Documents attached:

- Phil Long Ford Quote #200195
- Douglas County IFB #027-25 Posted Bid
- Douglas County IFB #027-25 - Phil Long Ford Award

**RECOMMENDED ACTION:** Approval of a Purchase Order to Phil Long Ford in the amount of \$104,680.00 under Douglas County IFB #027-25.

**REVIEW:**

Tim Hallmark	Approve	3/31/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Phil Long F150 Quote 200195

IFB #027-25 Award - Phil Long Ford



Quote	200195
Date	March 26, 2026
Contact: Cole Green 303.504.9403 <a href="mailto:chgreen@phillong.com">chgreen@phillong.com</a>	

To: Douglas County  
Attn: Brian Franklin  
Fleet Manager

QUANTITY	DESCRIPTION	MSRP \$	Discounted Price
1	2026 F-150 4x4 SuperCrew XL 5.0L V8 145"WB Oxford White VIN 1FTFW1L53TKD97136 (Discount \$3600) Per Vehicle Vehicle arrival anticipated last week of April, 2026	54655.00	\$51,055.00
1	All weather mats 1st and 2nd row		\$250.00
1	Spare Key/Program		\$375.00
1	Tint 4 side windows and back window Please see vehicle build attached.		\$660.00
<b>Additional Information: Net 30: ACH or check payment ; please contact Becky Christensen</b>			<b>52,340.00</b>
if need further payment details, <a href="mailto:bchristensen@phillong.com">bchristensen@phillong.com</a> , 303.933.5765			
Please contact Cole with any questions.			Tax Exempt
			<b>\$52,340.00</b>

Remit Payment to:

Phil Long Ford of Denver

7887 W. Tufts Ave, Littleton, CO 80123

**THANK YOU FOR YOUR BUSINESS!**



**Preview Order T234 - W1L - 4x4 XL SuperCrew** : Order Summary Time of Preview: 03/26/2026  
 17:59:26 Receipt: 12/20/2025

**Dealership Name :** Phil Long Ford of Denver, LLC

**Sales Code :** F56002

<b>Dealer Rep.</b>	Colleen Green	<b>Type</b>	Fleet	<b>Vehicle Line</b>	F-150	<b>Order Code</b>	T234
<b>Customer Name</b>	<del>EPG</del>	<b>Priority Code</b>	D4	<b>Model Year</b>	2026	<b>Price Level</b>	640

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F150 4X4 SUPERCREW XL - 145	\$47820	7100# GVWR PACKAGE	\$0
145 INCH WHEELBASE	\$0	FLEET ADVERTISING CREDIT	\$0
OXFORD WHITE	\$0	FRONT LICENSE PLATE BRACKET	\$0
CLOTH 40/20/40 FRONT SEAT	\$0	SKID PLATES	\$160
MEDIUM DARK SLATE	\$0	50 STATE EMISSIONS	\$0
EQUIPMENT GROUP 101A	\$0	EXTENDED RANGE 36GAL FUEL TANK	\$0
.XL SERIES	\$0	CONN PKG: 1 YR INCL W/FORD APP	\$0
.17" SILVER STEEL WHEELS	\$0	BEDLINER-TOUGHBED SPRAYIN*ACCY	\$625
5.0L V8 ENGINE	\$2340	FUEL CHARGE	\$0
ELEC TEN-SPEED AUTO TRANS	\$0	NATIONAL FLEET INCENTIVE (56M)	\$0
LT265/70R17C BSW ALL-TERRAIN	\$495	PRICED DORA	\$0
3.31 ELECTRONIC LOCK RR AXLE	\$420	ADVERTISING ASSESSMENT	\$0
		DESTINATION & DELIVERY	\$2795
			<b>MSRP</b>
TOTAL BASE AND OPTIONS			\$54655
DISCOUNTS			NA
TOTAL			\$54655

**This is not an invoice.**



Preview Order T233 - W1L - 4x4 XL SuperCrew : Order Summary Time of Preview: 03/26/2026  
 17:58:23 Receipt: 12/20/2025

Dealership Name : Phil Long Ford of Denver, LLC

Sales Code : F56002

Dealer Rep.	Colleen Green	Type	Fleet	Vehicle Line	F-150	Order Code	T233
Customer Name	<del>REDACTED</del>	Priority Code	D4	Model Year	2026	Price Level	640

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F150 4X4 SUPERCREW XL - 145	\$47820	7100# GVWR PACKAGE	\$0
145 INCH WHEELBASE	\$0	FLEET ADVERTISING CREDIT	\$0
OXFORD WHITE	\$0	FRONT LICENSE PLATE BRACKET	\$0
CLOTH 40/20/40 FRONT SEAT	\$0	SKID PLATES	\$160
MEDIUM DARK SLATE	\$0	50 STATE EMISSIONS	\$0
EQUIPMENT GROUP 101A	\$0	EXTENDED RANGE 36GAL FUEL TANK	\$0
.XL SERIES	\$0	CONN PKG: 1 YR INCL W/FORD APP	\$0
.17" SILVER STEEL WHEELS	\$0	BEDLINER-TOUGHBED SPRAYIN*ACCY	\$625
5.0L V8 ENGINE	\$2340	FUEL CHARGE	\$0
ELEC TEN-SPEED AUTO TRANS	\$0	NATIONAL FLEET INCENTIVE (56M)	\$0
LT265/70R17C BSW ALL-TERRAIN	\$495	PRICED DORA	\$0
3.31 ELECTRONIC LOCK RR AXLE	\$420	ADVERTISING ASSESSMENT	\$0
		DESTINATION & DELIVERY	\$2795
			<b>MSRP</b>
TOTAL BASE AND OPTIONS			\$54655
DISCOUNTS			NA
TOTAL			\$54655

This is not an invoice.



December 8, 2025

Phil Long Ford  
Attn: Cole Green  
7887 West Tufts Ave.  
Littleton, CO 80123

Dear Mr. Green,

Douglas County Facilities, Fleet, and Emergency Support Services (FFESS) is pleased to inform you that we have selected Phil Long Ford's bid response to IFB #027-25, dated November 7, 2025, as one of our preferred vendors for the Douglas County Fleet Vehicles.

We are excited to partner with Phil Long Ford. As specific vehicles are identified, we will process purchase orders as needed for your review and approval.

We look forward to a successful collaboration with you and your team.

Sincerely,

Luanne Lee  
Business Services & Operations Manager

Cc: Tim Hallmark, FFESS Director  
Brian Franklin, Assistant Director, Fleet Services  
Dean Grafft, Fleet Services Manager  
Carolyn Riggs, Purchasing Supervisor

## DOUGLAS COUNTY INVITATION FOR BID (IFB) #027-25

## DOUGLAS COUNTY FLEET VEHICLES

<b>BIDDER - DEALER</b>	<b>PHIL LONG FORD</b>	
<b>DEALER ADDRESS</b>	7887 WEST TUFTS AVE. LITTLETON, CO. 80123	
<b>DEALER CONTACT</b>	COLE GREEN	
<b>CONTACT PHONE NUMBER</b>	(303) 904-5403	
<b>CONTACT EMAIL ADDRESS</b>	<a href="mailto:chgreen@phillong.com">chgreen@phillong.com</a>	
<b>CLASS / MODEL</b>		
<b>Passenger Utility - Electric 4x4</b>		
Ford Mustang Mach-E	\$	39,108.00
<b>Passenger Utility - Extra Small 4x4</b>		
Ford Bronco	\$	39,888.00
<b>Passenger Utility Small 4x4</b>		
Ford Bronco Sport	\$	30,782.00
<b>Passenger Utility Medium, 4x4 5+Pass</b>		
Ford Explorer	\$	37,427.00
<b>Passenger Utility Medium, 4x4 Patrol</b>		
Ford Explorer PIU	\$	45,513.50
<b>Passenger Utility Large, 4x4 5+ Pass</b>		
Ford Expedition	\$	51,666.00
<b>Passenger Utility Large, 4x4 8+Pass</b>		
Ford Expedition Max	\$	59,144.00
<b>Passenger utility Large 4x4 Patrol</b>		
Ford Expedition - Patrol	\$	51,666.00
<b>Pickup small 4x4</b>		
Ford Ranger	\$	33,400.00
<b>Pickup 1500 Electric 4x4</b>		
Ford F150 Lightning - EV	\$	48,878.00
<b>1/2 Ton 4x4 PU</b>		
Ford F150 PU	\$	40,257.00
<b>1/2 Ton 4x4 PU - Patrol</b>		
Ford F150 SSV	\$	48,342.00
<b>3/4 Ton 4x4 PU</b>		
Ford Super Duty PU F-250 - Gas	\$	47,130.00
<b>1 Ton 4x4 PU</b>		
Ford Super Duty PU F-350 - Gas	\$	48,430.00
<b>Cab/Chassis - 1 Ton 4x4 (DRW )</b>		
Ford Super Duty F-350 - Gas	\$	53,564.00
<b>Cab/Chassis - 1.5 Ton 4x4 (DRW)</b>		
Ford Super Duty F-450 - Gas	\$	55,606.00
<b>Cab/Chassis - 2 Ton 4x4 (DRW)</b>		
Ford Super Duty F-550	\$	57,480.00
<b>Passenger Van - 8 Passenger</b>		
Ford Transit 350 - 8 Pass	\$	57,636.00
<b>Passenger Van - 12 Passenger</b>		
Ford Transit 350 - 12 Pass	\$	56,700.00
<b>Passenger Van - 15 Passenger</b>		
Ford Transit 350 - 15 Pass	\$	57,989.00
<b>Cargo Van - 1/2 Ton</b>		
Ford Transit 150 Cargo	\$	47,085.00
<b>Cargo Van - 3/4 Ton</b>		
Ford Transit 250 Cargo	\$	48,035.00
<b>Cargo Van Maxi - 1 Ton</b>		
Ford Transit 350 Cargo	\$	47,000.00

# DOUGLAS COUNTY GOVERNMENT

Finance Department ~ Purchasing Division  
100 Third Street, Suite 130  
Castle Rock, Colorado 80104  
Telephone: 303-660-7434  
[www.douglas.co.us](http://www.douglas.co.us)

## INVITATION FOR BID (IFB) NO. 027-25 DOUGLAS COUNTY FLEET VEHICLES

**YOUR BID RESPONSE MUST BE RECEIVED NO LATER THAN  
NOVEMBER 7, 2025 @ 3:00PM**

### BIDDER'S CERTIFICATION

We offer to provide to Douglas County the materials, supplies, products and/or services requested in accordance with the specifications and subject to the terms and conditions of the purchase(s) described herein:

BIDDER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

BY: \_\_\_\_\_  
(Printed or Typed Name)

(Signature)

TAXPAYER I.D. NUMBER: \_\_\_\_\_

**Signature constitutes acceptance of all terms and conditions listed on this form and all documents attached.**

Bids shall be received **ELECTRONICALLY ONLY** through the Rocky Mountain E-Purchasing/BidNet System website at ([www.bidnetdirect.com/colorado/douglas-county-government](http://www.bidnetdirect.com/colorado/douglas-county-government)). All bid responses should consist of one (1) PDF document, without password protection. It is the sole responsibility of the bidder to ensure that their bid response is received on time. Bids will not be considered which are received after the time stated.

Douglas County distributes solicitation documents through the Rocky Mountain E-Purchasing/BidNet System only. Copies of solicitations obtained from other sources are not considered official copies and the County cannot attest to their accuracy. All BidNet System questions must be addressed with BidNet Vendor Support at 800-835-4603.

Douglas County Government reserves the right to reject any or all bids, to waive formalities, informalities, or irregularities contained in the said bid and furthermore, to award an agreement/contract for items herein, either in whole or in part, if it is deemed to be in the best interest of the County to do so. Additionally, the County reserves the right to negotiate optional items and/or services with the successful bidder.

## **OVERVIEW:**

Through this Invitation for Bid (IFB), the Department of Facilities, Fleet, and Emergency Support Services of Douglas County Government, hereinafter referred to as the County, respectfully requests bids from responsible and highly-qualified automotive dealerships capable of fulfilling the anticipated vehicle volume needs of Douglas County, as specified.

The initial agreement/contract, issued as a result of this IFB, will be for a period of one (1) year, beginning approximately January 1, 2026, to and including December 31, 2026. All pricing shall be firm and fixed for the initial agreement/contract period. The County shall have the option to renew the award for four (4) additional periods of one (1) year each, with the same terms and conditions. This agreement/contract and any extension to the original period of a subject agreement/contract shall be contingent upon annual funding being appropriated, budgeted, and otherwise made available for such purposes and subject to the County's unanimous satisfaction with the products and services received during the preceding agreement/contract period.

## **BID CONDITIONS AND PROVISIONS:**

All bids must be submitted on the forms provided and in accordance with all terms, conditions, specifications, and stipulations contained herein. Bidders shall carefully read and be familiar with all terms, conditions, specifications, and stipulations contained in this IFB, which shall become part of the final agreement/contract.

All bids must be signed by a duly-authorized official of the company. The completed and signed bidder certification page (together with all required attachments) must be uploaded to the Rocky Mountain E-Purchasing/BidNet System before the due date and time shown on page one (1).

All participating bidders, by their signature on the certification page, shall agree to comply with all terms, conditions, specifications, and stipulations of this IFB as stated or implied herein. Any alteration, erasure or interlineation by the bidder in this IFB shall constitute cause for rejection by the County. Exceptions or deviations to this IFB must not be added to the IFB pages and must be on company letterhead and accompany the bid response.

All bidders are required to complete all of the information requested in this IFB. Failure to do so may result in the disqualification of your bid response. When omitting a bid on an item, please insert the words "NO BID".

Prices stated must be in the units specified. In the case of a discrepancy between the unit price and extension price, the unit price shall be considered correct. Minor details omitted by oversight will not constitute an excuse for their omission.

Bid pricing shall be fixed and subject to acceptance or rejection within ninety (90) days of the bid due date.

The County will not be responsible for any goods delivered and/or services performed without its purchase order, signed by an authorized representative of the County's Purchasing Division.

The successful bidder will be required to provide proof of and the required limits of liability insurance, including Workers' Compensation. This proof of insurance must be in the form of a "Certificate of Insurance" and must show coverage in the amounts specified by the laws of the State of Colorado for the duration of any agreement/contract issued as a result of this IFB. Additionally, the County must be notified of any changes occurring in this coverage and the successful bidder must demonstrate to the County that such changes do not, in any way, affect the minimum liability insurance required for this bid.

All information submitted in response to this IFB may be subject to disclosure under the Colorado Open Records Act. Bidders are discouraged from providing information that they consider confidential and/or privileged as part of their response to this IFB. If any portion of your response is identified as proprietary and/or confidential, a redacted copy must be uploaded to the Rocky Mountain E-Purchasing/BidNet System with your original/complete response.

The successful bidder may be required, as a provision of this IFB, to submit proof of compliance with governmental health and safety codes, regulations and standards, as appropriate.

The successful bidder shall be in complete compliance with all terms, conditions, specifications, and stipulations of this IFB as outlined herein. The County shall have the right to inspect the facilities and equipment of the successful bidder to ensure such compliance.

No bid shall be accepted from, and no agreement/contract will be awarded to, any person, firm or corporation that is in arrears to the County, upon debt or contract, or that is a defaulter, as surety or otherwise, upon any obligation to the County, or that has failed to attain or demonstrate compliance with any law, ordinance, regulation, or agreement/contract term or condition as may be provided for or required in any County agreement/contract, or that may be deemed irresponsible or unreliable by the County. Bidders may be required to submit satisfactory evidence that they have a practical knowledge of the particular work bid upon and that they have the necessary financial resources to perform and complete the work outlined in this IFB.

All bidders agree to abide by all of the laws, regulations, and administrative rulings of the United States, the State of Colorado, and the County of Douglas, securing all necessary licenses/permits in connection with this IFB.

All materials furnished or services performed under the terms of this agreement/contract issued as a result of this IFB shall comply with the requirements and standards specified in the Williams-Steiger Occupational Safety and Health Act (OSHA) of 1970 (Public Law 91-596), as well as with other applicable federal, state, and local codes.

In the event that this IFB requires a formal contract to be prepared by the County, the successful bidder will properly sign and furnish any bonds, insurance, Workers' Compensation, etc. as may be required by the County within ten (10) days (unless a longer period is allowed by the County) from the date of receipt of the formal contract forms.

All bidders must take into consideration that only the County's documents will be used in the finalization of any contract issued as a result of this IFB. Bidders are responsible for reviewing such documents prior to submitting their bid response.

All bidders must submit written disclosure of any known potential conflicts of interest that may result during the purchase of goods and/or the performance of the services listed herein.

#### **BADGE ACCESS TO COUNTY FACILITIES:**

This agreement/contract may require access to multiple facilities within Douglas County, including law enforcement and judicial buildings that may contain Criminal Justice Information Services (CJIS) material. As such, Douglas County will perform prescreening background checks of successful bidders and associated personnel. In addition, successful bidders and associated personnel must pass state and federal fingerprint and background checks prior to the start of work and access to any Douglas County facility. To complete the fingerprinting and background checks, successful bidders and associated personnel must set up vendor accounts with the Colorado Bureau of Investigations (CBI): <https://cbi.colorado.gov/sections/biometric-identification-and-records-unit/new-accounts>. Depending on access requirements, the successful bidders and associated personnel may be required to sign an additional CJIS security addendum.

The successful bidder shall supply a complete list of associated personnel to Douglas County with at least two potential alternative workers who will be responsible for performing services under this agreement/contract. Only these individuals will be allowed on Douglas County premises to perform services once confirmed to have passed background checks and CJIS Training.



**ETHICAL STANDARDS:**

It shall be a breach of ethical standards for any person to offer, give, or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation of any part of a program requirement or purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other capacity in any proceeding of application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or an agreement/contract or subcontract, or to any solicitation or IFB, therefore.

It shall be a breach of ethical standards for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under an agreement/contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

In the event that any gratuities or kickbacks are offered or tendered to any County employee or representative, the bid response shall be disqualified and shall not be reinstated.

**ETHICSPPOINT/NAVEX GLOBAL:**

Douglas County is committed to an environment where open, honest communication is the expectation, not the exception. Douglas County has implemented a phone and Internet-based reporting system called EthicsPoint/Navex Global. The reporting system allows employees to report issues or concerns that they may have in an anonymous and confidential manner. We consider it a critical component in providing a safe, secure, and ethical workplace.

An option within the system allows vendors to also report an issue. As a vendor, you are in a position to observe not only questionable or unethical behavior by our employees but also identify areas that you would like to make a suggestion for change. By calling 1-888-337-3094 or logging-in on the Internet to [www.ethicspoint.com](http://www.ethicspoint.com) and entering Douglas County Government, you can file a report, offer a suggestion or voice a concern. Online instructions are available on how to use the system. The EthicsPoint/Navex Global system also offers a follow-up/response mechanism. You can be assured that this is a fast, easy, and confidential system.

**NON-COLLUSIVE BIDDING CERTIFICATION:**

By the submission of your bid response, the bidder certifies that:

- 1) The bid has been arrived at by the bidder independently and has been submitted without collusion with any other bidder.
- 2) The contents of the bid have not been communicated by the bidder; nor, to the best of their knowledge and belief, by any of their employees or agents, to any person not an employee or agent of the bidder or the surety on any bond furnished herewith, and will not be communicated to any such person prior to the official opening of this bid.
- 3) No bidder shall submit more than one (1) bid for this purchase.

**NON-DISCRIMINATION IN EMPLOYMENT:**

In connection with the performance of the work under an agreement/contract issued as a result of this IFB, the successful bidder must agree 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. The successful bidder must further agree to insert the foregoing provision into all subcontracts.

**INDEMNIFICATION:**

The County cannot and by this agreement/contract does not agree to indemnify, hold harmless, exonerate or assume the defense of the vendor/company/contractor or any other person or entity whatsoever, for any purpose whatsoever. The vendor/company/contractor 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 agreement/contract; provided, however, that the vendor/company/contractor 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.

**INDEPENDENT CONTRACTOR:**

The vendor/company/contractor is an Independent Contractor and is free to perform services for other clients. Notwithstanding any provision of this agreement/contract, all personnel assigned by the vendor/company/contractor to perform work under this agreement/contract shall be, and remain at all times, employees of the vendor/company/contractor for all purposes. 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 vendor/company/contractor and/or its designated agents. The vendor/company/contractor acknowledges that it and its employees are not entitled to Workers' Compensation benefits or Unemployment Insurance benefits from the County, unless the vendor/company/contractor or a third party provides such coverage, and that the County does not pay for or otherwise provide such coverage. The vendor/company/contractor 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.

**ASSIGNMENT OF PURCHASE ORDER OR CONTRACT:**

The successful bidder may not assign or otherwise transfer any of its rights or obligations under any purchase order or agreement/contract made and entered into pursuant to the County IFB without the prior written approval of the County Purchasing Division.

**CANCELLATION:**

The County reserves the right to cancel the whole or any part of an agreement/contract issued as a result of this IFB due to the failure of the successful bidder to carry out any term, promise or condition of the agreement/contract. The County will issue a written notice of default to the successful bidder for failing to act in compliance with the terms and conditions of such an agreement/contract.

**EXAMINATION OF RECORDS:**

The successful bidder agrees that the County shall, until the expiration of three (3) years after the final payment under an agreement/contract issued as a result of this IFB, have access to and the right to examine any directly pertinent books, documents, papers, and records of the bidder involving transactions of such agreement/contract.

**PRICE, PAYMENT, AND DELIVERY:**

- 1) All prices shall be firm and fixed for the specified time frame.
- 2) All payment terms shall be “Net 30”; consideration will be given to any discounts offered for payments made earlier than “Net 30”, please explain.
- 3) In an effort to improve efficiency, Douglas County encourages the use of purchasing cards to make payments. Under this method, payments are made after the verification of the receipt of the goods and services and following the receipt of a proper invoice. Please confirm if this would be an acceptable payment option.
- 4) All deliveries will be “F.O.B. ~ Destination – Douglas County Fleet Services, 3030 North Industrial Way, Castle Rock, Colorado 80109”

**TAXES:**

All pricing shall reflect all applicable tax exemptions for Douglas County:

- 1) Federal Registration Number: 84-6000761
- 2) State Registration Number: 98-04428

**COOPERATIVE PURCHASING:**

Douglas County encourages cooperative purchasing in an effort to assist other agencies to reduce their cost of bidding and to make better use of taxpayer dollars through volume purchasing. Vendors may, at their discretion, agree to extend the prices and/or terms of the resulting award to other state or local government agencies, school districts, or political subdivisions in the event they would have a need for the same product/service. Usage by any entity shall not have a negative impact on Douglas County in the current term or in any future terms. The vendor must deal directly with any governmental agency concerning the placement of purchase orders/agreements, freight/delivery charges, contractual disputes, invoices, and payments. Douglas County shall not be liable for any costs or damages incurred by any other entity.

**REFERENCE LISTING:**

Bidders shall furnish a list of three (3) current government/fleet references to include name, title, address, telephone number, and email address for which they are currently furnishing/selling vehicles on a same or similar agreement/contract. The inability to contact references may be cause for the rejection of your bid response.

**QUESTIONS/INQUIRIES/ADDENDUMS:**

All questions related to this IFB must be submitted **ELECTRONICALLY ONLY** through the Rocky Mountain E-Purchasing/BidNet System website at ([www.bidnetdirect.com/colorado/douglas-county-government](http://www.bidnetdirect.com/colorado/douglas-county-government)). Please enter only one (1) question per line.

Questions will be received until 5:00pm on Monday, October 20, 2025. Responses to all questions will be posted on the Rocky Mountain E-Purchasing/BidNet System no-later-than Friday, October 24, 2025.

If it becomes necessary to revise any part of this IFB or if additional data is necessary to enable an exact interpretation of the provisions of this request, an addendum will be issued. It is the responsibility of the potential bidder to ensure that they have received all addendums prior to submitting their IFB response.

# **INVITATION FOR BID (IFB) #027-25 DOUGLAS COUNTY FLEET VEHICLES**

## **SCOPE OF SERVICES & SPECIFICATIONS**

### **SCOPE OF SERVICES:**

Douglas County (the County) is seeking responses from qualified automotive dealerships capable of fulfilling the anticipated vehicle volume needs of Douglas County. The respondents may elect to submit a bid on one or more vehicle body types. No decals or insignia identifying the dealer are to be affixed to any vehicles purchased utilizing this solicitation. The agreements/contracts that result from this Invitation for Bid (IFB) will primarily be used by Douglas County to purchase vehicles, although other agencies may piggyback off the award(s).

Douglas County currently maintains approximately 700 light-duty vehicles and has averaged around sixty (60) vehicle acquisitions per year in each of the past three years. The number of vehicles that Douglas County may purchase each year will vary.

### **SPECIFICATIONS:**

At a minimum, the respondent shall include manufacturer-standard new vehicle equipment for the current model year vehicles unless otherwise specified. Respondents shall indicate the least expensive Trim Level package that meets all listed Standard Specifications for the given vehicle description/class. Respondents shall provide Original Equipment Manufacturer (“OEM”) product designation codes, where applicable. Douglas County reserves the right to modify vehicle configurations (i.e., regular cab, crew cab, extended cab, etc.), trim levels, packages, and options, as needed for each vehicle order. Respondents are encouraged to identify, in a separate attachment, the options available for each model vehicle being bid.

Tires will be specified as All-Season/ Mud and Snow radials. When specified, All-Terrain tires with open side lugs and open side tread should be provided.

A color chart listing all available interior and exterior colors, with their correct factory names, will be provided with the available free colors noted.

All current model year vehicles ordered within the dealership and manufacturer’s ordering guidelines will be delivered and invoiced no later than the last business day of the third quarter of the year that the order is placed, unless declared and agreed upon in the quote/estimate. In the event the automotive dealership is not able to deliver the ordered vehicle(s) within the model year ordered, the County may choose to order, out of dealer stock, a unit(s) as close to original specifications as possible. Vehicles ordered within the OEM ordering and build periods are expected to be delivered through the dealership within six (6) to nine (9) months of the vehicle order date/purchase order issue date. Vehicles not built and delivered by OEM on a timely basis, except in such cases where the delivery will be delayed due to acts of God, strikes, or other causes beyond the control of the dealership, will be documented as delivery and performance issues that may jeopardize future orders/awards with Douglas County. Vehicles ordered by the County after the final order date has been announced by the OEM do not apply to this stipulation. If the current model year becomes unavailable due to manufacturer build-out dates, the dealership will be expected to work with the County to secure a current year model that meets the specifications from an alternative source or provide the next model-year vehicle at the current model year’s pricing.

### **OPTIONS:**

Options shall be bid and provided as factory-installed under the terms of the full, factory-backed, bumper-to-bumper warranty. Dealer-installed options will not be permitted unless pre-approved in writing by the County.

If a dealership substitutes an OEM option with a non-OEM option, the County may return the vehicle for a correctly equipped vehicle. The County may require the dealership to reimburse the County for all expenses and fees related to the repair of a non-OEM option that fails within the standard warranty period. If, at any time, the County discovers the dealership is substituting an OEM option with a non-OEM option, the County reserves the right to cancel the award in the best interest of the County.

The price and OEM Code for each option listed on the Vehicle Specification Sheet shall be specified. If an option is no charge (N/C) or included in the standard vehicle base price (STD or INC) write the appropriate designation. If an option is not available, write "N/A". The price for options will not exceed the Manufacturer's Suggested Retail Price (MSRP).

#### **DELIVERY REQUIREMENTS:**

All vehicles shall be delivered complete with all manufacturers' standard new vehicle equipment and must comply with the Vehicle Specifications and requested optional items as listed in the quote/estimate. The County reserves the right to return any vehicle, after acceptance, that is found to be incomplete and/or in violation of the Vehicle Specifications for the body code and purchase order. The County shall have the discretion whether to accept the vehicle and be reimbursed for monies already paid or to choose to have the dealer bring the vehicle up to specifications.

Scheduling of a vehicle delivery appointment must be completed with a minimum of forty-eight (48) hours notice, prior to delivery with Douglas County Fleet Services. The dealership will be asked to provide the purchase order number and the number of vehicles to be delivered when calling to schedule an appointment. The dealership shall deliver all vehicles requested through the award of this IFB to Douglas County Fleet Services, which is located at 3030 North Industrial Way, Castle Rock, CO 80109. Official inspection and acceptance of the vehicles shall occur at this location. Vehicle deliveries are accepted between the hours of 8:00 AM and 12:00 PM and 1:00 PM and 5:00 PM, Monday through Friday, excluding County Holidays, which are as follows:

- 1) New Year's Day
- 2) Martin Luther King, Jr. Day
- 3) Presidents' Day
- 4) Memorial Day
- 5) Juneteenth
- 6) Independence Day
- 7) Labor Day
- 8) Veterans' Day
- 9) Thanksgiving Day
- 10) Friday after Thanksgiving
- 11) Christmas Eve Day
- 12) Christmas Day

**The following documentation/items must be included in the vehicle at the time of the scheduled delivery. No handwritten documents will be accepted.**

- 1) All titling documents are to be completed as:  
DOUGLAS COUNTY OF  
PO BOX 1390  
CASTLE ROCK, CO 80104
- 2) The dealerships invoice with a typed Vehicle Identification Number (VIN), the Douglas County Purchase Order number, and the Dealer Stock Number.
- 3) A copy of the Douglas County Purchase Order, signed by the Dealership Sales Representative, verifying Quality Control and dealer check.
- 4) The manufacturer's window sticker with price and option information (do not leave the sticker on the vehicle door glass).
- 5) The manufacturer's "Certificate of Origin".
- 6) The Application for Title and odometer statement.

- 7) Weight slip and VIN verification will be provided whenever a vehicle body has been modified (i.e., dump bodies, cube vans, box trucks, etc.)
- 8) A sixty (60) day permit attached to the license plate area on the rear of the vehicle.

All vehicles will be delivered washed, have license plate brackets and screws installed on the vehicle, serviced, and with a minimum of one-quarter (1/4) tank of fuel in the vehicle.

Douglas County Fleet Services will inspect the delivered vehicle's condition and options to expedite the delivery process. If any problems are discovered after delivery, the County will have four (4) weeks to inspect and reject the vehicle while it is still located at the Fleet Services location. If rejected, the dealership will retrieve the vehicle within three (3) business days of notification for correction/repairs and redeliver the vehicle as soon as the repairs are complete.

#### **VEHICLE VISIBILITY REPORTS:**

The County requires vehicle visibility reports to be provided monthly. Failure to provide these reports may result in the cancellation of said order/award. These reports must be submitted to Fleet Services and must contain the following information:

- 1) The solicitation number (IFB #027-25)
- 2) Douglas County Purchase Order Number
- 3) Vehicle Type
- 4) Status of the vehicle
- 5) Vehicle location
- 6) Anticipated delivery date

Additional mandatory factory options required by the ordering of any given option will be specified under the "Actual/Comments" section of the Vehicle Specification Sheet.

#### **LIMITED AGREEMENT/CONTRACT EXTENSION TO COMPLETE WORK:**

Any specific work assignment which commences prior to the termination date of this award, and which will extend beyond the termination date, shall, unless terminated by mutual agreement by both parties, continue until completion at the same prices, terms, and conditions as set forth herein.

#### **LOCAL DEALERSHIP SHALL BE REQUIRED:**

Due to the service level required in conjunction with this award, the awarded automotive dealerships shall maintain a primary location within the Metro Denver, Colorado, area. This location must be staffed by a competent company representative who can be contacted during normal working hours and who is authorized to discuss matters pertaining to this potential award. Metro Denver consists of those communities within a 100-mile radius of Castle Rock, CO. These communities may include, but will not be limited to, the City and County of Denver, City of Ft. Collins and surrounding counties, City of Colorado Springs and surrounding counties, Arapahoe County, Jefferson County, Adams County, Boulder County, Douglas County, City and County of Broomfield, Clear Creek County, and Gilpin County, Colorado.

#### **CURRENT MODEL/VERSION:**

This IFB states a specific model or version and an estimated number of items or units to be purchased. It is understood and agreed that the County may purchase additional vehicles from the dealerships, including subsequent product releases or replacement vehicles/products; provided that these additional items represent the same manufacturer and essential functionality.



**VEHICLES/EQUIPMENT SHALL BE THE MOST RECENT MODEL AVAILABLE:**

Vehicles/Equipment offered by the dealership shall be the most recent model available. Any optional components that are required in accordance with the specifications shall be considered standard equipment for purposes of this award. An omission of any essential detail from these specifications does not relieve the dealership from furnishing a complete vehicle. The vehicle shall conform to all applicable OSHA, State of Colorado, and Federal safety requirements. All components, including but not limited to, assists, wiring, accessory mounting, parts, connectors, and adjustments, are to be in accordance with current SAE standards and recommended practices. The engineering, materials, and workmanship shall exhibit a high level of quality and appearance consistent with, or exceeding, industry standards.

**DEFICIENCIES, DEFECTS, AND/OR DAMAGES TO VEHICLES SHALL BE CORRECTED BY THE DEALERSHIP:**

The dealership shall promptly correct all deficiencies, defects, and/or damages to vehicles delivered to the County in accordance with this potential award. All corrections shall be made within fifteen (15) calendar days after such deficiencies, defects, and/or damages are verbally reported to the dealership by Fleet Services. The dealership shall be responsible for filing, processing, and collecting all damage claims against the shipper, when applicable.

**PRICE DECREASE DURING AGREEMENT:**

If prices decrease during the term of this award agreement, the dealership must notify the County of the lower prices so that all subsequent orders will reflect accurate pricing.

**PURCHASE ORDERS PLACED WITH THE DEALERSHIP:**

All orders placed with the dealership during the term of this award shall be issued by the County's Purchasing Division through a purchase order bearing a unique purchase order number. The dealership shall not fill any orders until a purchase order has been received from the County. A verbal purchase order number or letter of intent, may be issued to the dealership by Fleet Services under emergency circumstances in advance of a written purchase order.

**PURCHASE OF OTHER VEHICLES NOT LISTED ON THE SOLICITATION BASED ON PERCENTAGE DISCOUNTS:**

While the County has listed all major vehicles within this solicitation, which are utilized by the County and/or departments in conjunction with their operations, there may be ancillary vehicles that must be purchased by the County during the term of this Agreement. For this reason, respondents are requested to quote a percentage discount from the dealerships price list that will be offered to the County for vehicles that did not appear in this IFB. The County reserves the right to award these ancillary vehicles to the said dealership or another dealership based on the lowest actual price offered.

**PRODUCT RECALL:**

The awarded dealerships shall notify Douglas County Fleet Services of any manufacturer's recalls regarding vehicles ordered under this Agreement. The dealership shall contact the County by email within one (1) week of notification by the manufacturer. Failure to comply with this requirement may be cause for termination of the award.

**BACK ORDERS MUST BE FILLED WITHIN A REASONABLE TIME:**

If the dealership experiences a back order of vehicles from its manufacturer or distributor, the dealership must ensure that such back orders are filled within a reasonable period of time. In these cases, the dealership must notify the County of these backorders in advance of the delivery date so appropriate steps can be taken by the County. The dealership shall not invoice the County for back-ordered vehicles until such back orders are delivered and accepted by the County's authorized representative. It is understood and agreed that the County shall be the sole judge of what constitutes a reasonable period of time and may, at its discretion, verbally cancel back orders and seek the vehicles from another dealership.

**DISCOUNTS OFFERED DURING THE TERM OF THE AGREEMENT/CONTRACT:**

During the term of this award, the dealership may offer the County discounts below the original prices quoted in their bid response. In addition, the dealerships are encouraged to offer additional discounts below the original prices quoted in their bid response for large single orders.

**DUPLICATE SHIPMENTS ARE NOT ALLOWED:**

The County will not accept duplicate vehicle shipments. If the dealership sends duplicate shipments to a County location, the dealership shall either retrieve the vehicles at no cost to the County or allow the County to retain the vehicles at no cost to the County.

**ADJUSTMENTS/SURCHARGES:**

The County will not accept adjustments or surcharges from the dealership unless a negotiated request for such adjustment/surcharge is agreed upon by both parties as to amount and a very specific timeframe. Such an adjustment/surcharge must be documented in writing. The County will not honor such adjustments/surcharges invoiced without the attachment, of such agreement, to the invoice.

**SHIPPING TERMS FOB DESTINATION:**

All deliveries are F.O.B. Destination – Douglas County Fleet Services, 3030 North Industrial Way, Castle Rock, Colorado 80109. The dealership will hold the title to the vehicle(s) until such time as they are delivered to, and accepted by, an authorized County representative.

**METHOD OF PAYMENT FOR VEHICLES DELIVERED:**

The County shall provide payment for the vehicles delivered. The dealership shall provide a fully documented invoice upon delivery of the vehicle to Douglas County Fleet Services. Payment terms are Net 30. The invoice shall identify critical, descriptive data, including, but not limited to, model numbers, serial numbers, VIN numbers, and purchase order numbers. It shall be understood that such invoices shall not be authorized for payment until such time as a County representative has inspected and approved the vehicles.

**LOGOS:**

The County logo is trademarked and property solely of the County. Bidders do not have permission to use our logo on any documentation or presentation materials, and to do so would be a violation of our trademark.

## **STANDARD EQUIPMENT REQUIREMENTS/SPECIFICATIONS:**

Below are the General Vehicle Specifications to be included, but not limited to, on all Douglas County vehicles. The 2026 Vehicle Specification sheets, attached and incorporated herein as Exhibit “A” – “V”, must be completed and returned with your bid response.

### **Standard Equipment Requirements (All Vehicles)**

- The primary color for Douglas County vehicles is white
- Power door locks
- Power windows
- Cruise control
- Automatic transmission
- Remote keyless entry
- 3x keys/fobs for non-law enforcement vehicles
- AM/FM radio with Bluetooth/Hands-Free cellular capabilities
- Spray in bedliners for pickups
- Backup camera/sensors
- Weather Tech or comparable floor liners (front and rear).
- Factory Warranties

### **Optional Equipment**

- Additional/higher trim levels or packages, as needed
- Additional color options, as needed
- Front windows tinted to match rear window tint
- 5x keys/fobs for law enforcement vehicles
- All law enforcement units are to be fleet-keyed

### **Additional upfitting options to be available through dealers, as needed**

- Toppers
- Amber lighting
- Law Enforcement lighting
- Snowplows
- Sanders
- Headache racks
- Tonneau covers
- Lift gates
- Cab/chassis - upfitting, including but not limited to dump, utility, box, service, crane, bucket, etc.
- Front bumper/grill guard combo with winch
- This list is not all-inclusive, and additional upfit requirements may be added at any time and per vehicle order.

### **All SUVs (Small, Mid, and Full-Sized)**

- Four (4) doors
- Push button 4-wheel drive or all-wheel drive
- Limited-slip differential
- Towing package
- Transmission cooler

### **Small Pickup Truck (Canyon, Colorado, Ranger)**

- Class 1 light truck
- 0 to 6,000 GVWR
- Gas engine
- Limited-slip differential
- Push button 4-wheel drive or all-wheel drive

**1/2 Ton Pickup Truck - 4x4 (F150 & 1500 Series Pickups)**

- Class 2A Light-Duty Truck
- 6,001 – 8,500 GVWR
- Gas or diesel engine
- Limited-slip differential
- Push button 4-wheel drive or all-wheel drive
- Heavy-duty towing package
- Transmission cooler

**3/4 Ton Pickup Truck - 4x4 (F250 & 2500 Series Pickups)**

- Class 2B Light-Duty Truck
- 8,501 - 10,000 GVWR
- Gas or Turbocharged Diesel Engine
- Limited-slip differential
- Heavy-duty towing package
- Transmission cooler
- Upfitter switches
- Snowplow prep package
- Factory Gooseneck prep

**1-Ton Pickup Truck - 4x4 (F350 & 3500 Series Pickups)**

- Class 3 Medium-Duty Truck
- 10,001 - 14,000 GVWR
- Gas or Turbocharged Diesel Engine
- Limited-slip differential
- Heavy-duty towing package w/ 2.5-inch receiver
- Transmission cooler
- Upfitter switches
- Snowplow prep package
- Factory Gooseneck prep

**1-Ton Cab & Chassis DRW - 4x4 (F350 & 3500 DRW Series Trucks)**

- Class 3 Medium-Duty Truck
- 10,001 - 14,000 GVW
- Gas or Turbocharged Diesel Engine
- Limited-slip differential
- Heavy-duty towing package
- Transmission cooler
- Upfitter switches
- Snowplow prep package
- 2.5-inch hitch receiver
- Factory Gooseneck prep

**1.5-Ton Cab & Chassis DRW - 4x4 (F450 & 4500 Series Trucks)**

- Class 4 Medium-Duty Truck
- 14,001 - 16,000 GVWR
- Gas or Turbocharged Diesel Engine
- Limited-slip differential
- Heavy-duty towing package
- Transmission cooler
- Upfitter switches
- Snowplow prep package

**2-Ton Cab & Chassis DRW - 4x4 (F550 & 5500 Series trucks)**

- Class 5 Medium-Duty Truck
- 16,001 -19,500 GVWR
- Gas or Turbocharged Diesel Engine

- Limited-slip differential
- Heavy-duty towing package
- Transmission cooler
- Upfitter switches
- Snowplow prep package

**All Cargo and Passenger Vans**

- Gas or Turbocharged Diesel Engine
- Front or All Wheel Drive
- Limited-slip differential

**EXHIBITS:**

**The 2026 Vehicle Specification sheets, attached and incorporated herein as Exhibit “A” – “V”, must be completed and returned with your bid response.**

- 1) Exhibit “A” ~ DC\_Pass Util Medium 4x4 5+ Pass – Base
- 2) Exhibit “B” ~ DC\_Pass Van 15 Passenger – Base
- 3) Exhibit “C” ~ DC\_PU BEV 1500 4x4 – Base
- 4) Exhibit “D” ~ DC\_Pass Util Large 4x4 Patrol – Base
- 5) Exhibit “E” ~ DC\_Pass Van 12 Passenger – Base
- 6) Exhibit “F” ~ DC\_PU 2500 4x4 – Base
- 7) Exhibit “G” ~ DC\_Pass Util Large 4x4 8+ Pass – Base
- 8) Exhibit “H” ~ DC\_Pass Util Small 4x4 - Base
- 9) Exhibit “I” ~ DC\_Police 1500 4X4 - Base
- 10) Exhibit “J” ~ DC\_Pass Util Large 4x4 5+ Pass - Base
- 11) Exhibit “K” ~ DC\_Pass Util Medium 4x4 Patrol - Base
- 12) Exhibit “L” ~ DC\_PU 3500 4x4 - Base
- 13) Exhibit “M” ~ DC\_Pass Util Ex Small 4x4 Util - Base
- 14) Exhibit “N” ~ DC\_Cargo Van Maxi 1 Ton - Base
- 15) Exhibit “O” ~ DC\_Pass Van 8 Passenger - Base
- 16) Exhibit “P” ~ DC\_Cargo Van 1500 - Base
- 17) Exhibit “Q” ~ DC\_Cab-Chassis 1.5 Ton DRW - Base
- 18) Exhibit “R” ~ DC\_Pass Util Electric 4x4 - Base
- 19) Exhibit “S” ~ DC\_PU 1500 4X4 - Base
- 20) Exhibit “T” ~ DC\_Cab-Chassis 1 Ton DRW - Base
- 21) Exhibit “U” ~ DC\_Cab-Chassis 2 Ton DRW – Base
- 22) Exhibit “V” ~ DC\_Cargo Van 2500 - Base

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**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Cristy Cobb, Benefits Manager

**DESCRIPTION:** 2026 Amendment to Public Contract for Services with United Healthcare Services Inc. in the amount of \$32,420,000.

**SUMMARY:** The attached annual amount represents the 2026 agreement for claims administration of the employee Health Insurance programs.

**RECOMMENDED ACTION:** Approval and signature of the Amendment to Public Contract for Services with United Healthcare Services Inc. for \$32,420,000.

**REVIEW:**

Laura Leary	Approve	4/9/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

Cover Page  
UHC Contract Amendment 2026



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Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

UHC Contract Amendment 2026

### **THIRD AMENDMENT TO PUBLIC CONTRACT FOR SERVICES**

**THIS THIRD AMENDMENT TO THE PUBLIC CONTRACT FOR SERVICES** (the “THIRD Amendment”) is made and entered into this **1 day of January 2026**, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** on behalf of Douglas County Government (CO)(the “County” or “Customer”), and **UNITED HEALTHCARE SERVICES, INC.** (“United”).

**WHEREAS**, the County and United entered into a certain Public Contract for Services dated 1/1/2024 (the “Agreement”); and

**WHEREAS**, the County and United originally agreed to a Maximum Agreement Expenditure for services in the amount of TWENTY FOUR MILLION TWO HUNDRED SEVENTY SEVEN THOUSAND (\$24,277,000.00 for fiscal year 2024; and

**WHEREAS**, the County and United subsequently amended the Contract (“First Amendment”) to revise the Changes in Fees subsection under Exhibit A, Section 3; certain provisions under Other Fees in Exhibit D; and the pharmacy financial guarantees under Exhibit E for fiscal year 2024, effective January 1, 2024; and

**WHEREAS**, the County and United further amended the Contract on January 1, 2025 (“Second Amendment”) increasing the Maximum Contract Expenditure for services in the amount of TWENTY-FIVE MILLION, SIX HUNDRED SEVENTY THOUSAND DOLLARS (\$25,670,000.00) for fiscal year 2025; and

**WHEREAS**, the County and United hereby desire to further extend the term of the Agreement and amend the Maximum Agreement Expenditure by an additional THIRTY-TWO MILLION, FOUR HUNDRED TWENTY THOUSAND DOLLARS (\$32,420,000.00) for fiscal year 2026; and

**WHEREAS**, the County has budgeted and appropriated the necessary funds to satisfy the financial obligations set forth in the Agreement.

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

**1. MAXIMUM AGREEMENT EXPENDITURE:** Any other provision of this Agreement notwithstanding and pursuant to Section 29-1-110, C.R.S., the total amount of funds appropriated for this Agreement is EIGHTY-TWO MILLION, THREE HUNDRED SIXTY-SEVEN THOUSAND DOLLARS (\$82,367,000.00). The amount of funds appropriated for this THIRD Amendment is THIRTY-TWO MILLION, FOUR HUNDRED TWENTY THOUSAND DOLLARS (\$32,420,000.00) for fiscal year 2026. 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 United. 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. TERM:** It is mutually agreed by the parties that the term of this Agreement shall commence as of 12:01 a.m. on **January 1, 2024 (“Effective Date”)** and terminate at 12:00 a.m. on **December 31, 2026**. This Agreement 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.

**3.** Nothing shown in this Amendment alters, varies or affects any of the terms, provisions or conditions of the agreements other than as stated herein. The remainder of the Agreement shall remain in full force and effect.

Renewal 2Q 2025

Agreement No. 00086571.3

**The Administrative Services Agreement is amended on the Effective Date as noted below.**

This Amendment will not affect any of the terms, provisions or conditions of the Agreement except as stated herein.

**Exhibit D – Fees**

These are the Fees Customer agrees to pay to United in exchange for the Services, subject to the Maximum Contract Expenditure indicated in this amendment.

**Medical Fees**

The following financial terms are effective for the period January 1, 2026 through December 31, 2026, unless otherwise specified.

PEPM means Per Employee Per Month

Final Claims Fiduciary: United

**ASO MEDICAL FEES**

Fees assume an Average Contract Size of 2.48

ASO Fees (PEPM)	Current	Year 1
Plan Year	01/01/2025 through 12/31/2025	1/1/2026 through 12/31/2026
POS	\$36.85	\$36.85
CDP	\$38.85	\$38.85
Rx Rebate Credit	-\$22.53	-\$22.53
Credits		
Administrative Credit (General Purpose)	\$175,000	\$175,000
Audit Credit	\$50,000	\$50,000

**The following services may require an additional cost as noted below:**

Additional Disease Management, Specialty and Wellness Programs (Fees are on a PEPM basis unless specifically noted)	Current	Year 1
	1/1/2025 through 12/31/2025	1/1/2026 through 12/31/2026
<b>Disease Management Programs:</b>	-	-
Congestive Heart Failure (VOM)	Included in Personal Health Support	Included in Personal Health Support
Chronic Obstructive Pulmonary Disease (VOM)		
Coronary Artery Disease (VOM)		
Diabetes Program (VOM)		
Asthma Program (VOM)		
<b>Medical Management Programs</b>		
Core Medical Necessity	Included	Included
<b>Physical Health Solutions:</b>		
Chiropractic Network	Included	Included
Physical Therapy/Occupational Therapy/Speech Therapy Network	Included	Included

Complementary Alternative Medicine (CAM) Network Management	Included	Included
<b>Other Programs/Services:</b>		
Behavioral Health Solutions	Included	Included
Claim Fiduciary	Included	Included
Service Account Manager	Included	Included
Dedicated Toll Free Phone Number	Included	Included
High Performance Network	Included	Included
UHC Rewards	Included	Included
Onshore Restrictions	Included	Included
<b>UHC Hub Vendors:</b>		
<b>Fees for the following will be collected through the Bank Account</b>		
Hinge ACS Session 1	N/A	\$250 Per Enrolled Participant
Hinge ACS Sessions 2+	N/A	\$50 Per Enrolled Participant per Session

**The following are not included in the above ASO Fees:**

<b>Additional Services (Fees Collected through Bank Account unless otherwise noted)</b>	<b>Fee</b>
Naviguard	25.00% of savings
Transplant Resource Services Transplant Cost Negotiation Program	\$8,333 per negotiation (charged in year end reconciliation)
<b>Payment Integrity:</b>	
Enhanced Abuse and Fraud Management Program	22% of recoveries
Advanced Analytics and Recovery Services (AARS)	24% of recoveries
Credit Balance Recovery Program	not to exceed 10% of recoveries
Hospital Bill Audit Program	not to exceed 22% of savings
Subrogation Services	33.3% of recoveries
Injury Coordination Coverage	33.3% of recoveries
Focused Claim Review	22% of savings

*\*The fee per individual claim for Naviguard will not exceed \$15,000.00 per claim.*

Customer acknowledges that UHC Hub products and services are offered and provided by third party vendors that are not affiliated with United. UHC Hub vendors are subcontractors under the Agreement. Customer agrees that United is not responsible or liable in any way for performance guarantees or financial return guarantees made by those third party vendors. Certain UHC Hub products are subject to state sales Tax. United will invoice and Customer agrees to pay United for any required taxes. A third party vendor's participation in UHC Hub may terminate in the middle of the Initial Term or Renewal Term of this Agreement. In that instance, the product or service will no longer be provided from that vendor and no further Fees will be charged for that product or service. Fees for UHC Hub products and services will be paid through a withdrawal from the Bank Account.

**The following are included in the ASO Fees (applies to Active and Pre-65 Retiree population only):**

- \* UnitedHealthcare Pharmacy. If the pharmacy is carved out to another vendor, the ASO fees and Credits are subject to change.
- \* eServices Reporting - (interactive fully Web-based reporting)
- \* Federal External Review Program (third level appeals) - our Medical ASO fee includes a maximum of 5 reviews. Reviews in excess of this limit will be charged at \$500 per review.
- \* Advocate4Me Customer Service Model that provides participants with access to a one-stop advocacy resource for an unprecedented range of needs, including support and access to services across medical benefits, claims, pharmacy, clinical, incentives, and more.
- \* Customer Service, our quoted customer service model offers members a high-touch, personal guide who provides support in navigating benefits, understanding payment options, resolving claim issues and working through the health care system. In addition to acting as a one-stop shop where members can be directed to the most appropriate existing services, representatives can provide additional information relevant to personal needs and take ownership of inquires end-to-end. For those not resolved during the initial call, customer service representatives take ownership until resolution including call back to the member.
- \* Employer Internet Solution – [www.employereservices.com](http://www.employereservices.com)
- \* UnitedHealthcare Behavioral Health Solutions
- \* **Personal Health Support:** Personal Health Support is a clinical solution designed to help enhance member engagement, increase medical cost savings, and improve health outcomes, providing the full spectrum of clinical services in a condition-agnostic way. The solution:
  - \* Provides personalized health improvement support across the full spectrum of care including complex and chronic condition case management
  - \* Intelligently calibrates the level of support provided across condition by assigning estimated monetary savings to members' holistic health improvement needs and prioritizing support based on opportunities with the greatest total savings potential
  - \* Connects with members on an emotional level to influence desire for behavior change and interaction with resources via inbound / outbound, multi-modal engagement opportunities
  - \* Calibrated to client specific budget and intervention priorities to maximize the return on investment
  - \* The Value Opportunity Methodology (VOM) is an analytic model that maximizes savings by combining economic value and the likelihood to engage to produce an expected realized economic value. Members with higher VOM (who represent the highest opportunities for better outcomes, savings and likelihood to engage) are prioritized for phone outreach.
- \* Our quote includes the management of over 100 disease states/conditions, as part of our Personal Health Support (PHS) program. We believe this approach will adequately address the clinical conditions present within the population - though we are open to discussing and proposing alternative programs, should clinical prevalence indicate an appropriate ROI.
- \* Consumer Activation, including basic navigation guide, health statements with individualized messaging, advanced concierge call services, and access to member portal with consumer activation messaging
- \* UnitedHealthcare will duplicate requested plan of benefits in principle and in a manner compatible with our understanding of the basic plan designs. Our quotation may be adjusted contingent upon review of all Medical plan design specifics. Our fees may be adjusted, or changes to the plans may be required to enable us to administer claim payments.

**Pricing Assumptions**

- \* The Plan or its sponsor is responsible for state or federal surcharges, assessments, or similar taxes or fees imposed by governmental entities or agencies on the Plan, Plan Sponsor or us, including but not limited to those imposed pursuant to the Patient Protection and Affordable Care Act of 2010 (PPACA), as amended from time to time. This includes responsibility for determining the amount due, funding, and remitting the PPACA Transitional Reinsurance fee and the PCORI fee which are remitted to the government (federal and/or state).
- \* The fees quoted do not include state or federal surcharges, assessments, or similar taxes/fees imposed by governmental entities or agencies on the Plan, Plan Sponsor or UnitedHealthcare. We reserve the right to adjust the rates (i) in the event of any changes in federal, state or other applicable legislation or regulation; (ii) in the event of any changes in plan design or procedures required by the applicable regulatory authority or by the sponsor; and (iii) as otherwise permitted in the Administrative Services Agreement.

- \* The administrative fees set forth herein do not include fees related to the requirements set forth in the Consolidated Appropriations Act, 2021, including the No Surprises Act. Additional fees for these new regulatory requirements will be provided at a future date once regulatory guidance is received and final compliance requirements are determined.
- \* UnitedHealthcare reserves the right to revise this quotation under the following circumstances:
  - \* The total number of enrolled medical employees varies by more than 10 percent from the assumed medical enrollment of 1423
  - \* The average contract size, defined as the total number of enrolled employees plus dependents divided by the total number of enrolled employees, varies by 10 percent or more from the assumed average contract size of 2.48.
  - \* The benefits or service requirements requested and/or quoted change prior to or after the effective date.
  - \* In the event of any changes in federal, state or other applicable legislation or regulation that require changes to this quotation.
  - \* In the event of any changes in plan design required by the applicable regulatory authority or by the Plan sponsor.
  - \* In the event that any taxes, surcharges, assessments, or similar charges are imposed by governmental entities or agencies on the Plan or UnitedHealthcare, in its role as administrator or insurer.
  - \* As otherwise permitted in our Administrative Services Agreement
- \* Our mature quotation includes the processing of runoff claims for 12 months following the termination of our contract.
- \* If pharmacy benefits are carved out the ASO fees quoted above may be revised.
- \* Customer will only receive Rebates to the extent that Rebates are actually received by United. For example, if a government action or a major change in pharmaceutical industry practices eliminates or materially reduces manufacturer Rebate programs, Customer's payment amount may be reduced or eliminated. In such event, United shall promptly notify Customer and revise or eliminate such payment effective with the date of the reduction or elimination in Rebate payments. In addition, reduction or elimination of Rebates in this event shall constitute a change in the Agreement as described in the Fees Section such that United has the right to increase the fees for the Pharmacy Benefits Management services or increase the percentage of Rebate dollars retained by United.
- \* We reserve the right to adjust our rebate guarantee if changes made to our prescription drug list (PDL) for the purpose of achieving lower net drug cost for DOUGLAS COUNTY GOVERNMENT (CO) and our other ASO customers result in significant reductions to the rebate level.
- \* DOUGLAS COUNTY GOVERNMENT (CO) will receive 80.0% of rebates on prescription drug products dispensed under the medical benefit plan.
- \* Commissions are excluded.
- \* This quotation assumes UnitedHealthcare will retain claim fiduciary responsibility
- \* United will provide a Audit Credit, Administrative Credit (General Purpose) to help DOUGLAS COUNTY GOVERNMENT (CO) mitigate costs associated with Audit, administration of the plan

These credits are available as follows:

- \* The parties must have an executed Agreement.
- \* The first month of service fees under the Agreement has been received by United.
- \* DOUGLAS COUNTY GOVERNMENT (CO)'s enrollment with United must always exceed 1280 Employees.
- \* Credits must be used between 01/01/2026 and 12/31/2026. Any Credits not used during this time period are forfeit.
- \* Upon request from DOUGLAS COUNTY GOVERNMENT (CO), a credit will be issued in United's fee billing system, or via check.
- \* Upon presentation of receipts for costs, a credit will be issued in United's fee billing system in the amount of the receipted expenses, total amount not to exceed the full credit.
- \* If DOUGLAS COUNTY GOVERNMENT (CO) terminates the Agreement prior to 12/31/2026, DOUGLAS COUNTY GOVERNMENT (CO) will repay United a prorated portion of the amount of admin and audit credit that has been paid as of the termination date. All unpaid admin and audit credits are forfeit.
- \* If enrollment with United falls below the enrollment threshold, DOUGLAS COUNTY GOVERNMENT (CO) will repay United an amount proportional to the enrollment reduction based on the amount of the admin or audit credit paid at the time enrollment falls below the threshold.
- \* The amount of the credit not yet paid is reduced proportional to the enrollment reduction.
- \* If during the course of the first year unforeseen or additional expense items arise related to the DOUGLAS COUNTY GOVERNMENT (CO) implementation, UHC reserves the right to use a portion of this credit to offset such expenses.



\* D

Service Description
<b>Fees for the programs are listed above.</b>
<b>Advanced Analytics and Recovery</b> <ul style="list-style-type: none"> <li>• United's large-scale analytics to identify additional recovery opportunities.</li> <li>• Claims re-examined every month for up to 12 months.</li> <li>• Post-adjudicated claims.</li> </ul>
<b>Coordination of Benefits ("COB")</b> <ul style="list-style-type: none"> <li>• Verify primary/secondary payer accuracy.</li> <li>• Identify claims to be investigated using a layered approach to identify other primary payers:               <ol style="list-style-type: none"> <li>1. Eligibility match to other commercial payers.</li> <li>2. Eligibility match to Medicare.</li> </ol> </li> <li>• Correct pre-adjudicated claims prior to claim payment.</li> <li>• Update claims systems with other primary/secondary payers' information.</li> <li>• COB indicators set to edit subsequent claims with primary/secondary payers' information.</li> </ul>
<b>Credit Balance Recovery</b> <ul style="list-style-type: none"> <li>• Review, validate, and recover credit balances (dollars) on existing patient accounts through a combination of analysis and technology.</li> <li>• On-site at hospitals and facilities.</li> <li>• Post-adjudicated claims.</li> </ul>
<b>Focused Claim Review</b> <ul style="list-style-type: none"> <li>• Review of claims for inappropriate billing of services not documented in clinical notes.</li> <li>• Board certified, same-specialty medical directors.</li> <li>• Pre-adjudicated claims or post-adjudicated claims.</li> </ul>
<b>Fraud, Waste, and Abuse Management</b> <ul style="list-style-type: none"> <li>• Detection and recovery of wasteful, abusive, and/or fraudulent claims.</li> <li>• Search claims for patterns which indicate possible waste or error by identifying specific claims for additional review.</li> <li>• Evaluate claims to identify inappropriate levels of care, coding, and/or resource utilization.</li> <li>• Management can include pre-adjudicated claims or post-adjudicated claims.</li> </ul>
<b>Hospital Bill and Premium Audit</b> <ul style="list-style-type: none"> <li>• In-depth review of hospital medical records or other related documentation compared to claimed amounts to ensure billing accuracy.</li> <li>• Post-adjudicated claims.</li> </ul>
<b>Third-Party Liability – Subrogation and Injury Coverage Coordination</b> <ul style="list-style-type: none"> <li>• Services to prevent the payment of Plan benefits, or recover Plan benefits, which should be paid by a third party.</li> <li>• Does not include benefits paid in connection with coordination of benefits, Medicare, or other Overpayments.</li> <li>• Pre-adjudicated claims or post-adjudicated claims.</li> <li>• Customer will not engage any entity except United to provide such services without prior United approval.</li> </ul>
<b>Litigation and Arbitration Fees for Recoveries</b> <ul style="list-style-type: none"> <li>• Litigation or arbitration to recover Overpayments and other Plan recovery opportunities.</li> <li>• Outside attorneys' fees and costs directly incurred with litigation or arbitration.</li> <li>• Pre-adjudicated claims or post-adjudicated claims.</li> </ul>
Payment Integrity Service Fees related to pre-adjudicated or prevented amount savings are calculated using logic that accounts for claim level detail and past claims payment experiences, and other relevant inputs including, but not limited to, historical amounts billed and allowed for similar providers, services, and specialties.
<b>Naviguard Program</b> <ul style="list-style-type: none"> <li>• Offers reimbursement methodologies for emergent and non-emergent out of network claims which calculates allowed amounts based on what a healthcare provider generally accepts for the same or similar service.</li> <li>• Includes an advocacy component where Participants can access resources, and on-line tools and materials to help Participants stay in network and where assistance is provided in explaining reimbursement methodologies.</li> </ul>

### Service Description

- For claims above a threshold established by United, the advocacy component includes United negotiating with a provider on behalf of a Participant with respect to Participant's balance billed amount (e.g., non-emergent, choice claim).
- If the provider objects to what it was paid from the application of the allowed amount, or member contacts United for support with resolving a balance bill, United will increase compensation for a particular claim if: (a) United reasonably concludes that the particular facts and circumstances related to a claim provide justification for reimbursement greater than that which would result from the application of the allowed amount, and (b) United believes that it would serve the best interests of the Plan and its Participants (including interests in avoiding costs and expenses of disputes over payment of claims).
- Fees are based on the Savings Obtained, which is the amount billed by a health care provider minus the final amount paid to the health care provider pursuant to the out-of-network program selected by the Plan which includes amounts payable by the Participant.

The interest rate on unpaid Fees and underfunding the Bank Account is the Prime rate plus 4%.

**Hinge.** Participants will have access to a virtual musculoskeletal (MSK) exercise therapy program. The information provided through this service does not constitute medical advice and does not diagnose, treat, or prescribe treatment of medical conditions.

**Disclosure:** A United affiliate provides payment services to the healthcare industry and offers medical providers with various payment methods and options, including electronic payments, virtual cards and checks. Some options are available to medical providers for a fee and may result in the receipt of transaction fees or other compensation (e.g., 1% to 3% of the total transaction amount, or at the election of the provider a per transaction fee of up to \$10) by a United affiliate. This has no impact on the Fees paid by Customer under this Agreement.

## Exhibit E – Guarantees

The Fees at risk do not include Customer-elected optional and non-standard programs Fees, all credits, Payment Integrity Programs Fees, Out-of-Network Programs Fees, Commission Funds, Consultant Funds, and ancillary product Fees. Any Customer credits set forth in Exhibit D – Fees will reduce the total Fees at risk.

The Fees payable by Customer under this Agreement will be adjusted through a credit to Customer's Fees in accordance with the guarantees set forth below unless otherwise defined in the guarantee. Unless otherwise specified, these guarantees are effective for the period beginning January 1, 2026 through December 31, 2026 each twelve-month period is a "Guarantee Period"). With respect to the aspects of United's performance addressed in this Exhibit, these Fee adjustments are Customer's exclusive financial remedies.

United shall not be required to meet any of the guarantees provided for in this Agreement or amendments thereto to the extent United's failure is due to Customer's actions or inactions or if United fails to meet these standards due to fire, embargo, strike, war, accident, act of God, acts of terrorism or United's required compliance with any law, regulation, or governmental agency mandate or anything beyond United's reasonable control.

Prior to the end of the Guarantee Period, and on the condition that this Agreement remains in force, United may specify to Customer in writing new guarantees for the subsequent Guarantee Period. If United specifies new guarantees, United will also provide Customer with a new Exhibit that will replace this Exhibit for that subsequent Guarantee Period.

Claim is defined as an initial and complete written request for payment of a Plan benefit made by an enrollee, physician, or other healthcare provider on an accepted format. Unless stated otherwise, the claims are limited to medical claims processed through the claims systems. Claims processed and products administered through any other system, including claims for other products such as vision, dental, flexible spending accounts, health reimbursement accounts, health savings accounts, or pharmacy coverage, are not included in the calculation of the measurements. Also, services provided under capitated arrangements are not processed as a typical claim, therefore capitated payments are not included in the measurements.

Claim Operations			
Time to Process in 10 Days			
Definition	The percentage of all claims United receives will be processed within the designated number of business days of receipt.		
Measurement	Percentage of claims processed		94%
	Time to process, in business days or less after receipt of claim	business days	10
Criteria	Standard claim operations reports		
Level	Site Level		
Period	Annually		
Payment Period	Annually		
Fees at Risk	Total Dollars at Risk for this metric		\$3,100
Payment Amount	Of the Fees at Risk for this metric, percentage at risk for each gradient		20%
Gradients	11 business days 12 business days 13 business days 14 business days 15 business days or more		
Procedural Accuracy			
Definition	Procedural accuracy rate of not less than the designated percent.		
Measurement	Percentage of claims processed without procedural (i.e. non-financial) errors		97%
Criteria	Statistically significant random sample of claims processed is reviewed to determine the percentage of claim dollars processed without procedural (i.e. non-financial) errors.		
Level	Office Level		
Period	Annually		
Payment Period	Annually		
Fees at Risk	Total Dollars at Risk for this metric		\$3,100
Payment Amount	Of the Fees at Risk for this metric, percentage at risk for each gradient		20%
Gradients	96.99% - 96.50% 96.49% - 96.00%		



	95.99% - 95.50%		
	95.49% - 95.00%		
	Below 95.00%		
<b>Dollar Accuracy (DAR)</b>			
Definition	Dollar accuracy rate of not less than the designated percent in any quarter.		
Measurement	Percentage of claims dollars processed accurately		99%
Criteria	Statistically significant random sample of claims processed is reviewed to determine the percentage of claim dollars processed correctly out of the total claim dollars paid.		
Level	Office Level		
Period	Annually		
Payment Period	Annually		
Fees at Risk	Total Dollars at Risk for this metric		\$3,100
Payment Amount	Of the Fees at Risk for this metric, percentage at risk for each gradient		20%
Gradients	98.99% - 98.50%		
	98.49% - 98.00%		
	97.99% - 97.50%		
	97.49% - 97.00%		
	Below 97.00%		
<b>Member Phone Service</b>			
Phone service guarantees and standards apply to Participant calls made to the customer care center that primarily services Customer's Participants. If Customer elects a specialized phone service model the results may be blended with more than one call center and/or level. They do not include calls made to care management personnel and/or calls to the senior center for Medicare Participants, nor do they include calls for services/products other than medical, such as mental health/substance abuse, pharmacy (except when United is Customer's pharmacy benefit services administrator), dental, vision, Health Savings Account, etc.			
<b>Average Speed of Answer</b>			
Definition	Calls will sequence through United's phone system and be answered by customer service within the parameters set forth.		
Measurement	Percentage of calls answered		100%
	Time answered in seconds, on average	seconds	30
Criteria	Standard tracking reports produced by the phone system for all calls		
Level	Team that services Customer's account		
Period	Annually		
Payment Period	Annually		
Fees at Risk	Total Dollars at Risk for this metric		\$3,100
Payment Amount	Of the Fees at Risk for this metric, percentage at risk for each gradient		20%
Gradients	32 seconds or less		
	34 seconds or less		
	36 seconds or less		
	38 seconds or less		
	Greater than 38 seconds		
<b>Abandonment Rate</b>			
Definition	The average call abandonment rate will be no greater than the percentage set forth		
Measurement	Percentage of total incoming calls to customer service abandoned, on average		1.80%
Criteria	Standard tracking reports produced by the phone system for all calls		
Level	Team that services Customer's account		
Period	Annually		
Payment Period	Annually		
Fees at Risk	Total Dollars at Risk for this metric		\$3,100
Payment Amount	Of the Fees at Risk for this metric, percentage at risk for each gradient		20%
Gradients	1.81% - 2.30%		
	2.31% - 2.80%		
	2.81% - 3.30%		
	3.31% - 3.80%		
	Greater than 3.80%		
<b>Call Quality Score</b>			
Definition	Maintain a call quality score of not less than the percent set forth		
Measurement	Call quality score to meet or exceed		93%
Criteria	Random sampling of calls is each assigned a customer service quality score, using United's standard internal call quality assurance program.		
Level	Office that services Customer's account		

Period	Annually		
Payment Period	Annually		
Fees at Risk	Total Dollars at Risk for this metric		\$3,100
Payment Amount	Of the Fees at Risk for this metric, percentage at risk for each gradient		20%
Gradients	92.99% - 91.00% 90.99% - 89.00% 88.99% - 87.00% 86.99% - 85.00% Below 85.00%		
<b>Satisfaction</b>			
<b>Employee (Member) Satisfaction</b>			
Definition	The overall satisfaction will be determined by the question that reads "Overall, how satisfied are you with the way we administer your medical health insurance plan?"		
Measurement	Percentage of respondents, on average, indicating a grade of satisfied or higher		80%
Criteria	Operations standard survey, conducted over the course of the year; may be customer specific for an additional charge.		
Level	Office that services Customer's account		
Period	Annually		
Payment Period	Annually		
Fees at Risk	Total Dollars at Risk for this metric		\$1,550
Payment Amount	Of the Fees at Risk for this metric, percentage at risk for each gradient		N/A
Gradients	Not applicable		
<b>Customer Satisfaction</b>			
Definition	The overall satisfaction will be determined by the question that reads "How satisfied are you overall with UnitedHealthcare?"		
Measurement	Minimum score on a 10-point scale	score	5
Criteria	Standard Customer Scorecard Survey		
Level	Customer specific		
Period	Annually		
Payment Period	Annually		
Fees at Risk	Total Dollars at Risk for this metric		\$1,550
Payment Amount	Of the Fees at Risk for this metric, percentage at risk for each gradient		N/A
Gradients	Not applicable		

In the event any of the terms herein are inconsistent with the requirements of any federal, state or other applicable law or regulation, then the inconsistent terms will be null and void and United will have the right to revise, reprice or revoke this arrangement.

**Effective January 1, 2026 through December 31, 2026:**

Pharmacy Financials			
Definition	Pharmacy rate guarantees.		
Measurement and Criteria		<b>01/01/2025</b>	<b>01/01/2026</b>
	<b>Combined Discount Guarantee - Broad Network</b>		
	Retail Brand, Average Wholesale Price (AWP) less	19.10%	19.20%
	Retail Brand -- 90 Day Supply, AWP less	20.00%	20.00%
	Retail Generic - 30 and 90 Day Supply, AWP less	84.10%	84.20%
	Mail Order Brand, AWP less	25.10%	25.20%
	Mail Order Generic, AWP less	86.10%	86.20%
	The Guaranteed Discount amount will be determined by multiplying the AWP by the guaranteed discount off AWP by each component and adding the amounts together.		

Dispensing Fees - Broad Network			
	Retail Brand - 30 Day	\$0.60	\$0.60
	Retail Brand -- 90 Day Supply	\$0.30	\$0.30
	Retail Generic - 30 Day	\$0.60	\$0.60
	Retail Generic -- 90 Day Supply	\$0.30	\$0.30
Dispensing fee totals are calculated by multiplying the actual scripts for each type by the contracted rate for that script type.			
Fixed Rebate Guarantee (Essential PDL)			
	Basis, per script	Brand	Brand
	Retail - 30 Day	\$233.75	\$276.95
	Retail - 90 Day Supply	\$657.77	\$791.09
	Mail Order	\$722.51	\$878.07
	Specialty	\$2,772.75	\$3,323.15
Credits and Allowances			
	Administrative Fee Credit (PEPM)	\$22.53	\$22.53
Fees			
	Prior Authorizations (per review)	\$50.00	\$50.00
	Direct Member Reimbursement (per paper claim)	\$2.50	\$2.50
	Variable Copay program (monthly, per eligible member)	\$0.45	\$0.45
Level	Customer Specific		
Period	Annually		
Payment Period	Annually		
Payment Amount -- Discounts	The amount the actual discounts are less than the combined guaranteed Retail, Mail, and Specialty discount amount.		
Payment Amount -- Dispensing Fees	The amount the combined actual dispensing fee exceeds the combined contracted dispensing fee.		
Payment Amount -- Rebates	The amount the combined actual Rebate amount is less than the combined guaranteed Rebate amount.		
Conditions	<p><b>Discount &amp; Dispense Fee Specific Conditions</b></p> <ul style="list-style-type: none"> <li>• Discounts are based on actual Network Pharmacy brand and generic usage of retail and mail order drugs. The guaranteed discount amount will be determined by multiplying the AWP by the contracted discount rate off AWP by component.</li> <li>• Does not apply to items covered under the Plan for which no AWP measure exists.</li> <li>• Discounts calculated based on AWP less the ingredient cost; discount percentages are the discounts divided by the AWP. Discounts for retail and mail order generic prescriptions represent the average AWP based on savings off Maximum Allowable Cost (MAC) pricing for MAC generics and percentage discount savings off AWP for non-MAC generics. All other discounts represent the percentage discount savings off of AWP.</li> <li>• The arrangement excludes generic medications launched as an 'at-risk' product, generic medication with pending litigation, compound drugs, retail out of network claims, mail order drugs (for dispensing fee arrangement) and Indian Health Service Claims.</li> <li>• The Arrangement excludes usual &amp; customary claims, vaccines, long term care facility claims.</li> <li>• The Arrangement includes veterans' affairs facility claims, over-the-counter claims.</li> <li>• The 90 day supply Retail guarantee includes drugs dispensed for 84 days or greater.</li> <li>• The Mail Order guarantee includes drugs dispensed for 46 days or greater; claims with less than 46 days supply are reconciled at retail.</li> </ul>		



- When a drug is identified as a brand name drug, it will be considered a brand name drug for the calculation of discount guarantees. When a drug is identified as a generic drug, it will be considered a generic drug for the calculation of discount guarantees.
- Specialty drugs dispensed outside United's specialty Pharmacy Network are included in the retail guarantees. Specialty drugs dispensed through United's specialty Pharmacy Network are excluded from the Retail and Mail guarantees.

#### **Rebate Specific Conditions**

- Assumes implementation of United's Essential PDL
  - Rebate guarantees are contingent upon Customer's adoption, without deviation, of United's PDL and PDL exclusions, as well as any changes United makes to its PDL and PDL exclusions; and the implementation of the step therapies required by United, as well as any changes United makes to its utilization management programs. Notwithstanding the above, the Parties may agree to deviations from the list without impacting rebate guarantees.
  - Calculation of the guaranteed rebate amount will exclude ineligible claims including:
    - claims where the plan is not the primary payer (e.g., coordination of benefits and subrogation claims)
    - claims approved by formulary exception
    - claims not covered by Customer's benefit design or PDL
    - claims receiving 340B pricing
    - long term care pharmacy claims
    - federal government pharmacy claims
    - claims for non-FDA approved products
    - compound drug claims
    - direct member reimbursement claims
  - Over-the-counter and repackaged drugs are excluded from the claim counts; Insulins are not excluded.
  - Devices are excluded from the claim counts; Test Strips are not excluded.
  - Vaccines are excluded from the claim counts.
  - Rebate guarantee payments or reconciliations may be adjusted in the event of a change impacting the level of Rebates due to the introduction of therapeutically equivalent, lower Rebate drugs (e.g. biosimilar, authorized brand alternative, lower cost non-Generic Drug alternative) or the reduction of Wholesale Acquisition Cost on a Brand Drug subject to Rebates. In the event a payment or reconciliation adjustment is required, such adjustment will be based on the difference between a) pharmaceutical manufacturer revenue prior to the introduction of the lower Rebate drugs and b) the actual pharmaceutical manufacturer revenue received after the introduction of the lower Rebate drugs. Such adjustment does not apply to Generic Drugs that launch after the Brand Drug no longer has patent protection.
  - The Rebate guarantees and any Administrative Fee Credits funded by retained Rebates set forth herein do not incorporate the impact of the elimination of the Average Manufacturer's Price (AMP) Cap pursuant to the American Rescue Plan Act of 2021. United reserves the right to modify or eliminate any Rebate guarantees and Administrative Fee Credits once it has been able to determine that impact and the resulting changes to Rebates received from pharmaceutical manufacturers.
- United reserves the right to modify or eliminate this arrangement as follows based upon changes in Rebates:
- if changes made to United's PDL, for the purpose of achieving a lower net drug cost for Customer and United's other ASO customers, result in significant reductions to the Rebate level
  - in the event that there are material deviations to the anticipated timing of drugs that will come off patent and no longer generate Rebates
  - if there is a change impacting the availability or amount of Rebates offered by drug manufacturer(s), including changes related to the elimination or material modification of a drug manufacturer(s) historic models or practices related to the provision of Rebates

- United will pay Fixed Rebates consistent with the Agreement. To the extent Rebates paid to United exceed the Fixed Rebate amount, We will retain the excess, including any Rebates United may earn on prescription drug products in any tiers not included in this arrangement and any related interest.
- Manufacturer Administrative Fees are the administrative fees paid by drug manufacturers to United's PBM affiliate as consideration for maintaining systems and processes necessary for managing and administering Rebate programs. Manufacturer Administrative Fees are not included in the guaranteed rebate arrangement.

#### **Credits and Allowances**

- Administrative Fee Credit: In addition to the guaranteed Rebates, Customer will receive an administrative fee credit. Under this arrangement, Rebates retained by United are used to lower the medical administration fee.

#### **General Conditions**

- All pricing guarantees shall remain in effect for the entire contract period of 01/01/2025 through 12/31/2026 ("Pharmacy Pricing Term"). Each twelve month period is a Guarantee Period.
  - Specialty drugs typically covered under the medical benefit (administered / handled by a provider, administered in a physician's office, ambulatory or home infusion), and/or transitioned to the pharmacy benefit, are excluded from all guarantees.
  - Drugs, products, supplies approved, covered and/or prescribed for the diagnosis, treatment or prevention of COVID-19 are excluded from all guarantees.
  - On mail order drugs, specialty drugs, and retail pharmacy drugs and services including dispensing fees. United will retain the difference between what United reimburses the Network Pharmacy and Customer's payment for a prescription drug product or service.
  - Pricing and guarantees assume enrollment of 1,319 Employees and 3,285 Participants; pricing and guarantees may be revised or withdrawn if actual enrollment varies by 10% or more from assumptions.
  - The lesser of three logic (non-ZBL) will apply to Participant payments. Participants pay the lesser of the discounted price, the usual and customary charge or the cost share amount.
  - All pricing guarantees require the selection of United's PBM as exclusive provider of pharmacy benefit services, including but not limited to retail, mail order, and specialty networks.
  - United's Price Edge program applies
- United will have no financial guarantee obligation under the Agreement for any partial Guarantee Period if Customer terminates with an effective date prior to the end of the Pharmacy Pricing Term. In no way does this effect rebate payment earned by the customer through the end of this agreement, whether terminated by the customer or United.
- In the event any of the terms herein is inconsistent with the requirements of any federal, state or other applicable law or regulation, then the inconsistent term(s) will be null and void and United will have the right to revise, reprice or revoke this arrangement.
  - United reserves the right to revise or revoke this arrangement if: a) changes in federal, state or other applicable law or regulation require modifications; b) there are material changes to the AWP as published by the pricing agency that establishes the AWP as used in these arrangements; c) Customer makes benefit changes that impact the arrangements; d) there is a material industry change in pricing methodologies resulting in a new source or benchmark; e) it is not accepted within ninety (90) days of the issuance of our quote; f) if Customer changes their mail service benefit; g) Customer utilizes a vendor, that facilitates steering members to different drugs or pharmacies to the extent these services impact the financial guarantees under this Agreement.

#### **Brand / Generic Reconciliation Definition**

<b>TRRX</b> <b>(05/2024)</b>	<ul style="list-style-type: none"> <li>• <b>Brand Drug:</b> An FDA approved drug, or a drug that is designated by FDA a DESI (Drug Efficacy Study Implementation) drug, or product, which is manufactured and distributed by an innovator drug company, or its licensee, set forth in Medi-Span's National Drug Data File as a brand drug identified by all of the products meeting at least one of the following criteria: <ul style="list-style-type: none"> <li>- Medi-Span Multi-Source Code ("MSC") is equal to M, O, or N.</li> </ul> </li> <li>• <b>Generic Drug:</b> An FDA approved drug, or a drug that is designated by FDA a DESI (Drug Efficacy Study Implementation) drug, or product, that is therapeutically equivalent to other pharmaceutically equivalent products, as set forth in Medi-Span's National Drug Data File as a generic drug identified by all products meeting at least one of the following criteria: <ul style="list-style-type: none"> <li>- Medi-Span Multi-Source Code ("MSC") is equal to Y.</li> </ul> </li> </ul>
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**Effective January 1, 2026 through December 31, 2026:**

Specialty Pharmacy				
Specialty Pharmacy Discount Guarantee				
Definition	Specialty drug discount level based on actual specialty drug utilization for the specialty drugs dispensed through United's specialty Pharmacy Network. United reserves the right to change the designation of a drug from specialty to non-specialty based on market conditions.			
Measurement	<b>Listed</b>	<b>01/01/2024</b>	<b>01/01/2025</b>	<b>01/01/2026</b>
	All Include LDD	20.00%	20.00%	20.00%
	<b>Unlisted</b>	<b>01/01/2024</b>	<b>01/01/2025</b>	<b>01/01/2026</b>
	All Include LDD	14.00%	14.00%	14.00%
Criteria	Actual utilization, using Average Wholesale Price (AWP) in dollars, using our data, of listed specialty drugs through Our specialty Pharmacy Network will be multiplied against the discount target to determine the overall discount target dollars. The overall discount target dollars may be adjusted based on utilization of unlisted drugs to which the separate unlisted discount applies. This total will be compared to actual discounts achieved for these drugs during the Guarantee Period.			
Level	Customer Specific			
Period	Annual			
Payment Period	Annual			
Payment Amount	The amount the actual discounts are less than the combined guaranteed Retail, Mail, and Specialty discount amount.			
Conditions	<ul style="list-style-type: none"> <li>• Discounts calculated based on the AWP less the ingredient cost; discount percentages are the discounts divided by the AWP. Discounts for retail generic prescriptions represent the average savings off AWP based on Maximum Allowable Cost (MAC) pricing for MAC generics and percentage discount savings off AWP for non-MAC generics. All other discounts represent the percentage discount savings off of AWP.</li> <li>• Specialty drugs dispensed outside United's specialty Pharmacy Network and drugs for which no AWP measure exists are excluded.</li> <li>• Listed drugs which cease to be defined as specialty drugs during the Guarantee Period will be reconciled outside of the Specialty Pharmacy guarantee in the channel in which they are dispensed (retail or mail order).</li> <li>• Limited Distribution (LDD) status is subject to change based on manufacturer decision.</li> <li>• Specialty drugs typically covered under the medical benefit (administered / handled by a provider, administered in a physician's office, ambulatory or home infusion), and/or transitioned to the pharmacy benefit, are excluded from all guarantees.</li> <li>• United reserves the right to revise or revoke this guarantee if:</li> </ul>			

- a) material changes in federal, state or other applicable law or regulation require modifications;
- b) there are material changes to the AWP as published by the pricing agency that establishes the AWP as used in this guarantee;
- c) Customer makes benefit changes that impact the guarantee;
- d) there is a material industry change in pricing methodologies resulting in a new source or benchmark;
- e) if actual specialty utilization is not substantially similar to that in the experience period data on which our quote is based.
- On specialty drugs, United will retain the difference between what United reimburses the Network Pharmacy and Customer's payment for a prescription drug product or service.

Specialty Drug Category	Drug Name	LDD Indicator	Included/Excluded From Guarantee	Specialty Drug Category	Drug Name	LDD Indicator	Included/Excluded From Guarantee
ANEMIA	ARANESP	No	Included	INFLAMMATORY CONDITIONS	COSENTYX	No	Included
ANEMIA	EPOGEN	No	Included	INFLAMMATORY CONDITIONS	DUPIXENT	No	Included
ANEMIA	PROCRIT	No	Included	INFLAMMATORY CONDITIONS	EMFLAZA	Yes	Included
ANEMIA	RETACRIT	No	Included	INFLAMMATORY CONDITIONS	ENBREL	No	Included
ANTICONVULSANT	DIACOMIT	Yes	Included	INFLAMMATORY CONDITIONS	HUMIRA	No	Included
ANTICONVULSANT	EPIDIOLEX	Yes	Included	INFLAMMATORY CONDITIONS	ILUMYA	No	Included
ANTICONVULSANT	FINTEPLA	Yes	Included	INFLAMMATORY CONDITIONS	KEVZARA	No	Included
ANTICONVULSANT	ZTALMY	Yes	Included	INFLAMMATORY CONDITIONS	KINERET	Yes	Included
ANTIHYPERLIPIDEMIC	JUXTAPID	Yes	Included	INFLAMMATORY CONDITIONS	OLUMIANT	Yes	Included
ANTI-INFECTIVE	ARIKAYCE	Yes	Included	INFLAMMATORY CONDITIONS	OPZELURA	No	Included
ANTI-INFECTIVE	DARAPRIM	Yes	Included	INFLAMMATORY CONDITIONS	ORENCIA	No	Included
ANTI-INFECTIVE	PYRIMETHAMINE	No	Included	INFLAMMATORY CONDITIONS	OTEZLA	No	Included
ANTIVIRAL	LIVTENCITY	Yes	Included	INFLAMMATORY CONDITIONS	RIDAURA	No	Included
ASTHMA	FASENRA	Yes	Included	INFLAMMATORY CONDITIONS	RINVOQ	No	Included



ASTHMA	NUCALA	Yes	Included	INFLAMMATORY CONDITIONS	SILIQ	Yes	Included
ASTHMA	XOLAIR	Yes	Included	INFLAMMATORY CONDITIONS	SIMPONI	No	Included
CARDIOVASCULAR	CAMZYOS	Yes	Included	INFLAMMATORY CONDITIONS	SKYRIZI	No	Included
CARDIOVASCULAR	DROXIDOPA	Yes	Included	INFLAMMATORY CONDITIONS	SOTYKTU	No	Included
CARDIOVASCULAR	NORTHERA	Yes	Included	INFLAMMATORY CONDITIONS	STELARA	No	Included
CARDIOVASCULAR	VYNDAMAX	Yes	Included	INFLAMMATORY CONDITIONS	TALTZ	No	Included
CARDIOVASCULAR	VYENDAQEL	Yes	Included	INFLAMMATORY CONDITIONS	TREMFYA	No	Included
CNS AGENTS	AUSTEDO	No	Included	INFLAMMATORY CONDITIONS	XELJANZ	No	Included
CNS AGENTS	ENSPRYNG	Yes	Included	INFLAMMATORY CONDITIONS	XELJANZ XR	No	Included
CNS AGENTS	EXSERVAN	Yes	Included	IRON OVERLOAD	DEFERASIROX	Yes	Included
CNS AGENTS	FIRDAPSE	Yes	Included	IRON OVERLOAD	DEFERIPRONE	Yes	Included
CNS AGENTS	HETLIOZ	Yes	Included	IRON OVERLOAD	EXJADE	Yes	Included
CNS AGENTS	INGREZZA	Yes	Included	IRON OVERLOAD	FERRIPROX	Yes	Included
CNS AGENTS	RADICAVA	Yes	Included	IRON OVERLOAD	JADENU	No	Included
CNS AGENTS	RELYVRIO	Yes	Included	KIDNEY DISEASE	TARPEYO	Yes	Included
CNS AGENTS	RILUTEK	No	Included	LIVER DISEASE	OCALIVA	Yes	Included
CNS AGENTS	RILUZOLE	No	Included	MONOCLONAL ANTIBODY MISCELLANEOUS	BENLYSTA	Yes	Included
CNS AGENTS	RUZURGI	Yes	Included	MOOD DISORDER DRUGS	SPRAVATO	No	Included
CNS AGENTS	SABRIL	Yes	Included	MULTIPLE SCLEROSIS	AMPYRA	Yes	Included
CNS AGENTS	SODIUM OXYBATE	Yes	Included	MULTIPLE SCLEROSIS	AUBAGIO	No	Included
CNS AGENTS	TASIMELTEON	Yes	Included	MULTIPLE SCLEROSIS	AVONEX	No	Included
CNS AGENTS	TETRABENAZINE	No	Included	MULTIPLE SCLEROSIS	BAFIERTAM	Yes	Included
CNS AGENTS	TIGLUTIK	Yes	Included	MULTIPLE SCLEROSIS	BETASERON	No	Included
CNS AGENTS	VIGABATRIN	No	Included	MULTIPLE SCLEROSIS	COPAXONE	No	Included

CNS AGENTS	VIGADRONE	Yes	Included	MULTIPLE SCLEROSIS	DALFAMPRIDIN	Yes	Included
CNS AGENTS	XENAZINE	Yes	Included	MULTIPLE SCLEROSIS	DIMETHYL FUMARATE	Yes	Included
CNS AGENTS	XYREM	Yes	Included	MULTIPLE SCLEROSIS	EXTAVIA	No	Included
CNS AGENTS	XYWAV	Yes	Included	MULTIPLE SCLEROSIS	FINGOLIMOD	No	Included
CYSTIC FIBROSIS	BETHKIS	No	Included	MULTIPLE SCLEROSIS	GILENYA	No	Included
CYSTIC FIBROSIS	BRONCHITOL	Yes	Included	MULTIPLE SCLEROSIS	GLATIRAMER	No	Included
CYSTIC FIBROSIS	CAYSTON	Yes	Included	MULTIPLE SCLEROSIS	GLATOPA	No	Included
CYSTIC FIBROSIS	KALYDECO	Yes	Included	MULTIPLE SCLEROSIS	KESIMPTA	No	Included
CYSTIC FIBROSIS	KITABIS PAK	No	Included	MULTIPLE SCLEROSIS	MAVENCLAD	Yes	Included
CYSTIC FIBROSIS	ORKAMBI	Yes	Included	MULTIPLE SCLEROSIS	MAYZENT	No	Included
CYSTIC FIBROSIS	PULMOZYME	No	Included	MULTIPLE SCLEROSIS	PLEGRIDY	Yes	Included
CYSTIC FIBROSIS	SYMDEKO	Yes	Included	MULTIPLE SCLEROSIS	PONVORY	Yes	Included
CYSTIC FIBROSIS	TOBI	No	Included	MULTIPLE SCLEROSIS	REBIF	No	Included
CYSTIC FIBROSIS	TOBI PODHALER	No	Included	MULTIPLE SCLEROSIS	REBIF REBIDOSE	No	Included
CYSTIC FIBROSIS	TOBRAMYCIN	No	Included	MULTIPLE SCLEROSIS	TECFIDERA	Yes	Included
CYSTIC FIBROSIS	TRIKAFTA	Yes	Included	MULTIPLE SCLEROSIS	VUMERITY	Yes	Included
ENDOCRINE	BETAINE	Yes	Included	MULTIPLE SCLEROSIS	ZEPOSIA	Yes	Included
ENDOCRINE	BUPHENYL	No	Included	MUSCULOSKELETAL AGENTS	EVRYSDI	Yes	Included
ENDOCRINE	BYNFEZIA	No	Included	MUSCULOSKELETAL AGENTS	VOXZOGO	Yes	Included
ENDOCRINE	CARBAGLU	Yes	Included	NARCOLEPSY	WAKIX	Yes	Included
ENDOCRINE	CARGLUMIC	Yes	Included	NEUTROPENIA	FULPHILA	No	Included
ENDOCRINE	CHENODAL	Yes	Included	NEUTROPENIA	GRANIX	No	Included
ENDOCRINE	CLOVIQUE	No	Included	NEUTROPENIA	LEUKINE	No	Included
ENDOCRINE	CORTROPHIN	Yes	Included	NEUTROPENIA	NEULASTA	No	Included
ENDOCRINE	CUPRIMINE	No	Included	NEUTROPENIA	NEUPOGEN	No	Included
ENDOCRINE	CYSTADANE	Yes	Included	NEUTROPENIA	NIVESTYM	No	Included
ENDOCRINE	CYSTADROPS	Yes	Included	NEUTROPENIA	NYVEPRIA	No	Included
ENDOCRINE	CYSTARAN	Yes	Included	NEUTROPENIA	UDENYCA	No	Included



ENDOCRINE	DEPEN TITRATABS	No	Included	NEUTROPENI A	ZARXIO	No	Included
ENDOCRINE	DICHLORPHENA MIDE	Yes	Included	NEUTROPENI A	ZIEXTENZ O	No	Included
ENDOCRINE	D-PENAMINE	No	Included	ONCOLOGY - INJECTABLE	ELIGARD	No	Included
ENDOCRINE	EGRIFTA	Yes	Included	ONCOLOGY - INJECTABLE	INTRON A	Yes	Included
ENDOCRINE	FIRMAGON	No	Included	ONCOLOGY - INJECTABLE	LEUPROLI DE	No	Included
ENDOCRINE	GATTEX	Yes	Included	ONCOLOGY - INJECTABLE	SYNRIBO	Yes	Included
ENDOCRINE	H.P. ACTHAR	Yes	Included	ONCOLOGY - ORAL	ABIRATER ONE	No	Included
ENDOCRINE	IMCIVREE	Yes	Included	ONCOLOGY - ORAL	AFINITOR	No	Included
ENDOCRINE	ISTURISA	Yes	Included	ONCOLOGY - ORAL	AFINITOR DISPERZ	No	Included
ENDOCRINE	JAVYGTOR	Yes	Included	ONCOLOGY - ORAL	ALECENS A	Yes	Included
ENDOCRINE	JYNARQUE	Yes	Included	ONCOLOGY - ORAL	ALKERAN	No	Included
ENDOCRINE	KEVEYIS	Yes	Included	ONCOLOGY - ORAL	ALUNBRI G	Yes	Included
ENDOCRINE	KORLYM	Yes	Included	ONCOLOGY - ORAL	AYVAKIT	Yes	Included
ENDOCRINE	KUVAN	Yes	Included	ONCOLOGY - ORAL	BALVERS A	Yes	Included
ENDOCRINE	LANREOTIDE	No	Included	ONCOLOGY - ORAL	BEXAROT ENE	No	Included
ENDOCRINE	MYALEPT	Yes	Included	ONCOLOGY - ORAL	BOSULIF	Yes	Included
ENDOCRINE	MYCAPSSA	Yes	Included	ONCOLOGY - ORAL	BRAFTOVI	Yes	Included
ENDOCRINE	NATPARA	Yes	Included	ONCOLOGY - ORAL	BRUKINSA	Yes	Included
ENDOCRINE	NITYR	Yes	Included	ONCOLOGY - ORAL	CABOMET YX	Yes	Included
ENDOCRINE	OCTREOTIDE ACETATE	No	Included	ONCOLOGY - ORAL	CALQUEN CE	Yes	Included
ENDOCRINE	PENICILLAMINE	No	Included	ONCOLOGY - ORAL	CAPECITA BINE	No	Included
ENDOCRINE	PROCYSBI	Yes	Included	ONCOLOGY - ORAL	CAPRELSA	Yes	Included
ENDOCRINE	RAVICTI	Yes	Included	ONCOLOGY - ORAL	COMETRI Q	Yes	Included
ENDOCRINE	RECORLEV	Yes	Included	ONCOLOGY - ORAL	COPIKTRA	Yes	Included
ENDOCRINE	SAMSCA	Yes	Included	ONCOLOGY - ORAL	COTELLIC	Yes	Included
ENDOCRINE	SANDOSTATIN	No	Included	ONCOLOGY - ORAL	DAURISM O	Yes	Included
ENDOCRINE	SAPROPTERIN	Yes	Included	ONCOLOGY - ORAL	ERIVEDGE	Yes	Included
ENDOCRINE	SIGNIFOR	Yes	Included	ONCOLOGY - ORAL	ERLEADA	No	Included
ENDOCRINE	SODIUM PHENYL BUTYRA TE	No	Included	ONCOLOGY - ORAL	ERLOTINI B	Yes	Included
ENDOCRINE	SOMATULINE DEPOT	No	Included	ONCOLOGY - ORAL	ETOPOSID E	No	Included

ENDOCRINE	SOMAVERT	Yes	Included	ONCOLOGY - ORAL	EVEROLI MUS	No	Included
ENDOCRINE	SYPRINE	No	Included	ONCOLOGY - ORAL	EXKIVITY	Yes	Included
ENDOCRINE	THIOLA	Yes	Included	ONCOLOGY - ORAL	FARYDAK	Yes	Included
ENDOCRINE	TIOPRONIN	No	Included	ONCOLOGY - ORAL	FOTIVDA	Yes	Included
ENDOCRINE	TOLVAPTAN	No	Included	ONCOLOGY - ORAL	GAVRETO	Yes	Included
ENDOCRINE	TRIENTINE	No	Included	ONCOLOGY - ORAL	GILOTRIF	Yes	Included
ENDOCRINE	XERMELO	Yes	Included	ONCOLOGY - ORAL	GLEEVEC	No	Included
ENDOCRINE	XURIDEN	Yes	Included	ONCOLOGY - ORAL	GLEOSTIN E	No	Included
ENZYME DEFICIENCY	CHOLBAM	Yes	Included	ONCOLOGY - ORAL	HYCAMTIN	No	Included
ENZYME DEFICIENCY	CYSTAGON	Yes	Included	ONCOLOGY - ORAL	IBRANCE	Yes	Included
ENZYME DEFICIENCY	GALAFOLD	Yes	Included	ONCOLOGY - ORAL	ICLUSIG	Yes	Included
ENZYME DEFICIENCY	MIGLUSTAT	No	Included	ONCOLOGY - ORAL	IDHIFA	No	Included
ENZYME DEFICIENCY	NITISINONE	No	Included	ONCOLOGY - ORAL	IMATINIB MESYLATE	No	Included
ENZYME DEFICIENCY	ORFADIN	No	Included	ONCOLOGY - ORAL	IMBRUVIC A	Yes	Included
ENZYME DEFICIENCY	PALYNZIQ	Yes	Included	ONCOLOGY - ORAL	INLYTA	Yes	Included
ENZYME DEFICIENCY	STRENSIQ	Yes	Included	ONCOLOGY - ORAL	INQOVI	Yes	Included
ENZYME DEFICIENCY	SUCRAID	Yes	Included	ONCOLOGY - ORAL	INREBIC	Yes	Included
ENZYME DEFICIENCY	TEGSEDI	Yes	Included	ONCOLOGY - ORAL	IRESSA	Yes	Included
ENZYME DEFICIENCY	ZAVESCA	Yes	Included	ONCOLOGY - ORAL	JAKAFI	Yes	Included
GAUCHERS DISEASE	CERDELGA	Yes	Included	ONCOLOGY - ORAL	KISQALI	No	Included
GENETIC DISORDER	DOJOLVI	Yes	Included	ONCOLOGY - ORAL	KISQALI FEMARA	No	Included
GENETIC DISORDER	VIIOICE	No	Included	ONCOLOGY - ORAL	KOSELUG O	Yes	Included
GENETIC DISORDER	ZOKINVY	Yes	Included	ONCOLOGY - ORAL	LAPATINI B	No	Included
GROWTH HORMONE DEFICIENCY	GENOTROPIN	No	Included	ONCOLOGY - ORAL	LENALIDO MIDE	Yes	Included
GROWTH HORMONE DEFICIENCY	HUMATROPE	No	Included	ONCOLOGY - ORAL	LENVIMA	Yes	Included
GROWTH HORMONE DEFICIENCY	INCRELEX	Yes	Included	ONCOLOGY - ORAL	LONSURF	Yes	Included
GROWTH HORMONE DEFICIENCY	NORDITROPIN	No	Included	ONCOLOGY - ORAL	LORBREN A	Yes	Included

GROWTH HORMONE DEFICIENCY	NUTROPIN AQ	No	Included	ONCOLOGY - ORAL	LUMAKRAS	Yes	Included
GROWTH HORMONE DEFICIENCY	OMNITROPE	No	Included	ONCOLOGY - ORAL	LYNPARZA	Yes	Included
GROWTH HORMONE DEFICIENCY	SAIZEN	No	Included	ONCOLOGY - ORAL	MATULANE	Yes	Included
GROWTH HORMONE DEFICIENCY	SEROSTIM	Yes	Included	ONCOLOGY - ORAL	MEKINIST	Yes	Included
GROWTH HORMONE DEFICIENCY	SKYTROFA	No	Included	ONCOLOGY - ORAL	MEKTOVI	Yes	Included
GROWTH HORMONE DEFICIENCY	ZOMACTON	No	Included	ONCOLOGY - ORAL	MELPHALAN	No	Included
GROWTH HORMONE DEFICIENCY	ZORBIVIVE	Yes	Included	ONCOLOGY - ORAL	MESNEX	No	Included
HEMATOLOGY C	BERINERT	Yes	Included	ONCOLOGY - ORAL	NERLYNX	Yes	Included
HEMATOLOGY C	CABLIVI	Yes	Included	ONCOLOGY - ORAL	NEXAVAR	Yes	Included
HEMATOLOGY C	CINRYZE	Yes	Included	ONCOLOGY - ORAL	NILANDRON	No	Included
HEMATOLOGY C	DOPTELET	Yes	Included	ONCOLOGY - ORAL	NILUTAMIDE	No	Included
HEMATOLOGY C	FIRAZYR	Yes	Included	ONCOLOGY - ORAL	NINLARO	No	Included
HEMATOLOGY C	HAEGARDA	Yes	Included	ONCOLOGY - ORAL	NUBEQA	Yes	Included
HEMATOLOGY C	ICATIBANT	Yes	Included	ONCOLOGY - ORAL	ODOMZO	No	Included
HEMATOLOGY C	MOZOBIL	No	Included	ONCOLOGY - ORAL	ONUREG	No	Included
HEMATOLOGY C	MULPLETA	No	Included	ONCOLOGY - ORAL	ORGOVYX	Yes	Included
HEMATOLOGY C	OXBRYTA	Yes	Included	ONCOLOGY - ORAL	PEMAZYRE	Yes	Included
HEMATOLOGY C	PROMACTA	Yes	Included	ONCOLOGY - ORAL	PIQRAY	No	Included
HEMATOLOGY C	REZUROCK	Yes	Included	ONCOLOGY - ORAL	POMALYST	Yes	Included
HEMATOLOGY C	RUCONEST	Yes	Included	ONCOLOGY - ORAL	PURIXAN	No	Included
HEMATOLOGY C	SAJAZIR	Yes	Included	ONCOLOGY - ORAL	PYRUKYND	Yes	Included
HEMATOLOGY C	TAKIIZYRO	Yes	Included	ONCOLOGY - ORAL	QINLOCK	Yes	Included
HEMATOLOGY C	TAVALISSE	Yes	Included	ONCOLOGY - ORAL	RETEVMO	Yes	Included
HEMOPHILIA - INFUSED	ADVATE	No	Included	ONCOLOGY - ORAL	REVLIMID	Yes	Included
HEMOPHILIA - INFUSED	ADYNOVATE	No	Included	ONCOLOGY - ORAL	ROZLYTR EK	No	Included
HEMOPHILIA - INFUSED	AFSTYLA	No	Included	ONCOLOGY - ORAL	RUBRACA	Yes	Included
HEMOPHILIA - INFUSED	ALPHANATE/VON WILLEBRAND	No	Included	ONCOLOGY - ORAL	RYDAPT	No	Included

HEMOPHILIA - INFUSED	ALPHANINE SD	No	Included	ONCOLOGY - ORAL	SCEMBLIX	No	Included
HEMOPHILIA - INFUSED	ALPROLIX	No	Included	ONCOLOGY - ORAL	SORAFENI B	Yes	Included
HEMOPHILIA - INFUSED	BENEFIX	No	Included	ONCOLOGY - ORAL	SPRYCEL	No	Included
HEMOPHILIA - INFUSED	COAGADEX	Yes	Included	ONCOLOGY - ORAL	STIVARGA	Yes	Included
HEMOPHILIA - INFUSED	CORIFACT	No	Included	ONCOLOGY - ORAL	SUNITINIB	Yes	Included
HEMOPHILIA - INFUSED	ELOCTATE	No	Included	ONCOLOGY - ORAL	SUTENT	Yes	Included
HEMOPHILIA - INFUSED	ESPEROCT	No	Included	ONCOLOGY - ORAL	TABLOID	No	Included
HEMOPHILIA - INFUSED	FEIBA	No	Included	ONCOLOGY - ORAL	TABRECT A	No	Included
HEMOPHILIA - INFUSED	HEMOFIL M	No	Included	ONCOLOGY - ORAL	TAFINLAR	Yes	Included
HEMOPHILIA - INFUSED	HUMATE-P	No	Included	ONCOLOGY - ORAL	TAGRISSE	Yes	Included
HEMOPHILIA - INFUSED	IDELVION	No	Included	ONCOLOGY - ORAL	TALZENN A	Yes	Included
HEMOPHILIA - INFUSED	IXINITY	No	Included	ONCOLOGY - ORAL	TARCEVA	Yes	Included
HEMOPHILIA - INFUSED	JIVI	No	Included	ONCOLOGY - ORAL	TARGRETI N	No	Included
HEMOPHILIA - INFUSED	KOATE	No	Included	ONCOLOGY - ORAL	TASIGNA	Yes	Included
HEMOPHILIA - INFUSED	KOATE-DVI	No	Included	ONCOLOGY - ORAL	TAZVERIK	Yes	Included
HEMOPHILIA - INFUSED	KOGENATE FS	No	Included	ONCOLOGY - ORAL	TEMODAR	No	Included
HEMOPHILIA - INFUSED	KOVALTRY	No	Included	ONCOLOGY - ORAL	TEMOZOL OMIDE	No	Included
HEMOPHILIA - INFUSED	MONONINE	No	Included	ONCOLOGY - ORAL	TEPMETK O	Yes	Included
HEMOPHILIA - INFUSED	NOVOEIGHT	No	Included	ONCOLOGY - ORAL	THALOMI D	Yes	Included
HEMOPHILIA - INFUSED	NOVOSEVEN RT	No	Included	ONCOLOGY - ORAL	TIBSOVO	Yes	Included
HEMOPHILIA - INFUSED	NUWIQ	No	Included	ONCOLOGY - ORAL	TRETINOI N	No	Included
HEMOPHILIA - INFUSED	PROFILNINE	No	Included	ONCOLOGY - ORAL	TRUSELTI Q	Yes	Included
HEMOPHILIA - INFUSED	REBINYN	No	Included	ONCOLOGY - ORAL	TUKYSA	Yes	Included
HEMOPHILIA - INFUSED	RECOMBINATE	No	Included	ONCOLOGY - ORAL	TURALIO	Yes	Included
HEMOPHILIA - INFUSED	RIXUBIS	No	Included	ONCOLOGY - ORAL	TYKERB	No	Included
HEMOPHILIA - INFUSED	SEVENFACT	No	Included	ONCOLOGY - ORAL	UKONIQ	Yes	Included
HEMOPHILIA - INFUSED	TRETTEN	Yes	Included	ONCOLOGY - ORAL	VENCLEX TA	Yes	Included
HEMOPHILIA - INFUSED	VONVENDI	Yes	Included	ONCOLOGY - ORAL	VERZENIO	Yes	Included
HEMOPHILIA - INFUSED	WILATE	No	Included	ONCOLOGY - ORAL	VITRAKVI	Yes	Included
HEMOPHILIA - INFUSED	XYNTHA	No	Included	ONCOLOGY - ORAL	VIZIMPRO	Yes	Included

HEMOPHILIA - INJECTABLE	HEMLIBRA	Yes	Included	ONCOLOGY - ORAL	VONJO	Yes	Included
HEPATITIS B	ADEFOVIR DIPVOXIL	No	Included	ONCOLOGY - ORAL	VOTRIENT	Yes	Included
HEPATITIS B	BARACLUDE	No	Included	ONCOLOGY - ORAL	WELIREG	Yes	Included
HEPATITIS B	EMPAVELI	Yes	Included	ONCOLOGY - ORAL	XALKORI	Yes	Included
HEPATITIS B	ENTECAVIR	No	Included	ONCOLOGY - ORAL	XELODA	No	Included
HEPATITIS B	EPIVIR HBV	No	Included	ONCOLOGY - ORAL	XOSPATA	Yes	Included
HEPATITIS B	HEPSERA	No	Included	ONCOLOGY - ORAL	XPOVIO	Yes	Included
HEPATITIS B	LAMIVUDINE HBV	No	Included	ONCOLOGY - ORAL	XTANDI	Yes	Included
HEPATITIS B	VEMLIDY	No	Included	ONCOLOGY - ORAL	YONSA	No	Included
HEPATITIS C	EPCLUSA	No	Included	ONCOLOGY - ORAL	ZEJULA	Yes	Included
HEPATITIS C	HARVONI	No	Included	ONCOLOGY - ORAL	ZEI.BORA F	Yes	Included
HEPATITIS C	LEDIPASVIR/SOF OSBUVIR	No	Included	ONCOLOGY - ORAL	ZOLINZA	No	Included
HEPATITIS C	MAVYRET	No	Included	ONCOLOGY - ORAL	ZYDELIG	Yes	Included
HEPATITIS C	PEGASYS	No	Included	ONCOLOGY - ORAL	ZYKADIA	Yes	Included
HEPATITIS C	PEGINTRON	No	Included	ONCOLOGY - ORAL	ZYTIGA	No	Included
HEPATITIS C	SOFOSBUVIR/VEL PATASVIR	No	Included	ONCOLOGY - TOPICAL	TARGRETI N	No	Included
HEPATITIS C	SOVALDI	No	Included	ONCOLOGY - TOPICAL	VALCHLO R	Yes	Included
HEPATITIS C	VIEKIRA PAK	No	Included	OPHTHALMI C	OXERVAT E	Yes	Included
HEPATITIS C	VOSEVI	No	Included	OSTEOPORO SIS	FORTEO	No	Included
HEPATITIS C	ZEPATIER	No	Included	OSTEOPORO SIS	TERIPARA TIDE	No	Included
HEPATOLOGY	BYLVAY	Yes	Included	OSTEOPORO SIS	TYMLOS	No	Included
HEPATOLOGY	LIVMARLI	Yes	Included	PARKINSONS DISEASE	APOKYN	Yes	Included
HEREDITARY ANGIOEDEMA	ORLADEYO	Yes	Included	PARKINSONS DISEASE	APOMORP HINE	Yes	Included
IMMUNE MODULATOR	ACTIMMUNE	Yes	Included	PARKINSONS DISEASE	INBRIJA	Yes	Included
IMMUNE MODULATOR	ARCALYST	Yes	Included	PARKINSONS DISEASE	KYNMOBI	Yes	Included
IMMUNOLOGI CAL AGENTS	LUPKYNIS	Yes	Included	PULMONARY DISEASE	ESBRIET	Yes	Included
IMMUNOLOGI CAL AGENTS	PALFORZIA	Yes	Included	PULMONARY DISEASE	OFEV	Yes	Included
IMMUNOLOGI CAL AGENTS	TAVNEOS	Yes	Included	PULMONARY DISEASE	PIRFENID ONE	Yes	Included
INFERTILITY	CETRORELIX	No	Included	PULMONARY HYPERTENSI ON	ADCIRCA	No	Included

INFERTILITY	CETROTIDE	No	Included	PULMONARY HYPERTENSION	ADEMPAS	Yes	Included
INFERTILITY	CHORIONIC GONADOTROPIN	No	Included	PULMONARY HYPERTENSION	ALYQ	No	Included
INFERTILITY	FOLLISTIM AQ	No	Included	PULMONARY HYPERTENSION	AMBRISANTAN	Yes	Included
INFERTILITY	FYREMADEL	No	Included	PULMONARY HYPERTENSION	BOSENTAN	No	Included
INFERTILITY	GANIRELIX ACETATE	No	Included	PULMONARY HYPERTENSION	LETAIRIS	Yes	Included
INFERTILITY	GONAL-F	No	Included	PULMONARY HYPERTENSION	OPSUMIT	Yes	Included
INFERTILITY	GONAL-F RFF	No	Included	PULMONARY HYPERTENSION	ORENITRAM	Yes	Included
INFERTILITY	MENOPUR	No	Included	PULMONARY HYPERTENSION	REVATIO	No	Included
INFERTILITY	NOVAREL	No	Included	PULMONARY HYPERTENSION	SILDENAFIL	No	Included
INFERTILITY	OVIDREL	No	Included	PULMONARY HYPERTENSION	TADALAFIL	No	Included
INFERTILITY	PREGNYL	No	Included	PULMONARY HYPERTENSION	TADLIQ	Yes	Included
INFLAMMATORY CONDITIONS	ACTEMRA	No	Included	PULMONARY HYPERTENSION	TRACLEER	Yes	Included
INFLAMMATORY CONDITIONS	ADBRY	Yes	Included	PULMONARY HYPERTENSION	TYVASO	Yes	Included
INFLAMMATORY CONDITIONS	AMJEVITA	No	Included	PULMONARY HYPERTENSION	UPTRAVI	Yes	Included
INFLAMMATORY CONDITIONS	CIBINQO	No	Included	PULMONARY HYPERTENSION	VENTAVIS*	Yes	Included
INFLAMMATORY CONDITIONS	CIMZIA	No	Included				

\*Includes Nebulizer  
2Q 2023

Generic equivalents may be dispensed in lieu of brands.

**SIGNATURE PAGE TO FOLLOW**



WITNESS WHEREOF, the County and United have executed this Amendment as of the date first above written.

United HealthCare Services, Inc.

BY: *Allyson Gammara*  
TITLE: Associate General Counsel  
DATE: 3-16-2026

Signature of Notary Public Required:

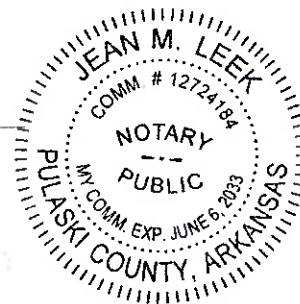
STATE OF Arkansas  
COUNTY OF Pulaski

The foregoing instrument was acknowledged before me this 6<sup>th</sup> day of March, 2026,  
by Allison Courtney Langston.

Witness my hand and official seal

*Jean M. Leek*  
Notary Public

My commission expires: June 6, 2033



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

**By:** \_\_\_\_\_

**George Teal  
Chair**

**ATTEST:**

**By:** \_\_\_\_\_

**Hayley Hall  
Clerk to the Board, Clerk & Recorder**

**APPROVED AS TO CONTENT:**

**By:** \_\_\_\_\_

**Laura Leary  
Human Resources Director**

**DATE:** \_\_\_\_\_

**APPROVED AS TO FISCAL CONTENT:**

**By:** \_\_\_\_\_

**Christie Guthrie  
Director of Finance**

**DATE:** \_\_\_\_\_

**APPROVED AS TO CONTENT:**

**By:** \_\_\_\_\_

**Doug DeBord  
County Manager**

**DATE:** \_\_\_\_\_

**APPROVED AS TO LEGAL CONTENT:**

**By:** \_\_\_\_\_

**Christopher Pratt  
County Attorney**

**DATE:** \_\_\_\_\_

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www.douglas.co.us

**MEETING DATE:** April 28, 2026

**STAFF PERSON RESPONSIBLE:** Cristy Cobb, Benefits Manager

**DESCRIPTION:** 2026 Public Amendment for Services with Empower in the Amount of \$160,000.00.

**SUMMARY:** The attached annual amendment represents the 2026 agreement for employee retirement program administration fees which are offset by plan forfeitures.

**RECOMMENDED ACTION:** Approval and signature of the Amendment of the Public Contract for Services Agreement with Empower for \$160,000.

**REVIEW:**

Laura Leary	Approve	4/13/2026
Jeff Garcia	Approve	4/13/2026
Christie Guthrie	Approve	4/13/2026
Doug DeBord	Approve	4/13/2026

**ATTACHMENTS:**

Cover Page  
Empower Contract Amendment 2026

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www.douglas.co.us

**MEETING DATE:** April 28, 2026

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**SUMMARY:** The attached annual amendment represents the 2026 agreement for employee retirement program administration fees which are offset by plan forfeitures.

**RECOMMENDED ACTION:** Approval and signature of the Amendment of the Public Contract for Services Agreement with Empower for \$160,000.

**REVIEW:**

Laura Leary	Approve	4/13/2026
Jeff Garcia	Approve	4/13/2026
Christie Guthrie	Approve	4/13/2026
Doug DeBord	Approve	4/13/2026

**ATTACHMENTS:**

Empower Contract Amendment 2026

## SECOND AMENDMENT TO PUBLIC CONTRACT FOR SERVICES

**THIS SECOND AMENDMENT TO THE PUBLIC CONTRACT FOR SERVICES** (the "Second Amendment") is made and entered into this **1st day of January 2026**, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the "County"), and **EMPOWER RETIREMENT, LLC**, authorized to do business in Colorado ("Empower").

**WHEREAS**, the County and the Consultant entered into a certain Public Contract for Services July 3, 2024 (the "Contract"); and

**WHEREAS**, the County and the Contractor originally agreed to a Maximum Contract Expenditure for services in the amount of **SIXTY-FIVE THOUSAND DOLLARS (\$65,000.00)** for the Term July 3, 2024 to December 31, 2024; and

**WHEREAS**, the County and the Contractor subsequently amended the Contract on January 1, 2025 ("First Amendment") increasing the Maximum Contract Expenditure for services in the amount of **SIXTY-NINE THOUSAND TWO HUNDRED DOLLARS (\$69,200.00)** for fiscal year 2025; and

**WHEREAS**, the County, in auditing of the 2025 expenditure amount to the original MSA agreement, determined the 2025 dollar amount was calculated on 6 months as opposed to 12 months, resulting in an additional **EIGHTY THREE THOUSAND THREE HUNDRED EIGHTY DOLLARS (\$83,380.00)**, totaling \$152,580 for fiscal year 2025; and

**WHEREAS**, the County and the Contractor hereby desire to further extend the Term and increase the Maximum Contract Expenditure by an additional **ONE HUNDRED SIXTY THOUSAND DOLLARS (\$160,000.00)** for fiscal year 2026; 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. MAXIMUM CONTRACT EXPENDITURE:** Any other provision of this Contract notwithstanding and pursuant to Section 29-1-110, C.R.S., the total amount of funds appropriated for this Contract is **THREE HUNDRED SEVENTY-SEVEN THOUSAND FIVE HUNDRED EIGHTY DOLLARS (\$377,580.00)**. The amount of funds appropriated for this Second Amendment is **ONE HUNDRED SIXTY THOUSAND DOLLARS (\$160,000.00)** for fiscal year 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 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.

2. **TERM:** It is mutually agreed by the parties that the term of this Contract shall commence as of 12:01 a.m. on **July 3, 2024**, and terminate at 12:00 a.m. on **December 31, 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.

3. The remainder of the Contract shall remain in full force and effect.

**SIGNATURE PAGE TO FOLLOW**



WITNESS WHEREOF, the County and Consultant have executed this Amendment as of the date first above written.

[EMPOWER RETIREMENT, LLC]

BY: *Robert Dwyer*

TITLE: *CEO President*

DATE: *3/10/2026*

Signature of Notary Public Required:

STATE OF Colorado

COUNTY OF Arapahoe

The foregoing instrument was acknowledged before me this 10th day of March, 2026, by Robert Dwyer,

Witness my hand and official seal

*Valerie A. Bell*  
Notary Public

My commission expires: 12/02/2029



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

**By:** \_\_\_\_\_

**George Teal  
Chair**

**ATTEST:**

**By:** \_\_\_\_\_

**Hayley Hall  
Clerk to the Board, Clerk & Recorder**

**APPROVED AS TO CONTENT:**

**By:** \_\_\_\_\_

**Laura Leary  
Human Resources Director**

**DATE:** \_\_\_\_\_

**APPROVED AS TO FISCAL CONTENT:**

**By:** \_\_\_\_\_

**Christie Guthrie  
Director of Finance**

**DATE:** \_\_\_\_\_

**APPROVED AS TO CONTENT:**

**By:** \_\_\_\_\_

**Doug DeBord  
County Manager**

**DATE:** \_\_\_\_\_

**APPROVED AS TO LEGAL CONTENT:**

**By:** \_\_\_\_\_

**Christopher Pratt  
County Attorney**

**DATE:** \_\_\_\_\_

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Dean Grafft, Manager, Fleet Services

**DESCRIPTION:** Purchase Order to TransWest Truck in the Amount of \$177,265.00 under Sourcewell - Freightliner Contract #032824-DAI.

**SUMMARY:** The Fleet Services Division of Facilities, Fleet & Emergency Support Services Department, is requesting approval for a purchase order to TransWest Truck for one Freightliner 114SD chassis, under the Road & Bridge Fund. This purchase will replace asset 14038 as planned in the 2026 Adopted Budget. Although the unit was budgeted at \$175,000, available savings from the replacement of unit 07012 will be used to cover the over-budget amount.

R&B Replacements (Fund 200) 31000.474300

- Unit 014038 - Freightliner - \$177,265.00.

Documents Attached:

- TransWest Truck Quote FL Date 03/02/2026
- Sourcewell - Freightliner Contract #0328/24-DAI

**RECOMMENDED ACTION:** Approval of Purchase Order to TransWest Truck in the amount of \$177,265.00 under Sourcewell - Freightliner contract #032824-DAI.

**REVIEW:**

Tim Hallmark	Approve	4/2/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Cover Page  
Daimler Contract 032824  
DOUGLAS CEMENTECH

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www.douglas.co.us

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R&B Replacements (Fund 200) 31000.474300

- Unit 014038 - Freightliner - \$177,265.00.

Documents Attached:

- TransWest Truck Quote FL Date 03/02/2026
- Sourcewell - Freightliner Contract #0328/24-DAI

**RECOMMENDED ACTION:** Approval of Purchase Order to TransWest Truck in the amount of \$177,265.00 under Sourcewell - Freightliner contract #032824-DAI.

**REVIEW:**

Tim Hallmark	Approve	4/2/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Daimler Contract 032824  
DOUGLAS CEMENTECH

**Solicitation Number: RFP #032824****CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Daimler Trucks North America, 4555 N. Channel Ave., Portland, OR 97217 (referred to as "DTNA" herein.)DTNA and its authorized dealers are collectively referred to as "Supplier" herein.

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Class 4-8 Chassis and Cabs with Related Equipment, Accessories, and Services from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

**1. TERM OF CONTRACT**

A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.

**EXPIRATION DATE AND EXTENSION.** This Contract expires July 9, 2028, unless it is cancelled sooner pursuant to Article 22. This Contract allows up to three additional one-year extensions upon the request of Sourcewell and written agreement by Supplier. Sourcewell retains the right to consider additional extensions beyond seven years as required under exceptional circumstances.

B. **SURVIVAL OF TERMS.** Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

## 2. EQUIPMENT, PRODUCTS, OR SERVICES

A. EQUIPMENT, PRODUCTS, OR SERVICES. Supplier's authorized dealers will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new and the current model. Supplier may offer close-out or refurbished Equipment or Products if they are clearly indicated in Supplier's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. WARRANTY. Supplier warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship, except for components or body installations covered under separate warranties. In addition, Supplier warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Supplier's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that extends beyond the expiration of the Supplier's warranty will be passed on to the Participating Entity.

C. DEALERS, DISTRIBUTORS, AND/OR RESELLERS. Upon Contract execution and throughout the Contract term, Supplier must provide to Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers relative to the Equipment, Products, and Services offered under this Contract, which will be incorporated into this Contract by reference. It is the Supplier's responsibility to ensure Sourcewell receives the most current information.

## 3. PRICING

All Equipment, Products, or Services under this Contract will be priced as described in Supplier's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.



Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. **SHIPPING AND SHIPPING COSTS.** All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected if it fails to meet the specifications agreed between Participating Entity and Supplier. If the damage is not readily apparent at the time of delivery, Supplier must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Supplier as soon as possible and the Supplier will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

Supplier must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcewell may declare the Supplier in breach of this Contract if the Supplier intentionally delivers substandard or inferior Equipment or Products.

B. **SALES TAX.** Each Participating Entity is responsible for supplying the Supplier with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. **HOT LIST PRICING.** At any time during this Contract, Supplier may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Supplier determines it will offer Hot List Pricing, it must be submitted electronically to Sourcewell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcewell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

#### **4. PRODUCT AND PRICING CHANGE REQUESTS**

Supplier may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcewell Price and Product Change Request Form to the assigned Sourcewell Supplier Development Administrator. This

approved form is available from the assigned Sourcewell Supplier Development Administrator. At a minimum, the request must:

- Identify the applicable Sourcewell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Contract and will be incorporated by reference.

## **5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS**

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Supplier understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Supplier is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Participating Entities may request that DTNA's authorized dealers perform work at government-owned facilities, including schools. The provision of such work shall be negotiated with the participating DTNA authorized dealer and the Participating Entity.

## 6. PARTICIPATING ENTITY USE AND PURCHASING

A. **ORDERS AND PAYMENT.** To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to the participating DTNA's authorized dealer that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Supplier. Typically, a Participating Entity will issue an order directly to the participating DTNA's authorized dealer. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration or cancellation of this Contract; however, DTNA's authorized dealer's performance, Participating Entity payment obligations, and any applicable warranty periods or other Supplier or Participating Entity obligations may extend beyond the term of this Contract.

Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. **ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM.** Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and participating DTNA authorized dealer, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum, the terms of which will be negotiated directly between the Participating Entity and the participating DTNA authorized dealer, as applicable. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. **SPECIALIZED SERVICE REQUIREMENTS.** In the event that the Participating Entity requires service or specialized performance requirements not addressed in this Contract (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements), the Participating Entity and the participating DTNA authorized dealer may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. **TERMINATION OF ORDERS.** Participating Entities may terminate an order, in whole or in part, immediately upon notice to participating DTNA authorized dealer in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the equipment, products, or services to be purchased; or
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements.

E. **GOVERNING LAW AND VENUE.** The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

## **7. CUSTOMER SERVICE**

A. **PRIMARY ACCOUNT REPRESENTATIVE.** Supplier will assign an Account Representative to Sourcwell for this Contract and must provide prompt notice to Sourcwell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcwell and Participating Entity inquiries; and
- Business reviews to Sourcwell and Participating Entities, if applicable.

B. **BUSINESS REVIEWS.** Supplier must perform a minimum of one business review with Sourcwell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, sales data reports, performance issues, supply issues, customer issues, and any other necessary information.

## **8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT**

A. **CONTRACT SALES ACTIVITY REPORT.** Each calendar quarter, Supplier must provide a contract sales activity report (Report) to the Sourcwell Supplier Development Administrator assigned to this Contract. Reports are due no later than 45 days after the end of each calendar quarter. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;
- Sourcwell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- ;
- Sourcwell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Supplier.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcewell, the Supplier will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Supplier may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

DTNA will submit payment to Sourcewell for the administrative fee per unit of Equipment and/or Product as stated in the Proposal. purchased by Participating Entities under this Contract during each calendar quarter. Payments should note the Supplier's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

DTNA agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the DTNA is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the DTNA in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

## **9. AUTHORIZED REPRESENTATIVE**

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Supplier's Authorized Representative is the person named in the Supplier's Proposal. If Supplier's Authorized Representative changes at any time during this Contract, Supplier must promptly notify Sourcewell in writing.

## **10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE**

A. AUDIT. Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Contract are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. ASSIGNMENT. Neither party may assign or otherwise transfer its rights or obligations under this Contract without the prior written consent of the other party and a fully executed assignment agreement. Such consent will not be unreasonably withheld. Any prohibited assignment will be invalid.

C. AMENDMENTS. Any amendment to this Contract must be in writing and will not be effective until it has been duly executed by the parties.

D. WAIVER. Failure by either party to take action or assert any right under this Contract will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right. Any such waiver must be in writing and signed by the parties.

E. CONTRACT COMPLETE. This Contract represents the complete agreement between the parties. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22 of this Contract, the terms of Articles 1-22 will govern.

F. RELATIONSHIP OF THE PARTIES. The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

## **11. INDEMNITY AND HOLD HARMLESS**

DTNA agrees to defend, indemnify and hold harmless Sourcewell and the Participating Entities from and against any and all claims which are incurred by or asserted against any Sourcewell and/ or Participating Entities by any third party (including Sourcewell or participating Entities personnel), to the extent such claims arise out of or relate to: (a) the negligent acts, negligent omissions, willful misconduct, or strict liability (whether insured against or not) of, or violation of applicable Law by, any DTNA Indemnitees (as defined below); (b) defects in materials, manufacture, workmanship, or design of any Equipment or Product under this Contract, whether latent or patent (including for failure to properly label, failure to properly warn of dangers associated with use, failure to give proper instructions, failure to inspect adequately, and failure to test adequately); (c) a claim alleging that the manufacture, use, or sale of the Equipment infringes the Proprietary Rights of any third person; or (d) performance of Services for which DTNA contracts in a manner inconsistent with the obligations under this Agreement(e) DTNA's breach of any of its warranties, representations, and obligations in this Contract provided, that DTNA's obligation in this Section 11 will not apply to the extent that a claim results from Sourcewell or Participating Entities' negligence, gross negligence or willful misconduct. As used in this Section 11, "DTNA Indemnitee" means, collectively, DTNA , its affiliates, and its and their respective officers, directors, and personnel, and all of their respective permitted successors and permitted assigns.

## **12. GOVERNMENT DATA PRACTICES**

Supplier and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell



under this Contract and as it applies to all data created, collected, received, maintained, or disseminated by the Supplier under this Contract.

### 13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

#### A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:
  - a. Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Supplier.
  - b. Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising and promotional materials for the purpose of marketing Supplier's relationship with Sourcewell.
2. *Limited Right of Sublicense.* The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.
3. *Use; Quality Control.*
  - a. Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.
  - b. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.
4. *Termination.* Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. **PUBLICITY.** Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Supplier individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. **MARKETING.** Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Send all approval requests to the Sourcewell Supplier Development Administrator assigned to this Contract.

D. **ENDORSEMENT.** The Supplier must not claim that Sourcewell endorses its Equipment, Products, or Services.

#### **14. GOVERNING LAW, JURISDICTION, AND VENUE**

The substantive and procedural laws of the State of Minnesota will govern this Contract. Venue for all legal proceedings arising out of this Contract, or its breach, must be in the appropriate state court in Todd County, Minnesota or federal court in Fergus Falls, Minnesota.

#### **15. FORCE MAJEURE**

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

#### **16. SEVERABILITY**

If any provision of this Contract is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Contract is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

#### **17. PERFORMANCE, DEFAULT, AND REMEDIES**

A. **PERFORMANCE.** During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Supplier will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Supplier may escalate the resolution of the issue to a higher level of management. The Supplier will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending.* Notwithstanding the existence of a dispute, the Supplier must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Supplier fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed

work, the Supplier will bear any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed.

B. **DEFAULT AND REMEDIES.** Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

The party claiming default must provide written notice of the default, with 30 calendar days to cure the default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

## **18. INSURANCE**

A. **REQUIREMENTS.** At its own expense, Supplier must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with the following coverage and limits of insurance:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

\$500,000 each accident for bodily injury by accident

\$500,000 policy limit for bodily injury by disease

\$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Supplier will maintain insurance covering its operations, with coverage on an claims basis and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:

\$1,000,000 each occurrence Bodily Injury and Property Damage

\$1,000,000 Personal and Advertising Injury  
\$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Supplier will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:  
\$1,000,000 each accident, combined single limit

4. *Umbrella Insurance.* During the term of this Contract, Supplier will maintain umbrella coverage over Employer's Liability, Commercial General Liability, and Commercial Automobile.

Minimum Limits:  
\$2,000,000

Failure of Supplier to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Supplier Development Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Supplier to provide certificates of insurance, in no way limits or relieves Supplier of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Supplier agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all

deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

## **19. COMPLIANCE**

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Supplier must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Supplier conducts with Sourcewell and Participating Entities.

## **20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION**

DTNA certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract DTNA declares bankruptcy, DTNA must immediately notify Sourcewell in writing.

DTNA certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. DTNA further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

## **21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS**

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Article, all references to “federal” should be interpreted to mean the United States federal government.

The following list only applies when a Participating Entity accesses Supplier's Equipment, Products, or Services with United States federal funds.

A. **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

B. **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must be in compliance with all applicable Davis-Bacon Act provisions.

C. **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of 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. This provision is hereby incorporated by reference into this Contract. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 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. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to 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- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties 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 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “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. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any

agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors 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 C.F.R. § 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.

M. FEDERAL SEAL(S), LOGOS, AND FLAGS. The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

N. NO OBLIGATION BY FEDERAL GOVERNMENT. The U.S. federal government is not a party to this Contract or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Contract or any purchase by an authorized user.

O. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS. The Contractor acknowledges that 31 U.S.C. 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Contract or any purchase by a Participating Entity.

P. FEDERAL DEBT. DTNA certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

Q. CONFLICTS OF INTEREST. DTNA must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Contract or any aspect related to the anticipated work under this Contract raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). DTNA must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

R. U.S. EXECUTIVE ORDER 13224. The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

S. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT. To the extent applicable, DTNA certifies that during the term of this Contract it will comply with applicable requirements of 2 C.F.R. § 200.216.

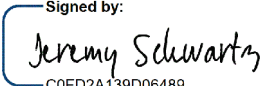
T. DOMESTIC PREFERENCES FOR PROCUREMENTS. To the extent applicable, Supplier certifies that during the term of this Contract will comply with applicable requirements of 2 C.F.R. § 200.322.

## 22. CANCELLATION

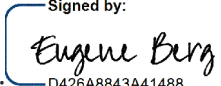
Sourcewell or DTNA may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Supplier's Proposal.

Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

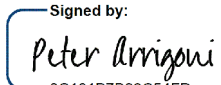
Sourcewell

Signed by:  
  
 C0FD2A139D06489...  
 By: \_\_\_\_\_  
 Jeremy Schwartz  
 Title: Chief Procurement Officer  
 Date: 8/28/2024 | 5:36 PM CDT  
 \_\_\_\_\_

Daimler Trucks North America

Signed by:  
  
 D426A8843A41488...  
 By: \_\_\_\_\_  
 Eugene Berg  
 Title: Director-Vocational Sales  
 Date: 8/19/2024 | 3:31 PM CDT  
 \_\_\_\_\_

Daimler Trucks North America

Signed by:  
  
 8C101B7B93C54FD...  
 By: \_\_\_\_\_  
 Peter Arrigoni  
 Title: Vice President-Vocational Sales  
 Date: 8/27/2024 | 7:06 PM CDT  
 \_\_\_\_\_

# RFP 032824 - Class 4-8 Chassis and Cabs with Related Equipment, Accessories, and Services

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## Vendor Details

Company Name: Daimler Trucks North America  
Does your company conduct business under any other name? If yes, please state: Freightliner LLC, Western Star Truck Sales Inc.  
Address: 4555 N. Channel Avenue  
Portland , Oregon 97217  
Contact: Eugene Berg  
Email: eugene.berg@daimlertruck.com  
Phone: 503-939-3033  
HST#: 93-0790608

## Submission Details

Created On: Wednesday February 14, 2024 18:28:59  
Submitted On: Thursday March 28, 2024 09:56:59  
Submitted By: Eugene Berg  
Email: eugene.berg@daimlertruck.com  
Transaction #: 351f998f-52bc-41d6-9e5b-c374ebf0eb65  
Submitter's IP Address: 163.116.129.117

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**Specifications**

**Table 1: Proposer Identity & Authorized Representatives**

**General Instructions** (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *
1	Proposer Legal Name (one legal entity only): (In the event of award, will execute the resulting contract as "Supplier")	Daimler Truck North America LLC
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal.	Freightliner LLC & Western Star Truck Sales Inc. & Daimler Truck Financial Services
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	None
4	Provide your CAGE code or Unique Entity Identifier (SAM):	UID: X4T2HM6GUXB1
5	Proposer Physical Address:	Daimler Truck North America 4555 N. Channel Ave. Portland, OR 97217
6	Proposer website address (or addresses):	Daimler Truck North America   Daimler - <a href="https://northamerica.daimlertruck.com">https://northamerica.daimlertruck.com</a>
7	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Eugene Berg Director - Vocational Sales Daimler Truck North America 4555 N. Channel Ave. Portland, OR 97217 (503) 939-3033 Eugene.Berg@DaimlerTruck.com
8	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Eugene Berg Director - Vocational Sales Daimler Truck North America 4555 N. Channel Ave. Portland, OR 97217 (503) 939-3033 Eugene.Berg@DaimlerTruck.com
9	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Jamie Mitchem Vocational District Sales Manager Daimler Truck North America 4555 N. Channel Ave. Portland, OR 97217 (503) 706-5211 Jamie.Mitchem@DaimlerTruck.com

**Table 2: Company Information and Financial Strength**

Line Item	Question	Response *
10	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	<p>Daimler Truck North America (DTNA), including Freightliner and Western Star truck brands, is the leading manufacturer of Class 6-8 commercial vehicles in North America, holding approximately 40% share of the market. The company is dedicated to serving "all who keep the world moving" and this simple statement of purpose reflects what we believe to be our integral place in the global supply chain. Whether moving foodstuffs from farms to grocery store shelves, goods from manufacturers to markets, or children to school, every single one of our products – while driven by a single individual – is ultimately making a difference in the lives of thousands, and our commitment to those customers operating those vehicles is steadfast and unwavering.</p> <p>As a subsidiary of the global Daimler Truck, we trace our company's history back to Germany of the late 19th century and the earliest days of the engine, as well as the very invention of the truck. From our earliest days, partnerships were core to our business strategy, with two German inventors and businessmen – Gottlieb Daimler and Karl Benz – founding the original Daimler-Benz. The company would continue to evolve and grow over the course of a century to become Daimler AG, at one time the world's largest industrial manufacturing conglomerate, and producer of both heavy trucks and the luxurious line of Mercedes-Benz cars.</p> <p>In late 2021, Daimler AG spun off these businesses into two separate entities. Today, Mercedes-Benz cars remain the benchmark of modern automotive luxury, while Daimler Truck provides solutions that support the global supply chain.</p> <p>Governed by a diverse Board of Management, Daimler Truck's perspective for the future is heavily influenced by our purpose statement, "For All Who Keep the World Moving." And the company intends to maintain its leading position in conventionally powered trucks and buses while simultaneously transforming its product line for a future of CO<sub>2</sub>-neutral transportation.</p> <p>In nearly every country of the world today, you will find trucks and buses from one of our company's brands. In North America, those vehicle brands include Freightliner and Western Star trucks and Thomas Built Buses. The company's portfolio on the continent is further strengthened by Detroit®, a vertically integrated manufacturer of Daimler Truck's proprietary engines, transmissions, axles, and other components and technologies for both conventional and zero-emission vehicles.</p> <p>Our company's proud 130-year history is not only a testament to our resilience, but also emblematic of how partnerships with our customers and our vision for the future help drive toward a common good: good for us, good for our customers, good for society. Even as we've evolved our trucks and buses – and as we continue to evolve their underlying propulsion technologies – we continue to partner with our customers to enable them to keep our world moving. We look forward to having the chance to continue delivering on that purpose for many more centuries to come.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "Upload Additional Documents"</li> <li>• Attachments: "DTNA – Company Overview Links"</li> <li>• Hyperlinks contained in attachment:</li> </ul> <ol style="list-style-type: none"> <li>1. Purpose &amp; Vision:             <ol style="list-style-type: none"> <li>a) Daimler Truck North America   Daimler</li> <li>b) DTNA Purpose Video</li> <li>c) DTNA Vision Video</li> </ol> </li> </ol>



11	<p>What are your company's expectations in the event of an award?</p>	<p>Simply stated, it is our intent to strategically help grow both the Sourcewell footprint of Members, as well as Daimler Truck's share of the Muni / Government / Not-for-Profit market. Daimler Truck North America and our desirable truck brands, Freightliner and Western Star have substantial experience and a leading position in the sale and service of municipal vehicles. DTNA plans to realize share growth with our inclusion in the Sourcewell Awarded Contract catalog. With an extensive network of dealers covering ALL of Canada and United States, we will utilize this network, through on-site advertising, tradeshows, conventions, dealer open-houses and our numerous corporately held training events, to both educate on and promote the Sourcewell program.</p> <p>If a Sourcewell contract is awarded, we will utilize our internal resources; webinars / social media / dealer training events etc. as well as our large independently owned dealer group and their resources, to promote our Sourcewell contract. If awarded, we look forward to working with the Sourcewell team to establish a joint marketing plan which will maximize the effectiveness of our extensive dealer footprint, throughout the US and Canada, through the resulting launch of our product catalog to the Sourcewell membership.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Marketing Plan"</li> <li>• Attachments: "DTNA Marketing Plan Sample – Sourcewell GTM Strategy"</li> </ul>
12	<p>Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.</p>	<p>In late 2021, Daimler Truck Holding AG was established in a spin-off from Daimler AG, the former parent company and owner of both Mercedes-Benz cars and the Daimler Truck family of brands, including Freightliner and Western Star trucks. Daimler Truck Holding AG has been listed on the Frankfurt Stock Exchange (Börse Frankfurt) since that time, where we are included as one of the 40 blue chip DAX index companies.</p> <p>We are abundantly happy to provide our annual filings for 2021, 2022 and 2023, all of which are inclusive of income statements, cash flow statements, and other salient financial data regarding the health and viability of our business. Please note: the latter of these will be available on March 1, 2024, in conjunction with our disclosure schedule. Additionally, the most recent presentation furnished to analysts, investors, and the media at our July 11, 2023 Capital Market Day program can be found here.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Financial Strength &amp; Stability"</li> <li>• Attachments: "DTNA Financial Strength &amp; Stability Hyperlinks"</li> </ul> <ol style="list-style-type: none"> <li>a) Daimler Truck Annual Report 2021</li> <li>b) Daimler Truck Annual Report 2022</li> <li>c) Daimler Truck Annual Report 2023</li> <li>d) Capital Market Day 2023 Presentation (daimlertruck.com)</li> </ol>
13	<p>What is your US market share for the solutions that you are proposing?</p>	<p>In 2023, DTNA captured 39.6% of the total US Class 8 Market, along with 35.4% share of the total US Class 6-7 Market. As of February, 2024 – DTNA has grown that share to 49.7% of the total US Class 8 Market and 40.6% share of the total US Class 6-7 Market.</p> <p>Our share of the addressable Truck / Tractor Market (excluding School Busses) is as follows:</p> <ul style="list-style-type: none"> <li>- Class 6/7: 30.7% - Total (30.7% - Freightliner)</li> <li>- Class 8: 36.8% - Total (33.7% Freightliner / 3.1% Western Star)</li> </ul> <p>Daimler Truck North America prides itself in having the right tool for the job in every market we operate in, thus being the preferred choice in classes 6-8.</p> <p>With the introduction of our new Western Star 47X and 49X products with industry leading technology and safety, we expect to continue growth in the Vocational Truck market over the coming years making Daimler Truck products the obvious choice for customers.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA - Upload Additional Document"</li> <li>• Attachments: "DTNA - North America Market Share"</li> </ul>
14	<p>What is your Canadian market share for the solutions that you are proposing?</p>	<p>Class 6/7: 37.5% - Total (37.5% - Freightliner)                  Class 8: 39.1% - Total (29.5% Freightliner / 9.7% Western Star)</p> <p>These values include tractors and trucks. Daimler Truck North America prides itself in having the right tool for the job in every market we operate in, thus being the preferred choice in classes 6-8.</p> <p>With the introduction of our new Western Star 47X and 49X products with industry leading technology and safety, we expect to continue growth in the Vocational Truck market over the coming years making Daimler Truck products the obvious choice for customers.</p>
15	<p>Has your business ever petitioned for bankruptcy protection? If so, explain in detail.</p>	<p>As of the date of this submission, Daimler Truck North America has never petitioned for bankruptcy protection. Our organization maintains consistent financial strength and stability and is backed globally by a diverse group of investors on the Frankfurt Stock Exchange (Börse Frankfurt).</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Financial Strength &amp; Stability"</li> <li>• Attachments: "DTNA Financial Strength &amp; Stability Hyperlinks"</li> </ul> <ol style="list-style-type: none"> <li>a) Daimler Truck Annual Report 2021</li> <li>b) Daimler Truck Annual Report 2022</li> <li>c) Daimler Truck Annual Report 2023</li> <li>d) Capital Market Day 2023 Presentation (daimlertruck.com)</li> </ol>
16	<p>How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization.</p> <p>a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned?</p> <p>b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?</p>	<p>DTNA is an Original Equipment Manufacturer (OEM) with over 70 years of experience in the commercial vehicle space. Our organization is backed by an independent dealer network across US, Canada &amp; US Territories. With an extensive presence in 587 sales, service and distributor locations spanning across ALL states, territories and provinces, Daimler Truck North America is the leading commercial vehicle manufacturer in North America. Our portfolio of distinctive brands serves a multitude of industries and commercial vehicle applications. Through affiliated companies like Detroit Diesel Corporation, the company also is a leading provider of heavy- and medium-duty diesel engines and components. As Daimler Truck North America enters its eighth decade, it remains committed to the values on which it was founded: innovation, quality, and an unwavering dedication to meeting customers' needs.</p> <p>b) Daimler Truck North America is the leading original equipment manufacturer (OEM) of Class 6-8 commercial vehicles in North America. The sales of our products are performed through a robust network of 448 franchised and independently owned SALES locations, strategically located across the North American continent. The entirety of this dealership network and its employed technicians, are trained and certified by DTNA's trainers to perform routine maintenance and major repairs. In addition, through an exclusive and strategic partnership to provide select services for Freightliner vehicles at approved Love's Truck Care and Speedco locations, Freightliner drivers have access to an even larger network of service points for light mechanical warranty repair work, roadside warranty emergency services, and approved field service and recall campaigns.</p>

<p>17</p>	<p>If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.</p>	<p>Daimler Truck North America (DTNA) is dedicated to improving the quality of life and preserving the environment within the communities and societies we engage with. Environmental conservation and the conscious use of energy resources stand as fundamentals of DTNA's mission. Our commitment to these principles is underscored by our attainment of external certification through rigorous audits conducted in accordance with the ISO 14001:2015 Environmental Management and ISO 50001:2018 Energy Management systems. This certification verifies DTNA's alignment with the stringent provisions outlined in these standards.</p> <p>Class 6-8 vehicles under the brand of Freightliner and Western Star Product lines conform to all applicable Federal Motor Vehicle Safety Standards (FMVSS) and the Canada Motor Vehicle Safety Act (CMVSS)</p> <p>Daimler Truck fuel tanks are certified to 49 CFR 393.67 for side mounted tanks and we take into consideration the recommended standards to 49 CFR 399.207.</p> <p>Daimler Truck vehicles takes into considered of Width and length limitations (23 CFR 658) regulated by the Federal Highway Administration</p> <p>The exterior sound level of Daimler Truck North America vehicles conforms to the noise legislation of the US Department of Transportation and the EPA (40 CFR 205)</p> <p>The Interior sound level of Daimler Truck North America vehicles conforms to the noise legislation of the US Department of Transportation (49 CFR 393.94) Canada Motor Vehicle Safety Act (CMVSS 1106) and OSHA (29 CFR 1910.95)</p> <p>Freightliner and Western Star Product are equipped with emission control equipment to comply with all applicable US environmental Protection Agency (EPA) regulations governing control of air population from new motor vehicles and new motor vehicle engines, which are in effect on the date of manufacture. In addition, there are offerings that comply to the State of California Vehicle Code air quality standards (CARB) for new motor vehicles and new motor vehicle engines in effect on the date of vehicle manufacture. In addition to conforming to J1939-13 for On board diagnostics.</p> <p>Daimler Truck North America follows ISO 9001 for Quality Management Systems and takes into consideration and implementation of Functional Safety (ISO 26262) (when developing, designing, and evaluating our vehicles. Our organization also follows ISO 21434 for cybersecurity engineering on Road Vehicles.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA - WMBE-MBE-SBE or Related Certificates"</li> <li>• Attachments:             <ol style="list-style-type: none"> <li>1) "Licenses - Certifications"</li> <li>2) DTNA Certificate of Insurance</li> </ol> </li> </ul>
<p>18</p>	<p>Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.</p>	<p>Not applicable to our organization</p>

**Table 3: Industry Recognition & Marketplace Success**

Line Item	Question	Response *
19	Describe any relevant industry awards or recognition that your company has received in the past five years	<p>In 2023, Daimler Truck North America's head of eMobility, Rakesh Aneja, was appointed to the Electric Vehicle Working Group, an effort by the Joint Office of Energy and Transportation to work on the integration of light-, medium- and heavy-duty electric vehicles into the U.S. transportation and energy systems. To date, Aneja remains the only OEM representative invited to the Group.</p> <p>In 2022, the U.S. Department of Energy recognized the Detroit® plant for earning Platinum Level SEP 50001 certification for energy conservation in manufacturing, the third consecutive year the facility earned the distinction.</p> <p>In 2022, the Portland Business Journal named Daimler Truck North America "Innovator of the Year" for the company's pioneering work in electric medium- and heavy-duty vehicles, including the Freightliner eCascadia and Freightliner eM2.</p> <p>In 2022, Heavy Duty Trucking named the Detroit® Assurance Suite of Safety Systems a "Top 20 Products" of the year.</p> <p>In 2021, Equipment Today named the Western Star 49X a "Top 50 New Products" of the year.</p> <p>In 2021, Construction Equipment named the Western Star 47X a "Top 100 New Products" of the year.</p> <p>In 2019, Engadget named the Freightliner Cascadia with Detroit Assurance Suite of Safety Systems the "Best of CES" for transportation technology.</p> <p>In 2019, the South Coast Air Quality Management District bestowed the "Clean Air Technology" award on Daimler Truck North America for the company's development of battery electric medium- and heavy-duty trucks.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>Folder: "Upload Additional Documents"</li> <li>Attachments: "DTNA – Company Overview Links"</li> <li>Hyperlinks:</li> </ul> <p>2. Awards &amp; Certifications Links:</p> <ol style="list-style-type: none"> <li>Electric Vehicle Working Group - Joint Office of Energy and Transportation (driveelectric.gov)</li> <li>Saving Energy and Money: The Daimler Truck North America Plant in Detroit® -- A Journey in Energy Management   Department of Energy</li> <li>Makers &amp; Manufacturers Awards Executive of the Year: Tamara Lundgren - Portland Business Journal (bizjournals.com)</li> <li>HDT 2022 Top 20 Products - Equipment - Trucking Info</li> <li>Daimler wants self-driving trucks on the roads in ten years (engadget.com)</li> <li>Daimler Trucks North America Recognized with Clean Air Technology Award   Daimler</li> </ol>
20	What percentage of your sales are to the governmental sector in the past three years	<p>Market Share for the Government segment in 2019 was an industry leading 31.4% in the US and 32.7% in Canada</p> <p>Share of DTNA Business:</p> <p>Class 6/7: 2.8% (2021); 3.7% (2022); 3.3% (2023)</p> <p>Class 8: 4.2% (2021); 4.5% (2022); 4.7% (2023)</p> <p>Market Share:</p> <ul style="list-style-type: none"> <li>- Class 6/7: 33.6% (US)</li> <li>- Class 8: 33.0% (US)</li> <li>- Class 6/7: 23.4% (CAN)</li> <li>- Class 8: 46.1% (CAN)</li> </ul> <p>DTNA has a strong presence in the Government Sector, and it is a very important part of our business where we continue to strive for growth.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>Folder: "DTNA – Upload Additional Document"</li> <li>Attachments:             <ul style="list-style-type: none"> <li>- "Government Sector Market Share.pdf"</li> </ul> </li> </ul>
21	What percentage of your sales are to the education sector in the past three years	<p>As this submission does not include our Thomas Built Bus division (separate proposal submitted under the current School Bus solicitation), the education sector is not applicable to our proposal. That said, the Thomas Built Bus division was 7.1% of our overall business in 2021, 6.1% in 2022, 6.6% in 2023.</p>
22	List any state, provincial, or cooperative purchasing contracts that you hold.  What is the annual sales volume for each of these contracts over the past three years?	<p>As the largest OEM in the municipal sector, DTNA has worked with several of these organizations over the years, but the contracts are held by our dealer network and not directly with us. Examples include: the Houston Galveston Area Council, Miami Dade Sheriffs Association, Texas Buy Board, and NC Sheriff's Association. Sales to these groups were all more than 50 trucks and generated millions of dollars in sales.</p> <p>Please reference additional information in response to Table 5, Question 25 for more detail.</p>
23	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold.  What is the annual sales volume for each of these contracts over the past three years?	<p>DTNA has a decade's long track record with the US Government (USG) via the GSA's Auto-Choice and Multiple Award Schedule programs. We have also had great success in working with individual branches of Government such as the State Department, USAF, TACOM, USACE, US Navy &amp; Marine Corps via stand-alone contracts. DTNA is viewed as a leading vendor to the USG due to our exceptional customer service and strong support of their marketing efforts such as extensive involvement as a presenter and subject matter expert in the Fed Fleet exhibition. Annual sales on these contacts amount to hundreds of trucks and millions of dollars. As documentation of this success, we have attached market share volumes for the 2023-2024 GSA contract – GS-30F- NA013 in the attached "GSA Contract Results 2023-2024" in the additional documents upload section of our submission. While DTNA is not the prime contractor on any USG sales, we are closely involved with our dealers and the process to ensure the customer need is met.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>Folder: "DTNA – Upload Additional Document"</li> <li>Attachments: "GSA Contract Results 2023-2024"</li> </ul>

**Table 4: References/Testimonials**

Line Item 24. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *
Los Angeles Dept of Water & Power	Tade Mirzakhanyan	818-771-3614
PB Loader	John Styer	559-277-7370
Altec	Breanna Kinman	913-231-6570
Viking Cives	Kevin Newson	801-204-4130

**Table 5: Top Five Government or Education Customers**

**Line Item 25.** Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *
GSA	Government	Other	Class 6-8 Trucks	100-250/year	Estimated \$15 - \$37 million *
CT Dept. of Admin Serv	Government	Connecticut - CT	Class 6-8 Trucks	50-250/year	Estimated \$7 - \$37 million *
State of Minnesota	Government	Minnesota - MN	Class 6-8 Trucks	50-250/year	Estimated \$7 - \$37 million *
Texas Controller of Public Acct.	Government	Texas - TX	Class 6-8 Trucks	100-150/year	Estimated \$15 - \$23 million *
Missouri DOT	Government	Missouri - MO	Class 6-8 Trucks	50-150/year	Estimated \$7 - \$23 million *

**Table 6: Ability to Sell and Deliver Service**

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable.

Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *
26	Sales force.	<p>DTNA's corporate sales force includes several Senior Executives, 10 Regional Directors, as well as 40+ District Sales Managers. With an army of 1,000+ dealer sales professionals, we represent a formidable force, tasked with selling and supporting Freightliner and Western Star Trucks across all of the states and provinces in the U.S. and Canada. DTNA's After Sales Support (field parts and service) group has a similar number of corporate Executive, Regional and District staff. Combined corporate support includes 1,000's of dealer; parts, technician, warranty and Customer Experience (CX) experts. DTNA represents one of (if not) THE largest sales and support networks, in North America.</p> <p>The DTNA dealer sales force is also comprised of 448 Freightliner and Western Star SALES locations across the US and Canada. Employees of these locations include thousands of expertly trained salespeople who are available to Sourcewell Members.</p>
27	Dealer network or other distribution methods.	<p>Above and beyond the 448 SALES dealership locations referenced in Question 26, the dealer network also includes numerous Parts &amp; Service locations. The TOTAL DTNA dealer network is comprised of 587 Freightliner / Western Star Sales AND Parts &amp; Service locations, across the US and Canada. Employees of these locations include thousands of expertly trained salespeople who are available to Sourcewell Members. This extensive network draws from 10 strategically placed Parts Delivery Centers across the US and Canada. Additionally, our network has contracts with 171 Detroit Distributor locations, which can service Detroit engines, as well as 413 Loves Truck Care and Speedco locations that are capable of light repairs.</p> <p>While DTNA dealers are the primary point of contact for Sourcewell members, DTNA's aftermarket parts team is the cornerstone of our customer uptime initiatives. With over 800 employees across 10 regional Parts Distribution Centers, we are uniquely positioned to support our customer base across North America. One of the primary goals of DTNA's Aftermarket PDC network is to be positioned to support our dealers in delivering within 12-hrs or less via a direct delivery service (DDS) route.</p> <p>Members can locate their local, facing Freightliner and Western Star sales &amp; service dealers via the "Find a Dealer" function on our website.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Upload Additional Document"</li> <li>• Attachments: "DTNA Dealer Directory"</li> </ul> <ul style="list-style-type: none"> <li>• Folder: "DTNA - Marketing Plan"</li> <li>• Attachments: "DTNA – Marketing Plan Website Links"</li> <li>• Hyperlinks:             <ol style="list-style-type: none"> <li>1. Daimler Truck North America   Daimler</li> <li>2. Western Star – Sourcewell Sample Webpage</li> <li>3. Freightliner – Sourcewell Sample Webpage</li> </ol> </li> </ul>

<p>28</p>	<p>Service force.</p>	<p>DTNA has over 700 service locations and the reliability of our dedicated support staff, from our factory certified technicians to our 24/7 toll-free hotline operators. Our job is to make your job easier and more profitable, and with our vast network of service locations.</p> <p>The DTNA service network in the United States &amp; Canada includes, but is not limited to:</p> <ul style="list-style-type: none"> <li>• 388 Freightliner &amp; Western Star dual branded parts &amp; service locations</li> <li>• 79 Freightliner standalone brand parts &amp; service locations</li> <li>• 73 Western Star standalone brand parts &amp; service locations</li> <li>• 134 Detroit distributor branches (Detroit &amp; Allison transmission repairs)</li> <li>• Over 10,000 certified technicians nationwide</li> </ul> <p>Freightliner ExpressPoint The Freightliner ExpressPoint service offering provides Freightliner customers increased support and convenience on the highway. Available at more than 400 Love's Truck Care and Speedco locations, participating locations have Freightliner trained technicians that are able to support campaign recalls and light mechanical warranty repairs. By partnering with the local Freightliner dealer, we can now offer you better uptime to keep your Freightliner and freight moving down the road.</p> <p>The ExpressPoint experience includes:</p> <ul style="list-style-type: none"> <li>• Light Mechanical Warranty Repair (1-3 hours)</li> <li>• Roadside warranty emergency services</li> <li>• Approved field service and recall campaigns</li> <li>• Quality workmanship, claim filing and parts availability with local dealers</li> <li>• Nationwide coverage at over 400 Love's Truck Care or Speedco locations in the United States</li> </ul> <p>The DTNA corporate Field Service Team has over 100 dedicated and professional District Service Managers strategically located across the United States and Canada that provide support to Customers, Freightliner &amp; Western Star Dealers, and Detroit Distributors.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Upload Additional Document"</li> <li>• Attachments: "DTNA Dealer Directory &gt; DTNA Service &amp; Parts Locations" tab.</li> </ul> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Upload Additional Document"</li> <li>• Attachments: "DTNA Service Point Links"</li> <li>• Hyperlinks:             <ul style="list-style-type: none"> <li>a) <a href="https://www.freightliner.com/service/">https://www.freightliner.com/service/</a></li> <li>b) <a href="https://www.freightliner.com/service/expresspoint/">https://www.freightliner.com/service/expresspoint/</a></li> <li>c) <a href="https://www.westernstartrucks.com/parts-and-service/">https://www.westernstartrucks.com/parts-and-service/</a></li> </ul> </li> </ul>
<p>29</p>	<p>Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.</p>	<p>All purchase negotiations will take place between an authorized DTNA dealer and the Sourcwell member. No orders will be accepted by DTNA on a direct sale basis.</p> <p>The process flow for a typical transaction would be as follows:</p> <ul style="list-style-type: none"> <li>• Sourcwell Member identifies a product need and selects a dealership to work with, from the list of DTNA dealerships posted via the Sourcwell website / web link.</li> <li>• Sourcwell Member and authorized DTNA truck dealership establish a relationship to provide transportation related products and services.</li> <li>• During these consultations, the DTNA dealer will work with the Sourcwell member to establish the specific purpose of the vehicle in question, including any body(s) or equipment that may be required to be sourced.</li> <li>• Based upon the outcome of these discussions the dealership salesperson will develop a set of detailed specifications for the chassis, as well as related equipment if required. This information will be consolidated into a preliminary sales proposal, which will include details of the proposed chassis and if applicable, specifications for any body(s) or equipment required to perform the job defined by the Sourcwell Member. This will then be reviewed between the two parties to ensure that the requirements of any proposal are mutually understood.</li> <li>• Once a clear definition of the deliverable is understood, the DTNA dealer will calculate the price to be quoted using the approved DTNA-Sourcwell program discount for the truck chassis, applying appropriate delivery and transportation charges and pricing all sourced goods using the program defined not-to-exceed mark-up percentage. These costs will be used to calculate any applicable taxes or fees appropriate to the geographic area in question. If applicable, the Canadian exchange rate will be applied at this point. These sub-items will be consolidated into a comprehensive commercial vehicle sales proposal including all applicable terms and conditions to the Sourcwell member for consideration.</li> <li>• Sourcwell member and DTNA dealership review and mutually agree on all aspects of the sales presentation including chassis and equipment specifications, final sales price and applicable terms and conditions.</li> <li>• Upon acceptance of the proposal, the Sourcwell member issues a formal purchase order (PO) to the DTNA dealership.</li> <li>• DTNA dealer accepts the PO and orders the chassis (using the DTNA-Sourcwell program tracking code to ensure proper discounts and routing) along with all other applicable sourced goods required to complete the project.</li> <li>• Dealership coordinates all activities related to the fulfillment of the agreement through final delivery, to fulfill the terms of the Members' PO.</li> <li>• Upon Sourcwell Member's acceptance of the vehicle and receipt of Members payment, as agreed upon, DTNA dealer will request warranty registration of the vehicle from DTNA (OEM).</li> <li>• Dealer will submit their request for Sourcwell program inclusion including the serial # of the vehicle and all required data as to the sourced goods and services involved in the transaction. Dealers who fail to comply with all terms and conditions of the published Sourcwell sales program will incur penalties up to, and or including, chargeback of discounts received to stock levels of discount.</li> <li>• Upon review of the documents presented, and confirmation of applicable invoicing reserves, DTNA (OEM) will warranty register the vehicle and include it in the list of vehicles to be included in the quarterly Sourcwell rebate payment.</li> </ul> <p>Ultimately, as the Awarded Contract-Holder, DTNA will control and administer pricing concession, based on approved Sourcwell Program Discount level(s), will tabulate monthly / quarterly list of units ordered and delivered through the Sourcwell program and will remit fees to Sourcwell, as committed and contractually bound. Periodic audits of Sourcwell participating dealers will also be performed to ensure accuracy and quality control of the program. As outlined above, the physical negotiation of specification(s) through to ordering, delivery and execution of payment / warranty registration, will be completed by each Sourcwell participating Authorized Dealer.</p>

<p>30</p>	<p>Describe in detail the process and procedure of your customer service program, if applicable.</p> <p>Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.</p>	<p>DTNA's Elite Support Certified network of dealers are focused on delivering a consistent, superior level of customer service with every visit. Elite Support includes, but is not limited to:</p> <p><b>Express Assessment</b> All Elite Support Certified locations participate in Express Assessment, which means the dealer will provide a preliminary assessment within 2 hours of arrival to enable you to make an informed decision on your next course of action. This assessment may include needed repairs, parts availability and an estimate of cost and repair time.</p> <p><b>Maximizing Uptime</b> The ultimate goal of the Elite Support Network is maximizing vehicle uptime. Every Elite Support Dealership must be recertified annually to ensure you experience a consistent, higher standard with every visit across our Network.</p> <p><b>Best-Trained Techs</b> Our technicians receive continual training from the experts at DTNA. We focus on a solid understanding of all vehicle systems and have access to the latest tools to expedite repairs.</p> <p><b>Continuous Improvement</b> Every dealership earning the Elite Support certification must meet specific criteria across all customer service areas. To maintain these high standards, dealerships employ a Continuous Improvement Coordinator that spearheads changes across their location.</p> <p><b>Robust Parts Network</b> Through the combined experience of our network and close collaboration with our service team, we understand what parts we need on-hand to get you back on the road quickly. Elite Support dealerships utilize multiple methods, such as Excelerator, RimPro, and dealer managed inventory to secure the parts you need.</p> <p><b>Exceptional Amenities</b> We know that when we service your vehicle, you're trusting us with your business. Elite Support Certified dealers believe in providing quality solutions and timely communication from a friendly and familiar team. Our facilities are designed to minimize downtime and provide a comfortable environment for drivers as we work to get your truck back on the road.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Upload Additional Document"</li> <li>• Attachments: "DTNA Dealer Directory &gt; DTNA Service &amp; Parts Locations" tab.</li> </ul> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Upload Additional Document"</li> <li>• Attachments: "DTNA Elite Support Links"</li> <li>• Hyperlinks:             <ul style="list-style-type: none"> <li>a) <a href="https://www.freightliner.com/service/elite-support/">https://www.freightliner.com/service/elite-support/</a></li> <li>b) <a href="https://www.westernstartrucks.com/parts-and-service/elite-support/">https://www.westernstartrucks.com/parts-and-service/elite-support/</a></li> </ul> </li> </ul>
<p>31</p>	<p>Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.</p>	<p>DTNA has abundant Corporate and authorized Dealership representation to support Sourcewell Members throughout the US. As the Cab and Chassis manufacturer for your proposal, Daimler Truck North America assures you that we will offer as sufficient source of supply as possible to satisfy the US Sourcewell Member requirement for the duration of the contract. We recognize the value of the Sourcewell partnership and aim to provide product that mutually benefits DTNA and Sourcewell Members.</p>
<p>32</p>	<p>Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.</p>	<p>DTNA has abundant Corporate and authorized Dealership representation to support Sourcewell Members throughout Canada. As the Cab and Chassis manufacturer for your proposal, Daimler Truck North America assures you that we will offer as sufficient source of supply as possible to satisfy the Canadian Sourcewell Member requirement for the duration of the contract. We recognize the value of the Sourcewell partnership and aim to provide product that mutually benefits DTNA and Sourcewell Members.</p>
<p>33</p>	<p>Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.</p>	<p>With 587 Freightliner and Western Star dealerships (sales, parts &amp; service) and contracts with 171 Detroit Distributor locations and 413 Loves Truck Care and Speedco locations, DTNA has significant representation to support Sourcewell Members throughout the United States and Canada.</p>
<p>34</p>	<p>Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract.</p> <p>Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?</p>	<p>While DTNA provides significant product coverage to serve the education, non-profit, and government sectors – there may be some limitations on coverage for outstanding GSA, or OEM exclusive contracts. Pricing as presented in DTNA's submission is valid for quotation to Sourcewell Members who do not have OEM exclusivity provisions in prior contracts with DTNA. Examples of this would include the GSA Autochoice and MAS / 23V contracts. Otherwise, we are committed to supporting the full scope of Sourcewell customers.</p>
<p>35</p>	<p>Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.</p>	<p>DTNA maintains a sales &amp; service presence in Hawaii, Alaska, Puerto Rico and has, to the best of knowledge, the only full-line authorized North American OEM dealership, with a presence in Guam. Shipments outside of the continental US or Canadian markets may include incremental fees and commensurate delivery delays, based on mileage and weather conditions.</p>



**Table 7: Marketing Plan**

Line Item	Question	Response *
36	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	<p>Initial promotion of our products will be oriented towards introducing DTNA's regional and district sales personnel to the Sourcewell distribution model and its benefits to our dealer group. This will be followed by a series of communications to the entire dealer network sales personnel through internal announcements and webinars. External communication will follow and be distributed via DTNA websites and throughout our social channels network. Throughout this process, we look forward to working with the Sourcewell marketing team to convey and reinforce the contract details.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Marketing Plan"</li> <li>• Attachments:                             <ul style="list-style-type: none"> <li>• "DTNA - Marketing Plan Sample"</li> <li>• "DTNA – Marketing Plan Website Links"</li> <li>• "DTNA Product Video Links"</li> <li>• "Freightliner - M2106-M2112 Product Overview"</li> <li>• "Freightliner - M2 106 Brochure"</li> <li>• "Freightliner - Cascadia DC Brochure"</li> <li>• "Freightliner - 108SD-114SD Product Overview"</li> <li>• "Freightliner - eM2 - Spec Sheet"</li> <li>• "Freightliner - eCascadia - Spec Sheet"</li> <li>• "EconicSD Chassis Brochure"</li> <li>• "Western Star - 47X 49X Brochure"</li> <li>• "Detroit Assurance 5.0"</li> </ul> </li> </ul>
37	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	<p>DTNA is committed to promoting our products via progressive social media channels as we increasingly find our customers gravitate to this media as a source of information. Freightliner and Western Star brands maintain a strong presence on social media platforms, such as Facebook, Instagram and Linked In as a way to connect with customers and promote marketing efforts. These efforts are managed via a dedicated management team of social media experts, who will focus on the development of marketing opportunities with Sourcewell.</p> <p>The entire DTNA sales organization is also provided leads on future sales opportunities via the proprietary Retail Prospect Management (RPM) marketing tool. This digital tool assists our dealers in identifying buying cycles of Sourcewell members and proactively addressing their requirements.</p> <p>DTNA also has a team dedicated to Economic and Trucking Intelligence, which provides the Sales and Marketing teams with up-to-date information about the trucking industry. This information is shared with the teams and dealerships through Retail Prospect Management. RPM shows potential customers within the AOR (Area of Responsibility) of the dealer, district manager, regional manager, and marketing team to help them in prospecting new business. This tool also provides fleet makeup, purchase history, and an industry-first "likelihood of purchase" calculation, developed using an advanced algorithm based on economic and market specific conditions in their local area. This will keep sales associates and dealers informed of Sourcewell members' product requirements and buy cycles, so they can proactively address their needs in a timely manner.</p>
38	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP?  How will you integrate a Sourcewell-awarded contract into your sales process?	<p>As DTNA respondent(s), we feel that Sourcewell's role in promoting DTNA, our products and dealer partners, will commence with announcing the 2024 Award Recipients. To further the announcement, we anticipate that Sourcewell will promote the addition of DTNA as an Awarded Supplier, to their 1,000's of active Members, through their ongoing marketing efforts. Said efforts to include but not limited to; email, website, trade shows, industry conferences and in general, all of the marketing efforts which have made the Sourcewell Program the success that it is.</p> <p>DTNA is committed to the development of marketing material, including web-based efforts and template style documents to support our dealer network in creating interest in both the Sourcewell Program, as well as driving business to our dealer partners' locations from Members. With the combined efforts of DTNA and Sourcewell, we will expand our reach to better serve mutual municipal, education and non-profit customers.</p> <p>DTNA looks forward to joint marketing efforts and support from Sourcewell staff, in the creation of initiatives which will ultimately serve to both grow sales opportunities for DTNA, as well as growing the Sourcewell footprint.</p>
39	Are your products or services available through an e-procurement ordering process?  If so, describe your e-procurement system and how governmental and educational customers have used it.	<p>Our independent dealer network is the primary point of contact for Sourcewell customers going through the new truck purchase process. As such, each dealer location will have their own process for order intake, which may or may not include an e-procurement process.</p> <p>Excelerator is DTNA's ultimate e-commerce solution designed to streamline the parts ordering process. Empowering customers to search, find, and buy parts for any make, model, and application.</p> <p>Our motivation is to create a nimble and efficient customer experience guided by customer focused initiatives and forward-thinking functionality. Excelerator provides an optimized parts search, PartsProX our fully integrated catalog, real time parts pricing and availability, Inner Circle Rewards, a customer rewards program, product features and images, and VIN verification.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Marketing Plan"</li> <li>• Attachments: "DTNA Excelerator Links"</li> <li>• Hyperlinks:                             <ol style="list-style-type: none"> <li>1. <a href="https://www.freightliner.com/parts/excelerator/">https://www.freightliner.com/parts/excelerator/</a></li> <li>2. <a href="https://www.westernstartrucks.com/parts-and-service/excelerator/">https://www.westernstartrucks.com/parts-and-service/excelerator/</a></li> </ol> </li> </ul>

**Table 8: Value-Added Attributes**

Line Item	Question	Response *
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<p>40</p>	<p>Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcwell participating entities.</p> <p>Include details, such as whether training is standard or optional, who provides training, and any costs that apply.</p>	<p>DTNA provides dealer training on all products, features, benefits, maintenance procedures, and their proper operation. The dealer is responsible for providing that same training to the end customer (as required) for successful operation. This training is typically provided during the delivery hand off process. We also have a free app that can be downloaded on a smartphone or tablet that has brochures, news, training videos, dealer locator, and access to DTNA websites. The training videos can be accessed for all models and options or can be filtered to only show the ones specific to your VIN.</p> <p>DTNA also provides product training opportunities to customers and our Truck Equipment Manufacturer (TEM) partners, many of whom are already established as Sourcwell vendor partners. An example of this is our Detroit Connect Analytics, which provides users with on-demand, automated analysis and reports detailing fuel efficiency, safety, and performance data. This information can be utilized by municipal fleets to reduce costs and increase safe performance across the fleet. DTNA provides monthly live training webinars and multiple in-person classes. DTNA also has online service training through our Aftermarket Resource Center (ARC). This includes service information and programming options with our Custom Hardware and Electronic Configurator (CHEC) tool that allows you to add safety features to the truck. An example of a programmable feature is the ability to limit the truck speed with a dump body in the up position and automatically triggering the strobe lights to warn others nearby. Another useful tool is our online Technical Resource Guides (TRG). These guides can help you learn how to order, connect, program, and use many of our notable features.</p> <p>Another advantage DTNA offers is our unique status as a supplier of integrated transportation solutions. As such, we are uniquely able to offer OEM levels of training on our proprietary Detroit products including engines, transmissions, axles, and safety equipment.</p> <p>Many of these training options are free or at an incredibly low cost. The training and any costs associated will be dependent upon joint discussions between the dealer and customer as to what is required and the most effective for their individual needs.</p>
<p>41</p>	<p>Describe any technological advances that your proposed products or services offer.</p>	<p>Dependent upon the model specified, DTNA offers a full suite of safety systems on our products via proprietary and vendor partner supplied sources. In this fashion, your members can select the system that best integrates into their fleet operations.</p> <ul style="list-style-type: none"> <li>• Active Brake Assist (ABA 5) mitigates potential collisions by calculating truck speed and distance to other vehicles. This determines if a warning or braking action is needed. Full Braking on Moving Pedestrian can detect a person who is about to walk into the truck's path. It issues audio and visual warnings with simultaneous partial braking first, followed by full braking if the driver does not react. Full Braking on moving and stationary vehicles can identify moving or stationary vehicles in the truck's path. When the system detects a potential obstacle, it issues audio and visual warnings. Depending on the situation, partial and full braking may activate as well.</li> <li>• Adaptive Cruise Control (ACC) to 0 MPH automatically adjusts a truck's cruising speed to maintain a safe following distance from other vehicles. With the ability to remain in cruise control longer, drivers experience less fatigue throughout the day, keeping them more alert. ACC works in stop-and-go traffic, too. When the vehicle in front of your truck begins to slow, even to a stop, your truck will stop and hold its brakes. If the stop is less than two seconds, you will start moving again once the vehicle in front of you moves. For stops longer than two seconds, the driver can easily resume motion by engaging the throttle or pushing set/resume.</li> <li>• Side Guard Assist (SGA) alerts drivers of objects in their passenger-side blind spots. As a passive collision mitigation system, SGA will not de-throttle or stop your vehicle. Instead, it keeps the driver in control. If the truck's passenger side gets too close to a moving person or object, the system will warn the driver not to complete the right turn or make a right-hand lane change.</li> <li>• Intelligent High Beam automatically switches a truck's headlights from high to low beams when the system detects environmental light from cities or another vehicle's headlights or taillights. Once the vehicle or city lights are out of sight, high beams switch back on.</li> <li>• Automatic Wipers/Headlamps turn wipers and headlights on or off to match weather and lighting conditions. Wiper and headlight controls must be set to auto for this to work.</li> <li>• Tailgate Warning issues visible alerts on the dash as well as sounds when the truck's following distance is too short in relation to its speed for 10 seconds or longer. Once activated, Tailgate Warning will deactivate only when the truck reduces its speed to less than 20 miles per hour. Remaining in Tailgate Warning mode for 10 seconds or longer will make the event reportable to the selected telematics system.</li> <li>• Lane Departure Warning issues audio and visual alerts when a truck crosses lane markers without using a turn signal.</li> <li>• Traffic Sign Display uses a camera to read speed limit and other traffic signs. From here, the system conveniently displays relevant sign information in the instrument cluster.</li> <li>• Forward-Facing Video Capture utilizes a truck's front-facing camera to record the vehicle's activity before, during and after severe traffic events. This technology provides fleets with better insight into what occurs during crashes, so they are easier to prevent in the future. Forward-Facing Video Capture footage can be accessed via web portal, along with accompanying data and vehicle parameters.</li> <li>• The Driver-Facing Camera captures video footage of drivers before, during and after severe traffic events. This footage, along with other vehicle parameter data, is transmitted via web portal to provide fleet operations and safety personnel better insight into driver reactions during events.</li> <li>• Active Speed Intervention (ASI) is an optional, industry-first technology that is designed to deter operators from speeding and to help new operators adopt safe driving practices. This feature works with Traffic Sign Display to issue a passive alert when the driver exceeds the speed limit. If the operator does not respond, ASI will issue an active warning, and if necessary, will cancel Adaptive Cruise Control and de-throttle the truck.</li> <li>• Brake Hold Mode improves safety and comfort wherever work happens. This feature keeps the truck stopped when the operator removes their foot from the brake pedal, or if their foot slips off while the truck is at rest.</li> </ul>

<p>42</p>	<p>Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.</p>	<p>The overarching ambition of Daimler Truck is to offer for sale by 2039 exclusively those vehicles which are CO<sub>2</sub>-neutral (in driving operation) in core markets of North America, the EU and Japan. This strategic goal has led to the market introduction of 10 unique battery electric vehicles available across the globe today, four of which are available in North America. The company has received the awards noted in response to question 16 for the latter of these.</p> <p>In addition, because the advent of new propulsion technologies requires a supporting ecosystem with which to refuel or recharge those vehicles, the company has been highly active in both the construction of that ecosystem, as well as bringing multiple parties to consensus on the future of that ecosystem.</p> <p>As an example of this and to learn from firsthand experience, the company built the first-of-its-kind public charging station for battery electric medium- and heavy-duty vehicles in partnership with local utility Portland General Electric in 2021. "Electric Island", as it is known, has also become the blueprint for a joint venture the company has entered into with NextEra Energy and BlackRock Climate Infrastructure. This JV, named Greenlane™ will break ground on its first commercial vehicle charging station later in 2024.</p> <p>While there are a large number of transportation companies, including an OEM like Daimler Truck North America, committed to vehicle electrification, the intersection of transportation and energy requires the increase by orders of magnitude in the generation and distribution of energy. To help navigate the complex and highly varied rules surrounding electric utilities, local building requirements and state and federal impediments to constructing these charging networks, Daimler Truck North America served as one of the founding members of Powering America's Commercial Transportation (PACT) advocacy organization. PACT was formally announced in January of 2024 and is an example of how the company has continued its leadership position as new technologies emerge.</p> <p>The founding of PACT also builds on the earlier appointment in 2023 of Daimler Truck North America's head of eMobility, Rakesh Aneja, to the Electric Vehicle Working Group. The EVWG is an effort by the Joint Office of Energy and Transportation to work on the integration of light-, medium- and heavy-duty electric vehicles into the U.S. transportation and energy systems.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "Upload Additional Documents"</li> <li>• Attachments: "DTNA – Company Overview Links"</li> <li>• Hyperlinks:             <ol style="list-style-type: none"> <li>3. ESG Efforts:                 <ol style="list-style-type: none"> <li>a) Daimler Trucks North America Recognized with Clean Air Technology Award   Daimler</li> <li>b) Electric Island: Providing the Pathway to Carbon-Free Trucking   Black &amp; Veatch (bv.com)</li> <li>c) Drive Greenlane   Commercial vehicle charging network solutions</li> <li>d) Electric Vehicle Working Group - Joint Office of Energy and Transportation (driveelectric.gov)</li> </ol> </li> </ol> </li> </ul>
<p>43</p>	<p>Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.</p>	<p>Sustainable production and a drive for CO<sub>2</sub>-neutrality in the driving operation of our products are prime areas of focus for the company. For three consecutive years (2019 - 2022), the company's vertically integrated engine and components manufacturer Detroit® has been recognized by the U.S. Department of Energy for earning Platinum Level SEP 50001 certification for energy conservation in manufacturing.</p> <p>In 2020, the Portland Truck Manufacturing Plant in Portland, Oregon, which is home to production of the popular Western Star X-Series and the company's battery electric Freightliners, became the first facility in the company's global network to achieve CO<sub>2</sub>-neutral production, with the company aiming for all of its North American new vehicle manufacturing plants to follow. And all of the company's manufacturing locations are zero-waste to landfill.</p> <p>The company's global ambition is to offer exclusively CO<sub>2</sub>-neutral (in driving operation) new vehicles for sale by 2039 in North America, the EU and Japan. Around the world, the company already offers for sale 10 different battery electric models, four of which – including the Freightliner eCascadia and eM2 – are available in North America. All models are HVIP eligible and both Freightliner models have received numerous awards, including the "Clean Air Technology" from the South Coast Air Quality Management District.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "Upload Additional Documents"</li> <li>• Attachments: "DTNA – Company Overview Links"</li> <li>• Hyperlinks:             <ol style="list-style-type: none"> <li>3. ESG Efforts:                 <ol style="list-style-type: none"> <li>e) Saving Energy and Money: The Daimler Truck North America Plant in Detroit® – A Journey in Energy Management   Department of Energy</li> <li>f) DTNA Commits to Carbon Neutral Vehicle Production by 2025; Portland Truck Manufacturing Plant Will be First to Meet Target in 2020   Daimler (daimlertruck.com)</li> <li>g) HVIP Eligible Vehicles - Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project   California HVIP</li> <li>h) JETSI-aug31-2021.pdf (aqmd.gov)</li> </ol> </li> </ol> </li> </ul>
<p>44</p>	<p>Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or HUB partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.</p>	<p>Daimler Truck North America (DTNA) is a publicly traded company and does not qualify for provisions identified in this question. Our products are complex; and the scale of our manufacturing volumes require that we source from vendors who can support those production volumes. However, we have a Supplier Diversity Program in its second year that actively sources diverse suppliers as tier 1 suppliers for DTNA. This extends beyond our tier 1 supply-base to tracking our tier 2 and 3 diverse spend as well. Our tier 1 diverse suppliers are tracked through our procurement system and tier 2 spend is tracked through STARS database. We have established diverse spending targets with the goal of 10% diverse spend by 2030. Efforts to attract diverse suppliers include hosting an annual Supplier Diversity events, launching a Supplier Diversity webpage and integrating Supplier Diversity into standard procurement processes. DTNA has a comprehensive ESG program with targets for each pillar. Our supplier diversity efforts fall under our ESG umbrella.</p> <p>Additionally, DTNA has been a major supporter of the Women In Trucking (WIT) network and has been recognized as a 'Best Place to Work for Women' by WIT. Our diversity efforts extend to bringing in the best employees through extensive hiring and recruiting partnerships including 'Society for Women Engineers', 'Society for Asian Scientists and Engineers', 'National Society for Black Engineers' and 'Society for Hispanic Professional Engineers'. We have also supported many hiring initiatives for veterans in our facilities as well as our customers – IE: supporting the "Ride of Pride" trucks that one of our customers customizes each year to support our veterans. Ultimately our goal is to utilize our vast resources to be a good partner to the communities we serve and operate in.</p>

45	<p>What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?</p>	<p>While there are several unique propositions that we can offer Sourcewell's participating entities (which we describe in detail further below), a deep-seated belief in partnership is what differentiates our company, and it is what has allowed us to earn our position as the leading manufacturer (by market share) of Class 6-8 commercial vehicles in North America. With every interaction, we partner with our customers to understand their specific needs and enable their success.</p> <p>That theme of partnership begins in our vehicle development process. We benefit our customers both by leveraging the technologies of our global company and then tailoring those technologies to the individual markets we serve. In that tailoring process, we seed early development units with select customers to monitor and measure real-world performance before a vehicle is released to full production. Recent examples of this approach can be found in our Western Star X-Series (first launched late 2020) development, where our engineers embedded alongside our customers to iterate and refine the final product design to their specific demands. As a case in point of the lengths that were taken, we measured the specific roads - and sometimes the unpaved trails - these customers travelled down to the millimeter and then recreated those road surfaces at our own 87-acre proving grounds to replicate decades' worth of use in matter of months. The end result was increased durability of the truck, uptime for the customer, as well as comfort for the driver.</p> <p>Similarly, and specific to our line of proprietary engines, transmission and associated components, we take a partnership approach to understand our customers' needs and tailor global powertrains to specific North American needs. As a case in point and also for the Western Star X-Series, we were aware - thanks to partnership with our customers and firsthand interviews - of the propensity for new drivers to get stuck in loose sand and gravel when driving in quarries or on jobsites. Our engineers then used that problem statement to tailor our global transmission with a specific 'Rock Free' mode to modulate power and allow a driver to remove themselves from a stuck situation. This translates to saved time, effort and profitability of customer operations from having to source another vehicle or backhoe to dislodge a stuck vehicle.</p> <p>The partnership approach can also be found in the development of our safety systems, telematics suite and myriad other technologies, but the rubber truly meets the road when the vehicles are in our customers' hands and require planned maintenance or unplanned repair. In these situations, it is critically important to return trucks to the road as quickly as possible to keep perishable cargo moving or get custom critical freight where it's going. The unique proposition we offer for our service network is a partnership with more than 448 franchised dealers, further supplemented by more service points through select Loves and Speedco locations. This vast service point coverage, backed by a network of 10 strategically located parts distribution centers which average greater than 90% next-day order fulfillment, mean we keep our customers running with maximum vehicle uptime.</p> <p>It is our belief that this long-cultivated focus on partnerships stands to benefit Sourcewell's participating entities.</p>
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**Table 9A: Warranty**

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure.

You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *
46	Do your warranties cover all products, parts, and labor?	<p><b>New Vehicle Limited Warranty:</b> Providing powerful, confidence building warranty protection for every vehicle, DTNA backs every new Freightliner and Western Star with a new vehicle limited warranty covering defects in materials and/or workmanship. Repairing any defects, free of charge and within the warranty period, DTNA delivers exceptional customer service.</p> <p><b>Truck Parts Limited Warranty:</b> With limited warranty protection on aftermarket truck parts sold through authorized dealers, DTNA covers defective materials and/or workmanship for one year.</p> <p><b>Detroit Powertrain Warranty:</b> Detroit engine, transmission, and axle owners enjoy comprehensive warranty coverage, including a fast, hassle-free process and expedited parts and service for critical downtime situations.</p> <p>Base warranty coverage details for each model and Detroit components can be found in the attached Warranty upload section.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Warranty Information"</li> <li>• Attachments: <ul style="list-style-type: none"> <li>• Freightliner 01 - Level Coverage</li> <li>• Freightliner 02 - Level II Coverage</li> <li>• Freightliner 03 - Level III Coverage</li> <li>• Freightliner 04 - Medium Truck Coverage</li> <li>• Freightliner 05 - SD Vocational Coverage</li> <li>• Freightliner 06 - eCascadia Coverage</li> <li>• Freightliner 07 - eM2 Coverage</li> <li>• Western Star 01 - On-Highway Coverage</li> <li>• Western Star 02 - Vocational Coverage</li> <li>• Western Star 03 - Severe Service Coverage</li> <li>• Western Star 04 - Off-Road Coverage</li> <li>• Vocational Trucks - Detroit Powertrain Coverage</li> <li>• On-Highway Trucks - Detroit Powertrain Coverage</li> <li>• "DTNA – Warranty Information Links"</li> <li>• Hyperlinks: <ol style="list-style-type: none"> <li>1. Warranty - Freightliner Trucks</li> <li>2. Warranty - Western Star Trucks</li> <li>3. Warranty - Detroit</li> </ol> </li> </ul> </li> </ul>
47	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	<p>Warranty coverages vary, based upon a product's specific coverage limitations. DTNA warrants that each new vehicle will be free from defects in material and workmanship that occur under normal use within the applicable warranty period, subject to certain limitations and exclusions as specified in the warranty documents included in our submission to Sourcewell. Coverage includes all components and parts unless specifically covered by other warranties or otherwise excluded by those documents. DTNA warranty coverages do not apply to equipment added after chassis manufacturing since those items are outside of our knowledge or control due to the custom nature of the final product in question. Specific details of any coverage pertaining to those items will need to be confirmed with the selling dealer by the Sourcewell member.</p> <p>DTNA warranty on any product used inconsistent with its specified vocation/application will be downgraded to the warranty that is consistent with product use.</p>

48	<p>Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?</p>	<p>Due to the complexity of the vehicles sold under this agreement, the majority of the service to be performed on the equipment will be best undertaken in an authorized DTNA service facility to ensure the highest possible service standards. In some cases, specific dealerships may offer on-site repair options to Sourcewell members. These offerings will vary by the size of the market in question and will be constrained in scope by the limitations of a dealer provided mobile solution. As such, Sourcewell Members should consult the DTNA dealership listings provided in this response to identify the specific services offered by their local DTNA dealership and the specific financial provisions of those services offered. Incremental warranties may be purchased by Sourcewell Members to cover this situation at additional expense. Details of extended warranty coverage and pricing should be negotiated with the selling dealer representative at time of purchase.</p> <p>Freightliner and Western Star customers that have purchased Roadside Assistance or Road Call coverage will have access to authorized service locations with a well-equipped service truck and an emergency roadside repair (or a partial repair that would enable driving the unit to the authorized service location). Reasonable travel distance and time may be reimbursed.</p>
49	<p>Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs?</p> <p>How will Sourcewell participating entities in these regions be provided service for warranty repair?</p>	<p>DTNA has over 700 service locations strategically located across the United States &amp; Canada, with over 10,000 certified technicians available to perform warranty repairs. With this extensive presence, we do not believe there is a gap in service coverage.</p> <p>DTNA also has an available Roadside Assistance Program, and Freightliner ExpressPoint to provide convenient access to local repairs.</p> <p><b>Roadside Assistance Program</b> DTNA Roadside Assistance Program is a concierge service helping customers handle unexpected downtime with 24/7/365 support. If you need after hours and weekend roadside support, the Freightliner Roadside Assistance Program is the solution for you!</p> <p>DTNA has partnered with FleetNet America, a leading roadside service provider, to offer the very best in roadside service and uptime across United States and Canada. If you are looking for a program that provides staff augmentation, customer specific protocol options, electronic event management, and different communication options for your staff, this program is right for you!</p> <p>For Roadside Assistance members, this program provides help in the following areas, but not limited to:</p> <ul style="list-style-type: none"> <li>• Tire events</li> <li>• DOT related issues</li> <li>• Fuel assistance</li> <li>• Tow services</li> </ul> <p>If a repair cannot be handled on the side of the road, a helpful and friendly agent will arrange for a tow to a DTNA dealer or distributor, or to the customers preferred location. Our DTNA dealer and distributor network is well versed in your Freightliner &amp; Western Star truck and can get you back up and running quickly.</p> <p><b>Freightliner ExpressPoint</b> The Freightliner ExpressPoint service offering provides Freightliner customers increased support and convenience on the highway. Available at more than 400 Love's Truck Care and Speedco locations, participating locations have Freightliner trained technicians that are able to support campaign recalls and light mechanical warranty repairs. By partnering with the local Freightliner dealer, we can now offer you better uptime to keep your Freightliner and freight moving down the road.</p> <p>The experience includes:</p> <ul style="list-style-type: none"> <li>• Light Mechanical Warranty Repair (1-3 hours)</li> <li>• Roadside warranty emergency services</li> <li>• Approved field service and recall campaigns</li> <li>• Quality workmanship, claim filing and parts availability with local dealers</li> <li>• Nationwide coverage at over 400 Love's Truck Care or Speedco locations in the United States</li> </ul> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Warranty Information"</li> <li>• Attachment: "DTNA – Warranty Information Links"             <ul style="list-style-type: none"> <li>• Hyperlinks:                 <ol style="list-style-type: none"> <li>4. Roadside Assistance Program - Freightliner Trucks</li> <li>5. Roadside Assistance Program - Western Star Trucks</li> <li>6. ExpressPoint - Freightliner Trucks</li> </ol> </li> </ul> </li> </ul>
50	<p>Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?</p>	<p>DTNA New Vehicle Warranty does not apply to non-Detroit engines, Allison transmissions, tires, or other components or parts that are not manufactured by DTNA and that are warranted directly by their respective manufacturers. In many instances DTNA dealers and distributors are authorized to perform repairs for components that are warranted directly by their respective component manufacturer.</p>
51	<p>What are your proposed exchange and return programs and policies?</p>	<p>Exchange or return programs at the OEM level are not typically offered in our industry; and as such are not included in this proposal. Should a Sourcewell member identify an issue that does not meet their expectations, they are encouraged to contact their selling DTNA dealership such that an appropriate resolution of the matter can be negotiated. DTNA will work with the dealership to establish if any OEM warranties are available to assist in this process. Warranties from other participating vendors will be administered at the dealership level.</p>
52	<p>Describe any service contract options for the items included in your proposal.</p>	<p><b>Prepaid Maintenance &amp; Extended Warranty Plans:</b> Service / Maintenance Contracts may be available through DTNA's independently owned dealers / dealer groups. Service / Maintenance Contracts may or may not include DTNA's Extended Warranty offerings and will be priced &amp; quoted to the Member, by the dealer thru the quoting process. A Full Maintenance Lease offering may also be offered by one or more of DTNA's dealership(s), which may include rental options and other fleet services, as a complete solution to the transportation needs of the Member.</p> <p><b>Extended Chassis Coverage:</b> Throughout every year of truck ownership, operational and repair costs can be expected to increase significantly. Extended service coverage for a truck chassis helps mitigate the risk of unplanned expenditures for related components. Repair and labor costs are controlled when you're covered, a substantial benefit unavailable outside the network. After your Base Warranty ends, you will be able to count on Extended Service Coverage to control your out-of-pocket repair costs making your business expenses more predictable.</p> <p><b>Extended Detroit Coverage:</b> Multiple time and distances available up to six years or 600K miles for on highway, or seven years or 250K miles for vocational applications. Whether you need engine service tomorrow or major repairs in three years, extended coverage for your truck's engine helps protect your most important investment. Extended coverage from Detroit is also available for Detroit engines, the DT12 transmission, DT12 clutch, and axles.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Warranty Information"</li> <li>• Attachment: "DTNA – Warranty Information Links"             <ul style="list-style-type: none"> <li>• Hyperlinks:                 <ol style="list-style-type: none"> <li>7. Extended Coverage - Freightliner Trucks</li> <li>8. Extended Coverage - Western Star</li> <li>9. Extended Service Coverage - Detroit</li> </ol> </li> </ul> </li> </ul>

**Table 10: Payment Terms and Financing Options**

Line Item	Question	Response *
53	Describe your payment terms and accepted payment methods.	Although an industry standard is typically Net 30 Days from receipt of goods, payment terms will be negotiated between the facing DTNA truck dealership and the Sourcewell member, making the purchase. In this fashion, they are uniquely suited to meet each member's specific needs.
54	Describe any leasing or financing options available for use by educational or governmental entities.	<p>DTNA is proud to offer a wide variety of financing options to Sourcewell, through Daimler Truck Financial Services (DTFS) an industry-leading provider of truck financing since 1974. As the captive finance provider for DTNA, DTFS offers a 50-year history of financing commercial vehicles and offers a complete line of finance, lease, and insurance products. DTFS offers many options when financing or leasing a commercial vehicle including retail loans, Muni Leases, TRAC Leases, Mod &amp; Zero TRAC Leases, and FMV Leases. In addition to DTFS' wide range of finance and lease products, DTFS also offers many flexible payment options including Extended Terms, Deferred Payments, Ballon Payments, and up to 90 Days First Payment. DTFS has a well-earned reputation as an industry leader, with creative products and terms that are customized for the commercial vehicle industry.</p> <p>Should a Member wish to receive a financing quote, they should notify their dealership salesperson during the discussion of the sale terms. This will prompt the dealership to include their finance manager in the negotiations. Once a thorough understanding of the Members' requirements is established, the dealer will contact DTFS to obtain a quotation, which will be included in the sales proposal.</p> <p>Additionally, many DTNA dealers have dealer-owned finance and leasing entities as part of their overall products &amp; services portfolio. As such, they may be able to offer financing and leasing products to meet the specific needs of Members, through their own lending sources, which may also include Financing / Leasing relationships with their local lending institutions and financial partners.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA – Upload Additional Documents"</li> <li>• Attachments: <ul style="list-style-type: none"> <li>• "DTFS - Lease Finance Overview"</li> <li>• "DTFS - Municipal Program Brochure"</li> </ul> </li> </ul>
55	Describe any standard transaction documents that you propose to use in connection with an awarded contract (order forms, terms and conditions, service level agreements, etc.). Upload a sample of each (as applicable) in the document upload section of your response.	<p>As all purchase negotiations and transaction details will take place between an authorized DTNA dealer and the Sourcewell Member, each independently owned dealer / dealer group will have its own transaction documents. This said, DTNA has specific Terms of Sale which are to be followed through the dealer ordering process and copies of the Freightliner and Western Star Terms are attached.</p> <p>DTNA developed and is utilizing a proprietary web-based Dealer Reservation System (DRS) for managing chassis volume to dealers and tracking orders against said volume. The DRS is beneficial to Sourcewell customers, as dealers know the volume available to them at time of order as well as the timeframe they can expect the unit built. This allows Members to better coordinate installation of additional equipment on the chassis, as well as work within their annual budgets. The DRS is a function of our Retail Prospect Management (RPM) tool, which is also a web based proprietary solution. As this System is completely web-based in nature, DTNA does NOT utilize a specific "order form".</p> <p>In addition, to ensure sales are represented accurately from the dealer, any order placed against an approved concession is audited to validate the unit was both retail sold, and warranty registered to the correct customer.</p> <p>No orders will be accepted by DTNA on a direct sale basis. Please see the attached sample Price Concession Confirmation letter for details provided for standard approved transactions.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA - Standard Transaction Document Samples"</li> <li>• Attachments: <ul style="list-style-type: none"> <li>• Freightliner Terms of Sale</li> <li>• Western Star Terms of Sale</li> <li>• Order Intake Process – Example</li> <li>• Order Tracking / Audit Document – Example</li> <li>• Sample Form – Sourcewell Concession</li> </ul> </li> </ul>
56	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	P-Cards are not typically used in this type of commercial transaction. Payment terms will be negotiated between the selling DTNA dealership and the Sourcewell member as part of the negotiation of each individual purchase agreement. Should both parties to that transaction agree to the use of a P-Card that payment process may be accommodated.



**Table 11: Pricing and Delivery**

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *
57	Describe your pricing model (e.g., line-item discounts or product-category discounts).  Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	DTNA (Freightliner and Western Star Trucks) pricing is generated by our proprietary spec'ing and pricing software, SpecPro. Based on individual Member needs, a custom specification is created and subsequent MSRP (List Price) generated. Member pricing is then calculated as a function of MSRP (List Price), specific standard and optional content of each vehicle, then discounted accordingly, per the Sourcewell Discount matrix attached. Any / all surcharges, extended warranty(s) and freight charge, as noted in the pricing attachment, will be added after the Member discount(s) and are non-discountable. DTNA will offer discounts from our MSRP (List price) baseline via a sales program marketed to all dealerships in the US & Canada. This discount will be differentiated at the model level to best address the market segments being quoted. Percentage based price concessions will be used to consistently apply the level of discount to the vehicle being quoted. Discounts & applicable currency conversions (i.e. USD to CDN for Canadian Chassis) will be applied at time of chassis invoice via the use of a sales program code included on each individual order by the selling dealer. Specific discounting factors can be found in the matrix attached in the Pricing Document Upload Folder.  Please refer to the following documents for additional information: <ul style="list-style-type: none"> <li>• Folder: "DTNA - Pricing"</li> <li>• Attachments:                             <ol style="list-style-type: none"> <li>1. DTNA - Base Model MSRP Pricing - CY2024</li> <li>2. US Pricing Matrix - CY2024</li> <li>3. CAN Pricing Matrix - CY2024</li> <li>4. Sample Sourcewell Quote</li> </ol> </li> </ul>
58	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Base level discount structure will be a percentage reduction off MSRP (List Price), plus an additional 22.00% to 41.5%. A discount matrix, broken out by base model selected, has been provided as an attached document in this submission. MSRP (List) Price includes the Base Model, factory installed option content and customer specific modifications. Surcharges, extended warranty(s) and freight charge are non-discountable, as noted in Question 57 and the supplemental pricing attachment.  Please refer to the following documents for additional information: <ul style="list-style-type: none"> <li>• Folder: "DTNA - Pricing"</li> <li>• Attachments:                             <ol style="list-style-type: none"> <li>1. DTNA - Base Model MSRP Pricing - CY2024</li> <li>2. US Pricing Matrix - CY2024</li> <li>3. CAN Pricing Matrix - CY2024</li> <li>4. Sample Sourcewell Quote</li> </ol> </li> </ul>
59	Describe any quantity or volume discounts or rebate programs that you offer.	DTNA recognizes the benefit of the Sourcewell program to its Members and the opportunity it presents DTNA in providing our products and services to meet Member needs. As such, Sourcewell pricing is set up to provide a benefit to its Members whether they are purchasing a significant quantity of vehicles or a smaller quantity of one or two vehicles.  Upon assessing the dynamics of this market, DTNA may choose to periodically incentivize certain models or order periods to offer buying opportunities that benefit Sourcewell members for a defined period. Our proposed pricing model easily facilitates this concept through the application of program codes that can be marketed to the DTNA dealer base and Sourcewell membership pool. Practical application of the specified discount (either flat \$ or % based) is accomplished by the selling dealer applying a discount code at time of order. Offerings of this type shall be at the sole discretion of the OEM, but will be promoted jointly by both DTNA & Sourcewell to ensure the broadest possible distribution of the incentive.
60	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	Recognizing that individual Sourcewell members will have their own unique requests and requirements, those items are best negotiated between the DTNA dealers and Sourcewell member. The DTNA dealers will provide quotation for nonstandard options requests.  Nonstandard options, goods and services to include, – but not limited to – truck bodies, trailers, truck equipment, tools, support devices, parts & maintenance kits, training & manuals, software, incremental transport beyond OEM delivery, and warranties will be priced by the DTNA dealers. Pricing structure will be at dealers' cost plus no more than an anticipated 5% mark up.
61	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response.  This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Common charges may include, but are not limited to, pre-delivery inspection, incremental freight charges associated with required upfitting, equipment inspection, training or manuals. As identified in response to question 60 above, any such costs will be identified in the sales quotation provided by the selling DTNA dealer.  Additionally, applicable Federal, State, Local taxes, fees, title, tag permits, or other miscellaneous requirements are NOT included in prices quoted. These line items will be calculated by the selling dealer for the specific items being sold at time of invoice. It is the responsibility of the Member to provide the selling dealer a valid tax-exemption certification when appropriate.
62	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Sourcewell pricing as provided includes transportation from the assembly plant to the first specified delivery location within Canada or the contiguous United States. Additional shipping charges at dealer cost plus no more than an anticipated 5% will be applied to delivery destinations in Alaska, Hawaii, Guam, Puerto Rico and other US Territories.  Dependent upon the specifications of the custom vehicle purchased by a Sourcewell Member, incremental transportation services may be required as part of the upfitting process such that a completed vehicle can be delivered. Should the upfit of additional equipment on the truck chassis be part of the agreement between the dealer and Sourcewell Member, the dealer will define any incremental transportation required and its cost to buyer as part of quotation.
63	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Sourcewell pricing as provided includes transportation from the assembly plant to the first specified delivery location. That location could be a designated port of embarkation on the US or Canadian mainland. Additional ocean, rail, flatbed, or other transport services that may be required by Sourcewell Members would be priced at the DTNA dealers cost plus no more than an anticipated 5%.
64	Describe any unique distribution and/or delivery methods or options offered in your proposal.	<ul style="list-style-type: none"> <li>• Delivery locations can be changed at any time up until unit has been built into a load at origin build plant allowing for optimal flexibility in customer delivery planning.</li> <li>• Current delivery timelimes from plant release to specified delivery location range from 3 – 10 days depending on build location and mileage to specified delivery point. Drivers are allowed to drive a maximum of 500 miles per day.</li> <li>• DTNA has the ability to direct contracted transporters to expedite/prioritize units for delivery based on customer needs.</li> <li>• Loads are moved in an optimal three or four way combination in order to maximize customer deliveries or focus on a critical subset of units.</li> <li>• Storage yards have been established in the event that units are built but need to be held in order to spread out delivery timelimes as needed based on customer/location requirements.</li> </ul>

**Table 12: Pricing Offered**

Line Item	The Pricing Offered in this Proposal is: *	Comments
65	d. other than what the Proposer typically offers (please describe).	The pricing is exclusive to Sourcewell members, as outlined in in question # 58. DTNA reserves the right to offer periodic incentives beyond the published discount structure.

**Table 13: Audit and Administrative Fee**

Line Item	Question	Response *
66	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell.  This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell.  Provide sufficient detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template.	Upon receiving a PO from a Sourcewell Member, the selling DTNA dealer will place orders for the truck chassis, as well as any associated equipment required. It is the responsibility of the Sourcewell Member to alert the selling dealer that they are utilizing their Sourcewell Membership number. Failure to do so may result in incorrect pricing structure to the Member and payment of the administrative fee to Sourcewell cannot then be guaranteed.  As part of the ordering process the dealer will identify the municipal entity & their Sourcewell membership in the customer name field for the order (IE: City of Sunnydale / Sourcewell) which is required for the order to be accepted by DTNA. Additionally, the appropriate program code for Sourcewell discounts must be included so that the authorized discount structure can be applied to the invoice. These program codes are a searchable field and remain associated with the serial number generated at time of order.  Based upon these two data points, DTNA will generate a list of trucks reported sold to Sourcewell Members. This data set will be verified by DTNA via internal audit; and the appropriate remittance sent to Sourcewell on a quarterly basis.  Please refer to the following documents for additional information: <ul style="list-style-type: none"> <li>• Folder: "DTNA - Standard Transaction Document Samples"</li> <li>• Attachments:                             <ol style="list-style-type: none"> <li>1. Freightliner Terms of Sale</li> <li>2. Western Star Terms of Sale</li> <li>3. DTNA Sample Form - Sourcewell Concession</li> <li>4. DTNA - Order Intake Process</li> <li>5. DTNA - Order Tracking - Audit Document</li> </ol> </li> </ul>
67	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	As part of our bid, DTNA has already identified a Program Manager for the Sourcewell account. This individual will be responsible for periodic reports to DTNA upper management detailing sales metrics to include measurement against baseline municipal sales in the US and Canada. Additionally, research will be conducted to ascertain the levels of participation by DTNA dealers and develop sales programs and training as DTNA views to be appropriate to the success of the program.
68	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods.  (See the RFP and template Contract for additional details.)	DTNA will disburse \$800 per truck invoiced to Sourcewell Members with the designated sales program code. All credits will be dependent upon this sales code being attached to the order placed with DTNA. Credit disputes will be limited to vehicles reported sold in the previous quarter.

**Table 14A: Depth and Breadth of Offered Equipment Products and Services**

Proposers submitting a proposal in Category 1 as defined herein will be submitting in the broad category that includes all types of engines, fuel, and propulsion systems. For example, if a Proposer offers chassis and cabs with Internal Combustion Engines (ICE) as well as chassis and cabs with electric propulsion systems the Proposer should designate it is seeking an award in Category 1 **only**. Proposers seeking an award in Category 2, as defined herein, must include at least one solution offered within the scope of Category 2 for electric propulsion systems **only**.

Line Item	Category Selection *
69	Category 1: All engines, fuel, and propulsion type chassis and cabs

**Table 14B: Depth and Breadth of Offered Equipment Products and Services**

Line Item	Question	Response *
70	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	DTNA is offering Sourcewell Members, vehicles from Freightliner and Western Star product lines that cover Class 6, 7, & 8 ICE AND BEV, through our extensive dealer network. The models include:  FREIGHTLINER:  M2-106 Plus <ul style="list-style-type: none"> <li>- Conventional Cab</li> <li>- CAB CONFIGURATIONS</li> <li>- Day Cab 106" BBC</li> <li>- Extended Cab 132" BBC</li> <li>- Crew Cab 154" BBC</li> <li>- GVW 18,000 – 66,000 lbs</li> <li>- ENGINE RANGE</li> <li>- Diesel Engine Offerings: Detroit: DD5 &amp; DD8, Cummins: B6.7 &amp; L9</li> <li>- 200-360 HP</li> <li>- 520-1150 lb/ft</li> <li>- TRANSMISSION RANGE – Automatic or Manual</li> <li>- Allison 1000 / 2000 / 3000 series</li> <li>- Eaton Manual</li> <li>- TOP APPLICATIONS</li> <li>- Dump, Plow, P&amp;D, Utility, Sweeper, Refuse, Tank</li> </ul> BEV - eM2-106 ELECTRIC <ul style="list-style-type: none"> <li>- Conventional Cab</li> <li>- Day Cab 106" BBC</li> <li>- GVW 26,000 – 33,000 lbs</li> <li>- ENGINE – BATTERY ELECTRIC</li> <li>- 225 hp (165 kW) – 250 or 300 hp (224 kW)</li> <li>- TOP APPLICATIONS</li> <li>- P&amp;D, Utility, Sweeper, Refuse</li> </ul>

- M2-112 Plus
  - Conventional Cab
  - CAB CONFIGURATIONS
  - Day Cab 112" BBC
  - Extended Cab 132" BBC
  - Crew Cab 160" BBC
  - GVW 30,000 – 80,000 lbs (as a truck)
  - ENGINE RANGE
  - 260-525HP
  - 730-1850 lb/ft
  - TRANSMISSION RANGE – Automatic, AMT or Manual
  - Detroit DT12
  - Eaton Manual
  - Allison 3000 / 4000 series
  - TOP APPLICATIONS
  - End Dump, Plow, Roll-Off/Refuse, Natural Gas Applications

- 108SD Plus
  - Conventional
  - CAB CONFIGURATIONS
  - Day Cab 112" BBC
  - Extended Cab 132" BBC
  - Crew Cab 160" BBC
  - GVW 26,000 – 69,000lbs (as a truck)
  - ENGINE RANGE 200-380 HP
  - 520-1250 lb/ft
  - Transmission Range – Automatic or Manual
  - Allison 3000 / 4000 series
  - Eaton Manual
  - TOP APPLICATIONS
  - Rail, Car Hauler, Muni Dump/Plow, Tank, Volumetric Mixer

- 114SD Plus
  - Conventional
  - CAB CONFIGURATIONS
  - Day Cab 114" BBC
  - Extended Cab 140" BBC
  - Crew Cab 162" BBC
  - GVW 26,000 – 92,000 lbs
  - ENGINE RANGE 260-525 HP
  - 720-1850 lb/ft
  - TRANSMISSION RANGE - Automatic, AMT or Manual
  - Detroit DT12
  - Allison 3000 / 4000 series
  - Eaton Manual & Endurant AMT
  - TOP APPLICATIONS
  - Mixer, Dump, Plow, Refuse, Crane, Tank

- EconicSD
  - LCOE (Low Cab-Over Engine)
  - CAB CONFIGURATIONS
  - Hi and Lo Roof (Based on Front or Rear refuse application) 81" BBC
  - GVW 64,000 – 66,000 lbs
  - ENGINE RANGE 350 HP
  - 1050 lb/ft
  - TRANSMISSION RANGE Automatic
  - Allison 3000 series
  - APPLICATION
  - Refuse

- Cascadia
  - CAB CONFIGURATIONS
  - Day Cab 116" and 126" BBC
  - Sleeper – 48", 60" and, 72" Options
  - GCVW – up to 140,000+
  - ENGINE RANGE – Diesel Engine Offerings: Detroit: DD15 & DD16, Cummins: X12 & X15
  - 350-605 HP
  - 1450-2050 lb/ft
  - TRANSMISSION RANGE – Automatic, AMT or Manual
  - Detroit DT12-V & DT12-VX AMT
  - Allison 4000 series
  - Eaton Manual & Endurant AMT
  - TOP APPLICATIONS
  - Line-Haul, LTL, P&D, Bulk – Dry, Liquid

- BEV - eCascadia ELECTRIC
  - Conventional Cab
  - Day Cab 116" BBC
  - GCVW 65,000 – 82,000 lbs (tractor)
  - ENGINE – BATTERY ELECTRIC
  - 320 hp (296 kW) – 425 hp (350 kW)
  - TOP APPLICATIONS
  - Tractor Applications

Western Star:

- 47X
  - CAB CONFIGURATIONS
  - Day Cab 111" BBC
  - Sleeper – 36" (Trench-style Low Roof or Mid Roof) & 48" Mid Roof
  - GVW – 33,000 – 94,500 lbs (GCVW to 140,000+ as a tractor)
  - ENGINE RANGE – Diesel Engine Offerings: Detroit: DD13, Cummins: L9 & X12
  - 260-525 HP
  - 860-1850 lb/ft
  - TRANSMISSION RANGE – Automatic, AMT or Manual
  - Detroit DT12-V AMT
  - Allison 3000 / 4000 series
  - Eaton Manual & Endurant AMT
  - TOP APPLICATIONS
  - Construction – Mixer, Dump Crane, Water Tanker
  - Government – Snow Plow, Dump, Vacuum Truck
  - Tractor – Flat Bed, Agriculture, Belly Dump
  - Oil & Gas – Crane, Tanker, Vacuum Truck, Stake, Chemical Spreader
  - Bulk – Dry, Liquid

		<p>49X</p> <ul style="list-style-type: none"> <li>- CAB CONFIGURATIONS</li> <li>- Day Cab 121" BBC</li> <li>- Sleeper – 36" (Trench-style Low Roof or Mid Roof) &amp; 48" Mid Roof, 60" Mid Roof, 72"</li> <li>- GVW – 33,000 – 94,500 lbs (GCVW to 200,000+ as a tractor)</li> <li>- ENGINE RANGE – Diesel Engine Offerings: Detroit: DD15 &amp; DD16, Cummins: X12 &amp; X15</li> <li>- 350-605 HP</li> <li>- 1450-2050 lb/ft</li> <li>- TRANSMISSION RANGE – Automatic, AMT or Manual</li> <li>- Detroit DT12-V &amp; DT12-VX AMT</li> <li>- Allison 4000 series</li> <li>- Eaton Manual &amp; Endurant AMT</li> <li>- TOP APPLICATIONS</li> <li>- Construction –Dump Crane, Water Tanker</li> <li>- Logging – Pole Truck, Self-Loader, Chip Trailer, Off Highway</li> <li>- Heavy Haul – Equipment Hauler, Oversize, Specialty</li> <li>- Oil &amp; Gas – Crane, Vacuum Truck</li> <li>- Bulk – Dry, Liquid</li> </ul> <p>57X</p> <ul style="list-style-type: none"> <li>- CAB CONFIGURATIONS</li> <li>- Day Cab 116" and 126" BBC</li> <li>- Sleeper – 48", 60" and, 72" Options</li> <li>- GCVW – up to 140,000+</li> <li>- ENGINE RANGE – Diesel Engine Offerings: Detroit: DD15 &amp; DD16, Cummins: X12 &amp; X15</li> <li>- 350-605 HP</li> <li>- 1450-2050 lb/ft</li> <li>- TRANSMISSION RANGE – Automatic, AMT or Manual</li> <li>- Detroit DT12-V &amp; DT12-VX AMT</li> <li>- Allison 4000 series</li> <li>- Eaton Manual &amp; Endurant AMT</li> <li>- TOP APPLICATIONS</li> <li>- Line-Haul, Bulk – Dry / Liquid</li> </ul>
<p>71</p>	<p>Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.</p>	<p>DTNA is the leading provider of municipal truck chassis in North America. As such, we have extensive relationships with many of the body builders (TEM's) currently on contract with Sourcewell, and are confident that our dealer group has the required experience to spec the right truck for each Members' needs. A more complete listing of the segments / categories which DTNA products can service, is listed with our individual models, in Question 70, above. The following industry subcategories reflect the general range of solutions we can provide:</p> <ul style="list-style-type: none"> <li>• cranes</li> <li>• bucket trucks / utility</li> <li>• vacuum trucks</li> <li>• street sweepers</li> <li>• dump trucks</li> <li>• snowplows</li> <li>• refuse</li> <li>• box trucks</li> <li>• tractors</li> <li>• PARTS – replacement / service parts</li> <li>• FINANCIAL SERVICES – Financing and Leasing</li> </ul> <p>In the unlikely event that a particular requirement is not immediately identified, our Custom Application Engineering (CAE) team is available to help find solutions for Members.</p> <p>As a sub-category, to support the sale of Class 6-8 chassis - DTNA is also committed to supplying replacement / service PARTS, through our extensive distribution network, to serve each individual model and maximize uptime.</p> <p>Daimler Truck Financial Services is also available to serve Members' lease / finance needs, through our extensive distribution network. Many of the authorized DTNA dealers also offer lease / finance solutions, through dealer owned captive finance subsidiaries.</p>
<p>72</p>	<p>Describe any manufacturing processes or materials utilized that contribute to chassis strength, cab strength, overall durability, driver safety.</p>	<p>DTNA produces Western Star and Freightliner trucks in our five North America truck manufacturing plants. We are proud to foster a culture dedicated to continuous improvement in all our manufacturing processes. Long before our trucks are assembled on the production line, our engineering team designs and builds digital mock-ups of every truck model with individual vehicle identification numbers used throughout manufacturing process. State-of-the-art automation, like robots that paint and weld, helps us meet exacting standards on every production line. Sophisticated test equipment ensures that each vehicle's electrical system and chassis alignment is consistent with specifications. Every powertrain is verified and passes a dyno test prior to factory completion.</p> <p>The Detroit Assurance® Suite of Safety Systems is our industry-leading safety equipment that including active brake assist, side guard assist, adaptive cruise control, lane departure warning and more to keep operators, workers at the job site, pedestrians, and fellow motorists safe.</p> <p>Additional Driver Safety Enhancements include:</p> <ul style="list-style-type: none"> <li>• Improved insulation that muffles exterior noise and provides greater thermal efficiency.</li> <li>• Driver-centric dash with an easy-to-read driver information center.</li> <li>• Comfortable steering wheel with integrated controls.</li> <li>• An easy-to-use transmission control stalk that allows automated manual and automatic shifting and engine braking functions from the column for safer operation.</li> <li>• Ergonomic seats with precise adjustability for improved driver comfort and reduced fatigue.</li> <li>• Backup Alert System with 7" interactive touch screen display, factory installed backup camera and reverse proximity sensor.</li> <li>• The CHEC Tool customized parameters assist in safe operation with interlocks alerting the drivers to the status of operation.</li> </ul> <p>Our truck cabs are constructed with corrosion-resistant aluminum that is reinforced with e-coated steel and assembled to precise manufacturing tolerances with Henrob rivets and welded construction. This process produces a durable and safe cab that meets stringent A-pillar impact, rollover and back wall impact tests.</p> <p>The vocational chassis includes a robust backbone with a complete offering of single- and double-channel frame rails with set-forward or set-back front axles to maximize payloads, and frames can be custom punched and predrilled to TEM specs for improved up-fit. This includes a best-in-class single channel rail strength with RBM rating of 3.7 million inch-lbs. for greater strength, durability, and weight savings and a new, stronger 9.5mm rail that delivers the same RBM rating as an 11mm while saving nearly 100 pounds. Frame rails fasteners include Huck bolts and phosphate-coated Class 10.9 fine-thread fasteners offer a high clamp load and don't require maintenance.</p>

73	Describe any differentiating serviceability attributes (remote diagnostics, etc.) your proposal offers.	<p><b>Express WriteUp</b> With the help of a mobile app, Express WriteUp provides a better way to create repair orders and estimates because they are performed at the vehicle to speed decision making. Express WriteUp also provides a better customer experience to help improve efficiency and convenience.</p> <p><b>Service Tracker</b> Service Tracker is a web-based application for any customer and is used for streamlining communications with our service network and real-time tracking of their vehicles as they progress through the service experience – from estimate ready to vehicle ready. Service Tracker reduces wait time for approving estimates and provides customized repair status notifications.</p> <p><b>Uptime Pro</b> Uptime Pro is a state-of-the-art management software that helps service at a dealer location run at peak efficiency with transparency and coordination that keeps everyone in the loop and provides visibility into progress, status and needs.</p> <p><b>Uptime Performance</b> Uptime Performance enables dealers to understand the customer's view of their efficiency. Each of our Elite Support certified dealerships employs Continuous Improvement Coordinators (CIC) whose main job is to measure their performance and keep improving the customer experience.</p> <p><b>Virtual Technician</b> Detroit Connect Virtual Technician® notifies fleets and owner-operators within minutes if their vehicles experience an engine or aftertreatment fault event. With information on the severity of the fault and recommendations for when, where, and how to best fix the issue, you can reduce time spent on unnecessary maintenance and make better service decisions for your fleet.</p> <p>Please refer to the following documents for additional information:</p> <ul style="list-style-type: none"> <li>• Folder: "DTNA - Pricing"</li> <li>• Attachments: "DTNA – Serviceability &amp; Remote Diagnostics"             <ol style="list-style-type: none"> <li>1. Freightliner - Uptime Management Suite</li> <li>2. Western Star - Uptime Management Suite</li> <li>3. Detroit Connect - On-Highway</li> <li>4. Detroit Connect - Vocational</li> </ol> </li> </ul>
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**Table 15: Category 1 - Depth and Breadth of Offered Equipment Products and Services**

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary. Proposers submitting a proposal in Category 1 will be submitting in the broad category that includes all types of engines, fuel, and propulsion systems. See RFP Section II. B. 1 for details.

We will not be submitting for Table 15: Category 1 - Depth and Breadth of Offered Equipment Products and Services

Line Item	Category or Type	Offered *	Chassis Type (ICE and/or BEV)	Comments
74	Class 4 chassis	<input type="radio"/> Yes <input checked="" type="radio"/> No	Both Chassis Types (ICE and BEV)	We do not provide products that serve the Class 4 market.
75	Class 5 chassis	<input type="radio"/> Yes <input checked="" type="radio"/> No	Both Chassis Types (ICE and BEV)	We do not provide products that serve the Class 4 market.
76	Class 6 chassis	<input checked="" type="radio"/> Yes <input type="radio"/> No	Both Chassis Types (ICE and BEV)	DTNA offers a full breadth of products to serve the Class 6 ICE & BEV markets. Offerings include Freightliner M2-106 & Freightliner eM2
77	Class 7 chassis	<input checked="" type="radio"/> Yes <input type="radio"/> No	Both Chassis Types (ICE and BEV)	DTNA offers a full breadth of products to serve the Class 7 ICE & BEV markets. Offerings include Freightliner M2-106, Freightliner M2-112 & Freightliner eM2
78	Class 8 chassis	<input checked="" type="radio"/> Yes <input type="radio"/> No	Both Chassis Types (ICE and BEV)	DTNA offers a full breadth of products to serve the Class 8 ICE & BEV markets. Offerings include Freightliner M2-112, Freightliner 108SD, Freightliner 114SD, Freightliner Econic SD, Freightliner Cascadia, Freightliner eCascadia, Western Star 47X, Western Star 49X & Western Star 57X
79	Related equipment, accessories, parts, upfitting, services, used chassis and Class 3 chassis	<input type="radio"/> Yes <input checked="" type="radio"/> No	Both Chassis Types (ICE and BEV)	We do not provide products that server these markets. As the OEM, DTNA will not be the provider of related equipment, accessory parts, upfitting, services, used chassis or class 3 chassis. However, many of our respective authorized dealers will provide these additional offerings at pricing to be determined by the facing dealer.

**Table 16: Category 2 - Depth and Breadth of Offered Equipment Products and Services**

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Proposers seeking an award in Category 2, as defined herein, must include at least one solution offered within the scope of Category 2 for electric propulsion systems **only**. See RFP Section II. B. 1 for details.

We will not be submitting for Table 16: Category 2 - Depth and Breadth of Offered Equipment Products and Services

Line Item	Category or Type	Offered *	Comments
80	Battery Electric Vehicle (BEV) Class 4 Chassis	<input type="radio"/> Yes <input checked="" type="radio"/> No	DTNA does NOT offer product that serves the Class 4 BEV Market
81	Battery Electric Vehicle (BEV) Class 5 Chassis	<input type="radio"/> Yes <input checked="" type="radio"/> No	DTNA does NOT offer product that serves the Class 5 BEV Market
82	Battery Electric Vehicle (BEV) Class 6 Chassis	<input checked="" type="radio"/> Yes <input type="radio"/> No	DTNA offers product to serve the Class 6 BEV markets. Offerings include the Freightliner eM2
83	Battery Electric Vehicle (BEV) Class 7 Chassis	<input checked="" type="radio"/> Yes <input type="radio"/> No	DTNA offers product to serve the Class 7 BEV markets. Offerings include the Freightliner eM2
84	Battery Electric Vehicle (BEV) Class 8 Chassis	<input checked="" type="radio"/> Yes <input type="radio"/> No	DTNA offers product to serve the Class 8 BEV markets. Offerings include the Freightliner eCascadia
85	Related equipment, accessories, parts, upfitting, services, used chassis and Class 3 chassis	<input type="radio"/> Yes <input checked="" type="radio"/> No	DTNA does NOT offer product that serves this market.

**Exceptions to Terms, Conditions, or Specifications Form**

Only those Proposer Exceptions to Terms, Conditions, or Specifications that have been accepted by Sourcewell have been incorporated into the contract text.

**Documents**

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
  2. Documents should N2T have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
  3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
  4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."
- [Pricing](#) - DTNA - Pricing.7z - Wednesday March 27, 2024 17:22:02
  - [Financial Strength and Stability](#) - DTNA - Financial Strength and Stability.7z - Friday March 22, 2024 21:11:59
  - [Marketing Plan/Samples](#) - DTNA - Marketing Plan.7z - Friday March 22, 2024 21:12:37
  - [WMBE/MBE/SBE or Related Certificates](#) - DTNA - WMBE-MBE-SBE or Related Certificates.7z - Friday March 22, 2024 21:13:03
  - [Warranty Information](#) - DTNA - Warranty Information.7z - Friday March 22, 2024 21:13:14
  - [Standard Transaction Document Samples](#) - DTNA - Standard Transaction Document Samples.7z - Friday March 22, 2024 21:13:26
  - [Requested Exceptions](#) - DTNA - Requested Exceptions.7z - Thursday March 28, 2024 09:41:37
  - [Upload Additional Document](#) - DTNA - Upload Additional Document.7z - Friday March 22, 2024 21:33:53



**Addenda, Terms and Conditions**

**PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE**

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.
3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.
5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.
6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.
7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.
8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.
9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
11. Proposer its employees, agents, and subcontractors are not:
  1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
  2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
  3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Eugene Berg, Director - Vocational Sales, Daimler Truck North America

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

Yes  No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
<b>Addendum_7_Class 4-8 Chassis and Cabs _RFP_032824</b> Thu March 21 2024 08:45 AM	☑	1
<b>Addendum_6_Class 4-8 Chassis and Cabs _RFP_032824</b> Wed March 20 2024 12:36 PM	☑	3
<b>Addendum_5_Class 4-8 Chassis and Cabs _RFP_032824</b> Mon March 18 2024 12:01 PM	☑	1
<b>Addendum_4_Class 4-8 Chassis and Cabs _RFP_032824</b> Wed March 6 2024 09:38 AM	☑	1
<b>Addendum_3_Class 4-8 Chassis and Cabs _RFP_032824</b> Wed February 21 2024 04:08 PM	☑	2
<b>Addendum_2_Class 4-8 Chassis and Cabs _RFP_032824</b> Wed February 14 2024 04:12 PM	☑	1
<b>Addendum_1_Class 4-8 Chassis and Cabs _RFP_032824</b> Thu February 8 2024 04:24 PM	☑	1

Prepared for:  
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## Sourcewell Contract Number 032824-DAI

### S P E C I F I C A T I O N P R O P O S A L

Data Code	Description	Weight Front	Weight Rear
<b>Price Level</b>			
PRL-30D	SD PRL-30D (EFF:MY27 ORDERS)		
<b>Data Version</b>			
DRL-026	SPECPRO21 DATA RELEASE VER 026		
<b>Vehicle Configuration</b>			
001-177	114SD PLUS CONVENTIONAL CHASSIS	7,934	6,476
004-227	2027 MODEL YEAR SPECIFIED		
002-004	SET BACK AXLE - TRUCK	480	-480
019-004	STRAIGHT TRUCK PROVISION, NON-TOWING		
003-001	LH PRIMARY STEERING LOCATION		
<b>General Service</b>			
AA1-002	TRUCK CONFIGURATION		
AA6-002	DOMICILED, USA (EXCLUDING CALIFORNIA AND CARB OPT-IN STATES)		
99D-027	EPA CLEAN IDLE LABEL - (INCLUDES 6X4 INCH LABEL ON LOWER FORWARD OF DRIVER DOOR)		
A85-011	CONSTRUCTION SERVICE		
A84-1GM	GOVERNMENT BUSINESS SEGMENT		
AA4-010	DIRT/SAND/ROCK COMMODITY		
AA5-002	TERRAIN/DUTY: 100% (ALL) OF THE TIME, IN TRANSIT, IS SPENT ON PAVED ROADS		
AB1-008	MAXIMUM 8% EXPECTED GRADE		
AB5-001	SMOOTH CONCRETE OR ASPHALT PAVEMENT - MOST SEVERE IN-TRANSIT (BETWEEN SITES) ROAD SURFACE		
995-1AE	FREIGHTLINER LEVEL II WARRANTY		
A66-99D	EXPECTED FRONT AXLE(S) LOAD : 20000.0 lbs		
A68-99D	EXPECTED REAR DRIVE AXLE(S) LOAD : 46000.0 lbs		
A67-99D	EXPECTED PUSHER AXLE(S) LOAD : 13200.0 lbs		



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 TRANSWEST TRUCK TRAILER RV  
 20770 E 176 FRONTAGE ROAD  
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 Phone: (303)289-3161

Data Code	Description	Weight Front	Weight Rear
A63-99D	EXPECTED GROSS VEHICLE WEIGHT CAPACITY : 79200.0 lbs		
<b>Truck Service</b>			
AA3-011	MIXER BODY		
AF3-1M8	CEMEN TECH, INC.		
<b>Engine</b>			
101-3FE	CUM X12 500V HP @ 1900 RPM, 1700 LB/FT @ 1000 RPM, 2000 GOV RPM, VOC	-390	-45
<b>Electronic Parameters</b>			
79A-075	75 MPH ROAD SPEED LIMIT		
79B-000	CRUISE CONTROL SPEED LIMIT SAME AS ROAD SPEED LIMIT		
79K-009	PTO MODE ENGINE RPM LIMIT - 1200 RPM		
79U-001	PTO GOVERNOR RAMP RATE - 25 RPM PER SECOND		
79V-001	FUEL DOSING OF AFTERTREATMENT ENABLED IN PTO MODE-CLEANS HYDROCARBONS AT HIGH TEMPERATURES ONLY		
79W-024	CRUISE CONTROL BUTTON PTO CONTROL		
79X-020	PTO SPEED 1 SETTING - 1050 RPM		
80F-001	AUTOMATIC OIL LIFE MONITOR WITH ALERT AT 5% OF INTERVAL REMAINING		
80G-006	PTO MINIMUM RPM - 825		
80J-002	REGEN INHIBIT SPEED THRESHOLD - 5 MPH		
80S-001	PTO 1, DASH SWITCH, STATIONARY OPERATION		
<b>Engine Equipment</b>			
99C-024	EPA 2010/GHG 2024 CONFIGURATION		
13E-001	STANDARD OIL PAN		
105-001	ENGINE MOUNTED OIL CHECK AND FILL		
014-099	SIDE OF HOOD AIR INTAKE WITH FIREWALL MOUNTED DONALDSON AIR CLEANER		
124-1E1	DR 12V 200 AMP 28-SI QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE		
292-236	(3) DTNA GENUINE, FLOODED STARTING, MIN 3000CCA, 555RC, THREADED STUD BATTERIES		
290-017	BATTERY BOX FRAME MOUNTED		
281-001	STANDARD BATTERY JUMPERS		
282-001	SINGLE BATTERY BOX FRAME MOUNTED LH SIDE UNDER CAB		



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291-017	WIRE GROUND RETURN FOR BATTERY CABLES WITH ADDITIONAL FRAME GROUND RETURN		
289-001	NON-POLISHED BATTERY BOX COVER		
293-058	NON-ESSENTIAL POSITIVE LOAD DISCONNECT, IN CAB CONTROL SWITCH MOUNTED OUTBOARD OF DRIVER SEAT	2	
295-029	POSITIVE AND NEGATIVE POSTS FOR JUMPSTART LOCATED ON FRAME NEXT TO STARTER	2	
306-015	PROGRESSIVE LOW VOLTAGE DISCONNECT AT 12.3 VOLTS FOR DESIGNATED CIRCUITS	2	
107-048	CUMMINS NATURALLY ASPIRATED 25.9 CFM AIR COMPRESSOR WITH INTERNAL SAFETY VALVE		
152-041	ELECTRONIC ENGINE INTEGRAL SHUTDOWN PROTECTION SYSTEM		
128-132	CUMMINS INTEBRAKE WITH HIGH MED LOW BRAKE WITH BRAKE LAMPS		
016-1C2	RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH B-PILLAR MOUNTED VERTICAL TAILPIPE	30	25
28F-014	ENGINE AFTERTREATMENT DEVICE, AUTOMATIC OVER THE ROAD REGENERATION AND VIRTUAL REGENERATION REQUEST SWITCH IN CLUSTER		
239-200	INTEGRATED STACK AND B-PILLAR PIPE WITH MINIMUM STACK PROTRUSION ABOVE CAB		
233-017	STANDARD CURVE BRIGHT UPPER STACK(S)		
237-1CR	RH CURVED VERTICAL TAILPIPE B-PILLAR MOUNTED ROUTED FROM STEP		
23U-002	13 GALLON DIESEL EXHAUST FLUID TANK		
30N-003	100 PERCENT DIESEL EXHAUST FLUID FILL		
23Y-001	STANDARD DIESEL EXHAUST FLUID PUMP MOUNTING		
23Z-002	NON-POLISHED ALUMINUM DIAMOND PLATE DIESEL EXHAUST FLUID TANK COVER	15	5
43X-002	LH MEDIUM DUTY STANDARD DIESEL EXHAUST FLUID TANK LOCATION		
43Y-001	STANDARD DIESEL EXHAUST FLUID TANK CAP		
242-001	STAINLESS STEEL AFTERTREATMENT DEVICE/MUFFLER/TAILOPIPE SHIELD		
273-058	AIR POWERED ON/OFF ENGINE FAN CLUTCH		
276-001	AUTOMATIC FAN CONTROL WITHOUT DASH SWITCH, NON ENGINE MOUNTED		
110-003	CUMMINS SPIN ON FUEL FILTER		



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Data Code	Description	Weight Front	Weight Rear
118-008	COMBINATION FULL FLOW/BYPASS OIL FILTER		
120-998	NO COOLANT FILTER	-10	
266-057	1500 SQUARE INCH ALUMINUM RADIATOR		
103-039	ANTIFREEZE TO -34F, OAT (NITRITE AND SILICATE FREE) EXTENDED LIFE COOLANT		
171-007	GATES BLUE STRIPE COOLANT HOSES OR EQUIVALENT		
172-001	CONSTANT TENSION HOSE CLAMPS FOR COOLANT HOSES		
270-016	RADIATOR DRAIN VALVE		
138-005	PHILLIPS-TEMRO 1500 WATT/115 VOLT BLOCK HEATER	4	
140-022	CHROME ENGINE HEATER RECEPTACLE MOUNTED UNDER LH DOOR		
155-055	DELCO 12V 39MT HD/OCV STARTER WITH THERMAL PROTECTION AND INTEGRATED MAGNETIC SWITCH	-45	

### Transmission

342-1M3	ALLISON 4500 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION	260	100
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### Transmission Equipment

343-339	ALLISON VOCATIONAL PACKAGE 223 - AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH VOCATIONAL MODELS RDS, HS, MH AND TRV		
84B-012	ALLISON VOCATIONAL RATING FOR ON/OFF HIGHWAY APPLICATIONS AVAILABLE WITH ALL PRODUCT FAMILIES		
84C-023	PRIMARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY		
84D-023	SECONDARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY		
84E-000	PRIMARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE		
84F-000	SECONDARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE		
84G-000	PRIMARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE		
84H-000	SECONDARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE		





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Data Code	Description	Weight Front	Weight Rear
84J-000	ENGINE BRAKE RANGE PRESELECT RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE		
84K-002	2ND GEAR ENGINE BRAKE ALTERNATE PRESELECT WITH MODERATE DOWNSHIFT STRATEGY		
84N-200	FUEL SENSE 2.0 DISABLED - PERFORMANCE - TABLE BASED		
84U-000	DRIVER SWITCH INPUT - DEFAULT - NO SWITCHES		
353-074	QUICKFIT BODY LIGHTING CONNECTOR UNDER CAB, WITH BLUNTCUTS		
34C-011	ELECTRONIC TRANSMISSION WIRING TO CUSTOMER INTERFACE CONNECTOR		
362-2JT	CUSTOMER INSTALLED CHELSEA 281 SERIES PTO	50	
363-007	PTO MOUNTING, TOP RH SIDE OF MAIN TRANSMISSION ALLISON 4000 & 3500 EVS		
341-018	MAGNETIC PLUGS, ENGINE DRAIN, TRANSMISSION DRAIN, AXLE(S) FILL AND DRAIN		
345-003	PUSH BUTTON ELECTRONIC SHIFT CONTROL, DASH MOUNTED		
97G-004	TRANSMISSION PROGNOSTICS - ENABLED 2013		
370-011	WATER TO OIL TRANSMISSION COOLER, FRAME MOUNTED		
346-003	TRANSMISSION OIL CHECK AND FILL WITH ELECTRONIC OIL LEVEL CHECK		
35T-001	ATF-SYNTHETIC AUTOMATIC TRANSMISSION FLUID		

**Front Axle and Equipment**

400-1BB	DETROIT DA-F-20.0-5 20,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE	190	
402-1B1	MERITOR EX-L AIR DISC FRONT BRAKES		
403-002	NON-ASBESTOS FRONT BRAKE LINING		
419-004	FRONT DISC BRAKE ROTORS		
427-001	FRONT BRAKE DUST SHIELDS	5	
409-006	FRONT OIL SEALS		
408-001	VENTED FRONT HUB CAPS WITH WINDOW, CENTER AND SIDE PLUGS - OIL		
416-022	STANDARD SPINDLE NUTS FOR ALL AXLES		
405-030	FRONT AIR DISC BRAKE INTERNAL ADJUSTERS		
406-001	STANDARD KING PIN BUSHINGS		
536-055	TRW THP-60 POWER STEERING WITH RCH45 AUXILIARY GEAR	130	



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Data Code	Description	Weight Front	Weight Rear
539-003	POWER STEERING PUMP		
534-003	4 QUART POWER STEERING RESERVOIR		
533-001	OIL/AIR POWER STEERING COOLER		
40T-001	MINERAL SAE 80/90 FRONT AXLE LUBE		
<b>Front Suspension</b>			
620-006	20,000# FLAT LEAF FRONT SUSPENSION	310	
619-004	GRAPHITE BRONZE BUSHINGS WITH SEALS - FRONT SUSPENSION		
62H-010	FRONT SUSPENSION WITH LEFT HAND OFFSET SHACKLE BRACKET	4	
410-001	FRONT SHOCK ABSORBERS		
<b>Rear Axle and Equipment</b>			
420-111	MERITOR RT-46-160P 46,000# R-SERIES TANDEM REAR AXLE WITH PUMP		450
421-489	4.89 REAR AXLE RATIO		
424-001	IRON REAR AXLE CARRIER WITH STANDARD AXLE HOUSING		
386-075	MXL 18T MERITOR EXTENDED LUBE MAIN DRIVELINE WITH HALF ROUND YOKES	-10	-10
388-073	MXL 17T MERITOR EXTENDED LUBE INTERAXLE DRIVELINE WITH HALF ROUND YOKES		
452-006	DRIVER CONTROLLED TRACTION DIFFERENTIAL - BOTH TANDEM REAR AXLES		30
878-023	(1) INTERAXLE LOCK VALVE, (1) DRIVER CONTROLLED DIFFERENTIAL LOCK FORWARD-REAR AND REAR-REAR AXLE VALVE		
87A-017	INDICATOR LIGHT FOR EACH INTERAXLE LOCKOUT SWITCH, DISENGAGE INTERAXLE LOCK WITH IGNITION OFF		
87B-023	INDICATOR LIGHT AND BUZZER FOR EACH DIFFERENTIAL LOCKOUT SWITCH, ENGAGE AT SPEEDS 5 MPH PR LESS, DISENGAGE W/IGN OFF OR SPEEDS EXCEEDING 25 MPH		
423-1A4	MERITOR EX-L OPTIMIZED AXIAL AIR DISC REAR BRAKES		-80
433-002	NON-ASBESTOS REAR BRAKE LINING		
434-003	STANDARD BRAKE CHAMBER LOCATION		
451-005	REAR DISC BRAKE ROTORS		
425-002	REAR BRAKE DUST SHIELDS		10
440-006	REAR OIL SEALS		
426-094	AIR DISC LONGSTROKE 2-DRIVE AXLES SPRING PARKING CHAMBERS		
428-030	REAR AIR DISC BRAKE INTERNAL ADJUSTERS		



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Data Code	Description	Weight Front	Weight Rear
41T-002	CURRENT AVAILABLE SYNTHETIC 75W-90 REAR AXLE LUBE		
42T-010	MERITOR METAL/COMPOSITE FITTING AND U-TUBE REAR AXLE BREATHER(S)		
<b>Rear Suspension</b>			
622-312	HENDRICKSON HAULMAAX EX 46,000# REAR SUSPENSION		120
621-1AR	HENDRICKSON HAULMAAX/ULTIMAAX - 9.50" RIDE HEIGHT		
624-009	54 INCH AXLE SPACING		
628-010	HENDRICKSON HN, HAULMAAX AND ULTIMAAX SERIES STEEL BEAMS WITH BAR PIN		
623-016	STANDARD DUTY FORE/AFT AND HEAVY DUTY TRANSVERSE CONTROL RODS		
625-008	DOUBLE REBOUND STRAP - INBOARD AND OUTBOARD		13
439-002	REAR SHOCK ABSORBERS - TWO AXLES (TANDEM)		60
<b>Pusher / Tag Equipment</b>			
035-128	HENDRICKSON EX13 COMP 13,500# AIR LIFT STEERABLE PUSHER SUSPENSION, FF1 AXLE	460	860
443-126	HENDRICKSON EX13 COMP 13,500# FF1 STEERABLE INTEGRAL PUSHER AXLE		
874-015	(1) DASH VALVE AND (1) PHYSICAL GAUGE FOR SINGLE LIFT AXLE		
87F-005	LIFT AXLE WIRING, LIFT IN REVERSE, WITH LAST STATE RETENTION WITH IGNITION OFF		
896-014	(1)REGULATOR MOUNTED ON CHASSIS FOR SINGLE LIFT AXLE		
456-1AE	HENDRICKSON 15X4 CAM PUSHER/TAG BRAKES, DOUBLE ANCHOR, FABRICATED SHOES		
457-002	NON-ASBESTOS PUSHER/TAG BRAKE LINING		
448-002	MOTOR WHEEL CENTRIFUSE PUSHER/TAG BRAKE DRUMS		-30
429-001	PUSHER/TAG BRAKE DUST SHIELDS		5
442-016	PUSHER/TAG OIL SEALS		
444-001	VENTED PUSHER/TAG HUB CAPS WITH WINDOW, CENTER AND SIDE PLUGS - OIL		
445-075	HALDEX LONGSTROKE PUSHER/TAG AXLE SERVICE CHAMBERS		
458-003	HALDEX AUTOMATIC PUSHER/TAG SLACK ADJUSTERS		
626-131	HENDRICKSON EX13 COMP 13,500# AIR LIFT STEERABLE PUSHER SUSPENSION		



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Data Code	Description	Weight Front	Weight Rear
627-001	52 INCH AXLE SPACING PUSHER/TAG		
<b>Brake System</b>			
490-1AV	WABCO 6S/6M ABS WITH TRACTION CONTROL WITH ATC SHUT OFF SWITCH		
871-001	REINFORCED NYLON, FABRIC BRAID AND WIRE BRAID CHASSIS AIR LINES		
46E-001	STANDARD AIR MANAGEMENT UNIT		
904-001	FIBER BRAID PARKING BRAKE HOSE		
412-001	STANDARD BRAKE SYSTEM VALVES		
46D-002	STANDARD AIR SYSTEM PRESSURE PROTECTION SYSTEM		
413-002	STD U.S. FRONT BRAKE VALVE		
432-014	(2) RELAY VALVES; ONE 5-8 PSI FOR TANDEM AXLE AND ONE 3-4.5 PSI CRACK FOR PUSHER/TAG		
480-088	WABCO SYSTEM SAVER HP WITH INTEGRAL AIR GOVERNOR AND HEATER		
483-004	WABCO OIL COALESCING FILTER FOR AIR DRYER		
479-005	AIR DRYER MOUNTED INBOARD ON RH RAIL		
460-001	STEEL AIR BRAKE RESERVOIRS		
477-004	PULL CABLES ON ALL AIR RESERVOIR(S)		
485-037	CAB BLOW OUT KIT WITH AIR HOSE AND NOZZLE INSIDE LH CAB ENTRY DOOR	2	
<b>Trailer Connections</b>			
476-998	NO AIR HOSE HANGER		
1AZ-998	NO TRAILER RECEPTACLE BRACKET		
<b>Wheelbase &amp; Frame</b>			
545-610	6100MM (240 INCH) WHEELBASE		
546-1B2	1/2X3.64X11-7/8 INCH STEEL FRAME (12.7MMX301.6MM/0.5X11.88 INCH) 120KSI	540	290
547-034	PARTIAL INNER FRAME REINFORCEMENT AT FRONT SUSPENSION	180	
552-024	1350MM (53 INCH) REAR FRAME OVERHANG		
55W-005	FRAME OVERHANG RANGE: 51 INCH TO 60 INCH	10	-60
549-002	24 INCH INTEGRAL FRONT FRAME EXTENSION	140	-20
AC8-99D	CALC'D BACK OF CAB TO REAR SUSP C/L (CA) : 174.61 in		
AE8-99D	CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 171.61 in		
AE4-99D	CALC'D FRAME LENGTH - OVERALL : 362.91 in		



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Data Code	Description	Weight Front	Weight Rear
FSS-0LH	CALCULATED FRAME SPACE LH SIDE : 31.86 in		
FSS-0RH	CALCULATED FRAME SPACE RH SIDE : 71.43 in		
AM6-99D	CALC'D SPACE AVAILABLE FOR DECKPLATE : 0.0 in		
553-001	SQUARE END OF FRAME		
550-001	FRONT CLOSING CROSSMEMBER		
559-001	STANDARD WEIGHT ENGINE CROSSMEMBER		
562-001	STANDARD MIDSHIP #1 CROSSMEMBER(S)		
572-001	STANDARD REAR MOST CROSSMEMBER		
565-001	STANDARD SUSPENSION CROSSMEMBER		
<b>Chassis Equipment</b>			
556-1E5	14 INCH PAINTED STEEL BUMPER	20	
557-002	LOOP STEP MOUNTED BELOW BUMPER	10	
558-001	FRONT TOW HOOKS - FRAME MOUNTED	15	
574-001	BUMPER MOUNTING FOR SINGLE LICENSE PLATE		
585-998	NO MUDFLAP BRACKETS		
590-998	NO REAR MUDFLAPS		
551-002	HUCK-SPIN ROUND COLLAR CHASSIS FASTENERS		
44Z-002	EXTERIOR HARNESES WRAPPED IN ABRASION TAPE		
<b>Fifth Wheel</b>			
578-998	NO FIFTH WHEEL		
<b>Fuel Tanks</b>			
204-219	70 GALLON/264 LITER RECTANGULAR ALUMINUM FUEL TANK - LH	15	5
218-005	RECTANGULAR FUEL TANK(S)		
215-005	PLAIN ALUMINUM/PAINTED STEEL FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS		
212-007	FUEL TANK(S) FORWARD		
664-001	PLAIN STEP FINISH		
205-001	FUEL TANK CAP(S)		
122-079	ALLIANCE FUEL FILTER/WATER SEPARATOR WITH HEATED BOWL AND INDICATOR LIGHT	15	
216-020	EQUIFLO INBOARD FUEL SYSTEM		
202-016	HIGH TEMPERATURE REINFORCED NYLON FUEL LINE		
<b>Tires</b>			



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Data Code	Description	Weight Front	Weight Rear
093-1XJ	BRIDGESTONE M870 315/80R22.5 20 PLY RADIAL FRONT TIRES	96	
094-2A7	MICHELIN XDS2 11R22.5 16 PLY RADIAL REAR TIRES		192
095-13F	CONTINENTAL HS3+ ECO PLUS 295/75R22.5 16 PLY RADIAL PUSHER/TAG TIRES		8
<b>Hubs</b>			
418-060	CONMET PRESET PLUS PREMIUM IRON FRONT HUBS		
450-060	CONMET PRESET PLUS PREMIUM IRON REAR HUBS		
449-060	CONMET PRESET PLUS PREMIUM IRON PUSHER/TAG HUBS		
<b>Wheels</b>			
502-664	ALCOA ULTRA ONE 89U63X 22.5X9.00 10-HUB PILOT 3.12 INSET 10-HD ALUMINUM FRONT WHEELS	-44	
505-428	ACCURIDE 28828 22.5X8.25 10-HUB PILOT 2-HAND HD STEEL DISC REAR WHEELS		104
509-428	ACCURIDE 28828 22.5X8.25 10-HUB PILOT 2-HAND HD STEEL DISC PUSHER/TAG WHEELS		26
496-011	FRONT WHEEL MOUNTING NUTS		
497-011	REAR WHEEL MOUNTING NUTS		
495-011	PUSHER/TAG WHEEL MTG NUTS		
<b>Cab Exterior</b>			
829-1A2	114 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB		
650-055	AIR OVER SHOCK CAB MOUNTS, DUAL MOUNT	20	10
648-002	NONREMOVABLE BUGSCREEN MOUNTED BEHIND GRILLE		
667-004	FRONT FENDERS SET-BACK AXLE		
754-017	BOLT-ON MOLDED FLEXIBLE FENDER EXTENSIONS	10	
678-067	SAFETY YELLOW LH AND RH INTERIOR GRAB HANDLES AND LH AND RH EXTERIOR GRAB HANDLES WITH SINGLE RUBBER INSERT		
645-002	BRIGHT FINISH RADIATOR SHELL/HOOD BEZEL		
646-042	STATIONARY BLACK GRILLE WITH BRIGHT ACCENTS		
65X-003	CHROME HOOD MOUNTED AIR INTAKE GRILLE		
644-004	FIBERGLASS HOOD		
652-001	FREIGHTLINER NAME PLATES		
690-002	TUNNEL/FIREWALL LINER		





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727-066	DUAL 26 INCH RECTANGULAR POLISHED ALUMINUM AIR HORNS ROOF MOUNTED	4	
726-002	DUAL ELECTRIC HORNS		
728-002	DUAL HORN SHIELDS		
575-001	REAR LICENSE PLATE MOUNT END OF FRAME		
312-067	HALOGEN COMPOSITE HEADLAMPS WITH BRIGHT BEZELS		
302-047	LED AERODYNAMIC MARKER LIGHTS		
311-001	DAYTIME RUNNING LIGHTS		
294-001	INTEGRAL STOP/TAIL/BACKUP LIGHTS		
300-015	STANDARD FRONT TURN SIGNAL LAMPS		
744-1BC	DUAL WEST COAST BRIGHT FINISH HEATED MIRRORS WITH LH AND RH REMOTE		
797-001	DOOR MOUNTED MIRRORS		
796-001	102 INCH EQUIPMENT WIDTH		
743-204	LH AND RH 8 INCH BRIGHT FINISH CONVEX MIRRORS MOUNTED UNDER PRIMARY MIRRORS		
74A-001	RH DOWN VIEW MIRROR		
729-001	STANDARD SIDE/REAR REFLECTORS		
677-054	RH AFTERTREATMENT SYSTEM CAB ACCESS WITH PLAIN DIAMOND PLATE COVER		
275-061	PARK BRAKE REMINDER WARNING SYSTEM		
764-010	COMPOSITE EXTERIOR SUN VISOR	10	
768-043	63X14 INCH TINTED REAR WINDOW		
661-004	TINTED DOOR GLASS LH AND RH WITH TINTED OPERATING WING WINDOWS		
654-011	RH AND LH ELECTRIC POWERED WINDOWS		
663-013	1-PIECE SOLAR GREEN GLASS WINDSHIELD		
659-006	8 LITER (2 GAL) WINDSHIELD WASHER RESERVOIR, CAB MOUNTED, WITH FLUID LEVEL INDICATOR		

### Cab Interior

055-019	RUGGED TRIM PACKAGE		
707-107	GRAY & CARBON VINYL INTERIOR "RUGGED"		
70K-020	CARBON WITH PREMIUM GUNMETAL ACCENT (RUGGED)		
706-013	MOLDED DOOR PANEL		
708-013	MOLDED PLASTIC DOOR PANEL		
772-006	BLACK MATS WITH SINGLE INSULATION		
785-026	(1)DASH MOUNTED 12V POWER OUTLET, (1)DASH MOUNTED DUAL USB-C OUTLET		



Prepared for:  
 BRIAN FRANKLIN  
 DOUGLAS COUNTY  
 3030 N INDUSTRIAL WAY  
 CASTLE ROCK, CO 80109  
 Phone: 303-660-7361

Prepared by:  
 Will Schafer  
 TRANSWEST TRUCK TRAILER RV  
 20770 E I76 FRONTAGE ROAD  
 BRIGHTON, CO 80603  
 Phone: (303)289-3161

Data Code	Description	Weight Front	Weight Rear
691-001	FORWARD ROOF MOUNTED CONSOLE		
696-012	CENTER STORAGE CONSOLE MOUNTED ON BACKWALL	20	
693-019	LH AND RH DOOR STORAGE POCKETS INTEGRATED INTO MOLDED DOOR PANELS		
738-021	DIGITAL ALARM CLOCK IN DRIVER DISPLAY		
742-007	(2) CUP HOLDERS LH AND RH DASH		
680-029	M2/SD DASH		
720-003	5 LB. FIRE EXTINGUISHER	10	
714-001	FIRST AID KIT	2	
700-002	HEATER, DEFROSTER AND AIR CONDITIONER		
701-001	STANDARD HVAC DUCTING		
703-005	MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH		
170-019	STANDARD HEATER PLUMBING WITH BALL SHUTOFF VALVES		
130-041	VALEO HEAVY DUTY A/C REFRIGERANT COMPRESSOR		
702-002	BINARY CONTROL, R-134A		
739-033	STANDARD INSULATION		
285-013	SOLID-STATE CIRCUIT PROTECTION AND FUSES		
280-007	12V NEGATIVE GROUND ELECTRICAL SYSTEM		
324-1B2	PREMIUM LED CAB LIGHTING		
787-998	NO SECURITY DEVICE		
657-001	DOOR LOCKS AND IGNITION SWITCH KEYED THE SAME		
78G-004	KEY QUANTITY OF 4		
655-005	LH AND RH ELECTRIC DOOR LOCKS		
740-998	NO MATTRESS	-20	-15
722-002	TRIANGULAR REFLECTORS WITHOUT FLARES	10	
756-339	PREMIUM ISRINGHAUSEN HIGH BACK AIR SUSPENSION DRIVERS SEAT WITH 2 AIR LUMBAR, INTEGRATED CUSHION EXTENSION, TILT AND ADJUSTABLE SHOCK	70	
760-337	BASIC ISRINGHAUSEN HIGH BACK NON SUSPENSION TOOL BOX PASSENGER SEAT		
759-007	DUAL DRIVER SEAT ARMRESTS, NO PASSENGER SEAT ARMRESTS	4	
711-004	LH AND RH INTEGRAL DOOR PANEL ARMRESTS		
758-022	BLACK MORDURA CLOTH DRIVER SEAT COVER		
761-023	BLACK MORDURA CLOTH PASSENGER SEAT COVER		



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Data Code	Description	Weight Front	Weight Rear
763-102	HIGH VISIBILITY ORANGE SEAT BELTS		
532-002	ADJUSTABLE TILT AND TELESCOPING STEERING COLUMN		
540-070	4-SPOKE 18 INCH (450MM) LEATHER WRAPPED STEERING WHEEL WITH CHROME SWITCH BEZELS		
765-002	DRIVER AND PASSENGER INTERIOR SUN VISORS		

### Instruments & Controls

4CH-006	6 EXTRA PROGRAMMABLE SWITCHES/INDICATORS \$C1A0000ZZ,C1B0000ZZ,C1C0000ZZ,C1D0000ZZ,C1E0000ZZ,C4U0000ZZ		
106-002	ELECTRONIC ACCELERATOR CONTROL		
732-998	NO INSTRUMENT PANEL-DRIVER		
734-022	FULLY CONFIGURABLE CENTER INSTRUMENT PANELS		
87L-003	ENGINE PTO SPEED CONTROL WITH PARK BRAKE AND NEUTRAL INTERLOCKS		
870-002	BRIGHT ARGENT FINISH GAUGE BEZELS		
486-001	LOW AIR PRESSURE INDICATOR LIGHT AND AUDIBLE ALARM		
840-001	DUAL NEEDLE PRIMARY AND SECONDARY AIR PRESSURE GAUGE		
198-003	DASH MOUNTED AIR RESTRICTION INDICATOR WITH GRADUATIONS		
721-003	87 DECIBELS TO 112 DECIBELS AUTOMATIC SELF-ADJUSTING BACKUP ALARM		3
149-015	ELECTRONIC CRUISE CONTROL WITH CONTROLS ON STEERING WHEEL SPOKES		
156-007	KEY OPERATED IGNITION SWITCH AND INTEGRAL START POSITION; 4 POSITION OFF/RUN/START/ACCESSORY		
157-007	MANUAL REMOTE ENGINE STOP/START WITH PTO RE-ENGAGE		
811-044	PREMIUM INSTRUMENT CLUSTER WITH 5.0 INCH TFT COLOR DISPLAY		
81B-003	DIGITAL PANEL LAMP DIMMER SWITCH IN DRIVER DISPLAY		
160-038	HEAVY DUTY ONBOARD DIAGNOSTICS INTERFACE CONNECTOR LOCATED BELOW LH DASH		
844-001	2 INCH ELECTRIC FUEL GAUGE		
148-073	ENGINE REMOTE INTERFACE FOR REMOTE THROTTLE		



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Data Code	Description	Weight Front	Weight Rear
48H-004	QUICKFIT POWERTRAIN INTERFACE CONNECTOR UNDER CAB WITH BLUNTCUTS		
48C-003	QUICKFIT PROGRAMMABLE INTERFACE CONNECTOR(S) UNDER CAB WITH CAP		
163-014	ENGINE REMOTE INTERFACE CONNECTOR AT POWERTRAIN INTERFACE CONNECTOR		
866-019	DIGITAL DUAL REAR AXLE TEMPERATURE IN DRIVER DISPLAY WITH SENSOR SHIELDS		
856-001	ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE		
854-008	DIGITAL ENGINE OIL TEMPERATURE IN DRIVER DISPLAY		
852-002	ELECTRIC ENGINE OIL PRESSURE GAUGE		
864-001	2 INCH TRANSMISSION OIL TEMPERATURE GAUGE		
867-004	ELECTRONIC OUTSIDE TEMPERATURE SENSOR DISPLAY IN DRIVER MESSAGE CENTER		
830-017	ENGINE AND TRIP HOUR METERS INTEGRAL WITHIN DRIVER DISPLAY		
372-123	PTO CONTROLS FOR ENHANCED VEHICLE ELECTRIC/ELECTRONIC ARCHITECTURE		
736-998	NO OBSTACLE DETECTION SYSTEM		
72J-998	NO DR ASSIST SYSTEM		
49B-998	NO VEHICLE STABILITY ADVISOR OR CONTROL		
73B-998	NO LANE DEPARTURE WARNING SYSTEM		
679-998	NO OVERHEAD INSTRUMENT PANEL		
1U1-002	TOP OF DASH RAM MOUNT WITHOUT POWER OR GROUND, FOR CUSTOMER FURNISHED DEVICE		
746-143	7" B-PANEL INTERACTIVE TOUCHSCREEN DISPLAY RADIO W/ USB-C, APPLE CARPLAY, ANDROID AUTO, BLUETOOTH/AM/FM/SXM/WB, WITH MICROPHONE		
747-001	DASH MOUNTED RADIO		
750-002	(2) RADIO SPEAKERS IN CAB		
753-998	NO AM/FM RADIO ANTENNA		
748-006	POWER AND GROUND WIRING PROVISION OVERHEAD		
749-001	ROOF/OVERHEAD CONSOLE CB RADIO PROVISION		
752-004	SINGLE FIBERGLASS LH MIRROR MOUNTED CB ANTENNA WITH BRACKET AND LEAD	2	



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Data Code	Description	Weight Front	Weight Rear
75W-006	SHARKFIN MULTI-BAND ANTENNA, CENTRAL ROOF MOUNTING LOCATION: AM/FM/WEATHERBAND, WIFI/BLUETOOTH, SDAR/SIRIUSXM, GNSS/GPS		
78C-003	INTEROPERABLE SDAR ANTENNA		
810-027	ELECTRONIC MPH SPEEDOMETER WITH SECONDARY KPH SCALE, WITHOUT ODOMETER		
817-001	STANDARD VEHICLE SPEED SENSOR		
812-001	ELECTRONIC 3000 RPM TACHOMETER		
813-1C8	DETROIT CONNECT PLATFORM HARDWARE		
8D1-315	5 YEARS DAIMLER CONNECTIVITY BASE PACKAGE (FEATURES VARY BY MODEL) POWERED BY DETROIT CONNECT ON CUMMINS ENGINES		
6TS-008	(2) TMC RP1226 ACCESSORY CONNECTORS: (1) LOCATED BEHIND PASSENGER SIDE REMOVABLE DASH PANEL (1) CENTER OF OVERHEAD CONSOLE		
162-002	IGNITION SWITCH CONTROLLED ENGINE STOP		
81Y-005	PRE-TRIP INSPECTION FEATURE FOR EXTERIOR LAMPS ONLY		
264-030	(1) OVERHEAD MOUNTED LANYARD CONTROL FOR DRIVER AIR HORN		
883-998	NO TRAILER HAND CONTROL BRAKE VALVE		
836-015	DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY		
660-001	SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY AND ARCTIC TYPE BLADES		
304-030	ROTARY HEADLAMP SWITCH, MARKER LIGHTS/HEADLIGHTS SWITCH WITH PULL OUT FOR OPTIONAL FOG/ROAD LAMPS		
882-009	ONE VALVE PARKING BRAKE SYSTEM WITH WARNING INDICATOR		
299-020	SELF CANCELING TURN SIGNAL SWITCH WITH DIMMER, HEADLAMP FLASH, WASH/WIPE/INTERMITTENT		
298-046	INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH 40 AMP (20 AMP PER SIDE) TRAILER LAMP CAPACITY		
87T-998	NO WRG/SW-OPTL #2, CHAS, AIR		

**Design**

065-000	PAINT: ONE SOLID COLOR
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**Color**

980-5F6	CAB COLOR A: L0006EY WHITE ELITE EY
---------	-------------------------------------



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Data Code	Description	Weight Front	Weight Rear
986-020	BLACK, HIGH SOLIDS POLYURETHANE CHASSIS PAINT		
966-972	POWDER WHITE (N0006EA) REAR WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)		
96E-972	POWDER WHITE (N0006EA) PUSHER/TAG WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)		
964-020	STANDARD BLACK BUMPER PAINT		
976-995	SUNVISOR PAINTED SAME AS CAB COLOR A		
963-003	STANDARD E COAT/UNDERCOATING		

**Certification / Compliance**

996-001 U.S. FMVSS CERTIFICATION, EXCEPT SALES CABS AND GLIDER KITS

**T O T A L V E H I C L E S U M M A R Y**

**Weight Summary**

	Weight Front	Weight Rear	Total Weight
Factory Weight <sup>+</sup>	10564 lbs	8052 lbs	18616 lbs
Total Weight <sup>+</sup>	10564 lbs	8052 lbs	18616 lbs

**Extended Warranty**

WAG-039 TOWING: 2 YEARS/UNLIMITED MILES/KM EXTENDED TOWING COVERAGE \$1200 CAP FEX APPLIES

(+) Weights shown are estimates only.

If weight is critical, contact Customer Application Engineering.

(\*\*\*) All cost increases for major components (Engines, Transmissions, Axles, Front and Rear Tires) and government mandated requirements, tariffs, and raw material surcharges will be passed through and added to factory invoices.





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## Q U O T A T I O N

### 114SD PLUS CONVENTIONAL CHASSIS

SET BACK AXLE - TRUCK CUM X12 500V HP @ 1900 RPM, 1700 LB/FT @ 1000 RPM, 2000 GOV RPM, VOC ALLISON 4500 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION MERITOR RT-46-160P 46,000# R-SERIES TANDEM REAR AXLE WITH PUMP HENDRICKSON HAULMAAX EX 46,000# REAR SUSPENSION DETROIT DA-F-20.0-5 20,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE 20,000# FLAT LEAF FRONT SUSPENSION	114 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB 6100MM (240 INCH) WHEELBASE NO FIFTH WHEEL 1/2X3.64X11-7/8 INCH STEEL FRAME (12.7MMX301.6MM/0.5X11.88 INCH) 120KSI 1350MM (53 INCH) REAR FRAME OVERHANG PARTIAL INNER FRAME REINFORCEMENT AT FRONT SUSPENSION HENDRICKSON EX13 COMP 13,500# FF1 STEERABLE INTEGRAL PUSHER AXLE
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		PER UNIT		TOTAL
VEHICLE PRICE	<b>TOTAL # OF UNITS (1)</b>	\$ 176,887	\$	176,887
EXTENDED WARRANTY		\$ 805	\$	805
DEALER INSTALLED OPTIONS		\$ 0	\$	0
<b>CUSTOMER PRICE BEFORE TAX</b>		<b>\$ 177,692</b>	<b>\$</b>	<b>177,692</b>

### TAXES AND FEES

FEDERAL EXCISE TAX (FET)	\$	(427)	\$	(427)
TAXES AND FEES	\$	0	\$	0
OTHER CHARGES	\$	0	\$	0

### TRADE-IN

<b>TRADE-IN ALLOWANCE</b>	\$	(0)	\$	(0)
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<b>BALANCE DUE</b>		<b>(LOCAL CURRENCY)</b>	\$	<b>177,265</b>	\$	<b>177,265</b>
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### COMMENTS:

Projected delivery on \_\_\_ / \_\_\_ / \_\_\_ provided the order is received before \_\_\_ / \_\_\_ / \_\_\_.

### APPROVAL:

Please indicate your acceptance of this quotation by signing below:

Customer: X \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_.



**Prepared for:**  
BRIAN FRANKLIN  
DOUGLAS COUNTY  
3030 N INDUSTRIAL WAY  
CASTLE ROCK, CO 80109  
Phone: 303-660-7361

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Will Schafer  
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20770 E I76 FRONTAGE ROAD  
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## QUOTATION DETAILS

### EXTENDED WARRANTY

TOWING: 2 YEARS/UNLIMITED MILES/KM EXTENDED TOWING COVERAGE \$1200 CAP FEX APPLIES	\$	805	\$	805
--	----	-----	----	-----

**Daimler Truck Financial**

Financing that works for you.

See your local dealer for a competitive quote from Daimler Truck Financial, or contact us at [Information@dtoffers.com](mailto:Information@dtoffers.com).

Daimler Truck Financial offers a variety of finance, lease and insurance solutions to fit your business needs. For more information about our products and services, visit our website at [www.daimler-truckfinancial.com](http://www.daimler-truckfinancial.com).



---

www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Dean Grafft, Fleet Services Manager

**DESCRIPTION:** Purchase Order to 4 Rivers Equipment in the Amount of \$214,905.52 under Sourcewell - Contract #060122.

**SUMMARY:** The Fleet Services Division of the Facilities, Fleet & Emergency Support Services Department is requesting approval of a purchase order from the Road & Bridge Fund to 4 Rivers Equipment for the acquisition of one (1) CemenTech C60-8 Volumetric Mixer. This purchase will be the upfit for Road & Bridge replacement asset 14038, as approved in the 2026 Adopted Budget. This unit was budgeted at \$210,000. There are savings from the replacement of unit 07012 to cover the over-budget amount.

R&B Replacements (Fund 200) 31000.474300

- Unit up fit 014038 replacement - CemenTech C60-8 Volumetric Mixer \$214,905.52.

Documents Attached:

- 4 Rivers Equipment Quote FL Date 03/13/2026
- Sourcewell - CemenTech Contract #060122

**RECOMMENDED ACTION:** Approval of Purchase Order to 4 Rivers Equipment in the amount of \$214,905.52 under Sourcewell - contract #060122.

**REVIEW:**

Tim Hallmark	Approve	4/2/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

Cover Page  
C60-8 Detailed Proposal 3-13-2026  
Cemen Tech Contract 060122



---

www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Dean Grafft, Fleet Services Manager

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- Unit up fit 014038 replacement - CemenTech C60-8 Volumetric Mixer \$214,905.52.

Documents Attached:

- 4 Rivers Equipment Quote FL Date 03/13/2026
- Sourcewell - CemenTech Contract #060122

**RECOMMENDED**

**ACTION:** Approval of Purchase Order to 4 Rivers Equipment in the amount of \$214,905.52 under Sourcewell - contract #060122.

**REVIEW:**

Tim Hallmark	Approve	4/2/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

C60-8 Detailed Proposal 3-13-2026  
Cemen Tech Contract 060122







**Prepared For**

DOUGLAS COUNTY FLEET SERVICES  
3030 INDUSTRIAL WAY  
CASTLE ROCK, CO 801092803  
(303) 660-7434  
BFRANKLIN@DOUGLAS.CO.US

**Prepared By**

BRET Bollmeier  
4 Rivers Equipment, LLC  
1100 E Cheyenne Road  
Colorado Spgs, CO 80906  
9704827154  
bbollmeier@4riversequipment.com

**Quote Id** 1756999

**Creation Date** 13-Mar-2026

**Expiration Date** 12-Apr-2026

**Quote Summary**

Equipment Summary	Suggested List	Selling Price	QTY In Group	Extended
2026 CemenTech C60-8 Volumetric Mixer	\$214,905.52	\$214,905.52	1	\$214,905.52
STANDARD MANUFACTURER'S WARRANTY				\$0.00
<b>Equipment Total</b>				<b>\$214,905.52</b>
<hr/>				
<b>Quote Summary</b>				
Total Selling Price				\$214,905.52
<b>Sub-total</b>				<b>\$214,905.52</b>
<b>Balance Due</b>				<b>\$214,905.52</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

## Selling Equipment

Quote # 1756999  
Customer DOUGLAS COUNTY FLEET SERVICES

### 2026 CemenTech C60-8 Volumetric Mixer

QTY In Group : 1

Hours	---	Suggested List
Serial Number		\$214,905.52
Stock Number	---	Selling Price
PUK Parent Serial #	---	\$214,905.52

### Equipment Summary

Code	Description	Qty	List Price	Adjusted Selling Price
1	CemenTech C60-8 VOLUMETRIC MIXER	1	\$206,537.00	\$206,537.00

### Base / Options

Code	Description	Qty	List Price	Adjusted Selling Price
	ALUMINUM CHUTES	1	\$0.00	\$0.00
	AUTOMATED GATES	1	\$0.00	\$0.00
	HYDRAULIC CEMENT BIN	1	\$0.00	\$0.00
	HYDRAULIC PRESSURE WASHER	1	\$0.00	\$0.00
	STROBE LIGHTS (6)	1	\$0.00	\$0.00
	TARP, BLACK MESH	1	\$0.00	\$0.00
	EIGHT YARD AGGREGATE BIN	1	\$0.00	\$0.00
	THIRD ADMIXTURE SYSTEM (HIGH RANGE)	1	\$0.00	\$0.00
	NO TICKET PRINTER IN CAB	1	\$0.00	\$0.00
	REMOVE HEAVY HITTER VIBRATORS FROM BASE UNIT	1	\$0.00	\$0.00
	360 SWIVEL LIFT CHUTE	1	\$0.00	\$0.00
	CAMERA - REAR VIEW ONLY	1	\$0.00	\$0.00
	CALIBRATION KIT (1/4 YARD)	1	\$0.00	\$0.00
	MIXER DIAPER	1	\$0.00	\$0.00
	ONSITE START-UP	1	\$0.00	\$0.00
	WIRELESS REMOTE CONTROL	1	\$0.00	\$0.00

WATER FILL PIPE WITH AIR GAP	1	\$0.00	\$0.00
SPRAY IN BIN LINER	1	\$0.00	\$0.00
MOISTURE SENSORS	1	\$0.00	\$0.00
TRANSMISSION INTEGRATION - AUTOMATIC (INCLUDES ROLL AND POUR CAPABILITY)	1	\$0.00	\$0.00
MOUNTING AT CEMENTECH WITH CUSTOMER SUPPLIED TRUCK	1	\$8,380.00	\$8,380.00
SOURCEWELL PURCHASE DISCOUNT - CONTRACT # 060122-CMT	1	(\$8,261.48)	(\$8,261.48)
FREIGHT IN	1	\$4,500.00	\$4,500.00
PRE-DELIVERY	1	\$3,250.00	\$3,250.00
DELIVERY TO DOUGLAS COUNTY	1	\$500.00	\$500.00
<b>Total Base / Options</b>		<b>\$214,905.52</b>	<b>\$214,905.52</b>

**Value Added Services**

Description	Qty	Agreed Price	
STANDARD MANUFACTURER'S WARRANTY	1		\$0.00
<b>Total Value Added Services</b>			<b>\$0.00</b>
<b>Selling Price Subtotal</b>			<b>\$214,905.52</b>
<b>Total Selling Price</b>		<b>\$214,905.52</b>	<b>\$214,905.52</b>

**SOLD TO: Company:** Douglas County  
**Contact:** DJ Boettcher  
**Address:** 3030 Industrial Way  
 Castle Rock, CO 80109

**SHIP TO:** Douglas County  
 3030 Industrial Way  
 Castle Rock, CO

**Cell No:** 303-502-4984

**Ship Method:** CTI TO ARRANGE  
 E.X.W Factory-Indianola, Iowa

**Phone No.:**

**Date:** 2/10/26

**Sales Person:** Bret bbollmeier

**TERMS:** 20% with Order,  
 Deposit is non-refundable. Balance on or before Delivery.  
 The remainder of the 20% deposit balance is due 30 days  
 prior to start of production.

MODEL	DESCRIPTION	BASE PRICE
C60	PRODUCE UP TO 60 CUBIC YARDS OF CONCRETE PER HOUR	175,205
<b>OPTIONS INCLUDE:</b>		<b>Qty</b>
INCLUDED IN BASE UNIT:		1 0
<ul style="list-style-type: none"> <li>■ - ALUMINUM CHUTES</li> <li>- AUTOMATED GATES</li> <li>- HYDRAULIC CEMENT BIN</li> <li>- HYDRAULIC PRESSURE WASHER</li> <li>- STROBE LIGHTS (6)</li> <li>- TARP, BLACK MESH</li> <li>- TEN YARD AGGREGATE BIN</li> <li>- THIRD ADMIXTURE SYSTEM (HIGH RANGE)</li> <li>- TICKET PRINTER IN CAB</li> <li>- UPGRADE TO HEAVY HITTER VIBRATORS (SAND &amp; STONE)</li> </ul> <p>ANY OF THESE OPTIONS CAN BE REMOVED FROM BASE UNIT AS NEEDED</p>		
REMOVE TWO YARD EXTENSION RING FROM BASE UNIT		1 -2,500
<ul style="list-style-type: none"> <li>■ REMOVE TWO YARD EXTENSION RING FROM STANDARD BASE UNIT FOR EIGHT CUBIC YARD AGGREGATE BIN CAPACITY.</li> </ul>		
REMOVE HEAVY HITTER VIBRATORS FROM BASE UNIT		1 -1,196
<ul style="list-style-type: none"> <li>■ DOWNGRADE FROM HEAVY HITTER VIBRATORS TO STANDARD VIBRATORS ON BOTH SAND AND STONE SIDES OF AGGREGATE BIN.</li> </ul>		
REMOVE TICKET PRINTER FROM BASE UNIT		1 -1,357
<ul style="list-style-type: none"> <li>■ REMOVE TICKET PRINTER FROM STANDARD BASE UNIT. NO ABILITY TO PRINT BATCH TICKETS IF SELECTED.</li> </ul>		
360 SWIVEL LIFT CHUTE		1 2,833
<ul style="list-style-type: none"> <li>■ 360 DEGREE SWIVEL CHUTE WITH THE ADDED ABILITY TO LIFT THE ENTIRE FIRST CHUTE ASSEMBLY OVER THE END OF THE MIXER AND OUT OF THE WAY FOR POURING INTO PUMPS</li> </ul>		
CAMERA - REAR VIEW ONLY		1 1,242
<ul style="list-style-type: none"> <li>■ REAR VIEW CAMERA WITH IN-CAB DISPLAY AND LIVE VIEW ONLY. NO DVR.</li> </ul>		
CALIBRATION KIT (1/4 YARD)		1 727
<ul style="list-style-type: none"> <li>■ 1/4 YARD ALUMINUM, COLLAPSIBLE YIELD BOX WITH DIGITAL SCALE AND MEASURING CUPS TO AID IN CALIBRATION OF THE UNIT.</li> </ul>		
MIXER DIAPER		1 182
<ul style="list-style-type: none"> <li>■ MIXER DIAPER UNDER MIXING THROAT TO CATCH MATERIALS AND PREVENT THEM FROM SPILLING. STANDARD COLOR IS YELLOW.</li> </ul>		
ONSITE START-UP		1 6,563
<ul style="list-style-type: none"> <li>■ ONSITE START-UP COST - ADDITIONAL CHARGE MAY OCCUR BASED ON LOCATION OF THE TRAINING. EXPIRES IF NOT USED WITHIN 1 YEAR.</li> </ul>		

WIRELESS REMOTE CONTROL	1	6,203
<ul style="list-style-type: none"> <li>FULL FUNCTION WIRELESS REMOTE CONTROL TO OPERATE THE UNIT INDEPENDENT FROM THE CONTROL PANEL.</li> </ul>		
WATER FILL PIPE WITH AIR GAP	1	862
<ul style="list-style-type: none"> <li>PREVENT WATER BACK FLOW WHEN FILLING. INCLUDES STRAINER AND CHECK VALVE. NOW OFFERED ON INSULATED WATER TANKS</li> </ul>		
SPRAY IN BIN LINER	1	5,415
<ul style="list-style-type: none"> <li>SPRAY ON HEAVY DUTY TWO COMPONENT MODIFIED POLYUREA PROTECTIVE COATING. PROTECTS AND SEALS AGGREGATE BIN TO ADD WEAR LIFE AND PREVENTS CORROSION.</li> </ul>		
MOISTURE SENSORS	1	10,701
<ul style="list-style-type: none"> <li>AGGREGATE BIN SENSORS READ THE MOISTURE LEVEL OF BOTH ROCK AND SAND TO ADJUST FOR CONSISTENT WATER TO CEMENT RATIOS.</li> </ul>		
TRANSMISSION INTEGRATION - AUTOMATIC (INCLUDES ROLL AND POUR CAPABILITY)	1	1,657
<ul style="list-style-type: none"> <li>TRANSMISSION INTEGRATION - AUTOMATIC (INCLUDES ROLL AND POUR CAPABILITY)</li> </ul>		
SOURCEWELL PURCHASE	1	0
<ul style="list-style-type: none"> <li>GOVERNMENT ENTITIES CAN PURCHASE CEMEN TECH EQUIPMENT DIRECTLY THROUGH SOURCEWELL, A COOPERATIVE PURCHASING AGENCY, ELIMINATING THE REQUIREMENT OF SOLICITING A BID. CEMEN TECH CONTRACT #060122-CMT. 4% DISCOUNT APPLIED TO TOTAL PURCHASE PRICE OF MIXER BODY ONLY.</li> </ul>		
<b><u>TRUCK &amp; TRAILER SECTION:</u></b>		
	<b><u>Qty</u></b>	<b><u>Price</u></b>
MOUNTING - CUSTOMER SUPPLIED TRUCK	1	8380.00
<ul style="list-style-type: none"> <li>CEMEN TECH TRUCK SPECIALIST WILL WORK DIRECTLY WITH YOU TO ENSURE TRUCK LAYOUT AND SPECIFICATIONS MEET BUILD REQUIREMENTS. CEMEN TECH WILL ALSO PROGRAM YOUR TRUCK'S ENGINE TO MEET THE PARAMETER REQUIREMENTS, AND WILL FACILITATE TRANSPORTATION TO AND FROM LOCAL TRUCK DEALERS. ANY ADDITIONAL REQUIRED MODIFICATIONS TO THE TRUCK OR UNIT TO ACCOMMODATE YOUR TRUCK WILL BE CHARGED TO YOU SEPARATE FROM THIS FEE.</li> </ul>		

NOTE: Standard unit color is white and gray.  
Standard Chassis color is white.

**Base Unit Price:** 175,205

**Unit Options Total:** 31,332

Less Discount: 8,261.48

**Unit Total Price:** **198,275.52**

Truck | Trailer Section Total: 8,380.00

Est. Freight Amount: 4,500.00

**Total Per Unit:** **\$211,155.52**

**Quantity:** 1

**TOTAL:** **\$211,155.52**

Currency - USD

- Any applicable taxes and fees are the responsibility of the customer.
- Changes to the order after acceptance will incur additional charges.
- The remainder of 20% deposit balance is due 30 days prior to start of production.
- Estimated freight pricing is only an estimate. The amount may change depending on when and where the equipment is shipped. The exact freight cost will be included on the final invoice.
- For all custom color mixers and chassis, a non-refundable 20% deposit is required due at time of signing the order. Any orders containing custom color chassis and/or mixers are non-cancellable after time of order.



## **Solicitation Number: RFP #060122**

### **CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Cemen Tech Inc., 1700 N. 14<sup>th</sup> St., Indianola, IA 50125 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Roadway Paving Equipment from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

#### **1. TERM OF CONTRACT**

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires August 1, 2026, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.
- C. **SURVIVAL OF TERMS.** Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

#### **2. EQUIPMENT, PRODUCTS, OR SERVICES**

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.



All Equipment and Products provided under this Contract must be new and the current model. Supplier may offer close-out or refurbished Equipment or Products if they are clearly indicated in Supplier's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. **WARRANTY.** Supplier warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Supplier's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that extends beyond the expiration of the Supplier's warranty will be passed on to the Participating Entity.

C. **DEALERS, DISTRIBUTORS, AND/OR RESELLERS.** Upon Contract execution and throughout the Contract term, Supplier must provide to Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers relative to the Equipment, Products, and Services offered under this Contract, which will be incorporated into this Contract by reference. It is the Supplier's responsibility to ensure Sourcewell receives the most current information.

### **3. PRICING**

All Equipment, Products, or Services under this Contract will be priced at or below the price stated in Supplier's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. **SHIPPING AND SHIPPING COSTS.** All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Supplier must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable

time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Supplier as soon as possible and the Supplier will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

Supplier must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcwell may declare the Supplier in breach of this Contract if the Supplier intentionally delivers substandard or inferior Equipment or Products.

B. SALES TAX. Each Participating Entity is responsible for supplying the Supplier with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Supplier may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Supplier determines it will offer Hot List Pricing, it must be submitted electronically to Sourcwell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcwell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

#### **4. PRODUCT AND PRICING CHANGE REQUESTS**

Supplier may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcwell Price and Product Change Request Form to the assigned Sourcwell Supplier Development Administrator. This approved form is available from the assigned Sourcwell Supplier Development Administrator. At a minimum, the request must:

- Identify the applicable Sourcwell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and

- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and will be incorporated by reference.

## **5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS**

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Supplier understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Supplier is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Supplier's employees may be required to perform work at government-owned facilities, including schools. Supplier's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

## **6. PARTICIPATING ENTITY USE AND PURCHASING**

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Supplier that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Supplier. Typically, a Participating Entity will issue an order directly to Supplier or its authorized subsidiary, distributor, dealer, or reseller. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration or cancellation of this Contract; however, Supplier performance, Participating Entity

payment obligations, and any applicable warranty periods or other Supplier or Participating Entity obligations may extend beyond the term of this Contract.

Supplier's acceptable forms of payment are included in its attached Proposal. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

**B. ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM.** Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Supplier, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum, the terms of which will be negotiated directly between the Participating Entity and the Supplier or its authorized dealers, distributors, or resellers, as applicable. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

**C. SPECIALIZED SERVICE REQUIREMENTS.** In the event that the Participating Entity requires service or specialized performance requirements not addressed in this Contract (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements), the Participating Entity and the Supplier may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

**D. TERMINATION OF ORDERS.** Participating Entities may terminate an order, in whole or in part, immediately upon notice to Supplier in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the equipment, products, or services to be purchased; or
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements.

**E. GOVERNING LAW AND VENUE.** The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

## **7. CUSTOMER SERVICE**

**A. PRIMARY ACCOUNT REPRESENTATIVE.** Supplier will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;

- Timely response to all Sourcwell and Participating Entity inquiries; and
- Business reviews to Sourcwell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Supplier must perform a minimum of one business review with Sourcwell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, sales data reports, performance issues, supply issues, customer issues, and any other necessary information.

## **8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT**

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Supplier must provide a contract sales activity report (Report) to the Sourcwell Supplier Development Administrator assigned to this Contract. Reports are due no later than 45 days after the end of each calendar quarter. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;
- Sourcwell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcwell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Supplier.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcwell, the Supplier will pay an administrative fee to Sourcwell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Supplier may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Supplier will submit payment to Sourcwell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should

note the Supplier's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Supplier agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Supplier is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Supplier in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

## **9. AUTHORIZED REPRESENTATIVE**

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Supplier's Authorized Representative is the person named in the Supplier's Proposal. If Supplier's Authorized Representative changes at any time during this Contract, Supplier must promptly notify Sourcewell in writing.

## **10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE**

A. **AUDIT.** Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Contract are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. **ASSIGNMENT.** Neither party may assign or otherwise transfer its rights or obligations under this Contract without the prior written consent of the other party and a fully executed assignment agreement. Such consent will not be unreasonably withheld. Any prohibited assignment will be invalid.

C. **AMENDMENTS.** Any amendment to this Contract must be in writing and will not be effective until it has been duly executed by the parties.

D. **WAIVER.** Failure by either party to take action or assert any right under this Contract will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right. Any such waiver must be in writing and signed by the parties.



E. **CONTRACT COMPLETE.** This Contract represents the complete agreement between the parties. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22 of this Contract, the terms of Articles 1-22 will govern.

F. **RELATIONSHIP OF THE PARTIES.** The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

### **11. INDEMNITY AND HOLD HARMLESS**

Supplier must indemnify, defend, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell or its Participating Entities, arising out of any act or omission in the performance of this Contract by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

### **12. GOVERNMENT DATA PRACTICES**

Supplier and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, maintained, or disseminated by the Supplier under this Contract.

### **13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT**

#### **A. INTELLECTUAL PROPERTY**

1. *Grant of License.* During the term of this Contract:
  - a. Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Supplier.
  - b. Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising and promotional materials for the purpose of marketing Supplier's relationship with Sourcewell.
2. *Limited Right of Sublicense.* The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, and agents (collectively "Permitted Sublicensees") in

advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.

*3. Use; Quality Control.*

a. Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

b. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

*4. Termination.* Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. PUBLICITY. Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Supplier individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. MARKETING. Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Send all approval requests to the Sourcewell Supplier Development Administrator assigned to this Contract.

D. ENDORSEMENT. The Supplier must not claim that Sourcewell endorses its Equipment, Products, or Services.

#### **14. GOVERNING LAW, JURISDICTION, AND VENUE**

The substantive and procedural laws of the State of Minnesota will govern this Contract. Venue for all legal proceedings arising out of this Contract, or its breach, must be in the appropriate state court in Todd County, Minnesota or federal court in Fergus Falls, Minnesota.

## 15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

## 16. SEVERABILITY

If any provision of this Contract is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Contract is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

## 17. PERFORMANCE, DEFAULT, AND REMEDIES

A. PERFORMANCE. During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Supplier will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Supplier may escalate the resolution of the issue to a higher level of management. The Supplier will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending.* Notwithstanding the existence of a dispute, the Supplier must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Supplier fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, the Supplier will bear any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed.

B. DEFAULT AND REMEDIES. Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

The party claiming default must provide written notice of the default, with 30 calendar days to cure the default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

## 18. INSURANCE

A. REQUIREMENTS. At its own expense, Supplier must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

- \$500,000 each accident for bodily injury by accident
- \$500,000 policy limit for bodily injury by disease
- \$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:

- \$1,000,000 each occurrence Bodily Injury and Property Damage
- \$1,000,000 Personal and Advertising Injury
- \$2,000,000 aggregate for products liability-completed operations
- \$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Supplier will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:

- \$1,000,000 each accident, combined single limit

4. *Umbrella Insurance*. During the term of this Contract, Supplier will maintain umbrella coverage over Employer's Liability, Commercial General Liability, and Commercial Automobile.

Minimum Limits:  
\$2,000,000

5. *Network Security and Privacy Liability Insurance*. During the term of this Contract, Supplier will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Supplier's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:  
\$2,000,000 per occurrence  
\$2,000,000 annual aggregate

Failure of Supplier to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Supplier Development Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Supplier to provide certificates of insurance, in no way limits or relieves Supplier of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Supplier agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other

insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

## **19. COMPLIANCE**

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Supplier must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Supplier conducts with Sourcewell and Participating Entities.

## **20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION**

Supplier certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Supplier declares bankruptcy, Supplier must immediately notify Sourcewell in writing.

Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

## **21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS**

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Article, all



references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Supplier’s Equipment, Products, or Services with United States federal funds.

A. **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.

B. **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must be in compliance with all applicable Davis-Bacon Act provisions.

C. **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of 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. This provision is hereby incorporated by reference into this Contract. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 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. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to 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- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties 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 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “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. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any

person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers, and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors 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 C.F.R. § 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.

M. FEDERAL SEAL(S), LOGOS, AND FLAGS. The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

N. NO OBLIGATION BY FEDERAL GOVERNMENT. The U.S. federal government is not a party to this Contract or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Contract or any purchase by an authorized user.

O. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS. The Contractor acknowledges that 31 U.S.C. 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Contract or any purchase by a Participating Entity.

P. FEDERAL DEBT. The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

Q. CONFLICTS OF INTEREST. The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Contract or any aspect related to the anticipated work under this Contract raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

R. U.S. EXECUTIVE ORDER 13224. The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

S. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT. To the extent applicable, Supplier certifies that during the term of this Contract it will comply with applicable requirements of 2 C.F.R. § 200.216.

T. DOMESTIC PREFERENCES FOR PROCUREMENTS. To the extent applicable, Supplier certifies that during the term of this Contract will comply with applicable requirements of 2 C.F.R. § 200.322.

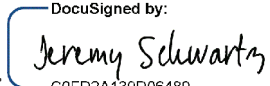
## **22. CANCELLATION**

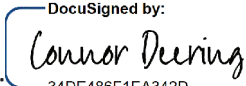
Sourcewell or Supplier may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Supplier's

Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.


Sourcewell

BOMAG Americas, Inc.

DocuSigned by:  
  
 By: C0FD2A139D06489...  
 Jeremy Schwartz  
 Title: Chief Procurement Officer  
 Date: 7/29/2022 | 1:01 PM CDT

DocuSigned by:  
  
 By: 34DE486F1EA342D...  
 Connor Deering  
 Title: CEO & President  
 Date: 8/8/2022 | 7:58 AM CDT

Approved:

DocuSigned by:  
  
 By: 7E42B8F817A64CC...  
 Chad Coquette  
 Title: Executive Director/CEO  
 Date: 8/8/2022 | 8:35 AM CDT

# RFP 060122 - Roadway Paving Equipment

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## Vendor Details

Company Name: Cemen Tech Inc  
1700 N 14th St  
Address: Indianola, IA 50125  
Contact: Mark Rinehart  
Email: [mrinehart@cementech.com](mailto:mrinehart@cementech.com)  
Phone: 515-961-7407 785  
Fax: 515-961-7409  
HST#: 42-1067453

## Submission Details

Created On: Tuesday April 12, 2022 08:53:47  
Submitted On: Wednesday May 25, 2022 16:24:31  
Submitted By: Jared Evers  
Email: [jeverson@cementech.com](mailto:jeverson@cementech.com)  
Transaction #: f77b3b4c-a9d4-4d42-819b-973eefd702c4  
Submitter's IP Address: 199.66.14.7

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## Specifications

**Table 1: Proposer Identity & Authorized Representatives**

**General Instructions** (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *
1	Proposer Legal Name (one legal entity only): (In the event of award, will execute the resulting contract as "Supplier")	Cemen Tech Inc.
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal.	N/A
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	N/A
4	Provide your CAGE code or Unique Entity Identifier (SAM):	61796
5	Proposer Physical Address:	1700 N. 14th St. Indianola, IA 50125
6	Proposer website address (or addresses):	<a href="https://www.cementech.com/">https://www.cementech.com/</a>
7	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Connor Deering, CEO & President 1700 N. 14th St. Indianola, IA 50125 CDeering@cementech.com +1-800-247-2464 ext. 770
8	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Jared Evers, Product Manager 1700 N. 14th St. Indianola, IA 50125 JEvers@cementech.com 515-336-2250
9	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Mark Rinehart, Director of Sales and Marketing 1700 N. 14th St. Indianola, IA 50125 MRinehart@cementech.com 515-306-4432

**Table 2: Company Information and Financial Strength**

Line Item	Question	Response *
10	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	<p>Founded in 1969, Cemen Tech is the world's largest manufacturer of volumetric proportioning and continuous mixing systems. Compared to traditional drum mixing, volumetric technology offers the construction world complete control of their concrete. Due to a strong commitment to customers, an innovation focus, and continuous improvement in design, Cemen Tech manufactures the highest quality concrete mixers while providing exceptional support service to customers.</p> <p>Cemen Tech products operate in more than 70 countries across the globe and supplies equipment to military branches of several countries, most notably working with the US Army, Air Force and Navy for more than three decades. However, the high-quality products Cemen Tech delivers would not be possible without its employees. The company is proud to be an employee stock ownership plan (ESOP) company. Everyone on staff, from the president and executive team to the assemblers and welders are owners with a direct impact on the business.</p> <p>Positive Mindset, Ingenuity, Accountability, Do The Right Thing, Engaged and Safety are the six core values that dictate behavior and action at Cemen Tech. As an employee-owned business, with the most experienced industry talent and knowledge, these core values are the guiding principles that lead to a superior customer experience.</p>

11	What are your company's expectations in the event of an award?	<p>We know our solutions would bring exceptional benefits to government entities who may have never been exposed to volumetric mixers. The ability to better control scheduling, quality, productivity, and costs will be extremely appealing to government organizations. Our expectation is to educate municipalities on the long-term advantages of this technology.</p> <p>Our marketing plan speaks to a broad launch strategy to familiarize our internal and external representatives with details of the contract. Additional support from current Sourcewell vendors and staff through webinars and/or site visits will be scheduled throughout the duration of the contract. Our hope is to provide valuable solutions to members through open communication between Cemen Tech and Sourcewell.</p>	*
12	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	Cemen Tech is a privately held company and under normal business practices does not disclose confidential financial details. However, a bank reference and four supplier references have been attached. These documents present key references who can vouch for Cemen Tech's financial strength and stability.	*
13	What is your US market share for the solutions that you are proposing?	Private companies within the volumetric industry do not publicly share or report unit sales numbers. Through our independent research we have calculated Cemen Tech to hold a current U.S. market share of 67%. We have used EDA data and UCC filings to calculate this percentage.	*
14	What is your Canadian market share for the solutions that you are proposing?	We have not found a mechanism on how to calculate Canadian market share numbers. In the past 12 months, we have sold over 20 mixers in Canada.	*
15	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No.	*
16	<p>How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization.</p> <p>a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned?</p> <p>b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?</p>	<p>Cemen Tech is a manufacturer. The company sells products and services directly to customers, as well as through a network of domestic and international dealers. Currently we have 11 dealers representing our products in the US and Canada. These dealership groups are independently operated and managed. An interactive dealer map can be found on our website at <a href="http://cementech.com/find-a-dealer/">http://cementech.com/find-a-dealer/</a>.</p> <p>While Cemen Tech employs a group of highly specialized service technicians, dealers also provide local customer service support during times of immediate need. Dealer personnel will receive sales and service training from Cemen Tech throughout the year to ensure a maximum level of product knowledge.</p>	*
17	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	To the best of our knowledge, Cemen Tech holds and maintains all licenses and certifications necessary to conduct business in the U.S. All Cemen Tech mobile and stationary mixers are certified by the Volumetric Mixer Manufacturers Bureau (VMMB), an entity organized with the assistance of the National Ready Mixed Concrete Association (NRMCA) to regulate and help advance the volumetric industry. The Conformance Europeenne (CE) certification and mark symbolizes that the Cemen Tech product line has been reviewed and meets certain levels of safety standards required to sell product into European markets.	*
18	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	N/A	*

**Table 3: Industry Recognition & Marketplace Success**

Line Item	Question	Response *
19	Describe any relevant industry awards or recognition that your company has received in the past five years	Cemen Tech has been recognized for multiple awards and recognition over the past 52 years. In the past 5 years, the company has received the following recognition: <ul style="list-style-type: none"> <li>- 2020 Gold Award Winner – Advocates Program, Association of Equipment Manufacturers</li> <li>- 2020 Manufacturing Technology Company of the Year – The Technology Association of Iowa</li> <li>- 2020 Annual Employee Ownership Film Contest – National Center for Employee Ownership</li> <li>- 2020 Best Manufacturing Company, Runner-Up, Des Moines Business Record</li> <li>- 2019 Legend in Manufacturing Award, 100-300 Employees, Iowa Association of Business and Industry</li> <li>- 2017 Front Cover Feature - Construction Equipment Distribution (CED) Magazine</li> <li>- 2017 – Municipality Case Study Recognition – Public Works Magazine Digital Edition</li> <li>- 2017 Chairman of Measuring/Mixing-Volumetric Committee 304-0F – American Concrete Institute (ACI)</li> </ul>
20	What percentage of your sales are to the governmental sector in the past three years	07/1/18 – 06/30/19: 40% 07/1/19 – 06/30/20: 29% 07/1/20 – 06/30/21 4%
21	What percentage of your sales are to the education sector in the past three years	None to report.
22	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	Recognized as an Associate Member/Supplier of Buy Board and HGAC Buy. HGAC Buy: 07/1/18 – 06/30/21: \$100K
23	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	GSA Motor Delivery Orders Contract: GSA -30F-0009M. 2020: \$2,620,000 2019: \$131,000

**Table 4: References/Testimonials**

**Line Item 24.** Supply reference information from three customers who are eligible to be Sourcwell participating entities.

Entity Name *	Contact Name *	Phone Number *
City of Philadelphia PA	Lance Wilus - Quality Assurance Specialist	215-686-1875
City of Baytown TX	Kevin Harvill- Assistant Director of Public Works	281-420-7180
City of Ballwin MO	Jim Link - Director of Public Works	636-227-9000

**Table 5: Top Five Government or Education Customers**

**Line Item 25.** Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *
US Armed Forces	Government	District of Columbia - DC	We manufactured volumetric mixers for the Air Force, Navy, Marines, and Army.	Estimated transaction \$125,000 per unit.	\$37,000,000
City/County Government	Government	Pennsylvania - PA	We manufactured volumetric mixers for them.	Estimated transaction \$125,000 per unit.	\$808,000
City/County Government	Government	Ohio - OH	We manufactured volumetric mixers for them.	Estimated transaction \$125,000 per unit.	\$438,000
City/County Government	Government	Indiana - IN	We manufactured volumetric mixers for them.	Estimated transaction \$125,000 per unit.	\$322,000
City/County Government	Government	Maryland - MD	We manufactured volumetric mixers for them.	Estimated transaction \$125,000 per unit.	\$285,000

**Table 6: Ability to Sell and Deliver Service**

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *
26	Sales force.	Cemen Tech has a dedicated sales department that focuses 100% of their time on sales. We have a total of six full time sales professionals who each have a regional territory to provide coverage for all 50 states as well as Canada. Our internal sales team has extensive concrete industry expertise coupled with detailed product knowledge to provide a consultative sales process with each customer to give them exactly what they need to meet their goals. Each regional sales manager lives remotely in their sales territory to provide local support to our customers.
27	Dealer network or other distribution methods.	Cemen Tech has several Dealers who sell our products to provide additional coverage at the regional and local level for sales, service and parts. These dealers are listed below along with their locations.  Aring Equipment – WI James River Equipment – NC, SC, VA Komatsu Equipment – AZ, CT, DE, MD, NJ, NV, NY, PA, UT, WY Lyle Machinery – AL, LA, MS Nation's Equipment Sales – HI, ID, MT, OR, UT, WA Reynolds-Warren Equipment Co – GA Romco Equipment Co. – TX SMS Equipment – Alaska within the United States. They also have 39 locations throughout all ten Canadian provinces as well as Yukon and Northwest territories. Van Keppel – AR, KS, MO, OK
28	Service force.	Over the past five decades, Cemen Tech has developed relationships and understands the needs of government purchasing agents to provide them with the appropriate equipment. Cemen Tech includes on-site Service Department training and set up for new customer purchases. Our Service Department provides premium support to all customers with our experts available in the office and on-site to ensure minimal downtime for any issue. Currently we have six regional technical support technicians who live throughout the country supporting customers and dealers locally. We also have another six service and parts technicians located at our office.  Other Cemen Tech Service Department opportunities include classroom and hands-on training at our headquarters, crew shadowing, additional in-field training, on-site evaluations, and demonstrations at industry events.

29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	The Sourcewell order process and respective dollar amount tracking will be accomplished through collaboration between our sales and finance departments. Sourcewell member inquiries will be issued to a sales representative (based on state). The sales representative will assist with the selection of appropriate solutions and a quote will be generated for the client. The pricing quoted will be in line with pricing documents stated and submitted to Sourcewell. Before invoicing occurs, Finance will review Sourcewell pricing compliance for all internal and dealer-submitted purchase orders. Our ability to report quarterly sales to Sourcewell is detailed in our response to Table 13, Line Item 68 in this submittal form below.	*
30	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	Cemen Tech has six certified Service Technicians and ten full time Engineers on staff who travel to customer job sites across the world to service and repair machines, train operators and ensure our customers are equipped to perform at the highest level. For critical machine issues that require immediate on-site assistance, staff can be in-route within 24 hours. Annual goals and incentives for the Service team are based on product knowledge, customer response time and abilities to alleviate problems in an efficient and professional manner.  Another vital area Cemen Tech takes pride in is the ability to quickly manufacture and ship out parts. Our Parts Department has the most extensive parts inventory in our industry to provide parts as needed. 95% of the parts we sell each year can be shipped in 24 hours, and emergency service is always available. Telephone support is provided during business hours at the office. We also have the capability to connect with our customers via video chat through our Cemen Tech Connect app to remotely view and diagnose any potential issues on a much faster basis.	*
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	Cemen Tech, based in Indianola, Iowa, is centrally located in the United States with dedicated sales representatives and service technicians in each regional territory within the country. With Cemen Tech equipment currently owned and operated within all 50 states, along with our extensive dealer network located in all regions, Cemen Tech is wholly represented and committed to serving all Sourcewell participating entities in the United States.	*
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	Cemen Tech products and customer services are used across 70 countries including Canada. Cemen Tech's headquarters is not far from the Canadian border. Team members travel to multiple Canadian provinces and cities to service machines, attend trade shows and conferences, visit customer jobsites, and provide Cemen Tech customers with exceptional support wherever they are. Our distributor, SMS Equipment, is very active in the Canadian market with 39 locations throughout the country.	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	Cemen Tech will be fully serving all geographic areas of the United States and Canada. Countries outside of North America will also be incorporated if necessary.	*
34	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	None. Willing to fully serve ALL Sourcewell participating entity sectors in this proposed contract.	*
35	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	None	*

**Table 7: Marketing Plan**

Line Item	Question	Response *
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36	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	<p>External notification:</p> <ul style="list-style-type: none"> <li>• Media release regarding Sourcewell Awarded Contract with links to viewing Cemen Tech's contract page on Sourcewell website.</li> <li>• Cemen Tech sales and marketing team would conduct training with our Dealers who may be new to Sourcewell to understand the contract benefits and eligible customers.</li> <li>• The Cemen Tech sales team would also discuss the contract with current government contacts who have expressed an interest in our equipment and would be eligible to purchase.</li> <li>• Cemen Tech and/or Dealers would attend regional and state government shows and events.</li> <li>• Social media announcements – Facebook, LinkedIn and Twitter are all channels Cemen Tech utilizes regularly.</li> </ul> <p>Contract Announcements &amp; Advertising:</p> <ul style="list-style-type: none"> <li>• Cemen Tech will provide various industry publications exclusive content that will educate and inform the relevant audience. These articles are an excellent way to educate and inform and are an in-direct way of selling.</li> <li>• An advertising schedule will be developed to support the award of a Sourcewell contract that would include both print and digital.</li> </ul> <p>CemenTech.com:</p> <ul style="list-style-type: none"> <li>• A dedicated section on the website is currently set up to inform, educate and encourage participation; this page includes links to viewing Cemen Tech's contract page on Sourcewell website.</li> <li>• Included will be product features, options, service and support information.</li> <li>• Content has been developed for CemenTech.com that promotes the value of Sourcewell and encourages participation in the program. Much of the content (<a href="http://cementech.com/news-events/">http://cementech.com/news-events/</a>) on our website is developed to educate and inform our industry, we would take this opportunity to continue to do the same if our Sourcewell contract is renewed.</li> <li>• Our strategy of publishing content, educational materials and product information has brought significant traffic to our website, LinkedIn page, Facebook page and YouTube channel. We are now the top ranked volumetric (manufacturer) website on search engine giants: Google, Bing and Yahoo.</li> </ul> <p>Events &amp; Exposure:</p> <ul style="list-style-type: none"> <li>• Cemen Tech and Dealers will attend regional and state government shows as well as participate with Sourcewell at Sourcewell-endorsed national events.</li> <li>• Cemen Tech will produce case studies on various awarded contracts on how the equipment is being used to meet a government agency's needs, their return on investment and other success measures. These case studies can also include their process for going through a Sourcewell awarded contract.</li> </ul> <p>Marketing Materials:</p> <ul style="list-style-type: none"> <li>• Printed Marketing Materials</li> <li>• Cemen Tech prints marketing brochures for the products described in this RFP and would include Sourcewell Contract information on government specific materials.</li> <li>• Cemen Tech will produce and provide marketing materials as needed to Sourcewell and other approved marketing publication. An example of our product marketing literature is attached.</li> </ul>
37	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	Cemen Tech has an extensive digital strategy for education, awareness and promoting Cemen Tech products. Our website, cementech.com, averages 80,000 web sessions per month and has multiple triggers set up for visitors to contact us through forms (which feed automatically into our CRM system), online chat and phone calls. Cemen Tech digital strategies work to engage people who have an interest in concrete mixers or use concrete in their business and want to learn more. We comply with privacy regulations in collecting data and have options for unsubscribing to our emails.
38	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	<p>Sourcewell will play an important role in teaching us the benefits and limitations of our contract. We will depend on Sourcewell to provide guidance as to the different conferences, trade shows and events that Sourcewell members attend. New membership notification and details will also be much appreciated.</p> <p>Cemen Tech's internal sales team and marketing members will visit local dealers to explain the many benefits of the Sourcewell contract and review eligible customers. Depending on scheduling conflicts, webinars will be used to help dealers understand the Sourcewell contract and organization. We will also provide templates for Dealers to use our marketing brochures and mailings for promotion of equipment to governmental and public agencies.</p>
39	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Our parts department is available through an e-procurement ordering process. Part requests can be emailed to our designated parts specialist for immediate processing. After hours, emails will be processed at 5AM CST the following business day. Orders on routine parts (under \$10,000) can be purchased with a credit card.



**Table 8: Value-Added Attributes**

Line Item	Question	Response *
40	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	<p>When a Sourcewell member organization purchases a product from Cemen Tech, they will receive product training, operator instruction and vendor references. Additional on-site training at member locations will be provided by Cemen Tech certified trainers. The traditional 2-day session includes an in-depth review of the unit, maintenance procedures, calibration process preparation and operator instruction with crew members. This startup training is priced at \$4,737 with discounts and extended training sessions are available for Sourcewell members.</p> <p>In addition to on-site training, Cemen Tech offers training classes for Sourcewell members to learn from internal and external industry professionals. Operations 101 is focused on operations, calibrations, mix-designs and the basics of concrete. Students will be able to participate in operating and calibrating a machine on a mock jobsite. Advanced Maintenance 201 will provide students with a comprehensive understanding of the servicing, operation and repairing of Cemen Tech units by disassembling and reassembling hydraulics, electrical components and more.</p> <p>Each course is \$583/person and includes 2 days of class instruction, 3-nights lodging and meals for 2 days with discounts available for Sourcewell members. Operators also have the ability to become VMMB certified through our classroom training.</p>
41	Describe any technological advances that your proposed products or services offer.	<p>Cemen Tech's C60 mixer is a great example of a technological advancement that has helped drive and influence the rest of the industry. Each unit comes equipped with a state-of-the-art electronic control panel. The control panel allows an operator in the field to track exactly when a mixer was in operation, how much concrete was poured, water-to-cement ratio and the mix design used on each job site. The information is displayed on a digital readout and shows the exact amount and proportioning of aggregate, sand, water and cement used. The system includes digital recording flow meters that continually monitor materials to ensure mix design compliance.</p> <p>ACCU-POUR™ combines next-generation technology and the needs of businesses who use volumetric mixers to connect their office, dispatch and customers to increase productivity. Each Cemen Tech C60 mixer comes standard with the base level of ACCU-POUR which includes the AP Touch (control panel), Auto-Stow™, Auto-Wash™ and is ready for factory installed ACCU-POUR options such as Auto-Gates, Office and Mobile.</p> <p>As the industry leader, customers and competitors look at us to innovate and pilot the way. This is a position we have worked hard to get to and will continue to enhance through our Sourcewell contract.</p>
42	Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	<p>Cemen Tech's volumetric mixers are designed to give customers more control over their concrete. As opposed to rotary drum mixers, mobile concrete mixers allow for an efficient and more environmentally friendly method of producing and pouring concrete. Our solution produces the exact amount and slump of concrete needed at the precise time, eliminating scenarios of under or over-ordering concrete that will ultimately be wasted. As a result of mixing on-site, our solutions require less water, generate less waste and consume less fossil fuels lowering our carbon footprint. Our solution, in itself, is a "green" initiative within the concrete industry. An attached document titled "Lowering the Carbon Footprint When Using Volumetric Mobile Concrete Mixers for Delivering Concrete to Job Sites: A Climate Change, Gas Emissions, and Environmental Benefits Analysis" is attached.</p> <p>Cemen Tech is also committed to eliminating waste and adding value through a "lean" manufacturing journey. We are continually looking for more efficient methods to manufacture our equipment and improve workflow. Environmental wastes, such as excessive water, energy and material costs are targeted in this lean philosophy.</p>
43	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	<p>Cemen Tech is working to help create awareness and education for contractors who would like to receive LEED® accredited points from utilizing concrete on project sites. The outreach will also promote the overall sustainability of using volumetric concrete which uses less water, has substantially less concrete waste and fewer emissions in the making of concrete than traditional batch plants and drum trucks.</p>

44	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	<p>Cemen Tech partners with West-Mark, a Certified Small Business entity and Federal Contracts Corp, a Service Disabled Veteran Owned Small Business (SDVOSB) as well as a Certified Small Business entity for their assistance with federal government sales.</p> <p>Links to these individual company webpages are listed below:  West-Mark.com  Federalcontractscorp.com</p> <p>Supporting certification documentation has been added to the document upload section of this proposal.</p>	*
45	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	<p>Cemen Tech products are hand built by skilled craftsman in Indianola, Iowa. We take "Made In The USA" very seriously and customers can visit our plant to see materials being delivered, cut, welded, painted and technology built in our plant come together for the most technologically advanced volumetric mixer in the industry. Built, serviced and parts shipped in the U.S.A. is important to our customers and to our employees as is our attention to detail with every piece of equipment going through an exhaustive 175-point inspection before it leaves our plant. As the premier industry leader in volumetric mixing, our used equipment will typically bring a higher resale providing more value for Sourcewell members.</p> <p>To meet the needs for a wide variety of clients, we offer a plethora of product models and options. Five volumetric mixer models ranging in size from 3-yard to 12-yard material capacity as well as a 10-yard gunite unit, multiple accessory options, dispatch software, cement silos, and multiple mounting platforms allow customers to choose the best suitable solutions for their application.</p> <p>A dedicated Sourcewell Customer Support phone number will be provided for members to receive expedited personal solutions:</p> <ul style="list-style-type: none"> <li>- Application based assistance in model, option and product offerings</li> <li>- Parts identification and ordering</li> <li>- Service support including calibration, preventative maintenance, safety and diagnostics</li> <li>- Mix design consultations</li> </ul>	*

### Table 9A: Warranty

**Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.**

Line Item	Question	Response *	
46	Do your warranties cover all products, parts, and labor?	Yes, our warranties cover all products, parts and labor. The only specific items not covered are wear parts.	*
47	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	No warranty exists if unauthorized alterations have been made by the owner or user, or the stated capabilities of machine are exceeded. There are no usage restrictions. The warranty is for one full year after the equipment is delivered.	*
48	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Yes, all technician expenses are covered under the warranty.	*
49	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	Cemen Tech employs a group of knowledgeable and well-traveled technicians who cover all 50 states and Canada. In addition to OEM support, our equipment is backed by localized customer service through a network of domestic and international dealers.	*
50	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	Components used in Cemen Tech products but manufactured from a third party, known as suppliers, will be included in our warranty. Cemen Tech will facilitate any warranty issues between the customer and supplier (or OEM). Warranty coverage will be decided after the supplier has reviewed the components.	*
51	What are your proposed exchange and return programs and policies?	Products offered by Cemen Tech are highly engineered solutions; however, if within the first 90 days of operation the unit does not perform to customer expectations, Cemen Tech will take the unit back and offer a full refund. This is our Performance Guarantee and available on all Cemen Tech solutions.	*
52	Describe any service contract options for the items included in your proposal.	A 1-year limited warranty is included with the purchase of any Cemen Tech product. Customers will have the option to purchase an extended 2-year warranty during the initial purchasing process if they choose.	*

**Table 9B: Performance Standards or Guarantees**

Describe in detail your performance standards or guarantees, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your performance materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *
53	Describe any performance standards or guarantees that apply to your services	Performance Guarantee - If within 90 days of operation the unit does not perform to expectations, Cemen Tech will take the unit back and offer a full refund. Cemen Tech is the only manufacturer in the volumetric industry to offer a full refund warranty.
54	Describe any service standards or guarantees that apply to your services (policies, metrics, KPIs, etc.)	24 Hour Parts Program - 95% of the parts shipped each year can be delivered within 24 hours of the order being placed to anywhere within the United States.

**Table 10: Payment Terms and Financing Options**

Line Item	Question	Response *
55	Describe your payment terms and accepted payment methods.	Standard terms are payment in advance or net 30 with established credit.
56	Describe any leasing or financing options available for use by educational or governmental entities.	Cemen Tech has financing available for those who qualify through Cemen Tech Capital.
57	Describe any standard transaction documents that you propose to use in connection with an awarded contract (order forms, terms and conditions, service level agreements, etc.). Upload a sample of each (as applicable) in the document upload section of your response.	Cemen Tech issues standard transaction documents with every quotation consisting of a purchase order with all quoted line-item option costs, a unit specification sheet for the volumetric mixer models quoted, mounting requirements agreement for all customer supplied chassis, and lastly a terms and conditions of sale agreement.  An example of Cemen Tech's standard transaction documents from a 2019 Sourcewell transaction has been uploaded to the documents upload section of this proposal.
58	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Credit card payments for routine part orders are accepted. Anything over \$10,000 must be paid via ACH, wire or check. There is not an additional cost to Sourcewell members for using either process.

**Table 11: Pricing and Delivery**

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *
59	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	The pricing model consists of a standard base unit price for both mixers and silos with additional line-item costs for optional add-on features. Each product-category proposed to Sourcewell has a discounted rate. Standard list pricing as well as the Sourcewell discounted pricing is shown in the attached pricing spreadsheet in the document upload section of this proposal.
60	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Cemen Tech is offering 4-10% discounts on products and services to qualified Sourcewell members.
61	Describe any quantity or volume discounts or rebate programs that you offer.	Cemen Tech does not offer any quantity/volume discounts or rebate programs on our equipment.
62	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	Sourced products and/or related services are supplied at cost plus. A separate quote will be issued for each request.
63	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Freight, Federal Excise Tax, and Sales tax would not be included on a per line-item basis. They would be paid separately. Startups and machine training will be billed in conjunction with unit sales on a line-item basis. Startup training, a recommended procedure with first-time buyers, is billed at \$4,973.  To accommodate customers with brand preferences, Cemen Tech offers a "bring your own truck/trailer option." Customers electing this option will be provided with a chassis requirement sheet. After delivery, if the chassis requirements are not met, the customer will be subject to a mounting adjustment fee. Customers choosing to use Cemen Tech to source and purchase a truck/trailer will not be subject to this fee.
64	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Cemen Tech has established carriers for all routes in the United States. Quotes will be sent out to our pool of carriers for LTL and back up carriers are in place in the event of any disruption. We can also offer overnight delivery with special carriers from coast to coast. All small package product is picked same day and shipped when complete.
65	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Cemen Tech has selected reputable freight brokers for all Canada deliveries. Sea transport carriers with 20ft, 40ft and 45ft standard and high cube containers have been established for Alaska and Hawaii transport.
66	Describe any unique distribution and/or delivery methods or options offered in your proposal.	Many of our products can be shipped overnight. We have specialized trucking firms with established reputations for nonstop deliveries. In addition to our consistent delivery times, our parts and shipping department has standardized a service for 24hr shipping on critical spare parts. Items on the critical spare parts list that do not ship within 24hrs (in the U.S.), if ordered before 12PM CST the day before, will ship free.

**Table 12: Pricing Offered**

Line Item	The Pricing Offered in this Proposal is: *	Comments
67	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	

**Table 13: Audit and Administrative Fee**

Line Item	Question	Response *
68	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell. Provide sufficient detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template.	Routine procedures are in place to verify sales and pricing to customers, including international dealers. Sourcewell will be one additional source to verify. Queries are executed through our secure sales database by customer name and/or line-item part number and cross referenced to a price list. Discrepancies are investigated and remediated. Once a Sourcewell administrative fee is established, the fee will be incorporated into the queries.
69	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	Cemen Tech's finance department tracks all municipal sales data, of which we have the ability to track specifically those transactions stemming from Sourcewell entities. Cemen Tech uses this data to grow our presence within our Sourcewell contract on an annual basis.
70	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	2% of the dollar volume of equipment sales to Sourcewell members (excluding tax, licensing, and freight) will be paid to Sourcewell as an administrative fee. This administrative fee will be calculated on a quarterly basis and paid out to Sourcewell for facilitating, managing, and promoting Cemen Tech products with its current and potential members.

**Table 14A: Depth and Breadth of Offered Equipment Products and Services**

Line Item	Question	Response *
71	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	<p>Cemen Tech is offering volumetric mixers, cement silos and multiple services to Sourcewell members. Volumetric mixers are mounted on trucks or trailers and contain all the necessary ingredients to produce and deliver concrete. These concrete mixers are called volumetric mixers due to their ability to measure raw materials using volume rather than weight. Volumetric equipment is calibrated by weight and the material is delivered to a mix auger by volume to produce the precise amount of fresh concrete every time. For those who want to buy cement in bulk can purchase a silo. Silos will help reduce the time required to refill a mixer.</p> <p>We are excited to offer Sourcewell members our full line of M-Series and C-Series volumetric concrete mixers that have 52 years of innovation, cutting edge technologies and proven experience in the field. The M Series brings flexibility and stability and is the most popular unit throughout North America; it is also the selected unit of choice by the United States Armed Forces and is currently operating in over 70 countries. Key applications for the M Series meet all DOT standards and include general concrete, precast, flowable fill, pervious, rapid set and overlay concrete.</p> <p>The C Series is our newest and most advanced on-demand concrete mixer. Each C Series mobile concrete mixer comes equipped with a state-of-the-art electronic control panel. The control panel allows an operator in the field to track exactly when a mixer was in operation, how much concrete was poured, and the admixture used on each job site. The information is displayed on a digital readout and also shows the exact rate aggregate, sand, water and cement was used.</p> <p>Both units meet the AASHTO M-241 and ASTM C685 standards when operated in accordance with ACI 304.6R. The M and C Series product descriptions and details can be found in the attached product fact sheets.</p> <p>We will also be offering on-site evaluations and other in-field trainings that can be performed by Cemen Tech personnel with vast experience and knowledge of the concrete industry's best practices. Project Managers reap benefits in efficiency and return on investment by learning the most productive processes for concrete production.</p>
72	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	<p>Volumetric Concrete Mixers  Gunite Mixers  Cement Storage Silos  Startup and Training Services</p>

**Table 14B: Depth and Breadth of Offered Equipment Products and Services**

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
73	Asphalt pavers, screeds, distributors, and loaders	<input type="radio"/> Yes <input checked="" type="radio"/> No	
74	Steel-wheeled and pneumatic tire rollers	<input type="radio"/> Yes <input checked="" type="radio"/> No	
75	Wideners, tack distributors, cold planers, and compactors	<input type="radio"/> Yes <input checked="" type="radio"/> No	
76	Concrete mixers, and gunite or shotcrete delivery equipment	<input checked="" type="radio"/> Yes <input type="radio"/> No	Concrete, gunite, and shotcrete mixers and delivery equipment.
77	Other	<input checked="" type="radio"/> Yes <input type="radio"/> No	Cement silos, truck chassis, and trailers.

**Table 15: Exceptions to Terms, Conditions, or Specifications Form**

**Line Item 78. NOTICE:** To identify any exception, or to request any modification, to the Sourcwell template Contract terms, conditions, or specifications, a Proposer must submit the exception or requested modification on the **Exceptions to Terms, Conditions, or Specifications Form** immediately below. The contract section, the specific text addressed by the exception or requested modification, and the proposed modification must be identified in detail. Proposer's exceptions and proposed modifications are subject to review and approval of Sourcwell and will not automatically be included in the contract.

Contract Section	Term, Condition, or Specification	Exception or Proposed Modification

**Documents****Ensure your submission document(s) conforms to the following:**

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcwell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcwell.
3. Sourcwell may reject any response where any document(s) cannot be opened and viewed by Sourcwell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."

- [Pricing](#) - Pricing 05-25-22.xlsx - Wednesday May 25, 2022 16:23:45
- [Financial Strength and Stability](#) - Cemen Tech Credit Reference Form.pdf - Friday April 15, 2022 16:30:31
- [Marketing Plan/Samples](#) - Marketing Materials.zip - Friday April 15, 2022 16:30:51
- [WMBE/MBE/SBE or Related Certificates](#) - Federal-Contracts-Corp-Capabilities-Statement.pdf - Friday April 15, 2022 16:31:11
- [Warranty Information](#) - Cemen Tech Warranty Page.pdf - Friday April 15, 2022 16:31:34
- [Standard Transaction Document Samples](#) - Sourcwell Transaction Documents Example.pdf - Friday April 15, 2022 16:31:59
- [Upload Additional Document](#) - Environmental Impact of Volumetric Concrete Mixers.pdf - Friday April 15, 2022 16:32:10



## Addenda, Terms and Conditions

### PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.
3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.
5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.
6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.
7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.
8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.
9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
11. Proposer its employees, agents, and subcontractors are not:
  1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
  2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
  3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Connor Deering, President & CEO, Cemen Tech Inc.

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

Yes  No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
<b>Addendum_4_Roadway_Paving_Eqpt_RFP_060122</b> Tue May 24 2022 04:31 PM	<input checked="" type="checkbox"/>	1
<b>Addendum_3_Roadway_Paving_Eqpt_RFP_060122</b> Thu May 19 2022 09:01 AM	<input checked="" type="checkbox"/>	1
<b>Addendum_2_Roadway_Paving_Eqpt_RFP_060122</b> Fri April 29 2022 04:09 PM	<input checked="" type="checkbox"/>	1
<b>Addendum_1_Roadway_Paving_Eqpt_RFP_060122</b> Fri April 15 2022 03:54 PM	<input checked="" type="checkbox"/>	1

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**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Jim Brown, Chief Technology Officer

**DESCRIPTION:** Cisco Network Equipment Purchase for the Lansing Facility in the Amount of \$54,360.81, with a Cumulative Vendor Spend of \$129,734.38 in 2026.

**SUMMARY:** Douglas County IT requests Board approval to purchase the network hardware needed to complete the Human Services Move to the East Lansing Facility through Advanced Network Management, Inc. (ANM), a preferred technology partner for the County.

This purchase includes the following components

- CISCO Hardware totaling \$ 51,063.46 This part of the purchase falls under the Data Communication contract from the state (NASPO) contract: CO AR3227 172938
- UPS and Rack totaling \$3,297.35 This part of the purchase falls under the ANM Terms and Conditions.

Total Requested Amount: \$54,360.81, with a cumulative vendor spend of \$129,734.38 in 2026. Budgeted from the Lansing Project Fund, 33800.

**RECOMMENDED ACTION:** Approval of the Cisco Network Equipment Purchase for the Lansing Facility in the Amount of \$54,360.81, with a Cumulative Vendor Spend of \$129,734.38 in 2026.

**REVIEW:**

John Huber	Approve	3/30/2026
Jeff Garcia	Escalated	4/3/2026
Amy Williams	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026
Suzi Woodruff - FYI	Notified - FYI	4/8/2026

**ATTACHMENTS:**

Cover Page  
ANM 2026 Lansing 2 54,360.91 QT-000109463  
QT-000109589



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**ATTACHMENTS:**

ANM 2026 Lansing 2 54,360.91 QT-000109463  
QT-000109589



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, Suite 130  
 Castle Rock, CO 80104

Contract Number: CO AR3227 172938

Sam Rassing  
 303-660-7323  
 urassing@douglas.co.us

Quote #: QT-000109463, QT-000109589

Douglas County - Lansingpoint HR

Quote #: QT-000109463		Douglas County - Lansingpoint HR Cisco				26-Feb-26		
Part Number	Description	Contract Number	Term(M)	Qty	List Price	Price	Extended Price	
C9300-48U-A	Catalyst 9300 48-port UPOE, Network Advantage	CO AR3227 172938		5	\$ 14,172.55	\$ 6,377.65	\$ 31,888.25	
TE-C9K-SW	TE agent for IOSXE on C9K	CO AR3227 172938		5	\$ -	\$ -	\$ -	
C9300-DNA-A-48	C9300 DNA Advantage, 48-Port Term Licenses	CO AR3227 172938		5	\$ -	\$ -	\$ -	
C9300-DNA-A-48-5Y	C9300 DNA Advantage, 48-Port, 5 Year Term License	CO AR3227 172938		56.17	\$ 6,956.35	\$ -	\$ -	
D-DNAS-EXT-S-T	Cisco DNA Spaces Extend Term License for Catalyst Switches	CO AR3227 172938		5	\$ -	\$ -	\$ -	
D-DNAS-EXT-S-5Y	Cisco DNA Spaces Extend for Catalyst Switching - 5Year	CO AR3227 172938		56.17	\$ -	\$ -	\$ -	
TE-EMBEDDED-T	Cisco ThousandEyes Enterprise Agent IBN Embedded	CO AR3227 172938		5	\$ -	\$ -	\$ -	
TE-EMBEDDED-T-5Y	ThousandEyes - Enterprise Agents	CO AR3227 172938		56.17	\$ -	\$ -	\$ -	
C9300-NW-A-48	C9300 Network Advantage, 48-port license	CO AR3227 172938		5	\$ -	\$ -	\$ -	
NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	CO AR3227 172938		5	\$ -	\$ -	\$ -	
SC9300UK9-1715	CAT9300/9400/9500/9600 UNIVERSAL	CO AR3227 172938		5	\$ -	\$ -	\$ -	
PWR-C1-1100WAC-P	1100W AC 80+ platinum Config 1 Power Supply	CO AR3227 172938		5	\$ -	\$ -	\$ -	
PWR-C1-1100WAC-P/2	1100W AC 80+ platinum Config 1 Secondary Power Supply	CO AR3227 172938		5	\$ 2,323.89	\$ 1,045.75	\$ 5,228.75	
CAB-TA-NA	North America AC Type A Power Cable	CO AR3227 172938		10	\$ -	\$ -	\$ -	
C9300-SSD-NONE	No SSD Card Selected	CO AR3227 172938		5	\$ -	\$ -	\$ -	
CAB-SPWR-150CM	Catalyst Stack Power Cable 150 CM - Upgrade	CO AR3227 172938		5	\$ 122.31	\$ 122.31	\$ 611.55	
NM-BLANK-T1	Cisco Catalyst Type 1 Network Module Blank	CO AR3227 172938		5	\$ -	\$ -	\$ -	
C9K-ACC-RBFT	RUBBER FEET FOR TABLE TOP SETUP 9200 and 93xx	CO AR3227 172938		5	\$ -	\$ -	\$ -	
C9K-ACC-SCR-4	12-24 and 10-32 SCREWS FOR RACK INSTALLATION, QTY 4	CO AR3227 172938		5	\$ -	\$ -	\$ -	
CAB-GUIDE-1RU	1RU CABLE MANAGEMENT GUIDES 9200 and 9300	CO AR3227 172938		5	\$ -	\$ -	\$ -	
C9300-NM-NONE	No Network Module Selected	CO AR3227 172938		5	\$ -	\$ -	\$ -	
STACK-T1-3M	3M Type 1 Stacking Cable	CO AR3227 172938		5	\$ 366.94	\$ 165.12	\$ 825.60	
C9300-NM-8X=	Catalyst 9300 8 x 10GE Network Module, spare	CO AR3227 172938		2	\$ 3,234.53	\$ 1,455.54	\$ 2,911.08	
CW9164I-MR	Catalyst 9164I AP (W6E, tri-band 4x4) w/Meraki	CO AR3227 172938		9	\$ 2,369.94	\$ 1,066.47	\$ 9,598.23	
<b>Sub-Total</b>							<b>\$</b>	<b>51,063.46</b>

Quote #: QT-000109589		Douglas County - Lansingpoint HR UPS and Rack						
Part Number	Description	Contract Number	Term(M)	Qty	List Price	Price	Extended Price	
GXT5-1500LVRT2UXL	Vertiv Liebert GXT5 UPS - 1500VA/1350W 120V, Online Double Conversion Rack Tower Energy Star (GXT5-1500LVRT2UXL) - Typical 120V - Range: 60-150V - Frequency 40-70Hz; Auto Sensing	Open Market		1	\$ 2,456.00	\$ 1,771.82	\$ 1,771.82	
RMKIT18-32	Vertiv Liebert UPStation GXT 2U UPS Rack-Mount Bracket Kit, Adjustable 18-32 in. - 198.42 lb Load Capacity	Open Market		1	\$ 280.00	\$ 202.00	\$ 202.00	
RACK-151-42U	42U RACK-151 Server Cabinet 600mm x 1000mm. RACK SOLUTIONS, INC	Open Market		1	\$ -	\$ 1,323.53	\$ 1,323.53	
<b>Sub-Total</b>							<b>\$</b>	<b>3,297.35</b>
<b>Sub-Total</b>							<b>\$</b>	<b>54,360.81</b>
Estimated Taxes							\$	-
Shipping Costs							\$	-
<b>Grand Total</b>							<b>\$</b>	<b>54,360.81</b>

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 \_\_\_\_\_





# Terms and Conditions

These Terms and Conditions ("Agreement") apply to hardware and software (collectively, "Products") and services ("Services") that you ("Customer") purchase from Advanced Network Management, Inc. or its affiliates (collectively, "ANM"). Products that are manufactured by third-party vendors ("Manufacturers") and associated Services provided by such Manufacturers may be subject to additional terms which are available at <https://anm.com/eulas-and-product-warranties/> ("Manufacturer's Terms") and incorporated into this Agreement by reference. Customer accepts this Agreement unless it has a separate signed agreement in which case that separate agreement will take precedence with the exception of the Manufacturer's Terms.

**1. ORDERS.** Customer may purchase Products and/or Services from ANM by signing an ANM-provided quote ("Quote"), issuing a purchase order in response to a Quote, or as otherwise agreed by ANM in writing including, without limitation, in a Statement of Work (collectively, "Orders").

**2. TERM.** If Products or Services are provided on a subscription basis, ANM shall provide them from the initial date and for the period listed in the Order ("Initial Term"). Products or Services subject to a term that exceeds 12-months (e.g. 3-year subscription) ("Multi-Year Subscriptions") are non-cancelable and non-refundable unless Customer is a government entity subject to non-appropriation of funds. ANM reserves discretion to divide the payment for a Multi-Year Subscription into several payments as a convenience for Customer. Following the Initial Term, the Products or Services will automatically renew for a term equivalent in length to the then-expiring term ("Renewal Term") unless notice is provided to ANM at least 30 days prior to the end of the current term. Any Customer that is a government entity subject to non-appropriation of funds may terminate Products or Services that are subject to a Renewal Term by providing ANM notice at any time prior to the start of the Renewal Term.

**3. PRICE.** Prices provided on a Quote are subject to change without notice. Applicable taxes will be added to all prices unless a proper tax exemption certificate is provided to ANM at the time an Order is placed.

**4. PAYMENT.** Payment is due 30 days from invoice date unless ANM expressly agrees otherwise in writing. A service charge of 1.5% per month may be added to all past due balances until collected. Customer agrees to pay to ANM all costs and expenses incurred by ANM with respect to recovering any undisputed amount owed to it under this Agreement including, but not limited to, reasonable attorneys' fees and costs.

**5. SHIPPING.** ANM has sole discretion in selecting a carrier for orders. If Customer requests expedited shipping, then it agrees that ANM is authorized to upgrade the shipping and may bill Customer for all additional shipping charges. Risk of loss or damage to Products will pass upon ANM's surrender of the Products to the transportation provider (F.O.B. Shipping Point). ANM is not liable for any delays in delivery or for partial or early deliveries. Transportation charges will be in accordance with ANM's shipping policy at the time of shipment. Claims for Product damage or loss in transit on shipments made by a common carrier must be made by the Customer to the common carrier and in accordance with the terms of the common carrier. For deliveries made by ANM personnel, claims for shortages or damages to Products must be made to ANM within five (5) days of the delivery date. If Customer fails to notify ANM within the five (5) day period, the Products will be deemed accepted.

**6. PRODUCT RETURNS; RMA.** Products are non-returnable and the prices and fees associated therewith will be non-refundable except as permitted in this Section. Customer may return erroneously shipped Products or Products that the Manufacturer authorizes for return through its Return Merchandise Authorization process ("RMA"). Products damaged after shipment may not be returned. Customer is responsible for complying with all Manufacturer return requirements and Customer agrees that any return may be subject to an ANM restocking fee plus shipping costs which it authorizes ANM to offset against any amounts to be credited to Customer's ANM account. If Customer has not yet paid for the Product(s), ANM may invoice Customer for the restocking fee.

**7. SECURITY INTEREST.** Customer agrees that ANM shall have a purchase money security interest in all Products supplied to Customer by ANM under this Agreement until all payments due ANM for said Products are paid in full. ANM shall have the right to file in any state or local jurisdiction such financing statements as ANM deems necessary to perfect its purchase money security interest hereunder. Upon request by ANM, Customer hereby agrees to execute all documents necessary to secure ANM's purchase money security interest. Customer also agrees that this Agreement may be filed by ANM in any state or local jurisdiction as a financing statement (or as other evidence of ANM's purchase money security interest).

**8. WARRANTIES.** Customer represents and warrants that: (a) employees and agents placing orders on its behalf are duly authorized to commit Customer; (b) it will comply with the applicable Manufacturer's Terms; and (c) it will comply with applicable laws and regulations (including those pertaining to export control) related to its receipt and use of the Products and Services. Product warranties and warranties for Services performed by the Manufacturer (if any) are provided by the Manufacturer. To the extent authorized, ANM shall pass through to Customer any transferable warranties and indemnifications with respect to Products and Services performed by Manufacturers, which shall be Customer's sole and exclusive remedy relating to such Products and Services. With respect to Services performed by ANM, such Services shall be performed in a diligent, professional and workmanlike manner conforming to the requirements of the applicable Order. WITH THE EXCEPTION OF THE FOREGOING, ANM DISCLAIMS ANY AND ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY, TITLE, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT.

**9. INDEMNIFICATION.** Unless prohibited by law, Customer will indemnify, hold harmless, and defend ANM and its affiliates, its officers, directors, employees, successors, and assigns from and against any and all damages, costs, and expenses (including reasonable attorneys' fees, expenses, and costs) incurred in connection with any third party claims, demands, suits, or proceedings relating to this Agreement.

**10. LIMITATION OF LIABILITY.** TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW AND REGARDLESS OF WHETHER ANY REMEDY FAILS OF ITS ESSENTIAL PURPOSE AND REGARDLESS OF WHAT CAUSE OF ACTION (INCLUDING NEGLIGENCE) OR CLAIM FOR RELIEF IS ASSERTED: (A) IN NO EVENT WILL EITHER PARTY OR ITS OFFICERS, DIRECTORS, EMPLOYEES, SUCCESSORS, ASSIGNS, OR AFFILIATES BE LIABLE TO THE OTHER PARTY OR ANY OTHER PERSON FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE, OR OTHER SPECIAL DAMAGES; (B) THE ONLY LIABILITY ANM WILL HAVE WITH RESPECT TO PRODUCTS PROVIDED UNDER THIS AGREEMENT AND SERVICES PERFORMED BY MANUFACTURERS WILL BE THE PRODUCT RETURN RIGHTS DESCRIBED HEREIN; AND (C) THE MAXIMUM LIABILITY OF ANM WITH RESPECT TO SERVICES PERFORMED BY ANM SHALL BE LIMITED TO THE AMOUNT OF FEES PAID BY CUSTOMER TO ANM FOR SUCH SERVICES DURING THE TWELVE (12) MONTHS PRIOR TO THE FIRST EVENT OR OCCURRENCE GIVING RISE TO THE CLAIM.

**11. DISPUTES.** The enforcement and interpretation of, and all claims or disputes arising out of or related to this Agreement shall be governed by the procedural and substantive laws of the State of New Mexico, including its statute of limitations, without regard to conflict of laws principles that would cause the application of another jurisdiction's laws to apply. If a dispute arises out of or relates to this Agreement, or the performance or breach thereof, the parties agree first to try in good faith to settle the dispute by negotiation before proceeding to litigation.

**12. NOTICES.** Any notice, demand, or request required or permitted to be given under this Agreement must be in writing and sent to the parties at the addresses set forth below via hand delivery, overnight courier, or certified or registered U.S. mail. Notices are effective upon receipt. Customer notices shall be sent to the most recent billing address on file with ANM. ANM notices shall be sent to: Advanced Network Management, Inc., ATTN: In-House Counsel, 304 Inverness Way S, Suite 400, Englewood, CO 80112.

**13. SEVERABILITY.** Any provision in this Agreement that is held by a court of competent jurisdiction to be unenforceable shall be modified by said court and interpreted to best accomplish the original provision to the fullest extent permitted by law. The remaining provisions of this Agreement shall remain in effect.

**14. ENTIRE AGREEMENT.** This Agreement, together with any Order, constitutes the entire agreement, and supersedes any and all prior agreements between the parties with regard to the subject matter hereof. Issuance of a purchase order responsive to a Quote shall constitute an agreement to this Agreement. Any boilerplate terms included on any such purchase order are expressly rejected and are not part of this Agreement unless prohibited by law.

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**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Jim Brown, Chief Technology Officer

**DESCRIPTION:** Julota Data Warehouse Reporting Add-On in the Amount of \$14,297.00 with a Cumulative Annual Spend of \$107,413.00.

**SUMMARY:** Seeking approval of the contract with Julota for a data warehouse add-on to the existing Julota system to support Human Services - Mental Health reporting. This will be funded through Douglas County ARPA Accrued Interest grant funds.

**RECOMMENDED ACTION:** Approval of the Julota Data Warehouse Reporting Add-On in the Amount of \$14,297.00 with a Cumulative Annual Spend of \$107,413.00.

**REVIEW:**

John Huber	Approve	4/9/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026
Suzi Woodruff - FYI	Notified - FYI	4/10/2026

**ATTACHMENTS:**

Cover Page  
Julota 2026 SOSA-01 14,297 Data Warehouse

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www.douglas.co.us

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Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

Julota 2026 SOSA-01 14,297 Data Warehouse

**EXHIBIT A**  
**SCOPE OF SERVICES AGREEMENT 2026-01**  
**TOUCHPHRASE DEVELOPMENT LLC DBA JULOTA**

**THIS SCOPE OF SERVICES AGREEMENT (“SOSA”)** is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the “County”), and **TOUCHPHRASE DEVELOPMENT LLC DBA JULOTA** authorized to do business in Colorado (the “Consultant”). The County and the Consultant are collectively referred to herein as the “Parties”.

**RECITALS**

**WHEREAS**, the Parties entered into an active Master Services Agreement dated March 27, 2025, (the “MSA”) for the Consultant to perform services for the County governed and executed through Scope of Services Agreements (SOSA); and

**WHEREAS**, the County would like the Consultant to provide implementation and access to the Julota Data Warehouse, including provisioning, configuration, and support as further described herein; and

**WHEREAS**, the County has budgeted and appropriated the necessary funds to satisfy the financial obligations set forth in this SOSA, including the use of County ARPA Accrued Interest funds to support the Data Warehouse implementation and associated costs, in accordance with County financial and auditing requirements.

**NOW, THEREFORE**, for and in consideration of the premises and other good and valuable consideration, the Parties agree as follows:

- 1. MASTER SERVICES AGREEMENT:** This SOSA is subject and subordinate to the terms and conditions specified in the MSA, executed between the Parties.
- 2. CYBERSECURITY REQUIREMENTS:** If the Contractor has access to the Douglas County Network systems, the Contractor and its associated personnel shall complete the Douglas County Cyber Security Awareness training prior to the start of work and access to any Douglas County information system. This training is issued up to four (4) times per year.
- 3. SCOPE OF WORK:** All services described in Exhibit 1, attached hereto and incorporated herein, shall be performed by the Consultant.
- 4. MAXIMUM CONTRACT LIABILITY:** Any other provisions of this SOSA notwithstanding, in no event shall the County be liable for payment under this SOSA for any amount in excess of **FOURTEEN THOUSAND TWO HUNDRED NINETY-SEVEN DOLLARS AND ZERO CENTS (\$14,297.00)**. The County is not under obligation to make any future apportionment or allocation to this SOSA. Any potential expenditure for this SOSA 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 SOSA shall commence as of 12:01 a.m. on **April 15, 2026**, and terminate at 11:59 p.m. on **April 1, 2027**. This SOSA 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. COUNTY EXECUTION OF AGREEMENT:** This SOSA is expressly subject to and shall not be or become effective or binding on the County, until execution by all signatories of the County.

(Remainder of Page Intentionally Blank)

## EXHIBIT 1 SCOPE OF WORK

The Julota Data Warehouse Operational Initiative will add a data warehouse component to the County's existing Julota system to support reporting for Human Services – Mental Health. This will replace the current vendor-provided custom reports and allow the County to build and maintain reports internally. The implementation will be funded using approved County ARPA Accrued Interest grant funds.

### A. Services to Be Provided

- Provisioning of Julota Data Warehouse
- Secure access configuration
- Data refresh schedule
- Provision of connection credentials and configuration details for Data Warehouse access
- Technical documentation
- Ongoing hosting of Data Warehouse environment

### B. What Is Not Included

- Custom report development
- Data integration or transformation
- Schema modification
- Enterprise integration

### C. Transition Terms

- Custom reports will remain active during the transition period while replacement reports are developed and validated.
- Upon written notice from the County, the Vendor will disable custom reports.
- The Data Warehouse hosting fee represents the annual cost of \$9,800 for the contract period April 2, 2026 through April 1, 2027. The amount billed under this SOSA will be prorated based on the effective start date of this agreement. If custom reports are decommissioned before the end of the contract period, the Consultant will credit any remaining value toward the County's next Julota annual renewal invoice.

### D. Implementation Timeline

- Vendor estimates approximately two (2) weeks

### E. Cost

Funding for this SOSA is anticipated to be supported through County ARPA Accrued Interest funds, subject to County financial policies and applicable auditing requirements.

Compensation under this SOSA shall consist of the following:

- **\$4,900.00** – One-time implementation fee for provisioning and configuration of the Julota Data Warehouse.
- **\$9,397.00** – Data Warehouse hosting and access fee for the contract period **April 15, 2026 through April 1, 2027**. Typically the Parties agree to \$9,800.00 per year. Since the term is shorter, the \$9,800.00 cost is pro-rata, divided by 365 days multiplied by the number of days in this term, for total \$9,397.00.

The Data Warehouse service aligns with the County's Julota annual contract term. If custom reports are decommissioned before the end of the contract period, any remaining of the \$9,397.00 will be credited toward the County's subsequent Julota annual renewal invoice.



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**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Thom Curtis, Deputy Director, IT

**DESCRIPTION:** Inceed Support Extension in the Amount of \$250,000.00.

**SUMMARY:** Seeking approval for a contract extension and change order for Project Management staff augmentation in the Douglas County Information Technology Department. The extension will retain the resource through December 31, 2026. This purchase in the amount of \$250,000 is budgeted from the Tech Fund, 800900.

**RECOMMENDED ACTION:** Approval of the Inceed Support Extension in the Amount of \$250,000.

**REVIEW:**

John Huber	Approve	4/2/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026
Suzi Woodruff - FYI	Notified - FYI	4/10/2026

**ATTACHMENTS:**

Cover Page  
PO 2026151 Inceed co +250,000 Allison Elfering  
Inceed 2026 PCS Amend1 +250,000 Allison Elfering

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

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**REVIEW:**

John Huber	Approve	4/2/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

PO 2026151 Inceed co +250,000 Allison Elfering  
Inceed 2026 PCS Amend1 +250,000 Allison Elfering

# DOUGLAS COUNTY, COLORADO

## REQUEST FOR PURCHASE ORDER CHANGE

<b>PO NUMBER</b>	<b>2026151</b>	<b>VENDOR NAME</b>	<b>Inceed, LLC #1625117</b>
<b>PO BALANCE</b>	\$75,000.00		PO Box 1068
<b>REFERENCE:</b>	TASK0077085		Lowell, AR 72745

**ENTER DOLLARS AND CENTS**						
G/L ACCOUNT # BUSINESS UNIT/OBJECT	LINE	TYPE	ORIGINAL PO AMOUNT	NET \$\$ OF PREVIOUS CHANGE ORDERS	INCREASE (DECREASE)	TOTAL PO AMOUNT
800900.432100			\$75,000.00	\$0.00	\$250,000.00	\$325,000.00
<b>TOTALS</b>			<b>\$75,000.00</b>	<b>\$0.00</b>	<b>\$250,000.00</b>	<b>\$325,000.00</b>

<input checked="" type="checkbox"/>	CHECK HERE	MEETING DATE	<b>3/24/2026 #4511</b>
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CHANGE ORDER REQUIRES FURTHER DISCUSSION & SIGNATURES AND IS THEREFORE ON THE BOCC STAFF MEETING AGENDA, AS SPECIFIED ABOVE

<b>DIVISION:</b>	<u>INFORMATION TECHNOLOGY</u>	<b>REQUESTED BY:</b>	<u>Thom Curtis</u>
<b>REASON FOR CHANGE:</b>	<u>Extension of contract for PM staff augmentation to go through 2026.</u>		
<b>SIGNATURE:</b>	_____	<b>DATE:</b>	_____

**NOTE #1: REQUIRES APPROVAL OF THE COUNTY MANAGER**

a) If this change order, in addition to any previous change orders, increase the total purchase order amount to \$25,000 or more, or;

b) When this change order increases the total amount of the purchase order and the amount of the original purchase order was issued for \$100,000 or more (and approved by two (2) Commissioners at an official business meeting).

**NOTE #2: REQUIRES APPROVAL OF THE COUNTY MANAGER AND TWO (2) COUNTY COMMISSIONERS**

a) If this change order is in the amount of \$100,000 or more, or;

b) If this change order, in addition to any previous change orders, increase the total purchase order amount to \$100,000 or more.

<b>COUNTY MANAGER:</b>	_____	<b>DATE:</b>	_____
<b>COUNTY COMMISSIONER:</b>	_____	<b>DATE:</b>	_____
<b>COUNTY COMMISSIONER:</b>	_____	<b>DATE:</b>	_____

<b>PURCHASING REVIEW:</b>	_____	<b>DATE:</b>	_____
<b>BUDGET REVIEW:</b>	_____	<b>DATE:</b>	_____
<b>ENTERED BY:</b>	_____	<b>DATE:</b>	_____

**FIRST AMENDMENT TO PUBLIC CONTRACT FOR SERVICES (PCS)  
INCEED, LLC**

**THIS FIRST AMENDMENT TO PUBLIC CONTRACT FOR SERVICES** (“Contract”) is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the “County”), and **INCEED, LLC**, authorized to do business in Colorado (the “Consultant”). The County and the Consultant are collectively referred to herein as the “Parties”.

**RECITALS**

**WHEREAS**, the Parties entered into a certain Public Contract for Services dated February 4, 2026, (PCS) for the contracting staffing services for a Contract Project Manager; and

**WHEREAS**, the Parties originally agreed to a maximum contract expenditure of **SEVENTY-FIVE THOUSAND DOLLARS AND ZERO CENTS (\$75,000.00)** and term from **February 1, 2026** through **December, 31, 2026**; and

**WHEREAS**, the Parties now desire to amend the Contract by adding funds in the amount of **two-hundred fifty thousand dollars and zero cents (\$250,000.00)**; and

**NOW, THEREFORE**, the Parties hereto 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 **THREE-HUNDRED TWENTY-FIVE THOUSAND DOLLARS AND ZERO CENTS (\$325,000.00)** for fiscal year 2026. The funds appropriated for this First Amendment are **TWO-HUNDRED FIFTY THOUSAND DOLLARS AND ZERO CENTS (\$250,000.00)** for approximately April 2026 through December 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 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.

2. **OTHER TERMS AND CONDITIONS REMAIN:** In the event of any inconsistencies between the Contract and this 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.
3. **CAPITALIZED TERMS:** All capitalized terms used but not defined herein shall have the same meanings as defined in the contract.

(Remainder of Page Intentionally Blank)

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Amanda Weiss, Commander

**DESCRIPTION:** FY2026 Internet Crimes Against Children Task Force Program Grant Award in the Amount of \$11,142.00.

**SUMMARY:** On August 29, 2026, the Sheriff's Office submitted an electronic application requesting \$11,142.00 through the Internet Crimes Against Children (ICAC) Task Force Program, offered by the U.S. Department of Justice, Office of Justice Programs, and the Office of Juvenile and Delinquency Prevention. The grant funds would reimburse the Sheriff's Office for sending three ICAC detectives to training for the newly developed 23rd Judicial Regional ICAC Task Force, as well as support the purchase of essential equipment needed to conduct effective ICAC investigations and arrests.

On January 20, 2026, the Sheriff's Office received an email approving the full grant amount of \$11,142.00 for the period of October 1, 2025, through September 30, 2026 (see attached application, award letter and Statement of Grant Award).

**RECOMMENDED ACTION:** Request that the Board accept the grant award and approve spending authority. Signatures are requested from the authorized officials via DocuSign.

**REVIEW:**

Darren Weekly	Approve	4/6/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Cover Page  
SO\_Invest\_CPR\_20250829\_141619  
ICAC Grant Award Letter  
ICAC Statement of Grant Award





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www.douglas.co.us

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**ATTACHMENTS:**

SO\_Invest\_CPR\_20250829\_141619  
ICAC Grant Award Letter  
ICAC Statement of Grant Award

### Risk Assessment Checklist for CSPD Grant Sub-Recipients

GRANT TITLE: 15PJDP-24-GK-04188-MECP	Internet Crimes Against Children (ICAC) Task Force
Department Name:	
SUB-RECIPIENT UEI:	
SUB-RECIPIENT'S FISCAL MANAGER:	
SUB-RECIPIENT'S PROGRAM MANAGER:	

#### CERTIFICATION OF RESPONSES

I hereby certify that the information provided and contained within my responses are true and correct to the best of my knowledge. I further understand that untruthful statements provided or falsified documentation submitted may result in the immediate termination of the above-mentioned grant/contract (Statement of Grant Award) and is punishable by law.

  
\_\_\_\_\_  
Signature of individual certifying the responses

*Amanda Weiss Commander*  
\_\_\_\_\_  
Printed Name and Title of individual certifying the responses

*8/29/2025*  
\_\_\_\_\_  
Date

**Return to:**  
Colorado Springs Police Department  
ATTN: Lt. Korey Hutchison  
705 South Nevada Avenue  
Colorado Springs, CO 80903  
[korey.hutchison@coloradosprings.gov](mailto:korey.hutchison@coloradosprings.gov)

**Your agency's responses will be used to make funding decisions and determine the level of sub-recipient monitoring CSPD will perform related to your grant award.**

1. Does your agency have an EEO (Equal Employment Opportunity) plan on file?

<input checked="" type="checkbox"/>	YES
<input type="checkbox"/>	NO

2. Does your agency notify program beneficiaries how to file complaints alleging discrimination with the (federal) Office for Civil Rights? Notification can be a link on your website, posters, brochures, etc. Definition of beneficiaries: All grant funded projects have beneficiaries. For example, if your project was funded for the purchase of equipment, then you need to think about how the equipment benefits your agency personnel and/or the citizens of your local community.

<input checked="" type="checkbox"/>	YES
<input type="checkbox"/>	NO

3. In the prior two years, has your agency had any findings of discrimination issued by a federal or state court, or federal or state administrative agency on the grounds of race, color, religion, national origin, sex, gender identity, or sexual orientation?

<input type="checkbox"/>	YES
<input checked="" type="checkbox"/>	NO

4. Does your agency have policies that prohibit discrimination against prospective or current employees on the basis of race, color, religion, national origin, sex, gender identity, or sexual orientation?

<input checked="" type="checkbox"/>	YES
<input type="checkbox"/>	NO

5. Does your agency have a policy that addresses meaningful access to your programs and activities to persons who have limited English proficiency (LEP)?

<input checked="" type="checkbox"/>	YES
<input type="checkbox"/>	NO

6. Is your agency presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency?

	<b>YES</b>
✓	<b>NO</b>

7. Does your agency use any grant money for lobbying activities?

	<b>YES</b>
✓	<b>NO</b>

8. Does your agency have written personnel policies and procedures?

✓	<b>YES</b>
	<b>NO</b>

9. Does your agency abide by the Drug-Free Workplace Act of 1988?

✓	<b>YES</b>
	<b>NO</b>

10. Does your agency have a written policy that addresses the retention of grant-related records that meets the requirements of funding agencies?

✓	<b>YES</b>
	<b>NO</b>

11. Will or has your grant funded project use(d) federal funds to reduce state or local funds that are available or have been allocated for the same activity or purpose within your agency (i.e. will you supplant local funds with these funds)?

	<b>YES</b>
✓	<b>NO</b>

12. Do you have written financial policies and procedures in place that address:

a. Grant accounting to include procedures for financial management

<input checked="" type="checkbox"/>	YES
<input type="checkbox"/>	NO

b. Cash management

<input checked="" type="checkbox"/>	YES
<input type="checkbox"/>	NO

c. Procurement

<input checked="" type="checkbox"/>	YES
<input type="checkbox"/>	NO

d. Travel

<input checked="" type="checkbox"/>	YES
<input type="checkbox"/>	NO

e. Inventory controls

<input checked="" type="checkbox"/>	YES
<input type="checkbox"/>	NO

f. Personnel/Time and Attendance

<input checked="" type="checkbox"/>	YES
<input type="checkbox"/>	NO

g. Separation of duties

<input checked="" type="checkbox"/>	YES
<input type="checkbox"/>	NO

h. Financial statement review

<input checked="" type="checkbox"/>	YES
<input type="checkbox"/>	NO

13. What is the date of your agency's most recent:

a. Single Audit (if required) 12/31/2024

b. Financial Audit or Financial Review (please specify) 12/31/2024

14. Does your agency have a password-protected financial software system that provides records that can identify the source and application of funds for award-supported activities?

✓	YES
	NO

15. Does your system allow expenditures to be classified by the broad budget categories listed in the approved budget in your grant? (i.e. Personnel, Supplies and Operating, Travel, Equipment and Professional Services).

✓	YES
	NO

16. Does your agency reconcile grant information maintained outside your financial system to the agency's financial system at least quarterly?

✓	YES
	NO

17. Does your organization track and conduct a biennial physical inventory of grant funded equipment that identifies acquisition date, cost, vendor, property description, source of funding, who holds title, serial #, location, ultimate disposition data, percentage of Federal participation, and use and condition of property?

✓	YES
	NO

18. Does your agency have a process in place to, when mandated by a grant agreement, ensure covered individuals are suitable to interact with participating minors?

✓	YES
	NO



19. Has your agency ever been designated "high risk" by a federal grant-making agency outside of the Department of Justice?

	<b>YES</b>
✓	<b>NO</b>

20. Does your agency comply with all applicable provisions of 41 U.S.C. 4712 that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant or federal funds, abuse of authority relating to a federal grant, and/or a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant?

✓	<b>YES</b>
	<b>NO</b>

21. Does your agency have written procedures in place to respond in the event of an actual or imminent breach of personally identifiable information related to an OJP grant-funded program/activity or through the use of a Federal Information System that includes a requirement to report such breach to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach?

✓	<b>YES</b>
	<b>NO</b>

**RESPONSIBLE PARTIES**

**Department Name:** \_\_\_\_\_

**I HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.**

Anthony Weiss  
ICAC POINT OF CONTACT  
(PLEASE PRINT)

April 1723  
SIGNATURE

Amanda Weiss  
COMMAND LEVEL APPROVAL  
(PLEASE PRINT)

Amanda Weiss  
SIGNATURE

SONIA M STERANKO  
FINANCIAL OFFICER  
(PLEASE PRINT)

[Signature]  
SIGNATURE

**ICAC Point of Contact:** The person who has direct responsibility for the implementation of the project. This person should combine knowledge and experience in the project area with ability to administer the project. He/She shares responsibility with the Financial Officer for seeing that all expenditures are within the approved budget.

**Command Level:** A command level officer in the organization with decision making authority to obligate the organization to follow the requirements of federal funding.

**Financial Officer:** The person who is responsible for all financial matters related to the program and who has responsibility for the accounting, management of funds, verification of expenditures, audit information and financial reports.

**BUDGET REQUEST WORKSHEET**

**DEPARTMENT NAME**

Douglas County Sheriff's Office

**Purpose:** The Budget Request Worksheet may be used as a guide to assist you in the preparation of the budget and narrative. All required information must be provided. **(Red text is just there to provide an example-Please delete and replace with request)**

**A. Travel -** Itemize travel expenses of project personnel by purpose (e.g., staff to training). Show the basis of computation (e.g., two people to 3-day training at \$x airfare, \$x Lodging, \$x subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known. Indicate source of Travel Policies applied, Applicant or Federal Travel Regulations.

*Please rank 1-?  
With 1 being your  
number 1 priority  
purchase*

	<b>Purpose of Travel</b>	<b>Location</b>	<b>Item</b>	<b>Computation</b>	<b>Cost</b>
<b>2</b>	ICAC Conference 2026 (Three Spots)	TBD	Airfare	Airfare (\$550) and Baggage Fees (\$25 x 2 = \$50) = \$600/flight x 3 trips = \$1,800	\$1,800.00
		TBD	Lodging	Lodging = 4 nights x \$276/night = \$1104 x 3 trips = \$3312.00	\$3,312.00
		TBD	Per Diem	Per Diem = \$92/ full day. 3 full days x \$92 = \$276 + 1 travel days at \$69.00 = \$69.00; \$345 per trip x 3 trips = \$1035.00	\$1,035.00
			Ground Transportation		
<b>Sub-Total</b>					<b>\$ 6,147.00</b>
<b>1</b>		Within the US	Airfare		
			Lodging		
			Per Diem		
			Ground Transportation		
<b>Sub-Total</b>					<b>\$ -</b>
<b>Travel Sub-Total</b>					<b>\$ 6,147.00</b>

**B. Equipment:** List non-expendable items that are to be purchased. Non-expendable equipment is tangible property having a useful life of more than two years and an acquisition cost of \$5,000 or more per unit. Expendable items should be included in the "supplies" category. Explain how the equipment is necessary for the success of the project.

Item	Computation	Cost
Data Pilot Forensic Suite On scene acquisitions	\$4,995.00 x 2	\$9,990.00
		\$ -
<b>Equipment Sub-Total</b>		<b>\$ 9,990.00</b>

**C. Supplies:** List items by type costing less than \$5,000, such as books, hand held tape recorders) and show the basis for computation. (Note: Organization's own capitalization policy may be used for items costing less than \$5,000). Generally, supplies include any material that are expendable or consumed during the course of the project.

Item	Computation	Cost
<b>Supplies Sub-Total</b>		<b>\$</b>

**D. Other Costs:** List items (e.g., registrations)

Description	Computation	Cost
<b>Other Costs Sub-Total</b>		<b>\$</b>

<b>Total Request</b>		<b>\$ 16,137.00</b>
----------------------	--	---------------------

**Budget Summary:** When you have completed the budget worksheet, transfer the totals for each category to the spaces below.

<b>Budget Category:</b>	<b>Amount:</b>		
A. Travel	\$6,147.00		
B. Equipment	\$9,990.00		
C. Supplies	\$0.00		
D. Other	\$0.00		
<b>TOTAL PROJECT COSTS</b>	<b>\$16,137.00</b>		



Chief of Police Adrian Vasquez

706

Colorado Springs Police Department

705 South Nevada Avenue, Colorado Springs, CO 80903

January 20, 2026

Douglas County Sheriff's Office  
Sheriff Darren M. Weekly  
Sergeant Anthony Weiss  
*Transmitted by Electronic Mail*

**Statement of Grant Award - Internet Crimes Against Children (ICAC) Task Force - 15PJDP-24-GK-04188-MECP**

Sheriff Weekly,

On behalf of the City of Colorado Springs and the Colorado Springs Police Department (CSPD), it is my pleasure to congratulate you on receiving funding as a subrecipient under the Internet Crimes Against Children (ICAC) Task Force Program, offered through the U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Office of Juvenile Justice and Delinquency Program (OJJDP).

The Douglas County Sheriff's Office has been awarded **\$11,142.00** for the period ending September 30, 2026. This award is subject to all administrative and financial requirements of the Department of Justice, including requirements set forth in the Office of Justice Programs Financial Guide; the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200; and the timely submission of all financial and statistical information.

Enclosed in this packet is your agency's Statement of Grant Award (SOGA), and DOJ 'Special Conditions' document. **We request that an authorized official sign the Statement of Grant Award (SOGA) and initial each subsequent page.** This action confirms your agency's understanding of, and compliance with, all information contained in the document. **The SOGA must be fully executed and CSPD must provide confirmation of spending authority before any grant funds are expended. Please wait for notification from CSPD ICAC prior to incurring any costs.**

As the fiscal agent, CSPD is required to monitor the Douglas County Sheriff's Office, which may include desk reviews, agency visits, and phone interviews. You will be notified at least 30 days prior to any scheduled monitoring visits.

If you have any questions, please contact CO ICAC TF Grant Administrator Janet Van Kampen at 719.482.7169 or [Janet.VanKampen@coloradosprings.gov](mailto:Janet.VanKampen@coloradosprings.gov).

We look forward to working with you and thank you for all that you do.

Regards,

*Lt. Korey Hutchison*

Lieutenant Korey Hutchison  
CO ICAC Task Force Commander  
Colorado Springs Police Department



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Phone (719) 444-7000 Fax (719) 578-6169





**Internet Crimes Against Children (ICAC) Task Force  
Statement of Grant Award**

**Subrecipient Name:** Douglas County Sheriff's Office

**Subrecipient UEI Number:**

**Subaward Period of Performance:** October 1, 2025 – September 30, 2026

**Total Amount of Federal Funds Awarded to Subrecipient:** \$11,142.00

**Subrecipient Project Director:** Sergeant Anthony Weiss

**Subrecipient Project Director Address:** 4000 Justice Way, Castle Rock, CO 80109

**Approved Budget Detail and Financial Reporting**

<b>Douglas County Sheriff's Office</b>		
<b>Budget Category</b>	<b>Detail</b>	<b>Total \$</b>
<b>Travel</b>	Airfare: \$550 plus baggage fees (\$25 x 2 = \$50) = \$600/flight x 3 trips = \$1,800	\$1,800.00
	Lodging: 4 nights x \$276/night = \$1,104 x 3 trips = \$3,312	\$3,312.00
	Per Diem: \$92/full day. 3 full days x \$92 = \$276 + 1 travel day at \$69 = \$69; \$345 per trip x 3 trips = \$1,035	\$1,035.00
	<b>TRAVEL TOTAL</b>	<b>\$6,147.00</b>
<b>Supplies</b>	Data Pilot Forensic Suite - In Scene Acquisitions	\$4,995.00
	<b>SUPPLIES TOTAL</b>	<b>\$4,995.00</b>
	<b>AWARD TOTAL</b>	<b>\$11,142.00</b>

*Financial Reporting Requirements*

1. Financial activities must be made in accordance with the approved budget included in this document, which supersedes any earlier budget request submitted, and which may be different from the budget originally submitted in your application. Subrecipients must secure prior written approval from the CSPD Internet Crimes Against Children (ICAC) Grant Administrator if there is a requested change in any budget item. **Failure to seek approval may result in denial of reimbursement.**
2. The subrecipient agrees to annually submit one copy of the subrecipient's most recent A-133 audit or financial review to the CSPD Internet Crimes Against Children (ICAC) Grant Administrator, including any management and other auditor comments.
3. The subrecipient agrees to submit quarterly requests for reimbursement no later than 15 days following the end of a calendar quarter. All expenditures must be supported by appropriate documentation. Only actual, approved, allowable expenditures will be permitted.



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4. The subrecipient agrees to submit the final reimbursement request no later than 45 days prior to the grant end date. Submission must include the appropriate reimbursement documentation and completed reimbursement request form no later than **August 15, 2026. Any request made after this date will not be eligible for reimbursement.**
5. The subrecipient certifies Federal funds made available under this award will not be used to supplant State or Local funds; and where there is a reduced or unchanged local investment, the subrecipient shall give a written explanation demonstrating the subrecipients' reduced or unchanged commitments would have been necessitated even if Federal financial support under this Federal program had not been made available.

#### **Performance Measure/Data Reporting**

<b>Performance Measure</b>	<b>Data Provided</b>
Percentage increase in arrests	Number of ICAC-related arrests made
Percentage increase in staff dedicated to investigating and prosecuting Internet crimes against children	Number of investigators and prosecutors dedicated to investigating Internet crimes against children
Percentage increase in investigations that led to an arrest or convictions	Number of investigations initiated for Internet crimes against children
Percentage increase in prosecutions	Number of prosecutions for Internet crimes against children
Percentage increase in computer forensic examinations completed by the Task Force	Number of computer forensic examinations completed by the CO ICAC Task Force
Percentage increase in investigative technical assistance sessions provided	Number of investigative technical assistance sessions provided by the CO ICAC Task Force
Number of law enforcement agencies participating in the ICAC Task Force Program Standards	Number of agencies that sign a Memorandum of Understanding (MOU) certifying compliance with ICAC Task Force Program Standards
ICAC-related professional training	Number of ICAC-related training courses provided and number of attendees
Community Outreach	Number of community presentations or educational workshops held and number of attendees



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### **Programmatic Reporting Requirements**

1. The subrecipient agrees to submit required performance metrics and reports via the OJJDP Portal no later than 10 days following the end of the month. Required data that is not captured by the OJJDP Portal shall be submitted to the Internet Crimes Against Children (ICAC) Task Force Grant Administrator no later than 10 days following the end of each month.

### **Risk Assessment Checklist Requirements**

If the following documents were not submitted with your 2025-2026 ICAC Grant funding request, please submit via email (as separate attachments), along with your signed Statement of Grant Award (SOGA), to CSPD ICAC Task Force Grant Administrator, Janet Van Kampen.

- A-133 Audit
- Special Condition Compliance Documentation
- Travel policy

If your agency does not have one or more of the aforementioned policies/documents, please provide a brief explanation as to why that policy does not exist. Your agency may receive further directions from the CSPD ICAC Task Force Grant Administrator after reviewing your agency's policies. Examples of policies will be provided upon request.

### **Other Reporting Requirements**

1. Multipart Document and Additional Requirements
  - a. The subrecipient affirms this agreement consists of a multipart document: the Statement of Grant Award (SOGA) letter, Statement of Grant Award (SOGA) page, outlining your approved budget and reporting requirements, and the federal award 'Special Conditions' document.
  - b. The subrecipient agrees to comply with all requirements, conditions, and regulations as detailed in the enclosed federal award and subrecipient award documents.
  - c. **The authorized official must initial each page of this multipart document and sign the Statement of Award indicating understanding and acceptance of all requirements, conditions, and regulations.**
2. **The subrecipient agrees to promptly notify the CSPD of any changes in the authorized official, ICAC supervisors, ICAC investigators/detectives, or finance department contact.**
3. In the event a federal or state court or federal or state administrative agency makes an adverse finding of discrimination after a due process hearing, on the grounds of race, color, religion, national origin, or sex, the subrecipient agrees to submit a copy of the findings to the CSPD, that will be forwarded to the Office for Civil Rights (OCR) for review.



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**RETURN:**

A signed copy of the Statement of Grant Award (SOGA) and proof of compliance with the special conditions attached to the award shall be returned to [Janet.VanKampen@coloradosprings.gov](mailto:Janet.VanKampen@coloradosprings.gov). After all signatures are obtained, a copy will be returned to the subrecipient.


The parties hereto have executed this binding subaward.

Persons signing for subrecipient hereby swear and affirm that they are authorized to act on subrecipient's behalf and acknowledge that the Colorado Springs Police Department is relying on their representations to that effect. This award may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery as a scanned ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.

**Subrecipient:**

**Colorado Springs Police Department:**

\_\_\_\_\_  
Legal Name of Subrecipient

  
\_\_\_\_\_  
Adrian Vasquez, Chief of Police

\_\_\_\_\_  
Authorized Official

  
\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed



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705 S Nevada Ave. Colorado Springs, CO 80903  
Phone (719) 444-7000 Fax (719) 578-6169



**This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.**

## Terms And Conditions



Compliance with general appropriations-law restrictions on the use of federal funds (FY 2025)  
The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions that may be set out in applicable appropriations acts are indicated at <https://ojp.gov/funding/Explore/FY25AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.



Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.



Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38.

Among other things, 28 C.F.R. Part 38 states that recipients may not use direct Federal financial assistance from the Department of Justice to support or engage in any explicitly religious activities except when consistent with the Establishment Clause of the First Amendment to the U.S. Constitution and any other applicable requirements. An organization receiving Federal financial assistance also may not, in providing services funded by the Department of Justice or in outreach activities related to such services, discriminate against a program beneficiary or prospective program beneficiary on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations. In addition, Part 38 states that a faith-based organization that participates in a Department of Justice funded program retains its independence from the Government and may continue to carry out its mission consistent with religious freedom and conscience protections in Federal law.

Recipients and subrecipients that provide social services under this award must give written notice to beneficiaries and prospective beneficiaries prior to the provision of services (if practicable) which

shall include language substantially similar to the language in 28 CFR Part 38, Appendix C, sections (1) through (4). A sample written notice may be found at <https://www.ojp.gov/program/civil-rights-office/partnerships-faith-based-and-other-neighborhood-organizations>.

In certain instances, a faith-based or religious organization may be able to take religion into account when making hiring decisions, provided it satisfies certain requirements. For more information, see "Nondiscrimination provisions and the Religious Freedom Restoration Act," accessible at <https://www.ojp.gov/funding/explore/legaloverview2025/civilrightsrequirements>.



#### Federal Civil Rights and Nondiscrimination Laws (certification)

The recipient agrees that its compliance with all applicable Federal civil rights and nondiscrimination laws is material to the government's decision to make this award and any payment thereunder, including for purposes of the False Claims Act (31 U.S.C. 3729-3730 and 3801-3812), and, by accepting this award, certifies that it does not operate any programs (including any such programs having components relating to diversity, equity, and inclusion) that violate any applicable Federal civil rights or nondiscrimination laws.



#### Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

**Limited Exceptions.** In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that a legal notice regarding award requirements is necessary or that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such notice or exception regarding enforcement, including any such notice or exception made during the period of performance, is (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" ([ojp.gov/funding/Explore/LegalNotices-AwardReqts.htm](https://www.ojp.gov/funding/Explore/LegalNotices-AwardReqts.htm)), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or - unenforceable, such provision shall be deemed severable from this award.





### Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.



### Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements"), including, without limitation, the provisions regarding termination in 2 C.F.R. 200.340, apply to this award from OJP.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.334.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.



### Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Fraud Detection Office, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.



### Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must

comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

## 10

Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

## 11

Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

## 12

Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

## 13

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including 28 C.F.R. § 42.106(d), 28 C.F.R. § 42.405(c), and 28 C.F.R. § 42.505(f), which contain notice requirements that covered recipients must follow regarding the dissemination of information regarding federal nondiscrimination requirements.

## 14

Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain

individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

## 15

Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at [OJP.ComplianceReporting@ojp.usdoj.gov](mailto:OJP.ComplianceReporting@ojp.usdoj.gov). For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

## 16

Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may

be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

#### 4. Rules of construction

##### A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

##### B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify ([www.e-verify.gov](http://www.e-verify.gov)), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at [E-Verify@dhs.gov](mailto:E-Verify@dhs.gov). E-Verify employer agents can email E-Verify at [E-VerifyEmployerAgent@dhs.gov](mailto:E-VerifyEmployerAgent@dhs.gov).

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

## 17

### Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

## 18

### Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

## 19

### Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

20

## OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://www.ojp.gov/funding/implement/training-guiding-principles-grantees-and-subgrantees>.

21

Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.

22

Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope Grant Award Modification (GAM) to eliminate any inappropriate duplication of funding.

23

Required training for Grant Award Administrator and Financial Manager

The Grant Award Administrator and all Financial Managers for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2022, will satisfy this condition.

In the event that either the Grant Award Administrator or a Financial Manager for this award changes during the period of performance, the new Grant Award Administrator or Financial Manager must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after the date the Entity Administrator enters updated Grant Award Administrator or Financial Manager information in JustGrants. Successful completion of such a training on or after January 1, 2022, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://onlinegfmt.training.ojp.gov/>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.



The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

## 24

Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

## 25

Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

## 26

Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

## 27

Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

## 28

### Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

## 29

### All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

## 30

### Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

Among other items, 28 C.F.R. § 54.140 contains notice requirements that covered recipients must follow regarding the dissemination of information regarding federal nondiscrimination requirements.

## 31

The recipient agrees to submit a final report at the end of this award documenting all relevant project activities during the entire period of support under this award. This report will include detailed information about the project(s) funded, including, but not limited to, information about how the funds were actually used for each purpose area, data to support statements of progress, and data concerning individual results and outcomes of funded projects reflecting project successes and impacts. The final report is due no later than 120 days following the close of this award period or the

expiration of any extension periods. This report will be submitted to the Office of Justice Programs at <https://justgrants.usdoj.gov/>

### 32

#### Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.

### 33

#### Cooperating with OJP Monitoring

The recipient agrees to cooperate with OJP monitoring of this award pursuant to OJP's guidelines, protocols, and procedures, and to cooperate with OJP (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) requests related to such monitoring, including requests related to desk reviews and/or site visits. The recipient agrees to provide to OJP all documentation necessary for OJP to complete its monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's monitoring activities may result in actions that affect the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to award funds; referral to the DOJ OIG for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

### 34

#### Limit on use of grant funds for recipients' employees' salaries

With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

### 35

**FFATA reporting: Subawards and executive compensation**

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$30,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are set forth in 2 C.F.R. part 170, Appendix A ("Award Term") and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$30,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

Note: In early March 2025, the reporting system that had been used for subaward reporting, the FFATA (Federal Funding Accountability and Transparency Act) Subaward Reporting System (FSRS) was retired and functionality moved to SAM.gov. For more information, including steps on how to connect your FSRS account to SAM.gov, visit <https://sam.gov/fsrs>.

**36**

The Project Director and/or any other key program personnel designated in the application shall be replaced only for compelling reasons. Successors to key personnel must be approved by OJP, and such approval is contingent upon submission of appropriate information, including, but not limited to, a resume. Changes in program personnel, other than key personnel, require only notification to OJP and submission of resumes, unless otherwise designated in the award document.

**37****Statement of Federal Involvement:**

Due to the substantial Federal involvement contemplated in completion of this project, the Office of Juvenile Justice and Delinquency Prevention (OJJDP) has elected to enter into a cooperative agreement rather than a grant. This decision is based on OJP and OJJDP's ongoing responsibility to assist and coordinate projects that relate to the funded activities. OJP and OJJDP will provide input and re-direction to the project, as needed, in consultation with the recipient, and will actively monitor the project by methods including, but not limited to, ongoing contact with the recipient. In meeting programmatic responsibilities, OJP, OJJDP, and the recipient will be guided by the following principles: responsibility for the day-to-day operations of this project rests with the recipient in implementation of the recipient's approved proposal, the recipient's approved budget, and the terms and conditions specified in this award. Responsibility for general oversight and redirection of the project, if necessary, rests with OJJDP. In addition to its programmatic reporting requirements, the recipient agrees to provide necessary information as requested by OJP and OJJDP. Information requests may include, but are not limited to, specific submissions related to: performance, including measurement of project outputs/outcomes; meeting performance specifications; developmental decision points; changes in project scope or personnel; budget modifications; and/or coordination of related projects.

**38**

Within 45 calendar days after the end of any conference, meeting, retreat, seminar, symposium, training activity, or similar event funded under this award, and the total cost of which exceeds \$20,000 in award funds, the recipient must provide the program manager with the following information and itemized costs:

- 1) name of event;
- 2) event dates;
- 3) location of event;
- 4) number of federal attendees;

- 5) number of non-federal attendees;
- 6) costs of event space, including rooms for break-out sessions;
- 7) costs of audio visual services;
- 8) other equipment costs (e.g., computer fees, telephone fees);
- 9) costs of printing and distribution;
- 10) costs of meals provided during the event;
- 11) costs of refreshments provided during the event;
- 12) costs of event planner;
- 13) costs of event facilitators; and
- 14) any other costs associated with the event.

The recipient must also itemize and report any of the following attendee (including participants, presenters, speakers) costs that are paid or reimbursed with cooperative agreement funds:

- 1) meals and incidental expenses (M&IE portion of per diem);
- 2) lodging;
- 3) transportation to/from event location (e.g., common carrier, Privately Owned Vehicle (POV)); and,
- 4) local transportation (e.g., rental car, POV) at event location.

Note that if any item is paid for with registration fees, or any other non-award funding, then that portion of the expense does not need to be reported.

Further instructions regarding the submission of this data, and how to determine costs, are available in the DOJ Financial Guide Conference Cost Chapter.

## 39

### Confidential Funds

Prior to the expenditure of confidential funds, the recipient and any subrecipients agree to sign a certification that the recipient (or the subrecipient, as applicable) has read, understands, and agrees to abide by all of the conditions pertaining to confidential fund expenditures set forth in the DOJ Grants Financial Guide.

## 40

### Copyright; Data rights

The recipient acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under an award or subaward (at any tier); and (2) any rights of copyright to which a recipient or subrecipient (at any tier) purchases ownership with Federal support.

The recipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under any such award or subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined

in Federal Acquisition Regulation (FAR) provision 52.227-14 (Rights in Data - General).

It is the responsibility of the recipient (and of each subrecipient (at any tier), if applicable) to ensure that the provisions of this condition are included in any subaward (at any tier) under this award.

The recipient has the responsibility to obtain from subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the recipient's obligations to the Government under this award. If a proposed subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the recipient shall promptly bring such refusal to the attention of the OJP program manager for the award and not proceed with the agreement in question without further authorization from the OJP program office.

#### 41

##### OJJDP - Web Site Notice of Federal Funding and Disclaimer

Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service:

"This Web site is funded in whole or in part through a grant from the Office of Juvenile Justice and Delinquency Prevention, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)."

The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

#### 42

ICAC Task Force Standards. The recipient agrees to comply with the OJJDP approved ICAC Task Force Operational and Investigative Standards

#### 43

ICAC Task Force Representation. The recipient agrees to designate one individual from its task force to attend the ICAC Task Force commander meetings during the 12-month project period.

#### 44

##### ICAC Annual Reports

The recipient agrees to submit annual reports to OJP that set forth the following:

(A) The number of law enforcement agencies participating in Internet crimes against children program standards established by the task force. (B) Staffing levels of the task force, including the number of investigators, prosecutors, education specialists, and forensic specialists dedicated to investigating and prosecuting Internet crimes against children.

#### 45

The recipient agrees to forward reports of ICAC Task Force Program Monthly Performance Measures to the OJJDP-designated site.



**46**

All electronic and information technology materials developed or maintained under this award must be compliant with Section 508 of the Rehabilitation Act of 1973. Please refer to [www.section508.gov](http://www.section508.gov) for more detail.

**47****OJJDP- OJJDP-Funded Webinars**

The award recipient must comply with OJJDP's Webinar Guidelines, as described in the OJJDP Training and Technical Assistance (TTA) Standards at [https://www.ojjdp.gov/programs/Core\\_Performance\\_Standards\\_updated%20May%202012\\_508c.pdf](https://www.ojjdp.gov/programs/Core_Performance_Standards_updated%20May%202012_508c.pdf). At a minimum, OJJDP training and technical assistance providers shall submit to the OJJDP NTTAC information (i.e. title, description of the webinar, intended audience, panelists, etc.) 30 days in advance of all webinar events for the OJJDP NTTAC online calendar, use the approved OJJDP presentation template, and record events and send a copy of the files to OJJDP.

**48**

The recipient shall submit semiannual performance reports. Performance reports shall be submitted within 30 days after the end of the reporting periods, which are June 30 and December 31, for the life of the award. These reports will be submitted to the Office of Justice Programs, on-line through the Internet at <https://justgrants.usdoj.gov>

**49**

The recipient's budget (and budget narrative) is pending clearance by OJP.

Prior to budget clearance (and unless there is a more restrictive condition on this award, in which case the terms of that more restrictive condition apply): The recipient may not drawdown more than 10% of the award. Pre-clearance obligations, expenditures, and drawdowns may be disallowed if not in compliance with program requirements.

The recipient should be judicious in using award funds prior to budget clearance. Generally, OJP expects that recipients (depending on the specific project scope) may need to advertise for award-funded positions, pay personnel and fringe benefits for positions budgeted under the award, plan for project activities, attend training and pay training-related travel needed to begin the project, and engage in other limited activities conducted by recipient staff (i.e., generally not requiring a subaward or procurement contract under an award).

OJP will issue an Award Condition Modification upon budget clearance.

**50**

**Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS**

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP website at

<https://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.

## 51

The recipient may not obligate, expend, or draw down any award funds for indirect costs, unless and until either -- (1) the recipient submits to OJP a current, federally-approved indirect cost rate agreement, or (2) the recipient determines that it is eligible under the Part 200 Uniform Requirements to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and advises OJP in writing of both its eligibility and its election.

The financial review of the budget for this award is pending. If the OJP Office of the Chief Financial Officer (OCFO) determines as part of its financial review that the recipient already has submitted the documentation concerning indirect costs described above, this condition will be released through a Grant Award Condition Modification (ACM) upon completion of the OCFO final budget review.

If the OJP OCFO instead determines as part of its financial review that the recipient has not yet submitted the required documentation concerning indirect costs, this condition will not be released until OJP (including its OCFO) receives and reviews a satisfactory submission.

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**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Dan Dertz, Director of Open Space

**DESCRIPTION:** Outside 285 Grant Match in the Amount of \$50,000.00, for the Award of the Great Outdoor Colorado Community Impact Grant.

**SUMMARY:** To support the Douglas County Board of County Commissioners (BOCC) Parks, Trails and Open Space Master Plan Douglas County Open Space and Natural Resources (DCOSNR) seeks approval for the contribution to our partner of \$50,000.00, Outside 285, for their award of the Great Outdoor Colorado (GOCO) Community Impact Grant of \$1,610,825.00. The grant will reroute trails and add wayfinding signs in the Indian Creek area of the Pike National Forest. This work will improve public safety and enhance wildlife habitat. The Douglas County Sheriff’s Office and Douglas County Search and Rescue have written letters of support for this project. The BOCC previously approved the contribution of \$100,000.00 on August 13, 2024, in support of this project while the County Open Space and Advisory Committee (COSAC) recommended approval on July 11, 2024. The newly awarded grant retains all the benefits for half of the cost due to additional partners.

The total requested amount for the Outside 285 project is \$50,000.00. Staff have identified budget savings from the trails contract to fund this request.

**RECOMMENDED ACTION:** Approval of grant match.

**REVIEW:**

Dan Dertz	Escalated	4/2/2026
Christy Gordon	Approve	4/3/2026
Jeff Garcia	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026
Scott McEldowney - FYI	Notified - FYI	4/10/2026

**ATTACHMENTS:**

- Cover Page
- O285 Grant Agenda Item



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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Dan Dertz, Director of Open Space

**DESCRIPTION:** Outside 285 Grant Match in the Amount of \$50,000.00, for the Award of the Great Outdoor Colorado Community Impact Grant.

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The total requested amount for the Outside 285 project is \$50,000.00. Staff have identified budget savings from the trails contract to fund this request.

**RECOMMENDED ACTION:** Approval of grant match.

**REVIEW:**

Dan Dertz	Escalated	4/2/2026
Christy Gordon	Approve	4/3/2026
Jeff Garcia	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**  
O285 Grant Agenda Item

# Outside 285 Grant Funding Request

**Date:** 4/14/2026  
**To:** Douglas County Board of County Commissioners  
**Through:** Douglas J. DeBord, County Manager  
**From:** Dan Dertz, Director of Open Space and Natural Resources  
**CC:** Kirk Inderbitzen, Operations Manager  
Lindsay Williams, Land Manager Specialist/Ranger  
**Subject:** **Outside 285 Grant Match**

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<b>County Open Space Advisory Committee:</b>	<b>3/31/2026</b>
<b>Board of County Commissioners Meeting:</b>	<b>4/14/2026</b>

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## **I. EXECUTIVE SUMMARY**

To support the Douglas County Board of County Commissioners (BOCC) Parks, Trails and Open Space Master Plan Douglas County Open Space and Natural Resources (DCOSNR) seeks approval for the contribution to our partner of \$50,000.00, Outside 285, for their award of the Great Outdoor Colorado (GOCO) Community Impact Grant of \$1,610,825.00. The grant will reroute trails and add wayfinding signs in the Indian Creek area of the Pike National Forest. This work will improve public safety and enhance wildlife habitat. The Douglas County Sheriff's Office and Douglas County Search and Rescue have written letters of support for this project. The BOCC previously approved the contribution of \$100,000.00 on August 13, 2024, in support of this project while the County Open Space and Advisory Committee (COSAC) recommended approval on July 11, 2024. The newly awarded grant retains all the benefits for half of the cost due to additional partners.

The total requested amount for the Outside 285 project is \$50,000.00. Staff have identified budget savings from the trails contract to fund this request.

## **II. APPLICATION INFORMATION**

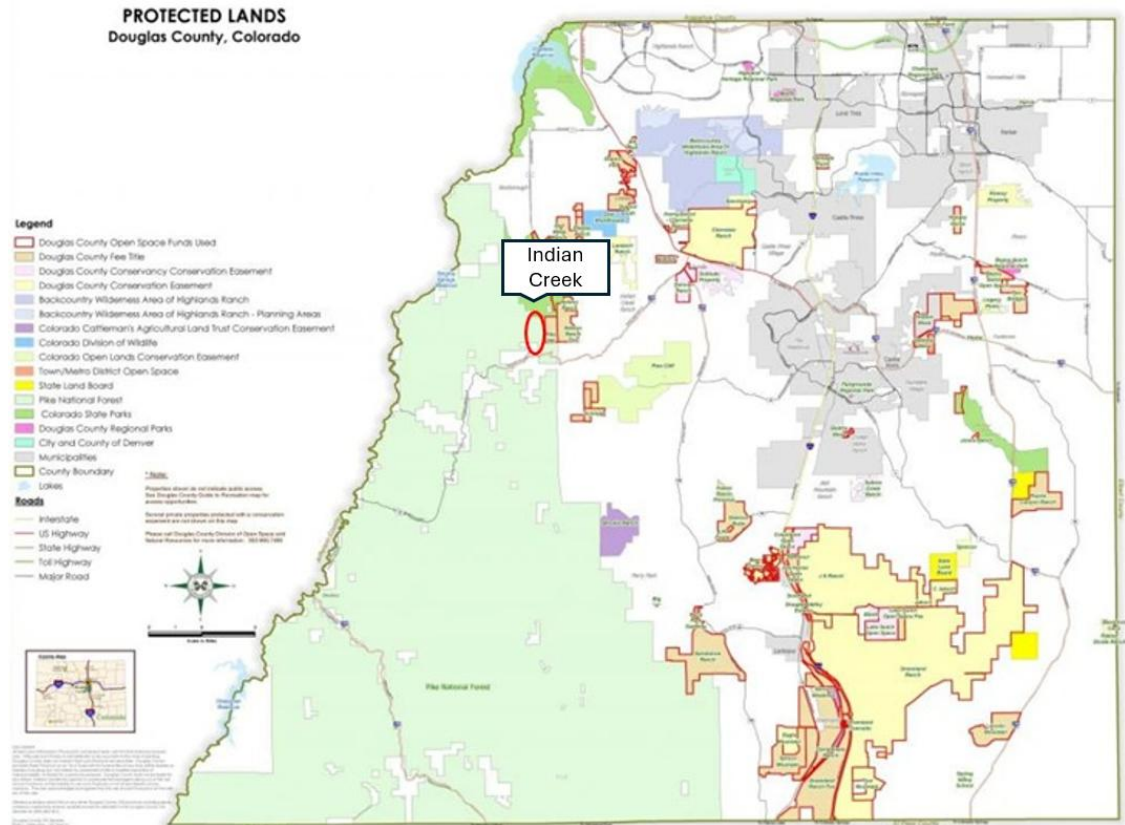
### **A. Request**

Approval of the use of Acquisitions and Trails Funds from the Parks, Trails, Historic Preservation and Open Space sales tax in the amount of \$50,000.00 to fund the Douglas County portion of the Outside 285 GOCO Community Impact Grant. The grant will increase safety for county residents and visitors, protect watersheds and wetlands, improve connections with Douglas County Open Space in the northwestern portion of the county, improve habitat, create sustainable trails, and close undesignated trails.



## B. Location

The Indian Creek trail system is located off North State Hwy 67, just west of South Rampart Range Road, in the northwestern portion of Douglas County. The Indian Creek Trail System ties directly into Pike Hill and Nelson Ranch Open Spaces.



## III. CONTEXT

### Background

In early September 2025 Outside 285 applied for the GOCO Community Impact Grant requesting \$1,610,825.00 for work in the Indian Creek area of Douglas County (and a small portion for the Mosquito Range west of Fairplay). As a partner of Outside 285 DCOSNR agreed to contribute \$50,000.00 match if the grant was awarded, however DCOSNR informed Outside 285 that we would no longer front the full cost of the project. In December 2025 GOCO awarded Outside 285 the full amount of their request. DCOSNR will have a say in how our funding is used. Improving public access, trails and signage. This trail system connects to Douglas County Open Space Ringtail trail system to the east.

In the spring of 2024 Outside 285 approached DCOSNR to inquire about support in applying for a GOCO grant. This request for supporting \$1,000,000.00 and matching \$100,000.00

was presented to County Open Space Advisory Committee (COSAC) and the BOCC. COSAC recommended the initial request of \$100,000.00 on July 11, 2024 while the BOCC approved of this on August 13, 2024. Outside 285 delayed their application for the grant by a year after guidance was given by GOCO on how to make a stronger application.

Douglas County Search and Rescue, Douglas County Sherriff's Deputies, Douglas County Open Space and Natural Resource Rangers and State Parks Staff respond to this area as needed to aid with rescue and recovery efforts throughout the year. This area is difficult to access with limited means of communication and poor signage that leads visitors astray. The area is currently bisected with undesignated trails that were never intended to exist; therefore, visitors are unsure of their location and how to get to their destination. Furthermore, the undesignated trails disrupt critical watersheds and wetlands, and habitat that was set aside for wildlife and were never designed to be sustainable.

#### **IV. COSAC RECOMMENDATION**

COSAC previously recommend the approval of \$100,000.00 on July 11, 2024.  
COSAC recommended approval of the \$50,000.00 request on March 31, 2026.

#### **V. STAFF ASSESSMENT**

Supporting Outside 285's Indian Creek Project aligns with the 2030 Master Plan Objectives OS 2C, OS 3D, and OS 3I. This project will improve public safety and access. Supporting regional trail links between open spaces areas with the National Forest. The proposed design improvements will protect and enhance wildlife habitat and ecosystems. This project will also strengthen multi-agency relationships, enhancing resource protection and emergency response capabilities. Staff have evaluated the use of the Open Space account of the PTHROS sales tax for the GOCO Community Impact Grant funding request and find the use of these funds to comply. Staff requests approval for the Outside 285 project with a matching contribution of \$50,000.00.

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**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Daniel Roberts, Assistant Director, Operations

**DESCRIPTION:** Amendment No. 4 to the Public Contract for Services for the 2024 General Public Information Services Project to Communication Infrastructure Group in the Amount of \$75,000.00, Douglas County Project Number CI 2024-013.

**SUMMARY:** In 2024, Douglas County engaged Communications Infrastructure Group (CIG) to provide public information services support to the County. This contract includes providing comprehensive and cohesive outreach efforts to communicate both construction impacts and how the Douglas County Board of County Commissioners is prioritizing Transportation for its citizens. The original contract amount was for \$96,000.00 (PO #2025020 Business Unit (BU) 800100 (Fund 200) - was a reissued PO from the original PO 2024093 that was accidentally closed in 2024); Amendment 1 was time extension only; Amendment 2 increased the original contract by \$60,000.00, and two new POs were issued associated with BU800464 AND BU 800156 both in Fund 230 (PO 2025538 and PO 2025539, both for \$30k each = \$60k); and Amendment 3 increased the contract by \$72,000.00 (increase to existing PO 2025020) extending the term of the contract through 12/31/26.

Amendment 4 will provide additional funding in the amount of \$75,000 total to provide these services for 2026 projects, including creation and management of a fiber project information line for Douglas County residents to find out about broadband projects impacting their neighborhood and to help resolve issues related to the various fiber installation projects throughout the County. The new contract amount, including Amendment 4, will be \$303,000.00.

Funding for Amendment No. 4 will come from BU 31400.443600 in Fund 200, in the amount of \$75,000, and a new PO will be created.

**RECOMMENDED ACTION:** Staff recommends approval of Amendment No. 4 to the Public Contract for Services for the 2024 General Public Information Services Project to Communication Infrastructure Group (CIG) in the amount of \$75,000.00, Douglas County Project Number CI 2024-013.

**REVIEW:**

Kristina Mann	Approve	3/25/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Cover Page  
Contract Amd - Communication Inf Group

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

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Funding for Amendment No. 4 will come from BU 31400.443600 in Fund 200, in the amount of \$75,000, and a new PO will be created.

**RECOMMENDED ACTION:** Staff recommends approval of Amendment No. 4 to the Public Contract for Services for the 2024 General Public Information Services Project to Communication Infrastructure Group (CIG) in the amount of \$75,000.00, Douglas County Project Number CI 2024-013.

**REVIEW:**

Kristina Mann	Approve	3/25/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Contract Amd - Communication Inf Group



**AMENDMENT TO PUBLIC CONTRACT FOR SERVICES  
2024 GENERAL PUBLIC INFORMATION SERVICES  
DOUGLAS COUNTY PROJECT NUMBER CI 2024-013  
AMENDMENT NUMBER FOUR (4)  
PURCHASE ORDER NUMBER: (new)  
ACCOUNT NUMBER: 31400.443600**

**THIS AMENDMENT** is entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the Board of County Commissioners of the County of Douglas, State of Colorado (the “County”), and Communication Information Group (CIG) (the “Consultant”).

**WHEREAS**, the County and the Consultant entered into a certain Public Contract for Services dated February 2, 2024 (the “Contract”); and

**WHEREAS**, the County and the Consultant originally agreed to a Maximum Contract Expenditure for services in the amount of Ninety-Six Thousand Dollars (\$96,000.00); and

**WHEREAS**, the County and the Consultant entered into Amendment Number Two (2) on May 27, 2025, increasing the compensation by an additional Sixty Thousand Dollars (\$60,000.00), for a total Maximum Contract Expenditure of One Hundred Fifty-Six Thousand Dollars (\$156,000.00); and

**WHEREAS**, the County and the Consultant entered into Amendment Number Three (3) on September 9, 2025, increasing the compensation by an additional Seventy-Two Thousand Dollars (\$72,000.00), for a total Maximum Contract Expenditure of Two Hundred Twenty-Eight Thousand Dollars (\$228,000.00); and

**WHEREAS**, the County and the Consultant desire to further amend the Contract by increasing the Maximum Contract Expenditure which may be paid to the Consultant. Compensation for the additional work associated with this Amendment Number Four (4) shall be Seventy-Five Thousand Dollars (\$75,000.00); and

**WHEREAS**, the County and the Consultant desire to amend the Contract by increasing the Maximum Contract Expenditure which may be paid to the Consultant and extending the Term; 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 Three Hundred and Three Thousand Dollars (\$303,000.00). 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.

**THE COST OF THIS ADDITIONAL WORK SHALL NOT EXCEED: \$75,000.00**

**PREVIOUSLY APPROVED PCS REVISIONS: \$ 132,000.00**

**TOTAL FOR ALL PCS REVISIONS (TO DATE): \$228,000.00**

**TOTAL FOR ORIGINAL PCS: \$ 96,000.00**

**AMENDMENT TO PUBLIC CONTRACT FOR SERVICES  
2024 GENERAL PUBLIC INFORMATION SERVICES  
DOUGLAS COUNTY PROJECT NUMBER CI 2024-013  
AMENDMENT NUMBER FOUR (4)  
PURCHASE ORDER NUMBER: (new)  
ACCOUNT NUMBER: 31400.443600**

**GRAND TOTAL INCLUDING ALL PCS REVISIONS SHALL NOT EXCEED: \$ 303,000.00**

**ACTUAL TIME AND MATERIALS FOR SERVICES PROVIDED SHALL BE BILLED MONTHLY.**

2. Section 5 of the Contract is hereby amended to read:

“**Term.** It is mutually agreed by the parties that the term of this Contract shall commence as of 12:01 a.m. on January 1, 2024 and terminate at 12:00 a.m. on December 31, 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.”

3. The remainder of the Contract shall remain in full force and effect.



**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Ken Worthington, Erosion Control Inspector II

**DESCRIPTION:** Requesting Approval to Pursue Funding from the US Department of Agriculture through the Wood Products Infrastructure Assistance Program, Administered by the Forest Service, by Applying for a Grant in the Amount of \$1,850,000.00 to Assist in the Purchase of a Second Biomass Energy Techniques PRD31 Pyrolysis System Unit for the Douglas County Public Works Operations Biochar Facility. No Local Match is Required for this Grant.

**SUMMARY:** The Douglas County Public Works Operations Biochar Facility is an innovative initiative designed to address the pressing challenges of wildfire risks and forest health in and around Douglas County, Colorado. By processing liability biomass from forest restoration and wildfire mitigation projects, as well as urban and yard woody waste, the facility will convert these materials into biochar, an organic material that can be used to improve soil quality, reduce water consumption, and filter pollutants. The addition of a second unit aims to double the amount of liability biomass that can be processed, up to 26,000 tons of biomass annually, significantly reducing hazardous fuel loads and enhancing forest health.

The funding will enable the installation of advanced pyrolysis technology, which is essential for the efficient conversion of biomass into renewable resources. The anticipated outcomes include the production of high-carbon biochar for use in both agricultural and industrial applications. These outcomes will not only mitigate wildfire risks but also foster local economic growth through job creation and sustainable biomass processing.

The unmet needs this project addresses are: enabling the conversion of a substantially larger volume of biomass byproducts, improving manufacturing efficiencies by allowing continuous operation and reducing bottlenecks in biomass processing, providing operational flexibility to accommodate varying feedstock types and volumes, and reducing downtime and maintenance impacts by distributing processing loads across two units. This will allow for the project's long-term benefits, which include enhanced forest health, improved

waste management, and a model for sustainable biomass utilization that can be replicated in other regions.

Douglas County will be requesting \$1,850,000 of federal funds through the grant. The WPIA grant program does not require any matching funds.

**RECOMMENDED ACTION:**

Approval to pursue funding from the USDA through the Wood Products Infrastructure Assistance Program (WPIA), administered by the Forest Service, by applying for a grant in the amount of \$1,850,000.00 to allow for the purchase of a second pyrolysis system unit for the Douglas County Public Works Operations Biochar Facility. No local match is required for this grant.

**REVIEW:**

Kristina Mann	Approve	4/1/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Escalated	4/8/2026
Jill Janz	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

Cover Page  
FY26 FS WPIA NOFO\_Instructions  
FS-1500-0049\_Final\_WPIA\_Application\_Form

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Ken Worthington, Erosion Control Inspector II

**DESCRIPTION:** Requesting Approval to Pursue Funding from the US Department of Agriculture through the Wood Products Infrastructure Assistance Program, Administered by the Forest Service, by Applying for a Grant in the Amount of \$1,850,000.00 to Assist in the Purchase of a Second Biomass Energy Techniques PRD31 Pyrolysis System Unit for the Douglas County Public Works Operations Biochar Facility. No Local Match is Required for this Grant.

**SUMMARY:** The Douglas County Public Works Operations Biochar Facility is an innovative initiative designed to address the pressing challenges of wildfire risks and forest health in and around Douglas County, Colorado. By processing liability biomass from forest restoration and wildfire mitigation projects, as well as urban and yard woody waste, the facility will convert these materials into biochar, an organic material that can be used to improve soil quality, reduce water consumption, and filter pollutants. The addition of a second unit aims to double the amount of liability biomass that can be processed, up to 26,000 tons of biomass annually, significantly reducing hazardous fuel loads and enhancing forest health.

The funding will enable the installation of advanced pyrolysis technology, which is essential for the efficient conversion of biomass into renewable resources. The anticipated outcomes include the production of high-carbon biochar for use in both agricultural and industrial applications. These outcomes will not only mitigate wildfire risks but also foster local economic growth through job creation and sustainable biomass processing.

The unmet needs this project addresses are: enabling the conversion of a substantially larger volume of biomass byproducts, improving manufacturing efficiencies by allowing continuous operation and reducing bottlenecks in biomass processing, providing operational flexibility to accommodate varying feedstock types and volumes, and reducing downtime and maintenance impacts by distributing processing loads across two units. This will allow for the project's long-term benefits, which include enhanced forest health, improved



waste management, and a model for sustainable biomass utilization that can be replicated in other regions.

Douglas County will be requesting \$1,850,000 of federal funds through the grant. The WPIA grant program does not require any matching funds.

**RECOMMENDED  
ACTION:**

Approval to pursue funding from the USDA through the Wood Products Infrastructure Assistance Program (WPIA), administered by the Forest Service, by applying for a grant in the amount of \$1,850,000.00 to allow for the purchase of a second pyrolysis system unit for the Douglas County Public Works Operations Biochar Facility. No local match is required for this grant.

**REVIEW:**

Kristina Mann	Approve	4/1/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Escalated	4/8/2026
Jill Janz	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

FY26 FS WPIA NOFO\_Instructions  
FS-1500-0049\_Final\_WPIA\_Application\_Form



# **NOTICE OF FUNDING OPPORTUNITY**

## **Instructions and Guidelines**

### **Wood Products Infrastructure Assistance Program**

## Fiscal Year 2026

Tentative Announcement: February 18, 2026

## I. BASIC INFORMATION

**Funding Opportunity Title:** Wood Products Infrastructure Assistance

**Announcement Type:** Initial Announcement

**Funding Opportunity Number:** USDA-FS-WPIA-2026

**Assistance Listing Number:** 10.725— Infrastructure and Investment Jobs Act Financial Assistance to Facilities that Purchase and Process Byproducts for Ecosystem Restoration

### **Funding:**

- **Estimated Total Program Funding:** Up to \$50 million from the Infrastructure Investment and Jobs Act (IIJA).
- **Expected Number of Awards:** Up to 25
- **Individual Award Funding:** \$50,000 to \$2,000,000. The Agency reserves the right to award an applicant less than the funding requested based on funding availability and project eligibility.

### **Key Dates:**

- **Application Due Date:** April 22, 2026
- **Anticipated Award Date:** June 2026

### **Agency Contact Information:**

USDA Forest Service Regional Wood Innovations Coordinators are available for questions. Their contact information is provided at the following weblink: [USDA Forest Service Regional Wood Innovations Coordinator Contacts](#). Applicants are **strongly encouraged** to consult with designated Coordinators to determine whether a project will be competitive, and to help develop proposals that conform to requirements and respond to grant program goals and objectives.

### **Executive Summary:**

The Wood Products Infrastructure Assistance (WPIA) program provides financial assistance to eligible entities to establish, reopen, retrofit, expand, or improve a sawmill or other wood-processing facility that will utilize byproducts from forest ecosystem restoration projects on federal or Tribal lands. Byproducts may include trees, logs, and woody biomass harvested through timber sales, thinning, hazardous fuels reduction treatments, or other management activities occurring in areas of high or very high need of ecosystem restoration at risk of unnaturally severe wildfire or insect/disease infestation and invest in surrounding communities.

Past awarded projects include facility or equipment upgrades supporting increased wood products manufacturing capacity and efficiency, leading to increased utilization of ecosystem restoration byproducts from federal or tribal lands. More information on past awarded projects can be found at <https://www.fs.usda.gov/science-technology/energy-forest-products/wood-innovation/grants>.

**Applicants must obtain a Grants.gov account and be registered with the System for Award Management (SAM) to apply to this funding announcement.**

## II. APPLICANT ELIGIBILITY

### A. Eligible Applicants

- For-profit entities
- State and local governments
- Indian tribes
- Not-for-profit organizations
- Higher education institutions
- Special purpose districts (e.g. public utilities districts, fire districts, school districts, conservation districts and ports)

Note: Indian Tribe (or Federally recognized Indian Tribe) includes: Any Indian Tribe, Band, Nation, or other organized group or community, including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (43 U.S.C. Chapter 33), which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians (25 U.S.C. 450b(e)). See annually published Bureau of Indian Affairs list of “Indian Entities Recognized and Eligible to Receive Services.” This also includes California Rancherias.

### B. Available Funding

- The minimum financial assistance request is \$50,000. Maximum financial assistance request is \$2,000,000. The Agency reserves the right to award an applicant less than the funding requested. Funding is provided as a cost reimbursement.

### C. Cost Sharing/Matching/Leveraging:

- Cost sharing or matching funds are not required.

## III. PROGRAM DESCRIPTION

### A. Funding Purpose:

The purpose of the Wood Products Infrastructure Assistance funding program is to support facilities that purchase and process byproducts from ecosystem restoration projects in areas at risk of unnaturally severe wildfire or insect or disease infestation. These ecosystem restoration byproducts could include trees and woody biomass harvested through timber sales, thinning, hazardous fuels reduction treatments, or other restoration management activities. The intent is to substantially decrease the cost of conducting restoration projects involving vegetation removal on federal lands and Tribal lands while investing in surrounding community economies.

### B. Funding Priorities:

- The facility procures a substantial quantity (approximately 50%) of raw materials from Federal or Tribal lands.
- Federal or Tribal land sources of feedstock have been identified as at risk for fire, insect,

or disease and a high priority for ecological restoration.

- The project facility must be in close proximity to the Federal or Tribal lands from which byproducts are procured.
- The project demonstrates how facility investment outcomes will reduce the cost (increase revenue) of ecological restoration/land management projects on Federal or Tribal lands through market opportunities for restoration byproducts (timber and biomass).

This program supports agency priorities to reduce commodity loss to wildfire, increase timber production, retain American energy production, and expand rural economies in accordance with all laws and policies including:

- Executive Order (EO) 14223 “Addressing the Threat to National Security From Imports of Timber, Lumber, and Their Derivative Products”
- EO 14225 “Immediate Expansion of American Timber Production”
- EO 14154 “Unleashing American Energy”
- EO 14308 “Empowering Commonsense Wildfire Prevention And Response”
- Secretarial Memos 1078-006 and 1078-011
- Forest Service Active Forest Management Strategy

**C. Program Goals and Objectives:**

- Support active forest management, improved forest health, and reduced wildfire risk on federal and Tribal lands
- Substantially decrease the cost of ecosystem restoration projects on federal and Tribal lands
- Strengthen forest products manufacturing and wood bioenergy production facilities

**D. Unallowable Costs:**

- Construction or improvements of buildings (facilities), land improvements, or site preparation
- Leasing equipment
- Purchasing mobile equipment, unless the applicant is a Tribal entity
- Labor for day-to-day facility operation or production expenses
- Purchasing ecosystem restoration byproducts or raw material feedstock
- Funding federal involvement in the project activities.

**E. Program Citations:**

The grants and agreements awarded under this announcement will support the Infrastructure Investment and Jobs Act (Pub. L. 117-58, Sec. 40804b3 and Div. J Title VI).

**IV. OTHER INFORMATION**

**A. Eligible Use of Funding:**

- Project funding may be used for personnel (salary and fringe benefits), travel, equipment (see below for more information), supplies, contractual costs, and appropriate other expenses associated with projects to establish, reopen, retrofit, expand, or improve a



sawmill or other wood-processing facility in close proximity to federal or Tribal lands that need ecosystem restoration and will generate byproducts from the restoration activities.

- **Equipment Costs:** Stationary or permanently installed wood processing and manufacturing equipment are eligible for purchase with federal funds. Purchase of mobile equipment and attachments for mobile equipment (*e.g., forklifts, skidders, feller bunchers, self-propelled in-woods chipping units*) is not allowed except for Indian Tribes.
  - Applicants should be aware that the purchase of equipment greater than \$10,000 (per unit) with federal funds creates a federal interest in the equipment until the fair market value of the proportionate federal share of the per-unit value falls below \$10,000.
  - Purchase of equipment with cooperator funds does not create a federal interest. Applicants are encouraged to use non-federal funding to purchase equipment and use federal funds to cover other relevant project associated costs, which include but are not limited to the engineering, design, transportation, and installation of the equipment.
  - For equipment procured with federal funding, there is a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States pursuant to [2 CFR § 200.322](#).
  - The successful applicant will be required to complete additional paperwork before and after receiving Forest Service funds for the equipment purchase and is subject to the regulations at [2 CFR § 200.310](#), [2 CFR § 200.313](#), and [2 CFR § 200.316](#). The entirety of the 2 CFR § 200 regulations are available for viewing: [eCFR :: 2 CFR Part 200 Subpart D - Property Standards](#).
- **Indirect Costs:** Applicants may request reimbursement for indirect costs using their established Negotiated Indirect Cost Rate Agreement (NICRA, if applicable) or the de minimis rate of 15% of Modified Total Direct Costs (MTDC) per [2 CFR § 200.414](#).
  - MTDC are calculated as defined in 2 CFR § 200.1 “[Modified Total Direct Cost \(MTDC\)](#)”.
  - If applying using a NICRA, a copy of the NICRA is required to be provided as an Appendix.

## V. APPLICATION CONTENTS AND FORMAT

### A. Required Contents:

- Project Narrative consisting of the Application Form (FS-1500-0049 AND attached appendices combined into one PDF file
- Required Federal Forms:
  - SF-424: Application for Federal Assistance
  - SF-424A: Budget Information for Non-Construction Programs
  - SF-424B: Assurances for Non-Construction Programs
  - Project Narrative Attachment Form (*for submitting the above Project Narrative consisting of FS-1500-0049 and appendices*)

Applicants will access and submit the required application materials (Items above) in [Grants.gov](https://www.grants.gov). See [Section VI. Submission Requirements and Deadlines](#) for more information and detailed instructions. Emailed, mailed or faxed proposals will not be accepted.

**B. Application Form (FS-1500-0049) Overview and Guidance:**

Below is an outline of the Wood Products Infrastructure Assistance application form (FS-1500-0049). Address each item under the Cooperator Contact Information on page 1 of the application form and under each subheading:

- **Project Questionnaire** *(See application form for explanatory information)*
- **Description of Project and Financial Plan**
  - Describe the intended project activities and financial need of the project facility. Described the planned project activities that will 1.) Utilize meaningful volumes of byproducts from ecosystem restoration activities on federal lands or Tribal lands and/or 2) Improve manufacturing efficiencies to ensure continued operations at the project facility.
  - In addition, describe how the financial assistance will play a role in creating long-term wood utilization that will support continued ecosystem restoration work on federal or Tribal lands. Identify the following:
    - What are the project’s goals and objectives?
    - How will the financial assistance be used to increase wood utilization capacity or manufacturing efficiencies at the project facility?
    - What is the anticipated impact of the financial assistance on the ability of federal or Tribal land managers to reduce wildfire risk or insect and disease infestation?
    - Describe how the facility investments proposed in the project reduces the cost by increasing revenue of ecological restoration/land management projects (timber sales, stewardship contracts and agreements, and third-party contracts) on Federal or Tribal lands. Address how facility investments positively impact the utilization and value of restoration byproducts (timber and biomass). Where possible, include quantifiable numbers or documentation.
      - Increases utilization of low value logs, of species/product groups, biomass, mill residuals, etc.
      - Increases the volume and/or value for byproducts (timber and biomass) from ecological restoration projects on federal or tribal lands.
      - Procures and uses timber subject to agreement or optional removal wood that would otherwise be left in the forest to directly reduce costs or provide revenue.
      - Increases efficiency of the facility, reduces costs, or increases product values, allowing the facility to bid more competitively on restoration projects.
      - Creates an increased procurement distance that opens up

additional sourcing from restoration projects, thereby opening up or improving markets for materials removed from the forest.

- Creates market opportunities for federal and Tribal ecological restoration projects where markets were not viable before the project.
  - Describe how the project will address Administration priorities including relevant Executive Orders (EOs), Secretarial Memos, and Agency guidance (see Section III.B for a complete list)
- **Budget Tables and Justification**
  - The Project Budget Table and Justifications are required in the application form. **No match is required.** The budget tables should support the Description of Financial Need and mirror data entered in the required financial form SF-424A (Budget Information for Non-Construction Programs).
- **Required Appendices**
  - Appendices must be attached to the Wood Products Infrastructure Assistance Application Form (FS-1500-0049) and combined into one PDF file.
  - Appendices should be well organized with an index so reviewers can readily find information of interest.
  - Letters of support specifying commitment of non-federal funding contributions (cash or in-kind) to the project.
  - List of all other funds (Federal, State, private) received for this project and closely related projects within the last 5 years (include agency, program name, and dollar amount).
  - Short resume or curriculum vitae for key team members.
  - If applicable, a copy of organization’s approved NICRA is required if requesting indirect costs
- **Optional Appendices**
  - Copies of current contracts or supply agreements for byproducts (timber and biomass) procured from federal, tribal, state, county, city, or private lands.
  - Woody Biomass Resource Supply Assessment (recommended for larger wood energy proposals).
  - Cost quotes from equipment manufacturers or firms for items or services directly related to this financial request for assistance.
  - Feedstock supply studies related to the project facility.
  - Letters of support for the project from land management agencies, tribal governments, private landowners, timber suppliers, trade associations, or other project partners.

## VI. SUBMISSION REQUIREMENTS AND DEADLINES

### A. Accessing the Application Package and Materials

Application materials, including required forms and a copy of this Notice of Funding Opportunity, can be accessed at [www.grants.gov](http://www.grants.gov). Click on the “Search Grants” tab and enter the Funding Opportunity number or Assistance Listing number below and click the search button.

- Funding Opportunity Number: USDA-FS-WPIA-2026
- Assistance Listing: 10.725

## B. System for Award Management (SAM.gov)

- **Each applicant must register in SAM.gov before applying – An active SAM registration is required prior to starting the application process. This process can take some time so early registration is highly recommended.**
- The System for Award Management (SAM.gov) is a government-wide registry for organizations doing business with the Federal government. There is no fee for registering with SAM.gov.
- Applicants must maintain an active SAM.gov registration with current information at all times during the application period and while the Federal award is active.
- The entity name and business address registered in SAM **must** exactly match the applicant’s name and address provided on the Wood Products Infrastructure Assistance application and the SF-424 form.
- Helpful resources:
  - SAM.gov new registration: <https://sam.gov/entity-registration>
  - SAM.gov self-help: <https://sam.gov/help>
  - SAM entity registration video: [https://www.youtube.com/watch?v=ZJju\\_0bNCY&t=63s](https://www.youtube.com/watch?v=ZJju_0bNCY&t=63s)
  - For further assistance with SAM registration, contact an APEX Accelerator organization near you: <https://www.apexaccelerators.us>

## C. Submission Instructions

- Applicants must apply for this funding opportunity at [www.grants.gov](http://www.grants.gov). **No emailed, mailed, or faxed applications will be accepted.**
- An online Grants.gov account is required to view, create and submit a grant application package. The point of contact for an application will need to create an account using the same email address as used in the SAM.gov registration.
- An applicant’s Unique Entity Identifier (UEI) obtained during the SAM registration must be added to their Grants.gov profile
- Apply by using the Workspace function in Grants.gov. Workspace is the standard way for organizations or individuals to apply for federal grants in Grants.gov. Workspace allows a grant team to simultaneously access and edit different forms within an application.
- **Note that the Wood Products Infrastructure Assistance application form (FS-1500-0049) combined with appendices must be uploaded as an attachment under the “Project Narrative Attachment Form” in the Grants.gov Workspace.**
- Helpful resources:
  - Grants.gov Frequently Asked Questions (FAQs): <https://www.grants.gov/applicants/applicant-faqs>

- For assistance related to Grants.gov registration and accessing the forms, contact the Grants.gov helpdesk at 1-800-518-4726 or [support@grants.gov](mailto:support@grants.gov).

#### D. Submission Dates and Times

- Applications must be submitted through Grants.gov by **11:59PM Eastern Standard Time (EST), Wednesday, April 22, 2026** with NO EXCEPTIONS.

#### E. Intergovernmental Review

- This funding opportunity is not subject to Executive Order 12372, “Intergovernmental Review of Federal Programs.”

### VII. APPLICATION REVIEW

#### A. Responsiveness Review

- Incomplete submissions will disqualify an application from the review process. Late or emailed, faxed, or mailed proposals will not be accepted.

#### B. Evaluation Criteria:

Awarded projects must meet the following requirements to be selected:

- Utilize a significant amount of ecosystem restoration byproducts from federal or Tribal lands
- Source byproducts from federal or Tribal lands in need of ecosystem restoration
- Demonstrate how the byproducts sourcing area meets the criteria of high to very high need of ecosystem restoration
- Support facilities which manufacture or utilize wood products
- Demonstrate how the project reduces the cost of ecological restoration/land management projects on Federal or Tribal lands.

Each proposal will be evaluated based on its ability to meet the following criteria. Each proposal can earn a maximum of 85 total points.

- ***Impact that the financial assistance will have on pace and scale of ecosystem restoration projects on federal or Tribal lands by reducing the risk of unnaturally severe wildfire or insect and disease infestation. (45 points total)***
  - Significant increase in the volumes of byproducts that will be removed/utilized and/or acres that will be restored because of the federal financial assistance. (10 points)
  - Project facility procures a significant percentage of their feedstock from ecosystem restoration projects on federal or Tribal lands. (10 points)
  - Project contributes substantially to the development of market-based solutions to increase the pace and scale of ecological restoration. (10 points)
  - Project reduces the cost of ecological restoration/land management projects on Federal or Tribal lands. (10 points)
  - Project facility is within close proximity to the planned federal or Tribal lands. (5 points)

- ***Technical and financial readiness and capacity of project facility to meet the goals of the grant program. (35 total points)***
  - Planned forest restoration byproduct utilization strategy and project plan is aligned with area federal or Tribal forest restoration needs. (10 points)
  - Plan clearly identifies the actions that will be implemented for the processing facility to increase the utilization of forest restoration byproducts. (10 points)
  - Project will have significant and near-term impacts on the utilization of byproducts from federal or Tribal lands. (10 points)
  - Proposed project financial plan is complete and demonstrates how the requested funding will move the project towards achieving the program goals. (5 points)
- ***History of the applicant in processing wood products from federal or Tribal lands as either a primary contract holder, subcontractor (holds supply agreements), or customer (sources). (5 points)***

### **C. Review and Selection Process**

- Proposals will initially be evaluated based on whether they meet the program intent and the program requirements as identified in the “Review Criteria” section of this Notice of Funding Opportunity. Proposals which do not meet program requirements will not be included in the national review process.
- The national review process includes:
  1. Review and prioritization by Forest Service regional leadership
  2. Evaluation scoring by the national technical review panel based on the evaluation criteria described in this Notice of Funding Opportunity
  3. Review and prioritization by national Forest Service and program leadership
- Responses and feedback from the national review process will be considered when selecting projects for award.
- In addition, the Forest Service may consider performance and status of previous or ongoing Wood Innovations grants and other Federal grants and awards in making awards under this program and authority.
- The Agency also reserves the right to consider proposals for other Wood Innovations funding programs after the application deadline.

### **D. Risk Review**

- Prior to making a Federal award, the Federal agency is required to review eligibility information for applicants and financial integrity information for applicants available in OMB-designated databases per the Payment Integrity Information Act of 2019 (Pub. L. 116-117), the “Do Not Pay Initiative” ([31 U.S.C. 3354](#)), and [41 U.S.C. 2313](#).
- Before making a Federal award with a total amount of Federal share greater than the simplified acquisition threshold (\$250,000), the Federal agency must review and consider any information about the applicant that is in the responsibility/qualification records available in SAM.gov (see [41 U.S.C. 2313](#)).
- Applicants can review and comment on any information in the responsibility and qualification records available in SAM.gov. Before making decisions in the risk review



required by [§ 200.206](#) the Federal agency will consider any comments by the applicant, along with information available in the responsibility/qualification records in SAM.gov.

- The Forest Service will also consider the following items when evaluating project risk:
  - Financial stability. The applicant's record of effectively managing financial risks, assets, and resources.
  - Management systems and standards. Quality of management systems and ability to meet the management standards prescribed in this part.
  - History of performance. The applicant's record of managing previous and current Federal awards, including compliance with reporting requirements and conformance to the terms and conditions of Federal awards, if applicable.
  - Audit reports and findings. Reports and findings from audits performed under subpart F or the reports and findings of any other available audits, if applicable.
  - Ability to effectively implement requirements. The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on recipients of Federal awards.

## VIII. AWARD NOTICES

**Award of Funding Notice:** Award announcements expected in June 2026. All applicants will be notified via email about the success of their application. Successful applicants will receive notification from the Forest Service.

- The notification of award is not an authorization to begin project performance. The completed Federal award documentation is the authorizing document.
- If pre-award costs are allowed, approval will be provided by Forest Service program staff, but beginning performance is done at the applicant's own risk.
- Project costs and expenses incurred prior to the award announcement date will not be reimbursable with Forest Service funds and are not eligible for consideration as match.
- Awarded applicants must have an active SAM.gov registration before announcement and finalizing award agreements.
- Recipients and subrecipients of Forest Service Federal financial assistance must comply with the [Forest Service](#) and [USDA General Terms and Conditions for Federal Awards](#). Applicants are strongly encouraged to review these terms and conditions. Additional agency and/or program conditions may also be included in awards.

## IX. POST-AWARD REQUIREMENTS AND ADMINISTRATION

### A. Progress and Financial Reports

- Quarterly interim financial reports (Form SF-425) and progress reports are required for awarded projects. Submission instructions and templates for submitting these reports will be provided as part of the execution of the grant agreement.
- In addition to project accomplishments, progress reports must include the following quantified information as it occurs, if as applicable. For any information that is not available/applicable, progress reports should note why such information is not available/applicable.
  - Increase in production or processing capacity, product recovery, product value

- added, increase in timber utilization, and/or other production improvements.
- Impact to markets for wood raw materials.
- Increase in utilization and adoption of wood products.
- Increase in energy production and/or energy cost savings.
- Jobs retained or created.
- List and patents resulting from projects, if applicable
- Additional reporting requirements are included in [2 CFR § 180.335](#), [§ 180.350](#), and [Appendix XII](#).

## X. OTHER INFORMATION

### A. Confidentiality:

Materials submitted to the Forest Service, such as funded grant applications and progress reports, are subject to the Freedom of Information Act (FOIA). Upon request, the Forest Service may be obligated to disclose such records. However, documents or portions of documents will be protected if they satisfy the requirements of one or more FOIA exemptions.

- FOIA Exemption 4 protects commercial and financial information that constitutes a trade secret, or whose release would cause competitive harm to the organization that provided the information.
- FOIA Exemption 6 protects information whose release “would reasonably be expected to constitute an unwarranted invasion of personal privacy.”

In the event that the Forest Service receives a FOIA request seeking information provided by your organization, [Executive Order 12600](#) requires the Forest Service to consult with you regarding the potential release of this information. When assembling your application, you may wish to highlight any information that constitutes a trade secret, whose release would cause you competitive harm, or whose release would impact personal privacy. For more information about the FOIA and its exemptions, please consult the Department of Justice Guide to the Freedom of Information Act.

### B. Contacts for Assistance:

- **SAM.gov entity registration:**
  - SAM Help Desk <https://sam.gov/help>
  - SAM assistance for Federal applicants (APEX Accelerators): <https://www.apexaccelerators.us/#/service-area-locator>
- **Grants.gov registration and functions:**
  - All questions regarding Grants.gov technical assistance must be directed to [Applicant Support](#). Applicants may also call the 24/7 toll-free support number 1-800-518-4726 or email [support@grants.gov](mailto:support@grants.gov).
- **For questions related to the Application content development process and Wood Innovations Grant program goals:**
  - Wood Innovations Coordinators by state: <https://www.fs.usda.gov/science->

[technology/energy-forest-products/wood-innovation-contacts](https://www.fs.usda.gov/science-technology/energy-forest-products/wood-innovation-contacts)

- Wood Innovations Program website: <https://www.fs.usda.gov/science-technology/energy-forest-products/wood-innovation>.
- Past Wood Innovations Grant awarded projects: <https://www.fs.usda.gov/science-technology/energy-forest-products/wood-innovation/grants>
- **Program email:** [sm.fs.wood.innovations@usda.gov](mailto:sm.fs.wood.innovations@usda.gov)



# WOOD PRODUCTS INFRASTRUCTURE ASSISTANCE APPLICATION

(Reference Public Law 117-58)

FS-1500-0049 (REV. 07/2025)  
OMB No: 0596-0254  
Exp: 10/31/2026

## PUBLIC BURDEN STATEMENT

According to the Paperwork Reduction Act of 1995, a Federal agency may not conduct or sponsor, and a person is not required to respond to, an information collection request unless it displays a valid Office of Management and Budget (OMB) control number. The valid OMB control number for this information collection request is 0596-0254. Response to this information collection request is mandatory to obtain or retain benefits. The authority for this information collection request is Infrastructure Investment and Jobs Act / Bipartisan Infrastructure Law, Public Law 117-58, Section 40804(b3). The time required to complete this information collection request is estimated to average 5.25 hours per response, including the time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed, and completing and reviewing the information collection request. Send comments regarding this burden estimate or any other aspect of this information collection request, including suggestions for reducing the burden, to USDA Forest Service Information Collections Officer, SM.FS.InfoCollect@usda.gov, with OMB control number 0596-0254 in the subject line.

## NONDISCRIMINATION STATEMENT

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the State or local Agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Mail Stop 9410, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

USDA is an equal opportunity provider, employer, and lender.

## PRIVACY ACT STATEMENT (5 U.S.C. § 552a)

The Privacy Act of 1974 (5 U.S.C. § 552a) requires that when the Federal Government requests personally identifiable information from individuals, we tell them our legal right to ask for the information, why we are asking for it, whether providing it is mandatory or voluntary, any effects on individuals not providing it, and how it will be used. The U.S. Department of Agriculture (USDA) Forest Service (FS) established the Wood Products Infrastructure Assistance program to provide financial assistance to facilities that purchase and process byproducts from ecosystem restoration projects in areas at risk of unnaturally severe wildfire or insect or disease infestation through funding from the Bipartisan Infrastructure Law (BIL). FS has launched the Wood Products Infrastructure Assistance program to partner with private, non-profit, and government sectors including Tribes, local and state governments, businesses and for-profit entities, institutions of higher education, as well as public utility, fire, conservation, and school districts to assist in collecting information. The purpose of this information collection is to determine an applicant's eligibility to receive funding under Funding Opportunity Announcement USDA-FS-WPIA to establish, reopen, retrofit, expand, or improve a sawmill or other wood-processing facility in close proximity to federal or Tribal lands that needs ecosystem restoration and will generate byproducts from the restoration activities. This program is authorized by the Infrastructure Investment and Jobs Act / Bipartisan Infrastructure Law, Public Law 117-58, Section 40804(b3).

We are collecting information on facility type, North American Industry Classification System (NAICS) code, project location, current and future facility feedstock amounts and sources, planned usage of project funds, and whether the project will benefit disadvantaged communities. Providing this information is voluntary but necessary to process your application for approval to receive program benefits. If you choose to apply for the Wood Products Infrastructure Assistance program, you must provide all requested information. Failure to provide complete information may delay or prevent processing or review of your application for benefits.

This information could be disclosed to the Department of Justice for the purpose of litigating any civil, administrative, or judicial proceeding or criminal prosecution (including the presentation of evidence, disclosures to opposing counsel or witnesses, in discovery or in settlement negotiations, or in response to a subpoena) where the United States, USDA, or its employees (in their official capacities or where the government has decided to represent them) are parties; and to provide information to congressional offices in response to inquiries made at the request of the individuals to whom the information pertains. A System of Records Notice (SORN), which would describe the routine uses of the information, is not necessary for this collection. According to the Privacy Act of 1974, while records containing PII are maintained by the Agency, records related to this collection are not retrieved using a personal identifier. The system of records to be used for this collection is internal only and neither government-wide nor central. The records for this collection will be stored in a secure cloud-based content storage system. Files stored in this system are not accessible via indexing and cannot be retrieved by name or other personally unique identifier. The Privacy Impact Assessment for Pinyon, Section 6.1, states that a SORN is not required if records are stored using this system.

## CONFIDENTIALITY STATEMENT

The Privacy Act of 1974, 5 U.S.C. 552a, and the Freedom of Information Act (FOIA), 5 U.S.C. 552, govern the confidentiality to be provided for information received by the Forest Service. Materials submitted to the Forest Service, such as grant applications and progress reports, are subject to FOIA. Upon request, the Forest Service may be obligated to disclose such records. However, documents or portions of documents will be protected if they satisfy the requirements of one or more FOIA exemptions. FOIA Exemption 4 protects commercial and financial information that constitutes a trade secret, or whose release would cause competitive harm to the organization that provided the information. FOIA Exemption 6 protects information whose release "would reasonably be expected to constitute an unwarranted invasion of personal privacy."

In the event that the Forest Service receives a FOIA request seeking information provided by your organization, Executive Order 12600 requires the Forest Service to consult with you regarding the potential release of this information. When assembling your application, you may wish to highlight any information that constitutes a trade secret, whose release would cause you competitive harm, or whose release would impact personal privacy. For more information about the FOIA and its exemptions, please consult the Department of Justice Guide to the Freedom of Information Act.

## Cover Page for Part 1: Cooperator Contact Information

**Required Actions** - Ensure that your organization is registered with the System for Award Management (SAM), which is located at <https://sam.gov>.

1. Project Title:
2. Project Length (*Typically 2-3 years up to a maximum of 5 years*):
3. Legal Business Name of Applicant:
4. Project Facility Type (*Check all that apply*):    Wood Processing Facility    Wood-to-Energy Facility    Sawmill
5. Physical Location of the Current or Proposed Project Facility (*Provide physical address, weblink from an online mapping service, or geographic coordinates*):
6. Project Cost & Cooperator Funding
  - A. USDA Forest Service Funding Request:
  - B. Cooperator Funding<sup>1</sup> (*Amount of non-federal funds allocated to project*):
  - C. Cooperator Funding as a Percentage of USDA Forest Service Funding Request ( $B / A \times 100$ ):
  - D. Total Project Cost ( $A + B$ ):

### 7. Contact Information

Financial Agreement Contact (*Responsible official for the financial administration of the grant agreement*)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization/Company: \_\_\_\_\_

Street Address/P.O. Box: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Project Contact (*Responsible for the management/coordination of the project*) If listed above, check box

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization/Company: \_\_\_\_\_

Street Address/P.O. Box: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

<sup>1</sup>While a match is not required, cooperator funding is a project selection criterion. Applicants are more likely to be funded if at least 25% of the total project cost originates from non-federal dollars.

## Project Questionnaire, Description of Project and Financial Plan, Budget Table and Justification, and Appendices

### Part 1: Project Questionnaire, Description of Project and Financial Plan, Budget Table and Justification, and Appendices

#### A. Project Questionnaire - Answer each question as accurately as possible.

Q1 . Primary purpose of the financial assistance request. *(Select all that apply).*

Establish a processing/manufacturing facility where previously there had been no facility.

Reopen a facility that was shut down or idled.

Retrofit or convert an operation or idled facility.

Expand an operational or idled facility to increase wood or biomass utilization and or manufacturing capacity.

Improve a facility to increase operational efficiencies and or reduce operational costs.

Other purpose *(Provide concise details in space below).*

Q2 . Status of the facility that is the primary purpose of the financial request *(Select all that apply).*

Not operating but will be at more than 50% capacity in less than 6 months.

Currently under construction.

Seeking non-federal financing to initiate construction.

Development/engineering phase.

Operating at less than 50% capacity or idled.

Operating at full production capacity.

Permanently shut down.

Other *(Provide details below).*

Q3 . What percentage of raw materials used at the project facility are currently or will be byproducts *(logs, woody biomass, etc.)* from ecosystem restoration projects on federal or Indian lands?

Check this box if the project facility utilizes wood waste from other facilities and enter below, the percentage estimate of raw materials from the wood waste facility that originate from ecosystem restoration projects on federal or Indian lands.



Q4 . (a) At current operating status, list the volumes and types of raw materials, on an annual basis, that are procured for the project facility (e.g., 150,000 green tons of whole-tree chips per year).

(b) Of the above amounts, identify the volumes and types of materials that originate from federal or Indian lands.

Q5 . How much additional byproducts from federal or Indian lands is projected to be utilized as a result of the financial assistance being requested? List the additional volume quantities (*tons, board feet, or CCF*) and types of byproducts that would be procured for the project facility if the financial assistance is awarded. Please provide justification for the projected volumes.

Q6 . (a) Identify any ecosystem restoration projects that the project facility is currently or planning to collaborate with. Identify if the ecosystem restoration project is primarily occurring on federal, Indian, state, private lands, or a combination.

(b) What is the furthest distance the byproducts travel to the project facility from the ecosystem restoration projects?

Q7 . (a) Identify any federal or Tribal forestland or rangeland that the project facility currently has under contract with that allows for the removal and utilization of merchantable or unmerchantable wood products and/or woody biomass. Please provide copies of these contracts in the Appendix of Part 1 of this application.

(b) What is the furthest distance the byproducts travel to the project facility from the ecosystem restoration projects listed above?

Q8. Identify if the raw material sourcing areas for the project facility are located within one of the Top 10 USDA Forest Service designated Firesheds - [Critical Firesheds Interactive Map Weblink](#).

Yes      No      Could not be determined

Q9 . Using the [Wildfire Risk to Communities Interactive Map](#), search by **county** and then select *Wildfire Likelihood*, for the **county** that will be the main source of raw material for the project facility (*Stevens County, WA used as an example*).



**Stevens County has a high risk of wildfire—higher than 88% of counties in the US.**

---

**Understand your risk**

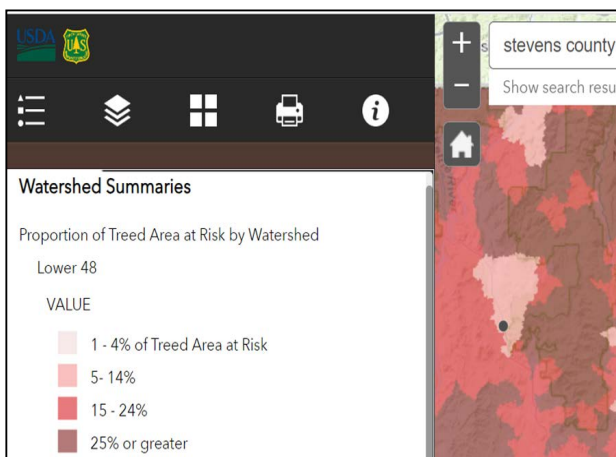
Wildfire risk is based on several factors. Understanding which factors affect your community can help you identify strategies to reduce your risk.

**Risk to Homes**  
The relative risk to a house for every location on the landscape, whether a house currently exists there or not.

**Wildfire Likelihood**  
The probability of a wildfire burning in any given year.

What is the *Wildfire Likelihood* percentile for the county or counties, that will serve as the main source of raw materials for the project facility, as compared to other counties in the United States?

Q10 . Using the [National Insect & Disease Risk Map](#), identify *Proportion of Treed Area at Risk* for the area(s) that will be supplying raw material to the project facility. Click on the legend symbol in the upper right of the map to identify how the map colors correspond to the proportion categories (*Select all that apply*).



0% of Treed Area at Risk

1 - 4%

5 - 14%

15 -24%

25% or greater

Could not be determined

I have provided additional forest health information as an Appendix item.

**CONTINUE ON TO SECTION B OF THE APPLICATION**

**B. Description of Project and Financial Plan** (*Address the following in spaces provided beginning on page 10*)

Describe the intended project activities and financial need of the project facility. Describe the planned project activities that will (1) Utilize meaningful volumes of byproducts from ecosystem restoration activities on federal lands or Tribal lands and/or (2) Improve manufacturing efficiencies to ensure continued operations at the project facility. In addition, describe how the financial assistance will play a role in creating long-term wood utilization that will support continued ecosystem restoration work on federal or Tribal lands. Identify the following:

1. What are the project goals and objectives?
2. How will the financial assistance be used to increase wood utilization capacity or manufacturing efficiencies at the project facility?
3. What is the anticipated impact of the financial assistance on the ability of federal or Tribal land managers to reduce wildfire risk or insect and disease infestation?
4. Identify how the project will assist in reducing the cost of conducting ecological restoration projects that generate byproducts such as logs and woody biomass.

**ADDRESS THE ABOVE ITEMS IN THE SPACE PROVIDED ON THE FOLLOWING PAGES**



**B. Description of Project and Financial Plan** (*Information to be provided is limited to the space on pages 10 and 11. Additional space is provided on the next page.*)

**B. Description of Project and Financial Plan Continued** (Information to be provided is limited to the space pages 10 and 11.)

**C. Budget Tables and Justification**

The Project Budget Table and Justifications are required in Part 1 of the application. While no match is required, if applicant is using non-federal funds as match to the project, identify these contributions in Column II of the Project Budget table and in the Cooperator Match Funding Table. The budget tables should support the Description of Financial Need and mirror data entered in the required financial form SF-424A (*Budget Information for Non-Construction Programs*).

Instructions for the Project Budget Table:

Lines 1-8: Enter the dollar amount for each item.

Line 4: Only stationary equipment is eligible for Forest Service grant funds. Indian Tribes seeking financial assistance will be allowed to use the Forest Service funding for the purchase of mobile equipment.

Line 9: Sum of Lines 1 through 8.

Line 10: Costs not directly attributable to accomplishing the project, such as overhead or indirect costs. Indirect costs are limited to 15% of modified total direct costs unless a federally negotiated indirect cost rate agreement (NICRA) has been established.

Line 11: Sum of Lines 9 and 10

Line 12: Use the total in Line 11, Column III to determine the percentage of each share in Line 12, Columns I and II.

**Project Budget Table**

Budget Categories	I. Forest Service Funds	II. Cooperator Funds (non-federal funds)	III. Total
1. Personnel			
2. Fringe Benefits			
3. Travel			
4. Equipment			
5. Supplies/Materials			
6. Contractual			
7. Construction	N/A	N/A	N/A
8. Other			
9. Total Direct Charges			
10. Indirect Charges			
11. Total			
12. Percentage of Total			

Note: Applicants should be aware that the purchase of stationary equipment (>\$10,000) with USDA Forest Service funds creates a federal interest in the equipment. Any proposed equipment purchase is subject to the regulations at 2 CFR § [200.310](#), [200.313](#), and [200.316](#). These and other 2 CFR § 200 regulations are available for viewing at the Code of Federal Regulations website <https://www.ecfr.gov/>

**Cooperator Match Funding Table** - Identify the value of the contributions your organization or partners will be bringing to the project. The totals in this table should equal Column II Cooperator Funds in the above Project Budget Table. Letters of financial support from partners should be included as an Appendix item.

Cooperator	Cash	Materials	In-Kind Services	Total
<b>Totals</b>				

**Budget Justification**

On the following pages, please provide specific details on how USDA Forest Service funding will be used for each of the budget categories identified in the previous two budget tables.

**Budget Line 1. Personnel:** This is the actual estimated salary cost paid and does not include fringe benefits. Show job titles or positions, estimated days or hours, and the estimated cost per day or hour. Clearly delineate if the personnel costs listed below are being used as in-kind match or if the personnel costs are part of the overall financial request. Cost must align with regulations listed in [2 CFR § 200.430](#). *(This field is limited to 4,700 characters with spaces)*

**Budget Line 2. Fringe Benefits:** Fringe benefits are generally expressed as a percentage of salary cost. Provide the rate and total estimated cost or in-kind contribution. *(This field is limited to 1,625 characters with spaces)*

**Budget Line 3. Travel:** Show anticipated trips, number of travelers, locations, and an estimated cost per trip. Clearly delineate if the travel is being requested as part of the federal financial assistance or if travel is being used as in-kind match. *(This field is limited to 1,625 characters with spaces)*

**Budget Line 4. Equipment:** Identify all equipment that is being funded with federal financial assistance and which equipment will be used as in-kind match. When possible provide documentation of equipment cost or quotes as an appendix item. *(This field is limited to 5,000 characters with spaces)*



**Budget Line 5. Supplies/Materials:** Identify all materials and supplies that is being funding with federal financial assistance and which items will be used as in-kind match. When possible provide documentation of cost estimates or quotes as an appendix item. *(This field is limited to 5,000 characters with spaces)*

**Budget Line 6. Contractual:** Identify contractual costs that is being funding with federal financial assistance and which items will be used as in-kind match. When possible provide documentation of cost estimates or quotes as an appendix item. *(This field is limited to 5,000 characters with spaces)*

**Budget Line 8. Other:** Identify other project costs, that do not fit in the previous categories that are being funding with federal financial assistance and which items will be used as in-kind match. When possible provide documentation of cost estimates or quotes as an appendix item. Note: Federal funds **cannot** be used for construction activities and construction activities cannot be used as in-kind match. In addition, federal funds cannot be used for activities that improve land as defined in [26 CFR § 1.856-10 Definition of real property](#). *(This field is limited to 4,000 characters with spaces)*

## D. Appendices

The following items are **required** appendices of Part I and do not have page limitations or formatting requirements.

1. Resumes of project team members and highly relevant partners.
2. If applicable, a list of all funds (*federal, state, private*) received, that are closely related to this financial request within the last five years (*include agency, program name, and dollar amount*).
3. A screen shot from [SAM.gov](https://sam.gov) showing either an active registration or that the registration process has been initiated in [SAM.gov](https://sam.gov). Click for instructions for capturing screen shots using [Windows](#) or [Mac](#) operating systems.
4. Letters of financial support specifying commitment of non-federal funding contributions (*cash or in-kind*) to the project.

Appendices should be well organized with an index so reviewers can readily find information of interest. Include only relevant information in the appendices that will help the review panel understand and evaluate your project.

The following are examples of **optional** appendices of Part I and do not have page limitation or formatting requirements.

1. Copies of current contracts for the removal, disposal, or purchase of wood products from federal, tribal, state, county, city, or private lands.
2. Cost quotes from equipment manufacturers or firms for items or services directly related to this financial request for assistance.
3. Feedstock supply studies related to the project facility.
4. Letters of support for the project from land management agencies, tribal governments, or private landowners.

**ATTACH THE REQUIRED AND OPTIONAL APPENDIX DOCUMENTS TO THIS APPLICATION FORM**

www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Amy Strouthopoulos, P.E., Pavement Management Supervisor

**DESCRIPTION:** Public Contract for Services for the 2026 Engineering Testing and Inspection Services Project, Douglas County Project No. CI 2026-015 with Ground Engineering Consultants Inc. in the Amount of \$550,000.00.

**SUMMARY:** This Professional Services Contract (PCS) consists of construction inspection for development and utility projects as well as materials testing for pavement management projects.

Ground Engineering, LLC was originally selected to provide inspection and testing services in 2023. We are requesting a new contract with Ground Engineering, for a fourth year, based on their qualifications, previous work performed, knowledge of the work, and fair and reasonable rates.

The total proposed contract amount is \$550,000.00. These funds will provide funding for two contract construction inspection staff.

Funding for this project will come from Business Unit 800100, in Fund 200, for the full amount of \$550,000.00.

**RECOMMENDED ACTION:** Staff recommends approval of the Public Contract for Services for the 2026 Engineering Testing and Inspection Services project, Project No. CI 2026-015 to Ground Engineering Consultants, Inc., for the amount of \$550,000.00.

**REVIEW:**

Janet Herman	Approve	3/27/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Cover Page  
CONTRACT - Ground Engineering - 2026 Inspection and Testing Services





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www.douglas.co.us

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Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

CONTRACT - Ground Engineering - 2026 Inspection and Testing Services

**PUBLIC CONTRACT FOR SERVICES**

**THIS PUBLIC CONTRACT FOR SERVICES** (the “Contract”) is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the “County”), and **GROUND ENGINEERING CONSULTANTS, an INCORPORATED COMPANY** authorized to do business in Colorado (the “Consultant”).

**RECITALS**

**WHEREAS**, the County is undertaking certain activities for **CI 2026-015, 2026 ENGINEERING TESTING AND INSPECTION SERVICES**: 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:** Amy Strouthopoulos, P.E., (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 FIVE HUNDRED FIFTY THOUSAND DOLLARS (\$550,000.00) for fiscal year 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 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 April 15, 2026, and terminate at 12:00 a.m. on April 14, 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: Amy Strouthopoulos, P.E.  
Douglas County Department of Public Works  
100 Third Street, Suite 220  
Castle Rock, CO 80104  
(303) 660-7490  
E-mail: astrouthopoulos@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: Ground Engineering Consultants, Inc.  
41 Inverness Drive East  
Englewood, CO 80112  
Attn: Andrew J. Suedkamp, P.E.  
(303)289-1989  
E-mail: andrew.suedkamp@groundeng.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:

- 1<sup>st</sup> This Contract, Sections 1 through 28
- 2<sup>nd</sup> Request for Proposal (if applicable)
- 3<sup>rd</sup> Exhibit C- Insurance Requirements



- 4<sup>th</sup> Exhibit A- Scope of Services
- 5<sup>th</sup> Exhibit B- Method of Payment
- 6<sup>th</sup> 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.

**GROUND ENGINEERING CONSULTANTS, INC.**

**BY:** \_\_\_\_\_ **ATTEST: (if a corporation)**

**Printed Name** \_\_\_\_\_

**Title:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Signature of Notary Public Required:**

STATE OF \_\_\_\_\_ )  
 )  
COUNTY OF \_\_\_\_\_ ) **ss.**

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**

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
**GEORGE TEAL, CHAIR** **Date**

\_\_\_\_\_  
**DOUGLAS J. DEBORD** **Date**  
**COUNTY MANAGER**

**ATTEST**

\_\_\_\_\_  
Deputy Clerk **Date**

**DEPARTMENT OF PUBLIC WORKS ENGINEERING:**

\_\_\_\_\_  
**JANET HERMAN, P. E.** **Date**  
**Director of Public Works**



EXHIBIT A  
CI2026-015  
2026 ENGINEERING TESTING AND INSPECTION SERVICES  
GROUND ENGINEERING

**SCOPE OF WORK**

This is a task order-based contract for consultant services for construction and inspection services.

**PART 1: CONSTRUCTION INSPECTION SERVICES**

The CONSULTANT shall assist the County by providing the following owner assurance (OA) inspections, construction observation and documentation services:

1. Attend the pre-construction meeting, if required, upon receipt of the Notice to Proceed. The meeting will include the CONSULTANT and County representatives to outline the project schedule and responsibilities.
2. Provide consultation and advice to the County throughout the contract. The CONSULTANT may act on behalf of the County as permitted in the Contract Documents and as directed as the pre-construction meeting, unless otherwise instructed in writing.
3. Observe the various daily work activities of the Contractor and any sub-contractors as directed by the County. The major portion of the CONSULTANT'S time will be spent observing the Contractor's work in progress, evaluating the quality of the executed work and determining, in general, if the Contractor's work is proceeding in accordance with the Construction Plans and Specifications, Douglas County Roadway Design and Construction Standards, Grading, Erosion and Sediment Control (GESC) Manual as applicable to the project. The CONSULTANT shall be responsible for making recommendations to the County regarding the need for any corrective action(s). The CONSULTANT shall keep the County representative informed on a regular basis as to how the work progresses and notifies the County immediately about deficiencies and issues of non-compliance.
4. Inspect all major items of work as assigned by the County as it progresses daily, which will include but are not limited to: daily inspection(s) of traffic control set up and devices, scheduling OA materials testing, daily inspection of erosion control BMP control measures for compliance with the approved plans within the project limits, observation of materials processing, proof rolls of subbase and subgrade materials, dowel and tie bar condition and installation, collecting load tickets, reconciling monthly quantities with the contractor and submitting for the monthly pay application.
5. Review and be familiar with all necessary traffic control plans, erosion control plans, schedules, test results, and other drawings and data which the Contractor is required to submit. The CONSULTANT shall maintain a log of all activities observed daily, with photographs, and maintain such files for the project duration. A daily log shall be submitted to the County via email or POSSE by 10 am on the next business day.
6. Issue instructions to the Contractor as directed by the County. As the County's representative, the CONSULTANT may require special inspections or testing and provide recommendations or decisions on the acceptability of observed work.
7. Attend periodic progress and staff meetings as required.
8. Assist the County in conducting substantial completion inspections and preparing punch lists.
9. Assist the County with final inspections and evaluating whether all work, including punch list items, is completed in accordance with Permit Documents and County specifications.
10. Maintain a daily log and photo log throughout the project. Keep all logs and reports up-to-date and available to the County upon request.

EXHIBIT A  
CI2026-015  
2026 ENGINEERING TESTING AND INSPECTION SERVICES  
GROUND ENGINEERING

11. Provide all necessary safety equipment, a vehicle, and additional equipment such as a camera, cell phone, laptop/tablet, and other tools required to perform duties.
12. Provide additional services as approved by the County, not to exceed the authorized amount. These may include overtime, addition OA inspections, or other mutually agreed-upon responsibilities.

**PART 2: MATERIALS TESTING SERVICES**

The CONSULTANT shall assist the County by providing materials testing and special inspection services for various sitework construction, repair, reconstruction project, and any other projects as requested by the County. The services detailed will only be provided as scheduled by the County, County's representative, Contractor, or applicable Subcontractors. A list of test procedures and the associated fees are contained in Exhibit B under "Material Testing and Special Inspection" as well as "Laboratory Testing."

**PART 3: ADDITIONAL SERVICES**

All professional services under this contract will require written authorization from the County for each individual task order assigned to the CONSULTANT. At the time this contract will be executed, there are no known tasks, therefore, the following general processes will be used to authorize each individual task order associated with this contract.

1. The County may elect to authorize the CONSULTANT to perform various tasks by issuing one or more specific task orders. Each task order needs to be mutually agreed to in writing by both the County and CONSULTANT authorized representatives, and this will typically be done via e-mail.
2. The County will contact the CONSULTANT to discuss the assignment and their availability, either by telephone, e-mail or by conducting a formal meeting to discuss each specific task order. Some task orders may require a field inspection to assess the assignment and for the CONSULTANT to render a professional opinion.
3. The CONSULTANT shall be compensated for working with the County during the initial assessment and for developing / preparing a detailed scope for work when requested in writing by the County.
4. All billable work performed within the calendar month shall be invoiced accordingly to the appropriate Purchase Order number assigned to the project.

# Exhibit B

## FEE SCHEDULE - CONSTRUCTION SERVICES



### MATERIAL TESTING AND SPECIAL INSPECTION

Rates are hourly and time is round trip from office to project site and return

• Soil, Concrete and Asphalt Testing	\$70.00
• Rebar, Masonry, Piers, CTS	\$75.00
• Post Tension, Spray Applied Fireproofing	\$95.00
• Pipe Insp., FF/FL, Coring, Slab Moist., Pull Test	\$105.00
• Retaining/Soil Nail Wall and Conc. Precast Insp.	\$120.00
• Certified Welding Inspector (CWI)	\$115.00
• Certified Building Inspector	\$105.00
• Certified Fire Stop Inspector	\$115.00

### MANAGEMENT AND ENGINEERING

• Project Management-Review/Supervision	\$135.00
• Senior Project Engineer/Geologist	\$200.00
• Project Engineer/Geologist	\$160.00
• Open Hole, Field Engineer	\$120.00
• Principal Engineer, Senior Project Manager	\$235.00
• Overtime (Over 8hrs/day, weekends, after 6pm)	rate + \$15.00
• Trip Charge (covers vehicle and equipment)	\$15.00
• Interest charged after 30 days from invoice date	1.5%
• Late Scheduling Fee (per occurrence)	\$75.00

Fees for late notice service requests include requests made after 5:00 PM the weekday prior to or the day of the requested service. The unit fee will only be charged if our office can accommodate the request, there are no guarantees that late notice requests will be accommodated but we will make every reasonable effort.

### MISCELLANEOUS

Rebar Yield and Bend Test - Set of 3	\$1,230.00	• <b>Temperature Controlled Cure Box</b> (per week)	<b>\$150.00</b>
PT Tendon Yield Stress - Set of 3	\$2,560.00	• Mobile Laboratory and Outside Lab Services	Quote
• <b>Additional Services:</b> Pile Dynamic Analysis, Ground Penetrating Radar, Cross Hole Sonic Logging, Sonic Echo, Falling Weight Deflectometer, Vibration Monitoring/Geotechnical Instrumentation Services, Thermal Conductivity and Resistivity, Construction and Quality Management, Civil or Right of Way Inspection			Quote

### LABORATORY TESTING

Soil and Aggregate		Concrete	
Proctor Compaction	\$130.00	Concrete Compression Test, Cylinders (each)	\$18.00
Proctor Compaction with Rock Correction	\$200.00	2 X 2 in. Cube Compressive Strength	\$50.00
Atterberg Limit (Single Point)	\$85.00	Core Compressive Strength (shotcrete/concrete)	\$75.00
Gradation	\$75.00	Compressive Strength-CLSM Cylinders	\$75.00
No. 200 Wash	\$50.00	Concrete Flexural Test, Beams	\$70.00
Gradation and Hydrometer	\$200.00	Maturity Data Logger (each)(bluetooth)	\$200.00
Specific Gravity of Fine Aggregate	\$175.00	Maturity Data Logger (each)(wired)	\$100.00
Natural Density and Moisture Content	\$20.00	Moisture Coupons (each)	\$150.00
"R"-Value	\$425.00	Relative Humidity Sensors (ASTM F2170) (each)	\$150.00
Soil Cement Proctor	\$200.00	Shotcrete Comp. Str. (per panel)(up to 3 cores)	\$415.00
Compressive Strength of CTS (per set of 4)	\$400.00	Maturity Meter Strength Correlation	\$2,500.00
Compressive Strength of CTS (each)	\$100.00	Concrete Mix Trial Blend	\$6,500.00
CDOT (ph, Resistivity, Chlorides, Sulfates)	\$280.00	Concrete Shrinkage - Length Change	\$450.00
pH	\$55.00	Masonry	
Water Soluble Sulfates	\$80.00	Mortar Compressive Strength	\$50.00
Carbonate Content of Soils	\$200.00	Masonry Prism Comp. Strength	\$125.00
Permeability	\$550.00	Grout Compressive Strength	\$75.00
Alkali Silica Reactivity	\$550.00	Compressive Strength CMU/Brick Coupon	\$225.00
Denver Swell	\$100.00	Asphalt	
Direct Shear	\$900.00	AC Content and Extracted Gradation	\$190.00
Sand Equivalent	\$175.00	Theoretical Maximum Specific Gravity	\$125.00
Relative Density	\$275.00	Specific Gravity (SSD) and Voids (Gyratory)	\$325.00
Clay Lumps and Friable Particles	\$80.00	Modified Lottman (TSR)	\$400.00
Flat or Elongated Particles	\$90.00	Bulk Sp. Gr. of Comp. Asphalt Cores (per lift)	\$45.00
Soundness of Aggregate (Sodium)	\$550.00	Ignition Oven Mix Correction Factor	\$750.00
Fractured Faces	\$125.00	Stability (Gyratory)	\$150.00
Los Angeles Abrasion	\$200.00	Marshall Comp. Bulk Sp. Gr. Of Asphalt	\$350.00
Uncompacted Voids	\$125.00	Asphalt Moisture Content	\$35.00
Specific Gravity of Coarse Aggregate	\$70.00	Asphalt Draindown	\$125.00
Soil Stabilization Mixture Analysis	\$3,500.00	Lab Rush Charge	\$250.00

Estimated lab test completion time is 4 to 6 weekdays for most standard tests. You may request an expedited turnaround and receive an estimated time of completion for an additional \$250 per lab test.



**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 Date** 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](mailto: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

www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Daniel Roberts, Assistant Director, Operations

**DESCRIPTION:** Purchase Order Award IFB 007-26 Corrugated Steel Pipe to Skyline Steel to be Used in County Right of Ways for Maintaining the Storm Water Infrastructure in the Amount of \$50,000.00.

**SUMMARY:** Douglas County Public Works Operations went to bid for the purchase of corrugated steel pipe of various sizes to be used throughout Douglas County. Maintaining culverts that are in County Right of Way.

Douglas County Public Works Operations received two bids for corrugated steel pipe.

**Skyline Steel**

<b>18" Annular Aluminized 14 Guage Steel Pipe - 30.24/L.F.</b>	<b>30.24/band</b>
<b>195.00/FES</b>	
<b>21" Annular Aluminized 14 Guage Steel Pipe - 35.28/L.F.</b>	<b>35.28/band</b>
<b>255.00/FES</b>	
<b>24" Annular Aluminized 14 Guage Steel Pipe - 40.32/LF.</b>	<b>40.32/band</b>
<b>315.00/FES</b>	
<b>30" Annular Aluminized 14 Guage Steel Pipe - 50.40/L.F.</b>	<b>50.40/band</b>
<b>575.00/FES</b>	
<b>36" Annular Aluminized 14 Guage Steel Pipe - 60.48/L.F.</b>	<b>60.48/band</b>
<b>885.00/FES</b>	
<b>48" Annular Aluminized 14 Guage Steel Pipe - 80.65/L.F.</b>	<b>80.65/band</b>
<b>1,495.00/FES</b>	

**Ace/Eaton Metals**

<b>18" Annular Aluminized 14 Guage Steel Pipe - 32.50/L.F.</b>	<b>40.00/band</b>
<b>175.00/FES</b>	
<b>21" Annular Aluminized 14 Guage Steel Pipe - 38.00/L.F.</b>	<b>45.00/band</b>
<b>200.00/FES</b>	

**24" Annular Aluminized 14 Guage Steel Pipe - 41.75/LF. 50.00/band  
270.00/FES**

**30" Annular Aluminized 14 Guage Steel Pipe - 52.00/L.F. 63.00/band  
500.00/FES**

**36" Annular Aluminized 14 Guage Steel Pipe - 60.75/L.F. 75.00/band  
800.00/FES**

**48" Annular Aluminized 14 Guage Steel Pipe - 80.00/L.F. 100.00/band  
1,900.00/FES**

**RECOMMENDED  
ACTION:**

Douglas County Public Works Operations recommends awarding the purchase of corrugated steel pipe to Skyline Steel to be used in County Right of Ways for maintaining our storm water infrastructure. Approve Purchase order in the amount of \$50,000 for the 2026 budget period.

**REVIEW:**

Janet Herman	Approve	3/27/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Cover Page  
 SIGNED-Skyline Steel PO Request-DC Stormwater Inf corrugated steel Pipe materials-Shawna P  
 IFB 006-26 Bid Abstract

www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Daniel Roberts, Assistant Director, Operations

**DESCRIPTION:** Purchase Order Award IFB 007-26 Corrugated Steel Pipe to Skyline Steel to be Used in County Right of Ways for Maintaining the Storm Water Infrastructure in the Amount of \$50,000.00.

**SUMMARY:** Douglas County Public Works Operations went to bid for the purchase of corrugated steel pipe of various sizes to be used throughout Douglas County. Maintaining culverts that are in County Right of Way.

Douglas County Public Works Operations received two bids for corrugated steel pipe.

**Skyline Steel**

<b>18" Annular Aluminized 14 Guage Steel Pipe - 30.24/L.F. 195.00/FES</b>	<b>30.24/band</b>
<b>21" Annular Aluminized 14 Guage Steel Pipe - 35.28/L.F. 255.00/FES</b>	<b>35.28/band</b>
<b>24" Annular Aluminized 14 Guage Steel Pipe - 40.32/LF. 315.00/FES</b>	<b>40.32/band</b>
<b>30" Annular Aluminized 14 Guage Steel Pipe - 50.40/L.F. 575.00/FES</b>	<b>50.40/band</b>
<b>36" Annular Aluminized 14 Guage Steel Pipe - 60.48/L.F. 885.00/FES</b>	<b>60.48/band</b>
<b>48" Annular Aluminized 14 Guage Steel Pipe - 80.65/L.F. 1,495.00/FES</b>	<b>80.65/band</b>

**Ace/Eaton Metals**

<b>18" Annular Aluminized 14 Guage Steel Pipe - 32.50/L.F. 175.00/FES</b>	<b>40.00/band</b>
<b>21" Annular Aluminized 14 Guage Steel Pipe - 38.00/L.F. 200.00/FES</b>	<b>45.00/band</b>



<b>24" Annular Aluminized 14 Guage Steel Pipe - 41.75/LF. 270.00/FES</b>	<b>50.00/band</b>
<b>30" Annular Aluminized 14 Guage Steel Pipe - 52.00/L.F. 500.00/FES</b>	<b>63.00/band</b>
<b>36" Annular Aluminized 14 Guage Steel Pipe - 60.75/L.F. 800.00/FES</b>	<b>75.00/band</b>
<b>48" Annular Aluminized 14 Guage Steel Pipe - 80.00/L.F. 1,900.00/FES</b>	<b>100.00/band</b>

**RECOMMENDED**

**ACTION:**

Douglas County Public Works Operations recommends awarding the purchase of corrugated steel pipe to Skyline Steel to be used in County Right of Ways for maintaining our storm water infrastructure. Approve Purchase order in the amount of \$50,000 for the 2026 budget period.

**REVIEW:**

Janet Herman	Approve	3/27/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

SIGNED-Skyline Steel PO Request-DC Stormwater Inf corrugated steel Pipe materials-Shawna P  
IFB 006-26 Bid Abstract





# Douglas County, Colorado

## Staff Report

**File #:** 4549

**Agenda Date:** 4/14/2026

**Agenda #:**

Daniel Roberts, Assistant Director, Operations

Award IFB 007-26 Corrugated Steel Pipe

Douglas County Public Works Operations went to bid for the purchase of corrugated steel pipe of various sizes to be used throughout Douglas County. Maintaining culverts that are in County Right of Way.

Douglas County Public Works Operations received two bids for corrugated steel pipe.

### Skyline Steel

<b>18" Annular Aluminized 14 Guage Steel Pipe - 30.24/L.F.</b>	<b>30.24/band</b>	<b>195.00/FES</b>
<b>21" Annular Aluminized 14 Guage Steel Pipe - 35.28/L.F.</b>	<b>35.28/band</b>	<b>255.00/FES</b>
<b>24" Annular Aluminized 14 Guage Steel Pipe - 40.32/LF.</b>	<b>40.32/band</b>	<b>315.00/FES</b>
<b>30" Annular Aluminized 14 Guage Steel Pipe - 50.40/L.F.</b>	<b>50.40/band</b>	<b>575.00/FES</b>
<b>36" Annular Aluminized 14 Guage Steel Pipe - 60.48/L.F.</b>	<b>60.48/band</b>	<b>885.00/FES</b>
<b>48" Annular Aluminized 14 Guage Steel Pipe - 80.65/L.F.</b>	<b>80.65/band</b>	<b>1,495.00/FES</b>

### Ace/Eaton Metals

<b>18" Annular Aluminized 14 Guage Steel Pipe - 32.50/L.F.</b>	<b>40.00/band</b>	<b>175.00/FES</b>
<b>21" Annular Aluminized 14 Guage Steel Pipe - 38.00/L.F.</b>	<b>45.00/band</b>	<b>200.00/FES</b>
<b>24" Annular Aluminized 14 Guage Steel Pipe - 41.75/LF.</b>	<b>50.00/band</b>	<b>270.00/FES</b>
<b>30" Annular Aluminized 14 Guage Steel Pipe - 52.00/L.F.</b>	<b>63.00/band</b>	<b>500.00/FES</b>
<b>36" Annular Aluminized 14 Guage Steel Pipe - 60.75/L.F.</b>	<b>75.00/band</b>	<b>800.00/FES</b>
<b>48" Annular Aluminized 14 Guage Steel Pipe - 80.00/L.F.</b>	<b>100.00/band</b>	<b>1,900.00/FES</b>

Douglas County Public Works Operations recommends awarding the purchase of corrugated steel pipe to Skyline Steel to be used in County Right of Ways for maintaining our storm water infrastructure. Approve Purchase order in the amount of \$50,000 for the 2026 budget period.

**INVITATION FOR BID (IFB) #007-26  
CORRUGATED STEEL PIPE (CSP) AND CULVERT MATERIALS**

**VENDOR NAME:**  
**VENDOR CONTACT & TITLE:**  
**VENDOR ADDRESS:**  
**CONTACT PHONE NUMBER:**  
**CONTACT EMAIL ADDRESS:**

**Ace/Eaton Metals**  
 Ryan Findley  
 4740 E. 39th St, Kearney, NE 68847  
 308-627-6615  
[ryan@acebraska.com](mailto:ryan@acebraska.com)

**Skyline Steel**  
 Paula Jane Shaver  
 621 4th Street, P.O. Box 558, Pentrose, CO 81240  
 719-275-5919  
[paulashaver@skysteel.com](mailto:paulashaver@skysteel.com)

**INFORMATION FROM BID SCHEDULE**

Diameter in Inches	PRICES SHOULD INCLUDE ALL DELIVERY CHARGES				PRICES SHOULD INCLUDE ALL DELIVERY CHARGES			
	Annular Aluminumized 14-Gauge Corrugated Steel Pipe Cost Per Linear Foot	Cost Per Band (including nuts & bolts)	Cost per Flared End Section (including straps, nuts & bolts)	Annular Aluminumized 14-Gauge Corrugated Steel Pipe Cost Per Linear Foot	Cost Per Band (including nuts & bolts)	Cost per Flared End Section (including straps, nuts & bolts)		
18 inch	\$ 32.50	\$ 40.00	\$ 175.00	\$ 30.24	\$ 30.24	\$ 195.00		
21 inch	\$ 38.00	\$ 45.00	\$ 200.00	\$ 35.28	\$ 35.28	\$ 255.00		
24 inch	\$ 41.75	\$ 50.00	\$ 270.00	\$ 40.32	\$ 40.32	\$ 315.00		
30 inch	\$ 52.00	\$ 63.00	\$ 500.00	\$ 50.40	\$ 50.40	\$ 575.00		
36 inch	\$ 60.75	\$ 75.00	\$ 800.00	\$ 60.48	\$ 60.48	\$ 885.00		
48 inch	\$ 80.00	\$ 100.00	\$ 1,900.00	\$ 80.65	\$ 80.65	\$ 1,495.00		

Provided 3 References?

No

Yes

Miscellaneous comments:

Did not acknowledge Addendum #01

Acknowledged Addendum #01

**IFB 006-26 HOT MIX ASPHALT BID ABSTRACT**

<b>Vendor</b>	Amrize	Asphalt Specialties Company, Inc.	Brannan Sand & Gravel	Kiewit Infrastructure Co.
<b>Contact</b>	Nic Hartman	Daniel W Hunt	Jason Clark	Mike McDonald
<b>Email</b>	<a href="mailto:nic.hartman@amrize.com">nic.hartman@amrize.com</a>	<a href="mailto:calvinh@asphaltspecialties.com">calvinh@asphaltspecialties.com</a>	<a href="mailto:jclark@brannan1.com">jclark@brannan1.com</a>	<a href="mailto:Mike.McDonald@kiewit.com">Mike.McDonald@kiewit.com</a>
<b>Phone</b>	303-716-5200	303-289-8555	303-534-1231	303-325-0300/719-491-3654
<b>Hot Mix Asphalt Grading SX</b>				
<b>Cost Per Ton:</b>	\$61.85	\$58.00	\$61.00	\$66.00
<b>Location:</b>	Centennial	2400 W Oxford Englewood, CO	5775 Airport Road Sedalia, CO 80135	6055 Peterson Rd. Sedalia, CO 80135
<b>Hot Mix Asphalt Grading S</b>				
<b>Cost Per Ton:</b>	\$61.25	\$56.00	\$59.00	\$66.00
<b>Location:</b>	Centennial	2400 W Oxford Englewood, CO	5775 Airport Road Sedalia, CO 80135	6055 Peterson Rd. Sedalia, CO 80135
<b>Comments</b>	Centennial Plant Location: 8339 Concord Center Drive Centennial, CO 80112	N/A	New plant location opening April 1, 2026 if approved by Douglas County and there are no construction delays	N/A
<b>References included?</b>	No	No	No	Yes

Schmidt Construction Company  
Kevin Hunter  
[khunter@schmidtco.co](mailto:khunter@schmidtco.co)  
719-392-4200

\$60.00  
1101 Topeka Way, Castle Rock,  
CO 80109

\$60.00  
1101 Topeka Way, Castle Rock,  
CO 80109

N/A

Yes



**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Amy Strouthopoulos, P.E., Pavement Management Supervisor

**DESCRIPTION:** Purchase Order for Materials Only through Valmont Industries from Build26 to Acquire Traffic Signal Poles for the Highlands Ranch Parkway (Broadway to Burntwood) Reconstruction Project, Douglas County Project Number CI 2026-005 in the Amount of \$258,698.82. In Addition, Further Approval to Either Order Additional Project Materials, or, if the Traffic Signal Poles Pricing Should Change, for an Additional Amount Not to Exceed \$91,301.18. The Total of all Project Materials is \$350,000.00.

**SUMMARY:** To maintain the aggressive delivery schedule for the Highlands Ranch Parkway Reconstruction Project (Broadway to Burntwood) and address ongoing supply chain issues, staff strongly urges approval to purchase specific project-related traffic signal materials with long lead times before bidding the construction project.

Valmont Industries, Inc. is the only manufacturer of Traffic Signal Poles approved by the Douglas County Traffic Division. A quote for the poles from Valmont Industries, received via Build26, totals \$258,698.82 with a lead time of 16 to 19 weeks (see attached quote). However, fulfilling orders for other County projects has taken about 50% longer than quoted, adding an estimated 9 weeks to the project. If the price changes before ordering, staff requests approval for up to \$350,000.00 (\$258,698.82 + \$91,301.18) to cover possible cost increases for the poles and other signal materials. These may include, but are not limited to, traffic controller cabinets, pull boxes, and fiber optic equipment. Final concurrence will be obtained before ordering the poles. Pre-ordering these materials will allow the bid schedule to run concurrently with preparing bid documents and advertising the project. Lead times for signal materials are unpredictable due to factors such as high demand, material shortages, shipping, and labor delays.

For the additional traffic signal materials, quotes will be requested from 2-3 vendors on our Department's SOQ (Statement of Qualifications) list, which deems them pre-qualified. Quotes from each vendor will help source the most

cost-effective solution with a reasonable lead time to avoid project delays.

These 'Materials Only Purchases' will be funded from Business Unit 800916, Fund 200.

**RECOMMENDED  
ACTION:**

Staff Recommends Approval of a Purchase Order for Materials Only through Valmont Industries from Build26 to acquire Traffic Signal Poles for the Highlands Ranch Parkway (Broadway to Burntwood) Reconstruction Project, Douglas County Project Number CI 2026-005 in the amount of \$258,698.82. In addition, further approval to either order additional project materials, OR, if the Traffic Signal Poles pricing should change, for an additional amount not to exceed \$91,301.18. The total of all project materials is \$350,000.00.

**REVIEW:**

Kristina Mann	Approve	4/8/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

Cover Page  
Quote Valmont B26 Traffic Signal Poles

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Amy Strouthopoulos, P.E., Pavement Management Supervisor

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cost-effective solution with a reasonable lead time to avoid project delays.

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**RECOMMENDED**

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**REVIEW:**

Kristina Mann	Approve	4/8/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

Quote Valmont B26 Traffic Signal Poles



Build26  
1805 S Redwood Rd  
Salt Lake City UT 84104  
Phone: (801) 973-6200

**Project** DOUGLAS COUNTY - HIGHLANDS RANCH PARKWAY & BURNT WOOD / HRP & RIDGEGLEN

**From: Krista Herrick**  
**Quoter Ph:**  
**Email: krista@build26.com**

**Location Quote** B26CO26-56116-1

**To:** Danny Montoya  
100 Third St  
Castle Rock CO 80104  
Phone: (303) 660-7490  
EMail: dmontoya@douglas.co.us

**For**  
**Bid Date** Feb 11, 2026  
**Expires** Mar 13, 2026

QTY	Type	MFG	Part	Price	UQ	ExtPrice
<b>FREIGHT INCLUDED</b>						
Note	<i>HIGHLANDS RANCH PARKWAY &amp; BURNTWOOD WITH FREIGHT INCLUDED</i>					
2	65'	VALM	DOUG315-65-20-FP/GV F540 (BLACK)-AB-W/TR1 Finish=GALV/BLACK F540	\$37,476.47		\$74,952.94
		<b>Line Note:</b>	LUMINAIRE OVER THE MAST ARM			
2	45'	VALM	DOUG215-45-20-FP/GV F540 (BLACK)-AB-W/TR1 Finish=GALV/BLACK F540	\$26,320.00		\$52,640.00
		<b>Line Note:</b>	LUMINAIRE OVER THE MAST ARM			
4	LUMINAIRE	LEO	KC2-72A-MV-30K7-T4R-BK-P20-WL-SC Finish=BLACK 25,000 lumens, Type 4, 3000k, Wattage Label and Short Cap included	\$475.00		\$1,900.00
Note	<i>HRP &amp; RIDGEGLEN WITH FREIGHT INCLUDED</i>					
2	65'	VALM	DOUG315-65-20-FP/GV F540 (BLACK)-AB-W/TR1 Finish=GALV/BLACK F540	\$37,476.47		\$74,952.94
		<b>Line Note:</b>	LUMINAIRE OVER THE MAST ARM			
2	40'	VALM	DOUG215-40-20-FP/GV F540 (BLACK)-AB-W/TR1 Finish=GALV/BLACK F540	\$26,176.47		\$52,352.94
		<b>Line Note:</b>	LUMINAIRE OVER THE MAST ARM			
4	LUMINAIRE	LEO	KC2-72A-MV-30K7-T4R-BK-P20-WL-SC Finish=BLACK 25,000 lumens, Type 4, 3000k, Wattage Label and Short Cap included	\$475.00		\$1,900.00
Note	<i>LEAD TIME: POLES 16-19 WEEKS; LUMINAIRE 6-8 WEEKS</i>					
		<b>Total for:</b>	<b>FREIGHT INCLUDED</b>			<b>\$258,698.82</b>
Note	<del><b>FREIGHT NOT INCLUDED (FOR PICK UP IN VALLEY NE)</b></del> <del><i>HIGHLANDS RANCH PARKWAY &amp; BURNTWOOD</i></del> <del><b>FREIGHT NOT INCLUDED</b></del>					
2	65'	VALM	DOUG315-65-20-FP/GV F540 (BLACK)-AB-W/TR1 Finish=GALV/BLACK F540	\$36,512.94		\$73,025.88
		<del><b>Line Note:</b></del>	<del>LUMINAIRE OVER THE MAST ARM</del>			



Build26  
1805 S Redwood Rd  
Salt Lake City UT 84104  
Phone: (801) 973-6200

**Project** DOUGLAS COUNTY - HIGHLANDS  
RANCH PARKWAY & BURNT WOOD /  
HRP & RIDGEGLEN

**From:** Krista Herrick  
**Quoter Ph:**  
**Email:** krista@build26.com

**Location**  
**Quote** B26CO26-56116-1

QTY	Type	MFG	Part	Price UQ	ExtPrice
2	45'	VALM	DOUG215-45-20-FP/GV-F540 (BLACK)-AB-W/TR1 Finish=GALV/BLACK-F540	\$25,652.94	\$51,305.88
		<b>Line Note:</b>	LUMINAIRE OVER THE MAST ARM		
4	LUMINAIRE	LEO	KC2-72A-MV-30K7-T4R-BK-P20-WL-SC Finish=BLACK 25,000 lumens, Type 4, 3000k, Wattage Label and Short Cap included	\$475.00	\$1,900.00
Note			<del>HRP &amp; RIDGEGLEN WITH FREIGHT INCLUDED - FREIGHT NOT INCLUDED</del>		
2	65'	VALM	DOUG315-65-20-FP/GV-F540 (BLACK)-AB-W/TR1 Finish=GALV/BLACK-F540	\$36,512.94	\$73,025.88
		<b>Line Note:</b>	LUMINAIRE OVER THE MAST ARM		
2	40'	VALM	DOUG215-40-20-FP/GV-F540 (BLACK)-AB-W/TR1 Finish=GALV/BLACK-F540	\$25,514.12	\$51,028.24
		<b>Line Note:</b>	LUMINAIRE OVER THE MAST ARM		
4	LUMINAIRE	LEO	KC2-72A-MV-30K7-T4R-BK-P20-WL-SC Finish=BLACK 25,000 lumens, Type 4, 3000k, Wattage Label and Short Cap included	\$475.00	\$1,900.00
Note			<del>LEAD TIME: POLES 16-19 WEEKS; LUMINAIRE 6-8 WEEKS</del>		
		<b>Total for:</b>	<del>FREIGHT NOT INCLUDED (FOR PICK UP IN VALLEY, NE)</del>		<del>\$252,185.88</del>

**Notes:**

STEEL TEMPLATES NOT INCLUDED. PLEASE CONTACT US FOR PRICING IF NEEDED.

**Terms and conditions of sale:**

ARBITRARY DEDUCTIONS TAKEN FROM THIS QUOTE WILL NOT BE HONORED!

THE QUOTED PRICE IS BASED ON APPLICABLE TARIFF RATES AND IS SUBJECT TO ADJUSTMENT IN THE EVENT OF ANY CHANGES TO APPLICABLE TARIFFS OR TRADE POLICIES BEFORE ORDER PLACEMENT.

Mfg Terms:	Freight Allowance	Minimum Order
LEO Leotek	Freight Allowed	
VALM Valmont	Freight Allowed	



**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Amy Strouthopoulos, P.E., Pavement Management Supervisor

**DESCRIPTION:** Intergovernmental Agreement Between the Town of Larkspur and the Board of County Commissioners of the County of Douglas, State of Colorado, Concerning the Town of Larkspur Asphalt Resurfacing Project, and Associated Change Order #1 with Martin Marietta Materials, Inc., to the 2026 Asphalt Overlay Project Contract, in the Estimated Amount of \$431,337.26, Douglas County Project Number CI 2026-003.

**SUMMARY:** Douglas County has partnered with the Town of Larkspur in order to resurface Spruce Mountain Road, Upper Lake Gulch Road, and Fox Farm Road as part of regularly scheduled maintenance work.

Douglas County is currently scheduled to perform asphalt resurfacing on the adjacent section of Spruce Mountain Road as a part of the 2026 Asphalt Overlay project. It would be advantageous for the Town of Larkspur to partner with Douglas County to use the same contractor for paving in the town limits.

Construction costs for the final asphalt pavement overlay are estimated to be \$431,337.26. The Town of Larkspur has agreed to pay this amount over two years. The cost breakdown is as follows:

Town of Larkspur 2026 Contribution:	\$215,668.63
Town of Larkspur 2027 Contribution:	\$215,668.63

Douglas County will front the 2026 and 2027 portions of the project out of Fund 200, Business Unit 800100, to be paid back during those fiscal years (respectively) by the Town of Larkspur.

Funding will be added to the 2026 Asphalt Overlay Project, CI 2026-003, through Change Order 1 with the contractor, Martin Marietta Materials, Inc. Funding for this change order will come from Business Unit 800100 in Fund 200 for \$431,337.26 to be added to PO 2026146.

**RECOMMENDED  
ACTION:**

Intergovernmental Agreement (IGA) Between the Town of Larkspur and the Board of County Commissioners of the County of Douglas, State of Colorado, Concerning the Town of Larkspur Asphalt Resurfacing project, and associated Change Order #1 with Martin Marietta Materials, Inc., to the 2026 Asphalt Overlay Project Contract, Douglas County Project Number CI 2026-003.

**REVIEW:**

Kristina Mann	Approve	3/27/2026
Jeff Garcia	Escalated	4/3/2026
Amy Williams	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Cover Page  
Change Order 1-PO 2026146-2026 Asphalt Overlay-Amy S Larkspur IGA  
IGA - Town of Larkspur - 2026 Asphalt Overlay

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Amy Strouthopoulos, P.E., Pavement Management Supervisor

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**RECOMMENDED**

**ACTION:**

Intergovernmental Agreement (IGA) Between the Town of Larkspur and the Board of County Commissioners of the County of Douglas, State of Colorado, Concerning the Town of Larkspur Asphalt Resurfacing project, and associated Change Order #1 with Martin Marietta Materials, Inc., to the 2026 Asphalt Overlay Project Contract, Douglas County Project Number CI 2026-003.

**REVIEW:**

Kristina Mann	Approve	3/27/2026
Jeff Garcia	Escalated	4/3/2026
Amy Williams	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Change Order 1-PO 2026146-2026 Asphalt Overlay-Amy S Larkspur IGA  
IGA - Town of Larkspur - 2026 Asphalt Overlay



**Douglas County**

**Contract Change Order**

**OWNER:** Douglas County Government  
The Department of Public Works Engineering  
100 Third Street  
Castle Rock, CO 80104

**PROJECT:** 2026 Asphalt Overlay Project

**PROJECT NO.:** CI 2026-003

**BOCC AGREEMENT DATE:** February 10, 2026

**CONTRACTOR:** Martin Marietta Materials, Inc.  
1627 Cole Boulevard, Suite 200  
Lakewood, CO 80401

**CHANGE ORDER NO.:** 1

**PURCHASE ORDER NO.:** 2026146

**Description of Work and Justification:**

Douglas County is partnering with the Town of Larkspur to complete asphalt mill and overlay work in Larkspur. Martin Marietta Materials, Inc. will be performing work for the County in the vicinity of Town of Larkspur in 2026 and the Town of Larkspur has requested to contribute funds to add additional paving work.

Description	Unit	Unit Price	Quantity - Spruce Mountain Rd.	Quantity - Upper Lake Gulch	Quantity - Fox Farm	Quantity - Total	Price
REMOVAL OF ASPHALT MAT (PLANING) (2" THICKNESS)	SY	\$ 2.65	22,464	3,290	1,120	26875	\$ 71,218.46
AGGREGATE BASE COURSE (CLASS 6) (SHOULDERING)	TON	\$ 45.00	406	50	19	475	\$ 21,379.76
HOT MIX ASPHALT (GRADING SX) (PG 58-28) (75)	TON	\$ 93.50	2,578	378	129	3084	\$ 288,344.04
PAVEMENT MARKING PAING (WATERBORNE)	GAL	\$ 85.00	344	-	43	387	\$ 32,895.00
PREFORMED THERMOPLASTIC PAVEMENT MARKING (90 MIL)(WITH CORUNDUM OR EQUIVALENT)(CROSSWALKS/STOP BARS)	SF	\$ 25.00	700	-	-	700	\$ 17,500.00

**TOTAL COST \$ 431,337.26**

**The Overall Project Budget will increase existing PO Number 2026146 by \$431,337.26, for a new total Contract amount of \$10,661,378.81.**

**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:** \$ 10,230,041.55  
**Change Orders To Date:** \$ -  
**Current Contract Price:** \$ 10,230,041.55  
**This Change Order:** \$ 431,337.26  
**New Contract Price:** \$ 10,661,378.81

**Contract Time:**  
**The Contract Time will increase by 0 days.**  
**The completion date for all work shall be 8/18/26**  
**All other terms and conditions of this Contract shall remain in effect.**

**Approved By:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Amy Strouthopoulos, P.E., Project Engineer

**Approved By:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Daniel R. Roberts, P.E., Assistant Director of Operations

**Approved By:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Janet Herman, P.E., Director of Public Works

**Approved By:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Brian Ruddell, Martin Marietta Materials, Inc.

The INTERGOVERNMENTAL AGREEMENT

THIS AGREEMENT, entered into this \_\_\_\_ day of \_\_\_\_\_, 2026, by and between THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, a political subdivision of the State of Colorado, (hereinafter referred to as the “County”), and THE TOWN OF LARKSPUR, COLORADO, a municipality of the State of Colorado, acting through its Town Council (hereinafter referred to as “the Town”).

WITNESSETH:

WHEREAS, pursuant to Title 29, Article 1, Part 2, C.R.S., the General Assembly of the State of Colorado has established a means whereby governmental units may cooperate or contract with one another to make the most efficient and effective use of their powers and responsibilities; and

WHEREAS, Section 3.22 of the Larkspur Town Charter authorizes the Town Council to enter into contracts with other governmental units for services; and

WHEREAS, the County and the Town desire to contract for the provision by the County, for the benefit of the Town, certain maintenance work to be performed on Spruce Mountain Road from the southern Town Limits to the northern Town Limits (approximately 22,464 square yards in area) and on Upper Lake Gulch Road from the intersection with Spruce Mountain Road east to a point 50 feet from the west side of the Railroad Crossing (approximately 3,290 square yards in area) and on Fox Farm Road from the intersection with Spruce Mountain Road to the Town Limits (approximately 1,120 square yards in area), more specifically to mill and pave a 2 inch thick application of hot bituminous asphalt surfacing (“overlay”) as generally depicted on the attached Exhibit A; and

WHEREAS, Douglas County has entered into a contract with Martin Marietta Materials, Inc. to provide similar services, in the vicinity of the Town, and County Engineering staff will provide inspection and construction management services for the overlay work; and

WHEREAS, both the residents of the Town and the County will benefit from the improved surface provided by the overlays, which are anticipated to occur in 2026, therefore the parties have agreed that the County will initially absorb the cost of the Town’s share of the overlay as depicted on attached Exhibit B, namely \$431,337.26, and the Town will reimburse the County for its share in two equal installments with the first half in 2026 and the remaining balance in 2027.

NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants hereinafter contained, the parties agree as follows:



1. The Town and County agree to have the County Engineering Department, through the County's authorized representative, Amy Strouthopoulos, P.E., design, plan, estimate cost and oversee the removal, preparation, mix design, and asphalt paving of the road locations noted above and to otherwise carry out, direct and manage the Project on behalf of the County and Town consistent with the normal County standards for this type of road construction and maintenance.

2. The County will have the administrative power and authority to oversee the Project, quality controls, and final acceptance of the road overlays, however the County will coordinate the Project work and materials with the Town's representative.

3. The 2026 County appropriation for this Project will cover all costs including additional roadway outside of the Town subject to \$215,668.63 reimbursement from the Town to be paid on or before December 31, 2026 and \$215,668.63 reimbursement from the Town to be paid on or before August 31, 2027 as set forth above and subject to appropriation of those funds by the Town for fiscal years 2026 and 2027. The County is not under obligation to make any future apportionment or allocation to this Contract. Any work performed in excess of amounts appropriated shall be mutually agreed upon between the parties prior to any expenditures therefor. Notwithstanding any other term of this Contract, it is expressly understood and agreed that: (1) any County financial obligation, whether direct or contingent, for all or any part of the work under this Contract, shall extend only to monies duly and lawfully appropriated and budgeted by the County and encumbered for the purposes of this Contract; (2) County does not by this Contract irrevocably pledge present cash reserves for payments in this or future fiscal years; (3) this Contract is not intended to create a multiple-fiscal year direct or indirect debt or financial obligation of either party; and (4) no change order may be issued requiring compensation work which causes the aggregate amount payable under the Contract to exceed the amounts appropriated, budgeted and encumbered for the payment of this Contract in the fiscal year in which such obligations arise, unless the County and Town mutually agree to the increased cost. Any work completed for this Contract shall be secured from harm until future moneys are appropriated so that additional work may commence.

4. The parties hereto understand and agree that both parties, their commissioners, councilmembers, 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 either party.

5. This Intergovernmental Agreement contains the entire agreement between the parties and may not be modified or amended except by written instrument signed by both parties.

6. The term of this Agreement shall be from the date this Agreement is executed until August 31, 2027, but may be terminated at any time by either party for any reason upon 30-day notice in writing to the other party. If the Town unilaterally terminates after roadwork within the Town has begun, the Town will be responsible for reimbursing the County for the full cost of the finished work within the Town limits up until the date of termination. If the

County unilaterally terminates this Agreement prior to completion of work within the Town limits, the Town will not be responsible for reimbursement beyond the cost of the work completed within the Town limits. The terms of this Agreement may be renewed or renegotiated upon mutual agreement of the parties.

**IN WITNESS WHEREOF**, the County and the Town have executed this Agreement as of the above date.

**ATTEST:**

**TOWN OF LARKSPUR**

By: \_\_\_\_\_  
Sloane Bullecks, Town Clerk

By: \_\_\_\_\_  
Sherilyn West, Mayor

**BOARD OF COUNTY COMMISSIONERS  
OF DOUGLAS COUNTY**

\_\_\_\_\_  
George Teal, Chair

**ATTEST:**

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
HayleyHall,  
Clerk to the Board

\_\_\_\_\_  
Douglas J. DeBord,  
County Manager

**APPROVED AS TO FORM:**

**APPROVED AS TO FISCAL CONTENT:**

\_\_\_\_\_  
Arielle J. Denis,  
Assistant County Attorney

\_\_\_\_\_  
Christie Guthrie,  
Director of Finance

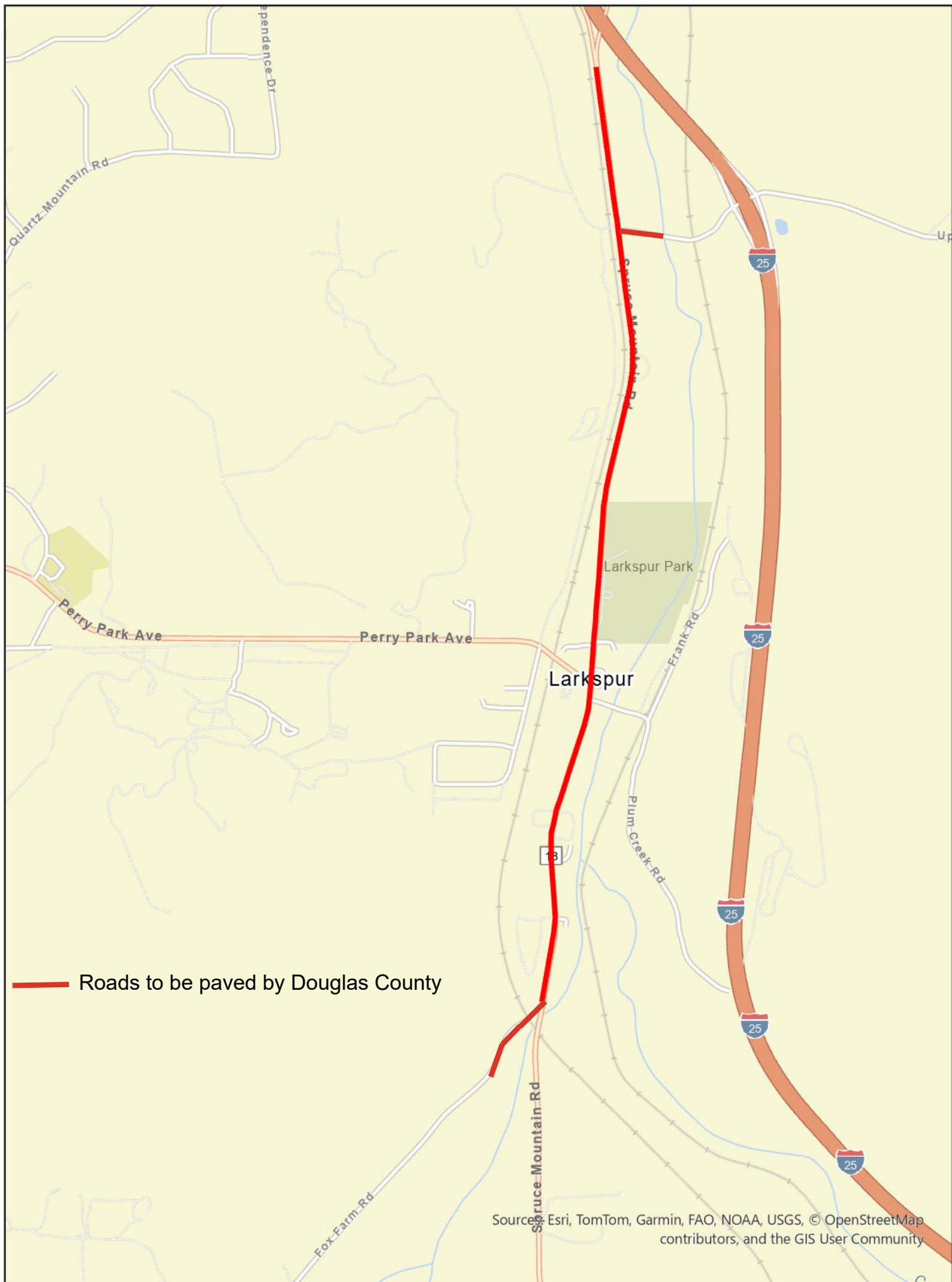


Exhibit B

Item	Description	Unit	Unit Price	Quantity - Spruce Mountain Rd.	Quantity - Upper Lake Gulch	Quantity - Fox Farm	Quantity - Total	Price
202	REMOVAL OF ASPHALT MAT (PLANING) (2" THICKNESS)	SY	\$ 2.65	22464	3290	1120	26875	\$ 71,218.46
304	AGGREGATE BASE COURSE (CLASS 6) (SHOULDERING)	TON	\$ 45.00	406	50	19	475	\$ 21,379.76
403	HOT MIX ASPHALT (GRADING SX) (PG 58-28) (75)	TON	\$ 93.50	2578	378	129	3084	\$ 288,344.04
627	PAVEMENT MARKING PAING (WATERBORNE)	GAL	\$ 85.00	344	0	43	387	\$ 32,895.00
627	PREFORMED THERMOPLASTIC PAVEMENT MARKING (90 MIL)(WITH CORUNDUM OR	SF	\$ 25.00	700	0	0	700	\$ 17,500.00

**TOTAL COST        \$        431,337.26**

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Matthew Dziubanski, Chief Building Official

**DESCRIPTION:** Amendment Number Four for Public Contract for Services for 2025-2026 Conveyance Regulation Services to Shums Coda Associates, LLC in the Amount of \$120,080.00.

**SUMMARY:** The number of elevators in Douglas County has steadily increased due to the construction of new buildings. To accommodate this growth, we request approval for an additional \$120,080.00 under Amendment No. four to our current Public Contract for Services (PCS) with Shums Coda Associates, Inc. This funding is based on our current inventory, which includes 514 elevators at \$220 per unit and 7 escalators at \$1,000 per unit, totaling \$120,080.00 for required inspections in 2026. Shums Coda invoices Douglas County for annual elevator and escalator inspections at the unit rates specified in the original PCS contract.

The original contract, amounting to \$115,880.00, covered inspections performed by Shums Coda in 2022 (original PO #2022647) and was approved by the Board of County Commissioners on July 26, 2022. The first amendment extended the contract through July 31, 2024, with additional funding of \$116,320.00 for 2023 inspections (new PO #2023360), approved on April 11, 2023. The second amendment extended the contract through July 31, 2025, with an additional \$117,420.00 for 2024 inspections (new PO #2024474), approved on May 14, 2024. The third amendment extended the contract through July 31, 2026, with an additional \$119,640.00 for 2025 inspections (new PO #2025608), approved on June 24, 2025. The current fourth amendment request will provide an additional \$120,080.00 and create a new purchase order, as previous ones have been depleted and closed automatically with a zero balance.

A Memorandum of Agreement between the State of Colorado and Douglas County provides for the local regulation of conveyances within unincorporated Douglas County. This is highly specialized work applying conveyance standards and regulations adopted by the State of Colorado. Douglas County

engages the professional services of Shums Coda Associates, LLC, through a Public Contract for Services for the performance of statutorily required safety inspections. This self-funding program provides scheduled safety inspections and enforcement of regulations for elevators and other conveyances throughout unincorporated Douglas County. There is no net cost to the County and no additional cost to conveyance owners for these services. Most neighboring jurisdictions maintain similar programs, providing greater safety and consistency of enforcement across our region.

Funding for the new PO for Amendment Number Four will come from Business Unit 24100, Fund 100.

**RECOMMENDED ACTION:**

Approval of Amendment Number Four for Public Contract for Services (PCS) for 2025 -2026 Conveyance Regulation Services to Shums Coda Associates, LLC in the amount of \$120,080.00.

**REVIEW:**

Kristina Mann	Approve	4/9/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

- Cover Page
- Contract Amd Elevators - Shums Coda Assoc.



**MEETING DATE:** April 14, 2026

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Funding for the new PO for Amendment Number Four will come from Business Unit 24100, Fund 100.

**RECOMMENDED  
ACTION:**

Approval of Amendment Number Four for Public Contract for Services (PCS) for 2025 -2026 Conveyance Regulation Services to Shums Coda Associates, LLC in the amount of \$120,080.00.

**REVIEW:**

Kristina Mann	Approve	4/9/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

Contract Amd Elevators - Shums Coda Assoc.

**FOURTH AMENDMENT TO PUBLIC CONTRACT FOR SERVICES  
ELEVATOR, ESCALATOR AND OTHER MOVING CONVEYANCES INSPECTION  
SERVICES WITHIN UNINCORPORATED AREAS OF DOUGLAS COUNTY  
("FOURTH AMENDMENT")**

**PURCHASE ORDER NUMBER: Previous PO #2025608- New PO to be requested  
ACCOUNT NUMBER: 24100.447290**

**THIS FOURTH AMENDMENT** is entered into as of this        day of April, 2026, by and between the Board of County Commissioners of the County of Douglas, State of Colorado (the "County"), and SHUMS CODA ASSOCIATES, INC., authorized to do business in Colorado (the "Consultant").

**WHEREAS**, the County and the Consultant entered into a certain Public Contract for Services dated JULY 26<sup>th</sup>, 2022 (the "Contract"); and

**WHEREAS**, the County and the Consultant originally agreed to a Maximum Contract Expenditure for services in the amount of One Hundred Fifteen Thousand Eight Hundred Eighty Dollars (\$115,880.00); Amendment Number One (1) increased the contract by One Hundred Sixteen Thousand Three Hundred Twenty Dollars (\$116,320.00); Amendment Number Two (2) increased the contract by One Hundred Seventeen Thousand Four Hundred Twenty Dollars (\$117,420.00); Amendment Number Three (3) increased the contract by One Hundred Nineteen Thousand Six Hundred Forty Dollars (\$119,640.00); and Compensation for the additional work associated with this Amendment Number Four (4) shall be One Hundred Twenty Thousand Eighty Dollars (\$120,080.00).

**WHEREAS**, the County and the Consultant desire to amend the Contract by increasing the Maximum Contract Expenditure which may be paid to the Consultant, and extending the Term; 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 Five Hundred Eighty-Nine Thousand Three Hundred Forty Dollars (\$589,340.00). 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.

**THE COST OF THIS ADDITIONAL WORK SHALL NOT EXCEED: \$ 120,080.00**

**PREVIOUSLY APPROVED PCS REVISIONS: \$ 119,640.00**

**TOTAL FOR ALL PCS REVISIONS (TO DATE): \$ 469,260.00**

**TOTAL FOR ORIGINAL PCS: \$ 115,880.00**

**GRAND TOTAL INCLUDING ALL PCS REVISIONS SHALL NOT EXCEED: \$ 589,340.00**

**ACTUAL TIME AND MATERIALS FOR SERVICES PROVIDED SHALL BE BILLED MONTHLY.**

**FOURTH AMENDMENT TO PUBLIC CONTRACT FOR SERVICES  
ELEVATOR, ESCALATOR AND OTHER MOVING CONVEYANCES INSPECTION  
SERVICES WITHIN UNINCORPORATED AREAS OF DOUGLAS COUNTY  
("FOURTH AMENDMENT")  
PURCHASE ORDER NUMBER: Previous PO #2025608- New PO to be requested  
ACCOUNT NUMBER: 24100.447290**

2. The remainder of the Contract shall remain in full force and effect.

(Remainder of Page Intentionally Blank)



**FOURTH AMENDMENT TO PUBLIC CONTRACT FOR SERVICES  
ELEVATOR, ESCALATOR AND OTHER MOVING CONVEYANCES INSPECTION  
SERVICES WITHIN UNINCORPORATED AREAS OF DOUGLAS COUNTY  
("FOURTH AMENDMENT")  
PURCHASE ORDER NUMBER: Previous PO #2025608- New PO to be requested  
ACCOUNT NUMBER: 24100.447290**

**APPROVED AS TO FISCAL CONTENT:    APPROVED AS TO LEGAL FORM:**

\_\_\_\_\_  
**CHRISTIE GUTHRIE**                      **Date**  
**Director of Finance**

\_\_\_\_\_  
**CHRIS PRATT**    **Date**  
**Senior Assistant County Attorney**



**FOURTH AMENDMENT TO PUBLIC CONTRACT FOR SERVICES  
ELEVATOR, ESCALATOR AND OTHER MOVING CONVEYANCES INSPECTION  
SERVICES WITHIN UNINCORPORATED AREAS OF DOUGLAS COUNTY  
("FOURTH AMENDMENT")  
PURCHASE ORDER NUMBER: Previous PO #2025608- New PO to be requested  
ACCOUNT NUMBER: 24100.447290**

**PROJECT MANAGER REQUIRED TO COMPLETE:**

**Name of Contact at Consultant's Place of Business: (example: Joe Smith, ABC Consulting, Inc.)** \_\_\_\_\_

**Email Address of Contact:** \_\_\_\_\_

**Phone # of Contact:** \_\_\_\_\_

**Address of Contact:** \_\_\_\_\_

\_\_\_\_\_

www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Brad Jackson, Supervisor, Development Review

**DESCRIPTION:** Road Closure Request for Xcel Energy to Upgrade a Transformer in a Residential Backyard. The Address for the Transformer is 9670 Golden Eagle Place, Highlands Ranch, CO 80129. Douglas County Project Number DV2026-016.

**SUMMARY:** This Road Closure Request is for Q3 contracting Inc. who is partnering with Xcel Energy on a transformer upgrade project off Golden Eagle Place in Highlands Ranch. The project requires the use of a crane to remove and replace the current transformer located in the backyard. The placement, size, and outriggers of the crane requires full use of the road and will necessitate a short duration road closure.

Q3 is requesting a window for the road closure between May 5, 2026 - May 8, 2026. The actual road closure will be 8-10 hours maximum, 5 hours minimum.

**RECOMMENDED ACTION:** Staff recommends acceptance of this Road Closure Request

**REVIEW:**

Kristina Mann	Approve	4/6/2026
Jeff Garcia	Approve	4/9/2026
Christie Guthrie	Approve	4/9/2026
Doug DeBord	Approve	4/9/2026

**ATTACHMENTS:**

Cover Page  
Project Narrative Transformer Upgrade Golden Eagle Pl  
Road Closure Location Exhibit

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Brad Jackson, Supervisor, Development Review

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Q3 is requesting a window for the road closure between May 5, 2026 - May 8, 2026. The actual road closure will be 8-10 hours maximum, 5 hours minimum.

**RECOMMENDED ACTION:** Staff recommends acceptance of this Road Closure Request

**REVIEW:**

Kristina Mann	Approve	4/6/2026
Jeff Garcia	Approve	4/9/2026
Christie Guthrie	Approve	4/9/2026
Doug DeBord	Approve	4/9/2026

**ATTACHMENTS:**

Project Narrative Transformer Upgrade Golden Eagle Pl  
Road Closure Location Exhibit

### **Project Narrative – Golden Eagle Place, Highlands Ranch:**

**Q3 Contracting**, an authorized Contractor with the **Public Service Company of Colorado (XCEL Energy)** will be performing a switch out upgrade procedure on a Transformer off Golden Eagle Place in Highlands Ranch. The project requires the use of a crane to remove and replace the current Transformer located in the backyard.

The placement, size, and outriggers of the crane require full use of the road and will necessitate a short duration road closure.

### **Proposed Dates of Operation:**

Approvals and notifications through XCEL necessitate that Q3 request a window for the road closure between **May 5<sup>th</sup>- May 8<sup>th</sup>**. The actual road closure will be 8-10 hours maximum, 5 hours minimum.

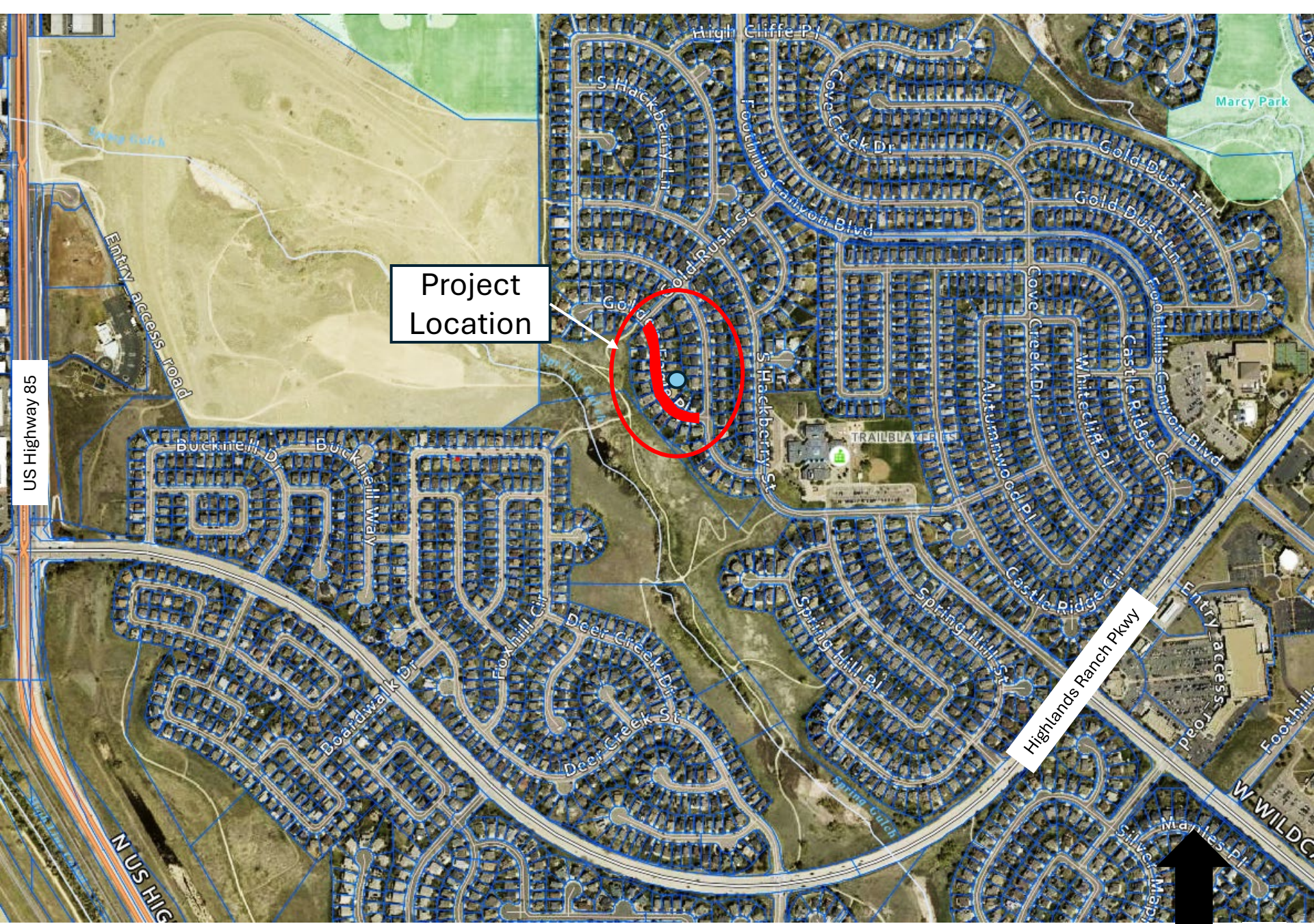
**Traffic Control** will be placed on the day of the closure and include alternative route signage, road closure signage, no through traffic signage, and barricades, see attached traffic control plan. There will be “No Parking” signs placed the day before the work commences to remind the homeowners of the barricade closure.

**Hours of Operation:** 9:00am-3:00pm or 8:00am-4:00pm unless otherwise specified by the County.

### **Notifications:**

1. Q3 will notify residents along Golden Eagle Place (between Gold Rush St. and Golden Eagle Ave). The residents will receive a notification letter (with a copy of the traffic control plan) one week prior to work commencing. The notification will also identify which addresses will be within the barricaded area during the closure since they will not be able to access their driveways.
2. Q3 will notify the South Metro Fire District and the Douglas County Sherrif’s Office one week in advance of the road closure through their notification processes for a road closure.





Project Location

US Highway 85

Highlands Ranch Pkwy

Vicinity Map





Road Closed To Thru Traffic



Transformer location

Approximate Crane Location

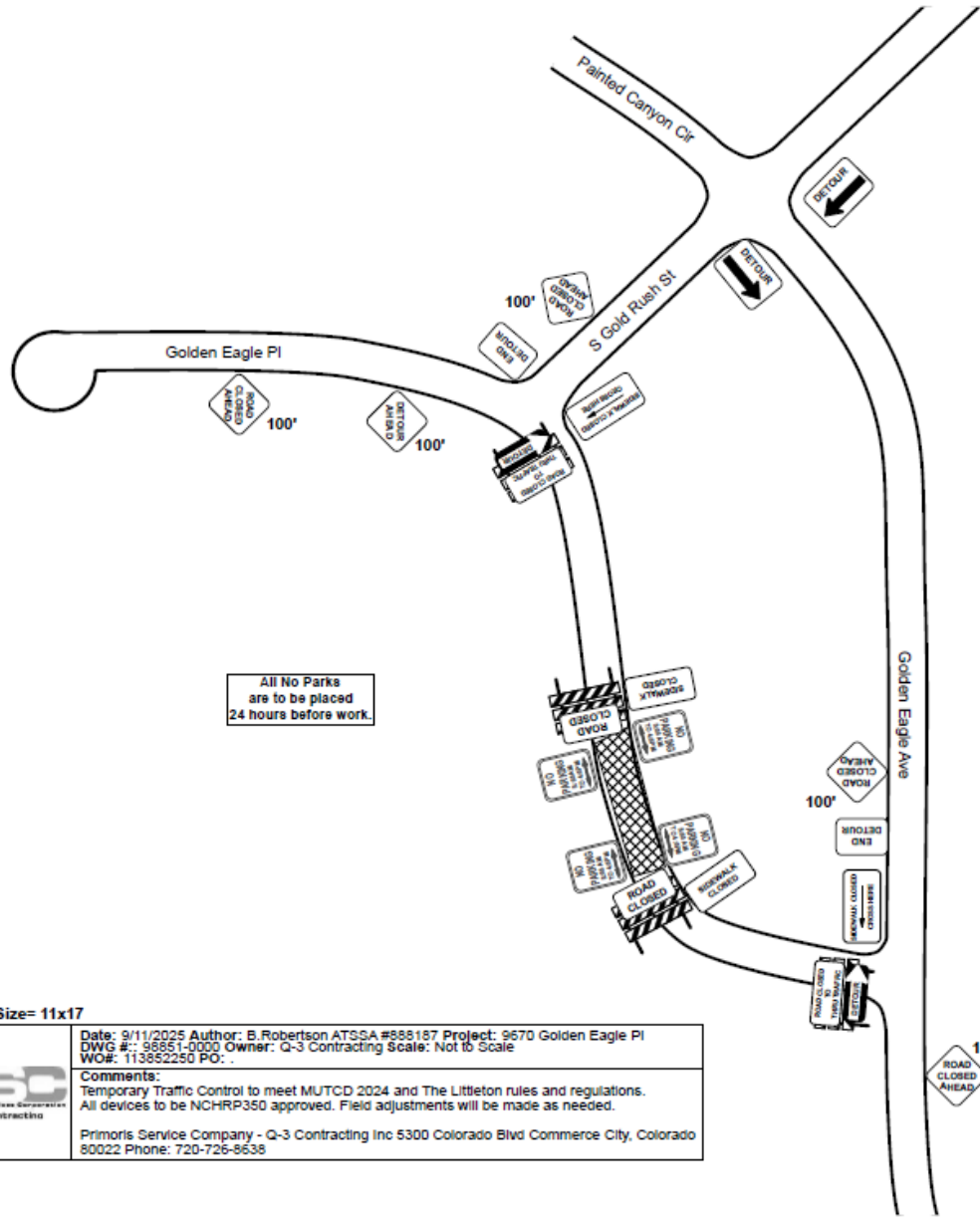


Road Closed To Thru Traffic

TRAILBLAZERS







Manifest
4 x Barrier
4 x No Parking 8am to 4pm
4 x W20-3 road closed ahead
2 x M4-8a
2 x M4-9
2 x R11-2 road closed R11-2
2 x R11-4 road closed to thru traffic
2 x R9-9 R9-9
1 x M4-10 Detour M4-10L
1 x M4-10 M4-10
1 x R9-11a(L) Sidewalk Closed, Cross Here R9-11a(L)
1 x R9-11a(R) Sidewalk Closed, Cross Here R9-11a(R)
1 x W20-2 detour ahead

All No Parks  
are to be placed  
24 hours before work.

*Borlande Robertson*  
Borlande Robertson  
ATSSA Cert#888187  
EX:8/28/2026

Sheet Size= 11x17

Date: 9/11/2025 Author: B.Robertson ATSSA #888187 Project: 9670 Golden Eagle Pl  
DWG #: 96651-0000 Owner: Q-3 Contracting Scale: Not to Scale  
WO#: 113852250 PO: .

Comments:  
Temporary Traffic Control to meet MUTCD 2024 and The Littleton rules and regulations.  
All devices to be NCHRP350 approved. Field adjustments will be made as needed.

Primoris Service Company - Q-3 Contracting Inc 5300 Colorado Blvd Commerce City, Colorado  
80022 Phone: 720-726-8638



www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Jacob Gabel, Engineer III

**DESCRIPTION:** Acceptance of a Storm Drainage Easement from Summit Sealants, Inc. at Reynolds Industrial Park, Lot 26A, 4th Amendment, 1st Revision for Reinforced Concrete Pipe, Manholes and Storm Sewer Inlets and a Stormwater Pond. Douglas County Project Number DV2025-158.

**SUMMARY:** This Drainage Easement is located on the property at Reynolds Industrial Park, Lot 26A, 4th Amendment, 1st Revision. This easement encompasses reinforced storm sewer pipe, manholes, storm sewer inlets and a stormwater pond. The stormwater infrastructure serves the Summit Sealants Project in Northern Douglas County. This Drainage Easement will provide Douglas County with access to the private stormwater system to perform maintenance in the event the owner fails to adequately maintain said facilities.

**RECOMMENDED ACTION:** Staff recommends acceptance of this Drainage Easement.

**REVIEW:**

Kristina Mann	Approve	4/9/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

Cover Page  
Storm Drain Easement - Summit Sealants

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Jacob Gabel, Engineer III

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**RECOMMENDED ACTION:** Staff recommends acceptance of this Drainage Easement.

**REVIEW:**

Kristina Mann	Approve	4/9/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

**ATTACHMENTS:**

Storm Drain Easement - Summit Sealants

**GRANT OF EASEMENT  
STORM DRAINAGE**

THIS GRANT OF EASEMENT ("Grant") is given this 19<sup>th</sup> day of February, 2026 by Summit Sealants, Inc. ("Grantor"), whose address is 7329 Reynolds Dr. Seclavia CO 80135 THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO ("Grantee"), whose address is 100 Third Street, Castle Rock, Colorado, 80104.

The parties hereby covenant and agree as follows:

1. Easement Property. The "Easement Property" shall mean the real property owned by Grantor and located in the County of Douglas, State of Colorado, more particularly described on **Exhibit A**, attached hereto and incorporated herein, and substantially as depicted on **Exhibit B**, attached hereto and incorporated herein.
2. Consideration. Grantor makes this Grant as a gift without consideration other than the keeping by Grantee of the covenants and agreements herein contained.
3. Grant of Easement. Grantor hereby grants to Grantee, its successors and assigns, a non-exclusive easement ("Easement") on, over, under, through and across the Easement Property for the purpose of accessing, maintaining, and repairing storm water management improvements, including, but not limited to, inlets, pipes, culverts, channels, ditches, hydraulic structures, riprap, detention basins, forebays, micro-pools, and water quality facilities (collectively, the "Facilities") in the event Grantor fails to satisfactorily maintain or repair said Facilities.
4. Maintenance and Repair. The maintenance and repair of the Facilities located on the Easement Property shall be the responsibility of Grantor. In the event such maintenance and repair are not performed by Grantor to the satisfaction of Grantee, then Grantee shall have the right, but not the obligation, to enter said Easement Property after ten (10) days prior written notice to Grantor, unless there is an emergency, in which case Grantee shall give notice as soon as practicable, to perform all necessary work, the cost of which shall be paid by Grantor upon billing. In the event Grantor fails to reimburse Grantee within thirty (30) days after submission of the bill for the costs incurred, Grantee shall have the right to enforce such obligation by appropriate legal action. It is Grantor's responsibility to construct, maintain and repair the Facilities in a manner consistent with all applicable plans approved or accepted by Grantee.
5. Retained Rights of Grantor. Grantor reserves the right of ownership, use and occupancy of the Easement Property insofar as said ownership, use and occupancy does not impair the rights granted to Grantee in this Grant. Grantee's rights hereunder are non-exclusive, and Grantor shall have the full right and authority to grant other easements or rights to use the Easement Property. It is also understood by Grantee that Grantor may in the future desire to modify and/or eliminate the Facilities. Such a modification and/or elimination shall not be realized until written approval is obtained for said modifications and/or elimination from Grantee. Upon such approval, both the Grantee and Grantor agree to vacate this Easement.
6. Binding Effect. This Grant shall extend to and be binding upon the successors and assigns of the respective parties hereto. The terms, covenants, agreements and conditions in this Grant shall be construed as covenants running with the land.

IN WITNESS WHEREOF, the parties hereto have executed this Grant the day and year first above written.

**GRANTOR:**

Summit Sealants Inc.  
By: [Signature]  
Name: Jacob Holland  
Title: Principal

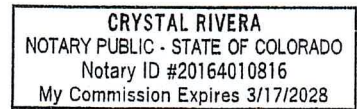
Attest:  
By: [Signature]  
Name: Derek Reece  
Title: Project manager

STATE OF COLORADO     )  
  ) ss.  
COUNTY OF DOUGLAS    )

The foregoing instrument was acknowledged before me this 19<sup>th</sup> day of February, 2020, by Jacob Holland as Principal of Summit Sealants, Inc.

My commission expires: March 17, 2028.

Witness my hand and official seal.



[Signature]  
Notary Public

**GRANTEE:**

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

BY: \_\_\_\_\_  
Chair

STATE OF COLORADO     )  
  ) ss.  
COUNTY OF DOUGLAS    )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by the Chair of the Board of County Commissioners of the County of Douglas, State of Colorado.

My commission expires: \_\_\_\_\_

Witness my hand and official seal.

\_\_\_\_\_  
Notary Public



# EXHIBIT A

## Legal Description:

A Parcel of land being Lot 26A, Reynolds Industrial Park, 4th Amendment, a subdivision plat recorded August 11, 2023 in the Records of the Douglas County Clerk and Recorder's Office under Reception No. 2023034660, situated in the Southwest 1/4 of Section 3, Township 7 South, Range 68 West of the 6th Principal Meridian, County of Douglas, State of Colorado, said parcel having an as-surveyed description more particularly described as follows:

**Beginning** at the Northeast End of the Southeast Line of Said Lot 26A, said point being the intersection of the Northwest Line of Lot 25, Reynolds Industrial Park, a subdivision plat recorded September 29, 1981 in said records under Reception No. 1981274992, and the Southwesterly Right-of-Way Line of Reynolds Drive;

Thence S61°02'44"W, coincident with the Northwest Line of said Lot 25, a distance of 456.74 feet to a point on the Easterly Line of that particular parcel of land described in Warranty Deed recorded January 7, 2011 in said records under Reception No. 2011002462;

Thence coincident with the Easterly Lines of said parcel the following five (5) courses:

1. Thence N33°58'47"W a distance of 160.94 feet;
2. Thence N12°35'40"W a distance of 94.25 feet;
3. Thence N30°12'00"E a distance of 199.93 feet;
4. Thence N87°04'17"E a distance of 176.67 feet to a point of a non-tangent curve whose radius bears N03°16'49"W;
5. Thence along said curve to the left having a central angle of 25°56'35", a radius of 260.00 feet, an arc length of 117.73 feet, a chord bearing N73°44'54"E with a chord distance of 116.72 feet, to the Southwesterly Right-of-Way Line of Reynolds Drive;

Thence along a line non-tangent to said curve, S28°57'31"E, coincident with said Southwesterly Right-of-Way Line, a distance of 250.09 feet to the **Point of Beginning**.

Parcel Contains (135,521 Square Feet) 3.11113 Acres, more or less.

All lineal distances are represented in U.S. Survey Feet.

Bearings are based on the Southeast Line of Lot 26A, Reynolds Industrial Park, 4th Amendment, having an assumed bearing of S61°02'44"W, as measured, and bounded by a found 5/8" Rebar, 0.1' below grade, at the Northeast end of said line and by a found 3/4" Diameter Steel Pipe, 0.3' above grade, at the Southwest end of said line.

Date Prepared: December 16, 2025

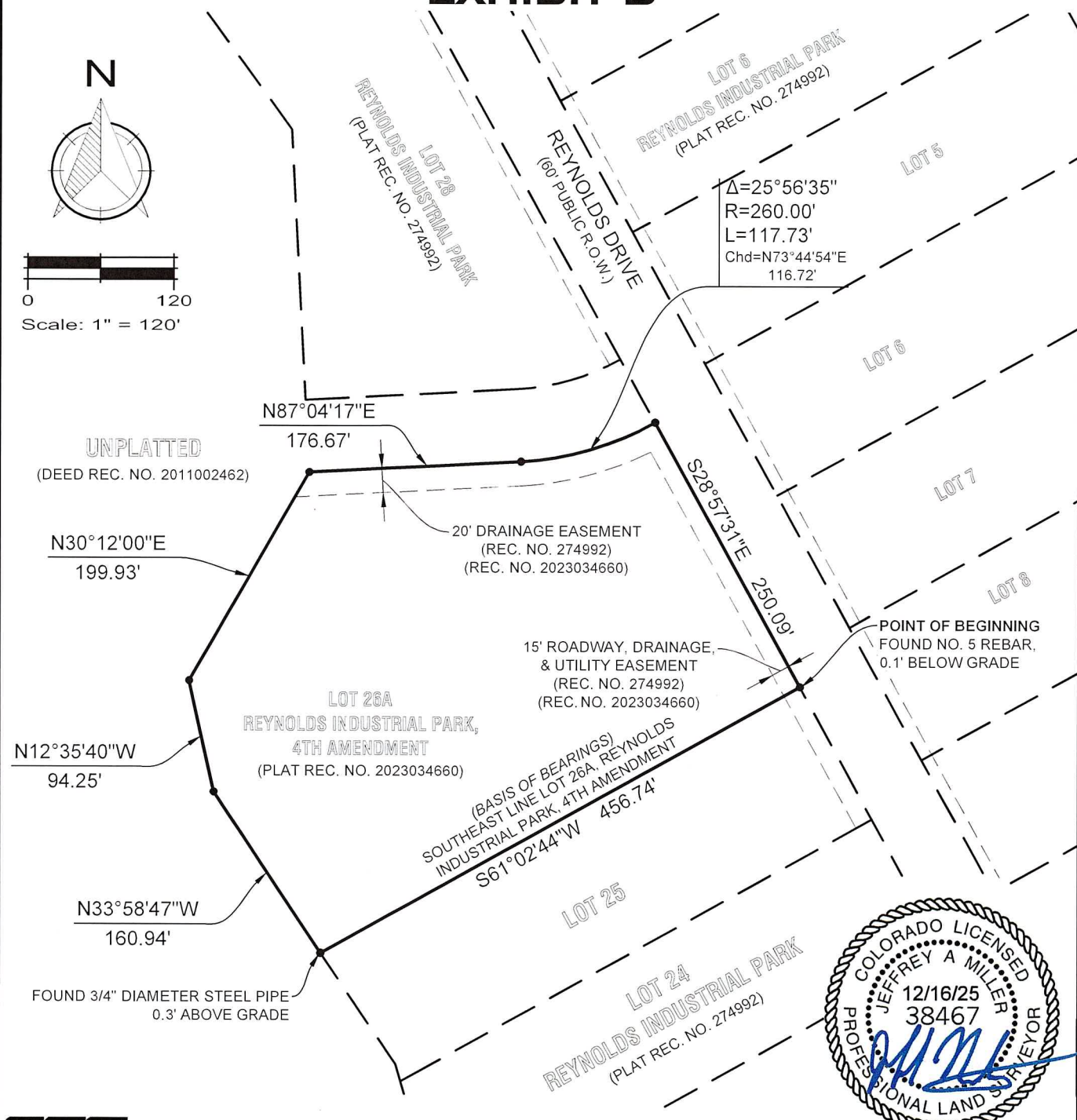
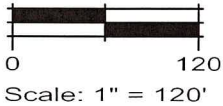
Date of Last Revision:

Prepared By:  
Jeffrey A. Miller  
Professional L.S. No. 38467  
For and on behalf of  
Engineering Service Company





# EXHIBIT B



**ESC**  
**ENGINEERING SERVICE COMPANY**  
14190 East Evans Avenue  
Aurora, Colorado 80014  
P 303.337.1393 | F 303.337.7481

PROPERTY OWNER:  
**FRANK SWANSON, ET AL**  
8718 S. ALLISON STREET  
LITTLETON, CO. 80128

**PARCEL CONTAINS**  
135,521 SQUARE FEET  
3.11113 ACRES

<b>DOUGLAS COUNTY</b>			
Drawn By: JAM	Checked By: JAM	Project No.: 1091.9	Date: 12/16/2025
Scale: 1" = 120'	File Name: N:\Projects\H2\Engineering\Sedalia-7327 Reynolds Dr\CAD\Exhibits\Sedalia - 7327 Reynolds Drive_Drainage Easement Exhibit.dwg		
Note: This illustration does not represent a monumented survey. It is intended only to depict the attached description.			

**LAND DESCRIPTION**

LOT 26A, REYNOLDS INDUSTRIAL PARK, 4TH AMENDMENT  
SITUATED IN THE SW 1/4 OF SECTION 3, T.7S., R.68W. OF THE 6TH P.M.  
COUNTY OF DOUGLAS, STATE OF COLORADO

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www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Dan McMillan, Division Chief

**DESCRIPTION:** FY2026 Tranquility AI - TimePilot in the Amount of \$100,000.00.

**SUMMARY:** The Douglas County Sheriff's Office Investigations Division requests approval to acquire Tranquility AI - TimePilot, an advanced artificial intelligence platform designed to significantly enhance data analysis and investigative decision making. TimePilot rapidly integrates and analyzes large, disparate datasets; identifies patterns and connections; and provides CJIS compliant security. The platform will improve efficiency, accuracy, and case resolution across key investigative areas, including violent crime, ICAC, organized retail crime, financial crimes, fentanyl cases, and gang related activity. Approval will allow the Division to implement this capability and strengthen its ability to address complex and evolving criminal threats.

**RECOMMENDED ACTION:** Request that the Board accept and approve spending authority.

**REVIEW:**

Darren Weekly	Approve	4/6/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Cover Page  
Douglas County Sheriffs Office 2026

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www.douglas.co.us

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Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Douglas County Sheriffs Office 2026



# Price Quotation

**Darren Weekly**  
Sheriff  
dweekly@dcsheriff.net

**Dan McMillan**  
Division Chief  
dmcmillan@dcsheriff.net  
3038147038

Reference: 20260205-101448808  
Quote created: February 5, 2026  
Quote expires: May 6, 2026

**Tranquility AI**  
320 Main Street  
Suite 2A  
Laurel, MD 20707  
United States

**Prepared by: Kevin Clark**  
Vice President, Analytics & Investigations  
kevin@tranquility-ai.com  
+19375101653

PRODUCTS & SERVICES	DESCRIPTION	PRICE	QUANTITY
TimePilot Pro Tier	AI-powered software for evidence analysis. Annual platform subscription. Includes 20 TimePilot users, unlimited platform usage, and 4 terabytes of annual TimePilot data ingestion.	\$100,000.00 / year for 1 year	1
1.5TB Additional Data Ingestion	Additional 1.5TB of TimePilot data ingestion.	\$50,000.00	1

<b>Total</b>	<b>\$150,000.00</b>
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\*\*For budgetary purposes only.\*\*

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**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Dan Avery, Deputy County Manager

**DESCRIPTION:** Resolution Establishing a Child Care Property Tax Incentive Program.

**SUMMARY:** Douglas County proposes establishing a property tax incentive program for owners and operators of childcare facilities. As proposed, the County intends to rebate all, or a portion of, property taxes payable to Douglas County Government by owners of real property used for childcare purposes. As provided in C.R.S. 3-11-107, counties may establish property tax incentives programs for “areas of specific local concern”. The resolution finds, based on data from the Douglas County Early Childhood Council, that there is a significant shortage of licensed childcare facilities providing infant (0-18 months) care in Douglas County, with current capacity meeting only approximately 16.6% of the estimated need based on the County's infant population, and a shortage of licensed childcare facilities providing toddler (18-36 months) care in Douglas County, with current capacity meeting only approximately 38% of the estimated need based on the County's toddler population. The shortage of licensed childcare facilities represents an area of specific local concern as defined in C.R.S. § 30-11-132(1)(a).

**RECOMMENDED ACTION:** Approval of the Resolution.

**REVIEW:**

Doug DeBord	Approve	4/7/2026
Jeff Garcia	Approve	4/7/2026
Christie Guthrie	Approve	4/7/2026

**ATTACHMENTS:**

Cover Page  
Childcare Incentive Resolution

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www.douglas.co.us

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**RECOMMENDED ACTION:** Approval of the Resolution.

**REVIEW:**

Doug DeBord	Approve	4/7/2026
Jeff Garcia	Approve	4/7/2026
Christie Guthrie	Approve	4/7/2026

**ATTACHMENTS:**

Childcare Incentive Resolution



**R-026-**

**THE BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF DOUGLAS**

**RESOLUTION ESTABLISHING A  
CHILD CARE PROPERTY TAX INCENTIVE PROGRAM**

**RECITALS**

**WHEREAS**, pursuant to C.R.S. § 30-11-107, The Douglas County Board of County Commissioners (“Board”) has the authority to “establish and administer an incentive program to directly incentivize improvement in an area of specific local concern related to the use of real property in the County in accordance with Section § 30-11-132”; and

**WHEREAS**, pursuant to C.R.S. § 30-11-132(3)(a), an incentive program must be established by resolution, and pursuant to C.R.S. § 30-11-132(3)(b) the adopted resolution must include that Board of County Commissioners’ findings and determinations regarding the diminishment or unavailability of a use of real property in the County that gives rise to an area of specific local concern that is the basis for the incentive program.; and

**WHEREAS**, the Board has identified, based on verifiable data, a shortage of licensed childcare facilities within Douglas County, creating an area of specific local concern; and

**WHEREAS**, this shortage negatively impacts the health, safety, and welfare of County residents; and

**WHEREAS**, the Board finds that a property tax rebate shall be used to pay for expenses to support the childcare facility’s workforce, improve the property, add resources for children, or otherwise benefit licensed childcare facilities in the County;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS;**

**SECTION 1: FINDINGS AND DETERMINATIONS**

The Board finds and determines that:

1. According to data from the Douglas County Early Childhood Council there is a significant shortage of licensed childcare facilities providing infant (0-18 months) care in Douglas County, with current capacity meeting only approximately 16.6% of the estimated need based on the County's infant population.
2. Douglas County Early Childhood Council data also indicates a shortage of licensed childcare facilities providing toddler (18-36 months) care in Douglas County, with current capacity meeting only approximately 38% of the estimated need based on the County's toddler population.
3. The shortage of licensed childcare facilities directly impacts workforce participation,

economic development, and overall quality of life for County residents.

4. The shortage of licensed childcare facilities represents an area of specific local concern as defined in C.R.S. § 30-11-132(1)(a).

## **SECTION 2: ESTABLISHMENT OF INCENTIVE PROGRAM**

The Douglas County Child Care Provider Property Tax Incentive Program ("Program") is hereby established to provide property tax rebates for both real and personal property to qualified program participants as set forth in this Resolution.

## **SECTION 3: PROGRAM ELIGIBILITY**

To qualify as a Program Participant eligible for a County property tax rebate, an applicant must meet all of the following criteria:

1. Own or lease real property located within Douglas County. For properties where the licensed childcare facility is operated by a person or entity other than the property owner ("Childcare Operator"), the Childcare Operator must submit a copy of the lease.
2. A written agreement between the property owner and childcare operator, requiring remittance of the tax rebate amount to the Childcare Operator;
3. Utilize the property to operate a childcare facility that is currently licensed by the Colorado Department of Early Childhood;
4. Be in good standing with a permanent State license following all requirements and regulations;
5. Have no outstanding tax liabilities to Douglas County;
6. Submit a complete application for participation in the Program; and
7. Complete a reporting form to:
  - a. Certify that rebated funds will be used for eligible expenses
  - b. Any additional information deemed necessary by the County.

## **SECTION 4: TAX CREDIT/REBATE STRUCTURE**

1. Any Licensed Child Care Program located in Douglas County who meets criteria listed in Section 3 is eligible for:
  - Tax credit/rebate: 75% of County real and personal property taxes
2. Additional Incentive:
  - Additional 25% for providers offering seats for infants and/or toddlers
3. The tax rebate amount will equate to property taxes paid to Douglas County Government
4. Mill levies collected for all other tax authorities are not included in this rebate.

**SECTION 5: PROGRAM EVALUATION**

The Board shall evaluate the Program annually to determine its effectiveness in improving access to licensed childcare facilities in Douglas County. The Program evaluation shall consider:

1. Change in the number of licensed childcare facilities in the County;
2. Change in the total licensed capacity for childcare for infants and toddlers in the County;
3. Geographic distribution of licensed childcare facilities;
4. Number of Program Participants; and
5. Total financial impact of the Program on County revenues.
6. Other criteria at the discretion of Douglas County.

The results of the annual evaluation shall be presented at a public hearing that includes an opportunity for public testimony.

Based on the evaluation, the Board may renew the Program for not more than one year if it determines that the Program has been and is likely to continue to be effective in addressing the shortage of licensed childcare facilities in the County.

**SECTION 6: EFFECTIVE DATE AND DURATION**

1. This Resolution shall be effective upon adoption.
2. The Program shall remain in effect for one year from the date of adoption, subject to renewal as provided in Section 5.
3. Program Participants who receive a tax rebate under the Program shall not be required to repay such rebate in the event the Program is not renewed.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_ 2026, in \_\_\_\_\_ County, Colorado.

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

**BY:**

\_\_\_\_\_

**GEORGE TEAL**, Chair

**ATTEST:**

\_\_\_\_\_

**HAYLEY HALL**, Clerk to the Board

www.douglas.co.us

**MEETING DATE:** April 14, 2026

**STAFF PERSON RESPONSIBLE:** Zeke Lynch, P.E., Assistant Director, Public Works Engineering

**DESCRIPTION:** License Agreement Between the Douglas County Board of County Commissioners and the Grandview Estates Homeowners Association.

**SUMMARY:** The proposed license agreement would grant the Grandview Estates Homeowners Association permission to maintain the fencing and fire hydrant gates at the 2nd and 3rd Street trailheads that were approved for closure under a temporary license agreement set to expire April 30, 2026.

**RECOMMENDED ACTION:** Consideration of the enclosed license agreement between Douglas County Board of County Commissioners and the Grandview Estates Homeowners Association.

**REVIEW:**

Kristina Mann	Approve	4/2/2026
Jeff Garcia	Approve	4/6/2026
Christie Guthrie	Approve	4/6/2026
Doug DeBord	Approve	4/8/2026

**ATTACHMENTS:**

Cover Page  
12-13-25 Presentation - 2nd Draft  
'89 HOA bylaws  
ATTACHMENT A - Lexis-Nexis Community Crime Map  
ATTACHMENT B - DC and Town of Parker Mobility Policy  
ATTACHMENT C - 1ST ST AND FUTURE TRAILHEAD CONNECTIONS  
ATTACHMENT D -OTHER ENTITY COMMENTS  
ATTACHMENT E - Opposition Vandalism  
ATTACHMENT F - GRAND VIEW ESTATES ASSESSOR MAP  
ATTACHMENT G - Does CIOAA Apply  
ATTACHMENT H - FUTURE CONCERNS  
GVE Cty License Agreement 8-8-25  
License Agreement - Grandview Estates  
Jacobson 4-6-26 Final Outreach Letter  
BOCC Survey Results



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License Agreement - Grandview Estates  
Jacobson 4-6-26 Final Outreach Letter  
BOCC Survey Results





# GRAND VIEW ESTATES

## HOMEOWNER'S ASSOCIATION

P.O. Box 2157

Parker, CO 80134-9443

## Request to Make Permanent the License Agreement Dated 8/8/25 Between Douglas County and the Grand View Estates HOA

### FORMAL REQUEST:

The Grand View Estates HOA (GVE) respectfully asks the Douglas County Board of Commissioners to make the August 8, 2025, temporary license agreement (Attached) closing two of three trailheads on our north boundary be made permanent. Ensuring continued public safety and preservation of our semi-rural community and eliminating any risk of future trail misuse if closures are lifted.

The two trailheads at North 2<sup>nd</sup> and 3<sup>rd</sup> Streets provided access to parcels with significant residential and commercial development annexed by the Town of Parker in 2016. The trailhead located at North 1st Street remains accessible to both pedestrians and equestrians, thereby continuing to provide convenient access to a range of amenities for residents on either side of the County boundary.

### EFFECTIVENESS OF CLOSING THE TRAILHEADS:

The trailheads' closure has delivered several benefits:

- Reduction in illegal off-road activities by youths from inside and outside of GVE on ATV's, dirt/E-Moto bikes, even if these incidents are not in official crime statistics due to their age.
- Crimes including trespassing, theft, and larceny have decreased in the 3 months from 9/16 to 12/16/25 since the trailhead closures became effective due to fewer unauthorized access points (Attachment A).
- Resident amenities remain unaffected, since ATVs, dirt/E-Moto bikes, unlicensed electric bikes, and even golf carts are possibly prohibited on local County roads, the Town of Parker trail system and even per Colorado State Statutes (Attachment B).
- The trailhead at the end of North 1st Street remains open to pedestrian and equestrian traffic, with easy access for residents from both sides of the County boundary. It links to the gravel trail along the north boundary of the Town of Parker's parcel from 1st to 4th Streets and connects to the E-470 and Meridian Park trail systems, with possible future extensions planned from the RidgeGate subdivisions (Attachment C). The area also features a fire hydrant and ample parking space for South Metro Fire & Rescue (SMFR) to easily fill fire engines and water tenders in the event of a fire (Attachment C).
- Other entity comments have been obtained from South Metro Fire & Rescue (SMFR), the Town of Parker, and Douglas County Sheriff's Office (DCSO) (Attachment D).

## WHAT LED TO THE INITIAL LICENSE AGREEMENT REQUEST?

Illegal off-road ATV, dirt bike, and E-Moto activity by youth from within and outside of Grand View Estates - a common issue both locally and nationwide - prompted the HOA Committee to unanimously collaborate with County staff on solutions. Including sending out a community-wide survey where 72% of the returned surveys were in favor of the trailhead closures. (A record community response.)

- The illegal off-road activities are not harmless fun; several municipalities including the Town of Castle Rock and the City of Aurora have passed regulations to cite parents of the youth involved and even confiscate illegal off-road type vehicles. The City of Lone Tree recently released video to the local media asking for assistance in identifying youth who had entered a building on their E-Moto bikes.
- There are ongoing reports on various Nextdoor sites of illegal off-road activity by youths riding in groups on County roadways and even on E-470 doing wheelies and other unsafe acts endangering the riders and affecting public safety.
- Youth riders used the 2<sup>nd</sup> and 3<sup>rd</sup> Street trailheads to evade law enforcement as they crossed between adjacent subdivisions and other Parker communities and to access the buffer trail on GVE's north boundary on the Town of Parker trail system, resulting in numerous complaints by north development residents regarding the unsafe conditions.
- A dirt bike track was set up on a Stonegate Metropolitan District's open space area on our east side near monitoring wells and youth gathered to use it including at night – trespassing and vandalizing the property and arriving/leaving without any headlights.
- When access to Stonegate's property was closed down, youth then turned their attention to the County maintained passive park on the south side of GVE which was vandalized three times including the corral gate lock being cut and the gate even being removed. The native grass areas also were damaged and rutted.
- The 1<sup>st</sup> Street trailhead access and adjacent AG fencing was vandalized several times and even the emergency gate and culvert tunnel were targeted before Thanksgiving.
- The issue came to a head after youths continued to ride through our community in groups, at high rates of speed and running stop signs; they also targeted an elderly resident in a car, two riders on horseback and severely injured a resident's dog.

In addition, development plans for the parcels north of our community on property annexed by the Town of Parker in 2016 have significantly expanded since initial developer discussions in 2013 regarding the three trailhead access points.

Initial development plans known to the 2013 HOA Board only included 192 units consisting of: 120 paired duplexes and 72 single residential units for a total of 192 units (duplex units were increased by 24 in early 2024). All other parcels plans were unknown at the time and in 2018 the new HOA Committee discovered plans for a 300-unit apartment complex and discussed access concerns, but the Town of Parker indicated that there would be maintenance issues with the north buffer at the 2<sup>nd</sup> and 3<sup>rd</sup> Street trailheads and discouraged closing the two access points.

Today plans include 216 single residential/paired duplexes and 2 multi-residential apartment complexes with a total of 492 units consisting of: 15 studios, 255 one-bedroom, 188 two-bedroom, and 34 three-bedroom apartments. Significantly increasing the total population from the 2013 discussions.

In April 2024, it was learned from a County Manager's report that a Wyndham Echo Suites extended stay hotel with 120 units was part of the commercial development north of Beford Avenue bringing the total units to 828. The hotel joins

the Maverick gas station at Belford Avenue & Chambers Road, where a recent law enforcement event prompted a “shelter-in-place” and SWAT response.

#### **INITIAL OPPOSITION:**

- Early opposition to the trailhead closures, which included vandalism of HOA and Town of Parker property, and County signage, has ceased since last Thanksgiving (Attachment E).
- The majority of the resistance came from residents wanting to use the trail buffer on the north for prohibited activities or felt inconvenienced even though many rarely used the trailheads.
- Some of the property owners who returned the community-wide survey indicated while they wanted to leave the trailheads open for pedestrian only access, they also wanted to eliminate the illegal off-road activity and suggested key-card entry gates.
- **The HOA attempted community-wide and even individual mediation multiple times through DCSO and it was even offered by the County Assistant Attorney, but opposition declined participation.**
- Misinformation circulated on GVE’s private Facebook page pertaining to the HOA not being legitimate and there were claims about poor fire hydrant access and lack of SMFR’s expertise to fight fires. Neither of the fire hydrants at the two closed trailheads had been maintained since certification in 2021 until the HOA working with SMFR took action.
- Additionally, it appears that part of the opposition stems from at least two road vacation approvals by the County for Filbert Avenue and the terminus of Birch Avenue at 6<sup>th</sup> Street which the current HOA was not involved in but is possibly being blamed for today.

#### **GRAND VIEW ESTATES COMMUNITY OVERVIEW:**

- Situated in unincorporated Douglas County, north of Lincoln Avenue and south of E-470 between S. Peoria Street and S. Chambers Road, GVE was initially developed in 1955 (Attachment F).
- The area spans one square mile, comprising 260 properties that range in size from 1.6 to 4 acres, with most parcels measuring approximately 2 acres.
- For decades, GVE was surrounded on three sides by AG-zoned ranching operations without **any** trail access points. Ranching operations continue today on large parcels to our west.
- In 1977, the zoning classification changed from RR to ER (with non-conforming SR applicable to parcels smaller than 2.3 acres).
- A FEMA-designated 100- and 500-year floodplain traverses the center of the community along Happy Canyon Creek. The HOA Committee is currently working with the County and Mile High Flood District on a study to determine possible creek improvements north of the Dogwood Avenue crossing.
- At the eastern terminus of Dogwood Avenue, there is access to the E-470 and Cherry Creek trail systems via a pedestrian signal crossing at Chambers Road which the County installed to ensure safe crossing for youth to the local elementary and high schools as well as other pedestrian traffic from GVE.
- On GVE’s southern end, north of Lincoln Avenue there is a 17.87-acre passive park maintained by the County, which offers pedestrian and equestrian trails accessed via Birch Avenue or 2nd Street.

**GRAND VIEW ESTATES HOA OVERVIEW:**

- The **non-common interest voluntary HOA** was officially established in **1989** as an initiative led by engaged property owners, with the primary objective of a **community-focused approach** collectively addressing local concerns more effectively than through individual efforts.
- A key benefit of this structure is the flexibility afforded to members, who may participate without being legally obligated to adhere to stringent regulations or mandatory financial contributions (voluntary dues are \$25/property annually), unlike mandatory associations.
- Today, voluntary non-common interest HOAs exist throughout unincorporated Douglas County, and their unified representation can enhance engagement with local authorities.
- The State of Colorado defines and recognizes non-common interest organizations as those that **do not hold common property jointly** and the State does not require their registration with DORA (Attachment G).
- In 2001, the HOA also registered as a non-profit corporation with the State of Colorado which then led to obtaining tax-exempt status under Section 528 from the IRS. This facilitated the deduction of initial expenses related to the formation of the Grandview Estates Rural Water Conservation District.
- Many non-common interest HOAs in the State and County have a similar structure.
- In 2018, the HOA was designated as a Firewise USA Community and, in 2022, participated in the Douglas County Wildfire Partnership Conference hosted by Commissioner Laydon. The HOA regularly attends ongoing wildfire mitigation seminars conducted by the County, SMFR, WMFR, and the Colorado State Forest Service.
- At present, the HOA serves as a referral agency not only for the County but also for neighboring municipalities and towns.

**FUTURE CONCERNS:**

Similar issues with lack of proper fencing at the north ends of 5<sup>th</sup> and 6<sup>th</sup> Streets also exists (Attachment H). The 192-unit complex now under construction looks directly down onto the properties of GVE residents. There is even a recreation center with pool on the SE corner adjacent to GVE.

Much of the AG fencing that lasted for decades on the north boundary was damaged during the construction phase of the north developments. Recently planted trees will do little to block the view as promised and the construction fencing will eventually be removed and at this point no replacement fencing is planned. In addition, on the south side of the complex there will be a workout station circuit.

It is unclear how to assist these residents as a partial road vacate was already granted to the adjacent property owners at the north end of 6<sup>th</sup> Street that does not include the County property line.

**CLOSING:**

Thank you for your time and service.

The Grand View Estates HOA, like the BOCC, has taken a broad community-wide approach to initiatives since its original organization in the late-80's.

It is widely recognized that meeting the expectations of all stakeholders can be challenging, and effectively communicating issues is often complicated by the prevalence of misinformation.

Since its inception in 1989, the HOA has worked to maintain relationships with not only the County, but also other surrounding towns, municipalities and corporations including the Cordillera Corporation on our west boundary.

The Grand View Estates HOA and its property owners are committed to maintaining and monitoring the two trailhead closures going forward.

**ATTACHMENTS:**

- Attached – License Agreement Dated 8/8/25
- Attachment A - Lexis-Nexis Community Crime Statistics (Periods ending 1 yr. & 3 mon.)
- Attachment B - DCSO and Town of Parker Micromobility Guides/State Statutes
- Attachment C – 1<sup>st</sup> Street Open Trailhead and Future RidgeGate Connectivity
- Attachment D – Entity Comments – SMFR, DCSO and Town of Parker
- Attachment E – Incidents of Vandalism Photos
- Attachment F – Grand View Estates Assessor Map/Overview
- Attachment G – Does CCIOA Apply?
- Attachment H – Future Concerns (Access at 5<sup>th</sup> and 6<sup>th</sup> Streets)

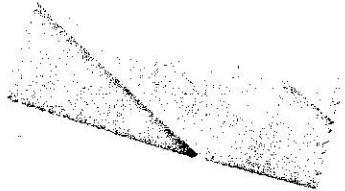
**CC - HOA COMMITTEE MEMBERS:**

- John Thompson – Vice Chair
- Tina Schwartz – Secretary
- Mike Stoffel – Treasurer
- Cindy Schuler – Member At Large
- Kevin Keyser – Member At Large



1989

BYLAWS  
OF  
THE GRANDVIEW ESTATES HOMEOWNERS ASSOCIATION



ARTICLE I

Name

This Organization shall be called The Grandview Estates Homeowners Association.

ARTICLE II

Object

The object of this Organization shall be to encourage members to work for the betterment of Grandview Estates. This shall be to promote the quality of life and the responsible growth and development in and around Grandview Estates.

ARTICLE III

Membership and Dues

- Sec. 1 Any property owner or resident is eligible to belong to the Association.
- Sec. 2 New applicants are to contact the Secretary.
- Sec. 3 Membership dues of The Grandview Estates Homeowners Association shall be \$10.00 per family per year, payable on application for membership.
- Sec. 4 Dues shall not include more than two votes per household.
- Sec. 5 Dues are subject to review yearly.
- Sec. 6 The fiscal year shall be from January 1 through December 31.
- Sec. 7 Fifty-one percent of attending members to a meeting constitutes a Majority.

ARTICLE IV

Executive Board and Duties

- Sec. 1 The Executive Board of The Grandview Estates Homeowners Association shall be: President, Vice-President, Secretary-Treasurer and four elected Board Members.
- Sec. 2 A Nominating Committee of five shall be appointed by the Executive Board in October to nominate a slate of officers. The term of office shall be one year. Nominees are elected by Members at the November meeting, and installed at the January meeting.
- Sec. 3 Nominations may be made from the floor; a majority vote shall elect.
- Sec. 4 Vacancies in any elective office shall be filled by Members at the next general meeting.
- Sec. 5 The President shall preside at all meetings.
- Sec. 6 The Vice-President shall perform the duties of the President in the President's absence.
- Sec. 7 Secretary-Treasurer shall conduct all organizational correspondence, record Minutes of all meetings, give a financial report at every general meeting and provide for an audit at the end of the fiscal year as directed by the Executive Board.
- Sec. 8 All funds of the Association shall be kept under the name of the organization in a bank designated by the Executive Board.
- Sec. 9 All expenditures shall be approved by the Executive Board and all checks shall be co-signed by the President and Secretary-Treasurer.

ARTICLE V

Meetings

- Sec. 1 The general meetings of The Grandview Estates Homeowners Association shall be held in January, June and November.
- Sec. 2 The Membership can petition the President for a special meeting, who in turn contacts the Executive Board. If approved, a special meeting will be called by the Secretary.
- Sec. 3 The Executive Board can call a meeting by a special notice.
- Sec. 4 Two-thirds of the Membership may call a special meeting to recall any member or members of the Executive Board.
- Sec. 5 Fifteen Members of the Organization shall be a quorum to conduct a meeting.

ARTICLE VI

Parliamentary Authority

- Sec. 1 All meetings shall be governed by Robert's Rules of Order, Newly Revised.

ARTICLE VII

Amend Bylaws

- Sec. 1 Thirty days written notice shall be given prior to presentation of amendments to the Membership at a general meeting.

ARTICLE VIII

Dissolution

- Sec. 1 If the Grandview Estates Homeowners Association is dissolved any remaining monies will be refunded to members after all bills are paid.

NOTICE OF GENERAL MEETING  
GRANDVIEW ESTATES HOMEOWNERS ASSOCIATION

TO THE RESIDENTS OF GRANDVIEW ESTATES:

A General Meeting will be held at 7:30 p.m., Thursday, October 26, 1989, at the Firehouse on Lincoln Avenue to elect new officers and board members. We are all encouraged to attend this meeting to show support for a much needed organization.

The Grandview Estates Homeowners Association was formed to raise a collective voice concerning development impacts in and around our subdivision. In the past, this voice has not fallen on deaf ears of County government as the Association achieved great success, largely due to President, Donna Suiter, and other members.

A number of these achievements included:

- Dedication of the buffer zone between 6th Street and the Stonegate Commercial use.
- Denial of access off 1st Street to the Vista Point Research Center and Airport 320 developments.
- Future landscape berm to be built on the Grandview side of E-470.
- Non-assessment of costs to widen Lincoln Avenue along the Grandview frontage.
- Blocking of a proposed batch plant at Meridian.

We greatly appreciate the efforts Donna and other members have put forth in the past in looking after our interests. It is now time for other residents to share this responsibility.

The Homeowners Association can have great influence in the planning and zoning of adjacent developments, but only with the support and presence of fellow Grandview residents. A number of individuals have offered nominations to fill available Board positions. If you or someone you know would consider devoting their time to these positions, please attend the Association meeting to offer nominations. The existing Bylaws and executive structure are described on the opposite page. According to the Bylaws, an annual fee of \$10.00 per family must be paid to become a member. You must become a member in order to vote. Please show your support by attending the meeting, filling out a very short membership application, and voting for a strong community organization.

If you are unable to attend but would like to join, you may fill out the application below and send a check made payable to Grandview Estates Homeowners Association to:

Grandview Estates Homeowners Association  
c/o Patrick Nook, 12941 North 2nd Street, Parker, Colorado 80134

Thank you for your consideration.

Did you know that Stonegate located just east of 6th Street has filed to re-zone their commercial use and raise the height restriction to allow 150' structures? The Planning Commission Hearing for this request is scheduled for October 23 at 7:00 p.m. Call the Douglas County Planning and Zoning Department for more information at 660-7460. Please try to attend.

---

GRANDVIEW ESTATES HOMEOWNERS ASSOCIATION MEMBERSHIP APPLICATION

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

I am a homeowner or resident of Grandview Estates:

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

# ATTACHMENT A – LEXIS-NEXIS COMMUNITY CRIME MAPS

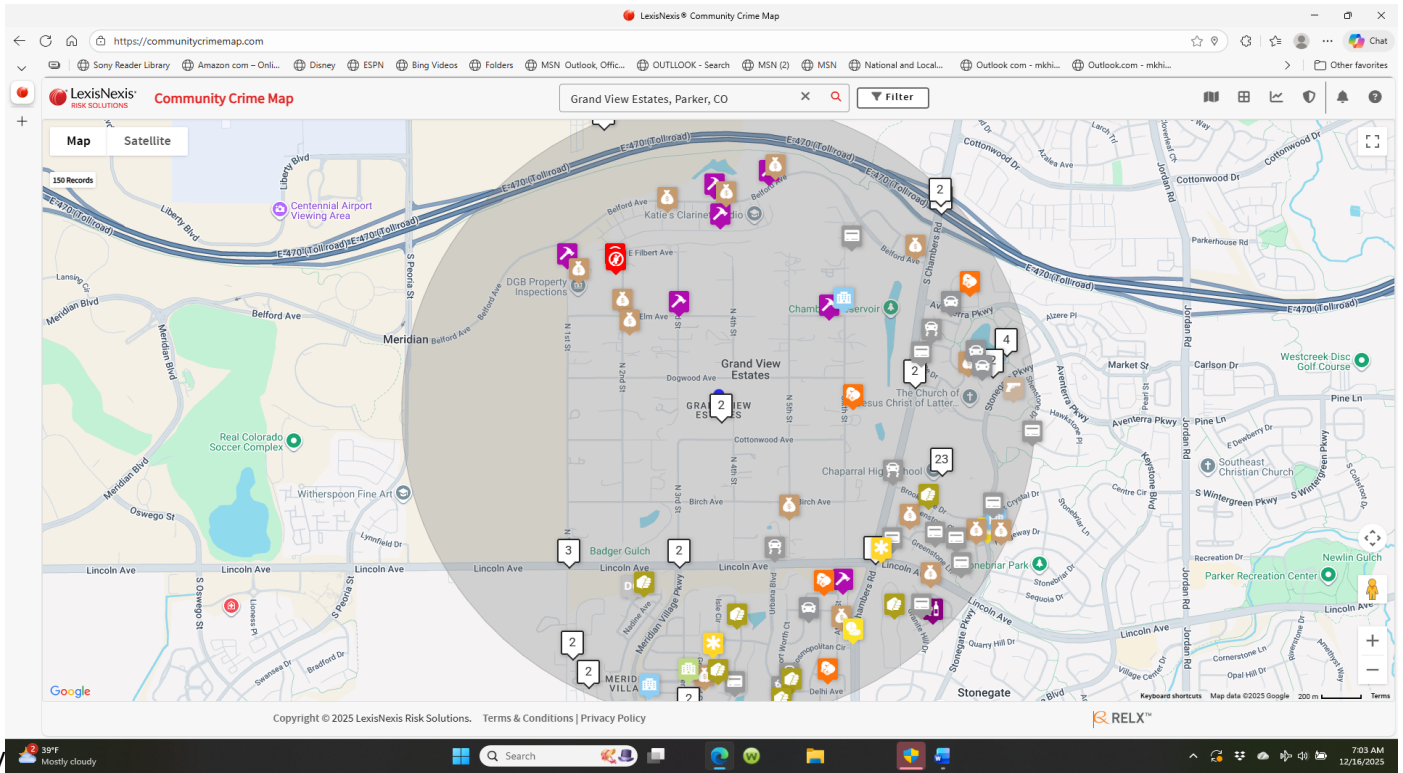
## Key

The screenshot displays the LexisNexis Community Crime Map interface. At the top, there is a search bar with the text "Enter city, address or coordinates" and a "Filter" button. Below the search bar, the "LexisNexis Community Crime Map" logo is visible. The main area is divided into several sections:

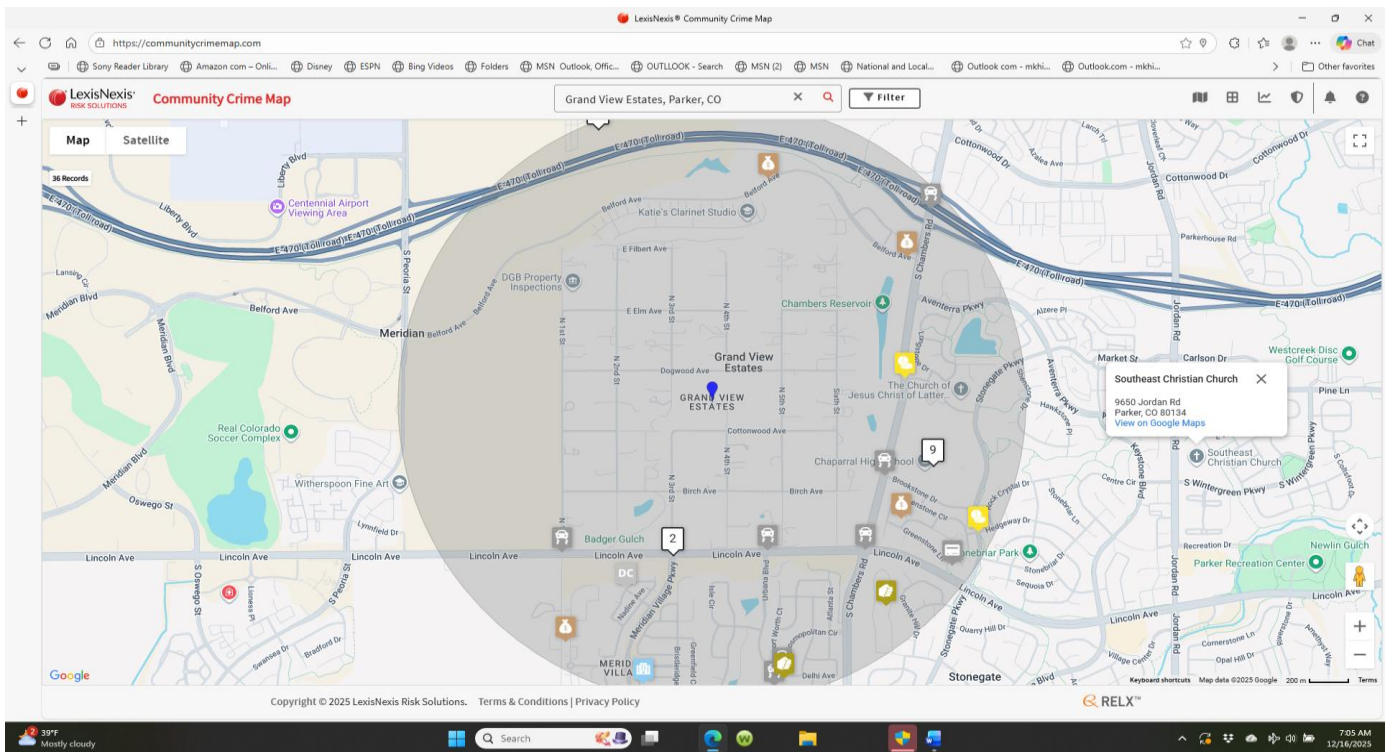
- Events:** A list of crime types with corresponding icons and checkboxes.
  - Select All/DeSelect All
  - Alcohol Violation
  - Assault - Aggravated
  - Burglary from Motor Vehicle
  - Death Investigation
  - Family Offense
  - Homicide / Manslaughter
  - Robbery - Commercial
  - Shoplifting
  - Trespassing
- Offenders:** A list of offender types with checkboxes.
  - All Other - Criminal
  - Assault - Simple
  - Burglary - Residential
  - Disorderly Conduct
  - Field Interview
  - Kidnapping / Human Trafficking
  - Robbery - Individual
  - Theft
  - Vandalism
- Agency Layers:** A list of agency types with checkboxes.
  - All Other - Non-Criminal
  - Attempted Homicide
  - Citation / Summons
  - Driving Under the Influence (DUI)
  - Fraud / Forgery
  - Missing Person / Runaway
  - SA Sexual Assault
  - Theft - Other
  - Weapons Violation
- Arizona:** A list of Arizona-specific crime types with checkboxes.
  - Burglary - Commercial
  - Civil / Court Violation
  - Drugs / Narcotics Violation
  - Harassment / Intimidation
  - Motor Vehicle Theft
  - Sexual Offense
  - Traffic Incident

Below the legend, there is a note: "Note: The selected incidents will display the 50 most recent records on the map, data grid, and analytics." The map itself shows a geographic area around Denver, Colorado, with various crime incidents marked by colored icons. The interface also includes a "Date Range" selector (10/17/2025 to 11/16/2025), a "Buffer" dropdown (None), and a "Timeframe Preset" dropdown (Select a Pre-De...). The bottom of the screen shows a taskbar with the time 7:55 AM and date 11/16/2025.

## Lexis-Nexis Community Crime Map – 1 yr. (12/16/24 - 12/16/25)



## Lexis-Nexis Community Crime Map – 3 Months (9/16/25 - 12/16/25)





# ATTACHMENT B – MICROMOBILITY POLICIES

## Douglas County (Released by Sheriff Weekly)


33414ffc-19eb-45fe-890d-d46f8b00067f (2).pdf

Search or enter web address

Sony Reader Library Amazon.com - Onli... Disney ESPN Bing Videos Folders MSN Outlook, Offic... OUTLOOK - Search MSN (2) MSN National and Local... Outlook.com - mkhi... Outlook.com - mkhi... Other favorites

Mark O'Harold at 303-660-7505 ext. 5801 or via email at [moharold@dcsheriff.net](mailto:moharold@dcsheriff.net).

### Electric Assisted Bicycles



**"Electrical assisted bicycle" means a vehicle having two or three wheels, fully operable pedals, and an electric motor not exceeding 750 watts of power.**


- Class 1 electrical-assisted bicycle" means an electrical-assisted bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of 20 MPH.
- Class 2 electrical assisted bicycle" means an electrical assisted bicycle equipped with a motor that provides assistance regardless of whether the rider is pedaling but ceases to provide assistance when the bicycle reaches a speed of 20 MPH..
- Class 3 electrical assisted bicycle" means an electrical-assisted bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of 28 MPH.

Class	Helmet Required?	Road Use?	Sidewalks?
1	No	Yes	Yes
2	No	Yes	Yes
3	Yes if Under 18	Yes	No

\*Class 3 Electrical Assisted Bicycle, the operator must be at least 16 Years of age.

DCSO Recommends Helmet Use for Safety!

### Off Highway Vehicles "E-Motos"



What is commonly referred to as an "E-Bike" or "E-Moto" can be misleading. **Many of these vehicles are actually designed for off-road use only and are not legal for operation on public roadways or sidewalks.**

These types of vehicles are often classified as Off-Highway Vehicles (OHVs) under CRS 33-14.5-101, which defines an OHV as:


"Any self-propelled vehicle that is designed to travel on wheels or tracks in contact with the ground, designed primarily for use off of the public highways, and generally and commonly used to transport persons for recreational purposes."

**For safety and legal compliance, it is important to verify how the vehicle is classified before operating it on a public roadway.**

Prospective buyers are strongly encouraged to research whether the vehicle is primarily designed for on-road or off-road use. Just because a vehicle has electric power and bicycle-like features does not mean it meets the legal requirements for on-road use.

**Violations require a mandatory court appearance and vehicles may impounded and be subjected to impound fees.**

### Low Power Scooter



(a) "Low-power scooter" means a self-propelled vehicle **designed primarily for use on the roadways** with not more than three wheels in contact with the ground, no manual clutch, and either of the following:

- (I) A cylinder capacity not exceeding fifty cubic centimeters if powered by internal combustion; or
- (II) A wattage not exceeding four thousand four hundred seventy-six if powered by electricity.

(b) "Low-power scooter" does not include a toy vehicle, bicycle, electrical assisted bicycle, electric scooter, wheelchair, or any device designed to assist people with mobility impairments who use pedestrian rights-of-way.

Drivers	Registration	Road Use?	Sidewalks?
Yes	Yes + Insurance	Yes Bike Lanes Ok	No

Micromobility in Parker | Town of Parker - Official Website

https://parkerco.gov/Micromobility

Public Transportation

## Micromobility in Parker

### Dirt Bikes, E-bikes, Scooters and Other Micromobility Devices




One of the many things our residents cherish about Parker is its exceptional biking environment.

Whether you're navigating our extensive network of trails, running errands around Town or catching up with friends over a shared activity, biking is a fantastic way to stay active and discover the beauty of our community.



In recent years, a growing number of our residents and visitors have embraced E-bikes, or electric bicycles. If you don't own one yourself, chances are you know someone who does. E-bikes resemble traditional bicycles but come equipped with an electric motor to assist riders. They are swift, efficient and contribute to reducing our carbon footprint.

**Please note, Class 3 e-bikes and electric and gas-powered motorbikes and dirt bikes are never allowed on Parker's trails network!**

#### Allowed on Parker Trails

Class 1 E-bikes	Class 2 E-bikes	Electric Stand-up Scooters
		
<ul style="list-style-type: none"> <li>Pedal-assist only</li> <li>20 MPH max speed</li> <li><b>Allowed on Town trails, sidewalks and roadways</b></li> </ul>	<ul style="list-style-type: none"> <li>Pedal-assist and throttle</li> <li>20 MPH max speed</li> <li><b>Allowed on Town trails, sidewalks and roadways</b></li> </ul>	<ul style="list-style-type: none"> <li>Throttle only, no pedals</li> <li>20 MPH max speed</li> <li><b>Allowed on Town trails, sidewalks and roadways</b></li> </ul>

#### Never Allowed on Parker Trails

Class 3 E-bikes	Electric Dirt Bikes and Motorbikes
	
<ul style="list-style-type: none"> <li>Pedal-assist only</li> <li>28 MPH max speed</li> <li>Speedometer required</li> <li><b>Never allowed on Town trails, sidewalks or within parks</b></li> <li>Only allowed on roadways</li> <li>Age 16+ to operate</li> <li>Under 18 years of age must wear a helmet</li> </ul>	<ul style="list-style-type: none"> <li>Throttle only, no pedals</li> <li>Speeds of up to 37+ MPH</li> <li>Includes electric dirt bikes designed for children</li> <li>Not considered "electrical assisted bicycles or e-bikes" or an "electric-powered wheeled devices" as defined by the <a href="#">Parker Municipal Code</a></li> <li><b>Never allowed ANYWHERE in Parker town limits, including trails, sidewalks, roadways or parks</b></li> </ul>

Select Language

67°F Sunny

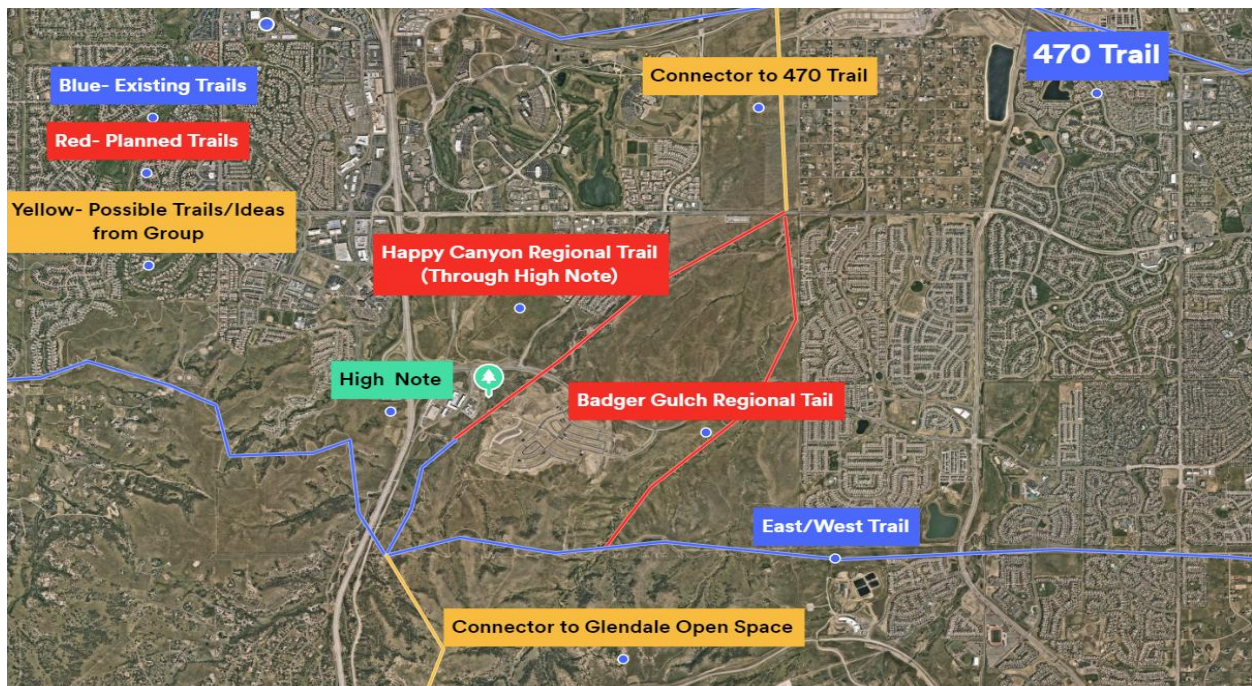
Search

2:20 PM 12/15/2025



The screenshot shows a web browser window displaying the Colorado State Patrol website. The address bar shows the URL: <https://csp.colorado.gov/press-release/off-highway-vehicles-not-allowed-on-streets-highways-in-colorado>. The page header includes the Colorado State Patrol logo and the text "COLORADO State Patrol Department of Public Safety". A search bar is located in the top right corner. The main navigation menu includes links for "About CSP", "Community Outreach", "Employment", "Services We Provide", and "Talk With Us". A "CSP 211" logo is visible in the top right corner of the page content. The breadcrumb trail reads "Home > Off Highway Vehicles Not Allowed on Streets, Highways in Colorado". The main heading is "Off Highway Vehicles Not Allowed on Streets, Highways in Colorado". The text of the press release states: "COLORADO – On May 7, 2021, Governor Jared Polis signed into state law that off-highway vehicles (OHV), regardless of the state or other jurisdiction in which the off-highway vehicle is registered or titled, will not be allowed on public streets, roads, or highways of the State. Off-highway vehicles include ATVs, four-wheelers, and side-by-sides, and more. This bill aimed to clear up confusion about the nature of these vehicles and their on-road usage, regardless if the OHV is registered and allowed on roadways or highways in another state. Colorado now prohibits their use on streets, with few minor exceptions. 'Ultimately this is about keeping everyone as safe as possible regardless of what they are driving,' said Colonel Matthew Packard, Chief of the Colorado State Patrol. 'We want people to enjoy all that Colorado has to offer, and clearing this law up made that easier and safer to do.' While the law is statewide, there are some exceptions in certain areas. For a list of these exemptions, please visit <https://staythetrail.org/ohvs-on-streets-and-roads/> for more information." Below the text is a "Recent" section with three links: "Speeding is Aggressive Driving", "Start the Year on the Right Foot", and "New Career for the New Year – Not so Fast". The page ends with "###". The Windows taskbar at the bottom shows the date and time as 9:39 AM on 1/6/2026, and the weather as 45°F Sunny.

# ATTACHMENT C – 1<sup>ST</sup> ST. OPEN TRAILHEAD/FUTURE CONNECTIONS



## **ATTACHMENT D – OTHER ENTITY COMMENTS**

### **South Metro Fire & Rescue (SMFR)**

The HOA began working closely with SMFR after it was determined that the fire hydrants at the 2<sup>nd</sup> and 3<sup>rd</sup> Street trailheads were not on documentation that SMFR had after taking over the fire administration role for the Town of Parker in July of last year. The following letter indicates that the installed fencing and gates at the two trailheads allow for unrestricted access to the fire protection water supply.

December 18, 2025

RE: Grandview Estates Trailhead Gates & Fencing

To whom it may concern:

South Metro Fire Rescue recently reviewed and approved the installation of fencing and gates along the north border of the Grandview Estates Community in Douglas County for the purpose of ensuring fire department access to the newly installed fire hydrants would be maintained as required. It was my determination that the fencing, in conjunction with 4-ft wide gates equipped with hinges and Knox Fire Department Padlocks, would indeed allow unrestricted access to the fire protection water supply in the event of an emergency. Please feel free to contact me with any questions or concerns.

Brad Gleason  
Assistant Fire Marshal  
South Metro Fire Rescue  
(720) 989-2251

### **Town of Parker**

It was agreed with the Town of Parker that keeping the 1<sup>st</sup> Street trailhead connection open was a priority and a “win, win” for all involved including allowing for possible future connectivity from trail systems south of Lincoln Avenue in the RidgeGate area.

The Town noted in an email dated 9/2/25 from Stacey Nerger, Town Planer, that:

“If the one remaining connection becomes an issue, we are happy to discuss, but are not currently supportive of closing it.”

## **Douglas County Sheriff's Office (DCSO)**

In April 2025 the HOA began working closely with DCSO after youths built a dirt bike track on a Stonegate Metropolitan District parcel on our east boundary. Over the summer, we continued educational efforts as advised by law enforcement and posted updates on our private Facebook page (below) including posting the guide released by Sheriff Weekly pertaining to the new DCSO micromobility policies (Attachment B). All vandalism at the 2nd and 3rd Street trailheads was reported to DCSO. While specifics about illegal off-road activities cannot be shared due to minors' involvement, County staff receive regular updates. DCSO also has noted and appreciated the strong community support for law enforcement from GVE.

### **Posted on the GVE Closed Community FB Page – 5/13/25**

From the HOA: DCSO Contact Info.

Due to another incident on the Stonegate property to the east of GVE where around 6 dirt bike riders were again seen trespassing & utilizing the jumps/track, other calls that the DCSO has received re: the activity of various types of off-road unlicensed vehicles including in the passive park north of Lincoln, racing through the streets of GVE, & on the property annexed by the Town of Parker on our north boundary, Sgt. O'Harold of the DCSO has asked that we provide his contact information:

Mark O'Harold Jr  
Sergeant Traffic Unit Wed-Sat  
Douglas County Sheriff's Office  
Office: 303-660-7505 Ext 5801  
Email: moharold@dcsheriff.net

Sgt. O'Harold can assist with questions re: the usage of different types of "vehicles" under CRS 42-1-102, as well explain CRS 33-14.5-108 that prohibits the use of unlicensed off-highway dirt bikes, ATV's go-carts, and side-by-sides on streets, roads and highways in the state. (OHV permits for allowed off-road **trail** access are different.)



## ATTACHMENT E – INCIDENTS OF VANDALISM

Vandalism by a small group of residents from both sides of the County boundary began immediately after completing the 2<sup>nd</sup> Street trailhead with the removal of a 16' cattle panel on August 17<sup>th</sup>, 2025.

The incidents persisted, requiring the HOA to repair damage at their own expense and dedicate significant volunteer time to restoring their property. The situation escalated just before Thanksgiving, when vandals cut a daisy chain lock attached to a SMFR Knox lock at the 1st Street emergency gate, resulting in unwanted vehicle traffic entering GVE from multiple northern access points. A large amount of graffiti remains inside the Belford Avenue culvert tunnel and has yet to be cleaned up. The GVE HOA is not responsible for this gate but did purchase new heavy-duty chain and worked with SMFR to secure the emergency gate again. **(NOTE: Since Thanksgiving all vandalism at the three trailheads has stopped.)**

As fencing became harder to cut, vandals shifted their focus to removing SMFR-approved access gates installed in front of the fire hydrants at the 2nd and 3rd Street trailheads. These gates were repeatedly pulled off their hardware until HOA volunteers secured them by welding the brackets and screws in place. Even the County's "Trail Access Closed" sign was removed by vandals which was replaced by HOA volunteers.

In addition, at the 3<sup>rd</sup> Street trailhead temporary fencing on private property just to the west of the 3<sup>rd</sup> Street trailhead was vandalized numerous times until a permanent replacement could be made. Residents from both sides of the County boundary were involved which included ongoing trespassing on the property. After 400' of fencing was secured with 4 wires along a wood fence, the property owner recently had to place 2 additional wires on the fence located just to the west of the 3<sup>rd</sup> Street trailhead due to opposition crawling through the prior wire openings – again trespassing.

It is also ironic that below is a photo of what our residents see at the 3rd Street trailhead despite numerous requests to have the "Private Property No Trespassing" sign removed which was erected to prevent unwanted activity when initial construction development activities began on the north. Primarily due to GVE renters setting up a dirt bike track on one of the parcels. Today, it is unclear why anyone involved think it is acceptable for unlimited access into our community.



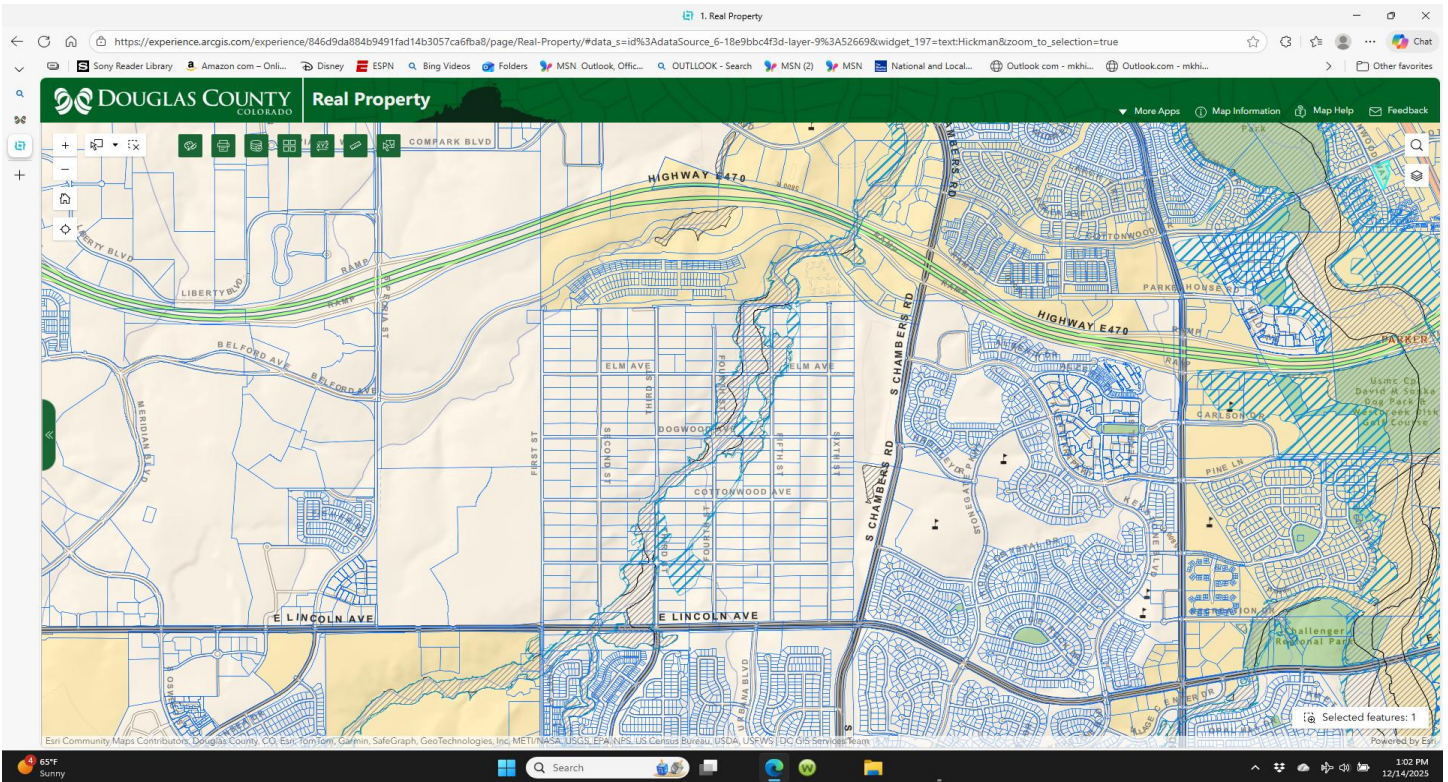


Below are just a few examples of the ongoing vandalism at the two trailheads excluding what occurred at the County maintained passive park on our south boundary or on the Stonegate Metropolitan District open space area to our east.





# ATTACHMENT F – ASSESSOR MAP OF GRAND VIEW ESTATES

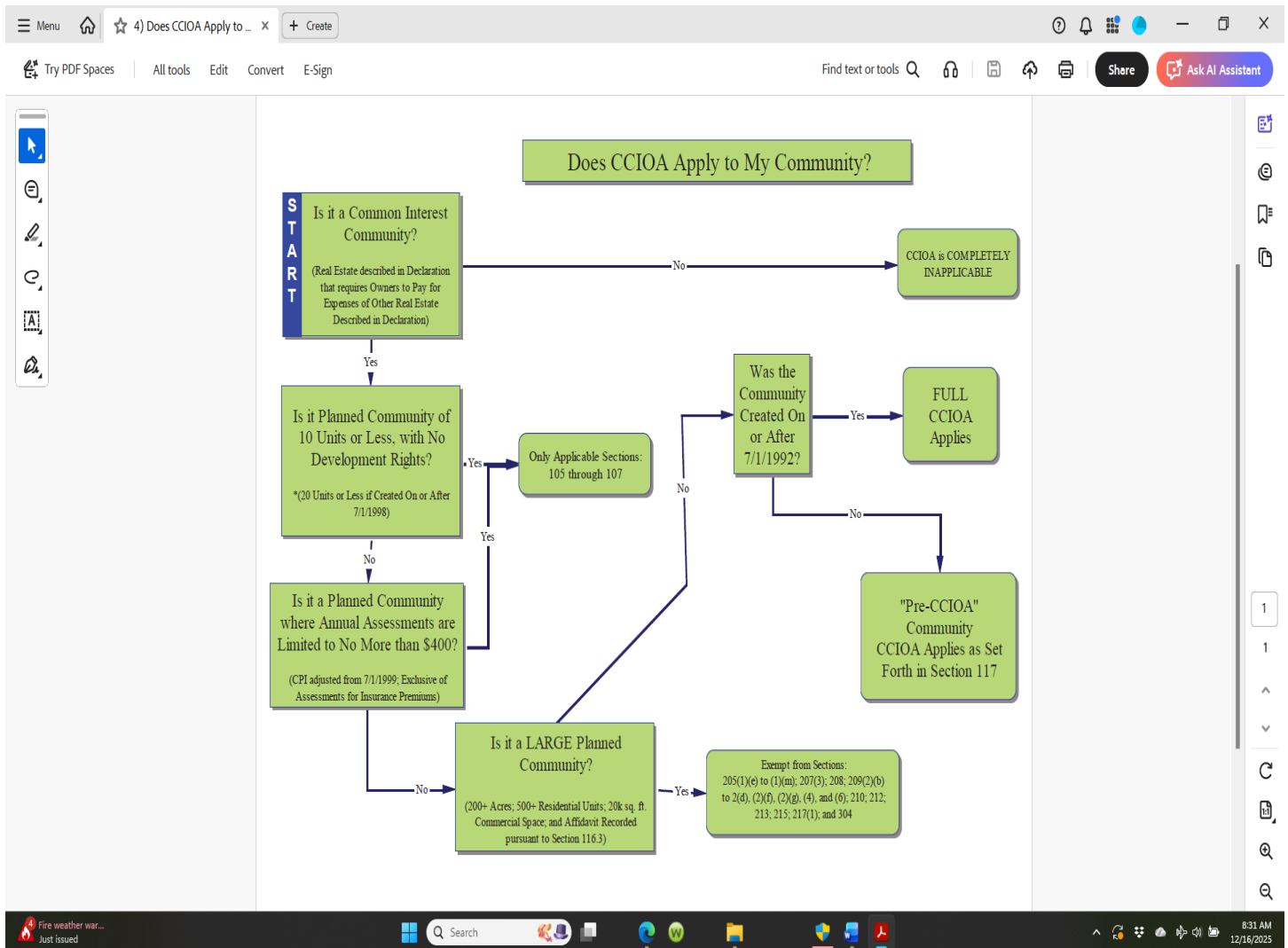


# ATTACHMENT G – DOES CCIOA APPLY?

The Colorado Common Interest Ownership Act (CCIOA) **does not apply** to non-common interest HOA's per the flow chart below from the State's website. Similarly organized HOA's in unincorporated areas of Douglas County include: Happy Canyon Estates, Parker View Estates, Surrey Ridge Estates, Ponderosa Hills, and Twin Oaks along with many others.

Per the chart: "Is it a Common Interest Community? (Defined as Real Estates described in Declaration that requires Owners to Pay for Expenses of Other Real Estates Described in Declaration). If no, then CCIOA is COMPLETELY INAPPLICABLE."

Registration with DORA is also not required, which was confirmed by review of the 15,000+ common-interest HOA's listed on the State's website.



## ATTACHMENT H – FUTURE CONCERNS

The image below illustrates the proximity of a 300-unit apartment complex, which is currently leasing, to the backyards of GVE properties located at the north ends of 4<sup>th</sup> and 5<sup>th</sup> Sts. The only existing barrier is the historic agricultural fencing; there is no landscape buffer to mitigate views or noise.



The following photographs illustrate the proximity of a 192-unit apartment complex **currently under construction**. The left image, taken from the east side of N. 6th Street, shows a direct view into the backyard of a GVE property owner. The single-story structure to the right is a recreation center with a pool.

In the right image, an apartment building is being constructed on the west side of 6th Street within the same complex and overlooks properties situated along both 5<sup>th</sup> and 6<sup>th</sup> Streets owned by GVE residents.

A workout circuit track is planned which will run along the full south side of the apartment complex.

New landscaping has been planted with the intention of obstructing views into GVE properties and minimizing noise disturbances which is not effective.

Once construction fencing is removed along the south side of the complex, the original agricultural fencing along the County boundary will remain and a corral gate is not secured. It is important to note that substantial sections of the AG fencing sustained damage during the initial grading and construction phases.





## TEMPORARY LICENSE AGREEMENT

THIS LICENSE AGREEMENT is made and entered into this 8<sup>th</sup> day of August, 2025, by and between the BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, COLORADO, hereinafter referred to as "COUNTY", whose address is 100 Third Street, Castle Rock, Colorado 80104, and GRANDVIEW ESTATES HOMEOWNERS' ASSOCIATION, whose address is P.O. Box 2157, Parkers, CO 80134, hereinafter referred to as "LICENSEE".

112784 W. 3rd St., Parkers, CO 80134

1. PROPERTY LICENSED. The COUNTY hereby grants a license ("License") to the LICENSEE, subject to the terms and conditions contained in this License Agreement, for use of the property, which includes the land and any improvements or facilities thereon, described as follows ("Property"):

**SEE EXHIBIT "A", ATTACHED HERETO AND MADE A PART HEREOF**, which identifies the general location of fencing and signage ("Improvements"). "Improvements" includes any improvements installed by the LICENSEE on the Property.

The Property is subject to all easements and rights-of-way of record. The Improvements installed by the LICENSEE on the Property shall be owned and maintained by the LICENSEE.

2. UTILITIES. The LICENSEE covenants and agrees to pay all charges for water, electric power and other utilities assessed, levied or incurred on the Property associated with the Improvements during the term of this License or any renewal thereof.

3. MAINTENANCE, REPAIR AND ALTERATIONS. The LICENSEE covenants and agrees not to make or permit to be made any alterations in, or additions to, the Property without the prior written consent of the Public Works Engineering Director, hereinafter "Engineer", and to keep the Property and all Improvements thereon in good repair at the expense of the LICENSEE; to keep the Property free from litter, dirt, debris and obstruction; and to surrender and deliver the Property in good order and condition upon the expiration or termination of this License, ordinary wear and tear and loss by fire, flood or Act of God excepted. In the event the COUNTY has to enter the Property to repair and maintain the Improvements in order to protect the integrity of the Property, the COUNTY shall charge all costs to the LICENSEE.

4. USE. The LICENSEE covenants and agrees that it shall utilize the Property for construction and maintenance of the Improvements and for no other purpose and not to use the Property or permit it to be used for purposes prohibited by the applicable laws of the United States, State of Colorado or any political subdivisions thereof.

5. RE-ENTRY. The COUNTY or its duly authorized representative has the right to enter upon the Property at any time for the purpose of inspecting the same, making surveys, showing the Property to prospective licensees and to do such other acts and things as it deems necessary for the protection of its interest therein.

6. NOTICE. Any required notice shall be in writing and mailed by certified mail to the respective parties at the address hereinabove given. The Engineer shall be the representative of the COUNTY to accept or give any approval, notice or the like provided for hereunder. In the event the LICENSEE should change the address hereinabove given during the term of this License, the LICENSEE shall notify the COUNTY in writing of such change of address.

7. NO COVENANT OF TITLE OR QUIET POSSESSION. The rights granted herein are without covenant of title or warranty of quiet possession of the Property and no water or water rights are granted by this License.

8. SUCCESSORS AND ASSIGNS. This License shall inure to the benefit of, and be binding upon, the respective legal representatives, heirs, successors and assigns of the parties.

9. ASSIGNMENT OR SUB-LEASE. The LICENSEE covenants and agrees not to assign this License or to sublet any part of the Property without first obtaining the written consent of the COUNTY.

10. PROPERTY TAKEN "AS IS". The LICENSEE understands and agrees that the Property is licensed "as is", and the LICENSEE is assuming responsibility for any loss, injury, death or damage that may result from any and all defects, be they obvious or hidden, that said Property may contain. The COUNTY makes no warranty, written or implied, that the Property is fit for any purpose or that it meets any federal, state, county or local law, ordinance or regulation applying to the Property.

11. LIABILITY AND INDEMNIFICATION. The COUNTY shall not be liable for any loss, injury, death or damage to any person or personal property which may arise from the use or condition of the Property (including, but not limited to, loss, injury, death or damage resulting from ice, water, rain, snow, gas, electrical wires, fire, theft, burst pipes or plumbing failures) during the term of this License or any renewal thereof. The LICENSEE hereby expressly agrees to defend, indemnify and hold harmless the COUNTY, its officers, agents, employees and insurers against any liability, loss, damage, demand, action, cause of action or expense of whatever nature (including court costs and attorney's fees) which may result from any loss, injury, death or damage allegedly sustained by any person, firm, corporation or other entity which arises out of or is caused by reason of LICENSEE'S use and occupancy of the Property or LICENSEE'S failure to fulfill the terms and conditions of this License Agreement.

12. RESERVATION FOR BOARD USE. This License is conformable to the provisions of all COUNTY regulations insofar as applicable. Said provisions are incorporated herein and made a part hereof by this reference and shall supersede any apparently conflicting provisions otherwise contained in this License Agreement. The COUNTY reserves the right to make full use of the Property as may be necessary or convenient, and the COUNTY retains all rights to operate, maintain, install, repair, remove or relocate any of its facilities located within the Property at any time and in such a manner as it deems necessary or convenient.

13. TERMINATION.

a. The License shall terminate no later than February 15, 2026 unless extended by both the COUNTY and the LICENSEE.

b. If default shall be made in any of the covenants or agreements herein contained to be kept by the LICENSEE, it shall be lawful for the COUNTY to enter into the said Property, or any part thereof, either with or without process of law, to terminate the interest of the LICENSEE or of any other person or persons occupying the same, and to expel, remove or put out such person or persons, using such force as may be necessary in so doing, without being liable to prosecution or to damages therefor, and the said Property again to repossess and enjoy, as in the first and former estate of the COUNTY. If at any time the License shall be terminated as aforesaid or by any other means, the LICENSEE agrees to surrender and deliver up said Property peaceably to the COUNTY immediately upon termination, and if the LICENSEE shall remain in possession after termination, the LICENSEE shall be deemed guilty of a forcible detainer of said Property, and waiving all notice, shall be subject to eviction and removal, forcibly or otherwise, with or without process of law.

14. VENUE. For the resolution of any dispute arising hereunder, venue shall be in the courts of Douglas County, State of Colorado.

15. SPECIAL PROVISIONS.


**SEE EXHIBIT "B" ATTACHED HERETO AND MADE A PART HEREOF.**




The parties hereto mutually agree to all the terms and provisions herein contained.


Executed on the day and year above written.

**BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF DOUGLAS**

BY:   
DOUGLAS J. DEBORD  
County Manager

BY:   
JANET HERMAN  
Public Works Director

**GRANDVIEW ESTATES HOMEOWNERS' ASSOCIATION**

  
By: Kasen Hickman  
Title: President/Chair



# Exhibit A - Grandview Estates: 2nd Street and 3rd Street Fencing



8/8/2025, 10:56:42 AM

Map data © OpenStreetMap contributors, Microsoft, Facebook, Google, Esri Community Maps contributors, Map layer by Esri



## EXHIBIT "B"

- A No party shall be liable for failure to perform hereunder if such failure is the result of *force majeure* and that any time limit shall be extended for the period of any delay resulting from any *force majeure*. *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.
- B The LICENSEE, or the LICENSEE'S contractor, shall be required to obtain a Right-of-Way Use and Construction Permit from the Engineer prior to the time of commencement of any work to be performed under this License.
- C The LICENSEE shall not erect or place any signs, signposts, billboards, light posts, light fixtures, trees, shrubs, flower beds or other landscaping, buildings or structures of any type on the Property, except those approved by the Engineer.
- D Any repair or replacement of any COUNTY property made necessary because of the repair or maintenance of the Improvements or other appurtenant installations shall be made at the sole expense of the LICENSEE and require a Right-of-Way Use and Construction Permit from the Engineer.
- E In the event the COUNTY deems it necessary to repair, replace, remove or in any way maintain the street, drainage infrastructure, drainageways, or other appurtenances on the Property which will impact the Improvements, the COUNTY agrees to use due diligence in removal of materials to avoid unnecessary damage to the Improvements.
- F Upon abandonment or termination of any right or privilege herein granted, the right of the LICENSEE to that extent shall terminate, but its obligation to indemnify and save harmless the COUNTY its officers and employees, shall not terminate in any event for events which took place at the time of or prior to the abandonment or termination.
- G Upon termination or expiration of this License, the LICENSEE shall abandon the Property and other Improvements made by the LICENSEE, to the extent necessary to leave the area described in **Exhibit A** in the same condition and elevation as before this License was granted, except that the LICENSEE shall plant the area with native grass seed as specified by the COUNTY. The removal and seeding shall be done at the sole expense of the LICENSEE and to the satisfaction of the COUNTY.
- H It is expressly agreed that in case of the LICENSEE'S breach of any of the within promises, the COUNTY may at its option, have specific performance thereof, sue for damages resulting from such breach, or take affirmative action to correct such breach and charge the LICENSEE for the cost thereof.
- I The LICENSEE shall adjust, modify or cease maintenance of the Improvements upon the request of the Engineer to prevent degradation of roadways, prevent impairment of sight distance, prevent a safety hazard or for any other reason as determined by the Engineer.

# LICENSE AGREEMENT

THIS LICENSE AGREEMENT is made and entered into this 14<sup>th</sup> day of April, 2026, by and between the BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, COLORADO, hereinafter referred to as "COUNTY", whose address is 100 Third Street, Castle Rock, Colorado 80104, and GRANDVIEW ESTATES HOMEOWNERS' ASSOCIATION, whose address is P.O. Box 2157, Parker, CO 80134 (12784 W. 3rd St., Parker, CO 80134), hereinafter referred to as "LICENSEE".

1. **PROPERTY LICENSED.** The COUNTY hereby grants a license ("License") to the LICENSEE, subject to the terms and conditions contained in this License Agreement, for use of the property, which includes the land and any improvements or facilities thereon, described as follows ("Property"):

**SEE EXHIBIT "A", ATTACHED HERETO AND MADE A PART HEREOF**, which identifies the general location of the fencing and signage ("Improvements"). "Improvements" includes any improvements installed by the LICENSEE on the Property.

The Property is subject to all easements and rights-of-way of record. The Improvements installed by the LICENSEE on the Property shall be owned and maintained by the LICENSEE.

2. **UTILITIES.** The LICENSEE covenants and agrees to pay all charges for water, electric power and other utilities assessed, levied or incurred on the Property associated with the Improvements during the term of this License or any renewal thereof.

3. **MAINTENANCE, REPAIR AND ALTERATIONS.** The LICENSEE covenants and agrees not to make or permit to be made any alterations in, or additions to, the Property without the prior written consent of the Public Works Engineering Director, hereinafter "Engineer", and to keep the Property and all Improvements thereon in good repair at the expense of the LICENSEE; to keep the Property free from litter, dirt, debris and obstruction; and to surrender and deliver the Property in good order and condition upon the expiration or termination of this License, ordinary wear and tear and loss by fire, flood or Act of God excepted. In the event the COUNTY has to enter the Property to repair and maintain the Improvements in order to protect the integrity of the Property, the COUNTY shall charge all costs to the LICENSEE.

4. **USE.** The LICENSEE covenants and agrees that it shall utilize the Property for construction and maintenance of the Improvements and for no other purpose and not to use the Property or permit it to be used for purposes prohibited by the applicable laws of the United States, State of Colorado or any political subdivisions thereof.

5. **RE-ENTRY.** The COUNTY or its duly authorized representative has the right to enter upon the Property at any time for the purpose of inspecting the same, making surveys, showing the Property to prospective licensees and to do such other acts and things as it deems necessary for the protection of its interest therein.

6. **NOTICE.** Any required notice shall be in writing and mailed by certified mail to the respective parties at the address hereinabove given. The Engineer shall be the representative of the COUNTY to accept or give any approval, notice or the like provided for hereunder. In the event the LICENSEE should change the address hereinabove given during the term of this License, the LICENSEE shall notify the COUNTY in writing of such change of address.

7. **NO COVENANT OF TITLE OR QUIET POSSESSION.** The rights granted herein are without covenant of title or warranty of quiet possession of the Property and no water or water rights are granted by this License.

8. **SUCCESSORS AND ASSIGNS.** This License shall inure to the benefit of, and be binding upon, the respective legal representatives, heirs, successors and assigns of the parties.

9. **ASSIGNMENT OR SUB-LEASE.** The LICENSEE covenants and agrees not to assign this License or to sublet any part of the Property without first obtaining the written consent of the COUNTY.

10. PROPERTY TAKEN "AS IS". The LICENSEE understands and agrees that the Property is licensed "as is", and the LICENSEE is assuming responsibility for any loss, injury, death or damage that may result from any and all defects, be they obvious or hidden, that said Property may contain. The COUNTY makes no warranty, written or implied, that the Property is fit for any purpose or that it meets any federal, state, county or local law, ordinance or regulation applying to the Property.

11. LIABILITY AND INDEMNIFICATION. The COUNTY shall not be liable for any loss, injury, death or damage to any person or personal property which may arise from the use or condition of the Property (including, but not limited to, loss, injury, death or damage resulting from ice, water, rain, snow, gas, electrical wires, fire, theft, burst pipes or plumbing failures) during the term of this License or any renewal thereof. The LICENSEE hereby expressly agrees to defend, indemnify and hold harmless the COUNTY, its officers, agents, employees and insurers against any liability, loss, damage, demand, action, cause of action or expense of whatever nature (including court costs and attorney's fees) which may result from any loss, injury, death or damage allegedly sustained by any person, firm, corporation or other entity which arises out of or is caused by reason of LICENSEE'S use and occupancy of the Property or LICENSEE'S failure to fulfill the terms and conditions of this License Agreement.

12. RESERVATION FOR BOARD USE. This License is conformable to the provisions of all COUNTY regulations insofar as applicable. Said provisions are incorporated herein and made a part hereof by this reference and shall supersede any apparently conflicting provisions otherwise contained in this License Agreement. The COUNTY reserves the right to make full use of the Property as may be necessary or convenient, and the COUNTY retains all rights to operate, maintain, install, repair, remove or relocate any of its facilities located within the Property at any time and in such a manner as it deems necessary or convenient.

13. TERMINATION.

a. The License may be terminated by the COUNTY at any time upon thirty (30) days prior written notice to the LICENSEE.

b. If default shall be made in any of the covenants or agreements herein contained to be kept by the LICENSEE, it shall be lawful for the COUNTY to enter into the said Property, or any part thereof, either with or without process of law, to terminate the interest of the LICENSEE or of any other person or persons occupying the same, and to expel, remove or put out such person or persons, using such force as may be necessary in so doing, without being liable to prosecution or to damages therefor, and the said Property again to repossess and enjoy, as in the first and former estate of the COUNTY. If at any time the License shall be terminated as aforesaid or by any other means, the LICENSEE agrees to surrender and deliver up said Property peaceably to the COUNTY immediately upon termination, and if the LICENSEE shall remain in possession after termination, the LICENSEE shall be deemed guilty of a forcible detainer of said Property, and waiving all notice, shall be subject to eviction and removal, forcibly or otherwise, with or without process of law.

14. VENUE. For the resolution of any dispute arising hereunder, venue shall be in the courts of Douglas County, State of Colorado.

15. SPECIAL PROVISIONS.

**SEE EXHIBIT "B" ATTACHED HERETO AND MADE A PART HEREOF.**

The parties hereto mutually agree to all the terms and provisions herein contained.

Executed on the day and year above written.

**BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF DOUGLAS**

**APPROVED AS TO CONTENT:**

**BY:** \_\_\_\_\_  
**George Teal**  
**Board Of County Commissioners Chair**

\_\_\_\_\_  
**DOUGLAS J. DEBORD**  
**County Manager**

**ATTEST:**

\_\_\_\_\_  
**Deputy Clerk**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Christopher Pratt**  
**Assistant County Attorney**

***GRANDVIEW ESTATES HOMEOWNERS' ASSOCIATION***

**By:** \_\_\_\_\_

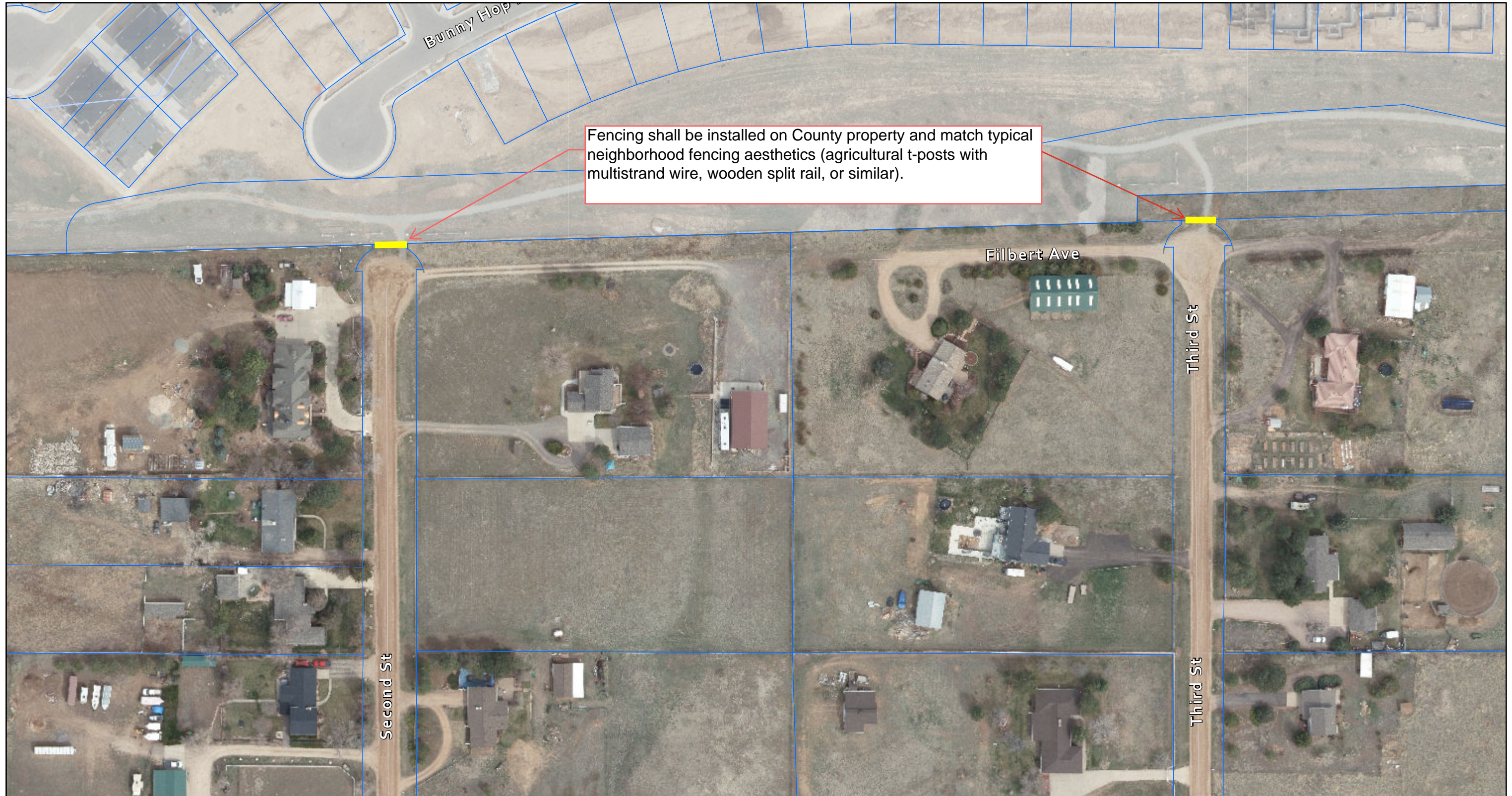
**Title:** President/Chair

**ATTEST:**

\_\_\_\_\_  
**Title:** \_\_\_\_\_



# Exhibit A - Grandview Estates: 2nd Street and 3rd Street Fencing



Map data © OpenStreetMap contributors, Microsoft, Facebook, Google, Esri Community Maps contributors, Map layer by Esri



## EXHIBIT "B"

- A No party shall be liable for failure to perform hereunder if such failure is the result of *force majeure* and that any time limit shall be extended for the period of any delay resulting from any *force majeure*. *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.
- B The LICENSEE, or the LICENSEE'S contractor, shall be required to obtain a Right-of-Way Use and Construction Permit from the Engineer prior to the time of commencement of any work to be performed under this License.
- C The LICENSEE shall only erect or place in the County Property what is included within the plans approved by Douglas County to accompany this License.
- D Any repair or replacement of any COUNTY property made necessary because of the repair or maintenance of the Improvements or other appurtenant installations shall be made at the sole expense of the LICENSEE and require a Right-of-Way Use and Construction Permit from the Engineer.
- E In the event the COUNTY deems it necessary to repair, replace, remove or in any way maintain the street, drainage infrastructure, drainageways, or other appurtenances on the Property which will impact the Improvements identified in this License, the COUNTY agrees to use due diligence to avoid unnecessary damage to the Improvements.
- F Upon abandonment or termination of any right or privilege herein granted, the right of the LICENSEE to that extent shall terminate, but its obligation to indemnify and save harmless the COUNTY its officers and employees, shall not terminate in any event for events which took place at the time of or prior to the abandonment or termination.
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# GRANDVIEW ESTATES

**HOMEOWNER'S ASSOCIATION**  
P.O. Box 2157  
Parker, CO 80134-9443

April 6, 2026

Mr. Lawrence P. Jacobson  
Chair - Belford South Metropolitan District  
c/o Front Range Communities  
4100 E. Mississippi Avenue, Suite 500  
Denver, CO 80246-3053

Subject: Request for Discussion Regarding Permanent Extension of License Agreement for Partial Trailhead Closures for Grand View Estates

Dear Mr. Jacobson,

As mentioned in my email, I have outlined the main concerns I'd like to discuss with you and the other BSMD Board members below.

## **Balancing Community Interests**

- As you know from your extensive work in infrastructure and development, it is not possible to satisfy everyone on issues involving safety, access, and long-term neighborhood impacts especially as they pertain to development.
- Even the BOCC constantly faces these challenges on a much broader scale.
- All parties involved in the request to close only two of three trailheads on our north boundary, including the Town of Parker, SMFR, DCSO, Parker PD, Century Communities, and property owners in GVE and other Douglas County communities—shared the common goal of maximizing community benefit. To my knowledge there was never any discussion on the need to involve the BSMD.
- A prior HOA Board, beginning in 2013, supported full trailhead access after the County vacated Filbert Avenue and granted the associated easements to adjacent property owners. Filbert Avenue had provided a key internal connection between 2<sup>nd</sup> and 3<sup>rd</sup> Streets. At that time, all parties acknowledged that trailhead access could be reconsidered and modified if future conditions required it.
- The original HOA Board only knew of plans for 192 units (120 duplexes and 72 single residences), with duplexes increasing by 24 in early 2024. Despite outreach determining the plans for other parcels no details were shared.



- In 2018, the new HOA Committee discovered plans for a 300-unit apartment complex and raised concerns pertaining to access to the Town of Parker. Today an additional 192-unit apartment complex is in the process of final construction under the oversight of the Chambers Highpoint Metropolitan District, and which directly overlooks numerous properties on the north end of 5<sup>th</sup> and 6<sup>th</sup> Streets. This brings the total units on our north boundary to more than double the existing single-family residences in GVE.
- Mediation was offered but not pursued by various involved in the trailhead opposition by the HOA through DCSO and even the County indicated same.

#### **Importance of Sustained Economic Development**

- The GVE HOA supports steady economic growth in Douglas County and Colorado, consistent with your professional experience.
- Commissioner Teal has emphasized the importance of long-term development along Highway 85—an approach I continue to support.
- During my time on the DC Parks Advisory Board, I collaborated with staff and the Open Space Advisory Board on the original concepts for the Zebulon mega-sports complex, and we were all encouraged to be forward-thinking and to “dream big.”
- I often tell property owners throughout Douglas County that stopping all development will not meet the County’s growing infrastructure needs as our population continues to grow, and it would be irresponsible for the BOCC to do so.

#### **Need for Future Infrastructure Collaboration**

- As GVE’s wells which are dependent on ground water and septic systems age—and sustainability concerns are noted by the Douglas County Water Commission—it is important to maintain strong working relationships with BSMD and Stonegate Village Metropolitan District.
- Future cooperation may be essential if long-term infrastructure planning becomes necessary.

#### **Trail Access and Long-Term Connectivity**

- Closing two of the three north boundary trailheads does not limit access to the regional trail system maintained by BSMD as per the agreement to maintain an open space area and trail connections within the buffer on the north.
- Grand View Estates was originally platted and developed without any designated trail corridors—public or private. Every north-side access point is a standard residential road that dead-ends at the boundary line. These road ends were never engineered, intended, or approved as recreational trailheads.
- The 1st Street trailhead **continues to provide full, convenient access** to both the BSMD and C-470 trail networks, including connections to the Cherry Creek system. 1<sup>st</sup> Street also ends at a large cul-du-sac owned by BSMD which I believe the County maintains. SMFR has also indicated it is a perfect location to access the exposed fire hydrant and quickly refill their responding vehicles.



- Since 2023, I have discussed northern trail connectivity with Lone Tree Assistant Manager, Austin Good, as RidgeGate development continues to expand south of GVE. This expansion will also rely on the 1<sup>st</sup> Street trailhead.
- A safe crossing will be available once Lone Tree installs a traffic signal at 1<sup>st</sup> and Lincoln for its new Public Works facility and also provide access to the 1<sup>st</sup> St. cul-de-sac parking area. It might eventually be possible to work collectively on the construction of a pedestrian overpass. (Yet another “dream big” vision.)

### **County Outreach & Initial Issues**

- April 2025: GVE HOA contacted Douglas County regarding escalating safety issues at the 2<sup>nd</sup> and 3<sup>rd</sup> Street trailheads.
- Many youths (and even adults) from inside and outside GVE were using various types of illegal off-road vehicles to access the trailheads and surrounding parcels to evade law enforcement, trespass, and vandalize private property.
- Multiple resident-targeted incidents occurred, including an elderly driver, two horseback riders, and a dog severely injured and left in the County ROW.
- Illegal off-road vehicle activity on the BSMD crusher-fine trail also created ongoing safety hazards and complaints from north-boundary residents.

### **County-Supported Actions**

- The GVE HOA initially worked with Douglas County, the Town of Parker, and Century Communities to request signs at all trailheads stating that motorized off-road vehicles are prohibited on Town of Parker trails and DC roads, as well as displaying DCSO and Parker PD leash laws.
- After the very disturbing targeting of our residents, County staff recommended a community-wide survey; results showed strong support for closing two trailheads. (I would be happy to provide a tabulated overview that includes resident comments.)
- HOA only acted with full County approval to close the 2<sup>nd</sup> and 3<sup>rd</sup> Street trailheads.
- A temporary 180-day formal license agreement initially dated 8/11/25 was executed with the County which authorized installation and maintenance of AG-type fencing which was extended for another 60 days.

### **Compliance & Future Adjustments**

- The HOA has complied fully and in good faith with the license agreement.
- The fencing has been repeatedly vandalized and repaired since installation in August 2025 which taxed HOA volunteer resources.
- If the agreement becomes permanent, the HOA intends to install a more durable and aesthetically appropriate long-term solution.



- If any fencing is later found outside the intended boundary which was based on connecting to existing fencing and had also been previously certified by the original developer, Michael Vickers, the HOA is willing to work to verify the line with Douglas County and BSMD and make any necessary adjustments.

### **Brief Community Overview**

- GVE was originally developed in the mid-1950s and was surrounded on three sides by agricultural ranching operations for decades, with no trailhead access.
- Today, we remain an independent subdivision surrounded by major development in unincorporated Douglas County.
- We secured high-speed broadband without burdening property owners or requiring County funds, with support from County staff.
- Our priority is protecting homes near the trailhead connections from again experiencing increased crime, ensuring resident safety while balancing public trail access and maintaining our semi-rural character.
- The BSMD likely knows about the culvert vandalism before Thanksgiving, when the emergency gate lock was cut at the end of 1<sup>st</sup> and graffiti sprayed inside the culvert. Since the gate owner could not be determined, the HOA bought a heavy-duty chain and, with support from Asst. Fire Marshal Gleason, reaffixed the Knox lock.
- Since the 1970s, HOA volunteers have partnered with the County on various issues, including an animal variance granted in 1999.
- GVE became a Firewise USA Community in 2018.
- In 2022, we participated in the Douglas County Wildfire Partnership Conference launch which was headed by Commissioner Laydon and who is still a strong supporter of wildfire mitigation efforts today.
- The HOA regularly attends wildfire mitigation seminars with County agencies and the Colorado State Forest Service.
- We worked closely with Assistant Fire Marshal Gleason to ensure compliance with fire-safety expectations pertaining to the installed fencing and to ensure ongoing mitigation of the buffer on the north is maintained.
- Recent efforts by BSMD to install required landscaping and more recently trail signage is also greatly appreciated by all.

In closing I want to reiterate the key considerations that guide our request:

- The partial trailhead closure has proven effective, with strong GVE resident support due to improved safety, fewer law enforcement calls, reduced crime (per LexisNexis reports, excluding offenses involving minors), continued wildfire mitigation on the north boundary buffer, and preservation of our semi-rural character.



- The GVE HOA remains committed to balancing responsible trail use with resident protection.
- Our goal is to ensure that both communities benefit from a stable, predictable, and safe long-term arrangement.
- If the trailheads are reopened, the only recourse available to residents will be to report issues to DCSO and Parker PD, which is not an ideal long-term solution for anyone.
- We hope all involved understand the importance of resolving the closure of just two of the three trailheads to ensure continued safety for residents on both sides of our shared boundary.

I appreciate your time and any opportunity to connect. I look forward to hearing from you.

Warm regards,



Karen Hickman, Chair/President  
Grand View Estates HOA  
303-419-7179

On behalf of the following Grand View Estates HOA Committee Members:

- John Thompson – Vice Chair
- Mike Stoffel – Treasurer
- Tina Schwatz – Secretary
- Cindy Schuler, Kevin Keyser, and Cathy Coots – Members-at-Large



# GRAND VIEW ESTATES COMMUNITY-WIDE SURVEY RESULTS

(May 2025)

The Grand View Estates HOA surveyed all property owners in May 2025, extending the deadline to allow full participation. Responses included:

- opinions both for and against keeping the trail heads open, even those received late.

The HOA offered the results to County staff but was told it wasn't necessary due to privacy concerns. To protect owner information, only totals are shown below.

A summary of all comments by category is included — pgs. 2-3.

## COMMUNITY-WIDE SURVEY OVERVIEW

**Total Responses** 94

- “YES” to Closing Access: 68
- “NO” to Closing Access: 26

### **Trail Use Frequency**

- Daily: 6
- Weekly: 8
- Occasional: 40
- Never/N.A. (all categories above) 5

### **Type of Use (Among Those Who Use the Trails)**

- Pedestrian: 33
- Equestrian: 8
- Non-motorized (bike/scooter): 13

# RESIDENT COMMENT THEMES

## 1. Safety & Crime Concerns

Residents consistently expressed concerns about safety, crime, and unwanted activity entering the neighborhood.

- “Please close off to keep our streets safer.”
- “Never used; electric scooters... quick access & exit too easily done for the criminal types.”
- “Explosion (like M80) at 11:00 p.m... we prefer no access at all.”
- “People walking on our property, looking through our windows.”
- “Dog hit by bike.”
- “If there is crime & vandalism, it needs to be closed!”
- “We are getting young people from the southside of Lincoln going extremely fast on 2nd St.”
- “I don’t like all these random people walking around.”

## 2. Traffic, Speeding & Motorized Vehicles

One of the most dominant themes: motorized bikes, ATVs, and increased traffic.

- “Constant raceway for motor/electric bikes speeding down the street.”
- “Speeding motorcycles, ATVs & off-leash dogs...”
- “Motorized access should be blocked and clearly posted.”
- “Property owner kids were part of the problem with dirt bike/golf cart activities.”
- “Traffic from 2nd St. since the N. development has increased immensely.”
- “Shut down pedestrian, equestrian, and non-motorized.” (*Expresses desire to eliminate all access due to traffic concerns.*)

## 3. Desire to Keep GVE Quiet / Closed

Many residents emphasized preserving the quiet, low-traffic character of Grand View Estates.

- “We wish to keep Grand View a closed, quiet neighborhood as we are accustomed.”
- “Our neighborhood doesn’t need extra traffic.”
- “I don’t want any walkers other than residents.”
- “Keeping it open is more risk and less benefit.”
- “Compark/Century residents are curious but typically one & done after visit.”
- “I bought this property to get away from traffic.”

#### 4. Concerns About New Development

Comments referencing the impact of nearby development, apartments, and planning decisions.

- “With the extended stay coming we should shut down.”
- “It will get worse with apartments.”
- “Parker promised single-family homes!”
- “Parker is not following the 2035 plan & is not protecting wildlife.”
- “Parker is not following the 2055 plan...”

#### 5. Requests for Limited Access (Pedestrian/Bike Only)

A smaller group supported keeping access open but restricted.

- “Pedestrian, maybe bicycle if possible to keep 4-wheelers out.”
- “Keep access for pedestrian and bicycle. No motorized!”
- “Design pass-throughs that allow pedestrian/equestrian, stop all motorized access.”
- “Open for now; if theft/vandalism increase — shut it down.”
- “We could also do a keyed gate?”

#### 6. Infrastructure Suggestions

Residents proposed physical solutions or improvements.

- “Put up barriers to stop ATVs.”
- “Tall fence on northern boundary of GVE.”
- “Sidewalk on the west side of Chambers connecting to Belford would be nice.”
- “Metal fences.”
- “Open up 1st Street fence closing as well, like it was.”

#### 7. Miscellaneous / Out of Scope Comments

These comments were included in the survey but do not relate directly to the access decision.

- “Should have been senior living!!!”
- “Instead of focusing on this, why don’t you put your energy toward the junk yard on 4th...”
- “Are there any plans to finish a trail around Chambers Reservoir?”
- “Pedestrian, maybe bicycle if possible to keep 4-wheelers out.”
- “Keep access for pedestrian and bicycle. No motorized!”
- “Design pass-throughs that allow pedestrian/equestrian, stop all motorized access.”
- “Open for now; if theft/vandalism increase — shut it down.”

[www.douglas.co.us](http://www.douglas.co.us)

**MEETING DATE:** April 14, 2026

**DESCRIPTION:** County Manager Report.

**ATTACHMENTS:**

County Manager Report 4.14.26

**TO:** The Board of County Commissioners  
**FROM:** Douglas J. DeBord, County Manager  
**DATE:** April 14, 2026  
**RE:** County Manager Report

## Parks and Recreation

- **Play Ball! Partnerships will bring new Zebulon Regional Sports Complex to life** - During a Special Business



Meeting on March 31, Douglas County Commissioners voted unanimously to approve a contract with KT Development to design, build, program and operate Douglas County’s new Zebulon Regional Sports Complex. Historic investments started in 2025 to serve our rapidly growing community. New parks and recreation facilities will be coming online in Parker, Castle Rock, Lone Tree and, now, northwest Douglas County.

For over a year, the Zebulon vision has been taking shape. Community engagement and a public process culminated in the Board’s action Tuesday night. [Visit our webpage for a detailed look at the plans approved by the Board and how to stay updated on the process of building Zebulon.](#)

- **Get outside, give back: Volunteer with Dognad for an Arbor Day tree planting event** - Celebrate Arbor



Day by giving back to your community with Dognad, Douglas County’s semi-annual volunteer event. Join us at 9 a.m. on Friday, April 24, to help plant trees and enhance one of our beloved parks. There’s no school for the Douglas County School District that day, so come take care of your community and some of your required volunteer hours.

We’ll be at Fairgrounds Regional Park in Castle Rock, working together to keep our parks beautiful for everyone to enjoy. Bring your friends, grab some coffee and donuts, and pick up some swag. Then, roll up your sleeves to make a difference! [Visit our webpage for more information and to sign up to participate.](#)

- **Volunteer Update:**

- Two trash pickup events were hosted in March. On March 18<sup>th</sup>, nine volunteers provided 18 hours of service and collected 7 bags of trash at Challenger Regional Park.
- On March 19<sup>th</sup>, 9 volunteers provided 18 hours of service and collected 4 bags of trash at Bingham Lake.



- **Volunteer Statistics for 2026:**

2026	# of Events	# of Volunteers	Hours of Service	Bags of Trash Collected
February	1	8	24	4
March	2	18	36	11
<b>Totals</b>	<b>3</b>	<b>26</b>	<b>60</b>	<b>15</b>



The volunteer program is offering the following events in April:

- 4/15 – Trail Corridor Pruning on the East/West Regional Trail **(FULL)**
- 4/22 – Shoreline Cleanup at Bingham Lake for Earth Day **(FULL)**
- 4/25 – Doughton on Arbor Day – Tree Planting at Fairgrounds Regional Park [\(Sign Up Here\)](#)

### Park Operations

- **Playground Mulch** - Playground surface material is specifically engineered to absorb impact from falls and must be installed to exact depths to function properly. Parks staff performs monthly inspections on playgrounds to verify safety of all components. Routinely, Parks staff will need to add surface material to the playground to meet the necessary depth requirements. Recently, staff added approximately 45 cubic yards of material to the playgrounds at Fairgrounds Regional Park. This effort ensures that the playgrounds are safe for all who enjoy them.
- **Maintenance Projects** - Recently, Parks staff have been taking the opportunity to maintain facilities and improve conditions. Dugouts at Pinery Park have been repaired and repainted, not only to preserve the materials they are built with, but to make them safer for the public as well.
- **Vandalism** - Douglas County Parks Department is constantly on the lookout for vandalism at the many properties that are maintained. Graffiti can be offensive and unsightly, and it is very important to remove as quickly as possible. Depending on the nature of the material that has been vandalized, there are a few options for the best technique to remove the damage. Pressure washing works for some applications, while with other types of material, the best course of action is to re-paint. Recently, staff was tasked with re-painting the underside of several bridges along the Cherry Creek Trail.



### Rueter-Hess Recreation

- Anglers are having great success **fishing for Walleye** at Rueter-Hess Reservoir. They have been using Yellow



Perch and crawfish paddle tail lures to land 21- to 24-inch Walleye. Under present reservoir conditions, mid-weight jigs in the 1/4- to 3/8-ounce range are proving effective due to their ability to reach bottom quickly while maintaining sensitivity to the

subtle strikes typical of Walleye. These jig weights also support longer casting distances, which can be advantageous when covering shoreline structure. Heavier jig options may be necessary when fishing through dense aquatic vegetation commonly encountered from shore. Monitoring lure performance in relation to forage activity and habitat conditions continues to provide useful insights for angler success.



- **Colorado - Summer Air, Winter Water** - According to the Centers for Disease Control, over 1,000 people die annually from accidental hypothermia in the US, with a significant amount resulting from cold-water immersion.

The water temperature in April at Rueter-Hess is in the high 40s to low 50s. Cold water is one of the biggest risks for anyone using a paddle craft. Even on warm days, water temperatures can cause hypothermia quickly, reducing coordination and making self-rescue- difficult.

A key part of preparation is carrying the required safety gear. A sound producing device, such as a whistle, should always be attached to your life jacket so it stays with you if you fall in. This simple step ensures you can signal for help even when visibility is low or you're- unable to reach other equipment.



Wearing wet or dry suits, checking conditions, and sharing your float plan also help prevent cold-water-related- emergencies. With a bit of planning, paddlers can stay safer and more confident on the water.

- Teamwork delivers recreational improvements at the Rueter-Hess Incline trailhead. In early March, Parker Water, along with Douglas County's Departments of Parks and Recreation and Public Works, worked together to plan **improvements to the Rueter-Hess Incline Challenge trailhead parking lot and access driveway**. On March 30th and 31st, Public Works improved the 800-foot driveway with millings and repaired the one-acre parking lot. (Before and after photos below)



- March brought its share of weather-related challenges as staff prepared for an **early opening to watercraft**. With temperature swings of more than 30 degrees, Rangers made the most of the mild days and worked diligently to set up amenities that will enhance the experience for water recreationists this season.

Two of the largest docks were placed in the water for anglers and recreational watercraft users. Additional dock sections were installed to extend fishing access farther into the water and to expand the boating dock, providing more shared space for both the public and the concessionaire during watercraft launching.



Rangers are also deploying navigational buoys to clearly mark areas that watercraft must avoid. These zones help protect visitors from potential hazards and safeguard Parker Water and Sanitation District infrastructure.



With word spreading quickly about the growing fishery at Rueter-Hess, activity on the water is already increasing. Rangers have prepared and launched the Safety Boat and are conducting regular fishing checks. More importantly, they continue to emphasize visitor safety by ensuring all boaters are properly wearing life jackets.

**Parks Programing**

- Counter Update as of 3/27/26:

Location	2025 - Totals through March	2026 - Totals through March
Bayou Gulch Regional Park – Dog Park	6,764	5,975
Bingham Lake	12,379	21,379
Bluffs Regional Park	19,485*	37,257
Cherry Creek Regional Trail – Pinery	5,181	6,950
East/West Regional Trail – Grigs Trailhead	7,267	10,489
East/West Regional Trail – High Point	2,771	10,777
East/West Regional Trail – Monarch Trailhead	2,264	3,277
East/West Regional Trail – Schweiger Ranch	2,494	3,417
East/West Regional Trail – Stepping Stone	6,592	9,782
Fairgrounds Regional Park – Dog Park	11,261	13,318
High Line Canal – East	N/A	3,671
High Line Canal – West	10,537	8,313
Rueter-Hess Reservoir – Coyote Run Loop	1,319	2,408
Rueter-Hess Reservoir – Incline Trailhead	13,275	15,945
Rueter-Hess Reservoir – Newlin's Gold	209	143
<b>Totals</b>	<b>101,798</b>	<b>153,101</b>
*Portions were closed in March and April 2025 for construction, including the counter location.		

**Sheriff’s Office**

**Office of Emergency Management**

- The **Bear Creek Fire**, on USFS lands in unincorporated Douglas County near the Indian Creek Campground was detected early Saturday, April 4 by Pano AI cameras resulting in a rapid, large-scale response. These high-tech sensors alerted teams immediately, allowing firefighters to reach the scene much faster than traditional reporting methods allow. This “early bird” detection was crucial in keeping the fire small and manageable.



On Sunday, April 5 four helicopters and numerous handcrews worked tirelessly to establish lines and douse hotspots. Staff coordinated both ground and air attacks on this incident and handed it over to the USFS upon ensuring successful incident stabilization. Under warm, dry conditions with critically dry fuels present, this fire grew to 11 acres, with the potential to grow significantly had it not been for the hard work of first responders. Douglas County’s contract firefighting helicopter contributed to aerial suppression efforts. Our helicopter has been on standby during this warm, dry spring, ready to help suppress this very kind of incident with high potential.

- **Have you mitigated for wildfire? Let's split the cost in 2026** - We're all thinking about how hot and dry it's been in Colorado. You can act this spring to protect your home, property, and neighborhood from wildfire – we can help.



Douglas County is bringing back its [Wildfire Mitigation Cost-Share program](#), which will provide a 50% financial match to homeowners up to \$25,000 to help them improve defensible space, reduce hazards and increase community safety and resilience to wildfires. Additionally, the county will contribute up to \$50,000 for community projects and \$7,500 for community chipping or slash pickup. The County encourages adjacent residents to apply together.

The current application period is open from April 13 to May 13, and a second application period is anticipated in July 2026. [Visit our webpage for more information.](#)

- Staff hosted another Citizen Disaster Preparedness Workshop, this time in Sterling Ranch. These workshops help inform our citizens and communities about ways to prepare for disasters before they happen.
- Staff provided training to DCSO Patrol on wildfire response, and Douglas County Search and Rescue on EOC operations.

## Public Works

- **Douglas County slash-mulch site opens for the season at new location in Sedalia** - In 2025, your diligent yardwork and wildfire mitigation around your home helped Douglas County convert 32,841 cubic yards of tree limbs and yard debris into mulch – roughly the volume of 10 Olympic-sized swimming pools. Now, the resident-favorite slash-mulch and green yard waste programs return for the 2026 season at a **new location** with extended, early-season hours.



The new site, located at **5675 Delva Way in Sedalia**, will officially open Friday, April 3, and Saturday, April 4, from 7 a.m. to 5 p.m. each day. [Visit our webpage to plan your visit to the new site and to learn more about services.](#)

- **Stay connected to the Highlands Ranch Fiber Improvements project** - Fiber installation is underway in Highlands Ranch—and we've heard your questions and frustrations. That's why we've created a simple, centralized hub where residents can get information, share concerns, and connect directly with the right utility provider.

Four separate utility companies – Google (GFiber), BAM Broadband, CenturyLink/Lumen (Forged Fiber) and Comcast – are installing or maintaining their fiber optic. Because it's difficult to know who is working where and when, Douglas County has launched a new public information hotline and email. Project hotline: 719-888-5301. Project email: [highlandsranchfiber@gmail.com](mailto:highlandsranchfiber@gmail.com). [Visit our webpage for more information on this project.](#)





- New Residential Gravel Road Paving Webpage** - Recently, Public Works updated the Gravel Roads webpage to help residents learn about and participate in the Residential Gravel Road Paving Program. The page explains how the program works and provides new tools to help both residents and staff track projects and requests.

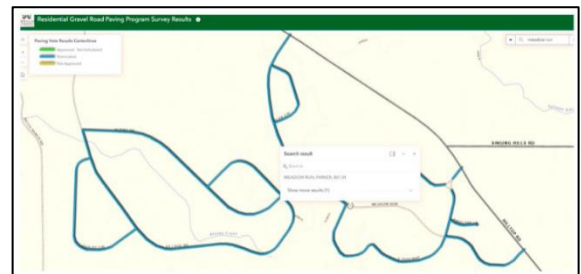


Each year, Public Works sets aside funding to pave gravel roads. Most of this funding is used for major routes, but a portion is dedicated to paving local neighborhood roads when requested by residents. The program allows residents to request that their gravel roads be upgraded to paved surfaces through a County-managed process. These improvements can help increase road safety, reduce dust, and improve long-term maintenance efficiency.

Residents can now begin the process directly through the online request form on the webpage. Once a request is submitted, County staff will review the road segment to determine if it is eligible for the program. After the annual program budget is finalized, staff will send surveys to adjacent property owners to measure neighborhood support for paving the road.

Roads are evaluated block-by-block, and paving decisions are based on resident support along with other program considerations. The updated webpage will also include new tools to improve transparency and visibility:

- Current Project Map – An interactive map displaying gravel road paving projects currently underway across Douglas County.
- Residential Gravel Road Paving Survey Results – A resource showing road segments that have been nominated for the program. (Coming soon)



This new webpage provides a clearer process for residents while helping staff track requests, survey results, and project progress more efficiently.

**Activity Report March 23 – April 10, 2026**

**Active Projects ([Cone Zone Webpage](#))**

- [Pine Drive/Pine Lane Improvements Project](#)** - General construction hours will be Monday through Friday, 7 a.m. to 7 p.m. Saturday work may occur if approved by the Douglas County Engineer. Initial construction operations will require single lane closures and flagging operations, traffic shifts, and increased construction noise and truck traffic. There will be no construction on major holidays.

- [County Line Road Widening and Reconstruction](#)** – Construction on County Line Road began in September 2025. As of Jan. 6, 2026, County Line Road was fully closed for approximately 100 days between Clarkson Street and the U-Haul business access. ([Detour Map for County Line Road Closure at Clarkson St and Phillips Ave](#)) This closure is required for crews to safely import, move and place large quantities of dirt, equal to filling 40,000 washing machines, at Lee Gulch. The fill operations, which are a key component of the widening and reconstruction work, will level out the roadway by removing the dip at Lee Gulch, improving drainage, driver line of sight and overall public safety. [Visit our webpage for closure details beginning in January 2026 and lasting through mid-April](#)



Since 2019, Douglas County has worked with partners to advance the final design, acquire right-of-way, and prepare utility relocation design for a major water line located within the project area. Douglas County is partnering with the Denver Regional Council of Governments, City of Littleton, and City of Centennial to fund the project.

- **I-25 Douglas County Monument Signs** – The north entry sign has completed the CDOT preliminary review and the project team is awaiting CDOT permits to complete the survey and geotechnical investigation. Once complete, structural plans can be finalized and submitted for final CDOT review. The targeted construction date is late summer. The design team is currently addressing the CDOT request for structural details on the RTD bridge sign. The preliminary CDOT review of the south entry sign is also complete and the next steps include survey and a geotechnical evaluation. Pending survey results, the south sign will likely require a review by FHWA. Recent coordination with CDOT indicates no design character changes are required, and major comments for all sites are expected to be resolved in the next submittal.

- **[Hilltop Road \(Legend High School to Crest View Drive\) Improvements Project](#)** – For segment 1 of this



project, construction began on April 16, 2025 and crews began paving operations on March 9, 2026. 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 in 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 Dr and Village Rd on Hilltop Rd, which will eliminate the existing two-way stop-controlled intersection. Here is the map: [Roundabout Rendition/Map](#).

- **[Pine Creek and Highway 67 Culvert Replacement Project](#)** – Two culverts on Pine Creek Rd and three



culverts on Douglas County Highway 67 need to be replaced. The existing storm culverts vary in size from 36" diameter to 48" diameter and are made of metal. Construction started in Fall 2025 and will end in May 2026. Update: Completed early.

- **[Waterton and Eagle River Roundabout Project](#)** - Construction started on December 8, 2025, and is anticipated to be completed by March 8, 2026. [View Roundabout Plan here](#)



**Phase 1** was completed on Friday, February 6, 2026.

**Phase 2** Traffic switch will remain in configuration until the first week of April. This configuration includes opening lanes on Waterton Rd in both directions of traffic as well as opening Eagle River St to the south. The north side of Waterton Rd will be closed and access from Eagle River St to the north of the intersection will

also be closed. [Detour Map for the Work Zone](#)

- Highlands Ranch Pkwy Reconstruction, Broadway to Burntwood** – The project bid on April 8<sup>th</sup> and Castle Rock Construction Company was the apparent low bidder and was 43% less than the engineer’s estimate. This project includes the reconstruction of the pavement, sidewalk, curb and gutter along the corridor. Additionally, a new median will be constructed, new signals will be constructed at Highlands Ranch Parkway and Ridgelen, and the signals at Burntwood will be replaced. Construction is scheduled to begin in June and end by October.



- Crowfoot Valley Road and Macanta Boulevard Traffic Signal Project** - Douglas County will be installing a new traffic signal at this intersection to address traffic issues. Construction started on April 8, 2026, and anticipated to be completed by August 6, 2026. The travel lanes on both Crowfoot Valley Road and Macanta boulevard will be restricted to one lane in all directions.



- Waterton Road and Middle Fork Street Roundabout Project** - Douglas County is adding a second roundabout beginning with the south half, then proceeding to the north half. Detours will be in place as needed, and one lane in each direction on Waterton Road will remain open during construction. The project is scheduled for completion by August 7.



- Highlands Ranch Fiber Improvements** - Several utility companies — CenturyLink/Lumen, Comcast, Google and BAM Broadband — are independently installing new or upgrading existing fiber optic networks throughout Highlands Ranch as part of broader broadband expansion efforts. Construction associated with these projects is expected to continue through spring 2027.

While Douglas County is not responsible for these installations, the County has established a fiber information hotline and email to help residents identify the correct utility provider when questions or concerns arise regarding construction, repair or maintenance activities. These include:

- Connecting residents with the correct utility company contact when they have questions about fiber construction, repairs or maintenance occurring in their area.
- Addressing communication gaps when residents are unable to obtain information directly from the providers, ensuring the public has access to the most current and accurate information available.

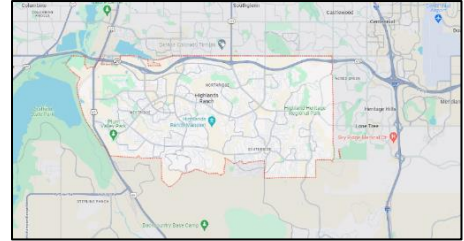
- Dakan Road Bridge Replacement Project** - Douglas County Engineering staff is currently completing design for the replacement of the Dakan Road Bridge. This project consists of demolition of the existing structure and replacing 151 feet of bridge over West Plum Creek, as well as 1,750 feet of roadway improvements. The project includes removal and replacement of the present structure, hot mix asphalt, erosion control, site restoration, traffic control as well as other roadway items. The proposed structure will be built to the north of the existing structure, thereby allowing the existing structure to remain open to the traveling public and emergency service vehicles during construction. The anticipated construction start date is late spring/early summer 2026.





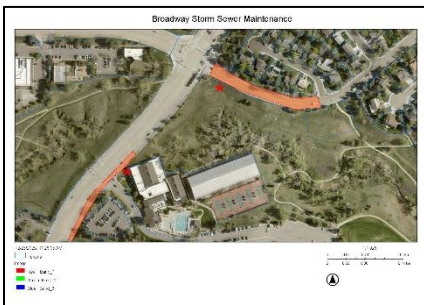
- **Highlands Ranch Drainage Projects**

- **Storm Sewer UV CIPP Lining Project:** Douglas County’s contractor began work on March 30 and will continue until April 17, 2026. The contractor will be at multiple sites throughout the project and should be at each site approximately one day each, weather, and equipment dependent. There will be on street parking restrictions in place and flaggers will be in place during work hours to control traffic; there may be small delays associated with this work.



- **Venneford Ranch Rd and Green Meadows Dr Storm Sewer Repair** – Douglas County recently completed storm sewer repair work on Venneford Ranch Road at Green Meadows Drive that took place from Feb. 24 through March 3, 2026.

- **Broadway at Northridge Recreation Center Storm Sewer Maintenance Project** – Staff have begun the



maintenance phase of this project for the 54” Corrugated Metal Pipe (CMP) located along the front of the Northridge Recreation Center in Highlands Ranch, and the dual 126” CMP storm culverts that are located under Broadway at the Northridge Recreation Center. The project is expected to be completed in April, 2026.

On Monday, February 16, 2026, the contractor began lining the 90” storm sewer from Wildcat Reserve Pkwy and University to the outfall north of Lark Sparrow Dr. The right turn lane from northbound Wildcat Reserve Pkwy to eastbound University will be closed for approximately 6 weeks and the through lane will become the through/right turn lane during this time; and the sidewalk on the east side will also be closed. The contractor will also be staging on the north side of Lark Sparrow Dr and there will be a traffic shift there also, but lanes will remain open.

- **2026 Pavement Management**

- The 2026 Sidewalk Repair Project was bid on December 9<sup>th</sup>. Chato’s Concrete LLC was the apparent low bidder with a bid of \$2,279,120.00. This is 9% below the engineer’s estimate. Construction began in the Roxborough area on Village Circle East with sidewalk repair and curb ramp retrofit. Crews also worked on County Line Road for repair of broken curb, gutter and pavement.



- The 2026 Guardrail Repair Project began in March with a guardrail installation at Wolfensberger Rd. and Hier Ln. as well as guardrail repairs at Waterton and Louviers, Waterton and Mt. Kataka, Chambers and Haseley, and Surrey Dr. and Heather Dr.

- The 2025 Concrete Crushing project is nearing completion. As the sidewalk project removes and replaces concrete, the old concrete is stockpiled at the Moore Road facility. The County has contracted with Western Wrecking to crush the concrete, which is then used on future road and sidewalk projects. The concrete removed during repairs is 100% recycled and reused. The project has produced roughly 20,000 cubic yards of recycled concrete base course.



- The 2026 Asphalt Overlay Project bid on December 2<sup>nd</sup>. The apparent low bidder was Martin Marietta Materials, Inc. with a bid of \$10,230,041.55 which was 13% below the engineer’s estimate. Work is expected to begin the week of April 20<sup>th</sup> in Roxborough on Marmot Ridge and Village Circle East.



- **Jones Road** – Matrix Design Group was selected as the design consultant for the Jones Road project. The project includes asphalt paving of the roughly 3-mile road as well as drainage improvements. The project will be constructed in phases. A concept design has been selected, and the team is working towards the final design of the first phase. Staff are reviewing the 90% plans for phase one while Matrix continues to work on phase two. Final design for the remainder of the project is expected by the end of the year.

- **Grigs Road Paving Project – Phase 2** - RS&H was selected as the design consultant for phase 2 of the Grigs Road project. Phase 2 will start where phase 1 ends, near the East-West Trailhead Parking Lot and will continue north onto the existing concrete road. The project includes realignment of the road, drainage improvements, a parallel pedestrian trail, and asphalt paving. The consultant has developed concept-level designs for the roadway and adjacent trail. A virtual open house is being developed to share the concept designs and solicit feedback from the public. Survey and geotechnical work continue. This project is scheduled to be constructed in 2027.



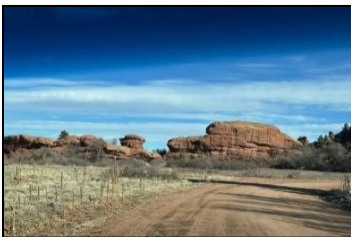
- **Quebec and Park Meadows Dr Intersection Improvements** – The 100% design for the “quick action plan” is anticipated by April 10th and the project will bid on May 19th. The initial signing and striping improvement package will be constructed in summer of 2026. The final design contract with Basis Partners was approved by the Board on February 24th. The Basis team is scheduling subconsultants for survey and SUE. The geotechnical investigation will begin in April. Final design for corridor improvements and pavement reconstruction is expected in the fall of 2026.



- **2023 Bannock LID** - Final plans and specifications are expected in the week of April 13th. County staff will assemble the bid package, and the project is scheduled for a May 26th bid opening. Construction is anticipated to begin in summer of 2026. (Design work performed in advance of finalizing financing will be reimbursed to the County by the lender as part of the construction loan.)



- **2023 Spring Canyon LID** – Final design is expected on May 5th and County staff will then begin to prepare the bid package. The project is scheduled for a June 23rd bid opening. County staff will meet with First Bank/PNC on April 15th to discuss financing for all three 2026 LID projects. The CDPHE approval process for the proposed lift station continues. TST has begun reaching out to property owners to discuss design considerations. (Design work performed in advance of finalizing financing will be reimbursed to the County by the lender as part of the construction loan.)



- **Other mentionable projects coming up:**

- **Public Bridle Easements throughout the Oak Hills Subdivisions** - This project involved accurately delineating equestrian pathways through dense scrub oak and heavy underbrush to ensure proper alignment and compliance with recorded easement documents. The staked routes served as a critical guide for the County’s contracted clearing crews, enabling them to efficiently remove vegetation and establish safe, accessible trails for residents and equestrian users.

In addition to the technical fieldwork, the assignment required proactive communication and conflict resolution. Several property owners expressed concern and frustration upon learning of the easements adjacent to their parcels. Kevin Coursey provided clear explanations of the legal basis and public benefit of these easements, addressed misconceptions, and maintained a professional demeanor to foster understanding and minimize disputes. This effort reflects a commitment to precision, public service, and inter-departmental collaboration, ensuring that the County’s infrastructure and recreational assets are developed in accordance with established plans and community needs.

- **GIS Monument Network** - Douglas County Survey is continuing its’ detailed review of the County’s GIS monument network, with an emphasis on the southeastern region. This initiative is designed to strengthen the integrity and reliability of the County’s geodetic control framework, which serves as a foundation for surveying, mapping, and engineering projects.

The scope of work includes:

- **Identification and Inventory:** Locating and cataloging existing survey monuments throughout the region.
- **Verification and Restoration:** Assessing the condition of current monuments, verifying their accuracy, and restoring any compromised points.
- **Expansion of Control Network:** Establishing new reference markers where necessary to support future development and infrastructure projects.

This effort ensures that Douglas County maintains a robust and dependable geodetic control system, enabling precise land measurements and supporting long-term planning and engineering needs.

- **Douglas County Sheriff’s Department EVOC**
  - Assisted with reconfiguration of the EVOC track, including flipping and layout adjustments.
  - Performed precise measurements and marking of the outer track to meet certification standards.
  - Delivered comprehensive measurement documentation required for submission to the Peace Officers Standards and Training (POST) Board for track recertification.
- **Waterton Road Future Sidewalk**
  - An additional survey was carried out along West Waterton Road for future sidewalk improvements now that physical locate markings have been placed. The County is assisting the Chatfield Farms Homeowners Association by designing pedestrian access, east and west while also avoiding any future raw water line conflicts. Survey commenced at South University Blvd. and 470. The County is looking into extending the left turn (northbound) stacking lanes onto 470, westbound.

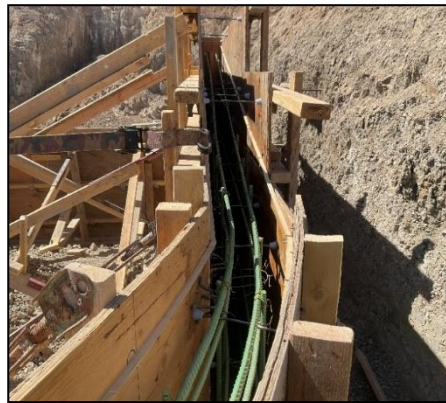


**Building**

March 18, 2026 – April 8, 2026	
Inspections	
Building	933
Electrical	933
Mechanical/Plumbing	564
Roofing	96
Permits	
Accessory Use	50
New Commercial	13
Residential Alteration	0
New Residential	32
Roofing	87
Valuations	
Accessory Use	\$1,309,146
Commercial	\$3,869,763
Residential Alteration	\$1,673,352
New Residential	\$10,913,894

**Development Review**

- **Sterling Ranch Filing #7-C** - Three Sons is installing an outfall structure (DV #2024-410).



- **The Canyons Subdivision Filing #5** - WW Clyde is installing cut-off walls (DV #2021-287).



- **Pinery Center Parkway – King Soopers** - ESI is installing asphalt pavement (DV #2018-453).



- **Kelly Court Storage** - Titan Logistics is installing storm sewer infrastructure and a trickle channel (DV #2023-463).



- **Piney Lake Trails Subdivision** - Claystone Construction is installing sanitary and storm sewer infrastructure and New West Paving is installing road base (DV #2022-517).



- **The Fields Subdivision Filing #1** - Liberty Infrastructure is installing storm sewer pipe and structures (DV #2024-322).





## Operations

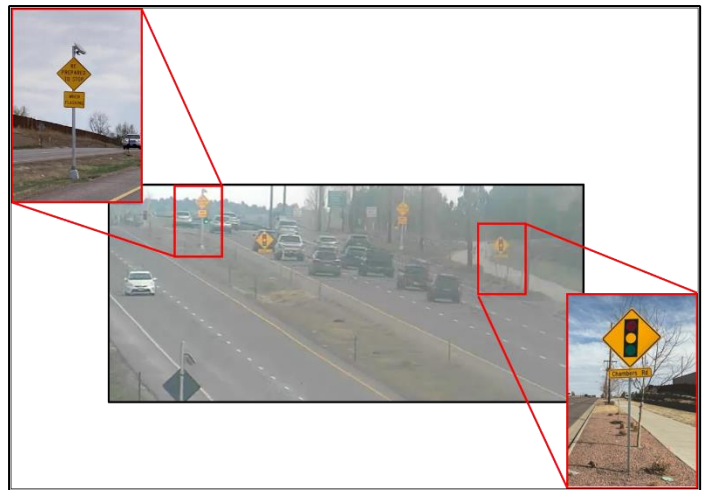
- **Street Sweeping** - March: 369 lane miles swept; 1,051 lane miles swept YTD
- **Grading** - March: 170 lane miles graded; 555 total lane miles graded YTD
- **Paved Surface Report**
  - Pothole Patching – March: 4,550; YTD: 21,080 pounds of material
  - Crack Sealing – March: 25,150; YTD: 91,865 pounds of material
- **Culvert Inspections:** 329 inspections completed YTD. This reporting period, 129 total inspections completed.
  - 7 – excellent condition
  - 48 – good condition
  - 39 – fair condition
  - 32 – poor condition
  - 3 – severe condition



## Traffic

- Douglas County Signal Operations and Traffic Services completed the installation of an Advance Warning Sign System on the eastbound Lincoln Avenue approach to Chambers Road. This system warns drivers of an impending change at the downstream traffic signal to reduce the likelihood of being caught off guard and rear-ending the vehicle in front of them.

Traffic Engineering conducts an annual crash review of all signalized intersections to identify and mitigate crash patterns. The crash review identified an eastbound rear-end crash pattern in the afternoon, when traffic flow is particularly heavy around rush hour, and the Advance Warning Sign System was installed as part of an effort to mitigate this pattern.



## Community Services

- **Free Link On Demand rideshare now available in Stonegate and parts of Parker** - At their Tuesday, March 24, Business Meeting, the Board of County Commissioners voted to approve an Intergovernmental Agreement (IGA) with the Town of Parker to expand the Link On Demand regional rideshare service for a 12-month pilot (Passes 3-0). Under the agreement, Parker will contribute \$250,000 toward the first year of service, representing a 20% share of the expanded program's \$1.2 million operating cost. Douglas County will fund the remaining portion through Road and Bridge Sales and Use Tax revenues and state, federal and other grant sources.



This free regional rideshare service is now officially serving Stonegate and select areas of Parker following a successful launch event held on Wednesday, April 8, at O'Brien Park. Local leaders, partners and community members gathered to celebrate the expansion, which brings a new mobility option to thousands



of residents and expands coverage for existing riders. [Visit our webpage to learn more about Link On Demand](#) and how you and your family can use the service.

**Activity Report March 19 – April 9, 2026**

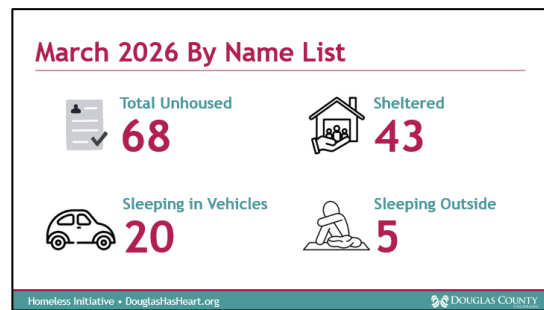
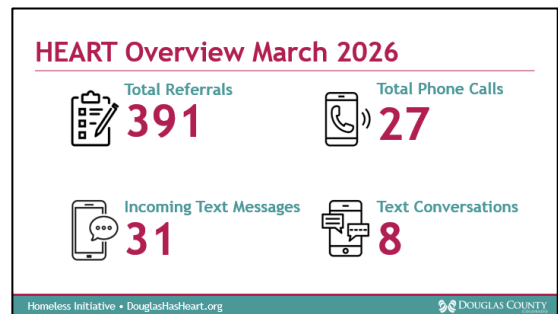
**Housing**

- **Homeless Engagement, Assistance and Resource Team (HEART) Success Story** - The Help and Hope Center reached out to HEART on behalf of a 64-year-old woman who was at immediate risk of homelessness after losing the ability to pay for her hotel stay. With no family support, no transportation, and having recently lost her job, she feared she would have to sleep on the streets.

HEART Navigator Greg Matthews quickly coordinated with community partners to secure temporary hotel vouchers while pursuing a long-term solution. Greg identified a faith-based transitional housing program in northern Colorado that had an available bed and arranged for the woman to be scheduled for an intake. Greg and Deputy Stever from the Douglas County Sheriff’s Office transported her to the facility and remained with her throughout the intake process to ensure she felt supported during the transition.

Within two weeks, she was fully accepted into the program. Due to the rapid collaboration between agencies, she never spent a single night without shelter. She is now thriving in her new home and continues to work closely with a case manager and house mother to address her ongoing needs and move toward a permanent housing solution.

- **HEART March 2026 Report**



- **Students Assemble HEART Care Bags** – On March 25, students from the National Social Studies Honor Society at Mountain View High School in Highlands Ranch put together 92 care bags for community members in need. Each bag was thoughtfully filled with toiletries, gloves, socks, snacks, and water. This generous effort will offer comfort and support to individuals who are unhoused that are actively working with HEART to secure shelter or housing.



- **Housing Stability Program (HSP) Wraps Up 2024 Funding** – HSP continues to assist in preventing homeless and support for households facing housing instability. The program is designed to help individuals and families maintain stable housing and overcome barriers to long-term self-sufficiency. The program successfully concluded its 2024 funding cycle on March 31.

HSP provided \$40,000 in targeted financial assistance and supportive services to help five families avoid eviction and address key challenges affecting their stability. This investment strengthened housing security, connected households with needed resources, and supported the family’s progress toward greater independence.

- **DC Cares First Quarter 2026** – The DC Cares program continued supporting Douglas County residents in addressing barriers to long-term stability. The program served 14 households consisting of 30 individuals through a combination of financial assistance and case management services. Rent assistance totaled \$14,844.65 and \$1,097.96 in emergency hotel support assisted individuals experiencing housing instability during the first quarter of 2026. Community partners delivered 18 hours of case management to help participants identify goals, access community resources, and develop steps toward increased self-sufficiency.



- **Generational Opportunities to Achieve Long-Term Success (GOALS) First Quarter 2026** – The GOALS program provided safe, temporary housing and supportive services to eight families consisting of 25 individuals during the first quarter of 2026. Two families successfully exited the program into stable housing. All children enrolled in the program attend school and maintain consistent participation in educational activities. More than half of the adults have secured or increased their income since entering the program resulting in progress toward long-term stability.



**Intellectual and Developmental Disabilities**

- **Developmental Disabilities Mill Levy (DDML) Supportive Housing Grant Agreement with Wellspring** – At the March 24 Business Meeting, the Board of County Commissioners approved the DDML Supportive Housing Grant Agreement with Wellspring Community in the amount of \$2,500,000, to be distributed over the three-year project period. The project will repurpose a former hotel in downtown Castle Rock to create 24 inclusive housing units, including 12 designated specifically for individuals with IDD. Grant funding will support the property acquisition, as well as residential supportive services.



- **Developmental Disability Awareness Month** – At the March 24 Business Meeting, the Douglas County Commissioners proclaimed March as Intellectual and Developmental Disability (IDD) Awareness Month, celebrating 25 years of voter support for the County’s Dedicated Mill Levy. The resolution was presented in a special format through a recorded video featuring members of Douglas County’s IDD community. Representatives from Developmental



Pathways, Wellspring Community, Tall Tales Ranch, and the ILC Day Program also joined the Commissioners to honor the County’s strong partnership with the IDD community.

**Douglas County Youth Initiative (DCYI):**

- **Outstanding Youth Awards** – This year, the Douglas County Youth Initiative received a record number of nominations—51 in total—for the 2026 Outstanding Youth Awards. Each year, DCYI honors exceptional young people, ages 13–19, who have overcome significant personal adversity and created meaningful, positive change in their lives. These awards recognize youth who have triumphed over great odds and now serve as powerful inspirations and role models within our community. A reception celebrating these remarkable individuals will be held on May 7.

**Grants**

- **Grants for older adults for February 2026:**

Grant	# Of Trips/Units	Grant Amount Expended
CDOT MMOF – Transportation	16	\$ 549
DRCOG 5310 – Transportation	541	\$ 25,936
DRCOG AAA – Homemaker	489.5	\$ 17,866
DRCOG AAA – Personal Care	418.5	\$ 15,757
DRCOG AAA – Chore	22	\$ 660
DRCOG AAA – Transportation	561	\$ 18,863
OAI – Connect and Care Calls	117	\$ 1,755
OAI – Transportation	650	\$ 24,050
OAI – Shuttle Trips	108	\$ 824

**Open Space and Natural Resources**

- **Take a prehistoric journey with your family in 2026** - Are you looking for a fun and educational way to spend time with your family this spring and summer? Consider taking your children or grandchildren on a Douglas County adventure that dates back to the last Ice Age. Free tours of Lamb Spring Archaeological Preserve, a world-renowned historical site in Douglas County, are available at 9 a.m. one Saturday each month from May through October. The first available tour date is 9 a.m. Saturday, May 16. [Visit our webpage to learn more and to register for an upcoming tour.](#)



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- **Bluebird Monitor Volunteer Partner Program with Douglas Land Conservancy** - The Colorado Bluebird Project is a long-standing citizen science initiative dedicated to restoring native bluebird populations across Colorado through community-driven conservation. Bluebird populations declined sharply in the mid-20th century as open habitats disappeared, and natural nesting cavities were lost to development and competition from non-native species. In response, the Department of Open Space and Natural Resources (OSNR) partnered with Douglas Land Conservancy (DLC) to install nest boxes on ten Open Space properties in suitable habitats. Today, local volunteers, working alongside OSNR staff, monitor these routes, maintain nest boxes, and track nesting success for Mountain Bluebird and Western Bluebird populations.



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Since 2019, these coordinated efforts have produced more than 4,000 fledglings, with annual totals rising from 538 to 794 by 2025—an increase of nearly 50 percent. This sustained growth reflects the effectiveness of strategically placed nest boxes, improving habitat conditions, and the ongoing dedication of trained



volunteers. Collectively, the program highlights a strong local partnership between OSNR and DLC while contributing to a broader statewide conservation effort.

- **Plan for parking lot impacts at Glendale Farm Open Space week of April 20** - Are you one of our frequent visitors to Glendale Farm Open Space and dog park? Please plan for parking impacts as we improve the south lot by replacing the gravel entrance with concrete. Here's what you need to know ahead of your next visit:
  - The south lot will close for concrete work beginning on Monday, April 20.
  - Work is expected to last about one week, with a preliminary completion date of Monday, April 27.
  - During south lot construction, visitors to Glendale Farm are advised to park in the north parking lot on South Havana Street.



Thank you for your patience during Open Space improvements! Do you love Douglas County Open Spaces and Parks? [Follow us on Facebook](#) for regular news and updates.

## Community Development

Douglas County, in partnership with the Douglas County Economic Development Corporation, convened the first meeting of the Red Tape Reduction Task Force on April 2, marking a significant step toward positioning the County as one of the fastest, most business-ready communities in the nation. [Visit our webpage](#) to watch today's news conference and learn more about how the Red Tape Reduction Task Force will work.



## Planning Services

- **IGA for Massage Facility Licensing** - Douglas County first established a local massage facility licensing program in April 2023 to deter illicit massage businesses and prevent human trafficking within unincorporated areas of the county.
  - Colorado Senate Bill 25-146 requires counties to align local licensing practices with new statewide standards that take effect in July 2026. These changes include expanded background check requirements, updated definitions and adjustments to licensing timelines.
  - To maintain compliance and ensure continued enforcement capability, Douglas County must update its ordinance and, where applicable, coordinate with partner jurisdictions through an Intergovernmental Agreement (IGA).

Proposal - The proposed IGA establishes Douglas County as the licensing authority for massage facilities operating in partnered jurisdictions that choose to participate. Under the updated ordinance:

- All new and existing massage facilities within areas covered by the IGA must obtain a county-issued massage facility license.
- Owners, operators, managers, employees and other controlling individuals must complete fingerprint-based background checks.
- The County will retain the authority to enforce compliance and suspend or revoke licenses from facilities engaged in prohibited activities such as human trafficking related offenses.
- Participating jurisdictions agree to recognize Douglas County's licensing decisions and support enforcement actions within their boundaries.

Board Action - At their Tuesday, March 24, Business Meeting, the Board of County Commissioners voted to approve the IGA (Passes 3-0).

- **Meetings and Events**

- **Coldwell Banker Outreach** - On April 2, staff presented at a meeting of Coldwell Banker’s South Metro Office. Staff shared information on accessing and using available tools such as the Zoning and Land Use Map and Planning Project Lookup. Staff also provided information on the Zoning Resolution and Comprehensive Master Plan. Attending the meeting provided a valuable opportunity to make connections and share how we support those who work and live in Douglas County.
- **The Lofts Tour with Shea Properties & Douglas County Team** - Staff from Community Development, Community Services, and the Housing Partnership participated in a guided tour of the Lofts on Monaco project in collaboration with Shea Properties, located at 430 S. Monaco Street in Denver. The purpose of the tour was to preview the conversion of an existing office building into affordable residential apartments. The project demonstrates an innovative adaptive reuse strategy, repurposing underutilized commercial space to address housing demand while reducing the impacts of new construction.

Lofts on Monaco will deliver newly constructed apartment homes within a former office building, offering studio to four-bedroom units. The development includes access to I-25, the Belleview light rail station, and on-site amenities such as flexible workspaces and high-speed internet. Its location provides walkable access to employment, retail, dining, parks, and schools. The building includes 143 apartments that will be offered to families earning between 30% to 70% of the Area Median Income (AMI). Shea Properties used Private Activity Bonds from the City of Denver, and some surrounding jurisdictions to make this unique project happen as it will provide affordable housing options in a high-demand area and aligns with regional goals to address housing shortages.



**Historic Preservation**

- **America 250<sup>th</sup> Commemorative Garage Displays** - Two display cases were installed on March 24 in the exterior parking garage of the Miller building. The display cases feature significant moments in history from the past 250 years. History Colorado designed the informational posters for public use and display to celebrate America's 250th birthday. Please stop and explore the information in the cases.



- Highlands Ranch Library Event** - On Sunday March 29, the library held an open event at the Highlands Ranch branch to encourage kids to read. The event was themed Ferdinand and the Bull. Over 400 people attended the event. Staff had some great conversations about the artifacts and attendees were interested in seeing more Douglas County displays. The artifacts highlighted the history of ranching in the County. Artifacts were from the Metzler and Bill Noe collections.



## Strategic Solutions

### Process Improvement Showcase

- Cold Case Solved After DNA from Paper Bags on Victim’s Hands Identifies Serial Killer** - Investigators solved the 38-year-old murder of Rhonda Fisher by combining preserved physical evidence with modern forensic and AI-driven analytical tools. Fisher was found murdered in rural Douglas County in 1987, and despite extensive early investigative work, the case went cold for decades due to the sheer volume of reports, interviews, lab results, and fragmented investigative history. When the Douglas County Sheriff’s Office Cold Case Unit reopened the case in 2024, they used TimePilot, an AI-powered evidence organization platform, to consolidate thousands of pages of material and trace the evolution of the investigation. A breakthrough came when analysts revisited the paper evidence bags placed over Fisher’s hands at the crime scene—items that had long been preserved but never fully analyzed. DNA from one of the bags produced a CODIS match to convicted serial killer Vincent Darrell Groves, who had died in prison in 1996.



After the DNA match, investigators used TimePilot to organize Groves’s prior homicide records, build victimology profiles, and confirm that Fisher’s murder aligned with his known pattern of violence. This comprehensive approach allowed detectives to connect decades-old evidence with new forensic insights, officially closing the case after nearly four decades and bringing long-awaited answers to Fisher’s family. The investigation underscored the importance of meticulous evidence preservation and demonstrated how modern tools—like TimePilot—can act as force multipliers for cold case work. The Douglas County Sheriff’s Office, having now solved seven cold cases in seven years, continues to rely on evolving technologies and collaborative forensic practices to ensure that no victim is forgotten.



- The Recording Division, in partnership with IT, recently updated and built in significant automations to the **Clerk’s Public Notices website** to reduce administrative processing burdens on staff, increase searchability and ability to find relevant documents for the Public, and allow for automated submissions to post by Douglas County municipalities, special districts, and metropolitan districts.

Some of the key highlights and successes were:



- Reduced average staff handling time to receive, format, index, and post Municipal/Special/Metro District notices to the public by 66% (242 hours saved through automations annually)
- Implemented automated method to submit, format, and index documents by submitting government agencies to reduce their administrative requirements to get a notice posted timely and accurately
- Added google style search features to allow for searches of relevant terms that were in indexed titles as well as the content of the documents so that citizen/public searches did not require exact match verbiage to the document title to locate relevant documents.



### Artificial Intelligence in the News

- **Unlocking AI's potential with a simple prompt** - Master of prompts: Amanda Caswell introduces a "Master Key" prompt to help beginners effectively use AI chatbots like ChatGPT, Claude, Gemini and Perplexity. The prompt encourages users to ask the AI how it can be used in daily life, providing practical examples tailored to individual needs. This approach shifts AI from a simple search engine to a personal consultant, helping users integrate AI into their routines. ([Full story](#))



- **How to enhance AI productivity with memory** - A few AI tips to trick one's memory: A memory manager can greatly enhance productivity when using AI chatbots such as ChatGPT, Gemini and Claude, writes Amanda Caswell. Instead of starting from scratch in each conversation, users can store key context about themselves and reuse it across interactions, gradually refining it. Caswell offers tips for creating an effective memory manager, such as focusing on facts, avoiding jargon and citing sources. ([Full story](#))



### Arapahoe/Douglas Works!

#### Successes/Highlights

- Apprenticeship Colorado and the Colorado Department of Labor and Employment have awarded Arapahoe/Douglas Works! the **Outstanding Partner Award for the 2026 Colorado Apprenticeship Awards** occurring on April 21<sup>st</sup>.
- **Employment First Success Story:** JT recently reached an exciting milestone on his path to self-sufficiency. Through his active participation in the Employment First program, JT secured employment with a neighborhood retail business where he is now earning \$18 per hour. With this achievement, his income has increased to the point that he is no longer eligible for SNAP benefits, an important indicator of his progress toward long-term financial independence.

Throughout his time in the program, JT remained highly motivated and committed to improving his circumstances. He fully engaged in the services available to him, including transportation assistance, one-on-one case management, and a variety of employment workshops. These resources helped him build confidence, strengthen his job readiness skills, and maintain consistency in his job search efforts.

JT expressed sincere gratitude for the support he received through SNAP Employment First, sharing that the guidance, encouragement, and practical resources played a critical role in helping him achieve his employment goals.

Today, JT is proud to be gainfully employed and supporting himself. While he is thankful for the assistance he received during a challenging period, he is equally proud to have reached a point where he no longer needs those services. JT's journey highlights the powerful impact of determination, paired with the right support system, in achieving meaningful and lasting success.

### **Events/Workshops**

- A/D Works! continues to participate in the **Castle Rock Tours for Teacher Initiative**, helping organize business sites to tour and attend the series. On March 12<sup>th</sup>, A/D Works! participated in the Hospitality and Human Services day.
- A/D Works! attended **Aerospace Day at the Capital** on March 16<sup>th</sup> to connect with the aerospace community.
- A/D Works! was a co-lead in the **Community Hiring Event at ACC Sturm** on April 2<sup>nd</sup>. This event connected 32 businesses and 256 attendees to provide employment opportunities.
- A/D Works! worked with **Colorado Succeeds to host an Aerospace Employer Collaborate hosted by Lockheed Martin** on April 6<sup>th</sup> to map employer needs. A/D Works! used the US Chamber TPM process to lead discussions.
- A/D Works! will host **Lockheed Martin's Advanced Manufacturing Registered Apprenticeship Program (AMTAP)** information session for cohort 39 on Thursday, April 9<sup>th</sup>.
- Douglas County School District teachers are encouraged to attend the information session on April 16<sup>th</sup> at 4:00pm to learn about the **Aerospace Teacher Externship Program**. More information can be found at <https://coloradosbr.org/csbr-aerospace-externship/>.
- A/D Works! assisted DCSD Legacy Campus with planning and inviting employers to the **2026 Career & Hiring Expo** which occurred on March 27<sup>th</sup>. Forty-seven employers and exhibitors attended as well as 800 DCSD student attendees! (Pictured)



### **Facilities, Fleet and Emergency Support Services**

- **Serve the community and be involved in Douglas County's premier summer event as a 2026 Fair & Rodeo volunteer** - Imagine getting a backstage pass to Douglas County's biggest event of the year, while serving your community in a fun and meaningful way as a volunteer at the 2026 Douglas County Fair & Rodeo. This year, the Douglas County Fair & Rodeo will be held July 24-Aug. 2 in Castle Rock. But it doesn't happen without energetic, friendly fair-lovers, ages 16 and up, needed to help everything run smoothly. [Visit our webpage to learn more about the perks of volunteering and how to sign up.](#)



### **Douglas County Fairgrounds and James R. Sullivan Events Center**

- **Fairgrounds Events:** Holistic Expo, Mile Hi Barrels, Just Between Friends Consignment Sale, Parker Barkers, Plum Creek Kennel Club, Lifeline Screening, Mile High Golden Retrievers, Bible Class, Goat Fitting Clinic, Baby Shower, District 3 Jamboree, Easter 2026, Castle Rock Home Show, Honor Guard, PE+, Fair Foundation Tack Sale, 90th Birthday Party, Vijay Reedy Social Event, Mateo's Birthday, Mile High Youth Corp Trailer Training, Public Works Training, Cowboys 4-H Practice, Human Services Provider Fair, Master Gardener

Potluck, Running Rovers, Rocky Mountain Sieger, Denver Sikh Event, Finley Wedding, Livestock Judging Contest, GOP Breakfast.

- **Event Spotlight:** The **Castle Rock Home Show** returns to the Douglas County Fairgrounds April 10–12, bringing one of the largest bi-annual events hosted on our property back to both the Event Center and Indoor Arena. Produced by Nationwide Expos, the show features hundreds of local and national vendors offering home improvement, remodeling, décor, landscaping, and technology solutions, all with free admission and parking for attendees. Douglas County staff have been coordinating logistics, utilities, and guest services to support a smooth setup across multiple facilities, ensuring a successful event and a positive experience for patrons and vendors alike.
- **Fair & Rodeo Committee Meetings:**
  - Show Management 4/1; Livestock Sale 4/1; Marketing 4/13; Guest Experience 4/13; Entertainment 4/9; Executive 4/9; Fair Board 4/16

**Facilities:**

- **Fairgrounds**
  - Brown Barn Refresh: 60% complete (pictured)
  - Warm-up Tie-Offs/Fence Addition: 100% complete (pictured)
- **CSU** – Silicone roof coating: 100% complete
- **Historical Repository** – Replace lighting to meet NEC requirements, repair heat, clean up
- **Justice Center**
  - Detention kitchen reseal: 15% complete
  - Judges area remodel room #3026: 20% complete
  - Phase VI roof replacement: 50% complete
- **LED Lighting Conversions**
  - SE facility: 100% complete
  - Traffic: 40% complete
- **Lansing Point:** Phase II: 51% complete
- **Miller Building** – Furniture replacement in five offices: 75% complete
- **PMC:** Roof replacement – 10% complete
- **Plum Creek VSO Remodel:** North side Vets: 30% complete (pictured)



**Fleet**

- **Working On:**
  - Began fuel site controller/pedestal upgrades with IT
  - 2026 asset acquisition specifications
  - 2027 Budget forecast
  - Biochar facility equipment needs
- **Fleet Acquisitions:**
  - 2024 Asset Replacements & ADDs
    - Budgeted (69) – 7 at upfitter, 62 received.
  - 2025 Asset Replacements & ADDS



- Budgeted (64) – 26 at upfitter, 41 received.
  - 2026 Asset Replacements & ADDS
    - Budgeted (64) – 11 in progress, 47 POs, 6 received.
- **Recently Completed:**
  - In-Serviced units 2520, 2523, 2524, 2553, 25042 and 26002 (pictured)
  - Agendas submitted for approval by the BOCC
    - LHM for the replacement of units 1402, 1617, 1749, and 1988.
    - TransWest for the replacement of R&B unit 14038 chassis.
    - 4 Rivers for the upfit of R&B unit 14038's replacement chassis.
  - The Harley Service IFB has been sent to Purchasing to be posted.
  - Approval of the acquisition of two grant funded HEART vehicles.
  - Assisted Road and Bridge with welding on roadway drainage grates (pictured)
- **Safety and Security/Emergency Support Services:**
  - The Hazard Mitigation Plan is being finalized before being sent to the State for approval. The public comment window has closed.
  - County-Wide old badge readers upgrade is 80% complete.



## Public Health

- **Health Department Survey: Help Shape Wellness Efforts** - The Douglas County Health Department is gathering input to better understand tobacco, vaping, and nicotine use in our community. This anonymous survey will help guide future prevention and cessation programs that support the health and well-being of Douglas County. Participants may choose to provide an email address if they'd like to receive additional information about available quit-support resources, but this is completely optional. The survey is open through May 31st, and broad participation will make the results far more meaningful. If you have a few minutes, please take the survey and lend your voice to this important wellness initiative. [Survey link](#)



## Commissioner Meetings – March 31, 2026

**Douglas County Open Space Advisory Committee Work Session** - The Board held a work session with the County Open Space Advisory Committee (COSAC) as part of an annual review. COSAC members reported on open space and natural resource programming and COSAC funding strategies and priorities. The Board convened an executive session to discuss potential future open space acquisitions that may be subject to upcoming negotiations.

## Commissioner Meetings – April 6, 2026

### Community Development Updates -

The Board held a work session with Community Development Department staff on three topics:

1. **Liquor and Massage Licensing Updates:** Staff discussed potential discussed revisions to liquor and massage licensing processes, including the potential for a hearing officer to conduct some licensing hearings. The Board also discussed updates to the County's current penalty guidelines are proposed for alignment with State regulations and to provide for additional enforcement flexibility. By a vote of 3-0, the Board approved the adoption of the proposed penalty guideline revisions.

2. **Zoning Resolution for Non-Owned Animals:** The Board reviewed regulations for rural property owners leasing out their land for short-term dog training and exercise, an issue that arose from a resident using the "Sniffspot" app. To balance property owner's rights with neighborhood concerns regarding traffic and noise, staff recommended allowing this as an accessory use in rural zone districts (Estate Residential, Rural Residential, and A1) provided they follow specific limits. The Board adopted a motion, 3-0, to proceed with a referral to codify these rules into the zoning resolution.
3. **Colorado 150th & US 250th Anniversary Celebrations:** To celebrate the United States' 250th birthday and Colorado's 150th birthday in 2026, the county has planned a year-long series of events, historic ribbon cuttings, and public exhibits. Planned activities include public tours of a national archaeological site, historical exhibits at local libraries and the county fair, a drone show, and the opening of restored historical sites like the Spring Valley Schoolhouse, the Mick Helmer cabin, and the Evans Homestead. By a vote of 3-0, the Board directed staff to update the Miller Building's wall art and historic displays.

**Legal Updates** - By a vote of 3-0, the Board approved a motion to receive legal advice in executive session pertaining to active legal matters.

### Commissioner Meetings – April 7, 2026

**Administrative Meeting** - Staff discussed strategies for public communication and community engagement. The board evaluated the success of recent town halls, specifically focusing on how to increase digital participation and address public safety concerns. Staff provided updates on infrastructure projects, such as the Link on Demand transit expansion and various park groundbreaking. The discussion also covered appointments for local boards and the review of potential sponsorships for upcoming community fundraisers and conferences.

**Federal Lobbyist Call** – Douglas County Commissioners and Federal Lobbyist discussed advocacy efforts regarding human trafficking legislation, a portion of which was convened in executive session for discussion of negotiating positions.

### Commissioner Meetings – April 8, 2026

**State Lobbyists Call** - The Board of Commissioners opened a brief meeting with state lobbyists to discuss state legislative issues potentially impacting Douglas County government. The Board motioned, by a unanimous vote, to enter an executive session to discuss legislative negotiating positions. At the conclusion of the executive session, the Board unanimously took the following positions on bills by Board motion:

- HB26-1120 - Mobile Home Property Taxation – Support
- 26-144 - Modify Property Tax Lien Sales Treasurer Deeds & Fees – Amend
- SB26-141 - Wildlife Collision Prevention – Amend
- HB1053 - Motor Vehicle Regulation Administration – Support
- HB1113 - Modification of Elections – Amend
- SB26-103 - Remove Opposition

### Planning Services Activity Report

Completed Projects					
Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	03/18/26	High Line Canal Origin Trailhead	Douglas County to improve the parking lot and trail access along the High Line Canal, including a shade structure.	Location and Extent	LE2026-002

Dist.	Date	Project Title	Project Description	Project Type	Project No.
1	03/18/26	Pinery Planned Development, 34th Amendment	Board of County Commissioners to recategorize undeveloped school land within the Pinery PD.	Planned Development - Major Amd	ZR2025-010
2	03/18/26	Pinery West Filing 1H, Tract J, 1 <sup>st</sup> Rev, 2 <sup>nd</sup> Mod	Minor exterior changes to existing clubhouse.	SIP Modification	SP2026-017
3	03/19/26	5675 Delva Way	Douglas County for a tree and yard waste recycling biochar facility.	Location and Extent	LE2026-001
2	03/23/26	5283 E Hwy 86, 1st Revision, 6th Mod	Eligible Facilities Request to replace and update existing equipment on the tower.	SIP Modification	SP2025-071
2	03/23/26	3237 Haystack Rd	Office for HVAC business.	Class 2 Home Occupation	HO2020-002
	03/25/26	Rezoning A2 to R-1C	Jefferson Co to rezone from A2 to R-1C for a single-family detached home	External Referral	RE2026-032
2	03/25/26	Sanders Business Park SDP Amendment	Town of Castle Rock for a Site Development Plan Amendment for Sanders Business Park.	External Referral	RE2026-028
2	03/25/26	Dawson Trails Site Development Plan	Town of Castle Rock for a Site Development Plan for an apartment complex.	External Referral	RE2026-026
2	03/25/26	Crystal Valley Interchange East Annexation	Referral request from the Town of Castle Rock for the Crystal Valley Interchange East Annexation.	External Referral	RE2026-030
2	03/25/26	Brookside Business Ctr Filing 4 Lot 3 1 <sup>st</sup> Amd	Town of Castle Rock for a Site Development Plan for a RV and trailer sales business.	External Referral	RE2026-031
2	03/25/26	Dawson Trails Filing 2, Tract V	2 <sup>nd</sup> referral request - Town of Castle Rock for a SDP for Dawson Trails Townhomes.	External Referral	RE2026-033
1	03/25/26	Ridgegate Southwest Village Filing 5	City of Lone Tree for a final plat creating 242 residential lots and multiple tracts.	External Referral	RE2026-027
2	03/26/26	Indian Creek Trail Improvements	Referral request from US Forest Service for the Indian Creek Trail Improvements.	External Referral	RE2026-029
3	03/27/26	3280E Redstone Park Circle, 4 <sup>th</sup> Rev, 3 <sup>rd</sup> Mod	Eligible Facilities Request to remove and replace antennas and wiring.	SIP Modification	SP2026-013
2	03/31/26	Hemphill Subdivision, 2nd Amendment	Request to subdivide the 30-acre lot into 10 and 20 acre lots.	Replat	SB2025-013
1	04/03/26	Driskill Subdivision	Create one 10.16-acre lot & one 20-acre lot.	Minor Dev Residential	SB2025-042
2	04/06/26	9998 South Perry Park Road	115 acres from Rural Residential (RR) to Agricultural One (A-1).	Zoning Map Change	DR2025-004
1	04/06/26	Castle View Heights Amended, 6 <sup>th</sup> Amd, Lot 1, 1 <sup>st</sup> Rev, 1 <sup>st</sup> Mod	Eligible Facilities Request to modify existing equipment for Verizon.	SIP Modification	SP2026-024
2	04/06/26	8635 S State Highway 83, 2 <sup>nd</sup> Amd	Minor changes to wall and facade materials, light fixtures type, and other elements at approved event center facility.	Administrative Amendment	US2025-017
1	04/07/26	Pine Drive Condominium Plat	Referral request from the Town of Parker for an initial condominium plat.	External Referral	RE2026-037
2	04/07/26	Chick-Fil-A By-Pass Lane	Town of Castle Rock to add a bypass lane for the drive-thru.	External Referral	RE2026-041



Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	04/07/26	DXD Castle Rock Storage Site Development Plan	Second referral request from the Town of Castle Rock for replat of Lot 3D to create a new lot for DXD Storage.	External Referral	RE2026-034
2	04/07/26	Gilbert Subdivision	Town of Castle Rock to plat two lots along existing split zone line.	External Referral	RE2026-038
2	04/07/26	High Prairie Int'l Polo Club RSP, Parcel 2	Request for an administrative variance from 25 feet to 21.3 feet for a construction error.	Administrative Variance	VA2026-001
2	04/07/26	RidgeView Town Center Planned Dev	2 <sup>nd</sup> referral request - Town of Castle Rock for a retail development	External Referral	RE2026-036
2	04/07/26	Canyonlands Superblock Plat 2 - QuikTrip	City of Castle Pines for the QuikTrip Project.	External Referral	RE2026-035

## Referrals

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	03/03/26	Double D Exemption, 1st Amendment	Request to vacate the common lot line between two exempt residential lots.	Exemption	EX2026-003
2	03/04/26	Perry Park Filing 1, Lot 1A, 15th Amendment	Request to subdivide one residential lot into two lots.	Replat	SB2025-048
2	03/12/26	495 Dawson Trails Boulevard	CORE requests to add a battery energy storage system to the Citadel Substation.	Location and Extent	LE2026-003
2	03/12/26	Westcreek Lakes Filing 2, Block 5, Lots 4 & 5	Request for lot line vacation between Lots 4 and 5.	Administrative Replat	SB2026-008
1	03/13/26	Richlawn Hills, Lot 8	New wireless communications facility 47 feet in height.	Site Imp Plan	SP2026-003
3	03/16/26	River Canyon Filing 2, Lot 3, 2nd Revision	Reconfigure the number & type of buildings for a golf course maintenance facility.	SIP Revision	SP2026-005
1	03/16/26	Bloom Metropolitan District Service Plan	Request for a new service plan for the Bloom Metropolitan District.	New Service Plan	SV2026-001
3	03/16/26	River Canyon Filing 2, 5 <sup>th</sup> Amd, Lot 3 & Tract E	Request to adjust the boundary of Lot 3 to reduce the lot and create a new tract.	Administrative Replat	SB2026-003
2	03/18/26	Ramblewood	Create 70 single family lots.	Final Plat	SB2026-009
2	03/19/26	6067 Perry Park Blvd	Install and operate a Sanitary Sewer Lift Station.	Location and Extent	LE2026-004
2	03/23/26	High Prairie Int'l Polo Club RSP, Parcel 2	Request for an administrative variance from 25 feet to 21.3 feet for a construction error.	Administrative Variance	VA2026-001
1	03/26/26	Pinery Meadows Planned Development, 1st Amendment	Allow alternative lot standards for clusters homes.	Planned Development - Major Amd	ZR2026-003
2	03/26/26	Oak Bluff Subdivision	Request for 21 single family lots.	Final Plat	SB2025-049
3	03/30/26	Sterling Ranch Filing 3A, Tract D and Tract E	Phase 2 improvements for Prospect Community Park.	Location and Extent	LE2026-005
3	03/30/26	Sterling Ranch Filing 9A	Establish 3 nonresidential lots and two tracts.	Minor Dev Non-Res	SB2026-010
3	03/31/26	6490 N. US Hwy. 85	One-day Entertainment Event for an open house to promote their wildlife facility.	Minor Ent Event	EE2026-002
2	04/01/26	Happy Canyon Ranches, Block 2, Lot 2	Entertainment Event Permit for a public fundraiser of approx 200 at Sky View Farm.	Minor Ent Event	EE2026-001

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	04/01/26	Louviers Industrial Park, Lots 9-12	Request to document existing site improvements for an existing industrial use.	Site Imp Plan	SP2025-098
2	04/07/26	3640 N State Highway 67	5-year period to hold an annual fundraising event for the Happy Dog Ranch on 5/30/26 and similar dates in the following years.	Major Entertainment Event	EE2026-003

### Upcoming PC Hearings

Dist.	Date	Project Title	Project Description	Project Type	Project No.
1	04/20/26	Vacation of a Portion of Cottonwood Avenue	Vacate the easternmost portion of Cottonwood Avenue in Grand View Estates.	Roadway Vacation	SB2026-004
	04/20/26	DCZR Amendment to Establish Agritourism Regulations	Allow agritourism activities and related uses in the Agricultural One (A-1) and Large Rural Residential (LRR) zone districts.	Document and Regulation	DR2025-006
1	04/20/26	Stroh Exemption CMP Land Use Map Amendment	CMP Amendment to expand the Urban Area of the County to provide residential and commercial development.	CMP Amendment	DR2025-008
2	04/20/26	6067 Perry Park Blvd	Construct a new lift station.	Location and Extent	LE2026-004
3	04/20/26	Sterling Ranch Filing 3A, Tracts D and E	Construct the 2 <sup>nd</sup> phase of Prospect Community Park on approx 1.75 acres	Location and Extent	LE2026-005
1	05/04/26	Pinery Meadows Planned Dev, 1 <sup>st</sup> Amd	Change setbacks & development standards for single-family detached cluster homes.	Planned Dev – Major Amd	ZR2026-003

### Upcoming BCC Land Use Hearings or Meetings

Dist.	Date	Project Title	Project Description	Project Type	Project No.
1	04/28/26	Vacation of a Portion of Cottonwood Avenue	Vacate the easternmost portion of Cottonwood Avenue in Grand View Estates.	Roadway Vacation	SB2026-004
2	04/28/26	Bloom Preliminary Plan	Subdivide 32 single family residential lots in the Estate Residential zone district.	Preliminary Plan	SB2025-017
3	04/28/26	5970 N US Highway 85, 6 <sup>th</sup> Amendment	Expand the permit area of the Sedalia Recycling Center and Depository.	Use by Special Review	US2025-001
3	05/12/26	Highlands Ranch Planned Dev, 84 <sup>th</sup> Amd	Assign 350 residential units to Planning Area 85 of the Highlands Ranch PD.	Planned Dev – Major Amd	ZR2026-002
1	05/12/26	Pinery Meadows Planned Development, 1 <sup>st</sup> Amendment	Change setbacks and development standards for single-family detached cluster homes.	Planned Development – Major Amd	ZR2026-003
	05/12/26	DCZR Amendment to Establish Agritourism Regulations	Allow agritourism activities and related uses in A-1 and LRR zone districts.	Document and Regulation	DR2025-006

### Pre-submittals

Dist.	Date	Project Title	Project Description	Project Type	Project No.
1	03/18/26	Pinery Village Filing 1, 1st Amendment	Establish signage parameters.	Planned Dev - Major Amd	PS2026-043
2	03/18/26	1867 N State Hwy 83	Establish a combination of retail, office and outdoor storage area.	Site Imp Plan	PS2026-065

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	03/19/26	Highlands Ranch Filing 25, 1st Amd, Lot 2A	The applicant proposes a Site Improvement Plan Revision to update exterior lighting.	SIP Revision	PS2026-069
3	03/20/26	6490 N US Hwy 85	One-day Entertainment Event for an open house to promote their wildlife facility.	Minor Ent Event	PS2026-078
2	03/20/26	2583 N State Hwy 83	CMP Amendment & Rezoning to allow Light Industrial and Residential units.	CMP Amendment	PS2026-068
3	03/24/26	Highlands Ranch Filing 51A, 3rd Amd, Lot 2A	Split the property into 2 lots for a 4-story Senior Housing rental community.	Administrative Replat	PS2026-070
2	03/27/26	7054 S St Hwy 83	Establish a 501-3c farming activity center for disabled persons	Site Imp Plan	PS2026-079
1	03/27/26	Pinery Village Filing 1, 1st Amendment, Lot 1F	Establish a Chipotle drive in Restaurant.	Site Imp Plan	PS2026-081
1	03/27/26	Douglas County Ind'l Park Filing 1, 2 <sup>nd</sup> Amd, lot 2B	Add an additional 5MW through 4 temporary generators along with 4 temporary coolers.	SIP Revision	PS2026-072
2	03/31/26	880 Yucca Hills Rd	Create a second lot required by a new roadway across the property.	Minor Dev Residential	PS2026-073
3	03/31/26	5435 Kelly Court	Rezoning for a Planned Development Major Amendment to allow agricultural uses.	Planned Dev - Major Amd	PS2026-082
3	04/01/26	Roxborough park Filing 1, Most Tract A	Allow the property to be fenced and create a non-profit dog park.	Planned Dev - Major Amd	PS2026-080
1	04/07/26	Inverness Filing 7, 1 <sup>st</sup> Amd, Super Block A, Lot 1	The applicant proposes an Administrative Replat for an Easement Vacation.	Administrative Replat	PS2026-095
3	04/07/26	Cronen-Helmer Exemption, Parcel 2	Installation of a Battery Energy Storage System.	Use by Special Review	PS2026-090
2	04/07/26	3640 N State Hwy 67	5-year period to hold 2 annual fundraising events for the Happy Dog Ranch on 5/30/26 & 10/12/26 & similar dates in future years.	Minor Entertainment Event	PS2026-085
1	04/07/26	10001 N Delbert Rd	Create 2 additional lots of approx 10 acres each and rezone them to LRR with the remaining 39 acres remaining A1	Minor Development Residential	PS2026-084
1	04/07/26	Public Roads in Travois Filing 1 and others	Xcel Energy to expand its South Aurora Natural Gas Service area by installing a high-pressure gas line approx. 3k feet across county jurisdiction.	Location and Extent	PS2026-087
3	04/07/26	Sterling Ranch Planned Development Amd	Rezoning to create internal Signage Standards throughout the development.	Planned Dev - Major Amd	PS2026-076

### Streamline Pre-submittals

Dist.	Date	Project Title	Project Description	Project Type	Project No.
1	03/20/26	Spring Creek Ranch, Lot 21	Building Envelope Adjustment to allow the optimal location of a new outbuilding.	Administrative Replat	PS2026-077
2	03/20/26	Flintwood Hills, Lot 103 and Lot 102A	Lot Line Adjustment for lot 103 to acquire 2.45 acres from Lot 102A.	Administrative Replat	PS2026-075
2	03/25/26	Happy Canyon Ranches, Lot 2, Blk 2	Fundraiser for local non-profits with approx. 200 people to be held in the indoor arena on site.	Minor Entertainment Event	PS2026-086

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	04/03/26	Sage Port Filing 4, 1st Amd, Lot 62 & Meribel Village Filing 1, Block 25, Lots 7 & 8	Subdivision Boundary Adjustment, Lot Line Vacation to combine three properties and Zone Map Change.	Administrative Replat	PS2026-091

## New Applications

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	03/18/26	Sterling Ranch Filing 9A	Establish 3 nonresidential lots and two tracts.	Minor Dev Non-Residential	SB2026-010
	03/18/26	Rezoning A2 to R-1C	Jefferson Co to rezone from A2 to R-1C for a single-family detached home.	External Referral	RE2026-032
2	03/19/26	High Prairie Int'l Polo Club RSP, Parcel 2	Variance from 25' to 21.3' for a construction error.	Administrative Variance	VA2026-001
2	03/19/26	Solitude Colorado Rural Site Plan Exempt.	Request for an adjustment to a residential building envelope for Parcel 32.	Exemption	EX2026-004
1	03/23/26	Crowsnest Master Plan Amendment	Amendment for future urban development.	CMP Amendment	DR2026-003
2	03/23/26	Dawson Trails Filing 2, Tract V	2 <sup>nd</sup> referral request from the Town of Castle Rock - Dawson Trails Townhomes.	External Referral	RE2026-033
1	03/24/26	Pinery Meadows Planned Dev, 1 <sup>st</sup> Amd	Allow alternative lot standards for clusters homes.	Planned Dev - Major Amd	ZR2026-003
1	03/25/26	Castle View Heights Amended, 6 <sup>th</sup> Amd, Lot 1, 1 <sup>st</sup> Rev, 1 <sup>st</sup> Mod	Request for an Eligible Facilities Request (EFR) to modify existing equipment for Verizon.	SIP Modification	SP2026-024
3	03/26/26	Highlands Ranch Filing 75C, Lot 8	Lot line adjustment, increasing Lot 8A 2,997 SF and decreasing Tract A1 the same.	Administrative Replat	SB2026-011
2	03/26/26	DXD Castle Rock Storage Site Development Plan	Second referral request from the Town of Castle Rock for replat of Lot 3D to create a new lot for DXD Storage.	External Referral	RE2026-034
2	03/27/26	The Canyonlands Superblock, Plat 2 - QuikTrip	Referral request from the City of Castle Pines for a Use by Special Review (USR) for the QuikTrip Project.	External Referral	RE2026-035
3	03/27/26	Sterling Ranch Filing 3A, Tract D and Tract E	Phase 2 improvements for Prospect Community Park.	Location and Extent	LE2026-005
3	03/27/26	6490 N. US Hwy. 85	One-day Entertainment Event for an open house to promote their wildlife facility.	Minor Ent Event	EE2026-002
2	03/30/26	3640 N State Highway 67	5-year period to hold an annual fundraising event for the Happy Dog Ranch on 5/30/26 and similar dates in the following years.	Major Entertainment Event	EE2026-003
2	03/30/26	Happy Canyon Ranches, Block 2, Lot 2	Public fundraiser of approximately 200 attendees at Sky View Farm.	Minor Ent Event	EE2026-001
2	03/30/26	RidgeView Town Center Planned Dev	2 <sup>nd</sup> referral request - Town of Castle Rock for a retail development	External Referral	RE2026-036
2	03/30/26	Stevens-Kouba-Allis Ranch Landmark	Stevens-Kouba-Allis Ranch landmark nomination.	Landmark	HP2026-001
1	03/30/26	Pine Drive Condominium Plat	Referral request from the Town of Parker for an initial condominium plat.	External Referral	RE2026-037

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	03/31/26	Hockaday Heights, Block 1, Lot 3, 1 <sup>st</sup> Rev, 4 <sup>th</sup> Mod	Eligible Facilities Request (EFR) to remove and replace antennas on existing cell tower.	SIP Modification	SP2026-025
2	03/31/26	Castle Pines Village Filing 20, 1 <sup>st</sup> Amd, Lot 632A	Request for an Administrative Replat for a residential building envelope adjustment.	Administrative Replat	SB2026-012
2	03/31/26	Gilbert Subdivision	Town of Castle Rock to plat two lots along existing split zone line.	External Referral	RE2026-038
2	04/01/26	4043 A Dawson Trail Blvd, 2 <sup>nd</sup> Mod	Eligible Facilities Request (EFR) to modify existing equipment for Verizon.	SIP Modification	SP2026-026
2	04/02/26	Canyonside Filing 2, Lot 3 - AdventHealth	City of Castle Pines - new AdventHealth medical office building.	External Referral	RE2026-039
2	04/03/26	Chick-Fil-A By-Pass Lane	Town of Castle Rock to add a bypass lane for the drive-thru.	External Referral	RE2026-041
1	04/03/26	Tallman Gulch Filing 1, Lot 76	Request to vacate a residential septic system easement.	Administrative Replat	SB2026-013
3	04/03/26	Highlands Ranch Filing 159, Lot 1	Request for 165 senior affordable for apartments.	Site Imp Plan	SP2026-027
2	04/03/26	Plum Creek Church - Building Expansion	Town of Castle Rock (SDP) for the Plum Creek Church building expansion.	External Referral	RE2026-040
1	04/06/26	Meridian Int'l Business Ctr Filing 5, 15 <sup>th</sup> Amd, Lot 7A-3A, 1 <sup>st</sup> Mod	Request to modify location of garage structure at senior living complex.	SIP Modification	SP2026-028
3	04/06/26	Sterling Ranch Filing 9A	Huron Components Production Facility.	Site Imp Plan	SP2026-029
3	04/07/26	Sterling Ranch Filing 6A	Request for a Minor Development for a daycare facility.	Minor Dev Non-Residential	SB2026-014
3	04/07/26	Sterling Ranch Filing 6A, Lots 229 & 230	Request for a Site Improvement Plan (SIP) for a daycare facility.	Site Imp Plan	SP2026-030

### New Miscellaneous Jobs

Dist.	Date	Project Title	Project Description	Project Type	Project No.
1	03/23/26	13522 Achilles Dr, Cronin	STR application for primary residence, 4 bedrooms, 8 occupants max	Short-Term Rental	MI2026-005
3	04/01/26	Hanna Massage	New massage facility license	Massage Facility	MI2026-006

### New Sign Permits

Dist.	Date	Project Title	Project Description	Project No.
3	03/19/26	South Santa Fe Planned Development, 2 <sup>nd</sup> Amd, Lot 1A1	LBA Realty - 3395 Carder Ct	SG2026-023 – 2026-026
3	03/26/26	Highlands Ranch Filing 26, Lot 1	Complete Care - 2680 E County Line Rd Unit #H	SG2026-027
3	03/30/26	Roxborough Village Commercial, Lot 9	Roxborough Valero - 7887 N Rampart Range Rd	SG2026-028
3	04/03/26	Highlands Ranch Filing 55A, Lot 5	Corah Fine Jewelry and Gemstones - 7138 E County Line Rd	SG2026-029

Dist.	Date	Project Title	Project Description	Project No.
3	04/06/26	Highlands Ranch Filing 127A, 4th Amd, 127A	Highlands Spa - 9245 S Broadway Unit #150	SG2026-030

### Liquor Licenses Special Event Liquor Permits

Dist.	Date	Event Name	Permittee Name & Event Address	Permit No.
3	03/16/26	Hunter's Gathering	Highlands Ranch Backcountry Wilderness Area Fund - 6005 Ron King Trl	LL2026-023
2	03/23/26	Happy Dog Ranch Concert Fundraiser	Happy Dog Ranch Foundation - 3640 N State Highway 67	LL2026-024
2	04/06/26	Protect Kids Colorado Volunteer Celebration	Protect Kids Colorado - 14771 Spruce Mountain Rd	LL2026-026
3	04/06/26	Independence Day 5K	Highlands Ranch Community Association - 9352 Dorchester St	LL2026-025
3	04/06/26	Sunday Funday Polo Tailgate	Of Horse You Can Foundation - 6359 Airport Rd	LL2026-027

### Public Works Bid Calendar

Updated 3/18/26

Project Description	Plans Available to Contractors	Contractor Pre-Bid Conference	Project Bid Opening	Tentative BCC Approval Date
<b>Platte Canyon Repair DC 67 SP 2026-002</b>	March 9, 2026	March 18, 2026	March 31, 2026 <i>Seven bids under review</i>	April 28, 2026
Removal and export failed benched section of DC 67 roadway immediately adjacent to the Platte River. Reconstruct roadway section with drainage layer and drainage pipe network. Project includes sustained traffic control, paving, earthwork, drainage work, armoring a sloped shoulder, and road section construction. Bid items include hot mix asphalt for patching, geotextile (drainage) and aggregate base course.				
<b>Highlands Ranch Parkway (Broadway to Burntwood) CI 2026-005</b>	Mar. 16, 2026	Mar. 25, 2026	Apr. 7, 2026 <i>Six bids under review</i>	May 12, 2026
This project includes removing and replacing the concrete pavement, curb and gutter, and sidewalk and pedestrian improvements. A raised median will be installed in the center of the roadway to enhance driver safety. The bike lane will remain in the reconstructed roadway. Also included is the construction of a new traffic signal at the Ridgeglen Way/Highlands Ranch Pkwy intersection and the reconstruction and upgrade of the existing traffic signal for the Burntwood Way/Highlands Ranch Pkwy intersection.				







# Douglas County, Colorado

## Staff Report

**File #:** 4549

**Agenda Date:** 4/14/2026

**Agenda #:**

Daniel Roberts, Assistant Director, Operations

Award IFB 007-26 Corrugated Steel Pipe

Douglas County Public Works Operations went to bid for the purchase of corrugated steel pipe of various sizes to be used throughout Douglas County. Maintaining culverts that are in County Right of Way.

Douglas County Public Works Operations received two bids for corrugated steel pipe.

### Skyline Steel

<b>18" Annular Aluminized 14 Guage Steel Pipe - 30.24/L.F.</b>	<b>30.24/band</b>	<b>195.00/FES</b>
<b>21" Annular Aluminized 14 Guage Steel Pipe - 35.28/L.F.</b>	<b>35.28/band</b>	<b>255.00/FES</b>
<b>24" Annular Aluminized 14 Guage Steel Pipe - 40.32/LF.</b>	<b>40.32/band</b>	<b>315.00/FES</b>
<b>30" Annular Aluminized 14 Guage Steel Pipe - 50.40/L.F.</b>	<b>50.40/band</b>	<b>575.00/FES</b>
<b>36" Annular Aluminized 14 Guage Steel Pipe - 60.48/L.F.</b>	<b>60.48/band</b>	<b>885.00/FES</b>
<b>48" Annular Aluminized 14 Guage Steel Pipe - 80.65/L.F.</b>	<b>80.65/band</b>	<b>1,495.00/FES</b>

### Ace/Eaton Metals

<b>18" Annular Aluminized 14 Guage Steel Pipe - 32.50/L.F.</b>	<b>40.00/band</b>	<b>175.00/FES</b>
<b>21" Annular Aluminized 14 Guage Steel Pipe - 38.00/L.F.</b>	<b>45.00/band</b>	<b>200.00/FES</b>
<b>24" Annular Aluminized 14 Guage Steel Pipe - 41.75/LF.</b>	<b>50.00/band</b>	<b>270.00/FES</b>
<b>30" Annular Aluminized 14 Guage Steel Pipe - 52.00/L.F.</b>	<b>63.00/band</b>	<b>500.00/FES</b>
<b>36" Annular Aluminized 14 Guage Steel Pipe - 60.75/L.F.</b>	<b>75.00/band</b>	<b>800.00/FES</b>
<b>48" Annular Aluminized 14 Guage Steel Pipe - 80.00/L.F.</b>	<b>100.00/band</b>	<b>1,900.00/FES</b>

Douglas County Public Works Operations recommends awarding the purchase of corrugated steel pipe to Skyline Steel to be used in County Right of Ways for maintaining our storm water infrastructure. Approve Purchase order in the amount of \$50,000 for the 2026 budget period.

**INVITATION FOR BID (IFB) #007-26  
CORRUGATED STEEL PIPE (CSP) AND CULVERT MATERIALS**

**VENDOR NAME:**  
**VENDOR CONTACT & TITLE:**  
**VENDOR ADDRESS:**  
**CONTACT PHONE NUMBER:**  
**CONTACT EMAIL ADDRESS:**

**Ace/Eaton Metals**  
 Ryan Findley  
 4740 E. 39th St, Kearney, NE 68847  
 308-627-6615  
[ryan@acebraska.com](mailto:ryan@acebraska.com)

**Skyline Steel**  
 Paula Jane Shaver  
 621 4th Street, P.O. Box 558, Pentrose, CO 81240  
 719-275-5919  
[paulashaver@skysteel.com](mailto:paulashaver@skysteel.com)

**INFORMATION FROM BID SCHEDULE**

Diameter in Inches  
 18 inch  
 21 inch  
 24 inch  
 30 inch  
 36 inch  
 48 inch

PRICES SHOULD INCLUDE ALL DELIVERY CHARGES				PRICES SHOULD INCLUDE ALL DELIVERY CHARGES			
Annular Aluminumized 14-Gauge Corrugated Steel Pipe Cost Per Linear Foot	Cost Per Band (including nuts & bolts)	Cost per Flared End Section (including straps, nuts & bolts)	Annular Aluminumized 14-Gauge Corrugated Steel Pipe Cost Per Linear Foot	Cost Per Band (including nuts & bolts)	Cost per Flared End Section (including straps, nuts & bolts)		
\$ 32.50	\$ 40.00	\$ 175.00	\$ 30.24	\$ 30.24	\$ 195.00		
\$ 38.00	\$ 45.00	\$ 200.00	\$ 35.28	\$ 35.28	\$ 255.00		
\$ 41.75	\$ 50.00	\$ 270.00	\$ 40.32	\$ 40.32	\$ 315.00		
\$ 52.00	\$ 63.00	\$ 500.00	\$ 50.40	\$ 50.40	\$ 575.00		
\$ 60.75	\$ 75.00	\$ 800.00	\$ 60.48	\$ 60.48	\$ 885.00		
\$ 80.00	\$ 100.00	\$ 1,900.00	\$ 80.65	\$ 80.65	\$ 1,495.00		
No						Yes	
Did not acknowledge Addendum #01						Acknowledged Addendum #01	

Provided 3 References?

Miscellaneous comments: