BOARD OF COUNTY COMMISSIONERS BUSINESS MEETING
TUESDAY, JANUARY 27, 2026
AGENDA

Tuesday, January 27, 2026 **1:30 PM** **Hearing Room**

Invocation – Jason Van Divier

1:30 PM

1. Call to Order

a. Pledge of Allegiance

b. Attorney Certification of Agenda

c. Commissioners Disclosure for Items on This Agenda

2. Ceremonies/Proclamations

a. Recognition of the Finance Team for Excellence in Financial Reporting.
Christie Guthrie, Director of Finance

3. Consent Agenda

a. Approval of Business Meeting Minutes from January 13, 2026.

Attachments: Minutes Business Meeting 01.13.2026

b. Approval of Land Use/Public Hearing Minutes from January 13, 2026.

Attachments: Minutes LU_PH Meeting 01.13.2026

c. Approval of Vouchers January 20, 2026
Christie Guthrie, Director of Finance — *Finance Department*

Attachments: 01.20.26 BOCC

d. Approval of Vouchers January 27, 2026
Christie Guthrie, Director of Finance — *Finance Department*

Attachments: 01.27.26 BOCC

e. 2026 Denver Regional Council Of Governments Human Services Transportation Contract EX26001 In The Amount Of $137,590.00 With A Required Local Contribution Of $84,172.00 For A Project Total Of $221,762.00.
Ryan J. Arthur, Community Programs Coordinator — *Community Services*

Attachments: Cover Page
2026 DRCOG HST Contract Staff Report

f. 2026 Regional Transportation District Partnership Program Application In The Amount Of $3,520,000 With A Local Contribution Of $880,000 For A Project Total Of $4,400,000
Ryan J. Arthur, Community Programs Coordinator — *Community Services*

Attachments: Cover Page
2026 RTD Partnership Program Application Staff Report

g. Purchase Order for Developmental Pathways, Inc. Fiscal Year 2026 in the Amount of $8,820,605.00.
Ryan Bolger, Budget Analyst — *Budget*

Attachments: Cover Page
Developmental Pathways PO Request

h. 2026 Liability Insurance Renewal for a Total Amount of $1,594,331.70.
Megan Datwyler, Risk Manager — *Risk Management*

Attachments: Cover Page
2026 Liability Alliant invoices
2026 Pinnacol renewal invoice

i. 2026 Workers Compensation Insurance Premium Renewal in the Amount of $504,068.00
Megan Datwyler, Risk Manager — *County Administration*

Attachments: Cover Page
2026 Pinnacol renewal invoice

j. Civic Solutions Hub Innovation Artificial Intelligence Education and Adoption Program Grant Request in the Amount of $50,000.00 with a Cash Match of $16,667.00.
Kristin Kolstedt, Assistant Director — *Human Resources*

Attachments: Cover Page
Civic Solutions Hub Innovation Grant Request Form

k. Webolutions Web Hosting & Management Services 2026 in the Amount of $112,080.00.
Jim Brown, Chief Technology Officer — *Information Technology*

Attachments: Cover Page
Webolutions SOSA 2026-5 19,800 DC Main Site Website Mgmt and Support
Webolutions SOSA 2026-6 92,280 DC Secondary Websites Mgmt and Support

l. Oracle Licensing and Support Annual Renewal in the Amount of $163,907.33.
Mike Wise, Sr. Manager Application Services — *Information Technology*

Attachments: Cover Page
Oracle 2026 163,907.33 SSN 21180077 FEB 2026 CONSOLIDATION

m. Public Contract for Services with Northwest Cascade, Inc., dba Honey Bucket in an Amount Not to Exceed $148,005.00.
Steve Shoultz, CPRE, Director of Parks and Recreation — *Parks and Recreation Department*

Attachments: Cover Page
Staff Report - Honey Bucket Contract

n. Construction Contract with Deep Roots Craftsmen in the Amount of $206,419.00 with a County Contribution of $56,003.00.
Brittany Cassell, Curator — *Department of Community Development*

Attachments: Cover Page
Staff Report - Deep Roots Contract

o. Purchase Orders to S-Comm Fiber, Inc. for Cable Installation Projects at Lansing Point, First Floor, in the Amount of $206,587.00 (RFQ #042-21)
Tim Hallmark, Director of Facilities, Fleet & Emergency Support Services — *Facilities and Fleet & Emergency Support Services*

Attachments: Cover Page
Lansing S-Comm AP Quote
Lansing S-Comm AV Quote
Lansing S-Comm Cable Quote
Lansing S-Comm Security Quote
2026 Douglas County-PCS-S COMM_LANSING POINT_01.17.26

p. Purchase Orders to HSS Security Systems Integration for Various Access Control & Security Camera Upgrade Projects Approved in 2026 Adopted Budget in the Amount of $431,285.00.
Jason Petalas, Safety and Security Manager — *Facilities and Fleet & Emergency Support Services*

Attachments: Cover Page
DougCo JC ACC Quote
DougCo JC Ext Camera Quote
DougCo Crime Lab Quote
DougCo Card Readers Quote
DougCo Wilcox Quote
DougCo Fairgrounds Quote
DougCo service quote 2026-2027
DougCo CCURE SSA LICENSE

q. Juvenile Assessment Center Contribution by Douglas County for the 2026 Calendar Year in the Amount of $117,635.00.
Michael McIntosh, Division Chief Highlands Ranch — *Sheriff*

Attachments: Cover Page
2026 JAC Invoice SF1715

r. 2026 - 2029 Intergovernmental Agreement for Dispatch Services Between the Elbert County Communications Authority and the Board of County Commissioners of Douglas County on Behalf of the Douglas County Sheriff's Office in the Amount of $468,492.00.
Taylor Davis, Division Chief — *Sheriff*

Attachments: Cover Page
2026-2029 ECCA Dispatch Agmt_01122026

s. Highlands Ranch Law Enforcement Training Facility Invoice for 2026 Facility Use in the Amount of $165,960.00.
Ron Hanavan, Division Chief Professional Standards — *Sheriff*

Attachments: Cover Page
2026 Range Fees_Inv DCSO26_HRLETF_January 9 2026
2026 Range Fees - Summary by BU and Fund for BOCC Meeting 012726

t. Amendment No. 4 to the Electronic Waste Recycling Program Contract with Pedalpoint Lifecycle Solutions for an Amount not to Exceed $120,000.00.
Dan Roberts, Assistant Director, Operations — *Public Works Operations*

Attachments: Cover Page
Contract AMENDMENT 4- PedalPoint - 01.05.2026

u. Amendment No. 2 to the Public Contract for Services for the Household Hazardous Waste Program, with WM Curbside, LLC, for an Amount not to Exceed $144,075.20, Douglas County Project No. CI 2024-010.
Dan Roberts, Assistant Director, Operations — *Public Works Operations*

Attachments: Cover Page
Contract Amd - WM Curbside - Household Hazardous Waste Pgm

v. Construction Contract for the 2026 Guardrail Repair Project to Cruz Construction, Inc. in the Amount of $150,090.00, Douglas County Project Number CI 2026-002.
Amy Strouthopoulos, Pavement Management Supervisor — *Department of Public Works Engineering*

Attachments: Cover Page
Agreement part of CONTRACT-Cruz Construction-2026 Guardrail Repair -Amy S CI2026-002

w. Amendment No. 1 to the Spring Canyon LID Design Contract with TST Infrastructure, LLC, for an Amount not to Exceed $835,000.00 and a Time Extension of One Year, Douglas County Project Number CI 2023-019.
Amy Strouthopoulos, Pavement Management Supervisor — *Department of Public Works Engineering*

Attachments: Cover Page
PCS Amendment for Time and Money - TST 1.5.26
Exhibit A-1 #4291
Exhibit B-1 #4291

x. Amendment No. 1 to the Bannock LID Design Contract with TST Infrastructure LLC for an Amount not to Exceed $465,000.00 and a Time Extension of One Year, Douglas County Project Number CI 2023-032.
Amy Strouthopoulos, Pavement Management Supervisor — *Department of Public Works Engineering*

Attachments: Cover Page
PCS Amendment for Time and Money - TST Bannock 1.5.26
Exhibit A-1 #4293
Exhibit B-1 #4293

y. Award of a Public Contract for Services to TST Infrastructure, LLC, for the Group 10 Country Club Drive LID Design Project, Douglas County Project Number CI 2025-015.
Amy Strouthopoulos, P.E., Pavement Management Supervisor — *Department of Public Works Engineering*

Attachments: Cover Page
Exhibit B
EXHIBIT C - Professional Services updated 4_18_19 by Legal
PCS_TST_GROUP 10 COUNTRY CLUB LID
Exhibit A

z. Amendment No. 1 to the On-Call Arborist Services Contract with Knothead Tree and Lawn Care for an Amount not to Exceed $175,000.00, Douglas County Project No. CI 2025-007.
Dan Roberts, Assistant Director, Operations — *Department of Public Works Engineering*

Attachments: Cover Page
PCS Amendment for Time and Money - Knothead BOCC 1_27_26

aa. Request to Approve a Public Contract for Services Between Douglas County, Region 12 Opioid Council, and The Aspen Effect, Inc. for Youth Substance use Prevention and Family Resilience Programming in the Amount of $100,000.00.
Maureen Waller, Special Projects Manager — *County Administration*

Attachments: Cover Page
2026 Aspen Effect PCS Region 12 Opioid

ab. Request to Approve and Sign Five Second Amendments to Public Contracts for Service for programs related to the Colorado Opioids Settlement for a Total Amount of $579,589.95.
Maureen Waller, Special Projects Manager — *County Administration*

Attachments: Cover Page
2026 DC - AllHealth Second Amendment to PCS
2026 DC - Valley Hope Second Amendment to PCS
2026 DC - HardBeauty Foundation LLC 2nd Amendment to PCS
2026 DC - DCSD Second Amendment to PCS
2026 DC -Sky Ride LLC - Second Amendment to PCS

ac. Contract with Publication Printers for County Magazine Printing.
Caroline Frizell, ARP Director of Communication and Public Affairs — *County Administration*

Attachments: Cover Page
2026 Printer Magazine Printer Memo_V2
2025 DC - Publication Printers Corporation - PCS - FINAL

ad. Grant of Utility Easement to the Castleview Baptist Church for the Installation of a Sanitary Sewer to Serve the Expansion of the Church Under Use by Special Review US2025-016. Douglas County Project Number DV 2025-579.
Brad Jackson, PE, Public Works Engineering — *Department of Public Works Engineering*

Attachments: Cover Page
DC - Utility Easement - Castleview Baptist Church - BJ 1-27

ae. Resolution Making Certain Appointments as Provided by State Statutes or Board Policy.
Dan Avery, Deputy County Manager — *County Administration*

Attachments: Cover Page
Resolution Making Certain Appintments as Provided by State Statutes or Board Policy 2026

af. Resolution Approving the Draw in the Amount of $70,141.95 on Irrevocable Letter of Credit No. 69622454, issued by Simmons Bank, In Connection with Canyons South Filing 2, Phase 1 Pond (DV2021-313) Warranty Performance Security.
Janet Peterson, Engineering Agreements Technician — *Department of Public Works Engineering*

Attachments: Cover Page
Resolution - LOC Simmons Bank - Canyons So

ag. Resolution Approving the Draw in the Amount of $256,751.00 on Irrevocable Letter of Credit No. 69622454, issued by Simmons Bank, In Connection with Canyons South Filing 3, All Phases Warranty Performance Security, DV 2022-097.
Janet Peterson, Engineering Agreements Technician — *Department of Public Works Engineering*

Attachments: Cover Page
Correspondence - Canyons South Filing 3, Warranty
Resolutiuon - LOC Simmons Bank - Canyons So DV2022-097

ah. Resolution Approving the Draw in the Amount of $10,483.55 on Irrevocable Letter of Credit No. 2023-107, issued by Redstone Bank, In Connection with Metzler Castlewood (DV2018-088) Warranty and GESC Permit Performance Security.
Janet Peterson, Engineering Agreements Technician — *Department of Public Works Engineering*

Attachments: Cover Page
Metzler Castleood Correspondence
Resolutiuon - LOC Redstone Bank - Metzler DV2018-088

4. Regular Agenda

a. Payment in Lieu of Taxes (PILT) Federal Funding Provided to Fire Protection Districts Assisting in Coverage of the Pike National Forest Lands in Douglas County.
Thomas Kenney, Deputy Director, Emergency Management — *Emergency Management*

Attachments: Cover Page
2026 PILT Breakdown

b. Public Contract for Services in the Amount of $215,150.00 Between Douglas County and Wheeler Lumber, LLC, for the Construction of a Bridge for the Happy Canyon Creek Trail Connection.
Steve Shoultz, CPRE, Director of Parks and Recreation — *Parks and Recreation Department*

Attachments: Cover Page
Staff Report - Wheeler Lumber Contract

c. Amendment To The 2025 Scope of Services Agreement with Tessa for Domestic Violence Safehouse Operation in the Amount Of $654,500.00.
Steven M. Dodrill, Community Programs Administrator — *Community Services*

Attachments: Cover Page
Staff Report Amendment ot the 2025 SOSA, Tessa

5. Commissioner Comments

6. Other Business

7. County Manager

a. County Manager Report.

Attachments: County Manager Report 1.27.26

8. Adjournment

The Next Business Meeting Will be Held on Tuesday, February 10, 2026 @ 1:30 p.m.

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Christie Guthrie, Director of Finance

DESCRIPTION: Recognition of the Finance Team for Excellence in Financial Reporting.

MEETING DATE: January 27, 2026

DESCRIPTION: Approval of Business Meeting Minutes from January 13, 2026.

ATTACHMENTS:

Minutes Business Meeting 01.13.2026

BOARD OF COUNTY COMMISSIONERS BUSINESS MEETING

TUESDAY, JANUARY 13, 2026

MINUTES

Tuesday, January 13, 2026 **1:30 PM** **Hearing Room**

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. Recognition of the Community Response Team.

Laura Ciancone, Mental Health Division Manager, addressed the Board to present on this Item.

Leandra Montoya, Community Response Team, addressed the Board to comment on this Item.

Sergeant Stephanie Dorrell, Douglas County Sheriff's Office, addressed the Board to comment on this Item.

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

Jessica Moyer, addressed the Board to comment on this Item.

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

Commissioner Laydon commented on this Item.

Commissioner Teal commented on this Item.

Commissioner Van Winkle commented on this Item.

Commissioner Laydon commented on this Item.

3. Consent Agenda

This is Motion No. 026-001

Commissioner Van Winkle moved that the Board approve the requests in all Items "a" through "v" and "x" through "ad" of the Consent Agenda.Item "w" is pulled and will be heard at a later date.

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

a. Approval of Business Meeting Minutes from December 9, 2025.

b. Approval of Land Use/Public Hearing Minutes from December 9, 2025.

c. Approval of Business Meeting Minutes from December 16, 2025.

d. Approval of Land Use/Public Hearing Minutes from December 16, 2025.

e. Approval of Special Business Meeting Minutes from December 19, 2025.

f. Approval of Vouchers December 23, 2025

g. Approval of Vouchers December 30, 2025

h. Approval of Vouchers January 6, 2026

i. Approval of Vouchers January 13, 2026

j. Resolution Approving the Recommendation of the Abatement Hearing Referee.
Resolution No: R-026-001

k. Resolution Approving the Abatement Settlement Recommendations of the Assessor’s Office.
Resolution No: R-026-002

l. Resolution Making Appointments to the Douglas County Open Space Advisory Committee.
Resolution No: R-026-003

m. Resolution Making an Appointment to the Douglas County Historic Preservation Board.
Resolution No: R-026-004

n. Resolution Making Appointments to the Douglas County Cultural Council.
Resolution No: R-026-005

o. Just Appraised Inc. Purchase for Deeds Processing Automation Solution in the Amount of $145,000.00.

p. 2026-2027 Denver Regional Council of Governments Older Adult Services Grant Application in the Amount of $718,392.00 with a County Contribution of $95,740.00 for a Project Total of $814,132.00.

q. 2026 - 2027 Denver Regional Council of Governments Federal Transit Administration 5310 Grant Application in the Amount of $256,173.00 with a Required Local Match of $64,044.00 for a Project Total of $320,217.00.

r. State Historical Fund Grant Agreement for Site Stewardship Project 5DA.265 Restoration in the Amount of $249,994.00 and a County Contribution of $62,500.00.

s. Public Contract for Repository Management Services with Interpret Site, LLC for $75,000.00.

t. 2026 Payment to Wildcat Shopping Center Lease for Annual Lease Per Fourth Amendment in the Amount of $148,902.55.

u. Second Amendment of Contract and Purchase Order to DC Group, Inc. for 2026 Semi-Annual Maintenance and Service of Uninterruptible Power Supply, UPS Battery Replacements, and Labor Costs for Douglas County Facilities per IFB #035-21 in the Amount of $43,001.68.

v. First Amendment of Contract and Purchase Order to Waste Connections of Colorado, Inc. for 2026 for Waste Removal Services for Douglas County Facilities per IFB #034-24 in the Amount of $75,000.00.

w. Construction Contract for the 2026 Asphalt Overlay Project to Martin Marietta Materials, Inc. in the Amount of $10,230,041.55, Douglas County Project Number CI 2026-003.

x. Construction Contract for the 2026 Sidewalk Repair and Handicap Retrofit Project to Chato's Concrete, LLC in the Amount of $2,279,120.00, for Douglas County Project Number CI 2026-001.

y. Purchase of Construction Materials to be Used for Road Maintenance Operations in 2026.

z. Amendment One to the Public Contract for Services with Environmental Hazmat Services for On-Call Environmental Spill Remediation Services for the Additional Amount of $50,000.00, and a Time Extension Through December 31, 2026, Douglas County Project Number SW2024-018.

aa. Acceptance of this Drainage Easement from DOUGCO, LLC. Whose Address is 7631 Shaffer Pkwy STEC, Littleton, CO., 80127. Douglas County project #DV14-371.

ab. Grant of this Drainage Easement to DOUGCO LLC, Whose Address is 7631 Shaffer Pkwy STEC, Littleton, CO., 80127. Douglas County project# DV14-371

ac. Acceptance of this Drainage Easement from KELLY COURT, LLC. Whose Address is 945 N Clarkson St., Denver, CO., 80218. Douglas County project #DV23-463.

ad. FY2025 RMHIDTA Grant Modification #1

4. Regular Agenda

a. First Amendment to an Intergovernmental Agreement Between the City of Castle Pines and the Board of County Commissioners of the County of Douglas, Regarding a Financial Contribution for the Design of the Happy Canyon Road / I-25 Interchange Project, Douglas County Project Number CI 2012-011.

Art Griffith, Transportation CIP Manager, addressed the Board to present on this Item.

Commissioner Teal commented on this Item.

Commissioner Van Winkle commented on this Item.

Commissioner Laydon commented on this Item.

Mr. Griffith readdressed the Board to comment on this Item.

Commissioner Laydon commented on this Item and asked clarifying questions.
Mr. Griffith addressed the Board to help answer the Commissioner's questions.

Michael Penny, Castle Pines Manager, addressed the Board to further present on this Item.

Commissioner Laydon commented on this Item.

Public Comment: None

Commissioner Teal commented on this Item.

Commissioner Laydon commented on this Item.

Commissioner Van Winkle commented on this Item.

Commissioner Teal commented on this Item.

This is Motion No. 026-002

Commissioner Teal moved that the Board approve First Amendment to an Intergovernmental Agreement Between the City of Castle Pines and the Board of County Commissioners of the County of Douglas, Regarding a Financial Contribution for the Design of the Happy Canyon Road / I-25 Interchange Project, Douglas County Project Number CI 2012-011.

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

b. Parks Funding Agreement Between Douglas County and the High Line Canal Conservancy for $450,000.00 for the Construction of the Origins Trailhead.

Luke Thornton, Department of Community Development, addressed the Board to present on this Item.

Suzanna Jones, High Line Canal Conservancy, addressed the Board to further present on this Item.

Steve Coffin, Board of Canal Conservancy, addressed the Board to further present on this Item.

Commissioner Teal commented on this Item.

Commissioner Laydon commented on this Item and asked clarifying questions.
Ms. Susannah addressed the Board to help answer the Commissioner's questions.

Public Comment:

Ephram Glass addressed the Board to provide public comment.

Commissioner Van Winkle commented on this Item.

This is Motion No. 026-003

Commissioner Van Winkle moved that the Board approve Parks Funding Agreement Between Douglas County and the High Line Canal Conservancy for $450,000.00 for the Construction of the Origins Trailhead.

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

5. Citizen Comments / Organization Comments - If Time Allows

6. Commissioner Comments

7. Other Business

Commissioner Laydon introduced an Item and provided comment.

Commissioner Van Winkle provided comment.

Commissioner Teal provided comment.

Commissioner Laydon provided comment.

Commissioner Teal provided comment.

This is Motion No. 026-004

Commissioner Laydon moved that the Board approve Commissioner Teal as the new Chair.

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

This is Motion No. 026-005

Commissioner Teal moved that the Board approve Commissioner Van Winkle as the new Vice Chair.

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

8. County Manager

a. County Manager Report.

9. Adjournment

The Next Business Meeting Will be Held on Tuesday, January 27, 2026 @ 1:30 p.m.

MEETING DATE: January 27, 2026

DESCRIPTION: Approval of Land Use/Public Hearing Minutes from January 13, 2026.

ATTACHMENTS:

Minutes LU_PH Meeting 01.13.2026

BOARD OF COUNTY COMMISSIONERS LAND USE MEETING/PUBLIC HEARING

TUESDAY, JANUARY 13, 2026

MINUTES

Tuesday, January 13, 2026 **2:30 PM** **Hearing Room**

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

a. Sterling Ranch Filing 7B - Plat Approval Extension - Project File: XT2025-008.

Brett Thomas, Department of Community Development, 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. 026-006

Commissioner Laydon moved that the Board approve Sterling Ranch Filing 7B - Plat Approval Extension - Project File: XT2025-008.

RESULT: ADOPTED
MOVER: Abe Laydon
SECONDER: Kevin Van Winkle
AYES: Vice Chair Teal, Laydon and Commissioner Van Winkle

3. Public Hearing Agenda Items

a. Town of Sedalia, Block 7, Lots 9 through 14 - Use by Special Review - Project File: US2025-009.

Matt Jakubowski, Department of Community Development, addressed the Board to present on this Item.

Commissioner Laydon commented on this Item and asked clarifying questions.
Mr. Jakubowski addressed the Board to help answer the Commissioner's questions.

Commissioner Van Winkle asked a clarifying question.
Mr. Jakubowski addressed the Board to help answer the Commissioner's question.

Carol Givan, applicant, addressed the Board to further present on this Item.

Joe Givan, applicant, addressed the Board to further present on this Item.

Commissioner Laydon commented on this Item.

Commissioner Teal commented on this Item.

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

Mr. Givan addressed the Board to provide comment.

Public Comment:

David Mitchell, Sedalia, addressed the Board to provide public comment.

Dennis Hootenberger addressed the Board to provide public comment.

John Manka addressed the Board to provide public comment.

Peggy Bodie addressed the Board to provide public comment.

Commissioner Van Winkle commented on this Item.

Commissioner Teal commented on this Item.

This is Motion No. 025-007

Commissioner Van Winkle moved that the Board approve Town of Sedalia, Block 7, Lots 9 through 14 - Use by Special Review because it does meet all of the approval criteria with 3 conditions as Presented - Project File: US2025-009.

RESULT:	ADOPTED
MOVER:	Kevin Van Winkle
SECONDER:	Abe Laydon
AYES:	Vice Chair Teal, Laydon and Commissioner Van Winkle

b. Echo Valley Road - Zone Map Change - Project File: DR2025-009.

Trevor Bedford, Department of Community Development, addressed the Board to present on this Item.

Matt Flavin, Cisco Land Compancy LLC, addressed the Board to further present on this Item.

Commissioner Teal commented on this Item.

Public Comment: None

Commissioner Van Winkle commented on this Item.

Commissioner Teal commented on this Item.

This is Motion No. 026-008

Commissioner Laydon moved that the Board approve Echo Valley Road - Zone Map Change - Project File: DR2025-009.

RESULT:	ADOPTED
MOVER:	Abe Laydon
SECONDER:	Kevin Van Winkle
AYES:	Vice Chair Teal, Laydon and Commissioner Van Winkle Zone District Map Change No: R-026-006

c. Second and Final Reading of An Ordinance to Support Law Enforcement and Crime Prevention in Douglas County, Colorado.

Commissioner Teal commented on this Item.

Jeff Garcia, County Attorney, addressed the Board to comment on this Item.

Commissioner Teal commented on this Item.

Commissioner Van Winkle commented on this Item.

Commissioner Laydon commented on this Item.

Commissioner Teal commented on this Item.

Commissioner Van Winkle commented on this Item.

This is Motion No. 026-009

Commissioner Van Winkle moved that the Board Continue to a Later Date the Second and Final Reading of An Ordinance to Support Law Enforcement and Crime Prevention in Douglas County, Colorado.

RESULT:	CONTINUED
MOVER:	Kevin Van Winkle
SECONDER:	Abe Laydon
AYES:	Vice Chair Teal, Laydon and Commissioner Van Winkle

4. Adjournment

The Next Land Use Meeting / Public Hearing Will be Held on Tuesday, January 27, 2026 @ 2:30 p.m.

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Christie Guthrie, Director of Finance

DESCRIPTION: Approval of Vouchers January 20, 2026

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

Vouchers	$	3,124,410.72
Electronic Funds Transfers	$	
Handwritten Checks	$	3,836,514.00
Purchasing Card Charges	$	883,768.82
Election Judges	$	
TOTAL:	**$**	**7,844,693.54**

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	1/13/2026
Jeff Garcia	Approve	1/15/2026
Doug DeBord	Approve	1/15/2026

ATTACHMENTS:

01.20.26 BOCC

R55AP001 | DOUGLAS COUNTY GOVERNMENT | 1/13/2026

Payment Register Report | 9:48:35

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
112932	01/21/26	4 RIVERS EQUIPMENT LLC	1851069	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	1,197.92	FLEET PARTS
112933	01/21/26	ACORN PETROLEUM INC	31758IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	9,728.97	FUEL FOR PARKER
			31762IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	10,215.44	FUEL FOR CASTLE ROCK
								Total Payment	**19,944.41**	
112934	01/21/26	ADVANCED PROPERTY MAINTENANCE	42638	250	53500	OPEN SPACE	444700	Other Repair & Maint. Service	2,370.00	SNOW REMOVAL
			42675	250	53500	OPEN SPACE	444700	Other Repair & Maint. Service	390.00	GLENDALE CEMENT PAD CLEANING
			42673	250	53500	OPEN SPACE	444700	Other Repair & Maint. Service	4,395.00	WASTE BAGS
			42667	250	53500	OPEN SPACE	444700	Other Repair & Maint. Service	2,278.04	REPAIRS
			42674	250	53500	OPEN SPACE	444700	Other Repair & Maint. Service	225.00	WASTE BAGS - SANDSTONE
								Total Payment	**9,658.04**	
112935	01/21/26	AGING RESOURCES OF DOUGLAS COUNTY	ARDCTRANS1225	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/OAA ARDC ASST TRANSPORT 25	14,868.90	DRCOG SENIOR TRANSPORTATION GRANT
112936	01/21/26	AINA, KRISTY	091625-121625	100	12400	MOTOR VEHICLE	445300	Travel Expense	26.46	MILEAGE REIMBURSEMENT
112937	01/21/26	ALLHEALTH NETWORK	2458	100	802045	JAIL BASED BEHAVIORAL 25-26	443600	Other Professional Services	34,923.94	OCT 2025 SERVICES
112938	01/21/26	AUTOAUTO WASH LLC	WO59794	100	19910	FLEET MAINTENANCE	444700	Other Repair & Maint. Service	354.18	CASTLE ROCK CAR WASH REPAIRS
112939	01/21/26	AUTOMATED BUILDING SOLUTIONS INC	A37412	240	33215	JUSTICE CNTR FACIL IMPRVMNTS	474800	Other Machinery & Equip.	52,300.00	EQUIPMENT UPGRADE
112940	01/21/26	AZTEC CONSULTANTS INC	194953	200	800100	CONTRACTED MAJOR ROAD MAINT	478100	Road Repair, Maint. & Overlay	20,010.00	SURVEYING SERVICES
			194956	200	800100	CONTRACTED MAJOR ROAD MAINT	478100	Road Repair, Maint. & Overlay	13,008.00	SURVEYING SERVICES
								Total Payment	**33,018.00**	
112941	01/21/26	BASELINE ASSOCIATES INC	5214	100	21155	HIRING	447900	Recruitment Costs	990.00	PRE-EMPLOYMENT TESTING
112942	01/21/26	BEACON COMMUNICATIONS LLC	40271	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	12,151.00	AUDIO VISUAL SYSTEM MAINTENANCE
112943	01/21/26	CALDWELL, KELLY	120425-121725	217	861456	MCH-MATERNAL & CHILD HEALTH	445300	Travel Expense	67.55	MILEAGE REIMBURSEMENT
112944	01/21/26	CASTLE ROCK SENIOR ACTIVITY CENTER	CRSCTRANS1225	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/CRSAC ASST TRANSPORT 2025	14,525.00	DRCOG SENIOR TRANSPORTATION GRANT
112945	01/21/26	CENTER COPY BOULDER, INC.	71904	100	21100	SHERIFF ADMINISTRATION	440100	Printing/Copying/Reports	42.00	BUSINESS CARDS
112946	01/21/26	CENTRAL SALT LLC	PSI2604373	200	31500	SNOW AND ICE REMOVAL	448400	Salt & Other Ice Removal	6,612.99	BULK SALT PARKER
			PSI2604372	200	31500	SNOW AND ICE REMOVAL	448400	Salt & Other Ice Removal	4,189.18	BULK SALT PARKER
			PSI2604468	200	31500	SNOW AND ICE REMOVAL	448400	Salt & Other Ice Removal	2,071.25	BULK SALT PARKER
			PSI2604526	200	31500	SNOW AND ICE REMOVAL	448400	Salt & Other Ice Removal	2,129.59	BULK SALT PARKER
								Total Payment	**15,003.01**	
112947	01/21/26	CENTURY LINK	69677894/122425	100	18100	IT ADMINISTRATION	442400	Telephone/Communications	19.86	MILLER LONG DISTANCE DEC 2025
112948	01/21/26	CHATO'S CONCRETE LLC	1222252	250	861600	GREENLAND	444700	Other Repair & Maint. Service	15,000.00	2025 SIDEWALK REPAIR PROGRAM
			1222251	250	807010	SPRUCE MT RD TURN LANES	444700	Other Repair & Maint. Service	15,000.00	2025 SIDEWALK REPAIR PROGRAM
								Total Payment	**30,000.00**	
112949	01/21/26	CITY OF AURORA	DEC2025	100	100	GENERAL FUND	214514	Due to Aurora - MV License Fee	1,007.30	MV LICENSE FEES - DEC 2025
			DEC2025	100	100	GENERAL FUND	214515	Due to Aurora - Auto Use Tax	53,224.59	MV SALES TAX - DEC 2025
								Total Payment	**54,231.89**	
112950	01/21/26	CITY OF CASTLE PINES	DEC2025	100	100	GENERAL FUND	214517	Due to Castle Pines Auto Use	198,448.74	MV SALES TAX - DEC 2025
			DEC2025	100	100	GENERAL FUND	214516	Due to Castle Pines MV License	3,972.22	MV LICENSE FEES - DEC 2025
								Total Payment	**202,420.96**	

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
112951	01/21/26	CITY OF LITTLETON	DEC2025	100	100	GENERAL FUND	214506	Due to Littleton-Auto Use Tax	5,947.61	MV SALES TAX - DEC 2025
			DEC2025	100	100	GENERAL FUND	214503	Due to Littleton-MV License	609.78	MV LICENSE FEES - DEC 2025
								Total Payment	**6,557.39**	
112952	01/21/26	CITY OF LONE TREE	DEC2025	100	100	GENERAL FUND	214504	Due to Lone Tree-MV License	3,545.61	MV LICENSE FEES - DEC 2025
112953	01/21/26	COLORADO APARTMENT INSIGHTS	2250112014	100	14100	ASSESSOR ADMINISTRATION	446400	Books & Subscription	3,200.00	2026 SUBSCRIPTION
112954	01/21/26	COLORADO DEPARTMENT OF HEALTH & ENVIRONMENT	DEC2025	100	100	GENERAL FUND	214406	Due to State-PH Marriage Licen	534.00	MARRIAGE LICENSE FEES - DEC 2025
112955	01/21/26	COLORADO DEPARTMENT OF HUMAN SERVICES	DEC2025	100	100	GENERAL FUND	214411	Due to State-HS Marriage Licen	3,560.00	MARRIAGE LICENSE FEES - DEC 2025
112956	01/21/26	COLORADO DEPARTMENT OF STATE	DEC2025	100	100	GENERAL FUND	214430	Due to State - eRecording	10,880.00	E-RECORDING FEES - DEC 2025
112957	01/21/26	COSTAR REALTY INFORMATION INC	123326218	100	14100	ASSESSOR ADMINISTRATION	444500	Software/Hardware Supp./Maint.	8,824.41	APPRAISAL SOFTWARE
112958	01/21/26	DB CORRELL CONSULTING LLC	010426	217	861625	EARLY CHILDHOOD COUNCIL ARP	443600	Other Professional Services	135.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			010420261	217	861619	TSQI CSQI GAE FUNDING	443600	Other Professional Services	2,300.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			01042026	217	861618	E&E GAE FUNDING	443600	Other Professional Services	800.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			010426	217	861627	EARLY CHILDHOOD COUNCIL CRRSA	443600	Other Professional Services	90.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
								Total Payment	**3,325.00**	
112959	01/21/26	DOOLEY ENTERPRISES INC	71096	100	21115	SHERIFF TRAINING	433700	Firearm Supplies	1,392.00	AMMUNITION
112960	01/21/26	DOUGLAS COUNTY COMMUNITY FOUNDATION	DCCFHGMATCH	100	861572	AMERICAN RESCUE PLAN ACT	465100	Contributions - Misc.	200,000.00	CONTRIBUTION - 2025 HEROES GALA DONATION MATCH
112961	01/21/26	DOUGLAS COUNTY DEPUTY SHERIFF'S OFFICE	12817	250	53500	OPEN SPACE	443350	Security Services	2,176.00	SECURITY SERVICES
			12807	210	44100	ADMINISTRATION BLOCK GRANT	443350	Security Services	7,344.00	SECURITY SERVICES
			12803	100	51100	PARK MAINTENANCE	447570	Community Outreach	2,225.00	SECURITY SERVICES
								Total Payment	**11,745.00**	
112962	01/21/26	DYER-JONES, LARA	120225-123025	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	724.99	MILEAGE REIMBURSEMENT
112963	01/21/26	ELITE SURFACE INFRASTRUCTURE	CI2020029APP8	235	801514	HILLTOP/SINGING HILLS IMPROVEM	473200	Road-St Drainage Construction	495,005.28	HILLTOP SEGMENT
			CI2020029APP8RTNG	230	800156	HILLTOP RD (REATA-SINGING HILL	211810	Retainage Payable	(24,750.26)	HILLTOP SEGMENT
								Total Payment	**470,255.02**	
112964	01/21/26	EMR ENTERPRISES LLC	2404110	200	800506	STORMWATER PRIORITY PROJECTS	478200	Major Maint. of Assets	1,197.00	MAINTENANCE REPAIR PROJECTS
112965	01/21/26	ERO RESOURCES CORPORATION	109855	250	807015	ROCKSHELTER HISTORIC	443600	Other Professional Services	491.50	ROCKSHELTER MONITORING
112966	01/21/26	FALCON INFRASTRUCTURE GROUP LLC	9	200	800100	CONTRACTED MAJOR ROAD MAINT	473100	Roads, St., Drainage-Eng.	4,627.00	GREENLAND RD PROJECT
112967	01/21/26	FISHER, JENNIFER JEAN	121225-121825	217	861057	TPEP - TOBACCO PREV & ED PROG	445300	Travel Expense	38.15	MILEAGE REIMBURSEMENT
112968	01/21/26	FULCRUM BIOMETRICS INC	40755	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	300.00	CORONER FINGERPRINT SCANNER
112969	01/21/26	GIGI DODSON WHALEN LLC	27	217	861615	CHILD CARE DEVELOPMENT BLOCK G	432100	Contract Work/Temporary Agency	5,000.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
112970	01/21/26	GRIFFIN, SIERRA	120225-120925	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	87.92	MILEAGE REIMBURSEMENT
112971	01/21/26	HENKEL, MINDY	110425-123125	210	44500	CHILD WELFARE	445300	Travel Expense	132.30	MILEAGE REIMBURSEMENT

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112972	01/21/26	HUMANE SOCIETY OF PIKES PEAK	JAN2026	100	55500	ANIMAL CONTROL	447460	Animal Control Services	45,239.33	JAN 2026 ANIMAL SERVICES
112973	01/21/26	INCEED LLC	735333	100	800900	TECHNOLOGY FUND	432100	Contract Work/Temporary Agency	1,890.00	TEMPORARY POSITION - IT
			735047	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	6,320.00	TEMPORARY POSITION - IT
			735052	100	800900	TECHNOLOGY FUND	432100	Contract Work/Temporary Agency	2,800.00	TEMPORARY POSITION - IT
								Total Payment	**11,010.00**	
112974	01/21/26	INTEGRITY COACHING & CONSULTING, LLC	76DEC2025	217	861620	BUELL FOUNDATION EARLY CHILD	432100	Contract Work/Temporary Agency	2,048.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			76DEC2025	217	861616	E & E CHILD CARE GRANT PROGRAM	432100	Contract Work/Temporary Agency	2,064.47	EARLY CHILDHOOD COUNCIL CONTRACTOR
			76DEC2025	217	861627	EARLY CHILDHOOD COUNCIL CRRSA	432100	Contract Work/Temporary Agency	1,370.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			76DEC2025	217	861615	CHILD CARE DEVELOPMENT BLOCK G	432100	Contract Work/Temporary Agency	402.53	EARLY CHILDHOOD COUNCIL CONTRACTOR
								Total Payment	**5,885.00**	
112975	01/21/26	INTERPRET SITE LLC	1031	250	53600	HISTORIC RESOURCES	443600	Other Professional Services	5,924.10	REPOSITORY CONTRACT SERVICES
112976	01/21/26	JOHN ELWAY CHEVROLET	7429/123125	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	26,915.01	FLEET PARTS
112977	01/21/26	JON P DICKEY LLC	25DC24	100	24100	BUILDING DEVELOPMENT SERVICES	443600	Other Professional Services	3,165.00	CONTRACT ROOFING INSPECTIONS
112978	01/21/26	KATHERINE NESTER	121825	217	46500	EARLY CHILDHOOD COUNCIL	443600	Other Professional Services	400.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			120125-123125	217	861627	EARLY CHILDHOOD COUNCIL CRRSA	443600	Other Professional Services	1,109.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			120125-123125/2	217	861615	CHILD CARE DEVELOPMENT BLOCK G	443600	Other Professional Services	2,611.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			120825-121125	217	861625	EARLY CHILDHOOD COUNCIL ARP	443600	Other Professional Services	910.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			120225-121825	217	861624	EARLY CHILDHOOD COUNCIL PDG	443600	Other Professional Services	4,140.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			121025	217	861618	E&E GAE FUNDING	443600	Other Professional Services	200.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			121525-122325	217	861619	TSQI CSQI GAE FUNDING	443600	Other Professional Services	1,000.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
								Total Payment	**10,370.00**	
112979	01/21/26	LABORATORY CORPORATION OF AMERICA	85975298	210	44900	CHILD SUPPORT ENFORCEMENT	443200	Legal Services	38.00	LEGAL SERVICES
			85975297	210	44900	CHILD SUPPORT ENFORCEMENT	443200	Legal Services	114.00	LEGAL SERVICES
								Total Payment	**152.00**	
112980	01/21/26	LEVEL 3 COMMUNICATIONS	5GJSRDGHR/010126	100	18800	PHONE/COMMUNICATIONS	442440	Data Communication Lines	7,392.00	10G INTERNET CIRCUITS
			5KK5TQCBQ/010126	100	18800	PHONE/COMMUNICATIONS	442440	Data Communication Lines	348.50	DCSO CIRCUITS
			55R7HCHDM/010126	100	18800	PHONE/COMMUNICATIONS	442400	Telephone/Communications	1,286.11	JAN 2026 LONG DISTANCE
			5KK5TQCBQ/010126	100	100	GENERAL FUND	121314	Acct. Rec. - Sheriff Admin	8,257.31	DCSO CIRCUITS
			205293003/010126	100	18800	PHONE/COMMUNICATIONS	442440	Data Communication Lines	3,535.66	JAN 2026 INTERNET
								Total Payment	**20,819.58**	
112981	01/21/26	LIGHTING ACCESSORY & WARNING SYSTEMS	26641	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	2,735.00	VEHICLE UPFIT
112982	01/21/26	MAES, KIRA	120225-123025	210	44500	CHILD WELFARE	445300	Travel Expense	161.84	MILEAGE REIMBURSEMENT
112983	01/21/26	MATRIX DESIGN GROUP INC	49121	230	800117	CONTRACTED MAINTENANCE	473100	Roads, St., Drainage-Eng.	30,562.50	JONES RD REDESIGN
112984	01/21/26	MCLAUGHLIN COUNSELING	FLEX501	210	44500	CHILD WELFARE	443600	Other Professional Services	1,500.00	COUNSELING SERVICES
112985	01/21/26	MORGAN, ALICIA	111325-123025	210	44500	CHILD WELFARE	445300	Travel Expense	182.00	NOV 2025 MILEAGE REIMBURSEMENT
			111325-123025	210	44500	CHILD WELFARE	445300	Travel Expense	219.17	DEC 2025 MILEAGE REIMBURSEMENT
								Total Payment	**401.17**	
112986	01/21/26	MURPHY, STEVIE	111225-122325	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	387.80	NOV 2025 MILEAGE REIMBURSEMENT
			111225-122325	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	466.20	DEC 2025 MILEAGE REIMBURSEMENT
								Total Payment	**854.00**	

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112987	01/21/26	NATIONAL ASSOCIATION OF COUNTIES	202544221	100	802000	LEGISLATIVE SERVICES	446300	Prof. Membership & Licenses	2,881.00	2026 MEMBERSHIP DUES
112988	01/21/26	NEW GMCO LLC	CD202605063	200	31500	SNOW AND ICE REMOVAL	448400	Salt & Other Ice Removal	42,554.34	LIQUID DEICER
112989	01/21/26	OUTPUT SERVICES INC	P4572	100	12400	MOTOR VEHICLE	439200	Postage & Delivery Svc.	11,400.00	MV RENEWAL CARDS
112990	01/21/26	PACIFIC OFFICE AUTOMATION INC	784491	295	861300	RMHIDTA MGMT & COORDINATION	440300	Copier Charges	82.88	QUARTERLY COPIER CHARGES
112991	01/21/26	PINERY WATER DISTRICT	1062025	200	31400	MAINTENANCE OF CONDITION	448600	Bulk Water	750.14	BULK WATER ROAD MAINTENANCE
112992	01/21/26	PIPES, CONNIE	PIP1025	100	15100	FINANCE ADMINISTRATION	432100	Contract Work/Temporary Agency	440.00	PROFESSIONAL SERVICES
			PIP1125	100	15100	FINANCE ADMINISTRATION	432100	Contract Work/Temporary Agency	380.00	PROFESSIONAL SERVICES
								Total Payment	**820.00**	
112993	01/21/26	PSYCHOLOGICAL DIMENSIONS LLC	10461	100	21155	HIRING	447900	Recruitment Costs	3,675.00	EMPLOYMENT TESTING
112994	01/21/26	RESPEC COMPANY LLC	INV11251103	200	800503	EMERGENCY STORM DRAINAGE	473100	Roads, St., Drainage-Eng.	1,063.75	PETERSON RD DRAINAGE IMPROVEMENTS
112995	01/21/26	ROCKY MOUNTAIN MAIL SERVICES	01062026	100	100	GENERAL FUND	151100	Prepaid Exp.-General	40,000.00	POSTAGE
112996	01/21/26	ROYAL PROCESS SERVING & PARALEGAL SERVICES	36980	100	11200	COUNTY ATTORNEY	443200	Legal Services	100.00	PROCESS SERVICES
112997	01/21/26	SCOLLARD, ASHLEY L	120225-121825	217	861057	TPEP - TOBACCO PREV & ED PROG	445300	Travel Expense	32.42	MILEAGE REIMBURSEMENT
112998	01/21/26	SEDALIA WATER & SANITATION DISTRICT	70/010226	200	31400	MAINTENANCE OF CONDITION	450230	Water & Sewer	297.21	SEDALIA SHOP
112999	01/21/26	SEIBOLD, ABIGAYLE	120425-122925	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	186.48	MILEAGE REIMBURSEMENT
113000	01/21/26	SOLARWINDS INC	IN729252	100	18900	SOFTWARE MAINTENANCE	444550	Software/Hardware Subscription	14,548.75	DATABASE PERFORMANCE ANALYZER ANNUAL RENEWAL
113001	01/21/26	SOURCE OFFICE & TECHNOLOGY	49997350	100	21500	DETENTION	433200	Office Supplies	184.27	OFFICE SUPPLIES
			49996940	100	21500	DETENTION	433200	Office Supplies	753.43	OFFICE SUPPLIES
			49880181	100	21200	INVESTIGATIONS	433400	Operating Supplies	21.83	OFFICE SUPPLIES
								Total Payment	**959.53**	
113002	01/21/26	TETRA TECH INC	52528739	100	19275	COUNTY EMERGENCY PREPAREDNESS	443600	Other Professional Services	25,156.76	HAZARD MITIGATION
113003	01/21/26	THOMAS, AMY	111225-122925	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	338.66	DEC 2025 MILEAGE REIMBURSEMENT
			111225-122925	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	351.54	NOV 2025 MILEAGE REIMBURSEMENT
								Total Payment	**690.20**	
113004	01/21/26	TOWN OF CASTLE ROCK	1930	200	870077	SEDALIA FACILITY	443600	Other Professional Services	17,284.80	ENGINEERING SERVICES - SEDALIA WASTEWATER STRATEGIC PLAN
113005	01/21/26	TOWN OF CASTLE ROCK	DEC2025	100	100	GENERAL FUND	214502	Due to Castle Rock-Auto U-Tax	850,675.13	MV SALES TAX - DEC 2025
			DEC2025	100	100	GENERAL FUND	214501	Due to Castle Rock-MV License	18,850.21	MV LICENSE FEES - DEC 2025
								Total Payment	**869,525.34**	
113006	01/21/26	TOWN OF LARKSPUR	DEC2025	100	100	GENERAL FUND	214512	Due to Larkspur-MV License	79.26	MV LICENSE FEES - DEC 2025
113007	01/21/26	TOWN OF PARKER	DEC2025	100	100	GENERAL FUND	214505	Due to Parker - Auto Use Tax	459,255.90	MV SALES TAX - DEC 2025
			DEC2025	100	100	GENERAL FUND	214513	Due to Parker - MV License	14,849.48	MV LICENSE FEES - DEC 2025
								Total Payment	**474,105.38**	
113008	01/21/26	TRINITY SERVICES GROUP INC	3011500214	100	21500	DETENTION	447150	Inmate Meals	15,263.74	INMATE MEALS

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113009	01/21/26	TURNER, PHYLLIS ANN	120125-123125	210	44100	ADMINISTRATION BLOCK GRANT	445300	Travel Expense	58.24	MILEAGE REIMBURSEMENT
113010	01/21/26	TW CABLE LLC	344354	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	436300	Traffic Signal Parts	1,992.28	TRAFFIC SIGNALS - CONDUCTOR WIRE
113011	01/21/26	UNIFIRST CORPORATION	2260218133	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	73.71	UNIFORM SERVICE
113012	01/21/26	WALTER, GARY	121025-121625	200	31100	ROAD AND BRIDGE ADMIN	445300	Travel Expense	20.72	MILEAGE REIMBURSEMENT
113013	01/21/26	WESTERN PAPER DISTRIBUTORS	5355933	100	19150	JUSTICE CENTER FACILITY MGMT	433900	Janitorial Supplies	2,173.64	JANITORIAL SUPPLIES
			5358371	100	19125	FACILITIES MANAGEMENT	433900	Janitorial Supplies	5,214.18	JANITORIAL SUPPLIES
								Total Payment	**7,387.82**	
531400	01/20/26	AMERICAN BIOIDENTITY INC	1225117	210	44500	CHILD WELFARE	443600	Other Professional Services	172.50	DEC 2025 FINGERPRINT SUBMISSION
531401	01/20/26	AMERICAN CLAYWORKS & SUPPLY COMPANY	452892	100	60100	NATURAL RESOURCES	433400	Operating Supplies	1,377.44	OPERATING SUPPLIES
531402	01/20/26	AT&T MOBILITY	598411	100	21200	INVESTIGATIONS	443600	Other Professional Services	145.00	TOWER DUMP
531403	01/20/26	BROWN, GARRETT M	050525REIMBURSEMENT	220	22150	TRAFFIC SECTION	433500	Clothing & Uniforms	449.71	UNIFORM REIMBURSEMENT
531404	01/20/26	CASTLE ROCK CHEVROLET BUICK GMC	247886/123125	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	11,630.30	FLEET PARTS
531405	01/20/26	CASTLE ROCK CHRYSLER DODGE JEEP	247886/123125	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	2,171.18	FLEET PARTS
531406	01/20/26	CENTURY LINK	333812324/010126	100	18800	PHONE/COMMUNICATIONS	442400	Telephone/Communications	24,672.35	JAN 2026 MILLER CIRCUITS
531407	01/20/26	COLORADO COUNTIES INC	2026732	100	802000	LEGISLATIVE SERVICES	466400	Colorado Counties Inc.	68,360.00	2026 COLORADO COUNTIES INC DUES
531408	01/20/26	COLORADO DISTRICT ATTORNEY'S COUNCIL	32821	223	28001	DA 23RD - DISTRICT MO ALLOC	444550	Software/Hardware Subscription	15,506.03	2026 WESTLAW SUBSCRIPTION
531409	01/20/26	COLORADO EARLY CHILDHOOD CONSULTING, LLC	1202	217	861627	EARLY CHILDHOOD COUNCIL CRRSA	443600	Other Professional Services	90.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			1200	217	861619	TSQI CSQI GAE FUNDING	443600	Other Professional Services	300.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			1201	217	861625	EARLY CHILDHOOD COUNCIL ARP	443600	Other Professional Services	116.50	EARLY CHILDHOOD COUNCIL CONTRACTOR
								Total Payment	**506.50**	
531410	01/20/26	COLORADO POWERLINE INC	MV REFUND/010626	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	135.08	REGISTRATION REFUND
531411	01/20/26	CONTACT WIRELESS	41229974	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	1,189.89	TEXTING SERVICE
531412	01/20/26	CULBREATH, SIERRA N	111025-122925	210	44500	CHILD WELFARE	445300	Travel Expense	77.28	DEC 2025 MILEAGE REIMBURSEMENT
			111025-122925	210	44500	CHILD WELFARE	445300	Travel Expense	179.34	NOV 2025 MILEAGE REIMBURSEMENT
								Total Payment	**256.62**	
531413	01/20/26	DERTZ, DAN	090525-101525	250	53500	OPEN SPACE	445300	Travel Expense	483.00	MILEAGE REIMBURSEMENT
531414	01/20/26	DOUGLAS COUNTY HEALTHY YOUTH COALITION	123125	217	861057	TPEP - TOBACCO PREV & ED PROG	443600	Other Professional Services	5,374.29	CONTRACTING SERVICES
531415	01/20/26	DOUGLAS COUNTY SEPTIC	23887	250	861602	HUNTSVILLE IRON HORSE	444700	Other Repair & Maint. Service	525.00	REPAIR SERVICES
531416	01/20/26	DOUGLAS COUNTY SHERIFFS OFFICE	3116	223	28501	DA 23RD - STATE MANDATED COSTS	443650	Process Services	13.50	PROCESS SERVER FEE
			3113	223	28501	DA 23RD - STATE MANDATED COSTS	443650	Process Services	11.00	PROCESS SERVER FEE
			3102	223	28501	DA 23RD - STATE MANDATED COSTS	443650	Process Services	11.00	PROCESS SERVER FEE
								Total Payment	**35.50**	
531417	01/20/26	DOUGLAS, MARK G & ANGELA D WEST	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	238.03	REGISTRATION REFUND

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
531418	01/20/26	EASTMAN, HEIDI S	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	318.83	REGISTRATION REFUND
531419	01/20/26	FISHER, REANNA	112525-121525	100	12400	MOTOR VEHICLE	445300	Travel Expense	34.02	MILEAGE REIMBURSEMENT
531420	01/20/26	FREEDOM INDUSTRIES TX LLC	1045	100	890107	HB24-1430 FRWRM PROGRAM	447500	Other Purchased Services	2,500.00	WILDFIRE MITIGATION PROGRAM
531421	01/20/26	FRIES, ALLEN	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	49.17	REGISTRATION REFUND
531422	01/20/26	HBS	FR6108785	250	807011	SANDSTONE RANCH	450240	Waste Disposal Services	284.05	WASTE DISPOSAL SERVICES
531423	01/20/26	ICMA MEMBERSHIP RENEWALS	246660/2026DUES	100	11400	COUNTY MANAGER	446300	Prof. Membership & Licenses	1,200.00	2026 INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION DUES
531424	01/20/26	INSTITUTE OF TRANSPORTATION ENGINEERS	101625	200	30200	ENGINEERING	446300	Prof. Membership & Licenses	2,736.00	2026 INSTITUTE OF TRANSPORTATION ENGINEERS DUES
531425	01/20/26	JEFFERSON COUNTY DEPARTMENT OF HUMAN SERVICES	010526	210	44500	CHILD WELFARE	443600	Other Professional Services	6,327.58	HOME STUDY SERVICES
531426	01/20/26	KHA'S LANDSCAPING AND LAWN SERVICES	MS103125	100	890107	HB24-1430 FRWRM PROGRAM	447500	Other Purchased Services	1,781.25	WILDFIRE MITIGATION PROGRAM
531427	01/20/26	LARSON, KERRY E & SUSAN L	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	61.34	REGISTRATION REFUND
531428	01/20/26	MARKS, LAWRENCE R & SANDY N FORD	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	1,513.65	REGISTRATION REFUND
531429	01/20/26	MINES-BRUCE, ERICA	120425-121525	100	12400	MOTOR VEHICLE	445300	Travel Expense	78.82	MILEAGE REIMBURSEMENT
531430	01/20/26	MOORE, SUSAN L & ROBERT W	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	51.77	REGISTRATION REFUND
531431	01/20/26	NATIONAL FIRE & SAFETY INC	10018257	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	630.00	SERVICE CALL
531432	01/20/26	NONG, JERRY T & KATIE K	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	925.69	REGISTRATION REFUND
531433	01/20/26	PARKER WATER & SANITATION DISTRICT	1021691/010626	100	19100	FACILITIES ADMINISTRATION	450230	Water & Sewer	1,791.45	9040 TAMMY LN
531434	01/20/26	ROELFSON, ALEXXY	010826	100	53100	OPEN SPACE ADMINISTRATION (8%)	313300	Use Tax-Building	33.39	USE TAX REFUND
			010826	100	24100	BUILDING DEVELOPMENT SERVICES	322500	Building Permits	141.39	BUILDING PERMIT REFUND
								Total Payment	**174.78**	
531435	01/20/26	SHEVERIA, MARYNA	52601TECHAIETHICS	100	17100	HR ADMIN	446200	Tuition Reimbursement	2,500.00	TUITION REIMBURSEMENT
531436	01/20/26	STITCH IN TIME LLC & ASYLBYEK BATAI	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	1,467.42	REGISTRATION REFUND
531437	01/20/26	SVOBODA, JESSICA M	123125	100	100	GENERAL FUND	219500	Accrued State W/H	51.68	OVERPAYMENT REFUND
531438	01/20/26	THE DOWNING GROUP INC & PATRICK DOWNING	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	244.89	REGISTRATION REFUND
531439	01/20/26	TOWN OF CASTLE ROCK	1928	296	861577	ARPA-REVENUE REPLACEMENT	465100	Contributions - Misc./HWY 85	15,188.05	CONTRIBUTIONS - SEDALIA LIFT STATION
531440	01/20/26	US BANK NA	100125-123125	100	13100	TREASURER	443530	Other Bank Fees	445.75	Q4 2025 SAFEKEEPING FEES
531441	01/20/26	US DOOR AND DOCK SERVICE	281	250	53500	OPEN SPACE	444700	Other Repair & Maint. Service	4,963.50	GATE REPAIR
			280	250	53500	OPEN SPACE	444700	Other Repair & Maint. Service	620.00	GATE REPAIR
								Total Payment	**5,583.50**	
531442	01/20/26	WILLIAMS, LINDSAY	091625-091825	250	53500	OPEN SPACE	445300	Travel Expense	157.01	MILEAGE REIMBURSEMENT

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
531443	01/20/26	WOJECKOWSKI, JOHN M & CAROL	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	72.20	REGISTRATION REFUND
531444	01/20/26	WOOD-TROMBLEY, MEEGAN	120925	100	21100	SHERIFF ADMINISTRATION	447700	Recognition Programs	11.35	EMPLOYEE RECOGNITION REIMBURSEMENT
531445	01/20/26	WOODMOOR MOUNTAIN HOMEOWNERS ASSOCIATION	111725	100	890106	FOREST TO FAUCETS 3 DENVER WAT	447500	Other Purchased Services	13,052.75	WILDFIRE MITIGATION PROGRAM
531446	01/20/26	KRANIG, TODD	110125-112625	100	18100	IT ADMINISTRATION	445300	Travel Expense	24.36	MILEAGE REIMBURSEMENT
531447	01/20/26	LENAHAN, TIM & MAUREEN	DV2025013	200	200	ROAD AND BRIDGE	221630	Escrow Payable	2,500.00	ESCROW RELEASE
531448	01/20/26	WEEKLY, DARREN	022826-030426PERDIEM	100	21100	SHERIFF ADMINISTRATION	445300	Travel Expense	224.00	WESTERN STATES SHERIFFS' ASSOCIATION CONFERENCE, RENO, NV
531449	01/20/26	ROXBOROUGH WATER & SANITATION DISTRICT	7129571/123125	200	31400	MAINTENANCE OF CONDITION	448600	Bulk Water	356.25	BULK WATER ROAD MAINTENANCE
								Grand Total:	**3,124,410.72**	

HANDWRITES

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
112908	01/13/26	23RD JUDICIAL DISTRICT JUVENILE ASSESSMENT CENTER	SF1688	223	28014	DA 23RD - DISTRICT JD ALLOC	443600	Other Professional Services	15,000.00	Q4 2025 COMMUNITY ASSESSMENT
112909	01/13/26	BLACK HILLS ENERGY	2054737143/121025	100	55200	FAIRGROUND OPERATIONS	450220	Gas	6,062.08	500 FAIRGROUNDS RD
112910	01/13/26	BLACK HILLS ENERGY	3383073735/122325	100	19150	JUSTICE CENTER FACILITY MGMT	450220	Gas	27,834.23	4000 JUSTICE WAY
112911	01/13/26	BLACK HILLS ENERGY	8272853933/122325	100	19100	FACILITIES ADMINISTRATION	450220	Gas	1,697.70	2965 HWY 85
112912	01/13/26	BLACK HILLS ENERGY	7843906157/122325	100	19100	FACILITIES ADMINISTRATION	450220	Gas	4,878.39	301 WILCOX ST
112913	01/13/26	BLACK HILLS ENERGY	7210915724/122325	100	19100	FACILITIES ADMINISTRATION	450220	Gas	1,960.88	301 WILCOX ST
112914	01/13/26	BLACK HILLS ENERGY	0459202297/121025	100	55200	FAIRGROUND OPERATIONS	450220	Gas	3,329.89	500 FAIRGROUNDS RD
112915	01/13/26	BLACK HILLS ENERGY	8021071449/121025	100	55200	FAIRGROUND OPERATIONS	450220	Gas	1,578.61	500 FAIRGROUNDS RD
112916	01/13/26	BLACK HILLS ENERGY	7233076932/121225	100	19100	FACILITIES ADMINISTRATION	450220	Gas	1,746.25	100 THIRD ST
112917	01/13/26	CITY OF AURORA	R&BTAXES4Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468500	Intergovernmental-Aurora	602.06	Q4 2025 ROAD & BRIDGE PROPERTY TAX SHAREBACK
112918	01/13/26	CITY OF CASTLE PINES	R&BTAXES4Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468650	Intergovernmental-Castle Pines	2,447.29	Q4 2025 ROAD & BRIDGE PROPERTY TAX SHAREBACK
112919	01/13/26	CITY OF LITTLETON	R&BTAXES4Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468200	Intergovernmental-Littleton	166.75	Q4 2025 ROAD & BRIDGE PROPERTY TAX SHAREBACK
112920	01/13/26	CITY OF LONE TREE	R&BTAXES4Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468600	Intergovernmental-Lone Tree	6,604.15	Q4 2025 ROAD & BRIDGE PROPERTY TAX SHAREBACK
112921	01/13/26	COLORADO DEPARTMENT OF REVENUE	DEC2025/DL	100	100	GENERAL FUND	214518	Due to State -Drivers License	19,614.65	DRIVERS LICENSE - DEC 2025
112922	01/13/26	COLORADO DEPARTMENT OF REVENUE	DEC2025	100	100	GENERAL FUND	214414	Due to State - MV	3,642,848.69	DUE TO STATE-MV-DEC 2025
112923	01/13/26	COLUMBINE PAPER & MAINTENANCE	90009	100	51125	PARK MAINTENANCE-Cash in Lieu	433900	Janitorial Supplies	59.78	JANITORIAL SUPPLIES
112924	01/13/26	DEVELOPMENTAL PATHWAYS INC	NOV2025/113025	215	45100	DEVELOPMENTAL DISABILITIES-ADM	443600	Other Professional Services	18,827.41	MILL LEVY DISTRIBUTION FOR NOV 2025
112925	01/13/26	DLH ARCHITECTURE LLC	24217	330	870076	HEROES HALL - FAIRGROUNDS	472200	Design/Soft Costs	12,000.00	DESIGN SERVICES - HEROES HALL
112926	01/13/26	LEVEL 3 COMMUNICATIONS	5KK5TQCBQ/120125/2	100	18100	IT ADMINISTRATION	442440	Data Communication Lines	952.23	10G INTERNET CIRCUITS
112927	01/13/26	PINERY WATER DISTRICT	2291/010726	100	51100	PARK MAINTENANCE	450230	Water & Sewer	109.14	PINERY PARK
			4623/010726	100	51100	PARK MAINTENANCE	450230	Water & Sewer	34.14	CHERRY CREEK TRAILHEAD
			4310/010726	100	51100	PARK MAINTENANCE	450230	Water & Sewer	21.64	BAYOU GULCH FOUNTAIN
			4565/010726	100	51100	PARK MAINTENANCE	450230	Water & Sewer	34.14	BINGHAM LAKE PARK
								Total Payment	**199.06**	
112928	01/13/26	TOWN OF CASTLE ROCK	R&BTAXES4Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468100	Intergovernmental-Castle Rock	10,661.57	Q4 2025 ROAD & BRIDGE PROPERTY TAX SHAREBACK

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
112929	01/13/26	TOWN OF LARKSPUR	R&BTAXES4Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468300	Intergovernmental-Larkspur	88.96	Q4 2025 ROAD & BRIDGE PROPERTY TAX SHAREBACK
112930	01/13/26	TOWN OF PARKER	R&BTAXES4Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468400	Intergovernmental-Parker	8,655.70	Q4 2025 ROAD & BRIDGE PROPERTY TAX SHAREBACK
531384	01/09/26	SUPERIOR COURT OF CALIFORNIA, COUNTY OF KERN	121925	223	28001	DA 23RD - DISTRICT MO ALLOC	440100	Printing/Copying/Reports	44.13	CERTIFIED RECORDS REQUEST
531385	01/12/26	DREAM FINDERS HOMES LLC	SD2023002	100	100	GENERAL FUND	221632	Landscape Surety	45,333.00	LANDSCAPE SURETY
531386	01/12/26	HIGHLANDS RANCH METRO DISTRICT	3173601/123125	100	51100	PARK MAINTENANCE	450230	Water & Sewer	213.32	HIGHLANDS RANCH REGIONAL PARK IRRIGATION
531387	01/12/26	SALDATE, CHELSIE	123125	223	28501	DA 23RD - STATE MANDATED COSTS	445300	Travel Expense-State Mandated	619.50	EXPERT WITNESS SERVICES
531388	01/12/26	STONEGATE VILLAGE METROPOLITAN DISTRICT	5053/123125	100	51100	PARK MAINTENANCE	450230	Water & Sewer	964.98	CHALLENGER PARK - SOFTBALL FIELD IRRIGATION
			7816/123125	100	51100	PARK MAINTENANCE	450230	Water & Sewer	224.10	CHALLENGER PARK - RECREATION CENTER IRRIGATION
								Total Payment	**1,189.08**	
531389	01/12/26	TOWN OF CASTLE ROCK	928201/010626	100	51100	PARK MAINTENANCE	450230	Water & Sewer	432.88	500 FAIRGROUNDS DR FIELD 4 IRRIGATION
531390	01/12/26	TOWN OF CASTLE ROCK	709201/010626	100	51100	PARK MAINTENANCE	450230	Water & Sewer	432.88	500 FAIRGROUNDS DR FIELD 7 IRRIGATION
531391	01/12/26	TOWN OF CASTLE ROCK	709301/010626	100	51100	PARK MAINTENANCE	450230	Water & Sewer	432.88	500 FAIRGROUNDS DR FIELD 7 IRRIGATION
								Grand Total:	**3,836,514.00**	

PCARD

R55AP001 **DOUGLAS COUNTY GOVERNMENT** 1/12/2026

Payment Register Report 12:51:20

Payment Number	Payment Date	Vendor Name	Invoice Number	Amount	Remark
112906	01/08/26	J P MORGAN CHASE BANK	123125	883,768.82	2025 PCARD PURCHASES - 123125
				883,768.82	

J.P.Morgan

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

ACCOUNT NUMBER	[redacted]
PAYMENT DUE DATE	01/14/2026
AMOUNT DUE	$883,768.82
CURRENT BALANCE	$883,768.82

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

AMOUNT ENCLOSED $

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

** □□□□□□□

[redacted]

PLEASE TEAR PAYMENT COUPON AT PERFORATION

STATEMENT MESSAGES

COMMERCIAL ACCOUNT SUMMARY

ORGANIZATION NAME: DOUGLAS COUNTY GOVT

ACCOUNT NUMBER: [redacted]

CLOSING DATE	12-31-25
CREDIT LIMIT	2,000,000
AVAILABLE CREDIT	1,116,231

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	822,114.95
PURCHASES AND OTHER CHARGES	891,303.47
CASH ADVANCES	.00
CREDITS	7,534.65
PAYMENTS	822,114.95-
LATE PAYMENT CHARGES	.00
CASH ADVANCE FEE	.00
FINANCE CHARGES	.00
NEW BALANCE	**883,768.82**
TOTAL PAYMENT DUE	883,768.82
DISPUTED AMOUNT	.00

Spend Analysis by Merchant

Run Date: 01/06/2026

Report ID: 10013

Posting Date: 12/01/2025 - 12/31/2025

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

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
WICKED COLLISION CENTE	56,284.77	6.26	6,253.86	9	9.00
EON OFFICE	38,042.54	4.23	4,755.32	8	8.00
TORCHLIGHT K9 LLC	37,800.00	4.21	18,900.00	2	2.00
481A PURCELL TIRE	36,284.38	4.04	2,015.80	18	18.00
TOWN OF CASTLE ROCK	32,704.48	3.64	1,362.69	24	24.00
XCEL EZ-PAY WEB	28,675.81	3.19	2,867.58	10	10.00
MARRIOTT	27989.91	3.16	7,087.05	5	5.00
VZWRLSS*APOCC VISB	24,752.17	2.75	24,752.17	1	1.00
NATIONAL ASSOCIATION O	24,200.00	2.69	24,200.00	1	1.00
OARC-REGISTRATION-CLE	16,875.90	1.88	375.02	45	45.00
VZWRLSS*MY VZ VB P	16,784.46	1.87	8,392.23	2	2.00
SOURCES INC	16,360.11	1.82	4,090.03	4	4.00
INSIGHT PUBLIC SECTOR	16,212.55	1.80	5,404.18	3	3.00
QED - LITTLETON	12,705.58	1.41	4,235.19	3	3.00
THE WEBSTAURANT STORE	11,872.03	1.32	2,968.01	4	4.00
OJ WATSON	11,233.37	1.25	1,404.17	8	8.00
IN *ALL ANIMAL RECOVER	11,100.00	1.24	5,550.00	2	2.00
GOVCONNECTION	10,629.25	1.18	2,657.31	4	4.00
CINTAS CORP	10,057.20	1.12	304.76	33	33.00
IN *COOL SHADE UNLIMIT	9,999.00	1.11	4,999.50	2	2.00
PAWNEE BUTTES SEED	9,699.70	1.08	9,699.70	1	1.00
BHE BLACK HILLS ENERGY	8,884.38	0.99	493.58	18	18.00
L.A.W.S.	8,855.03	0.99	1,265.00	7	7.00
UNITED SITE SERVICES	8,148.57	0.91	370.39	22	22.00
COLORADO PETROLEUM	7,961.75	0.89	3,980.88	2	2.00
BI, INC AP	7,694.85	0.86	7,694.85	1	1.00
HSS	7,146.00	0.80	3,573.00	2	2.00
C&C POWER, INC.	6,730.00	0.75	6,730.00	1	1.00
CORE ELECTRIC COOPERAT	6,650.53	0.74	511.58	13	13.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
SOURCE MANAGEMENT	6,319.51	0.75	131.66	48	48.00
SQ *ALL ACCESS, INC	6,277.00	0.70	2,092.33	3	3.00
AVON PROTECTION SYSTEM	6,192.18	0.69	6,192.18	1	1.00
INTERSTATE BATTERIES P	6,020.01	0.67	2,006.67	3	3.00
SQ *MILE HIGH CATERING	5,941.30	0.66	1,980.43	3	3.00
ROCKY MOUNTAIN AIR SOL	5,898.38	0.66	1,179.68	5	5.00
PERFORMANCE CYCLE OF C	5,799.90	0.65	5,799.90	1	1.00
SPROUT SOCIAL, INC	5,519.02	0.61	5,519.02	1	1.00
KAIVAC	5,284.72	0.59	5,284.72	1	1.00
THOMSON WEST*TCD	5,236.54	0.58	2,618.27	2	2.00
MCKISSOCK	5,000.00	0.56	5,000.00	1	1.00
SQ *MESSER WINDOW TINT	4,974.00	0.55	4,974.00	1	1.00
FARIS MACHINERY	4,139.27	0.46	2,069.64	2	2.00
FORCE AMER. DISTRIBUTI	4,045.72	0.45	2,022.86	2	2.00
FARM DEALER	3,906.13	0.43	651.02	6	6.00
GRAYBAR ELECTRIC COMPA	3,529.26	0.39	1,764.63	2	2.00
THE HOME DEPOT #1540	3,448.98	0.39	344.90	10	10.00
IN *BLADES GROUP LLC	3,439.00	0.38	3,439.00	1	1.00
INSIGHT AUTO GLASS	3,381.60	0.38	676.32	5	5.00
HOLIDAY INNS	3,376.15	0.38	1,125.38	3	3.00
SQ *KENZ & LESLIE DIST	3,339.30	0.37	834.83	4	4.00
SANTIAGOS - CASTLE ROC	3,337.50	0.37	1,112.50	3	3.00
PAGEFREEZER.COM	3,300.00	0.37	3,300.00	1	1.00
WWWMUGABUGPESTCONTROLC	3,298.50	0.37	1,649.25	2	2.00
FS *ZAPPYSYS.COM	3,297.00	0.37	3,297.00	1	1.00
APEX WASTE SOLUTIONS -	3,104.46	0.35	3,104.46	1	1.00
ORACLE AMERICA, INC.	3,054.29	0.34	1,018.10	3	3.00
ROLL-RITE LLC	3,017.92	0.34	3,017.92	1	1.00
DOCUVAULT DELAWARE VAL	2,995.00	0.33	2,995.00	1	1.00
UNITED AIRLINES	2,981.12	0.33	331.24	9	9.00
MILE HIGH HEARING	2,920.00	0.32	2,920.00	1	1.00
CR GARAGE DOORS LLC	2,875.00	0.32	1,437.50	2	2.00
SP TIGER TOOL	2,635.98	0.29	1,317.99	2	2.00
VSP*GAYLORD ARCHIVAL	2,623.99	0.29	874.66	3	3.00
WESTERN INTERIOR SUPPL	2,576.00	0.29	2,576.00	1	1.00
PEAK OFFICE FURNITURE	2,509.21	0.28	836.40	3	3.00
DEFENSIVE EDGE TRAININ	2,500.00	0.28	2,500.00	1	1.00
WAVE - *MRS SHRED AME	2,481.95	0.28	1,240.98	2	2.00
RJ THOMAS MFG PILOT RO	2,274.00	0.25	2,274.00	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
GREETLY	2,256.00	0.25	1,128.00	2	2.00
WESTERN PAPER DISTRIBU	2,247.40	0.25	2,247.40	1	1.00
COLORADOCO* COLORADOCO	2,225.39	0.25	445.08	5	5.00
THE HOME DEPOT #1531	2,190.58	0.27	128.86	17	17.00
INTERNATIONAL MUNICIPA	2,170.00	0.24	2,170.00	1	1.00
POLAR SERVICE CENTERS	2,163.12	0.24	1,081.56	2	2.00
WCI*WC OF COLORADO	2,082.71	0.23	1,041.36	2	2.00
ACADEMY SPORTS TURF LL	2,000.00	0.22	2,000.00	1	1.00
WAGNER EQUIPMENT CO	1,987.40	0.22	248.43	8	8.00
E 470 EXPRESS TOLLS	1,976.42	0.22	494.11	4	4.00
ACCUTECH	1,968.15	0.22	492.04	4	4.00
HIGHLANDS RANCH WATER	1,933.15	0.22	161.10	12	12.00
THE HOME DEPOT 1531	1,932.96	0.22	148.69	13	13.00
LEVATAI*	1,927.81	0.21	642.60	3	3.00
LOWES #02274*	1,896.44	0.32	145.88	13	13.00
CASTLE ROCK WINNELSON	1,875.99	0.21	1,875.99	1	1.00
MURDOCHS CASTLE ROCK	1,852.01	0.21	231.50	8	8.00
2PITNEY BOWES LEASING	1,848.96	0.21	1,848.96	1	1.00
AMAZON MKTPL*0H32496B3	1,812.22	0.20	1,812.22	1	1.00
WESTSIDE TOWING	1,728.50	0.19	101.68	17	17.00
STARLINK INTERNET	1,727.36	0.19	431.84	4	4.00
AMAZON MKTPL*RJ82T2NW3	1,724.98	0.19	1,724.98	1	1.00
MURDOCHS IN LITTLETON	1,677.21	0.19	419.30	4	4.00
SP DECKED	1,654.99	0.18	1,654.99	1	1.00
CUMMINS OSM	1,650.00	0.18	1,650.00	1	1.00
CENTER COPY PRINTING	1,637.45	0.18	204.68	8	8.00
GRAINGER	1,633.32	0.18	181.48	9	9.00
COLORADO ANALYTICAL	1,570.00	0.17	1,570.00	1	1.00
SQ *AUTO GLASS WORKS	1,555.00	0.17	311.00	5	5.00
STARLINK	1,550.00	0.17	1,550.00	1	1.00
GUIRY'S, INC. - 2	1,518.30	0.17	1,518.30	1	1.00
BOBS ELECTRIC MOTOR SE	1,512.92	0.17	1,512.92	1	1.00
IN *MALCO AUTO SUPPLY	1,512.81	0.17	302.56	5	5.00
MAINTENANCE RESOURCES	1,500.00	0.17	1,500.00	1	1.00
CUSTOMINK LLC	1,494.70	0.17	1,494.70	1	1.00
IN *SUPPY38 LLC	1,481.76	0.16	1,481.76	1	1.00
POCKETPRESS	1,438.56	0.16	1,438.56	1	1.00
LENOVO UNITED STATES	1,423.02	0.16	1,423.02	1	1.00
IN *BODE CELLMARK FORE	1,400.00	0.16	1,400.00	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
BROWNELLS INC	1,395.62	0.16	697.81	2	2.00
ALLEGION ACCESS TECHNO	1,391.76	0.15	1,391.76	1	1.00
SP LIGHTING SUPPLY	1,362.99	0.15	1,362.99	1	1.00
IN *QDC RANCH SERVICES	1,350.00	0.15	1,350.00	1	1.00
SQ *ROCKVIEW HOTEL CAS	1,350.00	0.15	337.50	4	4.00
TRANE SUPPLY-111621	1,325.20	0.15	662.60	2	2.00
SPIKES TROPHIES	1,302.08	0.14	651.04	2	2.00
NNPHI	1,300.00	0.14	1,300.00	1	1.00
CHEMSTATION INTER	1,297.83	0.14	648.92	2	2.00
QUALITY LANDSCAPE SOI	1,277.10	0.14	1,277.10	1	1.00
FASTSIGNS 371801	1,251.08	0.14	312.77	4	4.00
WINTERSYM* PIKES PEAK	1,250.00	0.14	250.00	5	5.00
MINUTEMAN PRESS - CAST	1,193.00	0.13	298.25	4	4.00
CENTURYLINK LUMEN	1,192.66	0.13	238.53	5	5.00
SQ *ACE EQUIPMENT & SU	1,178.10	0.13	1,178.10	1	1.00
RSD - CENTENNIAL#74	1,177.19	0.13	235.44	5	5.00
FLOOR SHIELD OF CAS...	1,174.50	0.13	1,174.50	1	1.00
CHARLES D JONES/ENGLE	1,134.25	0.13	378.08	3	3.00
CASTLE CAFE	1,134.19	0.13	378.06	3	3.00
MOUNTAIN VIEW ELECTRIC	1,116.14	0.12	1,116.14	1	1.00
ATSSA	1,115.00	0.12	371.67	3	3.00
TST*SCILEPPIS AT THE O	1,101.90	0.12	157.41	7	7.00
BOBCAT PARKER	1,039.49	0.12	129.94	8	8.00
ATT* BILL PAYMENT	1,029.03	0.11	171.51	6	6.00
ANARCHY OUTDOORS	1,026.45	0.11	1,026.45	1	1.00
AMAZON.COM*KN08H5KL3	1,017.80	0.11	1,017.80	1	1.00
HD SIGNS	1,000.00	0.11	1,000.00	1	1.00
NATIONAL SHERIFFS ASSO	1,000.00	0.11	1,000.00	1	1.00
FSP*COAST2COAST MEAL P	986.00	0.11	986.00	1	1.00
EXTENDED STAY	963.89	0.11	192.78	5	5.00
DENVER OIL	950.00	0.11	950.00	1	1.00
TABULAR EDITOR APS	950.00	0.11	950.00	1	1.00
COLORADOCHAPTERICC.ORG	930.60	0.10	930.60	1	1.00
PIONEER MATERIALS WEST	909.60	0.10	909.60	1	1.00
COLUMN PUBLIC NOTICE	879.21	0.10	175.84	5	5.00
IN *WALK-N-ROLL	856.19	0.10	856.19	1	1.00
AMAZON MKTPL*Z36O11CP3	847.96	0.09	847.96	1	1.00
PIRTEK SOUTH VALLEY	845.07	0.09	422.54	2	2.00
COMFORT INNS	832.18	0.09	104.02	8	8.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
CAMFIL USA, INC	828.48	0.09	828.48	1	1.00
AMAZON MKTPL*LO5S93YJ3	812.67	0.09	812.67	1	1.00
LANYARD* CUSTOMLANYARD	803.49	0.09	803.49	1	1.00
AMERICAN PLANNING ASSO	799.60	0.09	799.60	1	1.00
FBI LEEDA INC	795.00	0.09	795.00	1	1.00
5.11 TACTICAL	793.00	0.09	793.00	1	1.00
SQ *LOST COFFEE	780.00	0.09	390.00	2	2.00
IN *CASTLE PINES CONNE	775.00	0.09	775.00	1	1.00
COLORADO ROCKIES	750.00	0.08	750.00	1	1.00
KING SOOPERS #0132	749.75	0.08	149.95	5	5.00
VENETIAN RESORT HOTEL AND CASINO	748.32	0.08	748.32	1	1.00
SIRCHIE ACQUISITION CO	745.00	0.08	745.00	1	1.00
COMCAST / XFINITY	739.32	0.08	147.86	5	5.00
COMCAST BUSINESS	730.05	0.08	730.05	1	1.00
LGC STANDARDS	728.00	0.08	728.00	1	1.00
AVTECH ELECTRONICS INC	722.20	0.08	240.73	3	3.00
DRI*48HOURPRINT	717.48	0.09	358.74	2	2.00
TRINITY GROUP COMPANIE	711.50	0.08	355.75	2	2.00
AAMDHQ	695.00	0.08	695.00	1	1.00
LEXISNEXIS RISK SOL	693.48	0.08	346.74	2	2.00
TOTAL FLOORS INC	691.24	0.08	691.24	1	1.00
COWATERCON* INV-53385	675.00	0.08	675.00	1	1.00
AMAZON MKTPL*SB71021N3	672.68	0.07	672.68	1	1.00
PWSD	656.74	0.07	164.19	4	4.00
CCFAM TRAINING	650.00	0.07	650.00	1	1.00
GOOGLE *CLOUD 8DGSCN	643.62	0.07	643.62	1	1.00
IN *INTRINSIC INTERVEN	632.75	0.07	632.75	1	1.00
XCEL EZ-PAY FEE WEB	630.88	0.07	63.09	10	10.00
IAFCI	630.00	0.07	630.00	1	1.00
HANDLERY HOTEL SAN DIE	627.16	0.07	627.16	1	1.00
CELLHIRE USA	613.37	0.07	613.37	1	1.00
PRIMARY ARMS	607.33	0.07	607.33	1	1.00
(PC) 1872 CED	600.64	0.07	600.64	1	1.00
IN *KYLE MORTENSEN	600.00	0.07	600.00	1	1.00
KING SOOPERS #0091	600.00	0.07	600.00	1	1.00
AMAZON MKTPL*5M7DE64B3	598.40	0.07	598.40	1	1.00
MAILCHIMP	598.00	0.07	199.33	3	3.00
SAFEWAY #1877	591.34	0.07	65.70	9	9.00
SAMSCLUB #4853	582.79	0.07	116.56	5	5.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
HAMPTON INN HOTELS	580.29	0.06	82.90	7	7.00
EXTRA SPACE 1458	579.00	0.06	579.00	1	1.00
TMOBILE POSTPAID WEB	575.50	0.06	575.50	1	1.00
GUIRY'S, INC. - 7	572.45	0.06	572.45	1	1.00
LENCO INDUSTRIES INC	569.25	0.06	569.25	1	1.00
LANGUAGE LINE	566.65	0.06	566.65	1	1.00
LPY*LL JOHNSON DIST CO	543.92	0.06	543.92	1	1.00
HARBOR FREIGHT TOOLS29	539.96	0.06	539.96	1	1.00
DELTA	528.38	0.06	528.38	1	1.00
ACE HIGHLANDS RANCH	519.92	0.06	519.92	1	1.00
CHCO ANSCH SAFETY ST	513.00	0.06	513.00	1	1.00
AMAZON MKTPL*6F22470G3	508.67	0.06	508.67	1	1.00
DEPT OF REGULATORY-TTC	506.00	0.06	168.67	3	3.00
THE WILSON BOHANNAN CO	502.84	0.06	502.84	1	1.00
ABOUT PHASE ACADEMY	500.00	0.06	500.00	1	1.00
SQ *NORTH OF THE BORDE	500.00	0.06	500.00	1	1.00
FSP*SOUTHWEST MOBILE S	497.13	0.06	497.13	1	1.00
GLASER ENERGY GROUP IN	495.60	0.06	495.60	1	1.00
AMAZON MKTPL*QF5561383	491.61	0.05	491.61	1	1.00
WWW.TD.ORG	479.00	0.05	479.00	1	1.00
SQ *SCHOMP FORD*INVOIC	478.63	0.05	239.32	2	2.00
AMAZON MKTPL*BI0MH73O0	474.99	0.05	474.99	1	1.00
THE HOME DEPOT 1541	474.27	0.05	474.27	1	1.00
SURVEYMONK* T 47312538	468.00	0.05	468.00	1	1.00
ELECTION CENTER	459.00	0.05	459.00	1	1.00
WWW.CAFERIO.COM	455.32	0.05	455.32	1	1.00
BILL YOUNG PRODUCTIONS	450.00	0.05	450.00	1	1.00
AFP*FLEETPROS	440.00	0.05	440.00	1	1.00
AMAZON MKTPL*3K8PK0KQ3	439.67	0.05	439.67	1	1.00
MSFT * E0500Y9NWR	437.00	0.05	437.00	1	1.00
THE HOME DEPOT 1516	433.33	0.05	433.33	1	1.00
WALGREENS #6514	431.95	0.05	215.98	2	2.00
ACFE	430.00	0.05	215.00	2	2.00
EZCATER*QDOBA MEXICAN	424.80	0.05	424.80	1	1.00
KING SOOPERS #0125	424.00	0.05	70.67	6	6.00
AMAZON MKTPL*AS7H16E83	420.31	0.05	420.31	1	1.00
CITYDATA.AI	415.00	0.05	415.00	1	1.00
PANERA BREAD #202427 O	413.45	0.05	206.73	2	2.00
ODYSSEY TRAINING CO	410.00	0.05	410.00	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
HERTZ	407.55	0.05	135.85	3	3.00
POTBELLYCATERING	405.00	0.05	202.50	2	2.00
BADGEANDWALLET.COM	404.45	0.05	404.45	1	1.00
CAREPORTAL/GO PROJECT	400.00	0.04	200.00	2	2.00
TST*WIDE AWAKE	399.38	0.04	133.13	3	3.00
SP STORMWATERONE.COM	397.00	0.04	132.33	3	3.00
AMAZON MKTPL*9A7V82ZQ3	396.76	0.04	396.76	1	1.00
USPS.COM CLICKNSHIP	394.80	0.04	17.17	23	23.00
COURTYARD BY MARRIOTT	387.00	0.04	129.00	3	3.00
AMAZON MKTPL*LG8501U53	385.51	0.04	385.51	1	1.00
ME-HIGHLANDS RAN-MICRO	384.87	0.04	384.87	1	1.00
WAL-MART #0984	376.96	0.04	75.39	5	5.00
AUTOPAY/DISH NTWK	375.48	0.04	93.87	4	4.00
TST* MICI HIGHLANDS RA	375.36	0.04	375.36	1	1.00
EZCATER*OLIVE GARDEN	374.39	0.04	374.39	1	1.00
DUKE RESTAURANT	371.94	0.04	185.97	2	2.00
CO DEPT OF PUBLIC HEAL	371.93	0.04	371.93	1	1.00
B&H PHOTO 800-606-696	368.14	0.04	368.14	1	1.00
BLAUER MANUFACTURING	367.96	0.04	367.96	1	1.00
GOPRO.COM	363.64	0.04	363.64	1	1.00
AUSTIN HARDWOODS OF DE	355.80	0.04	177.90	2	2.00
AMAZON MKTPL*UB72D43M3	351.96	0.04	351.96	1	1.00
CORNWELL TOOLS	347.66	0.04	173.83	2	2.00
AMAZON.COM*GP3C341P3	347.40	0.04	347.40	1	1.00
TST* FIREHOUSE SUBS -	341.06	0.04	341.06	1	1.00
FLUKE CORPORATION	340.35	0.04	340.35	1	1.00
EXPEDIA 73327876117479	339.06	0.04	339.06	1	1.00
CES 691	328.59	0.04	82.15	4	4.00
WEAR PARTS AND EQUIPME	328.13	0.04	328.13	1	1.00
EASTERN SLOPE RURAL TE	325.84	0.04	325.84	1	1.00
AN CJ WEST	316.00	0.04	316.00	1	1.00
TEXTLINE	314.00	0.03	314.00	1	1.00
JOHNSTONE SUPPLY - DEN	309.65	0.03	309.65	1	1.00
AMAZON MKTPL*XN7EA7MG3	305.89	0.03	305.89	1	1.00
FSP*ROCKY MOUNTAIN CHA	305.00	0.03	305.00	1	1.00
INT'L CODE COUNCIL INC	305.00	0.03	305.00	1	1.00
COUNTY SHE* REGOAHDI3X	300.00	0.03	300.00	1	1.00
FLOWCODE PRO	300.00	0.03	300.00	1	1.00
IN *INTERIM COUNSELING	300.00	0.03	300.00	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
THE HOME DEPOT #1519	290.73	0.03	290.73	1	1.00
TEST GAUGE INC CO	285.00	0.03	285.00	1	1.00
AMAZON MKTPL*BF5HG4BD3	283.32	0.03	283.32	1	1.00
AMAZON MKTPL*BI4LQ34Y1	279.98	0.03	279.98	1	1.00
FASTSIGNS DTC	276.40	0.03	276.40	1	1.00
PRICELN*DAYS INN SUI	274.17	0.03	274.17	1	1.00
AMERICAN AIRLINES	271.96	0.03	271.96	1	1.00
BATTERIES PLUS #081	271.80	0.03	271.80	1	1.00
SAMS CLUB #4853	269.12	0.03	67.28	4	4.00
SHERWIN-WILLIAMS701831	269.00	0.03	269.00	1	1.00
AMAZON.COM*TY5KQ7XX3	268.07	0.03	268.07	1	1.00
TST* NOTHING BUNDT CAK	263.00	0.03	131.50	2	2.00
BWY*FBINAA NATL OFFIC	260.00	0.03	130.00	2	2.00
SPI*DENVER WATER	257.93	0.03	257.93	1	1.00
AMAZON.COM*BB27S77B2	255.82	0.03	255.82	1	1.00
DENVER SPRINGS	255.00	0.03	255.00	1	1.00
SQ *DC DEPUTY SHERIFF'	255.00	0.03	127.50	2	2.00
N AMERICA RESCUE PRODU	248.50	0.03	248.50	1	1.00
AMAZON MKTPL*BI3R89K70	245.70	0.03	245.70	1	1.00
SQ *YOLANDA'S TACOS	243.50	0.03	243.50	1	1.00
AMAZON.COM*I01DL4O63	239.96	0.03	239.96	1	1.00
ADOBE	239.88	0.03	239.88	1	1.00
REXEL 7327	238.46	0.03	238.46	1	1.00
FERRO CONCEPTS	234.00	0.03	234.00	1	1.00
PETSMART # 1343	233.95	0.03	233.95	1	1.00
SPO*GREATDIVIDEBREWERY	233.00	0.03	116.50	2	2.00
THINGSREMEMBERED.COM	230.76	0.03	115.38	2	2.00
MERCEDES BENZ LITTLETO	230.40	0.03	230.40	1	1.00
AMAZON MKTPL*HH63G1033	227.92	0.03	227.92	1	1.00
MASEK GOLF CARS OF COL	227.11	0.03	227.11	1	1.00
EDGEBANDING SERVICES D	225.00	0.03	225.00	1	1.00
PY *IAFE	225.00	0.03	225.00	1	1.00
ROCKVIEW HOTEL	225.00	0.03	225.00	1	1.00
THE BROADMOOR LODGING	224.55	0.02	224.55	1	1.00
WCI*MOUNTAIN VIEW WAST	222.27	0.02	222.27	1	1.00
AT&T PAYMENT	219.80	0.02	219.80	1	1.00
IMLSS UTAH	215.91	0.02	215.91	1	1.00
ALLIANZ INSURANCE	215.00	0.02	53.75	4	4.00
DOLLAR TREE	212.35	0.02	42.47	5	5.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
DEN PUBLIC PARKING	210.00	0.02	70.00	3	3.00
AMAZON.COM*XO3AG64N3	209.99	0.02	209.99	1	1.00
OFFICE DEPOT #2192	209.62	0.02	209.62	1	1.00
GOOGLE *GOOGLE ONE	207.99	0.03	69.33	3	3.00
E&G TERMINAL CORPORATI	206.13	0.02	68.71	3	3.00
CO DEPT OF AGRICULTURE	205.27	0.02	205.27	1	1.00
AMAZON.COM*683KJ8DL3	203.70	0.02	203.70	1	1.00
AIRLIFT DOORS INC	202.48	0.02	202.48	1	1.00
1000BULBS.COM	201.78	0.02	201.78	1	1.00
ICMA ONLINE	200.00	0.02	200.00	1	1.00
PAYPAL *RMDIAI	200.00	0.02	200.00	1	1.00
AMAZON MKTPL*VK7307EK3	199.98	0.02	199.98	1	1.00
HNS*HUGHESNET.COM	199.93	0.02	199.93	1	1.00
AMAZON MKTPL*HB71H8YF3	199.50	0.02	199.50	1	1.00
THETRANZONICCOMPANIES	199.50	0.12	66.50	3	3.00
AMAZON MKTPL*XH8B76GV3	198.34	0.02	198.34	1	1.00
AMAZON MKTPL*UH0DZ5WR3	197.96	0.02	197.96	1	1.00
SANDERRANC* SANDERRANC	195.86	0.02	97.93	2	2.00
AMAZON.COM*RL3BM6G13	194.98	0.02	194.98	1	1.00
AMAZON MKTPL*BB3AZ1L51	194.92	0.02	194.92	1	1.00
AMAZON MKTPL*BI0EI15K2	194.14	0.02	194.14	1	1.00
EZCATER*CAPRIOTTIS	189.74	0.02	189.74	1	1.00
SATCOM DIRECT, INC	187.80	0.02	46.95	4	4.00
AMAZON MKTPL*8O06J3QR3	185.97	0.02	185.97	1	1.00
IN *ADVANCED PARKING S	185.00	0.02	185.00	1	1.00
PARRYS PIZZERIA - CAS	184.71	0.02	92.36	2	2.00
MERIDIAN METROPOLITAN	182.07	0.02	45.52	4	4.00
AMAZON MKTPL*FI7Q71DO3	180.29	0.02	180.29	1	1.00
IN *CPRCOLORADO.COM	180.00	0.02	180.00	1	1.00
CHEWY.COM	177.80	0.02	88.90	2	2.00
RAINMASTER	176.29	0.02	176.29	1	1.00
PSI EXAMS	175.00	0.02	175.00	1	1.00
TST* KNEADERS BAKERY A	172.75	0.02	86.38	2	2.00
SHERWIN-WILLIAMS708590	172.00	0.02	172.00	1	1.00
AMAZON MKTPL*VH22W9KB3	171.73	0.02	171.73	1	1.00
ACCO BRANDS DIRECT	171.48	0.02	171.48	1	1.00
STERICYCLE, INC	170.65	0.02	170.65	1	1.00
USPASSPORT18447315757	169.80	0.02	169.80	1	1.00
AMAZON MKTPL*JH9OI6A23	169.51	0.02	169.51	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*H02VP6BO3	164.95	0.02	164.95	1	1.00
AMAZON.COM*9X7KR5703	161.98	0.02	161.98	1	1.00
HOBBY LOBBY #21	160.52	0.02	80.26	2	2.00
AMAZON MKTPL*B22KF27I0	159.32	0.02	159.32	1	1.00
CORPORATE TRANSLATE	158.12	0.02	79.06	2	2.00
RED ROBIN NO 96	158.06	0.02	158.06	1	1.00
FEDEX33801698	157.33	0.02	157.33	1	1.00
AMTRAK .CO3460627587218	153.00	0.02	153.00	1	1.00
ALLHEALTH NETWORK	152.60	0.02	152.60	1	1.00
MSFT * E0500Y9IDX	152.00	0.02	152.00	1	1.00
AMAZON.COM*BB4796WH0	151.30	0.02	151.30	1	1.00
AFP*COLORADO ASSOCIATI	150.00	0.02	150.00	1	1.00
AMAZON MKTPL*7M40X9MR3	150.00	0.02	150.00	1	1.00
GOVERNMENT FINANCE OFF	150.00	0.02	150.00	1	1.00
AMAZON MKTPL*BW0118OS2	149.99	0.02	149.99	1	1.00
AMAZON.COM*1K2CU74A3	149.99	0.02	149.99	1	1.00
EZCATER*PANERA BREAD	148.40	0.02	148.40	1	1.00
AMAZON.COM*ZT92V9H33	147.54	0.02	147.54	1	1.00
AMAZON MKTPL*JW4HR2FD3	147.51	0.02	147.51	1	1.00
AWARDS WITH MORE	147.36	0.02	147.36	1	1.00
DAHL PLUMB 158	144.90	0.02	144.90	1	1.00
AMAZON MKTPL*E03AC55N3	144.35	0.02	144.35	1	1.00
PROPANE SHACK	144.07	0.02	144.07	1	1.00
ENTERPRISE RENT-A-CAR	138.61	0.02	138.61	1	1.00
CHICK-FIL-A #03183	136.75	0.02	136.75	1	1.00
AMAZON MKTPL*2L2K97MF3	134.91	0.02	134.91	1	1.00
AMAZON MKTPL*BI59P4792	134.36	0.01	134.36	1	1.00
AMAZON.COM*BL9EN0Z03	134.07	0.01	134.07	1	1.00
IN *BETTER BONES LLC D	134.03	0.01	134.03	1	1.00
21ST CENTURY - 42 - ST	132.79	0.01	132.79	1	1.00
FORUM ENGRAVING COMPAN	130.00	0.01	130.00	1	1.00
HOMEDEPOT.COM	129.98	0.01	129.98	1	1.00
MURDOCHS IN PARKER	126.25	0.01	63.13	2	2.00
SHERWIN-WILLIAMS707457	125.40	0.01	125.40	1	1.00
PY *NATIONAL ASSOCIATI	125.00	0.01	125.00	1	1.00
AMAZON MKTPL*BI7W54941	123.37	0.01	123.37	1	1.00
AMAZON MKTPL*UR0EM7XQ3	122.94	0.01	122.94	1	1.00
AMAZON MKTPL*855JJ1MG3	120.33	0.01	120.33	1	1.00
MEADOW CREEK TRUCK SUP	120.00	0.01	120.00	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*BI6CV0SX2	119.99	0.01	119.99	1	1.00
SUPPLYHOUSE.COM	119.54	0.01	119.54	1	1.00
CANVA* I04731-66426076	119.40	0.01	119.40	1	1.00
AMAZON MKTPL*B292R1WG0	116.56	0.01	116.56	1	1.00
AMAZON.COM*LP4IJ7LG3	115.19	0.01	115.19	1	1.00
USPS PO 0714410156	115.14	0.01	38.38	3	3.00
NAPA STORE 3600105	114.57	0.01	114.57	1	1.00
AMAZON MKTPL*4710G4LB3	113.97	0.01	113.97	1	1.00
LANGUAGERS INC.	111.52	0.01	111.52	1	1.00
1417 CALIFORNIA PARKIN	111.30	0.01	37.10	3	3.00
AMAZON.COM*HZ8824ZI3	109.45	0.01	109.45	1	1.00
EINSTEIN BROS-ONLINE C	108.98	0.01	108.98	1	1.00
VMO*VIMEO.COM	108.00	0.01	108.00	1	1.00
AMAZON MKTPL*BI8E04UN0	104.89	0.01	104.89	1	1.00
HONEYBAKED HAM 0705	104.67	0.01	104.67	1	1.00
AMAZON MKTPL*BI0N59IT2	104.07	0.01	104.07	1	1.00
CRICUT	103.65	0.01	103.65	1	1.00
PST*DICKSON	102.65	0.01	51.33	2	2.00
USACD SALT LAKE CITY	101.15	0.01	101.15	1	1.00
AMAZON.COM*DS8YU0OD3	100.00	0.01	100.00	1	1.00
DENVER BISCUIT COMPANY	100.00	0.01	100.00	1	1.00
TLO TRANSUNION	100.00	0.01	100.00	1	1.00
AMAZON MKTPL*5F4QV5YG3	99.99	0.01	99.99	1	1.00
MICHAELS STORES 3751	99.97	0.01	99.97	1	1.00
AMAZON MKTPL*H89HB1DS3	99.90	0.01	99.90	1	1.00
AMAZON MKTPL*X45Y95273	99.90	0.01	99.90	1	1.00
AMAZON MKTPL*AF1GA3MX3	96.95	0.01	96.95	1	1.00
PUNCHBOWL.COM	95.88	0.03	23.97	4	4.00
AMAZON MKTPL*5Y8ZQ95W3	93.09	0.01	93.09	1	1.00
AMAZON MKTPL*SH1DR2UF3	93.06	0.01	93.06	1	1.00
PAPA JOHN S #3944	92.50	0.01	92.50	1	1.00
TST* SAM'S NO.3 - DOWN	92.44	0.01	92.44	1	1.00
AMAZON.COM*XA7N80LZ3	92.26	0.01	92.26	1	1.00
DISH NETWORK-ONE TIME	92.12	0.01	92.12	1	1.00
AMAZON MKTPL*3Y6388993	92.10	0.01	92.10	1	1.00
TST*THE OFFICE CO. BAR	91.23	0.01	30.41	3	3.00
LOWES #01755*	90.72	0.01	90.72	1	1.00
AMAZON MKTPL*QM79I5PU3	90.24	0.01	90.24	1	1.00
AMAZON MKTPL*WW01T6QZ3	90.24	0.01	90.24	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
ASFPM	90.00	0.01	90.00	1	1.00
OPENAI *CHATGPT SUBSCR	90.00	0.01	45.00	2	2.00
PAYPAL *RM FBINAA	90.00	0.01	90.00	1	1.00
AMAZON.COM*YP4OH2FY3	89.99	0.01	89.99	1	1.00
AMAZON MKTPL*5K7LM4263	89.79	0.01	89.79	1	1.00
AMAZON MKTPL*QU94T3N23	89.17	0.01	89.17	1	1.00
AMAZON MKTPL*CK7920XF3	89.09	0.01	89.09	1	1.00
LA QUINTA INN AND SUITES	89.00	0.01	89.00	1	1.00
FEDEX509045302	87.80	0.01	87.80	1	1.00
AMAZON.COM*VB8PC2YD3	86.99	0.01	86.99	1	1.00
AMAZON MKTPL*0F6LX0S23	86.77	0.01	86.77	1	1.00
FOXRENTACAR SAN DIEGO	85.59	0.05	42.80	2	2.00
AMAZON MKTPL*7789K2P33	84.50	0.01	84.50	1	1.00
CHICAGO FAUCET SHOPPE	84.14	0.01	84.14	1	1.00
AMAZON MKTPL*LU3GP8IB3	83.45	0.01	83.45	1	1.00
AMAZON MKTPL*EI3AZ0633	82.47	0.01	82.47	1	1.00
AMAZON.COM*GM0WT2YN3	82.41	0.01	82.41	1	1.00
ALAMO RENT-A-CAR	81.21	0.01	81.21	1	1.00
AMAZON.COM*G145P8563	80.99	0.01	80.99	1	1.00
AMAZON MKTPL*5X14M05L3	80.22	0.01	80.22	1	1.00
CARIBOU & EINSTEIN #36	80.13	0.01	80.13	1	1.00
CHARLES D JONES NDV	80.00	0.38	40.00	2	2.00
SQ *BEARDED MAN COFFEE	80.00	0.01	80.00	1	1.00
LYFT *RIDE MON 9PM	79.99	0.01	79.99	1	1.00
DEWALT MOBILELOCK	79.80	0.01	79.80	1	1.00
AMAZON MKTPL*501Y09Q73	78.99	0.01	78.99	1	1.00
TST* NEWK'S EATERY - 1	78.84	0.01	39.42	2	2.00
LYFT *RIDE WED 12PM	78.70	0.01	78.70	1	1.00
AMAZON.COM*3R85H2W33	77.48	0.01	77.48	1	1.00
BLACK-EYED PEA PUEBLO	76.68	0.01	76.68	1	1.00
LYFT *RIDE TUE 7PM	75.99	0.01	75.99	1	1.00
ZORO TOOLS INC	75.99	0.01	75.99	1	1.00
VOX TECHNOLOGY INC	75.60	0.01	75.60	1	1.00
BIG TOOL BOX (PARKER)	75.43	0.01	75.43	1	1.00
EBAY O*09-13955-94968	74.99	0.01	74.99	1	1.00
AMAZON.COM*BI2SB3LR0	71.99	0.01	71.99	1	1.00
LYFT *RIDE THU 12PM	71.93	0.01	71.93	1	1.00
FOCUS PARKING 1417 CAL	70.00	0.01	35.00	2	2.00
AMAZON MKTPL*BI5526RQ1	69.95	0.01	69.95	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
LAZY DOG RESTAURANT 38	69.23	0.01	69.23	1	1.00
OFFICE DEPOT #3238	69.03	0.01	23.01	3	3.00
AMAZON MKTPL*A499F8QN3	68.99	0.01	68.99	1	1.00
AMAZON MKTPL*7I8F70593	68.00	0.01	68.00	1	1.00
AMAZON MKTPL*BI5MM8EG0	67.98	0.01	67.98	1	1.00
GRANDVIEW STORE & STAT	67.85	0.01	33.93	2	2.00
ONT PIZZA VINO T2 6641	67.04	0.01	67.04	1	1.00
AMAZON MKTPL*TN9WD4BC3	65.20	0.01	65.20	1	1.00
TEQUILAS	64.46	0.01	64.46	1	1.00
AMAZON MKTPL*BI9VZ3281	64.11	0.01	64.11	1	1.00
SERIOUS TEXAS BARBQ II	63.57	0.01	63.57	1	1.00
AMAZON MKTPL*UV8EK1PE3	63.08	0.01	63.08	1	1.00
EWING IRRIGATION PRD 5	62.56	0.01	62.56	1	1.00
FMCSA D&A CLEARINGHOUS	62.50	0.01	62.50	1	1.00
CITY MARKET #0245 FUEL	62.35	0.01	62.35	1	1.00
AMAZON MKTPL*UT96A2LJ3	62.06	0.01	62.06	1	1.00
AMAZON MKTPL*BI3T226J0	59.67	0.01	59.67	1	1.00
AMAZON.COM*ET04S5UT3	58.72	0.01	58.72	1	1.00
AMAZON MKTPL*SY7QD1403	58.53	0.01	58.53	1	1.00
AMAZON MKTPL*ZH8M024J3	58.22	0.01	58.22	1	1.00
AMAZON MKTPL*BI3Q67IU0	57.81	0.01	57.81	1	1.00
AMAZON MKTPL*BI2ZT1NE1	55.99	0.01	55.99	1	1.00
MICHAELS STORES 7778	55.86	0.01	55.86	1	1.00
AMAZON MKTPL*S07Z57E93	55.80	0.01	55.80	1	1.00
AMAZON MKTPL*EA38E7ED3	55.37	0.01	55.37	1	1.00
AMAZON MKTPL*MG8C894Y3	54.00	0.01	54.00	1	1.00
CBI ONLINE	54.00	0.01	6.00	9	9.00
AMAZON MKTPL*ZG4VK9FX3	53.97	0.01	53.97	1	1.00
SAMSCLUB.COM	53.80	0.01	53.80	1	1.00
KING SOOPERS #0126	53.33	0.01	53.33	1	1.00
AMAZON MKTPL*RC7I81NP3	53.18	0.01	53.18	1	1.00
PRIMO BRANDS/WATERSERV	52.44	0.01	52.44	1	1.00
EBAY O*09-13956-63776	51.99	0.01	51.99	1	1.00
AMAZON.COM*5C9AR03A3	51.98	0.01	51.98	1	1.00
AMAZON MKTPL*BC0S60PC3	51.81	0.01	51.81	1	1.00
AMAZON.COM*NZ63I12Z3	51.69	0.01	51.69	1	1.00
DAIRY QUEEN #13724	50.98	0.01	50.98	1	1.00
AMAZON.COM*JI0AB1C33	50.14	0.01	50.14	1	1.00
ABMDI	50.00	0.01	50.00	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
MOUNTAIN STATES EMPLOY	50.00	0.01	50.00	1	1.00
NATIONAL TECHNICAL INV	50.00	0.01	50.00	1	1.00
AMAZON MKTPL*1G3LF7JR3	49.96	0.01	49.96	1	1.00
KING SOOPERS #0008	49.39	0.01	49.39	1	1.00
AMAZON MKTPL*JG6PO5IU3	49.36	0.01	49.36	1	1.00
ISTOCKPHOTO	49.00	0.01	49.00	1	1.00
OFFICE DEPOT #2165	48.39	0.01	48.39	1	1.00
DENVER POST CIRCULATIO	47.67	0.01	47.67	1	1.00
AMAZON.COM*6E5BU6AX3	46.98	0.01	46.98	1	1.00
AMAZON MKTPL*3X1QA27N3	46.96	0.01	46.96	1	1.00
AMAZON.COM*1E68F3VK3	46.41	0.01	46.41	1	1.00
AMAZON MKTPL*BB1PD9IY1	46.20	0.01	46.20	1	1.00
AMAZON MKTPL*8I7970ZQ3	45.99	0.01	45.99	1	1.00
AMAZON MKTPL*LJ0CP7HW3	45.87	0.01	45.87	1	1.00
AMAZON MKTPL*TA2AP48S3	45.69	0.01	45.69	1	1.00
WASABI TECHNOLOGIES	45.07	0.01	45.07	1	1.00
AMAZON MKTPL*520KL9EM3	43.94	0.00	43.94	1	1.00
AMAZON.COM*BI8ZH6P82	43.19	0.00	43.19	1	1.00
AMAZON.COM*GS02J2DQ3	43.00	0.00	43.00	1	1.00
CCI*CONSTANT-CONTACT	43.00	0.00	43.00	1	1.00
AMAZON MKTPL*BI0UP2MI2	42.70	0.00	42.70	1	1.00
AMAZON.COM*BI8PW3M90	42.36	0.00	42.36	1	1.00
FEDEX33736702	41.98	0.00	41.98	1	1.00
AMAZON MKTPL*9752E81U3	40.82	0.00	40.82	1	1.00
CITY OF WOODLAND PARK	40.56	0.00	40.56	1	1.00
TRADER JOE S #309	40.39	0.00	40.39	1	1.00
AMAZON MKTPL*634FS4PD3	40.27	0.00	40.27	1	1.00
LS CASTLE ROCK BICYCL	40.00	0.00	40.00	1	1.00
SQ *ROCKY MOUNTAIN REG	40.00	0.00	40.00	1	1.00
STARBUCKS STORE 05325	40.00	0.00	40.00	1	1.00
STARBUCKS STORE 54441	40.00	0.00	40.00	1	1.00
AMAZON.COM*ME0MO20C3	39.97	0.00	39.97	1	1.00
CO MOTOR VEHICLE SERVI	39.65	0.00	13.22	3	3.00
UPS*1Z72F0440394269451	38.45	0.00	38.45	1	1.00
SPO*GUADALAJARAHACIEND	38.35	0.00	38.35	1	1.00
AMAZON.COM*BI8XA97Z2	37.85	0.00	37.85	1	1.00
AMAZON MKTPL*HL8JY7PZ3	37.58	0.00	37.58	1	1.00
TEZ*M26101 CRAWFORD/UN	37.50	0.00	37.50	1	1.00
AMAZON.COM*DX1ML1903	36.99	0.00	36.99	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*BI22T3YW1	36.98	0.00	36.98	1	1.00
USPS KIOSK 0714419550	36.92	0.00	18.46	2	2.00
AMAZON MKTPL*BI7TP6NA1	36.88	0.00	36.88	1	1.00
AMAZON.COM*XV50U42U3	36.73	0.00	36.73	1	1.00
AMAZON MKTPL*BI8ZT8TG0	36.70	0.00	36.70	1	1.00
AMAZON MKTPL*1E3SW3VF3	36.21	0.00	36.21	1	1.00
AMAZON MKTPL*BB6S39SW0	35.98	0.00	35.98	1	1.00
JCPENNEY 2757	35.98	0.00	35.98	1	1.00
BRIMAR INDUSTRIES	35.36	0.00	35.36	1	1.00
FEDEX507991350	35.06	0.00	35.06	1	1.00
OLIVE GARDEN ZK 002442	35.05	0.00	35.05	1	1.00
ACA - AMERICAN CORRECT	35.00	0.00	35.00	1	1.00
AMAZON MKTPL*HW6JO5SJ3	34.68	0.00	34.68	1	1.00
AMAZON MKTPL*8M4A75KX3	34.02	0.00	34.02	1	1.00
AMAZON MKTPL*B27E00KC0	33.85	0.00	33.85	1	1.00
WM SUPERCENTER #984	33.62	0.00	16.81	2	2.00
TST* ANNA'S DONUTS & B	32.76	0.00	32.76	1	1.00
AMAZON MKTPL*ZZ8V25YZ3	32.29	0.00	32.29	1	1.00
IDI	32.00	0.00	32.00	1	1.00
CIRCLE K 09904	31.56	0.00	31.56	1	1.00
CHARLES D JONES/DENVER	31.51	0.00	31.51	1	1.00
AMAZON MKTPL*WH6F29RY3	31.49	0.00	31.49	1	1.00
AMAZON.COM*G38WX7HC3	30.88	0.00	30.88	1	1.00
AMAZON MKTPL*UZ8536ZB3	30.87	0.00	30.87	1	1.00
AMAZON.COM*BI2UP9XS2	30.22	0.00	30.22	1	1.00
MCALISTER'S DELI 10109	30.16	0.00	30.16	1	1.00
PP*ROCKY MOUNTAIN CHAP	30.00	0.00	30.00	1	1.00
AMAZON.COM*BB0WG9RJ0	29.81	0.00	29.81	1	1.00
AMAZON.COM*H88811PR3	29.76	0.00	29.76	1	1.00
AMAZON MKTPL*YI02Z6W33	29.60	0.00	29.60	1	1.00
MCDONALD'S F17005	28.97	0.00	28.97	1	1.00
AMAZON.COM*IU2ZL55E3	28.67	0.00	28.67	1	1.00
AMAZON MKTPL*9W1804XD3	28.59	0.00	28.59	1	1.00
AMAZON MKTPL*N14UF19O3	28.59	0.00	28.59	1	1.00
UPS*29VBH81MQMR	28.32	0.00	28.32	1	1.00
AMAZON.COM*T96N33GW3	27.99	0.00	27.99	1	1.00
AMAZON MKTPL*AG6760PB3	27.49	0.00	27.49	1	1.00
EB *2026 SOUTHERN COLO	27.20	0.00	27.20	1	1.00
AMAZON MKTPL*G29F24H83	26.66	0.00	26.66	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON.COM*TM8S88XJ3	26.66	0.00	26.66	1	1.00
ALLIANZ TRAVEL INS	26.60	0.00	26.60	1	1.00
FEDEX34204894	26.55	0.00	26.55	1	1.00
CO.GOV.SUB-WF	26.22	0.00	13.11	2	2.00
PANERA BREAD #202427 K	26.03	0.00	26.03	1	1.00
CO CONV CTR PARKING	26.00	0.00	13.00	2	2.00
AMAZON MKTPL*AZ50B4PL3	25.99	0.00	25.99	1	1.00
AMAZON MKTPL*WG6MS5WY3	25.73	0.00	25.73	1	1.00
CIRCLE K 09901	25.72	0.00	25.72	1	1.00
THE HOME DEPOT #1508	25.16	0.00	25.16	1	1.00
COUNTY SHERIFFS OF COL	25.00	0.00	25.00	1	1.00
PP*I C THREADS CUSTOM	25.00	0.00	25.00	1	1.00
AMAZON MKTPL*QY8CU4U63	24.99	0.00	24.99	1	1.00
TXT180COM	24.95	0.00	24.95	1	1.00
AMAZON MKTPL*BI3S805C2	24.69	0.00	24.69	1	1.00
AMAZON MKTPL*FC9OK7YA3	23.50	0.00	23.50	1	1.00
STAMPMAKER	23.50	0.00	23.50	1	1.00
DNH*GODADDY.COM	23.19	0.00	23.19	1	1.00
AMAZON MKTPL*7E3AR2IZ3	22.92	0.00	22.92	1	1.00
AMAZON MKTPL*T76O67GL3	21.99	0.00	21.99	1	1.00
AMAZON MKTPL*0Q4JS92B3	21.98	0.00	21.98	1	1.00
AMAZON.COM*0O2VL4XL3	21.98	0.00	21.98	1	1.00
AMAZON MKTPL*BB4XS1HD2	21.97	0.00	21.97	1	1.00
555 17TH STREET INVEST	21.00	0.00	21.00	1	1.00
LAZ PARKING M26140	21.00	0.00	21.00	1	1.00
STAMPS.COM	20.99	0.01	7.00	3	3.00
CIRCLE K # 44138	20.00	0.00	20.00	1	1.00
CO SECRETARY STATE FEE	20.00	0.00	10.00	2	2.00
SPI*DIRECTV SERVICE	20.00	0.00	20.00	1	1.00
DENVER GAZETTE	19.98	0.00	9.99	2	2.00
PODSERVE.FM	19.00	0.00	19.00	1	1.00
AMAZON MKTPL*TN4SC4GP3	18.99	0.00	18.99	1	1.00
CHICK FIL A- PENA	18.86	0.00	18.86	1	1.00
MCDONALD'S F13573	18.76	0.00	18.76	1	1.00
AMAZON MKTPL*750ZG4633	18.64	0.00	18.64	1	1.00
ERACTOLL 242045238	18.15	0.00	18.15	1	1.00
AMAZON MKTPL*XF7XF7QF3	18.03	0.00	18.03	1	1.00
AMAZON MKTPL*Q388Z8NS3	17.99	0.00	17.99	1	1.00
AMAZON MKTPL*BB2238RU0	17.98	0.00	17.98	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*NL26P1FC3	17.98	0.00	17.98	1	1.00
AMAZON.COM*7Z9NW3YI3	17.97	0.00	17.97	1	1.00
AMAZON MKTPL*SU8QG26M3	17.90	0.00	17.90	1	1.00
RAM PRODUCTS, 00 OF 00	17.60	0.00	17.60	1	1.00
AMAZON MKTPL*N20P98PV3	16.88	0.00	16.88	1	1.00
AMAZON MKTPL*558OO9YH3	16.82	0.00	16.82	1	1.00
THE UPS STORE 4337	16.44	0.00	16.44	1	1.00
AUDIBLE*YK2841X73	16.16	0.00	16.16	1	1.00
AMAZON MKTPL*G714L5CA3	16.10	0.00	16.10	1	1.00
IN *LANGUAGERS INC.	15.89	0.00	15.89	1	1.00
AMAZON MKTPL*HN40V1HC3	15.66	0.00	15.66	1	1.00
AMAZON MKTPL*DD44M2X33	15.62	0.00	15.62	1	1.00
AMAZON MKTPL*BI71Q85U0	15.54	0.00	15.54	1	1.00
AMAZON.COM*L32VH6653	15.38	0.00	15.38	1	1.00
CROWN TROPHY 24B	15.00	0.00	15.00	1	1.00
CANVA* I04722-44969142	14.99	0.00	14.99	1	1.00
THE HOME DEPOT 1508	14.98	0.00	14.98	1	1.00
WALGREENS #6987	14.97	0.00	14.97	1	1.00
AMAZON.COM*I698P6VL3	14.11	0.00	14.11	1	1.00
AMAZON MKTPL*DC3SS30N3	13.79	0.00	13.79	1	1.00
AMAZON MKTPL*6K4Z84WL3	13.10	0.00	13.10	1	1.00
AMAZON.COM*OB2O47F03	12.99	0.00	12.99	1	1.00
AMAZON MKTPL*BI6TD9RP2	12.89	0.00	12.89	1	1.00
AMAZON MKTPL*CX49Z78G3	12.47	0.00	12.47	1	1.00
SQSP* DOMAIN#212323081	12.00	0.00	12.00	1	1.00
SQSP* DOMAIN#214998174	12.00	0.00	12.00	1	1.00
DROPBOX*BYTKGRSWJS9P	11.99	0.00	11.99	1	1.00
LYFT *RIDE WED 7AM	11.73	0.00	11.73	1	1.00
AMAZON MKTPL*BI6RV8MR0	11.39	0.00	11.39	1	1.00
LYFT *RIDE TUE 4PM	10.99	0.00	10.99	1	1.00
FEDEX OFFIC17500017525	10.95	0.00	10.95	1	1.00
AMAZON MKTPL*BI6S00HD2	10.40	0.00	10.40	1	1.00
AMAZON.COM*2O9F12S93	10.24	0.00	10.24	1	1.00
CANVA* I04720-56655821	10.00	0.00	10.00	1	1.00
VCN*COCOURTS	10.00	0.00	10.00	1	1.00
AMAZON MKTPL*U975Z3F53	9.99	0.00	9.99	1	1.00
SIGNUPGENIUS	9.99	0.00	9.99	1	1.00
TEXAN MART VALERO	9.83	0.00	9.83	1	1.00
FEDEX33852946	9.77	0.00	9.77	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
MSFT * E0500Y9J52	9.33	0.00	9.33	1	1.00
ERACTOLL 14WQXS	9.20	0.00	9.20	1	1.00
SNACK N SHOP	9.13	0.00	9.13	1	1.00
AMAZON MKTPL*BI8VW6DA1	8.99	0.00	8.99	1	1.00
FEDEX34493448	8.85	0.00	8.85	1	1.00
63343 4963 SPEEDWAY	8.80	0.00	8.80	1	1.00
AMAZON MKTPL*ZP67F9X63	8.69	0.00	8.69	1	1.00
LYFT *RIDE TUE 1PM	8.63	0.00	8.63	1	1.00
AMAZON MKTPL*DC4VW47Z3	7.99	0.00	7.99	1	1.00
AMAZON MKTPL*MA80C4OB3	7.98	0.00	7.98	1	1.00
SP BD LASER DESIGN	7.94	0.00	7.94	1	1.00
AMAZON MKTPL*BI3EE3X82	7.76	0.00	7.76	1	1.00
SAFEWAY #1480	5.98	0.00	5.98	1	1.00
FEDEX34493856	5.67	0.00	5.67	1	1.00
AMAZON.COM*9N8RS8MV3	3.46	0.00	3.46	1	1.00
REMARKABLE	3.23	0.00	3.23	1	1.00
REMARKABLE OPS LLC	3.23	0.00	3.23	1	1.00
SMUGMUG SOURCE	3.00	0.00	3.00	1	1.00
GOOGLE *CLOUD R8MPRP	1.26	0.00	1.26	1	1.00
APPLE.COM/BILL	0.99	0.00	0.99	1	1.00
HBR*SUBSCRIPTION	(10.94)	0.00	(10.94)	1	1.00
SOUTHWEST AIRLINES	(74.92)	0.60	(7.49)	10	10.00
AMAZON.COM	(85.87)	0.01	(28.62)	3	3.00
THE ESCAPE GAME LONE T	(199.95)	0.02	(99.98)	2	2.00
AMAZON MKTPLACE PMTS	(668.93)	0.07	(74.33)	9	9.00
Total	**883,768.82**	**100.00**	**635.61**	**1,392**	**1,392.00**

Account Statement (Version 2)

Run Date: 01/06/2026

Report Id: sd11080

Posting Date: 12/01/2025 - 12/31/2025

DOUGLAS COUNTY GOVT

CAROLYN RIGGS

100 THIRD STREET

CASTLE ROCK, CO 80104-2425 USA

Account Name	Transaction Count	Transaction Amount
ABBY R FITHIAN	6	1,050.96
ABRAHAM J LAYDON	2	371.94
ADIANA S ALDRIDGE	4	689.67
ALAN R STANTON	1	5,799.90
ALEXANDER LYNNE	1	6,192.18
ALYSSA M DE JESUS	1	89.00
AMY J FORTNER	37	62,383.65
AMY J FORTNER 1	59	44,856.11
AMY T WILLIAMS	9	4,203.34
ANDREW C STEERS	3	680.87
ANDREW D MCELHINNEY	1	92.50
ANGELA K WHITE	14	6,205.42
ANGELA M BYLIN	7	1,582.71
ANGELA N BROGLIO	2	442.93
ANNE L WALTON	3	762.94
ANNE WEEKLY	1	80.22
ANTHONY R WOLF	7	358.58
ANTONIN JURKA	1	15.96
ARIELLE J DENIS	1	402.90
ASHLEY CHAMBERLAIN	1	13.13
ATILIO D QUINTANILLA	3	283.32

Account Name	Transaction Count	Transaction Amount
AUDRA D PETERSON	1	15.00
AUGUST K STEFFEN	2	3,485.60
BECKY A FISCHER	1	263.00
BENTON GRUBBS	3	33.97
BOBBY L LECOMPTE	1	500.00
BRENDA M HERRERA	3	1,311.28
BRETT HUGHES	2	464.84
BRIAN CORBIN	1	233.95
BRIAN D FRANKLIN	3	678.06
BRIAN K PHILLIPS	2	845.07
BRITTANY E CASSELL	1	128.03
BRYNN TURNBAUGH	8	938.73
CALEB J WEYDERT	1	35.00
CAROL L KONECNY	1	201.10
CAROLINE FRIZELL	17	34,000.01
CAROLYN K VOLKERT	1	579.00
CASSIDY BROWN	1	2,274.00
CELESTE M DEAL	1	2,920.00
CHARLES MONROE	6	296.12
CHASE EVERLY	1	9,699.70
CHRISTIE GUTHRIE	1	150.00
CHRISTINA K TAYLOR	12	1,841.44
CHRISTINE M LYLE	6	4,428.34
CHRISTOPHER K PRATT	1	402.90
CHRISTOPHER L BURNETT	9	1,307.37
CHRISTOPHER R STADLER	1	50.00
CLAY A GYSIN	10	21,660.05
CODIE L WINSLOW	2	798.93
CRAIG KRONHART	6	319.75
CURTIS L MARSHALL	4	2,187.43
CYNTHIA A KIEFUS	3	701.29
DA23 ATTORNEYS OFFICE	37	13,652.70
DALLAS DOBBS	2	735.01
DANIEL DUMONT	8	2,408.12
DANIEL L BRITE	3	297.20
DANIEL W AVERY	3	604.76
DARCY WILSON	38	14,376.86
DARREN M WEEKLY	1	130.00

Account Name	Transaction Count	Transaction Amount
DAVID A WEAVER	2	3,900.08
DAVID E KNAUB	1	2,000.00
DAVID M GILL	2	937.02
DEAN L GRAFFT	5	1,555.00
DEANNE M STEVENSON	13	3,726.54
DEBORAH A TAKAHARA	8	3,742.82
DECLAN C LAWSON	8	1,762.76
DENI J SHINN	2	806.99
DJ BOETTCHER	3	387.66
DONALD A WAGNER	26	1,855.50
DOUGLAS COUNTY GOVT	0	0.00
DUSTIN B DOBBS	6	3,809.07
EMILY A CORDES	3	514.59
EMILY D RILEY	1	316.97
EMILY J WRENN	10	812.58
FAIR BOARD 2	2	158.18
FELICE A ENTRATTER	4	1,126.04
FIDEL A LEON	1	197.96
GARRETT BROWN	1	25.72
GERARDO N RAMIREZ	6	62.65
GREGORY K MATTHEWS	3	387.99
HANNE K SCHAUER	2	113.48
HAYLEY C HALL	5	1,940.06
HOLLY RYAN	3	100.37
IAN M AUSTIN	2	18,909.13
J MARK LONGACHER	2	121.26
JACK W TWITE JR	3	4,595.95
JANEE PETERSEN	1	17.49
JANET L PETERSON	5	92.82
JANETTE TELLER	10	24,722.31
JARED JIRO TANAKA	2	411.93
JASON EILERS	1	48.98
JASON HAWKINS	14	22,756.67
JASON J PETALAS	10	8,723.73
JASON M WALKER	66	59,905.23
JASON ZILLMAN	10	4,329.58
JAY C WILLIAMS	1	176.29
JAYSON C EVANS	5	1,155.77

Account Name	Transaction Count	Transaction Amount
JEFFERY A GARCIA	2	442.76
JEFFREY D ULRICH	2	69.23
JEFFREY J DEHART	6	7,263.98
JENNIFER B STRINGER	5	(1,187.46)
JENNIFER L EBY	1	799.60
JENNIFER R OSORIO	1	57.81
JEREMIAH J PETERSON	9	2,194.70
JEREMY HALEY	2	710.05
JEREMY L WAGNER	2	150.92
JEREMY W HIRSCH	1	43.60
JESSE W LOVEGROVE	11	13,981.72
JESSICA SVOBODA	1	459.00
JOEL A ESTABROOK	2	356.79
JOEY D PASTORIUS	13	2,939.27
JOHN DAUM	2	2,388.63
JOHNNY MANAHAN	3	1,796.22
JULIE A WARE	9	2,444.23
JUSTIN R PUCKETT	2	152.88
K TROY DUNNING	24	7,460.62
KARISSA K SANDERS	3	180.72
KATHARINE R KLABON	3	176.62
KATHRYN M NICOLA	2	58.58
KATHRYN S CHERRY	2	417.34
KATRINA L GAINES	27	519.21
KEENAN G SNELL	11	2,358.82
KELLY CALDWELL	1	513.00
KELLY DUNNAWAY	1	402.90
KENNETH R GALLUP	3	1,243.26
KEVIN VAN WINKLE	1	26.03
KEVIN W BOND	13	6,174.61
KIMBERLY A SMITH	1	89.79
KIRK INDERBITZEN	2	813.66
KRISTIN M RANDLETT	6	729.73
KRISTINA L MANN	6	819.20
KYLE KOWALSKI	10	4,613.71
LARA J MOONEY	3	370.40
LARRY D HECK	1	17.60
LASIE L ZION	13	8,208.58

Account Name	Transaction Count	Transaction Amount
LAURA E CIANCONE	6	1,327.48
LAURA H SKIRDE	3	250.33
LAURA LARSON	2	400.00
LAUREN D STOCKTON	11	2,750.84
LAUREN J PULVER	1	158.00
LEANDRA MONTOYA	2	772.68
LEETA J MCCLARD	3	766.32
LEWIS A FONTANA	4	404.62
LINDSEY A GROSS	2	529.84
LINNANE M CARRASCO	13	2,357.26
LUCAS A DECHANT	8	1,429.49
LUKE T THORNTON	1	415.00
LYNNE A WILSON	4	440.75
MAKENZIE BOYER	1	33.85
MALISA A GOUDY	30	10,097.21
MARGARET WINGERTER	6	822.49
MARILYN L BARTLETT	2	3,342.45
MARK E ECKHARDT	2	122.99
MATTHEW DZIUBANSKI	1	224.55
MATTHEW S DUFRESNE	1	309.97
MELINDA SPAULDING	11	5,057.32
MELODY DHAILLECOURT	2	44.99
MICHAEL R ADAM	3	526.67
MICHELLE L KANE	1	229.10
MICHELLE L MANNES	4	288.10
MICHELLE R DOSSEY	3	1,149.08
MISTY R ARMIJO	4	695.96
MONICA DINCLER	5	1,330.60
NICHOLAS A JAMES	2	75.35
NICK V GIAUQUE	1	500.00
NICOLE L ADAMS	1	255.00
NICOLE L WATSON	1	169.80
PAULA K BOLEJACK	7	875.50
PENELOPE D GERDES	2	720.37
RACHEL M HALES	4	1,359.78
RAEANN L BROWN	4	(139.95)
RANA RASTEH	1	930.60
RAND M CLARK	2	1,639.53

Account Name	Transaction Count	Transaction Amount
REBECCA MACPHERSON	50	34,839.41
RENA M HODGE	3	1,088.67
RICHARD J SMYTH	4	4,070.76
RICHARD M HARBOUR	11	2,609.87
RICHARD MICHAEL HILL	1	200.00
RICHARD S GUNGLER	5	388.29
ROBERT A HOUGH	8	3,576.60
ROBERT D BAILIN	31	59,728.24
RONALD L HANAVAN	1	30.00
RYAN L YEGGY	35	23,500.96
RYAN SMITH	2	964.00
RYAN WHITE	1	234.00
SAMANTHA R HUTCHISON	15	4,496.39
SARAH A BROCK	5	267.95
SCOTT A MATSON	2	8,150.17
SEAN HICKEY	2	233.64
SHANE CLARK	2	223.50
SHANE FAULK	2	103.71
SHANE HUGHES	3	139.31
SHARON L HINES	13	1,831.23
SHAWNA F POTTER	26	23,225.15
SHELLY L ANDREAS	2	723.14
SKYLER SICARD	3	205.97
SONIA M STERANKO	1	352.00
SPENCER D HALES	11	126.50
STANLEY D DRINNON	5	789.02
SUSAN L QUINN	7	541.38
SUSAN N WOODRUFF	57	47,516.61
SUSAN N WOODRUFF2	9	26,614.37
SUSANNAH J MITCHELL	3	1,166.96
TAYLOR B APPLEHANS	2	298.56
TAYLOR L WEST	1	53.33
TERESA Z KUTT	4	1,495.48
TEREZA LEWIS	1	370.99
THANE HOFFMAN 2	1	16,172.14
THOMAS R MUSTIN	2	28.99
TIFFANY M MCCAULEY	3	4,876.92
TIFFANY MARSITTO	9	1,364.72

Account Name	Transaction Count	Transaction Amount
TIMOTHY D HALLMARK	3	5,284.22
TIMOTHY G PENDLETON	1	1,900.00
TIMOTHY VAN NOORDT	5	19,895.77
TOBY B DAMISCH	1	5,000.00
TODD R KRANIG	15	10,706.89
TOMMY J HANSON	3	453.07
TRACE J WARRICK	1	31.56
TROY D BAHR	2	413.88
TROY U MEISSNER	2	216.06
TYLER J HUNTSMAN	8	904.61
VINCE LINE	4	315.00
WALTER G SCHMIDT	9	14,293.59
WILLIAM STIENS	3	382.97
ZACHARY J BURNS	5	304.43
ZOE A LAIRD	2	425.60
Report Totals	**1,392**	**883,768.82**

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Christie Guthrie, Director of Finance

DESCRIPTION: Approval of Vouchers January 27, 2026

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

Vouchers	$	6,359,717.00
Electronic Funds Transfers	$	
Handwritten Checks	$	155,943.81
Purchasing Card Charges	$	
Election Judges	$	
TOTAL:	**$**	**6,515,660.81**

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	1/21/2026
Jeff Garcia	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

01.27.26 BOCC

R55AP001 | DOUGLAS COUNTY GOVERNMENT | 1/20/2026

Payment Register Report | 10:15:16

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
113039	01/28/26	2801 HWY 85 CONDOMINIUM ASSOCIATION	1662	100	19100	FACILITIES ADMINISTRATION	451100	Building/Land Lease/Rent	6,729.03	Q1 2026 LEASE
113040	01/28/26	ABSOLUTE GRAPHICS INC	35642	220	22100	PATROL-LEA	433500	Clothing & Uniforms	331.95	TRAINING T-SHIRTS
			35642	220	21500	DETENTION	433500	Clothing & Uniforms	331.95	TRAINING T-SHIRTS
								Total Payment	**663.90**	
113041	01/28/26	ACORN PETROLEUM INC	32433IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	13,252.46	FUEL FOR PARKER
			32430IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	11,073.63	FUEL FOR CASTLE ROCK
			32230RDM	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	10,370.82	FUEL FOR CASTLE ROCK
			35736IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	4,551.96	FUEL FOR HIGHLANDS RANCH SUBSTATION
			35733IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	2,233.76	FUEL FOR SOUTHEAST FACILITY
			35735IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	958.26	FUEL FOR TRUMBULL
			32423IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	8,836.79	FUEL FOR PARKER
								Total Payment	**51,277.68**	
113042	01/28/26	ADAPTIVE INTERVENTIONS	2026001	100	19700	COMMUNITY JUSTICE SERVICES	443600	Other Professional Services	12,286.67	THERAPY SERVICES
113043	01/28/26	ADVANCED NETWORK MANAGEMENT	IN113817	100	802009	IT INFRASTRUCTURE	474800	Other Machinery & Equip.	4,875.50	MERAKI MOBILE HARDWARE
			IN113577	100	100	GENERAL FUND	151100	Prepaid Exp.-General	464,267.19	2026 CISCO SUPPORT & LICENSES
			IN113817	100	802009	IT INFRASTRUCTURE	444550	Software/Hardware Subscription	948.30	2026 MERAKI LICENSES
								Total Payment	**470,090.99**	
113044	01/28/26	AGING RESOURCES OF DOUGLAS COUNTY	DRCOG5310DEC25	100	861541	CDOT 5310 GRANT	443600	OPS/2025 ARDC/ TRIPS	19,425.00	DRCOG TRANSPORTATION GRANT
			MMOFDEC25	100	802039	CDOT MMOF - MULIT-MODAL OPTION	443600	OPS/2024 ARDC/ TRIPS	665.00	CDOT MMOF TRANSPORTATION GRANT
			DRCOG5310CCDEC25	100	861541	CDOT 5310 GRANT	443600	OPS/2025 ARDC/ CALL CENTER	1,514.30	DRCOG TRANSPORTATION GRANT
								Total Payment	**21,604.30**	
113045	01/28/26	ALCOHOL MONITORING SYSTEMS INC	362768	100	19700	COMMUNITY JUSTICE SERVICES	443600	Other Professional Services	4,461.60	ALCOHOL MONITORING FEES
113046	01/28/26	ALLHEALTH NETWORK	2512	100	802031	HB22-1281 CYF SFY2025	443600	Other Professional Services	6,743.70	DEC 2025 SERVICES
113047	01/28/26	ALLIED UNIVERSAL SECURITY SERVICES	17973871	100	19100	FACILITIES ADMINISTRATION	443350	Security Services	12,120.63	GUARD SERVICES - LANSING PT
			17970829	100	19100	FACILITIES ADMINISTRATION	443350	Security Services	6,370.93	GUARD SERVICES - HERITAGE HILLS
								Total Payment	**18,491.56**	
113048	01/28/26	AMRIZE WEST CENTRAL INC	CI2020015APP14	230	800129	I-25 FRONTAGE RD(TOMAH-DAWSON)	473200	Road-St Drainage Construction	10,610.12	HAVANA/LINCOLN INTERSECTION
			CI2020015APP14RTNG	230	800129	I-25 FRONTAGE RD(TOMAH-DAWSON)	211810	Retainage Payable	(530.51)	HAVANA/LINCOLN INTERSECTION
								Total Payment	**10,079.61**	
113049	01/28/26	ARGIS SOLUTIONS INC	2256	100	18900	SOFTWARE MAINTENANCE	443600	Other Professional Services	846.00	GIS PLATFORM SERVICES
113050	01/28/26	ATTP ALL TRUCK & TRAILER PARTS	25721/123125	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	1,917.26	FLEET PARTS
113051	01/28/26	AXIOM HUMAN RESOURCE SOLUTIONS	QB202600010032	210	44100	ADMINISTRATION BLOCK GRANT	433210	Computer Supplies	85.00	DEC 2025 USER FEE
113052	01/28/26	BEACON COMMUNICATIONS LLC	41793	100	18100	IT ADMINISTRATION	444700	Other Repair & Maint. Service	1,480.00	SERVICE CALL
113053	01/28/26	BENESCH	346566	235	801507	C470 TRAIL OVER UNIVERSITY	467400	State-CDOT	27,718.50	CONSTRUCTION MANAGEMENT - C470 & UNIVERSITY
			346187	230	800129	I-25 FRONTAGE RD(TOMAH-DAWSON)	473100	Roads, St., Drainage-Eng.	5,664.00	CONSTRUCTION MANAGEMENT - WEST FRONTAGE RD
								Total Payment	**33,382.50**	

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
113054	01/28/26	BREWSTER, VALERIE M	013026-020426PERDIEM	100	11200	COUNTY ATTORNEY	445300	Travel Expense	533.60	NATIONAL SHERIFFS' ASSOCIATION WINTER CONFERENCE, WASHINGTON D.C.
113055	01/28/26	BRIDGEVIEW IT INC	21098	100	18100	IT ADMINISTRATION	432100	Contract Work/Temporary Agency	5,279.75	IT SUPPORT
			21099	100	18100	IT ADMINISTRATION	432100	Contract Work/Temporary Agency	9,794.00	IT SUPPORT
								Total Payment	**15,073.75**	
113056	01/28/26	CASTLE ROCK SENIOR ACTIVITY CENTER	CRSCOAIT1225	100	861587	ARPA - AGING RESOURCES OLDER A	443600	OPS/ ARPA OAI CRSAC Trips	11,692.00	OAI SENIOR TRANSPORTATION GRANT
			CRSCOAICC1225	100	861587	ARPA - AGING RESOURCES OLDER A	443600	OPS/ ARPA OAI CRSAC Calls	1,845.00	OAI SENIOR TRANSPORTATION GRANT
								Total Payment	**13,537.00**	
113057	01/28/26	CDW GOVERNMENT LLC	AH4RQ8Q	240	33210	RA CHRISTENSEN JUSTICE CENTER	474500	Computer Equipment	124,902.00	LAPTOPS
			AH45B9M	100	802009	IT INFRASTRUCTURE	474500	Computer Equipment	45,917.46	SERVER & STORAGE SYSTEMS REPLACEMENT
			AH45B9M	100	802009	IT INFRASTRUCTURE	444550	Software/Hardware Subscription	65,278.85	SERVER & STORAGE SYSTEMS REPLACEMENT LICENSES
			AH45B9M	100	802009	IT INFRASTRUCTURE	444500	Software/Hardware Supp./Maint.	71,317.25	SERVER & STORAGE SYSTEMS REPLACEMENT MAINTENANCE & SUPPORT
								Total Payment	**307,415.56**	
113058	01/28/26	CENTER COPY BOULDER, INC.	72055	210	802043	COMMUNITY MENTAL HEALTH SFY26	440100	Printing/Copying/Reports	33.60	BUSINESS CARDS
			72065	200	31600	ENG - TRAFFIC SIGNS/STRIPING	433200	Office Supplies	38.85	BUSINESS CARDS
			72088	100	24100	BUILDING DEVELOPMENT SERVICES	440100	Printing/Copying/Reports	33.60	BUSINESS CARDS
			72067	100	30200	ENGINEERING	440100	Printing/Copying/Reports	33.60	BUSINESS CARDS
			72087	100	21100	SHERIFF ADMINISTRATION	440100	Printing/Copying/Reports	84.00	BUSINESS CARDS
			72066	100	30200	ENGINEERING	440100	Printing/Copying/Reports	33.60	BUSINESS CARDS
								Total Payment	**257.25**	
113059	01/28/26	CENTRAL SALT LLC	PSI2604837	200	31500	SNOW AND ICE REMOVAL	448400	Salt & Other Ice Removal	6,914.72	BULK SALT PARKER
113060	01/28/26	CHATO'S CONCRETE LLC	1229251	250	807010	SPRUCE MT RD TURN LANES	444700	Other Repair & Maint. Service	3,300.00	2025 SIDEWALK REPAIR PROGRAM
113061	01/28/26	CHERRY HILLS COMMUNITY CHURCH	DCSO012926	100	21100	SHERIFF ADMINISTRATION	447700	Recognition Programs	860.00	FACILITY USE - EMPLOYEE RECOGNITION
113062	01/28/26	CHURCH OF THE ROCK	123125CC	296	861582	ARPA - CARE COMPACT	443600	Other Professional/Partner Svs	3,575.00	DEC 2025 SERVICES
113063	01/28/26	CINTAS CORPORATION	9353373772	245	47100	RUETER-HESS REC OPS & MAINT	433450	First Aid Supplies	203.94	PATROL AED'S
			9353387479	220	22100	PATROL-LEA	444400	Service Contracts	1,700.00	PATROL AED'S
								Total Payment	**1,903.94**	
113064	01/28/26	CIRCULAR EDGE LLC	30786	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	10,500.00	DEC 2025 JDE SUPPORT
113065	01/28/26	CITY OF LONE TREE	2026HNDC01	250	53710	REGIONAL PARKS - SALES TAX	465100	Contributions - Misc.	2,500,000.00	HIGH NOTE PARK
113066	01/28/26	COLLINS ENGINEERS INC	169500005	200	31660	TRAFFIC SIGNAL ASSET MGMT PROG	443400	General Engineering Services	1,725.00	TRAFFIC INSPECTIONS
113067	01/28/26	COLORADO CHILLER SERVICES	8387	100	55200	FAIRGROUND OPERATIONS	444700	Other Repair & Maint. Service	1,060.00	FURNACE REPLACEMENT& ANALYSIS
113068	01/28/26	COLORADO COMMUNITY MEDIA	EN3X6P8A0004	200	800100	CONTRACTED MAJOR ROAD MAINT	440200	Newspaper Notices/Advertising	56.73	LEGAL NOTICE
			EN3X6P8A0003	200	800100	CONTRACTED MAJOR ROAD MAINT	440200	Newspaper Notices/Advertising	55.21	LEGAL NOTICE
			2025CI10895	100	30300	STORMWATER MANAGEMENT	440200	Newspaper Notices/Advertising	1,324.98	LEGAL NOTICE
								Total Payment	**1,436.92**	
113069	01/28/26	COLORADO DEPARTMENT OF HUMAN SERVICES	NOV2025	100	100	GENERAL FUND	214415	Due to State-CO TBI Trust	8,420.00	NOV 2025 TBI TRUST
			DEC2025	100	100	GENERAL FUND	214415	Due to State-CO TBI Trust	6,940.00	DEC 2025 TBI TRUST

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								Total Payment	**15,360.00**	
113070	01/28/26	COLORADO DEPARTMENT OF LABOR & EMPLOYMENT	01062026	100	65500	ECONOMIC DEVELOPMENT SERVICES	443600	Other Professional Services	230.00	Q2 2025 MICRODATA
113071	01/28/26	COMMUNICATION INFRASTRUCTURE GROUP	25765	230	800156	HILLTOP RD (REATA-SINGING HILL	443600	Other Professional Services	2,218.48	HILLTOP RD PUBLIC INFORMATION SERVICES
113072	01/28/26	CORDANT HEALTH SOLUTIONS	FS2560123125	100	19700	COMMUNITY JUSTICE SERVICES	443115	Drug Testing	278.84	TESTING FEES
			FS1341123125	100	21500	DETENTION	443115	Drug Testing	145.97	MONTHLY SUBSCRIPTION
								Total Payment	**424.81**	
113073	01/28/26	CORE ELECTRIC COOPERATIVE	21306400/010826	100	51100	PARK MAINTENANCE	450210	Electric	694.68	701 GILBERT ST #L
113074	01/28/26	CORE ELECTRIC COOPERATIVE	23007800/010826	100	51100	PARK MAINTENANCE	450210	Electric	234.87	17299 LINCOLN AVE
113075	01/28/26	CORE ELECTRIC COOPERATIVE	23007700/010826	100	51100	PARK MAINTENANCE	450210	Electric	131.64	9918 JORDAN RD
113076	01/28/26	CORE ELECTRIC COOPERATIVE	23795200/010826	100	51100	PARK MAINTENANCE	450210	Electric	98.35	7575 E PARK DR
113077	01/28/26	CORE ELECTRIC COOPERATIVE	83507503/010826	100	51100	PARK MAINTENANCE	450210	Electric	97.77	800 MAIN ST
113078	01/28/26	CORE ELECTRIC COOPERATIVE	20718400/010826	100	51100	PARK MAINTENANCE	450210	Electric	61.98	6900 N. PINERY PKWY
113079	01/28/26	CORE ELECTRIC COOPERATIVE	83555100/010826	100	51100	PARK MAINTENANCE	450210	Electric	35.13	800 MAIN ST STE B
113080	01/28/26	CORE ELECTRIC COOPERATIVE	55251301/010826	100	51100	PARK MAINTENANCE	450210	Electric	34.56	8176 HILLCREST WAY
113081	01/28/26	CORE ELECTRIC COOPERATIVE	20546500/010826	100	51100	PARK MAINTENANCE	450210	Electric	2,413.71	9918 JORDAN RD
113082	01/28/26	CORE ELECTRIC COOPERATIVE	95567070/011326	200	31400	MAINTENANCE OF CONDITION	450210	Electric	157.62	LARKSPUR YARD
113083	01/28/26	CORE ELECTRIC COOPERATIVE	83021003/010726	200	31400	MAINTENANCE OF CONDITION	450210	Electric	350.96	SEDALIA SHOP
113084	01/28/26	CORE ELECTRIC COOPERATIVE	24684000/010826	100	51100	PARK MAINTENANCE	450210	Electric	4,399.99	701 GILBERT ST
113085	01/28/26	CORE ELECTRIC COOPERATIVE	25299000/010826	100	51100	PARK MAINTENANCE	450210	Electric	708.41	4815 FOX SPARROW RD
113086	01/28/26	DASTOURY, KAMRAN	112025-123125	217	46400	COMMUNITY HEALTH	443100	Medical, Dental & Vet Services	675.00	MEDICAL DIRECTOR INSURANCE
113087	01/28/26	DEVELOPMENTAL PATHWAYS INC	15	296	861582	ARPA - CARE COMPACT	443600	Other Professional/Partner Svs	4,176.27	DEC 2025 CASE MANAGEMENT
113088	01/28/26	DEVIQ	14703	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	22,515.00	DYNAMICS INTEGRATION
113089	01/28/26	DLH ARCHITECTURE LLC	25099	330	870080	SEDALIA PW FACILITY	472100	Construction	15,956.00	DESIGN SERVICES - SEDALIA FACILITY
			242110	330	870076	HEROES HALL - FAIRGROUNDS	472200	Design/Soft Costs	24,000.00	DESIGN SERVICES - HEROES HALL
								Total Payment	**39,956.00**	
113090	01/28/26	DOMENICO, PHILIP	012826-013026PERDIEM	100	21100	SHERIFF ADMINISTRATION	445300	Travel Expense	202.40	AWARD CEREMONY, WASHINGTON D.C.
113091	01/28/26	DOSSEY, MICHELLE	120225-123025	210	44500	CHILD WELFARE	445300	Travel Expense	90.52	MILEAGE REIMBURSEMENT
113092	01/28/26	DUNNAWAY, KELLY	013126-020326PERDIEM	100	11200	COUNTY ATTORNEY	445300	Travel Expense	322.00	NATIONAL SHERIFFS' ASSOCIATION WINTER CONFERENCE, WASHINGTON D.C.

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113093	01/28/26	EBY, JENNIFER	112125-121725	100	16400	COMMUNITY SERVICES	445200	Metro Area Meeting Expense	72.38	MILEAGE REIMBURSEMENT
113094	01/28/26	EMPRISE CONCEPTS LLC	INV876	230	800464	PINE LANE IMPROVEMENTS	473100	Roads, St., Drainage-Eng.	11,951.99	PINE DR/PINE LN CONSTRUCTION MANAGEMENT
113095	01/28/26	ERO RESOURCES CORPORATION	109395	250	53500	OPEN SPACE	443600	Other Professional Services	700.69	HCP RENEWAL
113096	01/28/26	ESKER SOFTWARE INC	460321742	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	768.89	FAX SERVICES
113097	01/28/26	FOREMAN, JOEL	012526-013126PERDIEM	100	19100	FACILITIES ADMINISTRATION	445300	Travel Expense	473.00	TRAINING, BOCA RATON, FL
113098	01/28/26	GADES SALES COMPANY INC	88864IN	200	800853	SCHOOL & PEDESTRIAN SAFETY PRJ	474370	Traffic Signal Eqpmnt - Engr	6,400.00	TRAFFIC EQUIPMENT
113099	01/28/26	GALLS LLC	1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	1,155.25	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	1,154.65	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	575.32	JACKETS
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	1,155.25	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	1,155.25	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	1,155.25	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	1,155.25	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	2,210.25	BALLISTIC VEST
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	153.98	PANTS
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	267.82	BADGES
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	2,210.25	BALLISTIC VEST
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	62.59	NAME TAGS
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	2,037.65	BALLISTIC VEST
			1001751958/123125	100	22400	COMMUNITY RESOURCES	433500	Clothing & Uniforms	205.08	PANTS
			1001751958/123125	100	22400	COMMUNITY RESOURCES	433500	Clothing & Uniforms	143.83	JACKETS
			1001751958/123125	100	23150	MAJOR CRIMES SECTION	433500	Clothing & Uniforms	126.52	BADGES
			1001751958/123125	100	23150	MAJOR CRIMES SECTION	433500	Clothing & Uniforms	144.00	JACKETS
			1001751958/123125	100	23150	MAJOR CRIMES SECTION	433500	Clothing & Uniforms	144.00	JACKETS
			1001751958/123125	100	23150	MAJOR CRIMES SECTION	433500	Clothing & Uniforms	144.00	JACKETS
			1001751958/123125	100	23200	EVIDENCE	433500	Clothing & Uniforms	99.00	SHIRTS
			1001751958/123125	100	23200	EVIDENCE	433500	Clothing & Uniforms	785.76	UNIFORM
			1001751958/123125	100	27250	DCSD ELEMENTARY SRO PROG	433500	Clothing & Uniforms	135.58	SHIRTS
			1001751958/123125	100	27250	DCSD ELEMENTARY SRO PROG	433500	Clothing & Uniforms	137.98	PANTS
			1001751958/123125	100	27250	DCSD ELEMENTARY SRO PROG	433500	Clothing & Uniforms	137.98	PANTS
			1001751958/123125	100	27400	SRO-NORTHSTAR ACADEMY	433500	Clothing & Uniforms	302.80	SHIRTS
			1001751958/123125	100	800540	K-9 UNIT	433500	Clothing & Uniforms	1,063.33	UNIFORM
			1001751958/123125	100	800540	K-9 UNIT	433500	Clothing & Uniforms	14.85	NAME TAGS
			1001751958/123125	100	800540	K-9 UNIT	433500	Clothing & Uniforms	14.85	NAME TAGS
			1001751958/123125	100	21115	SHERIFF TRAINING	433500	Clothing & Uniforms	267.82	BADGES
			1001751958/123125	100	21125	SUPPORT SERVICES	433500	Clothing & Uniforms	27.18	NAME STRIPS
			1001751958/123125	100	21400	COURT SERVICES	433500	Clothing & Uniforms	441.33	UNIFORM
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	135.58	SHIRTS
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	212.57	UNIFORM
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	136.78	UNIFORM
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	135.58	SHIRTS
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	148.57	SHIRTS
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	147.54	SHIRTS
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	159.50	SHIRTS
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	1,154.65	UNIFORM
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	287.66	JACKETS
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	9.06	NAME STRIPS
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	1,154.65	UNIFORM

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			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	1,155.25	UNIFORM
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	1,102.97	UNIFORM
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	1,155.25	UNIFORM
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	1,155.25	UNIFORM
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	16.52	SERVING SINCE BAR
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	153.98	PANTS
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	153.98	PANTS
			1001751958/123125	100	21500	DETENTION	433500	Clothing & Uniforms	206.97	PANTS
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	2,520.12	RAINCOATS & TRAFFIC VESTS
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	1,885.39	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	1,828.45	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	2,086.41	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	1,933.18	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	738.91	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	2,016.10	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	2,084.08	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	310.80	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	468.47	UNIFORM
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	117.38	SHIRTS
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	631.34	PANTS
			1001751958/123125	100	22100	PATROL-LEA	433500	Clothing & Uniforms	264.32	BADGES
								Total Payment	**44,451.91**	
113100	01/28/26	GAZDZIAK, KYLEE	111825-122925	210	44500	CHILD WELFARE	445300	Travel Expense	322.42	DEC 2025 MILEAGE REIMBURSEMENT
			111825-122925	210	44500	CHILD WELFARE	445300	Travel Expense	117.74	NOV 2025 MILEAGE REIMBURSEMENT
								Total Payment	**440.16**	
113101	01/28/26	GENUS TECHNOLOGIES LLC	316528	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	5,830.00	DEC 2025 TOTAL AGILITY
113102	01/28/26	GOUDY, MALISA	100125-121625	100	19100	FACILITIES ADMINISTRATION	445300	Travel Expense	63.15	MILEAGE REIMBURSEMENT
113103	01/28/26	GRAINGER	9744696064	200	31600	ENG - TRAFFIC SIGNS/STRIPING	433500	Clothing & Uniforms	812.12	SAFETY HELMETS
113104	01/28/26	HARMS, ALYSSA	112525-122925	210	44500	CHILD WELFARE	445300	Travel Expense	492.66	DEC 2025 MILEAGE REIMBURSEMENT
			112525-122925	210	44500	CHILD WELFARE	445300	Travel Expense	48.65	NOV 2025 MILEAGE REIMBURSEMENT
								Total Payment	**541.31**	
113105	01/28/26	HIRERIGHT LLC	G4263062	100	17100	HR ADMIN	447900	Recruitment Costs	3,190.89	BACKGROUND SCREENING
113106	01/28/26	INTERSTATE ENGINEERING INC	60365	200	800100	CONTRACTED MAJOR ROAD MAINT	478200	Major Maint. of Assets	44,622.63	GRAVEL RD STABILIZATION PILOT TEST PROJECT
113107	01/28/26	KIMLEY-HORN & ASSOCIATES INC	677600101225	230	800267	WATERTON ROAD	473100	Roads, St., Drainage-Eng.	945.00	ZEBULON ENGINEERING SERVICES
113108	01/28/26	KRAEMER NORTH AMERICA LLC	CI2022021APP39/2023207	235	801502	US 85 IMPROVEMENTS	467400	State-CDOT	965,891.53	US 85
113109	01/28/26	KUBL GROUP LLC	2786	100	19100	FACILITIES ADMINISTRATION	444700	Other Repair & Maint. Service	600.00	Q4 T&M SYSTEM SUPPORT
113110	01/28/26	LIGHTHOUSE TRANSPORTATION GROUP	257011	200	31660	TRAFFIC SIGNAL ASSET MGMT PROG	443600	Other Professional Services	929.00	LINCOLN & KEYSTONE DIAGRAM FOR ELECTRICAL PERMIT
			250312	200	800916	TRAFFIC SIG RPLMNT & MAJ MAINT	478300	Major Maint. Repair Projects	820.00	TRAFFIC SIGNAL MAINTENANCE
								Total Payment	**1,749.00**	
113111	01/28/26	LIGHTING ACCESSORY & WARNING SYSTEMS	26669	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	2,735.00	VEHICLE UPFIT
			26678	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	2,735.00	VEHICLE UPFIT

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
								Total Payment	**5,470.00**	
113112	01/28/26	LOCLYZ MEDIA SERVICES	1738	100	11600	PUBLIC AFFAIRS	443655	Video Production Services	34,800.87	VIDEO PRODUCTION
113113	01/28/26	MAINTENANCE RESOURCES INC	2601306	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	1,497.00	JANITORIAL SERVICES
			2601311	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	30,707.00	JANITORIAL SERVICES
			2601308	100	19175	HIGHLANDS RANCH SUBSTATION FAC	444400	Service Contracts	5,512.00	JANITORIAL SERVICES
			2601309	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	618.00	JANITORIAL SERVICES
			2601307	100	19180	UNIFIED METROPOLITAN FORENSIC	444400	Service Contracts	1,725.00	JANITORIAL SERVICES
			2601310	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	422.00	JANITORIAL SERVICES
			A2601318	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	1,325.41	JANITORIAL SERVICES
								Total Payment	**41,806.41**	
113114	01/28/26	MCLAUGHLIN COUNSELING	JRCOURT534	210	44500	CHILD WELFARE	443200	Legal Services	281.25	TESTIMONY SERVICES
			BBJLCOURT74	210	44500	CHILD WELFARE	443200	Legal Services	793.75	TESTIMONY SERVICES
			NRCOURT533	210	44500	CHILD WELFARE	443200	Legal Services	231.25	TESTIMONY SERVICES
								Total Payment	**1,306.25**	
113115	01/28/26	MORGAN, ALICIA	112425-120925	210	44500	CHILD WELFARE	455200	Direct Relief Payments	63.44	CLIENT VISITATION
113116	01/28/26	MTM RECOGNITION	6268456	100	17100	HR ADMIN	447700	Recognition Programs	2,687.39	EMPLOYEE SERVICE AWARDS
113117	01/28/26	OLSSON INC	562673	230	800834	TRAFFIC ENGINEERING STUDIES	443400	General Engineering Services	27,925.54	TRANSPORTATION PLAN
			562673	230	800834	TRAFFIC ENGINEERING STUDIES	443400	General Engineering Services	5,465.21	TRANSPORTATION PLAN
								Total Payment	**33,390.75**	
113118	01/28/26	OPTIV SECURITY INC	OAINV134508	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	1,411.77	SECURITY ASSESSMENT
113119	01/28/26	OTODATA TECHNOLOGIES USA INC	INV493538	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	15.00	NETWORK MONITORING
113120	01/28/26	OUTPUT SERVICES INC	INV127789	100	12400	MOTOR VEHICLE	444400	Service Contracts	3,565.63	JAN 2026 DMV RENEWAL CARDS
113121	01/28/26	PACIFIC OFFICE AUTOMATION INC	969553	295	861300	RMHIDTA MGMT & COORDINATION	440300	Copier Charges	97.19	QUARTERLY COPIER CHARGES
113122	01/28/26	PALMER, NICOLE E	111925-121625	210	44500	CHILD WELFARE	445300	Travel Expense	74.34	MILEAGE REIMBURSEMENT
113123	01/28/26	PERRY, JA'DAE	111325-121625	210	44500	CHILD WELFARE	445300	Travel Expense	124.81	NOV 2025 MILEAGE REIMBURSEMENT
			111325-121625	210	44500	CHILD WELFARE	445300	Travel Expense	120.40	DEC 2025 MILEAGE REIMBURSEMENT
								Total Payment	**245.21**	
113124	01/28/26	PMAM CORPORATION	202512064	220	822150	FALSE ALARM REDUCTION PROGRAM	447260	Alarm Administration Expenses	48,876.10	DEC 2025 ALARM REGISTRATION
113125	01/28/26	PROCOM LLC	148372	100	17100	HR ADMIN	443115	Drug Testing	2,925.00	EMPLOYEE TESTING
113126	01/28/26	PROULX, COREY	21	100	21130	EMPLOYEE WELLNESS	443600	Other Professional Services	1,325.00	EMPLOYEE WELLNESS
113127	01/28/26	RK WATER LLC	24295	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	1,830.00	WATER TREATMENT
113128	01/28/26	RMS RECOVERY MONITORING SOLUTIONS	10184065	100	19700	COMMUNITY JUSTICE SERVICES	443115	Drug Testing	2,001.00	TESTING SERVICES
113129	01/28/26	ROCKSOL CONSULTING GROUP INC	520169	230	800425	DAKAN RD OVER W PLUM CK BR	473100	Roads, St., Drainage-Eng.	20,945.96	DESIGN SERVICES - DAKAN RD BRIDGE
113130	01/28/26	SANDOVAL ELEVATOR COMPANY LLC	13117	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	177.00	ELEVATOR MAINTENANCE
113131	01/28/26	SECURITY CENTRAL INC	1018518	330	33300	P.W. COMPLEX FACILITIES	438800	C.A.-Other Equipment	4,359.36	FIRE ALARM INSTALLATION

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113132	01/28/26	SEDALIA LANDFILL	13674	200	31400	MAINTENANCE OF CONDITION	450240	Waste Disposal Services	144.68	CONSTRUCTION DEBRIS
113133	01/28/26	SEMPERA	DCO123125RF	100	18100	IT ADMINISTRATION	432100	Contract Work/Temporary Agency	10,360.00	IT SUPPORT
			DCO123125BC	100	800900	TECHNOLOGY FUND	432100	Contract Work/Temporary Agency	8,600.00	NEXTGEN SUPPORT
								Total Payment	**18,960.00**	
113134	01/28/26	SINGER, BRADY S	120125-123025	210	44150	ADULT PROTECTION	445300	Travel Expense	249.20	MILEAGE REIMBURSEMENT
113135	01/28/26	SK GLOBAL SOFTWARE LLC	PJINV107771	100	800900	TECHNOLOGY FUND	444500	Software/Hardware Supp./Maint.	367.50	DYNAMICS SUPPORT
113136	01/28/26	SMARTEL LLC	10257	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	2,712.00	MOBILE MANAGED SERVICE
113137	01/28/26	SOURCE OFFICE & TECHNOLOGY	49997351	100	21500	DETENTION	433200	Office Supplies	23.94	OFFICE SUPPLIES
			50010200	100	21500	DETENTION	433200	Office Supplies	118.80	OFFICE SUPPLIES
								Total Payment	**142.74**	
113138	01/28/26	SPRADLIN PRINTING INC	24310	100	11600	PUBLIC AFFAIRS	440100	Printing/Copying/Reports	491.00	EVENT PROGRAMS & TABLE CARDS
113139	01/28/26	STREET SIMPLIFIED LLC	2025151	200	31660	TRAFFIC SIGNAL ASSET MGMT PROG	443400	General Engineering Services	25,000.00	INTERSECTION CLOSE CALL EVALUATION
113140	01/28/26	TAILOR STUDIO	13769	100	800540	K-9 UNIT	433500	Clothing & Uniforms	313.00	UNIFORM ALTERATIONS
113141	01/28/26	THE MJ COMPANIES	4216	100	100	GENERAL FUND	219802	Accrued Consulting Fees	37,500.00	Q1 2026 BENEFITS CONSULTING
113142	01/28/26	THE RESOURCEFUL EDUCATOR LLC	1037	217	861619	TSQI CSQI GAE FUNDING	443600	Other Professional Services	4,300.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			1038	217	861627	EARLY CHILDHOOD COUNCIL CRRSA	443600	Other Professional Services	425.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			1038	217	861624	EARLY CHILDHOOD COUNCIL PDG	443600	Other Professional Services	3,225.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			1038	217	861625	EARLY CHILDHOOD COUNCIL ARP	443600	Other Professional Services	525.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
								Total Payment	**8,475.00**	
113143	01/28/26	THOMSON REUTERS WEST	853033300	100	21350	TECHNOLOGY SECTION	444550	Software/Hardware Subscription	1,230.59	CLEAR SERVICE
113144	01/28/26	TOLIN MECHANICAL SYSTEMS COMPANY	SV567911	295	861300	RMHIDTA MGMT & COORDINATION	444100	Repair Services - Facilities	480.00	SERVICE CALL
113145	01/28/26	TRANS AERO LLC	3666	100	19275	COUNTY EMERGENCY PREPAREDNESS	443600	Other Professional Services	85,499.00	HELICOPTER SERVICES
113146	01/28/26	TST INFRASTRUCTURE LLC	12035	200	800100	CONTRACTED MAJOR ROAD MAINT	473100	Roads, St., Drainage-Eng.	300.00	LID GIS MAINTENANCE
113147	01/28/26	UNIFIRST CORPORATION	2260219673	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	73.71	UNIFORM SERVICE
113148	01/28/26	VANCE BROTHERS LLC	AC00096395	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	708.34	FLEET PARTS
113149	01/28/26	VANDERBILT UNIVERSITY MEDICAL CENTER	VDCC5620693	100	18900	SOFTWARE MAINTENANCE	444550	Software/Hardware Subscription	124.30	REDCAP PROJECT FEES
113150	01/28/26	VANDRE ELECTRIC & REFRIGERATION	48603	240	33215	JUSTICE CNTR FACIL IMPRVMNTS	472300	Improvements	38,470.00	JOCKEY PUMP AND FIRE PUMP CONTROLLER
113151	01/28/26	WEAR PARTS & EQUIPMENT COMPANY INC	70611	200	31400	MAINTENANCE OF CONDITION	436200	Equip. & Motor Vehicle Parts	18,001.54	MOTOR GRADER BLADES
113152	01/28/26	WEBOLUTIONS INC	INV56115	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	725.00	WEB HOSTING & SUPPORT
113153	01/28/26	WELLPATH LLC	INV0135770	100	21500	DETENTION	443100	Medical, Dental & Vet Services	386,999.17	JAN 2026 MONTHLY BASE
			INV0135743	100	21500	DETENTION	443100	Medical, Dental & Vet Services	21,397.89	SEP 2025 STAFFING
			INV0135747	100	21500	DETENTION	443100	Medical, Dental & Vet Services	50,391.38	OCT 2025 STAFFING

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			INV0135771	100	21500	DETENTION	443100	Medical, Dental & Vet Services	40,258.33	JAN 2026 MAT PROGRAM
			INV0135733	100	802027	JAIL BASED BEHAVIORAL HLTH PRG	443100	Medical, Dental & Vet Services	4,527.58	NOV 2025 MAT PHARMACY
								Total Payment	**503,574.35**	
113154	01/28/26	WELLS FARGO BANK - GOVERNMENT	DEC2025	295	861350	RMHIDTA TRAINING	443550	Banking Service Fees	37.72	DEC 2025 BANK FEES
113155	01/28/26	WELLS FARGO BANK - GOVERNMENT	DEC2025/SOC	210	44500	CHILD WELFARE	443550	Banking Service Fees	29.27	DEC 2025 BANK FEES
113156	01/28/26	WELLS FARGO BANK - GOVERNMENT	DEC 2025/2025013	100	13100	TREASURER	443550	Banking Service Fees	2,858.76	DEC 2025 BANK FEES
113157	01/28/26	WEMBER INC	20253106	250	850844	ZEBULON PARK PROJECT	472200	Design/Soft Costs	16,184.00	ZEBULON DESIGN SERVICES
113158	01/28/26	WESTSIDE TOWING	265846835	100	23200	EVIDENCE	444600	Vehicle Tow Services	3,577.48	VEHICLE TOW SERVICES
531475	01/27/26	18TH JUDICIAL DISTRICT VALE FUND	NOV2025	100	100	GENERAL FUND	214627	Due to 18th Judicial Dist-VALE	5,170.00	NOV 2025 VALE SURCHARGE
			DEC2025	100	100	GENERAL FUND	214627	Due to 18th Judicial Dist-VALE	4,470.00	DEC 2025 VALE SURCHARGE
								Total Payment	**9,640.00**	
531476	01/27/26	ACEK9.COM	298348	220	800540	K-9 UNIT	444550	Software/Hardware Subscription	1,344.00	2026 K9 WATCH DOG SERVICE
531477	01/27/26	ADAMS COUNTY GOVERNMENT	IM1225	217	46100	DC HEALTH DEPT ADMIN	443600	Other Professional Services	1,600.30	RECORDS STORAGE
531478	01/27/26	ADVANTAGE TREATMENT CENTER	B2512000199	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	2,203.79	COMMUNITY CORRECTIONS
531479	01/27/26	ALBORZI, AGHDAS	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	298.59	REGISTRATION REFUND
531480	01/27/26	ALLEGIANT MORTUARY TRANSPORT	DECEMBER2025	100	23100	CORONER	443600	Other Professional Services	2,305.00	TRANSPORT SERVICES
531481	01/27/26	AT&T MOBILITY	599748	100	21200	INVESTIGATIONS	443600	Other Professional Services	145.00	TOWER DUMP
			599180	100	21200	INVESTIGATIONS	443600	Other Professional Services	195.00	TOWER DUMP
								Total Payment	**340.00**	
531482	01/27/26	CASTLE ROCK FORD	247886/123125	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	28,792.29	FLEET PARTS
531483	01/27/26	CCAA-COLORADO COUNTY ATTORNEYS ASSOCIATION	417	100	11200	COUNTY ATTORNEY	446300	Prof. Membership & Licenses	600.00	2026 ANNUAL MEMBERSHIP
531484	01/27/26	CLARK, RAND M	120425-122225	100	16400	COMMUNITY SERVICES	445300	Travel Expense	84.56	MILEAGE REIMBURSEMENT
531485	01/27/26	COLORADO BUREAU OF INVESTIGATION	A260600020	100	100	GENERAL FUND	214628	Due to CBI - Concealed Handgun	6,934.00	DEC 2025 CONCEALED HANDGUN FEES
531486	01/27/26	COLORADO JUDICIAL DEPARTMENT	DEC2025	100	100	GENERAL FUND	214416	Due to State - Fam Frndly Crt	445.00	DEC 2025 FAMILY FRIENDLY
			NOV2025	100	100	GENERAL FUND	214416	Due to State - Fam Frndly Crt	517.00	NOV 2025 FAMILY FRIENDLY
								Total Payment	**962.00**	
531487	01/27/26	CORECIVIC INC	B2512000067	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	403.93	COMMUNITY CORRECTIONS
			B2512000068	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	17,835.00	COMMUNITY CORRECTIONS
			B2508000119/123125	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	1,602.87	COMMUNITY CORRECTIONS
			B2512000122	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	10,801.95	COMMUNITY CORRECTIONS
								Total Payment	**30,643.75**	
531488	01/27/26	DIAMOND CLEANING LLC	3998	100	100	GENERAL FUND	211400	A/P - General	198.00	CLEANING SERVICES
531489	01/27/26	DISCOUNT SCHOOL SUPPLY	10633350104	217	861619	TSQI CSQI GAE FUNDING	447500	Other Purchased Services	1,116.56	EARLY CHILDHOOD COUNCIL CONTRACTOR

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531490	01/27/26	DNA DIAGNOSTICS CENTER LLC	137876122025	210	44900	CHILD SUPPORT ENFORCEMENT	443200	Legal Services	87.00	TESTING SERVICES
531491	01/27/26	DOUGLAS LAND CONSERVANCY	20260108	250	53500	OPEN SPACE	443600	Other Professional Services	875.00	BECK LAW LEGAL SERVICES
531492	01/27/26	DUPPMAN, NANCY S	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	139.60	REGISTRATION REFUND
531493	01/27/26	DUTZAR, LUISA	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	74.65	REGISTRATION REFUND
531494	01/27/26	E&G TERMINAL INC	120711/123125	100	19910	FLEET MAINTENANCE	433400	Operating Supplies	6,257.94	FLEET TOOLS
			120711/123125	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	744.67	FLEET PARTS
								Total Payment	**7,002.61**	
531495	01/27/26	ET TECHNOLOGIES INC	88141	200	31400	MAINTENANCE OF CONDITION	474800	Other Machinery & Equip.	205,400.90	(6) MAGNESIUM CHLORIDE TANK REPLACEMENTS
			88110	100	19910	FLEET MAINTENANCE	444700	Other Repair & Maint. Service	423.49	FLEET SERVICES
								Total Payment	**205,824.39**	
531496	01/27/26	FALCONE REFRIGERATION INC	14147	100	19150	JUSTICE CENTER FACILITY MGMT	444700	Other Repair & Maint. Service	4,417.56	COOLER REPAIR
531497	01/27/26	FRANKTOWN ANIMAL CLINIC	785344	220	800540	K-9 UNIT	443100	Medical, Dental & Vet Services	285.30	VETERINARY SERVICES
			785951	220	800540	K-9 UNIT	443100	Medical, Dental & Vet Services	616.78	VETERINARY SERVICES
			785598	220	800540	K-9 UNIT	443100	Medical, Dental & Vet Services	52.40	VETERINARY SERVICES
			785073	220	800540	K-9 UNIT	443100	Medical, Dental & Vet Services	41.33	VETERINARY SERVICES
								Total Payment	**995.81**	
531498	01/27/26	GEO REENTRY INC	B2512000099	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	286.66	COMMUNITY CORRECTIONS
			B2512000142	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	2,182.09	COMMUNITY CORRECTIONS
			B2512000100	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	20,319.40	COMMUNITY CORRECTIONS
								Total Payment	**22,788.15**	
531499	01/27/26	GLASPIE, SANDY	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	77.39	REGISTRATION REFUND
531500	01/27/26	GREEN, JASON & KIMBERLY	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	48.89	REGISTRATION REFUND
531501	01/27/26	HIGHLANDS RANCH LAW ENFORCEMENT	DCSOAC22	100	21120	ACADEMY TRAINING	433500	Clothing & Uniforms	3,300.00	ACADEMY TRAINING UNIFORMS
			DCSOAC22	100	21120	ACADEMY TRAINING	420200	Academy Training	74,800.00	ACADEMY TRAINING
								Total Payment	**78,100.00**	
531502	01/27/26	HUNTER, DAVID M	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	48.33	REGISTRATION REFUND
531503	01/27/26	HUSSAIN, ADIL	ITS315INTROTONETWORKS	100	17100	HR ADMIN	446200	Tuition Reimbursement	1,165.00	TUITION REIMBURSEMENT
531504	01/27/26	IMAGEFIRST	267734679	100	23100	CORONER	443600	Other Professional Services	63.73	LAUNDRY SERVICE
531505	01/27/26	INTERVENTION COMMUNITY CORRECTION SERVICES	B2512000004	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	2,182.09	COMMUNITY CORRECTIONS
531506	01/27/26	JEFFERSON COUNTY DEPARTMENT OF HUMAN SERVICES	DEC2025/01122026	210	44500	CHILD WELFARE	443600	Other Professional Services	598.61	DEC 2025 COLLAB EXPENSES
531507	01/27/26	KOLAFA, MORGAN A	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	178.13	REGISTRATION REFUND
531508	01/27/26	LAMMER, PETER J & BARBARA M	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	38.19	REGISTRATION REFUND

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531509	01/27/26	LARIMER COUNTY COMMUNITY CORRECTIONS	B2512000030	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	4,132.50	COMMUNITY CORRECTIONS
			B2512000160	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	145.00	COMMUNITY CORRECTIONS
								Total Payment	**4,277.50**	
531510	01/27/26	LUJAN, ELIZABETH RENEE	010626	100	12400	MOTOR VEHICLE	445300	Travel Expense	9.14	MILEAGE REIMBURSEMENT
531511	01/27/26	LYFT INC	1001223414	100	802046	CORRECTIONAL TREATMENT 25-26	447500	Other Purchased Services	1,147.18	TRANSPORTATION SERVICES
531512	01/27/26	MESA COUNTY GOVERNMENT	B2512000018	100	861061	Community Corrections Alloc.	447500	Other Purchased Services	2,247.50	COMMUNITY CORRECTIONS
531513	01/27/26	MURALIDHARAN, AKHIL A	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	191.55	REGISTRATION REFUND
531514	01/27/26	NATIONAL FIRE & SAFETY INC	10018448	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	2,710.00	FIRE EXTINGUISHERS
531515	01/27/26	NMS LABS	1297715	100	23100	CORONER	443100	Medical, Dental & Vet Services	5,572.00	TESTING SERVICES
531516	01/27/26	NORTHWEST SIGN RECYCLING LLC	4918	200	31600	ENG - TRAFFIC SIGNS/STRIPING	436500	Sign Parts & Supplies	5,354.48	TRAFFIC SIGNS
531517	01/27/26	OMNI INSTITUTE INC	8691	770	73000	OPIOID SETTLEMENT FUND ADMIN	443600	Other Professional Services	7,630.00	DEC 2025 OPIOID CONSULTANTS
531518	01/27/26	PEDALPOINT EVTERRA RECYCLING LLC	INV19188	200	32500	SOLID WASTE DISPOSAL	450240	Waste Disposal Services	14,404.77	ELECTRONICS RECYCLING
531519	01/27/26	PERRY PARK WATER & SANITATION DISTRICT	010626	200	31400	MAINTENANCE OF CONDITION	448600	Bulk Water	24,928.80	BULK WATER ROAD MAINTENANCE
531520	01/27/26	PIKAS, TIMOTHY T	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	559.02	REGISTRATION REFUND
531521	01/27/26	PIKE REPORTING COMPANY	31235	100	11200	COUNTY ATTORNEY	443200	Legal Services	687.25	LEGAL SERVICES
531522	01/27/26	REVENUE MATTERS LLC	13965	217	861626	EARLY CHILDHOOD COUNCIL CCDF	447500	Other Purchased Services	1,500.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
531523	01/27/26	ROBERTS, TIFFANY N	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	362.16	REGISTRATION REFUND
531524	01/27/26	ROCKY MOUNTAIN BOTTLED WATER	1133989	223	28001	DA 23RD - DISTRICT MO ALLOC	433220	Food & Beverage Supplies	36.95	WATER FILTRATION SYSTEM
			1133963	223	28001	DA 23RD - DISTRICT MO ALLOC	433220	Food & Beverage Supplies	36.95	WATER FILTRATION SYSTEM
								Total Payment	**73.90**	
531525	01/27/26	ROCKY MOUNTAIN LAND & FIRE COMPANY	1019	100	890107	HB24-1430 FRWRM PROGRAM	447500	Other Purchased Services	5,000.00	WILDFIRE MITIGATION PROGRAM
531526	01/27/26	RUSSELL, CHRISTOPHER P	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	156.80	REGISTRATION REFUND
531527	01/27/26	SAVIO HOUSE	DEC2025	100	861608	Congressional Directed Spend	443600	Other Professional Services	19,023.74	THERAPY SERVICES
531528	01/27/26	SMITH, KEN W	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	10.97	REGISTRATION REFUND
531529	01/27/26	SOUTHEAST METRO STORMWATER AUTHORITY	6985	100	30300	STORMWATER MANAGEMENT	443600	Other Professional Services	6,250.00	STORMWATER PERMIT FEE
531530	01/27/26	STATE OF COLORADO	58572	100	12400	MOTOR VEHICLE	444400	Service Contracts	3,860.18	DEC 2025 SERVICE CONTRACT
			58572	100	12400	MOTOR VEHICLE	439200	Postage & Delivery Svc.	11,800.29	DEC 2025 POSTAGE
								Total Payment	**15,660.47**	
531531	01/27/26	STEERS, ANDREW	013126-020326PERDIEM	100	11200	COUNTY ATTORNEY	445300	Travel Expense	322.00	NATIONAL SHERIFFS' ASSOCIATION WINTER CONFERENCE, WASHINGTON D.C.

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
531532	01/27/26	STERLING RANCH COMMUNITY AUTHORITY	REQUEST6	250	850859	PROSPECT VILLAGE COMMUNITY PAR	465100	Contributions - Misc.	11,782.39	PROSPECT PARK
531533	01/27/26	THE VILLAGE AT HIGHLANDS RANCH	123125	200	31400	MAINTENANCE OF CONDITION	443600	Other Professional Services	6,666.50	FENCE REPAIR
531534	01/27/26	TOSHIBA AMERICA BUSINESS SOLUTIONS	6322444	100	55200	FAIRGROUND OPERATIONS	440300	Copier Charges	429.72	COPIER MAINTENANCE
531535	01/27/26	UNIVERSITY OF DENVER - DENVER	12202524432	220	21116	REGULATORY TRAINING	446100	Conference,Seminar, Train Fees	8,400.00	PUBLIC SAFETY LEADERSHIP DEVELOPMENT TUITION
531536	01/27/26	WASTE MANAGEMENT OF COLORADO	204148043	200	32500	SOLID WASTE DISPOSAL	450240	Waste Disposal Services	24,012.54	WASTE DISPOSAL SERVICES
531537	01/27/26	WHALEY, JENNY	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	198.21	REGISTRATION REFUND
531538	01/27/26	ZHUO, GUI X	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	619.17	REGISTRATION REFUND
531539	01/27/26	CURRY III, ROBERT C	012826-013026PERDIEM	100	21100	SHERIFF ADMINISTRATION	445300	Travel Expense	202.40	AWARD CEREMONY, WASHINGTON D.C.
531540	01/27/26	MONTGOMERY LITTLE & SORAN PC	234706008001	230	800156	HILLTOP RD (REATA-SINGING HILL	471300	Right-of-Way-Permanent	90,000.00	RIGHT-OF-WAY-PERMANENT - HILLTOP RD
531541	01/27/26	STORHAUS CASTLE ROCK LLC	DV2025013	200	200	ROAD AND BRIDGE	221630	Escrow Payable	2,500.00	ESCROW RELEASE
531542	01/27/26	COLORADO ASSESSORS ASSOCIATION	2870	100	14100	ASSESSOR ADMINISTRATION	446300	Prof. Membership & Licenses	4,144.00	2026 COLORADO ASSESSORS ASSOCIATION DUES
531543	01/27/26	COLORADO RANGERS LAW ENFORCEMENT SHARED RESERVE	202601007	100	21100	SHERIFF ADMINISTRATION	443600	Other Professional Services	6,000.00	2026 ANNUAL SERVICE FEE
531544	01/27/26	PARKER WATER & SANITATION DISTRICT	1022403/010726	200	31400	MAINTENANCE OF CONDITION	448600	Bulk Water	333.68	BULK WATER ROAD MAINTENANCE
531545	01/27/26	VECTOR SOLUTIONS	INV134203	100	21150	PROFESSIONAL STANDARDS	444550	Software/Hardware Subscription	7,651.00	2026 SOFTWARE RENEWAL
								Grand Total:	**6,359,717.00**	

HANDWRITES

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
113014	01/15/26	DOBBS, DALLAS R	011826-012326PERDIEM	220	21115	SHERIFF TRAINING	445300	Travel Expense	430.00	SHOT SHOW, LAS VEGAS, NV
113015	01/15/26	DOBBS, DUSTIN B	011826-012326PERDIEM	220	21115	SHERIFF TRAINING	445300	Travel Expense	430.00	SHOT SHOW, LAS VEGAS, NV
113019	01/20/26	CROSWHITE, TROY	012126-012226PERDIEM	100	21175	CIVIL WARRANTS SECTION	447300	Transportation of Prisoners	137.60	EXTRADITION TRANSPORTATION
113020	01/21/26	23RD JUDICIAL DISTRICT JUVENILE ASSESSMENT CENTER	SF1744	223	28014	DA 23RD - DISTRICT JD ALLOC	443600	Other Professional Services	15,000.00	Q4 2025 COMMUNITY ASSESSMENT
113021	01/21/26	BLACK HILLS ENERGY	2054737143/011226	100	55200	FAIRGROUND OPERATIONS	450220	Gas	6,527.70	500 FAIRGROUNDS RD
113022	01/21/26	BLACK HILLS ENERGY	0459202297/011226	100	55200	FAIRGROUND OPERATIONS	450220	Gas	2,765.78	500 FAIRGROUNDS RD
113023	01/21/26	BLACK HILLS ENERGY	3652893639/011426	100	19100	FACILITIES ADMINISTRATION	450220	Gas	76.50	104 4TH STREET
113024	01/21/26	BLACK HILLS ENERGY	2468115937/011226	100	19100	FACILITIES ADMINISTRATION	450220	Gas	392.93	410 FAIRGROUNDS RD
113025	01/21/26	BLACK HILLS ENERGY	3099396829/011426	100	19100	FACILITIES ADMINISTRATION	450220	Gas	449.09	410 WILCOX ST
113026	01/21/26	BLACK HILLS ENERGY	4504228038/011226	100	55200	FAIRGROUND OPERATIONS	450220	Gas	477.29	301 S LEWIS ST
113027	01/21/26	BLACK HILLS ENERGY	9989042724/011426	100	19100	FACILITIES ADMINISTRATION	450220	Gas	1,355.68	301 WILCOX ST
113028	01/21/26	BLACK HILLS ENERGY	7233076932/011426	100	19100	FACILITIES ADMINISTRATION	450220	Gas	1,172.75	100 THIRD ST
113029	01/21/26	BLACK HILLS ENERGY	9773152288/011426	100	19100	FACILITIES ADMINISTRATION	450220	Gas	946.55	125 STEPHANIE PL
113030	01/21/26	BLACK HILLS ENERGY	8021071449/011226	100	55200	FAIRGROUND OPERATIONS	450220	Gas	889.56	500 FAIRGROUNDS RD
113031	01/21/26	BLACK HILLS ENERGY	3257275256/011226	100	55200	FAIRGROUND OPERATIONS	450220	Gas	614.46	500 FAIRGROUNDS RD
113032	01/21/26	BLACK HILLS ENERGY	2915708002/011226	100	55200	FAIRGROUND OPERATIONS	450220	Gas	524.06	500 FAIRGROUNDS RD
113033	01/21/26	DISTRICT ATTORNEY, 18TH DISTRICT	1001	223	28001	DA 23RD - DISTRICT MO ALLOC	445300	Travel Expense	612.05	TOLL REIMBURSEMENT
113034	01/21/26	EMERGENCY SYSTEMS COMPLIANCE SERVICES	INV14598	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	1,296.00	GENERATOR TEST
113035	01/21/26	PINERY HOMEOWNERS ASSOCIATION	303	100	51100	PARK MAINTENANCE	443350	Security Services	897.73	DEC 2025 SAFETY PATROLS
113036	01/21/26	PINERY WATER DISTRICT	3327/010726	100	51100	PARK MAINTENANCE	450230	Water & Sewer	46.64	BAYOU GULCH DOG PARK
113037	01/21/26	TOWN OF LARKSPUR	SHAREBACKNOV2025	230	82305	ROAD S/U TAX SHAREBACK-MUNIS	468300	Intergovernmental-Larkspur	1,941.79	NOV 2025 ROAD SALES TAX SHAREBACK
531450	01/16/26	WAGNER, DONALD	012126-012226PERDIEM	100	21175	CIVIL WARRANTS SECTION	447300	Transportation of Prisoners	137.60	EXTRADITION TRANSPORTATION
531453	01/20/26	FOOTE-LUCERO, CHRISTINE	1	223	28501	DA 23RD - STATE MANDATED COSTS	445300	Travel Expense-State Mandated	914.50	EXPERT WITNESS SERVICES
531454	01/20/26	PLUM CREEK FORENSIC LABORATORY LLC	25111	223	28001	DA 23RD - DISTRICT MO ALLOC	443600	Other Professional Services	2,035.50	FORENSIC DOCUMENT ANALYSIS
531455	01/20/26	RATNER, YOSEF	1926	223	28001	DA 23RD - DISTRICT MO ALLOC	445300	Travel Expense	38.13	EMPLOYEE GAS REIMBURSEMENT
531456	01/20/26	TOWN OF CASTLE ROCK	928401/010626	100	51100	PARK MAINTENANCE	450230	Water & Sewer	432.88	500 FAIRGROUNDS DR BUILDING 1

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
531457	01/20/26	TOWN OF CASTLE ROCK	709101/010626	100	51100	PARK MAINTENANCE	450230	Water & Sewer	143.15	500 FAIRGROUNDS DR WATER FOUNTAIN
531458	01/20/26	XCEL ENERGY	5300111764383/010726	100	19100	FACILITIES ADMINISTRATION	450220	Gas	1,472.85	9040 TAMMY LN
531459	01/20/26	JACKSON 105 FIRE STATION	2026PILTAWARD	100	31100	ROAD AND BRIDGE ADMIN	465100	Contributions - Misc.	19,765.33	2026 PILT AWARD
531460	01/20/26	LARKSPUR FIRE PROTECTION DISTRICT	2026PILTAWARD	100	31100	ROAD AND BRIDGE ADMIN	465100	Contributions - Misc.	6,402.34	2026 PILT AWARD
531461	01/20/26	MOUNTAIN COMMUNITIES FIRE DEPARTMENT	2026PILTAWARD	100	31100	ROAD AND BRIDGE ADMIN	465100	Contributions - Misc.	29,642.33	2026 PILT AWARD
531462	01/20/26	NORTH FORK FIRE PROTECTION	2026PILTAWARD	100	31100	ROAD AND BRIDGE ADMIN	465100	Contributions - Misc.	20,927.33	2026 PILT AWARD
531463	01/20/26	WEST DOUGLAS COUNTY FIRE PROTECTION DISTRICT	2026PILTAWARD	100	31100	ROAD AND BRIDGE ADMIN	465100	Contributions - Misc.	21,508.33	2026 PILT AWARD
531464	01/20/26	WEST METRO FIRE PROTECTION DISTRICT	2026PILTAWARD	100	31100	ROAD AND BRIDGE ADMIN	465100	Contributions - Misc.	1,754.34	2026 PILT AWARD
531465	01/20/26	NAPA AUTO PARTS	15572337/123125	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	2,875.34	FLEET PARTS
			15572335/123125	100	19910	FLEET MAINTENANCE	433400	Operating Supplies	6,753.16	FLEET PARTS
								Total Payment	**9,628.50**	
531466	01/20/26	XCEL ENERGY	5319329594/010226	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	450250	Traffic Signal Utilities	1,557.98	DEC 2025 STREET LIGHTS
531467	01/20/26	XCEL ENERGY	5319329652/010226	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	450250	Traffic Signal Utilities	2,431.48	DEC 2025 SIGNALS
531468	01/20/26	XCEL ENERGY	5321350461/011326	200	31400	MAINTENANCE OF CONDITION	450220	Gas	167.08	5469 CLAY ST
								Grand Total:	**155,943.81**	

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Ryan J. Arthur, Community Programs Coordinator

DESCRIPTION: 2026 Denver Regional Council Of Governments Human Services Transportation Contract EX26001 In The Amount Of $137,590.00 With A Required Local Contribution Of $84,172.00 For A Project Total Of $221,762.00.

SUMMARY: The request is for approval of the 2026 Denver Regional Council of Governments (DRCOG) Human Services Transportation (HST) contract EX26001 in the amount of $137,590 with a required local contribution of $84,172 for a project total of $221,762. The contract will provide funding for the purchase of two ADA-accessible vehicles. The term of the contract is January 1, 2026, through December 31, 2026.

RECOMMENDED ACTION: Staff recommends approval of the 2026 DRCOG HST contract EX26001 in the amount of $137,590 with a required local contribution of $84,172 for a project total of $221,762 as it complies with all federal, state, and county approval standards and policies.

REVIEW:

Jennifer Eby	Approve	1/23/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026
Samantha Hutchison - FYI	Notified - FYI	1/23/2026

ATTACHMENTS:

Cover Page
2026 DRCOG HST Contract Staff Report

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Ryan J. Arthur, Community Programs Coordinator

DESCRIPTION: 2026 Denver Regional Council Of Governments Human Services Transportation Contract EX26001 In The Amount Of $137,590.00 With A Required Local Contribution Of $84,172.00 For A Project Total Of $221,762.00.

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REVIEW:

Jennifer Eby	Approve	1/23/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

2026 DRCOG HST Contract Staff Report

DOUGLAS COUNTY
COLORADO

Grant Contract Staff Report

Date:	January 13, 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 Service Supervisor Rand M. Clark, CCAP, NCRT, Assistant Director of Community Services
Subject:	**2026 Denver Regional Council of Governments Human Services Transportation contract EX26001 in the amount of $137,590 with a required local contribution of $84,172 for a project total of $221,762.**

Board of County Commissioners' Business Meeting **January 27, 2026 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

The request is for approval of the 2026 Denver Regional Council of Governments (DRCOG) Human Services Transportation (HST) contract EX26001 in the amount of $137,590 with a required local contribution of $84,172 for a project total of $221,762. The contract will provide funding for the purchase of two ADA-accessible vehicles. The term of the contract is January 1, 2026, through December 31, 2026.

II. REQUEST

Approval of the 2026 DRCOG HST contract EX26001 in the amount of $137,590 with a required local contribution of $84,172 for a project total of $221,762.

III. BACKGROUND

At the Business Meeting on December 17, 2024, the Board of County Commissioners approved the 2025 HST grant application to DRCOG. Douglas County was notified that the application was recommended for funding and DRCOG issued contract EX26001 in the amount of $137,590.

IV. DISCUSSION

DRCOG HST funds are used for projects that benefit older adults, individuals with disabilities, and other disadvantaged communities. The County does not provide transit services directly. Instead, sub-grantee agreements are executed with local transportation providers to offer services within the county. This contract will allow sub-grantees to purchase two ADA-accessible vehicles for use in providing transportation services to Douglas County residents.

The project budget will be allocated to sub-grantees in the following manner:

Sub-grantees	
Sky Cliff Center	$ 66,366
To The Rescue	$ 71,224
Sub Total	**$ 137,590**
Required Local Contribution	
Sky Cliff Cash Contribution	$ 66,366
To The Rescue Cash Contribution	$ 17,806
Sub Total	**$ 84,172**
Project Total	**$ 221,762**

The required local contribution will be provided by Sky Cliff Center and To The Rescue towards the purchase of two ADA vehicles. No County funds are required to meet this obligation. The term of the contract is from January 1, 2026, to December 31, 2026.

V. RECOMMENDED ACTION

Staff recommends approval of the 2026 DRCOG HST contract EX26001 in the amount of $137,590 with a required local contribution of $84,172 for a project total of $221,762 as it complies with all federal, state, and county approval standards and policies.

ATTACHMENTS **PAGE**

2026 DRCOG HST Contract EX26001 3

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Contract by and between the

Denver Regional Council of Governments

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

and

Douglas County Government

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

for

Douglas County Capital - 2026

Project Number 422025 **Contract Number: EX26001**

Recitals:

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

NOW THEREFORE, the parties hereto mutually agree as follows:

1. Scope of work

1.1 Performance of work

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

1.2 Assurances

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

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

2. Application of federal requirements

2.1 FTA Master agreement

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

2.2 Compliance

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

2.3 Funding contingency

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

3. Time of performance

The term of this Agreement shall commence upon execution and shall end December 31, 2026. No work shall commence and no reimbursable costs shall be incurred prior to the execution of this Agreement, as reflected by the execution date herein.

4. Payment terms

4.1 Maximum amount

The total cost of the Agreement shall not exceed One Hundred Thirty-Seven Thousand Five Hundred Ninety Dollars ($137,590.00). The foregoing amounts of compensation shall be inclusive of all costs of whatsoever nature associated with the Contractor's efforts, including but not limited to salaries, benefits, overhead, administration, profits, and expenses.

4.2 Local match

Contractor is responsible for providing local matching funds in the amount of Eighty-Four Thousand One Hundred Seventy-Two ($84,172.00).

4.3 Allowable costs

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

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

(b) Be necessary to accomplish the Work;

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

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

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

(f) Be satisfactorily documented;

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

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

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

4.4 Erroneous payments

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

5. Insurance and indemnification

5.1 Coverage amounts

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

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(a) Workers' Compensation in statutory limits.

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

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

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

5.2 Additional insured

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

5.3 Coverage requirements

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

5.4 Cancellation

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

5.5 Certificates of insurance

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

5.6 Indemnification

To the extent permitted by law, Contractor expressly agrees to indemnify and hold harmless DRCOG, its officers and employees from any and all claims, damages, liability, or court awards including attorney's fees that are or may be awarded as a result of any loss, injury or damage sustained or claimed to have been sustained by anyone, including, but not limited to, any person, firm, partnership, or corporation, to the extent caused by the negligent acts, errors or omissions of Contractor or any of their

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employees, subcontractors or agents in performing work pursuant to this Agreement. In the event that any such suit or action is brought against DRCOG, DRCOG will give notice within ten (10) days thereof to Contractor. Nothing herein shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions for the parties, of the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq*.

6. Records; Inspection and audit

6.1 Records

Contractor shall maintain a complete file of all records, documents, communications, and other written materials which pertain to the Work, and shall maintain such records for a period of three (3) years after the date of termination of this Contract or final payment hereunder, whichever is later, or for such further period as may be necessary to resolve any matters which may be pending.

6.2 Audit by DRCOG

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

6.3 Inspection

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

6.4 Contractor Audit

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

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7. Debarment, suspension

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

8. Termination breach

8.1 Termination for cause

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

8.2 Termination due to loss of funding

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

8.3 Termination for the convenience of DRCOG

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

8.4 Liability

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

8.5 Remedies

If the Contractor violates or breaches terms of this Contract, DRCOG, at its discretion, may institute such administrative, contractual or legal remedies available to DRCOG as

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may be appropriate. DRCOG may take one or more of the following actions, as appropriate in the circumstances:

8.5.1 Temporarily withhold payments pending correction of deficiency by the Contractor.

8.5.2 Disallow all or part of the cost of the activity or action not in compliance.

8.5.3 Wholly or partly suspend or terminate the Contract, including suspending the Contract and services provided under the Contract pending any audit or other investigation.

8.5.4 Withhold further Contracts with Contractor.

8.5.5 Take any other remedies that may be legally available.

8.6 Correction action

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

8.7 Project material

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

9. Miscellaneous terms

9.1 Subcontractors

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

9.2 Independent contractor

Contractor shall perform its duties hereunder as an independent contractor and not as an employee. Neither Contractor nor any agent or employee of Contractor shall be deemed to be an agent or employee of DRCOG. Contractor shall not have authorization, express or implied, to bind DRCOG to any agreement, liability or understanding, except as expressly set forth herein. **Contractor and its employees and agents are not entitled to unemployment insurance or workers compensation benefits through**

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DRCOG and DRCOG shall not pay for or otherwise provide such coverage for Contractor or any of its agents or employees. Contractor shall pay when due all applicable employment taxes and income taxes and local head taxes incurred pursuant to this Contract. Contractor shall (i) provide and keep in force workers' compensation and unemployment compensation insurance in the amounts required by law, (ii) provide proof thereof when requested by DRCOG, and (iii) be solely responsible for its acts and those of its employees and agents.

9.3 Safeguarding personally identifiable information

If Contractor will or may receive personally identifiable information (PII) under this Contract, Contractor shall comply with the obligations of a "Third-Party Service Provider" as defined in C.R.S. § 24-73-103(1)(i), including but not limited to: (a) implementation and maintenance of reasonable security procedures and practices that are appropriate to the nature of the PII disclosed to Contractor and reasonably designed to help protect PII from unauthorized access, use, modification, disclosure, or destruction; and (b) complying with the statutory duty to notify and cooperate with DRCOG in the event of a security breach that compromises personal information in the most expedient time and without unreasonable delay. For purpose of this Contract, "PII" shall be as defined in C.R.S. § 24-73-103(1)(g).

9.4 Litigation reporting

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

9.5 No third-party beneficiaries

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

9.6 Assignment

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

9.7 Choice of law, venue, jurisdiction

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

9.8 E-Verify employment eligibility

***Exhibit C*,** attached hereto and incorporated herein by reference, which requires the Contactor to use the E-Verify program to verify the employment eligibility of all

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employees assigned to the Agreement and all new hires. If Contractor uses one or more subcontractors to provide services under the Agreement, Contractor shall include the language set forth in ***Exhibit C*** in any subcontract that is: (1) for commercial or noncommercial services or construction; (2) has a value of more than $3,000; and (3) includes work performed in the United States.

9.9 Unique entity ID

System for Award Management (SAM) and Unique Entity ID Requirements: Contractor must obtain a unique entity identifier (UEI), but is not required to fully register in Sam.gov. Contractor shall provide its Unique Entity ID to DRCOG, and shall update Contractor's information at http://www.sam.gov at least annually after the initial registration, and more frequently if required by changes in Contractor's information Start here to request a new UEI in SAM.gov .

9.10 Certificate of good standing

Proof of Registration with Colorado Secretary of State: Contractor shall furnish a Certificate of Good Standing from the Colorado Secretary of State's Office, as proof that it is properly registered to do business in the State of Colorado. Such Certificate shall be provided with the signed Agreement.

9.11 CORA disclosure

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

9.12 Colorado law for persons with disabilities

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

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

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9.13 Exhibits

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

9.14 Authority

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

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

DENVER REGIONAL COUNCIL OF GOVERNMENTS

By: _____
Douglas W. Rex
Executive Director

ATTEST:

By: _____
Jenny Hunnings
Director, Administration and Finance

DOUGLAS COUNTY GOVERNMENT

By: _____

ATTEST:

By: _____

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Exhibit A: Scope of work

Agency Information

Organization Name: Douglas County Government

Doing Business As: Department of Community Development

Address: 100 Third Street Castle Rock, CO 80104

Phone: 303-814-4374

Unique Entity ID: LXE5XEA44AH6

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

Agency Director: George Teal

Agency Director Phone: (303) 660-7401

Agency Director Email: BOCC@douglas.co.us

Approved Indirect Rate w/Base:

Not Applicable

Agency Description: Douglas County's goal is quality of life for all citizens. This includes keeping people safe, ensuring access to resources and services, and supporting the most vulnerable County residents.
Project Term Date: January 1, 2026 – December 31, 2026

Primary Contact

Primary Contact Name: Allison Cutting

Primary Contact Email: acutting@douglas.co.us

Primary Contact Phone: 303-814-4374

Grant General Information

Title of Proposal: Douglas County CMAQ Capital - 2026

Purpose

The Denver Regional Council of Governments is contracting with the provider for the services identified in this scope of work. The scope of work is generated from the proposal submitted to DRCOG the notice of funding opportunity that was issued for Human Service Transportation set aside of its Transportation Improvement Program. Contractor must adhere to the information contained within the proposal that was submitted and the detailed budgets provided in DRCOG's grant management system.

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Total Project Budget

Revenue Source	Amount
Total Contracted Funds	$137,590.00
Total Cash Match	$84,172.00
Total In-kind Match	$ 0.00
Total State Part E Match	$ 0.00
Total Estimated Program Income	$ 0.00
Total Revenue (Less Program Income)	**$221,762.00**

Appropriations

Service	Project Number	CFDA	Description	Amount
Capital Projects – ADA Compliant Vehicle Expansion	422025	20.513	Congestion Mitigation and Air Quality Funds Flex to 5310	$71,224.00
Capital Projects – ADA Compliant Vehicle Replacement	422025	20.513	Congestion Mitigation and Air Quality Funds Flex to 5310	$66,366.00

Service: Capital Projects – ADA Compliant Vehicle Expansion

Service Description

Douglas County will Purchase one ADA Accessible Ford Transit for To The Rescue, a subrecipient of Douglas County. To The Rescue has a contingent of prospective members who live in Highlands Ranch and are eligible for their Day Program. To The Rescue has had a lapse in transporting their members from Highlands Ranch due to past vehicle and scheduling challenges. Those members that live in Highlands Ranch need a vehicle with a dedicated route to pick them up prior to the start time for attending To The Rescue's Day Programs.

This vehicle expansion will assist To The Rescue in providing transportation services to their members in Highlands Ranch. To The Rescue currently has a fleet of 10 vehicles. Those vehicles are comprised of 1 vehicle for their Supported Employment program, 1 vehicle for Residential Housing program, 4 buses and 1 passenger van for their Day Program, and 3 mini vans to use for grant funded transportation and their Day Program. All their vehicle services are completed by ASE Certified and Master Technicians, To The Rescue's Transportation Manager ensures all vehicles are serviced as per the Manufacturer's Recommended Service Intervals and are inspected as per DOT and HCPF service intervals.

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Service Budget

Revenue

Funding Source	Amount
Contracted Funds	$71,224.00
Cash Match	$17,806.00
In-kind Match	$0.00
State Part E Match	$0.00
Estimated Program Income	$0.00
Total Revenue (Less Program Income)	**$89,030.00**

Expenses

Expense Category	Amount
Personnel	$0.00
Travel	$0.00
Equipment	$89,030.00
Contractual Services	$0.00
Supplies	$0.00
Indirect	$0.00
Other Expenses	$0.00
Total Expenses	**$89,030.00**

Milestones

Services	Milestones	Estimated Completion Date
Capital Projects – ADA Compliant Vehicle Expansion	Start Date	1/01/2026
Capital Projects – ADA Compliant Vehicle Expansion	Submit Procurement Concurrence Request to DRCOG	6/19/2026
Capital Projects – ADA Compliant Vehicle Expansion	Submit Purchase Authorization to DRCOG	7/31/2026
Capital Projects – ADA Compliant Vehicle Expansion	Delivery of Vehicles	11/06/2026
Capital Projects – ADA Compliant Vehicle Expansion	Inspection of Vehicles (10 Business Days After delivery)	11/18/2026
Capital Projects – ADA Compliant Vehicle Expansion	Notice of Acceptance Delivered to DROCG	11/25/2026
Capital Projects – ADA Compliant Vehicle Expansion	Reimbursement Request (Submitted the Month After Delivery)	12/04/2026
Capital Projects – ADA Compliant Vehicle Expansion	Contract End	12/31/2026

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Service: Capital Projects – ADA Compliant Vehicle Replacement

Service Description

Douglas County will be replacing a 2009 Ford E350 shuttle bus with wheelchair lift as the vehicle has surpassed its useful life.

Replacement Vehicle Details

Make	Model	Type	Year	VIN	Miles	Condition
Ford	E-350	Shuttle Bus	2009	FDEE3FS4ADA34952	165,654	Fair

The vehicle will be replaced with a 2024 Ford E450 ADA compliant vehicle.

Service Budget

Revenue

Funding Source	Amount
Contracted Funds	$66,366.00
Cash Match	$66,366.00
In-kind Match	$0.00
State Part E Match	$0.00
Estimated Program Income	$0.00
Total Revenue (Less Program Income)	**$132,732.00**

Expenses

Expense Category	Amount
Personnel	$0.00
Travel	$0.00
Equipment	$132,732.00
Contractual Services	$0.00
Supplies	$0.00
Indirect	$0.00
Other Expenses	$0.00
Total Expenses	**$132,732.00**

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Milestones

Services	Milestones	Estimated Completion Date
Capital Projects – ADA Compliant Vehicle Replacement	Start Date	1/01/2026
Capital Projects – ADA Compliant Vehicle Replacement	Submit Procurement Concurrence Request to DRCOG	6/19/2026
Capital Projects – ADA Compliant Vehicle Replacement	Submit Purchase Authorization to DRCOG	7/31/2026
Capital Projects – ADA Compliant Vehicle Replacement	Delivery of Vehicles	11/06/2026
Capital Projects – ADA Compliant Vehicle Replacement	Inspection of Vehicles (10 Business Days After delivery)	11/18/2026
Capital Projects – ADA Compliant Vehicle Replacement	Notice of Acceptance Delivered to DROCG	11/25/2026
Capital Projects – ADA Compliant Vehicle Replacement	Reimbursement Request (Submitted the Month After Delivery)	12/04/2026
Capital Projects – ADA Compliant Vehicle Replacement	Contract End	12/31/2026

Procurement

Procurement of capital equipment must comply with DRCOG procurement procedures, as well as the federal procurement requirements.

In addition to the basic requirements outlined below, state (where applicable) procedures for purchase of capital equipment must be followed and will be outlined prior to purchase.

1. The first step in the procurement process will be to obtain a Procurement Concurrence Request (PCR) approval from the DRCOG Project Manager through Webgrants.
2. Before proceeding with the purchase directly from the vendor, Contractor shall submit Procurement Authorization (PA) along with a purchase order, and justification for selected bidder for the Project Property for approval from the DRCOG Project Manager in WebGrants.

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3. Once the purchase order is verified by DRCOG and the Project Property is ordered, DRCOG shall be notified of the agreed upon delivery date between the selected vendor and Contractor and DRCOG may choose to attend the delivery of the Project Property.
4. Upon delivery, Contractor shall be responsible for having the Project Property inspected and accepted within ten (10) calendar days of delivery from the vendor; unless Project Property defects discovered during inspection prevents Contractor from accepting the Project Property in the 10-day time frame, at which time the vendor will be contacted to rectify the issue(s) of concern.
5. Contractor shall be responsible for reimbursing the selected vendor within thirty (30) calendar days after acceptance of the Project Property.

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. Equipment includes, but is not limited to, vehicles, computing devices, and information technology systems.

DRCOG retains financial interest in equipment with a unit value exceeding $5,000, and 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 Contractor must follow requirements to return any federal share required to be returned to the FTA.

1. Following purchase and acceptance of the Project Property, Contractor shall provide, to DRCOG a “Notice of Acceptance” form.

2. Contractor shall not dispose or otherwise release the Project Property to any other party without approval from DRCOG.

DRCOG shall be named as a lien holder on all vehicles purchased under this grant at the amount equal to the non-local share of the total cost of the vehicle.

Performance Standards

1. Performance will be reviewed throughout the grant agreement. Contractor will need to report to the DRCOG Project Manager whenever one or more of the following occurs.

   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.

2. Contractor will need to submit to DRCOG quarterly progress reports. These reports will be submitted through DRCOG’s Contracts and Reimbursement System due on the 15th of the following months: April, July, October, and January. If the 15th of the month falls on a weekend

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or holiday, reports will be due the business day before.

3. Requests for reimbursement for project costs will be paid to Contractor upon presentation of invoice(s) to DRCOG for eligible costs incurred after the date of execution of this Grant through and within the limits of this Grant. Invoice(s) must be submitted to DRCOG monthly on the 15th of the month following the month expenses were incurred. For example, for expenses incurred in January, invoice(s) should be submitted by February 15. If the 15th falls on a weekend or holiday, the reimbursement request will be due the business day before. Failure to submit the reimbursement request on time may delay payment until the following month.

Exhibit B: Terms and conditions for Section 5310 funding

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

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

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

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

(c) Trafficking in Persons.
   (1) Legal Authorities. Contractor agrees to comply with federal requirements and guidance, including: (i) Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended, 22 U.S.C. § 7104(g); and (ii) The terms of this section

4(f), which have been derived from U.S. OMB regulatory guidance, “Award Term for Trafficking in Persons,” 2 CFR Part 175, per U.S. OMB’s direction

(2) Provisions Applicable to Contractor. Contractor agrees to, and assures that it will: (i) Provide Information. Inform FTA immediately of any information it receives from any source alleging a violation of the prohibitions listed in in this Section; and (ii) Include the following provision in any subagreement it enters into with a private entity as defined above: “XXX agrees that it and its employees that participate in the Contract, may not: engage in severe forms of trafficking in persons during the period of time that the Contract is in effect, procure a commercial sex act during the period of time that the Contract is in effect, or use forced labor in the performance of the Contract or subagreements thereunder.”

(d) Federal Tax Liability and Recent Felony Convictions.

(1) Transactions Prohibited. (i) Contractor hereby agrees and certifies that it: (A) Does not have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and (B) Was not convicted of a felony criminal violation under any Federal law within the preceding 24 months.

(2) Flow-Down. Contractor shall flow this requirement down to participants at all lower tiers, without regard to the value of any subagreement.

(e) Debarment and Suspension. Contractor agrees to the following:

(1) It will comply with the following requirements of 2 CFR Part 180, subpart C, as adopted and supplemented by U.S. DOT regulations at 2 CFR Part 1200.

(2) It will not enter into any “covered transaction” (as that phrase is defined at 2 CFR §§ 180.220 and 1200.220) with any subcontractor that is, or whose principal is, suspended, debarred, or otherwise excluded from participating in covered transactions, except as authorized by— (i) U.S. DOT regulations, “Nonprocurement Suspension and Debarment,” 2 CFR Part 1200; (ii) U.S. OMB regulatory guidance, “Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” 2 CFR Part 180; and (iii) Other applicable federal laws, regulations, or requirements regarding participation with debarred or suspended contractors.

(3) It will review the U.S. GSA “System for Award Management – Lists of Parties Excluded from Federal Procurement and Nonprocurement Programs,” if required by U.S. DOT regulations, 2 CFR Part 1200.

(4) It will ensure that its subcontracts contain provisions necessary to flow down these suspension and debarment provisions to all lower tier covered transactions.

(5) Contractor must not enter into a subcontract with any party listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. 180 that implement Executive Orders 12549 (31 U.S.C. § 6101 note, 51 Fed. Reg. 6370,) and 12689 (31 U.S.C. § 6101 note, 54 Fed. Reg. 34131), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. As such, Contractor shall: (i) comply with federal debarment and suspension requirements; and (ii) reviews the SAM at

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https://www.sam.gov, if necessary to comply with U.S. DOT regulations, 2 CFR Part 1200.

Article 2 - Payment, audits and records

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

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

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

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

Article 3 – Civil rights

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

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

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

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

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

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

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

(2) Comply with: (i) Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, et seq.; (ii) U.S. DOT regulations, “Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil

Rights Act of 1964," 49 CFR Part 21; and (iii) Federal transit law, specifically 49 U.S.C. § 5332; and

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

(d) Equal Employment Opportunity.

(1) Federal Requirements and Guidance. The Contractor agrees to, and assures that each subcontractor will, prohibit discrimination based on race, color, religion, sex, sexual orientation, gender identity, or national origin, and: (i) Comply with Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, et seq.; (ii) Facilitate compliance with Executive Order No. 11246, "Equal Employment Opportunity" September 24, 1965 (42 U.S.C. § 2000e note), as amended by any later Executive Order that amends or supersedes it in part and is applicable to federal assistance programs; (iii) Comply with federal transit law, specifically 49 U.S.C. § 5332, as provided in section 12 of this Master Agreement; (iv) FTA Circular 4704.1 "Equal Employment Opportunity (EEO) Requirements and Guidelines for Federal Transit Administration Recipients;" and (v) Follow other federal guidance pertaining to EEO laws, regulations, and requirements, and prohibitions against discrimination on the basis of disability.

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

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

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

(1) Contractor agrees and agrees to obtain the agreement of each of its subcontractors to include the following assurance in every subcontract it signs: (A) Contractor and each subcontractor must not discriminate based on race, color, national origin, or sex in the award and performance of any FTA or U.S. DOT-assisted subcontract, as applicable, and the administration of its DBE program or the requirements of 49 CFR Part 26; (B) Contractor and each subcontractor must take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award

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and administration of U.S. DOT-assisted subcontracts; (C) Failure by Contractor or any subcontractor to carry out the requirements of this subparagraph is a material breach of this Contract or any subcontract, as applicable; and (D) The following remedies, or such other remedy as DRCOG deems appropriate, include, but are not limited to, withholding monthly progress payments, assessing sanctions, liquidated damages, and/or disqualifying the Contractor or subcontractor from future bidding as non-responsible

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

(g) Nondiscrimination on the Basis of Age. Contractor agrees to comply with federal prohibitions against discrimination based on age, including: (1) The Age Discrimination in Employment Act, 29 U.S.C. §§ 621 – 634, which prohibits discrimination based on age; (2) U.S. Equal Employment Opportunity Commission (U.S. EEOC) regulations, "Age Discrimination in Employment Act," 29 CFR Part 1625; (3) The Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101, et seq., which prohibits discrimination against individuals based on age in the administration of Programs, Projects, and related activities receiving federal assistance; (4) U.S. Health and Human Services regulations, "Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance," 45 CFR Part 90; and (5) Federal transit law, specifically 49 U.S.C. § 5332.

(h) Nondiscrimination on the Basis of Disability. Contractor agrees to comply with the following federal prohibitions against discrimination based on disability:

(1) Federal laws, including: (i) Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, which prohibits discrimination based on disability in the administration of federally assisted Programs, Projects, or activities; (ii) The Americans with Disabilities Act of 1990 (ADA), as amended, 42 U.S.C. § 12101, et seq., which requires that accessible facilities and services be made available to individuals with disabilities: (A) For FTA Recipients generally, Titles I, II, and III of the ADA apply; but (B) For Indian Tribes, Titles II and III of the ADA apply, but Title I of the ADA does not apply because it exempts Indian Tribes from the definition of "employer;" (iii) The Architectural Barriers Act of 1968, as amended, 42 U.S.C. § 4151, et seq., which requires that buildings and public accommodations be accessible to individuals with disabilities; (iv) Federal transit law, specifically 49 U.S.C. § 5332, which now includes disability as a prohibited basis for discrimination; and (v) Other applicable federal laws, regulations, and requirements pertaining to access for seniors or individuals with disabilities.

(2) Federal regulations and guidance, including: (i) U.S. DOT regulations, "Transportation Services for Individuals with Disabilities (ADA)," 49 CFR Part 37; (ii) U.S. DOT regulations, "Nondiscrimination on the Basis of Disability in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 CFR Part 27; (iii) Joint U.S. Architectural and Transportation Barriers Compliance Board (U.S. ATBCB) and U.S. DOT regulations, "Americans With Disabilities (ADA) Accessibility Specifications for Transportation Vehicles," 36 CFR Part 1192 and 49 CFR Part 38;

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(iv) U.S. DOT regulations, “Transportation for Individuals with Disabilities: Passenger Vessels,” 49 CFR Part 39; (v) U.S. DOJ regulations, “Nondiscrimination on the Basis of Disability in State and Local Government Services,” 28 CFR Part 35; (vi) U.S. DOJ regulations, “Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities,” 28 CFR Part 36; (vii) U.S. EEOC, “Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act,” 29 CFR Part 1630; (viii) U.S. Federal Communications Commission regulations, “Telecommunications Relay Services and Related Customer Premises Equipment for Persons with Disabilities,” 47 CFR Part 64, subpart F; 58 (ix) U.S. ATBCB regulations, “Electronic and Information Technology Accessibility Standards,” 36 CFR Part 1194; (x) FTA regulations, “Transportation for Elderly and Handicapped Persons,” 49 CFR Part 609; (xi) FTA Circular 4710.1, “Americans with Disabilities Act: Guidance;” and (xii) Other applicable federal civil rights and nondiscrimination regulations and guidance.

Article 4 – Employee protections

(a) Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 3701 – 3708). For contracts in excess of $100,000 that involve the employment of mechanics or laborers, Contractor shall comply with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer based on a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

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

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

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

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

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

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

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

(e) Public Transportation Employee Protective Arrangements. As a condition of award of federal assistance appropriated or made available for FTA programs involving public transportation operations, the Contractor agrees to comply and assures that each subcontractor will comply with the following employee protective arrangements of 49 U.S.C. § 5333(b):

(1) Special Arrangements for Underlying Agreements for Federal Assistance Authorized under 49 U.S.C. § 5310. The Contractor agrees, and assures that any subcontractor providing public transportation operations will agree, that although pursuant to 49 U.S.C. § 5310, and former 49 U.S.C. §§ 5310 or 5317, FTA has determined that it was not "necessary or appropriate" to apply the conditions of 49 U.S.C. § 5333(b) to any Contractor participating in the program to provide public transportation for seniors (elderly individuals) and individuals with disabilities, FTA reserves the right to make case-by-case determinations of the applicability of 49 U.S.C. § 5333(b) for all transfers of funding authorized under title 23, United States Code (flex funds), and make other exceptions as it deems appropriate.

Article 5 – Environmental protections

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

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including state and local laws, ordinances, regulations, and requirements and follow applicable guidance.

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

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

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

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

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

Pollution Control Act as amended (33 U.S.C. §§ 1251 – 1388). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

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

Article 6 - Procurement, property and equipment standards

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

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

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

(2) FTA Requirements and Guidance for Use of Project Property. Contractor agrees that: (i) Satisfactory Continuing Control. It will maintain continuing control of the use of its Project property as satisfactory to FTA, which is defined as the legal assurance that Project property will remain available to be used for its originally authorized purpose throughout its useful life or until disposition. (ii) Appropriate Use. It will use its Project property for appropriate purposes (including joint development purposes as well as uses that provide program income to support public transportation) for the duration of the useful life of its Project property, which may extend beyond the duration of the Contract, and consistent with other requirements FTA may impose. (iii) Delay or Failure to Use Project Property. The Federal Government may require it to return the entire amount of federal assistance spent on its Project property if, during the useful life of its Project property, it has unreasonably delayed using its Project property, or failed to use its Project property. (iv) Notification. It will notify DRCOG and FTA immediately when it uses any of its Project property in a manner substantially different from the representations in its Scope of Work or other documents submitted in support of the Contract, or the requirements of the Contract, or it withdraws any of its Project property from appropriate use. (v) FTA Guidance. It will consult FTA guidance through its circulars or other written documents for ways in which FTA property requirements should be implemented. FTA guidance will apply unless FTA determines otherwise in writing.

(3) General Federal Requirements. Contractor agrees to comply with the applicable U.S. DOT property management provisions as provided in applicable U.S. DOT regulations. Contractor also agrees to follow FTA's reimbursement provisions

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pertaining to premature dispositions of certain equipment, as provided in the Master Agreement and FTA guidance.

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

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

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

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

(8) Useful Life of Project Property. Contractor agrees that: (i) Determining the Useful Life. FTA may establish the useful life of Project property; (ii) Required Use. It will use its Project property continuously and appropriately throughout the useful life of that property; (iii) Expired Useful Life. When the useful life of its Project property has expired, it will comply with FTA's disposition requirements; and (iv) Premature Withdrawal. The Federal Government retains a federal interest in the fair market value of Project property or remaining useful life in Project property calculated based on straight line depreciation (including Project equipment acquired by a state). Therefore, if the Contractor withdraws that property from public transportation use prematurely, it will notify FTA immediately when any of its Project property is

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prematurely withdrawn from appropriate use, whether by planned withdrawal, misuse, or casualty loss. (a) Amount of Federal Interest. The federal interest in the Contractor's or any of its subcontractors' Project property will be determined based on the ratio of the federal assistance provided for that property to the actual cost of that property. (b) Financial Commitments to the Federal Government. Except as otherwise approved in writing by the Federal Government, the Contractor agrees that if its Project property is prematurely withdrawn from appropriate use: (A) It will return an amount equal to the remaining federal interest in the withdrawn property to the Federal Government; or (B) With FTA approval, it will invest an amount equal to the remaining federal interest in the withdrawn property in other transit property eligible for federal assistance provided through the Underlying Agreement.

Article 7 – Charter service, motor carrier safety

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

(b) Exceptions. Apart from exceptions to the Charter Service restrictions in FTA's Charter Service regulations, FTA has established the following additional exceptions to those restrictions:

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

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

(d) Financial Responsibility. The Contractor agrees to comply and assures that its subcontractor will comply with the economic and insurance registration requirements of the:

(1) U.S. Federal Motor Carrier Safety Administration (U.S. FMCSA) regulations, "Minimum Levels of Financial Responsibility for Motor Carriers," 49 CFR Part 387, if it is engaged in operations requiring compliance with 49 CFR Part 387, it is engaged in interstate commerce, and it is not within a defined commercial zone; and

(2) The provisions of 49 U.S.C. § 31138(e)(4), which supersede inconsistent provisions of 49 CFR Part 387, and reduce the amount of insurance the Contractor must obtain to the highest amount required by any state in which the public transportation provider operates, if it operates within a public transportation service area located in more than one state, and receives federal assistance under 49 U.S.C. §§ 5307, 5310, and 5311.

(e) U.S. FMCSA Requirements. The Contractor agrees to comply and assures that its subcontractors will comply with: (1) The safety requirements of U.S. FMCSA regulations,

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

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

Article 8 – Disputes, breaches, defaults, and litigation

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

Article 9 – Miscellaneous

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

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

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

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

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

(e) Rights in Data and Copyrights.

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

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

(3) Federal Rights in Data and Copyrights. Contractor agrees that: (i) General. It must provide a license to its subject data to the Federal Government that is royalty-free, non-exclusive, and irrevocable. The Federal Government's license must permit the

Federal Government to reproduce, publish, or otherwise use the subject data or permit other entities or individuals to use the subject data provided those actions are taken for Federal Government purposes; and (ii) U.S. DOT Public Access Plan – Copyright License. Contractor grants to U.S. DOT a worldwide, non-exclusive, non-transferable, paid-up, royalty-free copyright license, including all rights under copyright, to any and all Publications and Digital Data Sets as such terms are defined in the U.S. DOT Public Access plan, resulting from scientific research funded either fully or partially by this funding agreement. Contractor herein acknowledges that the above copyright license grant is first in time to any and all other grants of a copyright license to such Publications and/or Digital Data Sets, and that U.S. DOT shall have priority over any other claim of exclusive copyright to the same.

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

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

(a) Definitions. As used in this clause—

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

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

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

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

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

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

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

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

(b) Enrollment and verification requirements.

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

within 30 calendar days of the employee's assignment to the contract, whichever date is later (but see paragraph (b)(4) of this section).

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

i. All new employees.

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

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

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

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

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

i. Enrollment in the E-Verify program; or

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

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

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

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

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

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

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

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

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

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Ryan J. Arthur, Community Programs Coordinator

DESCRIPTION: 2026 Regional Transportation District Partnership Program Application In The Amount Of $3,520,000 With A Local Contribution Of $880,000 For A Project Total Of $4,400,000

SUMMARY: The request is for authorization to submit the 2026 Regional Transportation District (RTD) Partnership Program application in the amount of $3,520,000 to expand transit services in northern Douglas County. A local contribution of $880,000 is required for a project total of $4,400,000.

RECOMMENDED ACTION: Staff recommends authorization to submit the 2026 RTD Partnership Program application in the amount of $3,520,000 with a required local contribution of $880,000 for a project total of $4,400,000 as it complies with all federal, state, and county approval standards and policies.

REVIEW:

Jennifer Eby	Approve	1/23/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026
Samantha Hutchison - FYI	Notified - FYI	1/23/2026

ATTACHMENTS:

Cover Page
2026 RTD Partnership Program Application Staff Report

MEETING DATE: January 27, 2026

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Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

2026 RTD Partnership Program Application Staff Report

DOUGLAS COUNTY
COLORADO

Grant Application Staff Report

Date:	January 13, 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:	**2026 Regional Transportation District Partnership Program application in the amount of $3,520,000 with a local contribution of $880,000 for a project total of $4,400,000**

Board of County Commissioners' Business Meeting **January 27, 2026 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

The request is for authorization to submit the 2026 Regional Transportation District (RTD) Partnership Program application in the amount of $3,520,000 to expand transit services in northern Douglas County. A local contribution of $880,000 is required for a project total of $4,400,000.

II. REQUEST

Staff requests authorization to submit the 2026 RTD Partnership Program application in the amount of $3,520,000 with a local contribution of $880,000 for a project total of $4,400,000.

III. BACKGROUND

Douglas County's Integrated Transit and Multimodal Study (Study) completed in July 2025 and provided recommendations for enhancements to the transit and multimodal transportation network throughout the county. Expanding local transit options were viewed positively as a way to improve quality of life and allow people within Douglas County access to critical services, commute to work, and better connect them to where they need to go. The Study's implementation plan identified regional funding available through RTD's Partnership Program to facilitate proposed enhancements to transit.

RTD established the Partnership Program to help communities meet local mobility needs through transportation projects of their own design. RTD administers the Partnership Program through Subregional Service Councils (SSCs) to represent local interests and account for connections between communities. In a meeting with the BCC on September 30, 2025, RTD Directors recommended that Douglas County submit requests for Partnership Program funding to support the expansion and ongoing operation of the Link on Demand transit service. Staff drafted two partnership submissions for RTD's Southwest and Southeast SSCs, which together, cover northern Douglas County.

IV. DISCUSSION

The request to the RTD Partnership Program will provide funding to support expansion and continued operation of Link on Demand in both the southwest and southeast subregions within RTD's boundary including Highlands Ranch, Stonegate, and Parker. The $4,400,000 is proposed to be allocated in the following manner:

	RTD Funds	Local Match	Project Total
Southwest Subregion	$ 400,000	$ 100,000	$ 500,000
Southeast Subregion	$ 3,120,000	$ 780,000	$ 3,900,000
Total:	**$ 3,520,000**	**$ 880,000**	**$ 4,400,000**

Local match will come from Douglas County's Road and Bridge Sales and Use Tax revenue allocated for innovative transit programs.

V. RECOMMENDED ACTION

Staff recommends authorization to submit the 2026 RTD Partnership Program application in the amount of $3,520,000 with a required local contribution of $880,000 for a project total of $4,400,000 as it complies with all federal, state, and county approval standards and policies.

ATTACHMENTS **PAGE**

RTD Partnership Program Application - Southwest 3
RTD Partnership Program Application - Southeast 12

Partnership Program Application

A) Applicant Information

Project Sponsor Name	Douglas County
Project Sponsor Type	Local Government
Additional Partners	City of Lone Tree Denver Regional Council of Governments
Subregional Service Council	**Southwest**
Contact Person	Ryan Arthur
Email	rarthur@douglas.co.us
Phone Number	(303) 814-4326

B) Project Information

Project Title
Link On Demand – Zero Fare Microtransit Program
Briefly describe the project location. Please include a map and GIS layer (as a .zip file) as an attachment with your submission. If you need assistance creating a GIS shapefile for your service area, please reach out to Cory Schmitt (cory.schmitt@rtd-denver.com) no later than April 30.
Project location will occur in the Highlands Ranch Metro District contained within RTD Southwest Subregional Service Council's defined boundary. Please see attachments 3 and 4 for the project map and GIS layer.
Project Type (select one)
On-demand transit service – demand-responsive service operating in a specific area

Project Description (a few paragraphs describing your project in more detail)
The purpose of this project is to secure funding for Douglas County's microtransit pilot project in Highlands Ranch, ensuring continued mobility and reliable connections to key destinations, including RTD light rail and bus services. This funding will support ongoing service within the RTD Southwest Subregion Service area while enabling strategic coverage and strengthening regional transit integration. Douglas County completed the Integrated Transit and Multimodal Study in 2025, which proposed implementing microtransit in northern Douglas County. The study used previous planning efforts and resident surveys, which identified transit as a key need, to suggest pilot projects and develop a framework for the sustained expansion of local transit options. Douglas County's Board of County Commissioners expanded the successful Link On Demand microtransit service from the City of Lone Tree into Highlands Ranch as a first step. The County replicated the existing model by continuing Link's zero-fare policy, accessibility for mobility challenged riders, operational support

center, rider safety measures, and system reliability. Sustaining this service ensures residents continue to have convenient, safe, and flexible transit access.

Link On Demand meets diverse community mobility needs, including medical appointments, school, work, errands, and connections to RTD light rail stations. RTD light rail stations consistently rank as top destinations each month, reinforcing Link On Demand's role in first and last mile connectivity. In the first 6 months of operation, 43% of trips were for connections to public transit, equating to more than 26,400 trips, demonstrating the critical link between local microtransit and regional RTD infrastructure. Sustaining this service ensures residents continue to have access to safe, convenient, and affordable transportation, supporting quality of life and mobility across northern Douglas County and the greater Denver region.

Partnering with RTD will ensure the long-term sustainability of this proven microtransit service, allow for expanded service, strengthen connectivity, and advance RTD's strategic objectives as a trusted leader in regional mobility.

For funding requests for mobility services, please answer the following four questions:
1. What are the proposed days and hours of operation?
Days and hours of operation will continue to be Monday – Thursday: 7AM – 7PM, Friday: 7AM – 10PM, Saturday: 10AM-10PM.
2. Have you had any conversations with service providers? Note that the service provider will need to be selected competitively.
Douglas County has an existing agreement with Via Transportation, Inc. to deliver Transit as a Service in Highlands Ranch. Via was selected through a competitive process by the City of Lone Tree to operate Link On Demand. Based on Lone Tree's process and success, Douglas County designated Via as a Preferred Vendor to ensure seamless integration with existing service and rider base, as to not conflict or compete with Lone Tree's chosen service provider. Douglas County has experience conducting competitive procurements for transit projects. The County intends to conduct a thorough and competitive procurement process prior to further expansion to ensure future vendor selection meets applicable federal and state criteria. Douglas County will seek providers that can offer a competitive vehicle hour cost and commitments to that cost for a minimum of three years. The County reserves the right to reject all bids/proposals, to waive formalities, informalities, or irregularities contained in a said bid/proposal and furthermore, to award a contract for items in whole or in part, if it is deemed to be in the best interests of the County. All federal and state policies that govern the procurement process will be met to ensure compliance.
3. Will you charge the customer for the service?
No. The service will be zero fare.
4. What is the area of the proposed service area (in square miles)?

Approximately 29 square miles.
Please provide a project implementation timeline, either below or attached to your application, including launch date and important milestones. Assume a minimum of four months to complete agreements and procure a service provider (if applicable). RTD will announce awardees in August.
This project is focused on securing funding to sustain microtransit in Highlands Ranch and allow County funding to be invested in future expansion. Upon award notification, funding will be applied to maintain current operations, including continued connectivity with RTD infrastructure.
RTD hopes to fund projects that are "shovel-ready." Please describe other funding sources, amounts, your experience in managing these types of projects, and note potential risks to project implementation. If your project includes funding from outside sources, include a letter of support or documentation of the funding source.
Douglas County launched the Highlands Ranch Link On Demand pilot project in May of 2025. The services have operated successfully for seven months. Funding includes the County's Capital Improvement Project funds, which resources the current pilot operation of Link On Demand in Highlands Ranch. Douglas County understands that all innovative projects come with risks. Douglas County is confident in their ability to effectively administer this project and manage through challenges as they arise. Douglas County plans to continue using the following proven practices for efficient and effective collaboration: • Standing meetings. Douglas County, Lone Tree, and our current vendor meet consistently to discuss the project scope and proposal specifics. During the project implementation period, all entities meet bi-weekly to establish a routine of set practices for ongoing project management, identify areas of improvement, and agree upon next steps for resolving issues and meeting milestones. • Streamlined communications. Each organization has designated a single point of contact for owning deliverables and serving as the liaison between external partners and internal organization stakeholders. With these designated points of contact, partners will minimize the risk of delays due to unclear lines of communication or confusion. • Existing collaboration. The expansion of Link On Demand into Highlands Ranch has strengthened the partnership between each organization. This history and familiarity will be valuable and relevant, providing a successful blueprint upon which further expansions in Douglas County can be based. The project team has developed a refined marketing plan that continues to build rider growth over time, reach service goals, and engage target markets. However, if ridership is low, the team has prepared a list of proposed solutions to support rider growth.

- Real-Time Adaptation. A key factor that influenced why our current vendor was chosen to operate the service was due to their operating system's ability to adapt to changing demands. The number of active vehicles adapts to variations in ridership demand to continue to hit cost of service and performance goals.
- Engaging Out of Zone Riders. The Rider App will capture information from riders who open the app to book a ride but are outside of the service zone as well as new user signups who live outside the zone. This data can be analyzed to understand the locations that riders want to travel to/from and the times of day that they are looking to book those trips. This will help to understand demand, demographics, and use patterns to improve service to serve interested riders more effectively.
- Decreased Funding. Douglas County acknowledges that available funding today does not guarantee the availability of funding in the future. If external funding sources are exhausted, the County will be able to maintain the service with its current funding for a few years. The hours of operation and the size of the service zones can be altered to reduce costs, by analyzing ridership data and making decisions to make cuts where ridership impact would be lessened.

Does your organization have a procurement policy and/or standards? If yes, please provide additional information, such as a link to the procurement policy, attach the policy to your submission, or describe your organization's procurement policy. RTD will provide procurement support for organizations that do not have a procurement policy and/or standards in place.
Yes, procurement policy and standards are attached. For the purposes of this application, Douglas County will continue to operate as the main point of contact with the selected vendor for all administrative, contracting, and procurement purposes.

C) Project Data

Using DRCOG's Data Tool, please provide the following information about populations served. For fixed-route proposals, include populations within a ¼ mile buffer. For on-demand proposals, include populations within the service area boundaries.	
Total population	52,738 (2023)
Total households	20,927 (2023)
People of color	9,899 (2023)
People with low-income	3,048 (2023)
People with limited English proficiency	983 (2023)
People 60 and over	12,156 (2023)
Youth Under 18	11,795 (2023)
People with a disability	4,705 (2023)
Households without a vehicle	664 (2023)
Housing cost-burdened households	5,046 (2023)

D) Project Budget

Calendar Year	RTD Funding	Local Funding	Total
2026	$400,000	$100,000	$500,000
2027	$400,000	$100,000	$500,000
2028	$400,000	$100,000	$500,000
		Total Project Cost	$1,500,000

Describe sources of funding, including any contingencies (necessary budget approvals, etc). Local match must be a cash match; in-kind is not eligible as match. If approved, projects will be reimbursed up to 80% of project costs by RTD. Reimbursements will be made either monthly or quarterly.
Douglas County allocated Capital Improvement Project funding though 2030 as a local source of funding for Link On Demand. This allocation is sufficient to meet all match requirements.
Operating cost assumptions (e.g. cost per hour)
The current contracted cost per hour to run the Link On Demand microtransit service is $70.19. The targeted trips per vehicle hour is 3, resulting in an expected cost of $23.40 per trip. The annual budget reflects approximately 7,100 vehicle hours per year, consistent with the current cost-per-hour operating model. This represents a cost-effective strategy compared to traditional fixed-route service in suburban areas.
Is your project/funding request scalable? If so, please indicate the least amount of funding you could accept, and how the project scope would be reduced. If not, please explain justification for non-scalable projects.
Scaling down this proposal would have a negative impact on the expansion of locally provided transit services to other areas within northern Douglas County. The County would not be able to expand the Link On Demand microtransit service to other communities as quickly as recommended in the Integrated Transit and Multimodal Study prescribed.
Are you proposing to purchase vehicles and how will you procure?
No.
Proposed vehicle cost assumptions, if applicable:
Not applicable.
Where will vehicles be serviced and maintained? Note that RTD is unable to service and maintain other organization's vehicles.
The current vendor is responsible for the servicing and maintenance of all vehicles. Their selected leasing partner ensures that the fleet is in good repair and that riders enjoy consistently clean and comfortable rides. Through their extensive footprints and large vehicle fleets, the vendor provides Douglas County with significant operating flexibility to adjust the service as necessary and ensures that the vehicles are always available.
Please attach a line-item project budget. Note that funding for the construction of infrastructure is ineligible.

Please see Attachment 2 for a line-item budget of the proposed service over the next three years.

E) Demonstration of Benefits and Needs

Why is this project needed?

Douglas County is a suburban county in the southern Denver Metropolitan Area with an estimated 2023 population of 383,910, 26% (101,437) of whom, live in in Highlands Ranch. While Highlands Ranch is served by three RTD bus routes and connected to nearby RTD light rail, many residents lack reliable access to transit. This gap limits regional mobility, reduces access to employment and services, and increases car dependency. Link On Demand addresses these needs by functioning as an extension of RTD's system and connecting residents to key destinations and regional transit services.

The need for flexible transit is underscored by the County's demographic trends. Douglas County's population is aging rapidly, with residents over the age of 55 projected to increase from 27% to 39% by 2050. Residents ages 65 to 74 years old are expected to grow by 31%, and those aged 75 to 84 by 69%, increasing demand for accessible, flexible transit options that traditional transit cannot cover fully meet. A 2025 survey found that 25% of Link On Demand in Highlands Ranch riders were 65 years and older, highlighting the importance of sustaining accessible transportation for older adults.

Link On Demand also serves a wide range of users, including students, low-income households, individuals without vehicles, people with mobility challenges, commuters, service workers, and remote workers. Survey results show riders use Link On Demand for errands (69%), medical appointments (52%), work (47%), school (17%), and to connect to other public transit (43%). In all, 75% of riders are visiting stores, restaurants, and other businesses more frequently.

Additionally, 88% of users mentioned that Link On Demand offers safe, convenient, and affordable transportation, and 95% said that access to Link made their community a more desirable place to live. These statistics not only highlight the program's success but also underscore its potential to significantly enhance the quality of life and economic vitality across the region, making it a driver for community value creation that impacts people from all walks of life.

Douglas County's Transportation Master Plan 2050 has identified that 80% of Douglas County residents travel alone to work, while only 2% use public transit (17% when focused on northern Douglas County). With 75.3% of all trips originating and ending in Douglas County, Link On Demand provides an attractive, shared-ride alternative to the single occupancy vehicle, while complementing RTD services and helping to reduce transportation barriers for the residents of Douglas County.

Who benefits from the project?
People living and working within the Link On Demand service zone, or passing through Highlands Ranch, are benefitting from this transportation opportunity. Residents and employees located within Highlands Ranch now have access to free transit services that help connect to regional rail, statewide Bustang services, substantial retail and commercial properties and businesses, as well as medical providers. In addition to Link On Demand being used for first and last-mile connections into existing RTD transit stations, residents are able to utilize the service to travel within the entire service boundary, to include neighboring Lone Tree and Meridian. Given these observations, project partners believe that Highlands Ranch, Lone Tree, and Meridian businesses will continue to benefit from increased foot traffic and experience economic growth.
Does the project serve equity populations? Please describe.
Equity considerations have been integrated into the planning and development of this proposal and will continue to be incorporated. The project will continue to serve equity populations throughout the service zone. According to DRCOG's Data Tool, this includes 3,048 low-income households, 9,899 individuals of color, 983 people with limited English proficiency, 12,156 older adults, 664 households without a vehicle, 4,705 individuals with a disability, and 5,046 cost-burdened households. Many of these individuals face economic, housing, and transportation burdens. This microtransit project helps residents within the service area access fixed route transportation networks, enabling greater access to affordable, safe, multimodal options while providing greater equity and quality of life. Individuals living in affordable housing developments in Highlands Ranch, Lone Tree, and Meridian will continue to benefit from improved transportation. Currently, one-third of the fleet of vehicles used to operate Link are equipped to serve those who need wheelchair access. Drivers are certified to utilize this equipment, and all drivers undergo background checks consistent with State Unit on Aging requirements. Additionally, riders who are disabled or require additional accessibility are afforded curb to curb service to improve their access to the Link. Community engagement efforts will continue to prioritize transit-dependent and equity populations. All project partners have extensive experience conducting outreach and soliciting feedback from community members. Post-contracting activities have included a customer survey and tabling at various community events to incorporate community voices and the human aspects of service into Link On Demand.
Does the project fill a gap in existing transit service? Please describe.
Link On Demand fills two critical gaps in existing transit services: 1. Increasing access to first and last-mile connections to RTD hubs. Multimodal regional hubs throughout the Denver region are important, but they may become unsustainable if individuals cannot access them easily. Since the implementation of Link On Demand in Highlands Ranch, RTD light rail stations

continue to remain as riders' top destinations. This is verification that riders use Link On Demand to access the broader transportation network provided by RTD.

2. Enhancing sub-regional connectivity. An integral objective of this project is to support access to new transit opportunities for people who live and work in northern Douglas County. Since the expansion of Link On Demand in Highlands Ranch, residents can access critical job centers and commercial districts throughout the entire service zone.

Efforts to improve interregional and subregional connectivity are also informed by community input. Douglas County's Integrated Transit and Multimodal Study concluded in July 2025, and the implementation of transit connectivity for northern Douglas County has been identified as a top priority.

How does the project align with RTD's Strategic Plan? Specifically, how will it impact two of RTD's strategic priorities - Community Value and Customer Excellence?

The project is aligned with RTD's Strategic Plan and directly advances its strategic priorities, with particular emphasis on Community Value and Customer Excellence. By sustaining Link On Demand in Highlands Ranch, RTD is investing in a proven program that improves access to existing services, expands first and last mile connectivity, enhances regional coordination, and delivers high-quality customer service.

A. Community Value: Link On Demand provides a safe and valuable transportation option for the community and utilizes multiple tactics, as outlined by RTD, to ensure success. For example, the project utilizes cross-jurisdictional partnerships between Highlands Ranch, Douglas County, Lone Tree, and Meridian to promote equitable and accessible transportation throughout the region.
B. Customer Excellence: The project prioritizes the rider to always deliver a high-quality service for all individuals. For instance, the rider app has been designed with input from disability advocacy groups and been thoroughly tested in focus groups of riders with disabilities. The service has been designed to be safe, convenient, and reliable for all riders. To build the service zone, project partners considered popular nearby destinations, job centers, natural boundaries, and existing transit services to ensure that the service will be utilized and efficient. Riders report an average 4.9 out of 5 star customer satisfaction rating indicating a positive impression of safety and performance.

How has the project (or similar project) performed in the past? Has it been successful and/or met performance metrics? If new, n/a.

Link On Demand pilot project continues to exceed expectations and performance metrics, particularly over the first six months of expanded service into Highlands Ranch. In the first full month of service, rides surpassed 4,900. The number of rides have increased month over month, with December 2025 finishing with 10,470 rides. Alongside this increase in demand, rider satisfaction has remained high – Link On Demand's average rider rating is 4.9 out of 5. Additionally, service utilization has continued to improve over time, starting at 2.6 passengers per hour in its first full month of service and improving to 3.4 by December 2025.

Please use the space below to provide any additional information about your project.
Douglas County residents desire transit within the region. A public survey conducted for the County's 2050 Master Transportation Plan found that 37% of respondents identified providing a variety of transportation choices as a top priority, and results from the Integrated Transit and Multimodal Study indicated residents would use transit at least monthly if it served their destinations. Link On Demand responds to these needs by addressing local mobility challenges and improving access to regional transit. Future expansion of Link On Demand follows the phased approach the Integrated Transit and Multimodal Study prescribes, with service zones that cover northern Douglas County population centers along the southern east-west C-470 corridor from Highlands Ranch to Parker and north-south along I-25 from Lone Tree to Castle Rock. The successful partnership with the City of Lone Tree and Via Transportation has established a strong foundation for continued service delivery. Douglas County values the opportunity to extend its partnership with RTD to meet the transit needs of northern Douglas County, building on a proven microtransit model that serves as a successful blueprint for the broader Denver Region.

Application Submission Checklist

Please submit all application material to RTD via the application portal by May 14, 2025, at 5pm MT. When submitting, please begin all file names with your organization name (e.g. RTD_application.pdf).

- Application form (required)
- Line-item project budget (required)
- Map of project location (required)
- GIS layer of project location (required, submit in a .zip file)
- Project schedule (required, either in the application on page 3 or as an attachment)
- Procurement policy (required, either in the application on page 3 or as an attachment)

Partnership Program Application

A) Applicant Information

Project Sponsor Name	Douglas County
Project Sponsor Type	Local Government
Additional Partners	Town of Parker City of Lone Tree Denver Regional Council of Governments
Subregional Service Council	Southeast
Contact Person	Ryan Arthur – Community Programs Coordinator
Email	rarthur@douglas.co.us
Phone Number	(303) 814-4326

B) Project Information

Project Title
Link On Demand – Zero Fare Microtransit Program
Briefly describe the project location. Please include a map and GIS layer (as a .zip file) as an attachment with your submission. If you need assistance creating a GIS shapefile for your service area, please reach out to Cory Schmitt (cory.schmitt@rtd-denver.com) no later than April 30.
Project location will occur in an area consisting of the neighborhoods of Grand View Estates, Meridian Village, Sierra Ridge, Stepping Stone, and Stonegate to the east of the City of Lone Tree, and the Town of Parker. Please see attachments 3 and 4 for the project map and GIS layer.
Project Type (select one)
On-demand transit service – demand-responsive service operating in a specific area

Project Description (a few paragraphs describing your project in more detail)
The purpose of this project is to expand Douglas County's microtransit pilot project in Highlands Ranch east through Stonegate into the Town of Parker to increase mobility and connect residents to key destinations, including connections to established regional transit services. Douglas County completed the Integrated Transit and Multimodal Study in 2025 which proposed implementing microtransit in northern Douglas County. The study used previous planning efforts and resident surveys, which identified transit as a need, to suggest pilot projects and develop a framework for the sustained expansion of local transportation options. Douglas County's Board of County Commissioners took action to expand the successful Link On Demand microtransit service in the City of Lone Tree into Highlands Ranch as a first step. The County replicated the existing model by continuing

Link's zero-fare policy, accessibility for mobility challenged riders, operation center, rider safety measures, and system reliability. Douglas County has prioritized rider experience, so that those who use and rely upon the service know that they will have a convenient, reliable, and safe ride wherever they are going. Expanding this service into the Town of Parker is the next step in providing additional transit services to northern Douglas County.

Northern Douglas County's road networks and neighborhood designs favor flexible transit options. Current trip patterns show diverse origins and destinations, benefiting from adaptable services like Link On Demand. RTD light rail stations remain top destinations for Link riders, proving effective in connecting commuters to the broader Denver metro. Expanding service into Parker and securing partnership funds will enable greater mobility across northern Douglas County.

Link On Demand's 2025 expansion into Highlands Ranch demonstrated that the community values transit options which adapt to their needs. Riders use Link for medical appointments, school, work, daily errands, and connections with pre-existing RTD infrastructure like the light rail stations. RTD light rail stations consistently rank as top destinations each month, reinforcing Link On Demand's success in first mile, last mile connectivity. People in Stonegate and the Town of Parker would be afforded these same opportunities with continued expansion of Link On Demand. Expansion of Link would maintain an integrated service area and allow Parker residents to travel throughout northern Douglas County including the RTD transit network.

Partnering with RTD will ensure the sustainable expansion of this successful microtransit service into Stonegate and the Town of Parker while achieving RTD's goal of being a trusted leader in mobility through investing in this project.

For funding requests for mobility services, please answer the following four questions:
1. What are the proposed days and hours of operation?
Days and hours of operation will continue to be Monday – Thursday: 7AM – 7PM, Friday: 7AM – 10PM, Saturday: 10AM-10PM.
2. Have you had any conversations with service providers? Note that the service provider will need to be selected competitively.
Douglas County has an existing agreement with Via Transportation, Inc. to deliver Transit as a Service in Highlands Ranch. Via was selected through a competitive process by the City of Lone Tree to operate Link On Demand. Based on Lone Tree's process and success, Douglas County designated Via as a Preferred Vendor to ensure seamless integration with existing service and rider base, as to not conflict or compete with Lone Tree's chosen service provider. Douglas County has experience conducting competitive procurements for transit projects. The County intends to conduct a thorough and

competitive procurement process prior to further expansion to ensure future vendor selection meets applicable federal and state criteria.

Douglas County will seek providers that can offer a competitive vehicle hour cost and commitments to that cost for a minimum of three years. The County reserves the right to reject all proposals, to waive formalities, informalities, or irregularities contained in said proposal and furthermore, to award a contract for items in whole or in part, if it is deemed to be in the best interests of the County. All federal and state policies that govern the procurement process will be met to ensure compliance.

3. Will you charge the customer for the service?

No, the service will be zero-fare.

4. What is the area of the proposed service area (in square miles)?

Approximately 55 square miles. This is split between the portion of Highlands Ranch that resides in the Southeast Subregional Service Council zone, 13.9 square miles, and the planned area for Parker, 41.1 square miles.

Please provide a project implementation timeline, either below or attached to your application, including launch date and important milestones. Assume a minimum of four months to complete agreements and procure a service provider (if applicable). RTD will announce awardees in August.

Douglas County is prepared to follow all procurement requirements. RTD Partnership Program funds will be utilized for the expansion of microtransit service into the Town of Parker, and Douglas County anticipates 12 to 16 weeks until launch of expanded services from execution of a contract with RTD.

- Service Agreement Amendment: 3 weeks
- Project planning, driver onboarding, and operator procurement: 7 weeks
- Testing and Finalization: 1 week
- Launch: Phase 1, Beginning of 2026 Q2. Phase 2, Q4
- 2026

RTD hopes to fund projects that are “shovel-ready.” Please describe other funding sources, amounts, your experience in managing these types of projects, and note potential risks to project implementation. If your project includes funding from outside sources, include a letter of support or documentation of the funding source.

Douglas County’s experience with the launch of the Highlands Ranch expansion of Link On Demand microtransit proves that this project is “shovel ready”. Vendor selection will include the requirement to provide turnkey transit as a service solution including application for riders, drivers, and dispatchers; full program staffing and management; vehicle procurement and maintenance; around-the-clock customer service and technical support; and expertise in service design, safety and compliance, marketing, community engagement, and grants.

Funding includes the County's Capital Improvement Project funds, a commitment of funding from the Town of Parker, Transportation Improvement Program funding through DRCOG, which include federal Carbon Reduction Program funding and CDOT Multimodal Transportation and Mitigation Options Fund, and CDOT's Clean Transit Energy SB230 Formula Grant funding.

Douglas County understands that all innovative projects come with risks. With Lone Tree's extensive experience, Douglas County is confident in their ability to effectively administer this project and manage through challenges as they arise.

Douglas County plans to continue using the following proven practices to reduce risks and provide efficient and effective collaboration:

- Standing meetings. Douglas County, Lone Tree, and our current vendor met consistently to discuss the project scope and proposal specifics, this process will be repeated with Parker staff to support expansion. During the project implementation period, all entities meet bi-weekly to establish a routine of set practices for ongoing project management, identify areas of improvement, and agree upon next steps for resolving issues and meeting milestones.
- Streamlined communications. Each organization has designated a single point of contact for owning deliverables and serving as the liaison between external partners and internal organization stakeholders. With these designated points of contact, partners will minimize the risk of delays due to unclear lines of communication or confusion.
- Existing collaboration. The expansion of Link On Demand into Highlands Ranch has strengthened the partnership between each organization. This history and familiarity will be valuable and relevant, providing a successful blueprint upon which Link On Demand's expansions into Parker will be based on.

The project team has developed a refined marketing plan that continues to build rider growth over time, reach service goals, and engage targeted markets. However, if ridership is low, the team has prepared a list of proposed solutions to support rider growth.

- Real-Time Adaptation. A key factor that influenced why our current vendor was chosen to operate the service was due to their operating system's ability to adapt to changing demand. The number of active vehicles adapts to variations in ridership demand so as to continue to hit cost of service and performance goals.
- Engaging Out of Zone Riders. The Rider App will capture information from riders who open the app to book a ride but are outside of the service zone as well as new user signups who live outside the zone. This data can be analyzed to understand the locations that riders want to travel to/from and the times of day that they are looking to book those trips. This will help to understand demand, demographics, and use patterns to improve service to serve interested riders more effectively.

• Decreased Funding. Douglas County acknowledges that available funding today does not guarantee the availability of funding in the future. If external funding sources are exhausted, the County will be able to maintain the service with its current funding for a few years. The hours of operation and the size of the service zones can be altered to reduce costs, by analyzing ridership data and making decisions to make cuts where ridership impact would be lessened.
Does your organization have a procurement policy and/or standards? If yes, please provide additional information, such as a link to the procurement policy, attach the policy to your submission, or describe your organization's procurement policy. RTD will provide procurement support for organizations that do not have a procurement policy and/or standards in place.
Yes, procurement policy and standards are attached. For the purposes of this application, Douglas County will continue to operate as the main point of contact with selected vendor for all administrative, contracting, and procurement purposes.

C) Project Data

Using DRCOG's Data Tool, please provide the following information about populations served. For fixed-route proposals, include populations within a ¼ mile buffer. For on-demand proposals, include populations within the service area boundaries.	
Total population	144,956 (2023) [Parker]; 110,977 (2023) [HR]
Total households	53,103 (2023); 41,529 (2023)
People of color	35,988 (2023); 22,667 (2023)
People with low-income	11,742 (2023); 7,089 (2023)
People with limited English proficiency	3,152 (2023); 2,283 (2023)
People 60 and over	25,703 (2023); 22,991 (2023)
Youth Under 18	35,282 (2023); 27,087 (2023)
People with a disability	11,443 (2023); 8,056 (2023)
Households without a vehicle	1,146 (2023); 644 (2023)
Housing cost-burdened households	15,186 (2023); 9,742 (2023)

D) Project Budget

Calendar Year	RTD Funding	Local Funding	Total
2026	$3,120,000	$780,000	$3,900,000
2027	$3,120,000	$780,000	$3,900,000
2028	$3,120,000	$780,000	$3,900,000
		Total Project Cost	$11,700,000

Describe sources of funding, including any contingencies (necessary budget approvals, etc). Local match must be a cash match; in-kind is not eligible as match. If approved,

projects will be reimbursed up to 80% of project costs by RTD. Reimbursements will be made either monthly or quarterly.
Douglas County allocated Capital Improvement Project funding though 2030 as a local source of funding for Link On Demand. The Town of Parker has committed to providing its own public funding in 2026 as a portion of the local match. Additionally, approved DRCOG Transportation Improvement Project funds will provide additional resources for operating Link On Demand for 2026 and 2027.
Operating cost assumptions (e.g. cost per hour)
The current contracted cost per hour to run the Link On Demand microtransit service in Highlands Ranch is $70.19. The targeted trips per vehicle hour is 3, resulting in an expected cost of $23.40 per trip. The anticipated annual budget reflects approximately 53,000 vehicle hours per year minus start-up costs, consistent with the current cost-per-hour operating model.
Is your project/funding request scalable? If so, please indicate the least amount of funding you could accept, and how the project scope would be reduced. If not, please explain justification for non-scalable projects.
This vision for this project has three zones that factor into scalability, the western zone in Highlands Ranch, the eastern zone in Parker, and the southern zone in Castle Rock. Each of these zones overlap with the existing service in Lone Tree creating a seamless service and rider experience through Douglas County. Within each of these zones, boundary maps can be adjusted to match service with rider demand, population changes and available funding. The decision could be made to cover the Highlands Ranch Link On Demand service zone contained in the Southeast Subregional Service Council boundary, without any expansion. This option would cover the costs of operating 8 of the 18 vehicles of the current fleet within the western zone in the Southeast SSC boundary. This area remains in contact with the City of Lone Tree service zone for Link, as well as the RTD light rail stations along the I-25 corridor. The eastern service zone covers the area Douglas County refers to as the “Green Mile”. The Green Mile consists of the neighborhoods of Grand View Estates, Meridian Village, Sierra Ridge, Stepping Stone, and Stonegate. This option would create a service zone to the immediate east of the City of Lone Tree and Meridian, comprised of three vehicles in operation. The Green Mile zone would increase connectivity with residents to the RTD light rail stations along the I-25 corridor. Another portion of the eastern service zone is focused on the Town of Parker. This option would create a service zone surrounding the heart of the Town of Parker. Parker Link would be comprised of 6 vehicles that would be able to fulfill the first and last-mile need for many residents looking to connect to the RTD bus and Park-n-Ride infrastructure and the greater RTD transit network.
Are you proposing to purchase vehicles and how will you procure?

No.
Proposed vehicle cost assumptions, if applicable:
Not applicable.
Where will vehicles be serviced and maintained? Note that RTD is unable to service and maintain other organization's vehicles.
The current vendor is responsible for the servicing and maintenance of all vehicles. Their selected leasing partner ensures that the fleet is in good repair and that riders enjoy consistently clean and comfortable rides. Through their extensive footprints and large vehicle fleets, the vendor provides Douglas County with significant operating flexibility to adjust the service as necessary and ensures that the vehicles are always available.
Please attach a line-item project budget. Note that funding for the construction of infrastructure is ineligible.
Please see Attachment 2 for a line-item budget of the proposed service over the next three years.

E) Demonstration of Benefits and Needs

Why is this project needed?
Douglas County, a suburban county in the southern Denver Metropolitan Area, had an estimated 2023 population of approximately 383,910, with 26% (101,437) living in Highlands Ranch and 18% (68,485) living in the Town of Parker. Highlands Ranch has three RTD bus routes and Link On Demand, while Parker has two RTD bus routes and is serviced by a FlexRide area. While RTD continues to provide strong inter-regional connectivity through the light rail, residents in Highlands Ranch and Parker who lack access to first and last-mile transit experience very limited subregional connectivity, limiting opportunities for travel. Douglas County seeks to continue this service as an extension of existing RTD services to meet the critical needs in the community. The County's aging population underscores the need for transit: 27% residents are over the age of 55 and are projected to reach 39% by 2050. By 2032, those aged 65 to 74 years old are expected to grow by 31%, and those aged 75 to 84 years old are expected to grow by 69%. A growing older adult population requires additional transit options to make connections that fixed transit infrastructure cannot cover. Microtransit services demonstrate the ability to fill that gap. An October 2025 survey of ridership for Link On Demand in Highlands Ranch identified that a quarter of riders were 65 years and older, highlighting the importance of transit accessibility for older adults, especially those less familiar with technology. The expansion of Link On Demand into Parker is an anticipatory project to increase transit accessibility for a growing transit-dependent demographic. Microtransit also serves younger riders for school-related trips not serviced by traditional school buses, low-income households, individuals without vehicles, people with

mobility challenges, commuters, service workers, and remote workers. In the October 2025 survey, riders responded that they used Link On Demand for medical appointments (52%), to get to work (47%), to shop or run errands (69%), and to connect to other public transit (43%). In all, 75% of riders are visiting stores, restaurants, and other businesses more frequently.

Additionally, 88% of users mentioned that Link On Demand offers safe, convenient, and affordable transportation, while 95% said that access to Link made their community a more desirable place to live. These statistics not only highlight the program's success but also underscore its potential to significantly enhance the quality of life and economic vitality across the region, making it a driver for community value creation that impacts people from all walks of life.

Douglas County's Transportation Master Plan 2050 has identified that 80% of Douglas County residents travel alone to work, 2% use public transit (17% when focused on northern Douglas County), and 10% use another mode such as bicycling, walking, or working from home. These data points indicate that residents do not rely on current public transportation infrastructure and therefore must turn to single occupancy vehicles. Origin-Destination analysis reveals that 75.3% of all trips originating in Douglas County end somewhere else in Douglas County. Link On Demand is explicitly designed to provide an attractive, shared-ride alternative to the single occupancy vehicle for the residents of the County.

Who benefits from the project?

People living and working within the Link On Demand service area, or passing through Highlands Ranch, Lone Tree, Meridian, Stonegate or Parker, will benefit from the transportation opportunities. Residents and employees located within Highlands Ranch now have access to free transit services that help connect to regional rail, statewide Bustang services, substantial retail and commercial properties and businesses, as well as medical providers. Link On Demand will bring that same level of access to residents of Parker.

In addition to Link On Demand being used for first and last-mile connections into existing RTD transit stations, residents will be able to utilize the service to travel within the entire service boundary, to include neighboring Lone Tree and Meridian. Given these observations, project partners believe that Highlands Ranch, Lone Tree, Meridian, and Parker businesses will continue to benefit from increased foot traffic and experience economic growth. In Link On Demand's October 2025 ridership survey, 75% of respondents stated they were visiting stores, restaurants, and other businesses more frequently because of the service. Riders were using Link On Demand to shop (69%), make their medical appointments (52%), get to work (47%), and connect to other public transit (43%).

Does the project serve equity populations? Please describe.

Equity considerations have been integrated into the planning and development of this proposal and will continue to be incorporated throughout the implementation phase. The project will serve equity populations throughout the service area that falls under the Southeast Subregional Service Council and the Parker service zone expansion. According to DRCOG's Data Tool, this includes a combined 18,831 low-income households, 58,655 individuals of color, 5,435 people with limited English proficiency, 48,694 older adults, 1,790 households without a vehicle, 19,499 individuals with a disability, and 24,928 cost-burdened households. Many of these individuals face economic, housing, and transportation burdens. This microtransit project helps residents within the expanded service area access fixed route transportation networks, enabling greater access to affordable, safe, multimodal options while providing greater equity and quality of life. Individuals living in affordable housing developments in Highlands Ranch, Lone Tree, Meridian, and Parker will continue to benefit from improved transportation.

Currently, one-third of the fleet of vehicles used to operate Link are equipped to serve those who need wheelchair access. Drivers are certified to utilize this equipment, and all drivers undergo background checks consistent with State Unit on Aging requirements. Additionally, riders who are disabled or require additional accessibility are afforded curb to curb service to improve their access to the Link.

Community engagement efforts will continue to prioritize transit-dependent and equity populations. All project partners have extensive experience conducting outreach and soliciting feedback from community members. Post-contracting activities have included a customer survey and tabling at various community events to incorporate community voices and the human aspects of service into Link On Demand.

Does the project fill a gap in existing transit service? Please describe.

Link On Demand fills two critical gaps in existing transit services:

1. Increasing access to first and last-mile connections to RTD hubs. Multimodal regional hubs throughout the Denver region are important, but they may become unsustainable if individuals cannot access them easily. Since the implementation of Link On Demand in Highlands Ranch, RTD light rail stations continue to remain as riders' top destinations since launch. This is verification that riders use Link On Demand to access the broader transportation network provided by RTD.
2. Enhancing sub-regional connectivity. An integral objective of this project is to support access to new transit opportunities for people who live and work in northern Douglas County. Since launch and expansion of Link On Demand, Douglas County residents can access critical job centers and commercial districts throughout the entire service zone. Expanding Link On Demand into Stonegate and the Town of Parker would support greater access for Parker residents to travel along northern Douglas County to the already existing Link

microtransit zones and make connections to the greater Denver transit network. The ridership survey for Link On Demand indicated that this is already happening in the current zones, with 72% of respondents agreeing that they travel more because of Link and 64% agreeing that Link makes it easier to use buses, trains, and other public transit.

Efforts to improve interregional and subregional connectivity are also informed by community input. Douglas County's Integrated Transit and Multimodal Study concluded in July 2025, and the implementation of transit connectivity for northern Douglas County has been identified as a top priority.

How does the project align with RTD's Strategic Plan? Specifically, how will it impact two if RTD's strategic priorities - Community Value and Customer Excellence?

The project is aligned with RTD's Strategic Plan and contributes towards advancing the goals identified in that plan. While the project is aligned with all four strategic priorities, the service will reinforce Community Value and Customer Excellence specifically.

A. Community Value: Link On Demand has provided a valuable transportation option for the community and will continue to utilize multiple tactics, as outlined by RTD, to ensure success. For example, the project utilizes cross-departmental partnerships between Highlands Ranch, Parker, Douglas County, Lone Tree, and Meridian to promote equitable and accessible transportation throughout the region. The service zone encompasses the entire boundaries of Highlands Ranch and provides cross zone trips into Lone Tree and Meridian to facilitate equal access for everyone, as opposed to a selected subset of the community.
B. Customer Excellence: The project prioritizes the rider to always deliver a high-quality service for all individuals. For instance, the rider app has been designed with input from disability advocacy groups and been thoroughly tested in focus groups of riders with disabilities. Above all else, the service has been designed to be convenient, equitable, and affordable for all riders. To build the service zone, project partners considered popular nearby destinations, job centers, natural boundaries, and existing transit services to ensure that the service will be utilized and efficient.

How has the project (or similar project) performed in the past? Has it been successful and/or met performance metrics? If new, n/a.

Link On Demand has continued to exceed expectations and performance metrics, particularly over the first six months of the launch of expanded service into Highlands Ranch. In the first full month of service, rides surpassed 4,900. The number of rides have increased month over month, with December 2025 finishing with 10,470 rides. Alongside this increase in demand, rider satisfaction has remained high. Link On Demand's average rider rating is 4.9 out of 5. Additionally, service utilization has continued to improve over

time, starting at 2.6 passengers per hour in its first full month of service and improving to 3.4 by December 2025.

Please use the space below to provide any additional information about your project.
Douglas County residents desire for transit within the region. With a public survey conducted with Douglas County residents that fed the 2050 Master Transportation Plan, 37% of respondents agreed that providing a variety of transportation choices is of the highest importance and results from the Integrated Transit and Multimodal Study resulted with respondents stating they would use transit at least monthly if it served their destinations. Link On Demand continues to highlight how it addresses local mobility challenges. Future expansion for Link On Demand follows the phased approach outlined in the Integrated Transit and Multimodal Study, with service zones that cover population centers along the southern east-west C-470 corridor, Highlands Ranch to Parker, and north-south along I-25, Lone Tree to Castle Rock. Douglas County is fortunate to have a successful service model established in Lone Tree and a proven vendor to provide local transit. We are grateful for the opportunity to extend our partnership with RTD and address the transit needs of northern Douglas County. This program continues to be a valuable mobility asset and recognized as a successful blueprint that can be replicated throughout the Denver Region.

Application Submission Checklist

Please submit all application material to RTD via the application portal by May 14, 2025, at 5pm MT. When submitting, please begin all file names with your organization name (e.g. RTD_application.pdf).

- Application form (required)
- Line-item project budget (required)
- Map of project location (required)
- GIS layer of project location (required, submit in a .zip file)
- Project schedule (required, either in the application on page 3 or as an attachment)
- Procurement policy (required, either in the application on page 3 or as an attachment)

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Ryan Bolger, Budget Analyst

DESCRIPTION: Purchase Order for Developmental Pathways, Inc. Fiscal Year 2026 in the Amount of $8,820,605.00.

SUMMARY: The attached purchase order encumbers funds for 2026 services for individuals with intellectual and developmental disabilities.

The above funds are included in the 2026 Adopted Budget.

RECOMMENDED ACTION: Recommend the Board approve the Purchase Order and associated payment.

REVIEW:

Martha Marshall	Approve	1/13/2026
Jeff Garcia	Escalated	1/19/2026
Amy Williams	Escalated	1/20/2026
Christy Gordon	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Cover Page
Developmental Pathways PO Request

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Ryan Bolger, Budget Analyst

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Christy Gordon	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Developmental Pathways PO Request

Douglas County Government
Finance Department, Purchasing Division
100 Third Street, Suite 130
Castle Rock, Colorado 80104
Phone: 303-660-7434

Date Requested: 01/7/26 **County Contact:** Ryan Bolger

Department Name: Development Pathways **Telephone Number:** x 7343

Delivery Address: 14280 E. JEWELL AVE., STE. A

Account Number: 45100.443600

Department Authorization

I certify that the purchase listed below is necessary for the proper operation of Douglas County and to my knowledge funds are available in the current budget.

Authorized Department Official

Vendor (Name & Address)

DEVELOPMENTAL PATHWAYS INC
14280 E. JEWELL AVE., STE. A
AURORA, CO 80012

Qty.	Unit	Description/Specifications (please include detailed information regarding this purchase, i.e., bid number, quotes attached, etc.)	Unit Price	Amount
		2026 services for individuals with Intellectual and development disabilities		$8,820,605.00
			Total Price	**$8,820,605.00**

Special Instructions:

**** PLEASE ATTACH A COPY OF THE AGENDA ITEM FOR ALL BOCC APPROVED PURCHASES ****

FOR PURCHASING USE ONLY

Purchase Order No.: _____
Vendor Number: _____
Date Entered: _____
Entered By: _____

Accounting Review: _____
Budget Review: _____
Cty Manager Approval: _____
BOCC Approval: _____
BOCC Approval: _____

For the Twelve Months Ending December 31, 2026

Description	Prior Year Actual	Prior Year Budget	Current Year Actual	Current Year Encumbrance	Adopted Budget	Amended Budget	Current Year Available	% Remaining
00215 DEVELOPMENTAL DISABILITIES								
300000 REVENUES	.00	.00	.00	.00	.00	.00	.00	.0
310000 TAXES	.00	.00	.00	.00	.00	.00	.00	.0
311110 Real Property Taxes	(9,062,075.85)	(9,103,800.00)	.00	.00	(10,398,500.00)	(10,398,500.00)	(10,398,500.00)	100.0
311400 Tax Abatements	33,425.55	.00	.00	.00	.00	.00	.00	.0
311475 Uncollectible Property Taxes	(371.52)	.00	.00	.00	.00	.00	.00	.0
314100 Pen/Int-Delinquent Taxes	(10,390.24)	.00	.00	.00	.00	.00	.00	.0
310000 TAXES	(9,039,412.06)	(9,103,800.00)	.00	.00	(10,398,500.00)	(10,398,500.00)	(10,398,500.00)	100.0
360000 INTEREST ON INVESTMENTS	.00	.00	.00	.00	.00	.00	.00	.0
360000 INTEREST ON INVESTMENTS	.00	.00	.00	.00	.00	.00	.00	.0
380000 MISCELLANEOUS REVENUES	.00	.00	.00	.00	.00	.00	.00	.0
380000 MISCELLANEOUS REVENUES	.00	.00	.00	.00	.00	.00	.00	.0
300000 REVENUES	(9,039,412.06)	(9,103,800.00)	.00	.00	(10,398,500.00)	(10,398,500.00)	(10,398,500.00)	100.0
400000 EXPENDITURES	.00	.00	.00	.00	.00	.00	.00	.0
410000 PERSONNEL SERVICES	.00	.00	.00	.00	.00	.00	.00	.0
410000 PERSONNEL SERVICES	.00	.00	.00	.00	.00	.00	.00	.0
433000 SUPPLIES	.00	.00	.00	.00	.00	.00	.00	.0
433000 SUPPLIES	.00	.00	.00	.00	.00	.00	.00	.0
439000 PURCHASED SERVICES	.00	.00	.00	.00	.00	.00	.00	.0
443600 Other Professional Services	8,407,988.79	8,466,490.00	.00	77,328.62	8,820,605.00	8,820,605.00	8,743,276.38	99.1
439000 PURCHASED SERVICES	8,407,988.79	8,466,490.00	.00	77,328.62	8,820,605.00	8,820,605.00	8,743,276.38	99.1
449000 FIXED CHARGES	.00	.00	.00	.00	.00	.00	.00	.0
453100 Treasurer's Fees	135,859.38	136,600.00	.00	.00	155,975.00	155,975.00	155,975.00	100.0
449000 FIXED CHARGES	135,859.38	136,600.00	.00	.00	155,975.00	155,975.00	155,975.00	100.0

For the Twelve Months Ending December 31, 2026

Description	Prior Year Actual	Prior Year Budget	Current Year Actual	Current Year Encumbrance	Adopted Budget	Amended Budget	Current Year Available	% Remaining
455000 GRANTS, CONTRIBUTIONS, INDEMNI	.00	.00	.00	.00	.00	.00	.00	.0
465200 DD Grant	543,813.00	1,081,798.00	.00	.00	1,421,920.00	1,421,920.00	1,421,920.00	100.0
455000 GRANTS, CONTRIBUTIONS, INDEMNI	543,813.00	1,081,798.00	.00	.00	1,421,920.00	1,421,920.00	1,421,920.00	100.0
480000 CONTINGENCY & RESERVES	.00	.00	.00	.00	.00	.00	.00	.0
480000 CONTINGENCY & RESERVES	.00	.00	.00	.00	.00	.00	.00	.0
400000 EXPENDITURES	9,087,661.17	9,684,888.00	.00	77,328.62	10,398,500.00	10,398,500.00	10,321,171.38	99.3
00215 DEVELOPMENTAL DISABILITIES	48,249.11	581,088.00	.00	77,328.62	.00	.00	(77,328.62)	(100.0)

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Megan Datwyler, Risk Manager

DESCRIPTION: 2026 Liability Insurance Renewal for a Total Amount of $1,594,331.70.

SUMMARY: The liability insurance program renews on January 1, annually. Primary Liability Coverages include: General Liability, Employment Practices Liability, Employee Benefits Errors & Omissions, Law Enforcement Liability, Public Officials Liability, Auto Liability.

The public entity liability market continues to face upward pressure driven by several key factors, notably "social inflation" - the rising cost of insurance claims influenced by societal trends such as substantially increased jury awards. Additionally, economic inflation, a higher frequency and severity of auto liability losses, and the growing use of litigation financing further contribute to the challenges within this market. Underwriting decisions are increasingly influenced by risk selectivity and portfolio-wide considerations, and sensitivity to attachment points, all of which prompt a more rigorous underwriting stance. As a result, underwriters are scrutinizing submissions more closely, and actuarial involvement in pricing determination has become more significant. Law enforcement liability continues to be a primary focus in underwriting due to its inherent complexities. This coverage line faces significant challenges stemming from heightened media scrutiny, civil unrest, and evolving federal court rulings.

The County strategy for liability coverage is to thoughtfully evaluate insurance partners that provide stable and committed coverage to the public entity space. Unless the market responds otherwise, we strive to stay with liability carriers for 5 years to ensure continuity. Public Risk Innovation Solutions and Management (PRISM) was a new partner in 2025 as the primary $5M in coverage above the same $500,000 Self Insured Retention. The renewal is 8.67% increase over 2025 due to increased exposures (payroll) and slight rate increase. The final structure with pricing is below.

$5M x $500K SIR Layer - PRISM (StarStone)- $758,336.25
$5M x $5M Layer - Munich Re- $404,188.06
$5M x $10M Layer - Arch Specialty- $177,976.88
$5M x $15M Layer - StarStone - $142,897.38
$5M x $20M Layer- Obsidian Specialty- $110,913.13

TOTAL $25M Limit - Premium = $1,594,331.70

RECOMMENDED ACTION: The Board of County Commissioners approve payment in the total amount of $1,594,331.70 for the 2026 liability insurance premiums to Alliant Insurance Services.

REVIEW:

Doug DeBord	Approve	1/20/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026

ATTACHMENTS:

Cover Page
2026 Liability Alliant invoices
2026 Pinnacol renewal invoice

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Megan Datwyler, Risk Manager

DESCRIPTION: 2026 Liability Insurance Renewal for a Total Amount of $1,594,331.70.

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$5M x $500K SIR Layer - PRISM (StarStone)- $758,336.25
$5M x $5M Layer - Munich Re- $404,188.06
$5M x $10M Layer - Arch Specialty- $177,976.88
$5M x $15M Layer - StarStone - $142,897.38
$5M x $20M Layer- Obsidian Specialty- $110,913.13

TOTAL $25M Limit - Premium = $1,594,331.70

RECOMMENDED ACTION: The Board of County Commissioners approve payment in the total amount of $1,594,331.70 for the 2026 liability insurance premiums to Alliant Insurance Services.

REVIEW:

Doug DeBord	Approve	1/20/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026

ATTACHMENTS:

2026 Liability Alliant invoices
2026 Pinnacol renewal invoice

Alliant Insurance Services, Inc.

Newport Beach - Alliant Insurance Services, Inc.
18100 Von Karman Avenue, 10th Floor
Irvine, CA 92612
Phone: (949) 756-0271

Invoice # 2627_GL-DglsCo	Page 1 of 1
ACCOUNT NUMBER	DATE
PUBLRIS-07	January 05, 2026
BALANCE DUE ON	AGENCY CODE
January 25, 2026	
AMOUNT PAID	AMOUNT DUE
	$758,336.25

Douglas County, CO
100 Third Street
Castle Rock, CO 80104

Client: Douglas County, CO
Policy Number: PNERCS00016-26-01
Insurance Carrier: Starstone Specialty Insurance Company

Policy: Retained Limits
Effective: January 1, 2026 to January 1, 2027

Description	Amount
Gross Premium	$735,000.00
Surplus Lines Taxes and Fees	$23,336.25

Total Invoice Balance: $758,336.25

REMITTANCE ADDRESS

AIS Trust Account Newport
P.O. Box 744963
Los Angeles, CA 90074 – 4963

OVERNIGHT/COURIER ADDRESS

Bank of America Lockbox Services
Lockbox 744963
2706 Media Center Drive
Los Angeles, CA 90065-1733

ACH/WIRE PAYMENTS
Bank of America
Alliant Insurance Services, Inc. Trust Account
Account Number: 001453355421
ACH Routing Number: 122000661
Wire Routing Number: 026009593
SWIFT: BOFAUS3N (US Domestic), BOFAUS6S (Foreign Currency)

IMPORTANT NOTICE: The Nonadmitted & Reinsurance reform act (NRRA) went into effect July 21, 2011. Accordingly, surplus lines tax rates and regulations are subject to change which could result in an increase or decrease of the total surplus lines taxes and/or fees owed on this placement. If a change is required, we will promptly notify you. Any additional taxes and/or fees owed must be promptly remitted to Alliant Insurance Services, Inc.

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Invoice # 3378222	Page 1 of 1
ACCOUNT NUMBER	DATE
DOUGCOU-13	1/8/2026
BALANCE DUE ON	AGENCY CODE
1/23/2026	200
AMOUNT PAID	AMOUNT DUE
	$404,188.06

San Francisco-Alliant Insurance Services, Inc.
Alliant Insurance Services, Inc.
PO Box 744963
Los Angeles, CA 90074 - 4963
Phone: (949) 756-0271

Douglas County, CO
Attn: Megan Datwyler
100 Third Street
Castle Rock, CO 80104

Client: Douglas County, CO
Policy Number: N1A3FF000007002
Insurance Carrier: Princeton Excess & Surplus Lin

Policy: Excess Commercial Liability
Effective: 1/1/2026 to 1/1/2027

Item #	Trans Eff Date	Due Date	Trans	Description	Amount
14984495	1/1/2026	1/23/2026	RENB	$5M xs $5M Premium	$391,750.00
15009469	1/1/2026	1/6/2026	SLTX	Surplus Lines Tax	$11,752.50
15009470	1/1/2026	1/6/2026	SLFE	Surplus Lines Fee	$685.56
				Total Invoice Balance:	$404,188.06

PLEASE MAIL A COPY OF THIS INVOICE WITH PAYMENT AND/OR INCLUDE CLIENT LOOKUP CODE/INV#/POLICY# ACH/Wire Reference: Include your ten-digit Client Account Number and Invoice Number (both can be found in the top right of this invoice). E-mail remittances to AccountsReceivable@alliant.com

REMITTANCE ADDRESS

AIS Trust Account Newport
P.O. Box 744963
Los Angeles, CA 90074 – 4963

OVERNIGHT/COURIER ADDRESS

Bank of America Lockbox Services
Lockbox 744963
2706 Media Center Drive
Los Angeles, CA 90065-1733

ACH/WIRE PAYMENTS

Bank of America
Alliant Insurance Services, Inc. Trust Account
Account Number: 001453355421
ACH Routing Number: 122000661
Wire Routing Number: 026009593
SWIFT: BOFAUS3N (US Domestic), BOFAUS6S (Foreign Currency)

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Invoice # 3387269	Page 1 of 1
ACCOUNT NUMBER	DATE
DOUGCOU-13	1/12/2026
BALANCE DUE ON	AGENCY CODE
1/23/2026	200
AMOUNT PAID	AMOUNT DUE
	$177,976.88

San Francisco-Alliant Insurance Services, Inc.
Alliant Insurance Services, Inc.
PO Box 744963
Los Angeles, CA 90074 - 4963
Phone: (949) 756-0271

Douglas County, CO
Attn: Megan Datwyler
100 Third Street
Castle Rock, CO 80104

Client: Douglas County, CO
Policy Number: UXP104783704
Insurance Carrier: Arch Specialty Insurance Comp

Policy: Excess Commercial Liability
Effective: 1/1/2026 to 1/1/2027

Item #	Trans Eff Date	Due Date	Trans	Description	Amount
15037686	1/1/2026	1/23/2026	RENB	$5M xs $10M Premium	$172,500.00
15037687	1/1/2026	1/23/2026	SLTX	Surplus Lines Tax	$5,175.00
15037688	1/1/2026	1/23/2026	SLFE	Surplus Lines Fee	$301.88
				Total Invoice Balance:	$177,976.88

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REMITTANCE ADDRESS

AIS Trust Account Newport
P.O. Box 744963
Los Angeles, CA 90074 – 4963

OVERNIGHT/COURIER ADDRESS

Bank of America Lockbox Services
Lockbox 744963
2706 Media Center Drive
Los Angeles, CA 90065-1733

ACH/WIRE PAYMENTS

Bank of America
Alliant Insurance Services, Inc. Trust Account
Account Number: 001453355421
ACH Routing Number: 122000661
Wire Routing Number: 026009593
SWIFT: BOFAUS3N (US Domestic), BOFAUS6S (Foreign Currency)

ACH/Wire Reference: Include your ten-digit Client Account Number and Invoice Number (both can be found in the top right of this invoice)

E-mail remittances to accountsreceivable@alliant.com.

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Invoice # 3389571	Page 1 of 1
ACCOUNT NUMBER	DATE
DOUGCOU-13	1/13/2026
BALANCE DUE ON	AGENCY CODE
1/23/2026	200
AMOUNT PAID	AMOUNT DUE
	$142,897.38

San Francisco-Alliant Insurance Services, Inc.
Alliant Insurance Services, Inc.
PO Box 744912
Los Angeles, CA 90074 - 4912

Douglas County, CO

Attn: Megan Datwyler
100 Third Street
Castle Rock, CO 80104

Client: Douglas County, CO
Policy: Excess Commercial Liability
Policy Number: CSX00083559P01
Effective: 1/1/2026 to 1/1/2027
Insurance Carrier: StarStone Specialty Insurance Company

Item #	Trans Eff Date	Due Date	Trans	Description	Amount
15064804	1/1/2026	1/23/2026	RENB	Excess Liab - $5m x $15m (4th Layer)	$138,500.00
15064805	1/1/2026	1/13/2026	SLTX	Surplus Lines Tax	$4,155.00
15064806	1/1/2026	1/13/2026	SLFE	Surplus Lines Fee	$242.38
				Total Invoice Balance:	**$142,897.38**

PLEASE MAIL A COPY OF THIS INVOICE WITH PAYMENT AND/OR INCLUDE CLIENT ACCOUNT NUMBER/INV#/POLICY#
ACH/Wire Reference: Include your ten-digit Client Account Number and Invoice Number (both can be found in the top right of this invoice). E-mail remittances to AccountsReceivable@alliant.com

REMITTANCE ADDRESS

AIS Trust Account
P.O. Box 744912
Los Angeles, CA 90074 - 4912

OVERNIGHT/COURIER ADDRESS

Bank of America Lockbox Services
Lockbox 744912
2706 Media Center Drive
Los Angeles, CA 90065-1733

ACH/WIRE PAYMENTS

Bank of America, N.A.
100 N. Tryon Street, Suite 170
Charlotte, NC 28202

Alliant Insurance Services, Inc. Trust Account
Account Number: 001453355421
ACH Routing Number: 122000661
Wire Routing Number: 026009593
SWIFT: BOFAUS3N (US Domestic), BOFAUS6S (Foreign Currency)

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Invoice # 3378258	Page 1 of 1
ACCOUNT NUMBER	DATE
DOUGCOU-13	1/12/2026
BALANCE DUE ON	AGENCY CODE
1/23/2026	200
AMOUNT PAID	AMOUNT DUE
	$110,913.13

San Francisco-Alliant Insurance Services, Inc.
Alliant Insurance Services, Inc.
PO Box 744963
Los Angeles, CA 90074 - 4963
Phone: (949) 756-0271

Douglas County, CO
Attn: Megan Datwyler
100 Third Street
Castle Rock, CO 80104

Client: Douglas County, CO
Policy Number: COGLDOU00127
Insurance Carrier: Obsidian Specialty Insurance C

Policy: Excess Commercial Liability
Effective: 1/1/2026 to 1/1/2027

Item #	Trans Eff Date	Due Date	Trans	Description	Amount
14984694	1/1/2026	1/23/2026	RENB	$5M xs $20M Premium	$107,500.00
15009358	1/1/2026	1/23/2026	SLTX	Surplus Lines Tax	$3,225.00
15009359	1/1/2026	1/23/2026	SLFE	Surplus Lines Fee	$188.13
				Total Invoice Balance:	$110,913.13

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REMITTANCE ADDRESS

AIS Trust Account Newport
P.O. Box 744963
Los Angeles, CA 90074 – 4963

OVERNIGHT/COURIER ADDRESS

Bank of America Lockbox Services
Lockbox 744963
2706 Media Center Drive
Los Angeles, CA 90065-1733

ACH/WIRE PAYMENTS

Bank of America
Alliant Insurance Services, Inc. Trust Account
Account Number: 001453355421
ACH Routing Number: 122000661
Wire Routing Number: 026009593
SWIFT: BOFAUS3N (US Domestic), BOFAUS6S (Foreign Currency)

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PINNACOL ASSURANCE

Renewal Invoice

Douglas County

Invoice Number	INV – 2245877
Due Date Billed	01/09/2026
Date Renewal	12/20/2025
Date	01/01/2026
Amount Billed	$504,068.00
Amount Paid	$0.00
Renewal Premium	$504,068.00

Important Messages

To renew your policy, the renewal premium charge and any other outstanding charges must be paid. Any overdue balances will still be due even if you do not renew your policy.

Cancellation Policy: If payments are overdue for more than 30 days your policy will be cancelled for non-payment. You have up to 30 days after your policy cancels to request a reinstatement.

Card payments will incur a fee.

Questions? Reach out to us, we're here to help

303.361.4000 / 800.873.7242 support@pinnacol.com Mon-Fri 8am-5pm MST

Your agent is: Network Insurance Services, LLC- 303.708.9999

PINNACOL ASSURANCE

Policy Number	4197877
Renewal Premium	$504,068.00
Due Date	01/09/2026

Enclosed is my payment of:

$ _____

PINNACOL ASSURANCE
PO BOX 561570
DENVER CO 80256-1570

Remember you can also pay via ACH or Credit Card by logging into your Policyholder Portal.

0004197877020251220001753720000000000022458779

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Megan Datwyler, Risk Manager

DESCRIPTION: 2026 Workers Compensation Insurance Premium Renewal in the Amount of $504,068.00

SUMMARY: Workers' Compensation Coverage is required by CRS 8-4-202. Coverage provides medical treatment and lost wages for employees injured on the job. The insurance coverage renews annually on January 1st. The County maintains a $500,000 per occurrence deductible.

2026 RENEWAL
The 2026 premium due, with fees and the required Terrorism and Catastrophic charges, is
$504,068.00.

Major factors that influenced the renewal:
Premium starts at $3,035,439 which is payroll divided by 100 and then multiplied by rate per class code. Credits and debits are then applied:
1) Experience rating discounting (2022,2023,2024 claims years promulgated by NCCI) is a 25%
credit, generating a $767,207 reduction in premium.
2) Underwriting credits total $356,751
3) The $500,000 deductible generates a $1,107,875 credit

For 2026, the County will continue to pay a 12% loss adjustment expense (LAE.) This is the fee that is charged to administer each claim.

STATE OF THE MARKET and BENCHMARKING
Workers Compensation insurers continue to decline coverage for first responders, leaving insurers of last resort as the remaining market for coverage. Pinnacol Assurance is a very
competitive and highly regarded insurer. They continue to outperform other insurers on
the Division of Workers Compensation injured worker satisfaction survey.

RECOMMENDED ACTION: The Board of County Commissioners approve payment in the amount of $504,068.00 for 2026 Workers Compensation insurance premium to Pinnacol

Assurance.

REVIEW:

Doug DeBord	Approve	1/21/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026

ATTACHMENTS:

Cover Page
2026 Pinnacol renewal invoice

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Megan Datwyler, Risk Manager

DESCRIPTION: 2026 Workers Compensation Insurance Premium Renewal in the Amount of $504,068.00

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Assurance.

REVIEW:

Doug DeBord	Approve	1/21/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026

ATTACHMENTS:

2026 Pinnacol renewal invoice

PINNACOL ASSURANCE

Renewal Invoice

Douglas County

Invoice Number	INV – 2245877
Due Date Billed	01/09/2026
Date Renewal	12/20/2025
Date	01/01/2026
Amount Billed	$504,068.00
Amount Paid	$0.00
Renewal Premium	$504,068.00

Important Messages

To renew your policy, the renewal premium charge and any other outstanding charges must be paid. Any overdue balances will still be due even if you do not renew your policy.

Cancellation Policy: If payments are overdue for more than 30 days your policy will be cancelled for non-payment. You have up to 30 days after your policy cancels to request a reinstatement.

Card payments will incur a fee.

Questions? Reach out to us, we're here to help

303.361.4000 / 800.873.7242 support@pinnacol.com Mon-Fri 8am-5pm MST

Your agent is: Network Insurance Services, LLC- 303.708.9999

PINNACOL ASSURANCE

Policy Number	4197877
Renewal Premium	$504,068.00
Due Date	01/09/2026

Enclosed is my payment of:

$ _____

PINNACOL ASSURANCE
PO BOX 561570
DENVER CO 80256-1570

Remember you can also pay via ACH or Credit Card by logging into your Policyholder Portal.

0004197877020251220001753720000000000022458779

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Kristin Kolstedt, Assistant Director

DESCRIPTION: Civic Solutions Hub Innovation Artificial Intelligence Education and Adoption Program Grant Request in the Amount of $50,000.00 with a Cash Match of $16,667.00.

SUMMARY: Douglas County proposes a 12-month pilot to test an AI Education and Adoption Program that strengthens staff capacity, reduces burnout, and improves job satisfaction through process-first workflow improvement and responsible AI use. The program embeds education, data stewardship, and AI application directly into daily work, ensuring AI is used only where it delivers measurable value and is supported by high-quality, well-governed data.

The pilot focuses on building practical, self-service capability within departments by improving workflows first and applying AI selectively to support efficiency, accuracy, and consistency. By grounding adoption in real work, the program aims to improve workforce experience and operational effectiveness while generating reusable assets that can be scaled across the County. This pilot is intentionally designed to test feasibility, workforce impact, and operational value before making long-term staffing, funding, or structural decisions.

RECOMMENDED ACTION: Approval of Grant Request.

REVIEW:

Laura Leary	Approve	1/14/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Cover Page
Civic Solutions Hub Innovation Grant Request Form

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Kristin Kolstedt, Assistant Director

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RECOMMENDED ACTION: Approval of Grant Request.

REVIEW:

Laura Leary	Approve	1/14/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Civic Solutions Hub Innovation Grant Request Form

Civic Solutions Hub Innovation Grant Request Form

Email this completed form to your Regional Manager.

Name of applicant	Douglas County - AI Education and Adoption Program
Date of request	January 14, 2026
Chief Elected Official (CEO) and Title	George Teal, Chair, Douglas County Board of County Commissioners
CEO Phone	303-660-7305
CEO Email	gteal@douglas.co.us
Responsible Admin (RA)	Maryna Sheveria
RA Address	100 Third Street
RA Phone	720-736-5470
RA Email	msheveria@douglas.co.us
Amount of request	$ 50,000
Local match	$ 16,667
Total project cost	$ 66,667

Project Title and Summary

Give a brief overview of the project, including the innovative strategies you intend to test.

Douglas County proposes a 12-month pilot to test an AI Education and Adoption Program that strengthens staff capacity, reduces burnout, and improves job satisfaction through process-first workflow improvement and responsible AI use. The program embeds education, data stewardship, and AI application directly into daily work, ensuring AI is used only where it delivers measurable value and is supported by high-quality, well-governed data.

The pilot focuses on building practical, self-service capability within departments by improving workflows first and applying AI selectively to support efficiency, accuracy, and consistency. By grounding adoption in real work, the program aims to improve workforce experience and operational effectiveness while generating reusable assets that can be scaled across the County.

This pilot is intentionally designed to test feasibility, workforce impact, and operational value before making long-term staffing, funding, or structural decisions.

Explain how the project fits within the program's goals and the specific workforce challenge(s) it will address in your organization.

The project directly supports the goals of the Innovative Local Government Workforce Solutions Pilot Program by addressing staff capacity and technology integration as core workforce challenges. By strengthening staff capability, improving workflow efficiency, and reducing cognitive burden, the project supports employee satisfaction and long-term workforce retention while enabling practical, responsible modernization.

Douglas County, like many local governments, faces increasing workload demands, constrained staffing, burnout risk, and pressure to modernize legacy processes with limited resources. While the County has established foundational AI governance, approved tools, and introductory training, employee feedback indicates a gap between access to technology and effective day-to-day use. This pilot addresses that gap by embedding process improvement, responsible AI use, and data stewardship directly into real operational work—moving beyond awareness or one-time training to build practical capability. The approach strengthens staff capacity, improves how work is performed, and reduces friction in daily tasks, supporting a more engaged, resilient, and sustainable workforce.

The pilot establishes a scalable and sustainable workforce capability model that can be expanded across departments following the pilot period.

Project Scope and Description

Objectives: Clearly outline the main objectives of the pilot program (e.g., improve retention in key departments, develop leadership pipeline, and implement new workforce technology).

The objectives of this 12-month pilot are to:

- Test and refine a practical, hands-on AI education and adoption model that integrates effectively into daily operations while ensuring responsible, ethical, and consistent use.

- Increase staff capacity by equipping employees with practical skills to understand, analyze, and improve workflows, and to apply AI and other digital tools where they deliver measurable value.

- Develop a County-wide library of reusable assets, including AI-enabled workflow examples, role-based playbooks, templates, and lessons learned, to support self-service learning, knowledge sharing, and scalable adoption.

- Demonstrate measurable operational return on investment (ROI) through improved workflows, reduced processing time, and more effective use of existing staff capacity.

- Reduce burnout and strengthen employee satisfaction and retention by applying human-centered design principles to simplify work, reduce cognitive load, and eliminate unnecessary manual effort.

- Build leadership and problem-solving capability by enabling employees to lead workflow improvements and responsible technology use within their existing roles.

Approach: Describe the innovative strategies, and use of new technologies, creative program design, methodologies, or partnerships.

Douglas County's approach centers on an innovative, process-first and human-centered workforce strategy that integrates education, process improvement, and responsible AI use directly into operational work. Rather than introducing AI as a standalone technology, the pilot begins with understanding and improving existing workflows, then applies AI selectively where it delivers measurable improvements in efficiency, accuracy, or consistency. This ensures adoption is practical, trusted, and aligned with how employees actually work.

The program combines a tiered, hands-on education model with a structured adoption approach delivered through facilitated workshops, guided working sessions, and department-level walk-ins. Learning is embedded in real County work and focuses on common operational activities such as drafting, intake handling, documentation, and information organization. The approach emphasizes small, low-risk workflow improvements that deliver early wins, build confidence, and support sustained change —avoiding one-time or abstract training that fails to translate into practice.

Implementation is supported through time-limited consultant services and experiential learning activities funded by the pilot. External support is intentionally structured to remain flexible and responsive to operational needs identified during implementation, recognizing that the pilot is designed to test and refine an adoption model in real work settings. Services may include facilitated working sessions, curriculum and toolkit development, workflow design support, change management facilitation, documentation of reusable workflows and lessons learned, or targeted technical guidance, depending on where support delivers the greatest value. This flexibility ensures grant funds are directed to demonstrated needs rather than pre-allocated to activities that may not be required. All consultant support remains time-limited and focused on enabling internal capability and self-service practices rather than creating ongoing dependency.

Program design is informed by County-wide employee feedback indicating strong interest in AI-supported work alongside the need for practical training and clear guardrails for responsible use. The pilot produces reusable AI-enabled workflows, templates, and role-based playbooks captured in a County-wide library accessible to all staff. Approved AI tools augment—not replace—human judgment, and success is measured through workflow-level outcomes and operational return on investment rather than tool usage alone.

Implementation Plan: Provide a high-level timeline and key milestones for the up to 12 month pilot term.

The pilot will be implemented over a 12-month period beginning at contract execution, using a phased, month-based roadmap designed to support learning, iteration, and measurable outcomes. The phased structure is intended to remain flexible and responsive to operational readiness rather than tied to a calendar year.

Months 1–2: Foundation and Readiness
The pilot will begin by establishing core program foundations and confirming initial scope. Activities include developing and finalizing education materials, shared templates, role-based playbooks, and responsible AI-use guidance; confirming governance considerations; and finalizing success metrics and evaluation methods. Initial departments will be identified, along with priority teams and workflows for participation. This phase focuses on design, alignment, and readiness to ensure the program is practical and prepared for real-world implementation.

Months 3–5: Education Launch and Early Application
Tiered, hands-on education will be delivered and embedded into participants' day-to-day work. Baseline workflow and workforce measures will be documented for participating departments. Employees will apply process improvement methods to selected workflows and test AI-supported enhancements where appropriate. Tools, templates, and guidance will be refined based on operational feedback, and early lessons learned will be documented.

Months 6–9: Pilot Delivery and Department Expansion
Successful workflows and adoption practices will be refined and applied consistently within participating departments. Additional departments will be introduced as readiness allows, creating a staggered participation model. By this phase, 2–4 departments will be actively progressing through the full program, while additional departments begin earlier stages of the adoption journey. Structured support will reinforce self-service practices, with clear escalation pathways for higher-complexity needs. Reusable workflows, training materials, and role-based playbooks will be finalized and added to a County-wide knowledge library.

Months 10–12: Evaluation and Institutional Readiness
The final phase will focus on evaluating outcomes, documenting lessons learned, and assessing readiness for broader scaling. Workflow efficiency, staff experience, and operational return on investment will be analyzed across departments that completed the full program, as well as those in earlier stages. Findings will inform recommendations for sustaining successful elements and determining whether the program model should be institutionalized or expanded following the pilot period.

Target Population: Identify the key workforce that will be directly impacted by the program (e.g., specific departments, employee levels, or geographic areas).

The pilot will engage approximately 25–50 employees from 2–4 departments in process-intensive administrative, analytical, and service-delivery roles. Participants will include frontline staff, analysts, coordinators, and supervisors to ensure improvements are grounded in real operational work and can be sustained within departmental workflows. County-wide rollout is intentionally deferred until the pilot is evaluated.

Financial Need and Budget

Provide a detailed budget, clearly separating the requested grant amount and the local match contribution. Note if the funding is pending (P) or confirmed (C).

Budget Line Items	Total Cost	State Funds	Matching Funds	In-Kind	Fund Source	P or C
Consultant Services	$ 48,667	$ 36,500	$ 12,167		Grant/County	C
Experiential Peer Learning	$ 15,000	$ 11,250	$ 3,750		Grant/County	C
Materials	$ 3,000	$ 2,250	$ 750		Grant/County	C
TOTAL	$ 66,667	$ 50,000	$ 16,667	$ 0		

Provide any detail, if needed:

Douglas County is requesting $50,000 in grant funding to support a 12-month pilot of an AI Education and Adoption Program through time-limited professional services and experiential learning activities, as detailed in the budget table above. The County will provide a confirmed local cash match of $16,667 to support complementary services and materials.

To support effective delivery of the pilot, the grant and matching funds are intended to remain flexible and may be shifted among approved pilot activities and budget line items as implementation priorities and needs are refined, while remaining within allowable budget parameters and match requirements.

No grant or matching funds are requested for salaries, benefits, or technology purchases; the pilot will utilize existing, approved, and funded County tools.

Provide a breakdown of major expenses (e.g., personnel costs, technology purchases, training programs, consultant fees, etc.)

Grant Funding

Douglas County will use $50,000 in grant funding for time-limited professional services to deliver the AI Education and Adoption Program pilot. Grant-funded services will focus on improving program quality and providing targeted support as needed, including hands-on workshops and working sessions, curriculum and toolkit development, workflow improvement guidance, documentation of reusable assets, and experiential learning and peer engagement activities.

Experiential learning may include facilitated workshops, practitioner-led sessions, and structured peer exchanges, including reasonable travel costs when required to support direct, hands-on learning with other government entities or organizations.

To support effective delivery of the pilot, grant-funded services are intentionally structured to remain flexible and responsive as program needs are identified and refined. Funds may be allocated or reallocated among approved pilot activities and budget line items to ensure resources are directed to the highest-value supports during implementation, while remaining within allowable budget limits. All services are time-limited and focused on building internal capability rather than creating ongoing dependency.

County Match

The County will provide a confirmed cash match of $16,667 to support complementary professional services, experiential learning and peer engagement activities (including associated workshops and limited travel where appropriate), and limited program materials.

To support effective delivery of the pilot, matching funds are intentionally structured to remain flexible and may be allocated or reallocated among approved pilot activities and budget line items as implementation priorities and needs are refined, while maintaining required match ratios and allowable budget limits.

No grant or matching funds will be used for salaries, benefits, or technology purchases. The pilot will utilize existing, approved, and funded County tools, with no new technology purchases required.

Clarify how the local match will be sourced.

Douglas County will provide a confirmed local cash match of $16,667, representing 25% of the total project cost, funded through the County's Technology Fund. These funds will support targeted consultant support, professional learning, and limited materials in support of the pilot.

Describe the financial need for the project and how the funding will help support the pilot.

The County faces increasing workload demands and burnout risk at the same time that artificial intelligence is receiving significant attention and investment across government. While Douglas County has invested in approved AI tools, adoption and effective use are uneven across departments, resulting in inconsistent practices, variable outcomes, and limited return on investment. Without structured workforce support, staff experience uncertainty and frustration, and AI tools do not consistently translate into meaningful improvements in day-to-day work.

While Douglas County is developing an AI education and workforce program using internal resources, delivering a high-quality, consistent, and effective adoption model requires external expertise and support. Grant funding provides access to specialized facilitation, experiential learning, and independent guidance needed to test and refine a structured adoption approach across departments. This support strengthens program quality, improves consistency in adoption, and ensures the pilot produces practical, transferable results. Funding enables the County to evaluate workforce and operational outcomes, assess return on investment, and make informed decisions about scalability before committing to long-term staffing or financial investments.

Tracking Success

Metrics and Evaluation: Outline specific, quantifiable metrics to measure success.

Retention Rates: Describe the increase in employee retention for targeted departments or positions.

Employee retention will be considered a longer-term indicator of program impact rather than a direct outcome of the 12-month pilot. While the pilot will not track changes in turnover rates during implementation, it will establish baseline measures related to burnout risk, workload manageability, and job satisfaction through employee surveys. Changes in these leading indicators will be used to assess the program's potential contribution to retention over time, recognizing that sustained workforce stability depends on multiple factors beyond the scope of the pilot.

Hiring Outcomes: Explain the number of new hires or improvements in recruitment efforts.

Leadership Development Success: Explain the number of employees promoted through leadership training or initiatives.

Leadership development success will be measured by the number of participants who develop and demonstrate modern leadership skills related to process improvement, responsible AI and automation use, and workflow redesign. Indicators include participants leading or contributing to process improvement efforts, applying AI- or automation-supported solutions to team workflows, and guiding peers through changes to how work is performed. The primary outcome is the development of practical, future-ready leadership capabilities rather than immediate promotion.

Employee Engagement and Satisfaction: Explain the improvements in employee satisfaction surveys or other engagement metrics.

Employee engagement and satisfaction will be measured through brief follow-up surveys and pulse feedback administered to pilot participants and participating departments. Metrics will focus on changes in employee confidence, perceived workload manageability, and satisfaction with improved workflows and AI-supported processes compared to baseline survey results. Qualitative feedback will supplement survey data to capture how the program affects day-to-day work experience, perceived support, and burnout risk. These measures will help determine whether the human-centered, hands-on approach improves employee experience and supports workforce retention.

Technology Adoption: If technology is integrated into the pilot program, determine the metrics on how new technologies improve efficiency, reduce employee turnover, improve organizational culture or increase employee productivity.

These metrics are designed to confirm that technology integration leads to tangible productivity gains, improves the quality and consistency of work, and strengthens workforce capability. In particular, the measures will demonstrate increased staff capacity by reducing time spent on routine, manual tasks and enabling employees to redirect time and attention toward higher-value work, such as complex case review, problem-solving, and direct engagement with the public where judgment, context, and service quality matter most.

Measures:

Workflow & Efficiency Gains
- Percentage reduction in processing time for selected, targeted workflows
- Number of workflows piloted and successfully moved into regular use
- Estimated staff hours saved or repurposed per quarter as a result of improved workflows

Adoption & Engagement
- Number of departments actively using the adoption workflow and shared tools
- Percentage of participating departments operating at a self-service level
- Attendance and participation rates in hands-on training sessions, office hours, or communities of practice

Quality & Service Outcomes
- Change in error, rework, or correction rates for AI-enabled or improved workflows
- Average turnaround time for selected processes before and after implementation

Capability & Culture
- Percentage of trained staff reporting increased confidence using AI-supported tools and improved workflows
- Number of reusable workflow patterns, templates, or playbooks documented and reused across departments

Data Collection: Describe how data will be collected and reported, and how program outcomes will be tracked throughout the implementation phase.

Douglas County will collect and track program data using practical, low-burden methods aligned with the pilot's success metrics and integrated into existing workflows. Baseline data will be established at the start of the pilot and compared to follow-up measures throughout implementation.

Data collection will include workflow and productivity metrics (e.g., cycle times, error or rework rates, workflows moved into regular use, and estimated staff time saved or repurposed), captured through before-and-after workflow documentation and simple time or effort estimates; technology adoption and engagement indicators (e.g., departmental participation, self-service capability, and participation in hands-on activities), tracked through participation records and adoption documentation; and workforce experience measures, including employee engagement, job satisfaction, workload manageability, burnout risk, and confidence using AI-supported workflows, collected through brief baseline and follow-up surveys and targeted qualitative feedback.

Leadership development indicators will be assessed through employee self-reported growth in process improvement and problem-solving skills and participation in leading workflow improvements. Retention will be monitored as a longer-term, secondary indicator using available workforce data to assess trends over time.

Evaluation Process: Define how the program will be evaluated during and after the pilot to determine impact and scalability.

The program will be evaluated throughout and at the conclusion of the 12-month pilot to assess effectiveness, feasibility, and readiness for broader adoption.

End-of-pilot evaluation will assess overall impact and scalability by reviewing:

- Achievement of stated objectives and success metrics
- Workflow-level efficiency gains and operational return on investment
- Increases in staff capacity, including time saved or repurposed and self-service capability
- Changes in employee engagement, job satisfaction, and burnout risk
- Leadership development outcomes, including participation in leading workflow improvements
- Retention trends as a longer-term, secondary indicator, where available
- Effectiveness of the self-service model and County-wide library of reusable assets
- Feasibility of sustaining and scaling the approach within existing organizational capacity

Douglas County will provide progress and outcome reports in accordance with grant requirements.

Intended Outcomes and Long-Term Impact

Clearly articulate the expected outcomes of the pilot program in both the short and long term. For example: Explain how the program will result in a more diverse applicant pool for local government positions.

During the 12-month pilot, Douglas County expects to improve workforce experience and operational effectiveness by embedding process improvement and responsible AI use into everyday work.

Short-Term Outcomes

The pilot is expected to:
- Improve employee satisfaction and engagement by reducing friction in daily work and increasing confidence using modern tools
- Reduce burnout risk by streamlining repetitive, manual, and low-value tasks
- Build leadership skills by helping employees lead workflow improvements and responsible AI use within their roles
- Improve efficiency, consistency, and quality of work through standardized workflows, templates, and playbooks
- Increase staff capacity by freeing up time for higher-value, service-focused work

Long-Term Impact

Over time, the pilot is intended to establish a repeatable and scalable workforce model that supports continuous improvement and responsible technology adoption.

Long-term impacts include:
- Stronger workforce stability and retention, supported by higher job satisfaction and reduced burnout
- A stronger internal pipeline of employees with modern leadership and problem-solving skills
- Process improvement becoming a routine part of daily operations
- Measurable return on investment through ongoing efficiency gains, better use of staff time, and reduced rework

Together, these outcomes position Douglas County to meet changing service demands while supporting a capable, resilient, and future-ready workforce.

Clearly articulate the expected outcomes of the pilot program in both the short and long term. For example: Explain how the pilot will improve employee satisfaction or reduce turnover rates.

Clearly articulate the expected outcomes of the pilot program in both the short and long term. For example: Explain how leadership development strategies will create a more skilled pool of internal candidates for future roles.

Explain how the results of this pilot could be scaled or applied to other departments or local governments.

The pilot is designed to scale beyond the initial participating departments and be applied across the County. Core outputs, including the adoption approach, training materials, workflow templates, and role-based playbooks, will be documented in a County-wide library that departments can access and use independently. This self-service model supports broader adoption without requiring significant new resources.

Because the program uses a process-first, human-centered approach, it can be applied across different functions and adapted as technologies evolve. Lessons learned from the pilot will inform future expansion within the County and can be shared with peer jurisdictions through regional networks and professional associations, allowing other local governments to apply the approach to similar workforce capacity and modernization challenges.

Include plans for sustaining the program after the pilot ends (e.g., securing additional funding, integrating strategies into regular operations).

Based on the results of the pilot, Douglas County will refine the AI Education and Adoption Program and continue its use in additional departments where it demonstrates clear value. Successful elements—such as the education approach, adoption framework, and County-wide library of reusable workflows and playbooks—will be integrated into regular operations to support ongoing workforce capability.

Pilot results, including measured efficiency gains and operational return on investment, will guide decisions about long-term program support, including whether to formalize coordination responsibilities within existing structures or through future funding. By grounding sustainability decisions in demonstrated outcomes, the County will scale the program in a way that is practical, accountable, and aligned with organizational priorities.

Local Match Commitment

Local Match Explanation: Describe how the 25% local financial match requirement will be met. Note: In-kind contributions may be considered depending on overall financial need but will be carefully evaluated on a case-by-case basis).

Douglas County will meet the required 25% local financial match through confirmed cash contributions funded through the County's Technology Fund.

Local matching funds will support complementary professional services and program resources, including targeted consultant support, experiential peer engagement activities, professional learning resources, and limited materials that strengthen program quality and reusability. These investments are designed to enhance the effectiveness of the pilot while maintaining flexibility to address needs identified during implementation.

Verification of Match: Indicate whether the local match is confirmed or pending. A contract will not be finalized until the local match has been committed by the jurisdiction.

Confirmed. Funds will be formally committed prior to contract execution in accordance with grant requirements.

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Jim Brown, Chief Technology Officer

DESCRIPTION: Webolutions Web Hosting & Management Services 2026 in the Amount of $112,080.00.

SUMMARY: Annual renewal of Webolutions web hosting and management services for 2026 to support eight counties' websites. The cost for the main websites is $19,800. The cost for secondary websites is $92,280. The total cost is $112,080.00 budgeted from the Maintenance Fund, 18900.

RECOMMENDED ACTION: Approval of Webolutions Web Hosting & Management Services 2026 in the Amount of $112,080.00.

REVIEW:

John Huber	Approve	1/21/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026
Suzi Woodruff - FYI	Notified - FYI	1/23/2026

ATTACHMENTS:

Cover Page
Webolutions SOSA 2026-5 19,800 DC Main Site Website Mgmt and Support
Webolutions SOSA 2026-6 92,280 DC Secondary Websites Mgmt and Support

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Jim Brown, Chief Technology Officer

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RECOMMENDED ACTION: Approval of Webolutions Web Hosting & Management Services 2026 in the Amount of $112,080.00.

REVIEW:

John Huber	Approve	1/21/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

Webolutions SOSA 2026-5 19,800 DC Main Site Website Mgmt and Support
Webolutions SOSA 2026-6 92,280 DC Secondary Websites Mgmt and Support

EXHIBIT A
SCOPE OF SERVICES AGREEMENT 2026-05 SOSA
Webolutions Inc.

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 **Webolutions Inc.**, 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 December 16, 2024, (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 maintenance and hosting for Douglas County's Main website, Douglas.co.us; and

WHEREAS, the County has budgeted and appropriated the necessary funds to satisfy the financial obligations set forth in this SOSA.

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 for any amount in excess of **NINETEEN THOUSAND EIGHT HUNDRFED DOLLARS AND ZERO CENTS ($19,800.00)**. 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 **February 1, 2026**, and terminate at 11:59 p.m. on **January 31, 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
Website Hosting & Management Services – Doulgas.co.us

Scope of Work
Webolutions Inc. will provide ongoing website hosting and related management services for County websites. We will host your websites, blogs, and all related Plugins with WP Engine®. We will also provide Website Management & Support Services.

Under this agreement, County may add websites to the solution, pending scoping and identification of optimal solution with Webolutions.

WP Engine High Availability (C3)
- AWS Multi-zone cluster (Load Balanced and Failover Capacity)
- 400GB Storage
- Up to 100 Web Domains
- Burstable Sessions – Up to 7K – 10K
- Up to 1 Million Sessions / Month in traffic
- 1000 GB per month of Global CDN traffic included in plan ($0.12/GB for overage fee)
- Development, Staging, and Production Environments
- Support as defined below

N+1 Load Capacity
If one datacenter were to go down, the ELB (Elastic Load Balancer) would detect this and then the amount of web servers lost would be spun up in the remaining datacenter. Then once the downed datacenter is back online, web servers would be spun back up and balanced out across both datacenters.

As per WP Engine's current website:

WP Engine will make the Services available 99.99% of the time, excluding any Excused Downtime. County will receive a credit of 3% of the applicable monthly Fees for each half hour of downtime in excess of those targets. In a given calendar month, we calculate "Service Availability" as follows:

$$\text{Service Availability} = \frac{\text{(total minutes Services are available)} \times 100}{\text{(total minutes in the month)} - \text{(Excused Downtime)}}$$

"Excused Downtime" means the length of time the Services are unavailable due to:
- Scheduled Maintenance;
- Emergency Maintenance;
- Beta Services;
- Force Majeure events; and
- The actions or omissions of you, your Authorized Users, or any third-party acting on your behalf or at your direction, including any unauthorized use of the Services, breach of the Agreement or Acceptable Use Policy, or any use or configuration of the Services that exceeds WP Engine's recommendations or advertised limits.

"Scheduled Maintenance" includes any maintenance performed during the following windows or for which we provide reasonable notice or coordination with you in advance of the maintenance.

Maintenance window: 9:00 PM – 3:00 AM Mountain Time (MT)

"Emergency Maintenance" means any maintenance performed outside the Scheduled Maintenance windows without advance notice where such maintenance is reasonably and urgently required to protect the integrity, availability, or security of any online systems.

Website Backups

- Backups are made daily between 1:00 AM - 3:00 AM MT including all site content and database export.
- A running 30-checkpoint history of backups is maintained at all times.
- Additional long-term backup storage is available at a nominal additional cost.

Malware scanning using Sucuri is available upon request. Prevailing rates will apply.

Webolutions Technical Support – Acknowledgement & Resolution SLAs

Business Hours

- Types of Support Available:
  - Outage – the website is not available
  - Incorrect Website Information – incorrect information is displaying on the website or information is missing from the website
    - Non-3rd Party Related – issue does not include 3rd party systems or data
    - 3rd Party Related – issue involves 3rd party systems or data (e.g. Qmatic data)
  - General Technical Questions / Support – anything aside from an Outage or Incorrect Information
- Monday through Friday 8:00 AM – 5:00 PM MT, holidays excepted.
- Methods of Contact and SLAs
  - Phone 303-300-2640
    - Acknowledgement / Response Time:
      - Outage: Within 30 minutes
      - Incorrect Information: Within One (1) Business Hour
      - General Technical Questions / Support: Within One (1) Business Day
    - Resolution Time
      - Incident Type – Outage:
        - Immediate and continuous effort with progress reporting at least every 30 minutes
        - See sections - WP Engine High Availability (C3) and As per WP Engine's current website above
        - Expected resolution within 15 minutes
      - Incident Type – Incorrect Website Information (Non-3rd Party Related):
        - Immediate and continuous effort with progress reporting every one (1) business hour.
        - Expected resolution or workaround within two (2) business hours.
      - Incident Type – Incorrect Website Information (3rd Party Related):
        - Immediate and continuous effort with progress reporting every four (4) business hours.
        - Expected resolution within two (2) business days. However, we are reliant on the response times of the 3rd party.
        - Email to support@webolutions.com
    - Acknowledgement Time: Within One (1) Business Day

Extended Hours

- Type of Support Available: Outages
- Monday through Friday 6:00 AM – 8:00 AM and 5:00 PM – 9:00 PM MT
- Saturday and Sunday 6:00 AM – 9:00 PM MT
- Holidays 6:00 AM – 9:00 PM MT
- Method of Contact and SLA
    - Phone 303-300-2640, Initiate Emergency Transfer (Dial 2)
    - Acknowledgement Time: Within 45 minutes
    - Immediate response is available directly from WP Engine. We will provide a login to get direct access to WP Engine support. https://wpengine.com/support-contact/

Overnight

- 9:00 PM – 6:00 AM MT
- Type of Support Available: Outages
- Method of Contact and SLA
    - Phone 303-300-2640, Initiate Emergency Transfer (Dial 2)
    - Acknowledgement Time: Within 5 Hours
    - Immediate response is available directly from WP Engine. We will provide a log in to get direct access to WP Engine support. https://wpengine.com/support-contact/

Election Nights

- Type of Support Available: Outages
- 5:00 PM – 9:00 PM MT
- Method of Contact and SLA
    - By alerting Webolutions 5 business days prior. Up to two (2) per calendar year.
    - Phone 303-300-2640, Initiate Emergency Transfer (Dial 2)
    - Acknowledgement Time: Within 5 minutes

Website Management & Support

Services may include:

- Timely WordPress software version updates
- Timely WordPress plugin software version updates and subscription maintenance
- Monthly Hardware & Website Backups
- Website Troubleshooting and Incident Resolution. May include:
    - Website Error Correction & Support
    - Specific Team Server Needs - Clearing Cache
    - Election Night Planning
    - Election Night Coordination & Execution of Services
    - Creating Beta Environments, for non-project items
- Website Configuration Changes
- Website Broken Links Scan Reporting & Corrections
- Creation of Performance Intelligence Dashboards
- Performance Intelligence Reporting and Collaboration
- Monthly Account Reconciliation
- Ad Hoc Communications and Meeting Coordination
- Additional deliverables as authorized by County

Associated Pricing – Monthly Labor
Website Management & Support

Deliverable	Cost Per Website	Cost Per Month
Monthly Hardware with WP Engine	Fixed	Included with SOSA 2026-002
Webolutions Management of WP Engine Solution - 2 hours / month Total	Fixed	$300.00
WordPress and Core Plugin Software Updates - 1 hour / month / website	$ 150.00	$150.00
Website Troubleshooting and Incident Resolution – 8 hours/month (One Website)	Fixed	$1,200.00
Monthly Account Tracking & Reconciliation, Strategic Planning and Communications	Fixed	Included
Monthly Subtotal		**$1,650.00**
Annual Total		**$19,800.00**

Webolutions provides third-party software including WordPress and associated plugins on an "as is" basis. If WordPress or the incorporated plugins make programming changes, issues may arise. The plugins may need reconfigured or replaced with new ones to work on the new platform. This will result in additional programming fees. In extreme situations a replacement plugin may not be available.

Invoicing Procedures

- Monthly Recurring Labor: Webolutions will invoice for the full monthly amount on the 15th of each month, with payment due on or by the final day of the month.
- Ad hoc services will be priced and invoiced as per project.

EXHIBIT A
SCOPE OF SERVICES AGREEMENT 2026-06 SOSA
Webolutions Inc.

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 **WEBOLUTIONS INC.**, 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 December 16, 2024, (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 maintenance and hosting for Douglas County's Main website, Douglas.co.us; and

WHEREAS, the County has budgeted and appropriated the necessary funds to satisfy the financial obligations set forth in this SOSA.

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 for any amount in excess of **NINETY-TWO THOUSAND TWO HUNDRED EIGHTY DOLLARS AND ZERO CENTS ($92,280.00)**. 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 **February 1, 2026**, and terminate at 11:59 p.m. on **January 31, 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

Website Hosting & Management Services (Douglas County Secondary Sites)

Scope of Work
Webolutions Inc. will provide ongoing website hosting and related management services for County websites. We will host your websites, blogs, and all related Plugins with WP Engine®. We will also provide Website Management & Support Services.

Under this agreement, County may add websites to the solution, pending scoping and identification of optimal solution with Webolutions Inc. To begin, services are provided for the following seven (7) websites under this agreement:

	Website Name	Website Domain
1	Douglas County Fair & Rodeo	https://douglascountyfairandrodeo.com/
2	Douglas County Art Encounters	https://artencounters.douglas.co.us/
3	Douglas County Public Notices	https://publicnotices.douglasco.gov
4	Douglas County Partnership	https://www.douglascountypartnership.org/
5	Douglas County Economic Development Corp.	https://douglascountyedc.com/
6	23rd Judicial District	https://coda23.gov/
7	MACC Website	https://metroareacc.org/

Should any website(s) change their domain during the term of this agreement, the terms of the agreement will remain applicable to the website(s) on the new domain(s).

WP Engine High Availability (C3)
- AWS Multi-zone cluster (Load Balanced and Failover Capacity)
- 400GB Storage
- Up to 100 Web Domains
- Burstable Sessions – Up to 7K – 10K
- Up to 1 Million Sessions / Month in traffic
- 1000 GB per month of Global CDN traffic included in plan ($0.12/GB for overage fee)
- Development, Staging, and Production Environments
- Support as defined below

N+1 Load Capacity
If one datacenter were to go down, the ELB (Elastic Load Balancer) would detect this and then the amount of web servers lost would be spun up in the remaining datacenter. Then once the downed datacenter is back online, web servers would be spun back up and balanced out across both datacenters.

Exception
The MACC website (https://metroareacc.org/) is constructed using a shared codebase. It is not hosted with High Availability or N+1 Load Capacity. It cannot be extracted from Webolutions Inc.' hosting

environment. Uptime guarantees; backups; support, maintenance, and training services; and SLA defined herein apply.

As per WP Engine's current website:

WP Engine will make the Services available 99.99% of the time, excluding any Excused Downtime. County will receive a credit of 3% of the applicable monthly Fees for each half hour of downtime in excess of those targets. In a given calendar month, we calculate "Service Availability" as follows:

$$\text{Service Availability} = \frac{\text{(total minutes Services are available)} \times 100}{\text{(total minutes in the month)} - \text{(Excused Downtime)}}$$

"Excused Downtime" means the length of time the Services are unavailable due to:

- Scheduled Maintenance;
- Emergency Maintenance;
- Beta Services;
- Force Majeure events; and
- The actions or omissions of you, your Authorized Users, or any third-party acting on your behalf or at your direction, including any unauthorized use of the Services, breach of the Agreement or Acceptable Use Policy, or any use or configuration of the Services that exceeds WP Engine's recommendations or advertised limits.

"Scheduled Maintenance" includes any maintenance performed during the following windows or for which we provide reasonable notice or coordination with you in advance of the maintenance.

Maintenance window: 9:00 PM – 3:00 AM Mountain Time (MT)

"Emergency Maintenance" means any maintenance performed outside the Scheduled Maintenance windows without advance notice where such maintenance is reasonably and urgently required to protect the integrity, availability, or security of any online systems.

Website Backups

- Backups are made daily between 1:00 AM - 3:00 AM MT including all site content and database export.
- A running 30-checkpoint history of backups is maintained at all times.
- Additional long-term backup storage is available at a nominal additional cost.

Malware scanning using Sucuri is available upon request. Prevailing rates will apply.

Support, Maintenance, and Training

Services Include

- 24x7 support for critical issues with SLA-based response tiers
- Ability to provide both Functional and Technical helpdesk support for end users, content authors and site administrators
- Provide systems administration duties such as user set up, role definitions, and menu changes

- Provide all development related services
- Development and maintenance of training materials and standards documentation
- Train content editors, approvers and administrators on relevant tasks and system functionality
- Timely WordPress software version updates
- Timely WordPress plugin software version updates and subscription maintenance
- Monthly Hardware & Website Backups
- Website Troubleshooting and Incident Resolution. May include:
    - Website Error Correction & Support
    - Specific Team Server Needs - Clearing Cache
    - Creating Beta Environments, for non-project items
- Website Configuration Changes
- Website Broken Links Scan Reporting & Corrections
- Creation of Performance Intelligence Dashboards
- Performance Intelligence Reporting and Collaboration
- Monthly Account Reconciliation
- Ad Hoc Communications and Meeting Coordination
- Additional deliverables as authorized by County

Service Level Agreement (SLA)

This SLA applies to the following services:

- Website Hosting and Availability
- User Account Management
- Technical Support and functional Incident Management
- Feature Request Handling
- How-To questions
- Scheduled Maintenance

3. Service Commitments
The provider commits to delivering high availability, timely support, and proactive communication. Performance is measured against the SLA table below and reviewed quarterly.

4. Customer Responsibilities

- Report issues via the designated support portal or email.
- Provide accurate information and access for troubleshooting.
- Maintain compliance with the Acceptable Use Policy.

5. Support Hours

- Standard Support: Monday–Friday, 8:00 AM to 6:00 PM (Customer's Local Time)
- Emergency Support: 24/7 for Critical and High Incidents (P1,P2)

6. Escalation Path
   1. Support Agent
   2. Support Manager
   3. Customer Success Manager
   4. Executive Sponsor

7. SLA Review
This SLA is reviewed annually or upon major changes to the service offering.

8. SLA Table

Service Area	Priority	Description	Response Time	Resolution Time	Availability Target
Platform Availability	N/A	Uptime of the WPE platform	N/A	N/A	99.95% monthly
Incident Management	P1 - Critical	Site down, data loss, major outage	15 minutes (24/7)	4 hours	
	P2 - High	Major functionality broken, no workaround	1 hour	8 hours	
	P3 - Medium	Minor functionality issue, workaround available	4 hours	2 business days	
	P4 - Low	Cosmetic issues, general inquiries	1 business day	5 business days	
Feature Requests	N/A	New feature suggestions	Acknowledged in 2 days	Reviewed quarterly	
Scheduled Maintenance	N/A	Planned updates and patches	5 days advance notice	N/A	

Associated Pricing – Monthly Labor

Website Management & Support

Deliverable	Cost Per Website	Cost Per Month
Monthly Hardware with WP Engine	Fixed	3,200.00
Webolutions Management of WP Engine Solution - 2 hours / month Total	Fixed	$300.00
WordPress and Core Plugin Software Updates - 1 hour / month / website for six (6) websites	$ 150.00	$900.00
Website Hosting and Related Support Services for MACC Website	$140.00	$140.00
Website Troubleshooting and Incident Resolution – 3 hours / website / month for seven (7) websites	T&M	$3,150.00
Monthly Account Tracking & Reconciliation, Strategic Planning and Communications	Fixed	Included
Monthly Total		**$7,690.00**
Annual Total		**$92,280.00**

Webolutions Inc. provides third-party software including WordPress and associated plugins on an "as is" basis. If WordPress or the incorporated plugins make programming changes, issues may arise. The plugins may need reconfigured or replaced with new ones to work on the new platform. This will result in additional programming fees. In extreme situations a replacement plugin may not be available.

Invoicing Procedures

- Monthly Recurring Labor: Webolutions Inc. will invoice for the full monthly amount on the 15th of each month, with payment due on or by the final day of the month.
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MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Mike Wise, Sr. Manager Application Services

DESCRIPTION: Oracle Licensing and Support Annual Renewal in the Amount of $163,907.33.

SUMMARY: Seeking approval for the annual renewal of the Oracle licenses and support services. This solution allows the use and support of JD Edwards throughout the County to effectively manage financials and resources throughout the County. For continuation of service, payment is due by February 28, 2026. This purchase in the amount of $163,907.33 is budgeted from the Maintenance Fund, 18900.

RECOMMENDED ACTION: Approval of the Oracle Licensing and Support Annual Renewal in the Amount of $163,906.37.

REVIEW:

John Huber	Approve	1/21/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026
Suzi Woodruff - FYI	Notified - FYI	1/23/2026

ATTACHMENTS:

Cover Page
Oracle 2026 163,907.33 SSN 21180077 FEB 2026 CONSOLIDATION

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Mike Wise, Sr. Manager Application Services

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John Huber	Approve	1/21/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

Oracle 2026 163,907.33 SSN 21180077 FEB 2026 CONSOLIDATION

22-Oct-25

Dear Suzi Woodruff

Your technical support services are due for renewal.

Support Service Number: 21180077

Support Start Date: 28-Feb-26

Customer Reference: REQ0035817

Amount Due: USD 163,907.33 (excluding applicable tax)

To avoid any interruption in these services, please complete your renewal by 29-Jan-26.

Oracle would like to thank you for your continued business.

Have a question about your renewal? Call 1-203-921-6851 or email Oracle at joanna.giorno@oracle.com.

ORACLE

Technical Support Services Renewal Order

General Information

Customer: DOUGLAS COUNTY

Support Service Number: 21180077

Customer Reference: REQ0035817

Offer Expires: 27-Feb-26

Oracle: Oracle America, Inc.

Oracle Contact Information:

Joanna Giorno

Call: 1-203-921-6851
Email: joanna.giorno@oracle.com

Online Renewals can be viewed and accepted on My Support Renewals

Customer Quote To	Customer Bill To
Suzi Woodruff	Suzi Woodruff
DOUGLAS COUNTY	DOUGLAS COUNTY
100 third st	100 third st
castle rock	castle rock
CO 80104	CO 80104
United States	United States
303-660-7429	-303-660-7429
swoodruff@douglas.co.us	swoodruff@douglas.co.us

"You" and "Your" as used in this renewal order, refer to the Customer listed above.

Please ensure the Quote To and Bill To details above are correct, especially the email addresses, as Oracle will usually deliver communications, including Your invoice, to the respective email address.

Service Details

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne HCM Foundation - Employee Count Perpetual	14733675	105		FULL USE	28-Feb-26	28-Feb-27	2.57
JD Edwards EnterpriseOne Human Resources Management - Employee Count Perpetual	14733675	105		FULL USE	28-Feb-26	28-Feb-27	156.68
JD Edwards EnterpriseOne Time And Labor - Employee Count Perpetual	14733675	105		FULL USE	28-Feb-26	28-Feb-27	33.27
JD Edwards EnterpriseOne Us Payroll - Employee Count Perpetual	14733675	105		FULL USE	28-Feb-26	28-Feb-27	156.47

Program Technical Support Fees: USD 348.99

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Accounts Payable	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Accounts Receivable	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Advanced Pricing	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Advanced Stock Valuation	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Agreement Management	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Bulk Stock Inventory	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Capital Asset Management	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Contract and Service Billing	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Fixed Asset Accounting	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Foundation - Address Book	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Foundation - Order Processing	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Foundation - Work Order	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne General Ledger	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne HCM Foundation	14489059	1			1-Mar-26	28-Feb-27	0.00

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Human Resources Management	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Inventory Management	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Procurement and Subcontract Management	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Project Costing	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Quality Management	14489059	1			1-Mar-26	28-Feb-27	102,538.40
JD Edwards EnterpriseOne Requirements Planning	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Sales Order Entry	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Sales Order Processing	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Suite Concurrent Full-Use Use	14489059	20	JDEMODULE		1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Suite Inquiry User	14489059	10	JDEMODULE		1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Suite Named Users	14489059	10	JDEMODULE		1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Technology Foundation	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Us Payroll	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Accounts Payable	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Accounts Receivable	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Address Book	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Advanced Forecasting	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Advanced Pricing	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Advanced Stock Valuation	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Agreement Management	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Bulk Stock Management	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards World Case Foundation Environment/Tool Kit	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Cash Basis Accounting	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Computer Assisted Design	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Computer Operations	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Conversion Programs	14489059	1			1-Mar-26	28-Feb-27	0.00

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
Jd Edwards World Documentation	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Dream Writer	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World EDI	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Electronic Burst & Bind	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Electronic Mail	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards World Enterprise Facility Planning	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards World FASTR	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards World Financial Planning & Budgeting	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Financial Reporting	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Fixed Assets	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World General Ledger	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Human Resources Management	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards World Inventory / OP Base	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Inventory Management	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Multi-Currency - Base	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Multi-Site Consolidations	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards World Plant And Equipment Maintenance Management	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Procurement	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Project Costing	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Quality Management	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Requirements Planning	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Sales Order Management	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Security Officer	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Technical Aids	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Technical Foundation	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Time Accounting	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards World U.S. Payroll Processing	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World Warehouse Management	14489059	1			1-Mar-26	28-Feb-27	0.00

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
Jd Edwards World Work Order Management	14489059	1			1-Mar-26	28-Feb-27	0.00
Jd Edwards World World Writer	14489059	1			1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Accounts Payable - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Accounts Receivable - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Advanced Cost Accounting - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Advanced Pricing - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Advanced Stock Valuation - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Agreement Management - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Bulk Stock Inventory - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Capital Asset Management - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Contract and Service Billing - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Fixed Asset Accounting - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Foundation - Address Book - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Foundation - EDI Foundation - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Foundation - Electronic Mail - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Foundation - Order Processing - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Foundation - Self Service Order Processing - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Foundation - Self-Service - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Foundation - System Foundation - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Foundation - Work Order - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne General Ledger - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne HCM Foundation - Employee Count Perpetual	14733675	1042		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Human Resources Management - Employee Count Perpetual	14733675	1042		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Inventory Management - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Procurement and Subcontract Management - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Project Costing - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Quality Management - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Requirements Planning - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Sales Order Entry - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Sales Order Processing - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Service Management - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Technology Foundation - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Time And Labor - Employee Count Perpetual	14733675	1042		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Transportation Management - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Us Payroll - Employee Count Perpetual	14733675	1042		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Warehouse Management - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	0.00
JD Edwards EnterpriseOne Self-Service Human Resources - Enterprise Employee Perpetual	15654766	1		FULL USE	1-Mar-26	28-Feb-27	24,876.20

Program Technical Support Fees: USD 127,414.60

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Accounts Payable - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	30.41
JD Edwards EnterpriseOne Accounts Receivable - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	30.41
JD Edwards EnterpriseOne Advanced Cost Accounting - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	27.72
JD Edwards EnterpriseOne Advanced Pricing - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	45.50
JD Edwards EnterpriseOne Advanced Stock Valuation - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	30.41
JD Edwards EnterpriseOne Agreement Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	12.65
JD Edwards EnterpriseOne Bulk Stock Inventory - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne Capital Asset Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne Contract and Service Billing - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne Core Tools and Infrastructure - Nonstandard User	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	30.26
JD Edwards EnterpriseOne Fixed Asset Accounting - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne Foundation - Address Book - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne Foundation - EDI Foundation - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne Foundation - Electronic Mail - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne Foundation - Order Processing - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	163.65
JD Edwards EnterpriseOne Foundation - Self Service Order Processing - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	73.22
JD Edwards EnterpriseOne Foundation - Self-Service - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	73.22
JD Edwards EnterpriseOne Foundation - System Foundation - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	35.26

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Foundation - Work Order - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	75.64
JD Edwards EnterpriseOne General Ledger - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	35.26
JD Edwards EnterpriseOne Inventory Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	70.52
JD Edwards EnterpriseOne Procurement and Subcontract Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	40.40
JD Edwards EnterpriseOne Project Costing - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	40.40
JD Edwards EnterpriseOne Quality Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	156.11
JD Edwards EnterpriseOne Requirements Planning - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	178.74
JD Edwards EnterpriseOne Sales Order Entry - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	118.43
JD Edwards EnterpriseOne Sales Order Processing - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	204.10
JD Edwards EnterpriseOne Service Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	75.64
JD Edwards EnterpriseOne Transportation Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	110.91
JD Edwards EnterpriseOne Warehouse Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	151.04

Program Technical Support Fees: USD 1,817.46

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Accounts Payable - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	224.72
JD Edwards EnterpriseOne Accounts Receivable - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	224.72
JD Edwards EnterpriseOne Advanced Cost Accounting - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	204.83
JD Edwards EnterpriseOne Advanced Pricing - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	336.16

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Advanced Stock Valuation - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	224.72
JD Edwards EnterpriseOne Agreement Management - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	93.46
JD Edwards EnterpriseOne Bulk Stock Inventory - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	7.98
JD Edwards EnterpriseOne Capital Asset Management - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	7.98
JD Edwards EnterpriseOne Contract and Service Billing - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	7.98
JD Edwards EnterpriseOne Core Tools and Infrastructure - Nonstandard User	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	223.56
JD Edwards EnterpriseOne Fixed Asset Accounting - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	7.98
JD Edwards EnterpriseOne Foundation - Address Book - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	7.98
JD Edwards EnterpriseOne Foundation - EDI Foundation - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	7.98
JD Edwards EnterpriseOne Foundation - Electronic Mail - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	7.98
JD Edwards EnterpriseOne Foundation - Order Processing - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	1,209.23
JD Edwards EnterpriseOne Foundation - Self Service Order Processing - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	540.98
JD Edwards EnterpriseOne Foundation - Self-Service - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	540.98
JD Edwards EnterpriseOne Foundation - System Foundation - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	260.54
JD Edwards EnterpriseOne Foundation - Work Order - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	558.88
JD Edwards EnterpriseOne General Ledger - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	260.54
JD Edwards EnterpriseOne HCM Foundation - Employee Count Perpetual	14733675	105		FULL USE	1-Mar-26	28-Feb-27	3.41
JD Edwards EnterpriseOne Human Resources Management - Employee Count Perpetual	14733675	105		FULL USE	1-Mar-26	28-Feb-27	207.39

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Inventory Management - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	521.08
JD Edwards EnterpriseOne Procurement and Subcontract Management - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	298.33
JD Edwards EnterpriseOne Project Costing - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	298.33
JD Edwards EnterpriseOne Quality Management - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	1,153.55
JD Edwards EnterpriseOne Requirements Planning - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	1,320.60
JD Edwards EnterpriseOne Sales Order Entry - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	875.08
JD Edwards EnterpriseOne Sales Order Processing - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	1,507.56
JD Edwards EnterpriseOne Service Management - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	558.88
JD Edwards EnterpriseOne Time And Labor - Employee Count Perpetual	14733675	105		FULL USE	1-Mar-26	28-Feb-27	44.06
JD Edwards EnterpriseOne Transportation Management - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	819.40
JD Edwards EnterpriseOne Us Payroll - Employee Count Perpetual	14733675	105		FULL USE	1-Mar-26	28-Feb-27	207.13
JD Edwards EnterpriseOne Warehouse Management - Reported Budget Perpetual	14733675	102900000		FULL USE	1-Mar-26	28-Feb-27	1,115.76

Program Technical Support Fees: USD 13,889.74

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Accounts Payable - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	30.48
JD Edwards EnterpriseOne Accounts Receivable - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	30.48
JD Edwards EnterpriseOne Advanced Cost Accounting - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	27.79
JD Edwards EnterpriseOne Advanced Pricing - Reported Budget Perpetual	14733675	147000000		FULL USE	1-Mar-26	28-Feb-27	204.29

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Advanced Stock Valuation - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	35.32
JD Edwards EnterpriseOne Agreement Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	75.75
JD Edwards EnterpriseOne Bulk Stock Inventory - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	35.32
JD Edwards EnterpriseOne Capital Asset Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	163.88
JD Edwards EnterpriseOne Contract and Service Billing - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	73.31
JD Edwards EnterpriseOne Fixed Asset Accounting - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	30.48
JD Edwards EnterpriseOne Foundation - Address Book - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	12.66
JD Edwards EnterpriseOne Foundation - EDI Foundation - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne Foundation - Electronic Mail - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne Foundation - Order Processing - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne Foundation - Self Service Order Processing - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne Foundation - Self-Service - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne Foundation - System Foundation - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne Foundation - Work Order - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	1.08
JD Edwards EnterpriseOne General Ledger - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	45.54
JD Edwards EnterpriseOne HCM Foundation - Employee Count Perpetual	14733675	105		FULL USE	1-Mar-26	28-Feb-27	3.22
JD Edwards EnterpriseOne Human Resources Management - Employee Count Perpetual	14733675	105		FULL USE	1-Mar-26	28-Feb-27	196.72
JD Edwards EnterpriseOne Inventory Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	70.65

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Procurement and Subcontract Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	118.57
JD Edwards EnterpriseOne Project Costing - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	73.31
JD Edwards EnterpriseOne Quality Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	40.44
JD Edwards EnterpriseOne Requirements Planning - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	40.44
JD Edwards EnterpriseOne Sales Order Entry - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	75.75
JD Edwards EnterpriseOne Sales Order Processing - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	75.75
JD Edwards EnterpriseOne Service Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	111.05
JD Edwards EnterpriseOne Technology Foundation - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	151.20
JD Edwards EnterpriseOne Time And Labor - Employee Count Perpetual	14733675	105		FULL USE	1-Mar-26	28-Feb-27	41.79
JD Edwards EnterpriseOne Transportation Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	156.33
JD Edwards EnterpriseOne Us Payroll - Employee Count Perpetual	14733675	105		FULL USE	1-Mar-26	28-Feb-27	196.48
JD Edwards EnterpriseOne Warehouse Management - Reported Budget Perpetual	14733675	14700000		FULL USE	1-Mar-26	28-Feb-27	178.93

Program Technical Support Fees: USD 2,303.49

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Accounts Payable - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	156.75
JD Edwards EnterpriseOne Accounts Receivable - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	156.77
JD Edwards EnterpriseOne Advanced Cost Accounting - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	142.88
JD Edwards EnterpriseOne Advanced Pricing - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	234.45

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Advanced Stock Valuation - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	156.75
JD Edwards EnterpriseOne Agreement Management - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	65.20
JD Edwards EnterpriseOne Bulk Stock Inventory - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	5.55
JD Edwards EnterpriseOne Capital Asset Management - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	5.55
JD Edwards EnterpriseOne Contract and Service Billing - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	5.55
JD Edwards EnterpriseOne Core Tools and Infrastructure - Enterprise $M in Revenue Perpetual	14733675	1029	ENTERPRISE $M IN REVENUE	FULL USE	1-Mar-26	28-Feb-27	155.93
JD Edwards EnterpriseOne Fixed Asset Accounting - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	5.55
JD Edwards EnterpriseOne Foundation - Address Book - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	5.55
JD Edwards EnterpriseOne Foundation - EDI Foundation - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	5.55
JD Edwards EnterpriseOne Foundation - Electronic Mail - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	5.55
JD Edwards EnterpriseOne Foundation - Order Processing - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	843.44
JD Edwards EnterpriseOne Foundation - Self Service Order Processing - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	377.33
JD Edwards EnterpriseOne Foundation - Self-Service - Reported Revenues Perpetual	14733675	1029	REPORTED REVENUES	FULL USE	1-Mar-26	28-Feb-27	377.33
JD Edwards EnterpriseOne Foundation - System Foundation - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	181.73
JD Edwards EnterpriseOne Foundation - Work Order - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	389.80
JD Edwards EnterpriseOne General Ledger - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	181.73
JD Edwards EnterpriseOne Inventory Management - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	363.45
JD Edwards EnterpriseOne Procurement and Subcontract Management - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	208.07

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Project Costing - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	208.07
JD Edwards EnterpriseOne Quality Management - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	804.59
JD Edwards EnterpriseOne Requirements Planning - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	921.12
JD Edwards EnterpriseOne Sales Order Entry - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	610.38
JD Edwards EnterpriseOne Sales Order Processing - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	1,051.51
JD Edwards EnterpriseOne Service Management - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	389.80
JD Edwards EnterpriseOne Transportation Management - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	571.54
JD Edwards EnterpriseOne Warehouse Management - Reported Budget Perpetual	14733675	1029	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	778.24

Program Technical Support Fees: USD 9,365.71

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Accounts Payable - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	81.54
JD Edwards EnterpriseOne Accounts Receivable - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	81.54
JD Edwards EnterpriseOne Advanced Cost Accounting - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	74.34
JD Edwards EnterpriseOne Advanced Pricing - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	121.96
JD Edwards EnterpriseOne Advanced Stock Valuation - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	81.54
JD Edwards EnterpriseOne Agreement Management - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	33.92
JD Edwards EnterpriseOne Bulk Stock Inventory - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	2.89
JD Edwards EnterpriseOne Capital Asset Management - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	2.89

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Contract and Service Billing - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	2.89
JD Edwards EnterpriseOne Core Tools and Infrastructure - Enterprise Employee Perpetual	14733675	588	ENTERPRISE EMPLOYEE	FULL USE	1-Mar-26	28-Feb-27	81.11
JD Edwards EnterpriseOne Fixed Asset Accounting - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	2.89
JD Edwards EnterpriseOne Foundation - Address Book - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	2.89
JD Edwards EnterpriseOne Foundation - EDI Foundation - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	2.89
JD Edwards EnterpriseOne Foundation - Electronic Mail - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	124.54
JD Edwards EnterpriseOne Foundation - Order Processing - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	438.74
JD Edwards EnterpriseOne Foundation - Self Service Order Processing - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	196.28
JD Edwards EnterpriseOne Foundation - Self-Service - Reported Revenues Perpetual	14733675	588	REPORTED REVENUES	FULL USE	1-Mar-26	28-Feb-27	196.28
JD Edwards EnterpriseOne Foundation - System Foundation - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	94.53
JD Edwards EnterpriseOne Foundation - Work Order - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	202.77
JD Edwards EnterpriseOne General Ledger - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	94.53
JD Edwards EnterpriseOne HCM Foundation - Employee Count Perpetual	14733675	105	EMPLOYEE COUNT	FULL USE	1-Mar-26	28-Feb-27	2.17
JD Edwards EnterpriseOne Human Resources Management - Employee Count Perpetual	14733675	105	EMPLOYEE COUNT	FULL USE	1-Mar-26	28-Feb-27	131.70
JD Edwards EnterpriseOne Inventory Management - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	189.07
JD Edwards EnterpriseOne Procurement and Subcontract Management - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	108.24
JD Edwards EnterpriseOne Project Costing - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	108.24
JD Edwards EnterpriseOne Quality Management - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	418.54

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Requirements Planning - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	479.16
JD Edwards EnterpriseOne Sales Order Entry - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	317.51
JD Edwards EnterpriseOne Sales Order Processing - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	547.00
JD Edwards EnterpriseOne Service Management - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	202.77
JD Edwards EnterpriseOne Time And Labor - Employee Count Perpetual	14733675	105	EMPLOYEE COUNT	FULL USE	1-Mar-26	28-Feb-27	27.97
JD Edwards EnterpriseOne Transportation Management - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	297.31
JD Edwards EnterpriseOne Us Payroll - Employee Count Perpetual	14733675	105	EMPLOYEE COUNT	FULL USE	1-Mar-26	28-Feb-27	131.51
JD Edwards EnterpriseOne Warehouse Management - Reported Budget Perpetual	14733675	588	REPORTED BUDGET	FULL USE	1-Mar-26	28-Feb-27	404.84

Program Technical Support Fees: USD 5,286.99

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Accounts Payable - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	51.94
JD Edwards EnterpriseOne Accounts Receivable - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	51.94
JD Edwards EnterpriseOne Advanced Cost Accounting - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	47.17
JD Edwards EnterpriseOne Advanced Pricing - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	77.63
JD Edwards EnterpriseOne Advanced Stock Valuation - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	51.94
JD Edwards EnterpriseOne Agreement Management - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	21.43
JD Edwards EnterpriseOne Bulk Stock Inventory - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	1.91
JD Edwards EnterpriseOne Capital Asset Management - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	1.91

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Contract and Service Billing - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	1.91
JD Edwards EnterpriseOne Core Tools and Infrastructure - Enterprise $M in Revenue Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	51.94
JD Edwards EnterpriseOne Fixed Asset Accounting - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	1.91
JD Edwards EnterpriseOne Foundation - Address Book - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	1.91
JD Edwards EnterpriseOne Foundation - EDI Foundation - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	1.91
JD Edwards EnterpriseOne Foundation - Electronic Mail - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	1.91
JD Edwards EnterpriseOne Foundation - Order Processing - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	279.62
JD Edwards EnterpriseOne Foundation - Self Service Order Processing - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	125.27
JD Edwards EnterpriseOne Foundation - Self-Service - Reported Revenues Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	125.25
JD Edwards EnterpriseOne Foundation - System Foundation - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	60.50
JD Edwards EnterpriseOne Foundation - Work Order - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	129.08
JD Edwards EnterpriseOne General Ledger - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	60.50
JD Edwards EnterpriseOne HCM Foundation - Employee Count Perpetual	14733675	105		FULL USE	1-Mar-26	28-Feb-27	2.74
JD Edwards EnterpriseOne Human Resources Management - Employee Count Perpetual	14733675	105		FULL USE	1-Mar-26	28-Feb-27	167.92
JD Edwards EnterpriseOne Inventory Management - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	120.52
JD Edwards EnterpriseOne Procurement and Subcontract Management - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	69.08
JD Edwards EnterpriseOne Project Costing - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	69.08
JD Edwards EnterpriseOne Quality Management - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	266.75

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Requirements Planning - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	305.33
JD Edwards EnterpriseOne Sales Order Entry - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	202.46
JD Edwards EnterpriseOne Sales Order Processing - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	348.69
JD Edwards EnterpriseOne Service Management - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	129.08
JD Edwards EnterpriseOne Time And Labor - Employee Count Perpetual	14733675	105		FULL USE	1-Mar-26	28-Feb-27	35.66
JD Edwards EnterpriseOne Transportation Management - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	189.59
JD Edwards EnterpriseOne Us Payroll - Employee Count Perpetual	14733675	105		FULL USE	1-Mar-26	28-Feb-27	167.69
JD Edwards EnterpriseOne Warehouse Management - Reported Budget Perpetual	14733675	29400000		FULL USE	1-Mar-26	28-Feb-27	258.18

Program Technical Support Fees: USD 3,480.35

Total Price: USD 163,907.33

Excluding applicable tax

Notes

If Oracle accepts Your renewal order, the start date set forth in the Service Details table above shall serve as the commencement date of the technical support services and the technical support services ordered under this renewal order will be provided through the end date specified in the table for the applicable programs and/ or hardware ("Support Period").

If any of the fields listed in the Service Details table above are blank, then such fields do not apply to Your renewal.

Technical Support Services Terms

If the Customer and the Customer Quote To name identified in the General Information table above are not the same, DOUGLAS COUNTY represents that Customer has authorized DOUGLAS COUNTY to execute this renewal order on the Customer's behalf and to bind the Customer to the terms contained in this renewal order. DOUGLAS COUNTY agrees that the services ordered are for the sole benefit of Customer and shall only be used by Customer. DOUGLAS COUNTY agrees to advise Customer of the terms of this renewal order as well as any communications received from Oracle regarding the services.

If the Customer and the Customer Bill To name identified in the General Information table above are not the same, Customer agrees that: a) Customer has the ultimate responsibility for payments under this renewal order; and b) any failure of DOUGLAS COUNTY to make timely payment per the terms of this renewal order shall be deemed a breach by Customer and, in addition to any other remedies available to Oracle, Oracle may terminate Customer's technical support service under this renewal order.

Technical support is provided under Oracle's technical support policies in effect at the time the services are provided. The technical support policies are subject to change at Oracle's discretion; however, Oracle will not materially reduce the level of services provided for supported programs and/or hardware during the period for which fees for technical support have been paid, or for U.S. federal and public sector entities, the period for which services have been ordered. You should review the technical support policies prior to entering into this renewal order.

The current version of the technical support policies may be accessed at http://www.oracle.com/us/support/policies/index.html.

Regarding the inclusion of DFARS 252.204-7012, the parties agree that DFARS 252.204-7012, Safeguarding Covered Defense Information and Cyber Incident Reporting (OCT 2016), does not apply to the Commercial Off the Shelf (COTS) licenses or hardware, and does not apply to the associated technical support because Oracle will not process, collect, develop, receive, transmit, use, or store "covered defense information" on "covered contractor information systems" as defined in DFARS 252.204-7012, Safeguarding Covered Defense Information and Cyber Incident Reporting (OCT 2016), in performance of the associated technical support services ordered under this renewal quote, and the Government agrees that it will not provide "covered defense information" to Oracle in performance of the associated technical support services..

The technical support services renewed under this renewal order are governed by the terms and conditions of the US-PS-TSSA-FEC-80418770 ("agreement"). Any use of the programs and/or hardware, which includes updates and other materials provided or made available by Oracle as a part of technical support services, is subject to the rights granted for the programs and/or hardware set forth in the order in which the programs and/or hardware were acquired.

This renewal order incorporates the agreement by reference. In the event of inconsistencies between the terms contained in this renewal order and the agreement, this renewal order shall take precedence.

Renewal Processing Details

Your renewal order is subject to Oracle's acceptance. Your renewal is considered complete when You provide Oracle with payment details for the renewal as detailed below or an executed Oracle Financing contract. Once completed, Your renewal cannot be cancelled and Your payment is nonrefundable, except as provided in the agreement. Oracle will issue an invoice to You upon receipt of a purchase order or a form of payment acceptable to Oracle.

If You are U.S. federal government or public sector entity, Oracle will issue You an invoice quarterly in arrears after the services are performed.

Unless you are an U.S. federal government entity, Oracle's invoice includes applicable sales tax, GST, or VAT (collectively referred to as "tax"). If DOUGLAS COUNTY is a tax exempt organization and is not an U.S. federal government entity, a copy of DOUGLAS COUNTY's tax exemption certificate must be submitted with DOUGLAS COUNTY's purchase order, credit card, or other acceptable form of payment.

Technical Support fees are invoiced Quarterly in Arrears. All fees payable to Oracle are due within 30 NET from date of invoice.

You agree to pay any sales, value-added or other similar taxes imposed by applicable law, except for taxes based on Oracle's income. If DOUGLAS COUNTY is a tax exempt organization, a copy of DOUGLAS COUNTY's tax exemption certificate must be submitted with DOUGLAS COUNTY's purchase order, check, credit card or other acceptable form of payment.

Payment Details

Purchase Order
If You are submitting a purchase order for the payment of the renewal of the technical support services on this renewal order, the purchase order must be in a non-editable format (e.g., PDF) and include the following information:

- Support Service Number: 21180077
- Total Price: USD 163,907.33 (excluding applicable tax)
- Local Tax, if applicable

In issuing a purchase order, DOUGLAS COUNTY agrees that the terms of this renewal order and the agreement supersede the terms in the purchase order or any other non-Oracle document, and no terms included in any such purchase order or other non-Oracle document shall apply to the technical support services ordered under this renewal order.

Please contact Oracle per the General Information section above to issue Your purchase order.

Credit Card
If You wish to use a credit card to pay for the renewal of the technical support services on this renewal order, please contact Oracle per the General Information section above. Please note that Oracle is unable to process credit card transactions of USD $100,000 or greater or transactions that are not in USD.

PayPal
If You wish to use PayPal to pay for the renewal of the technical support services on this renewal order, please contact Oracle per the General Information section above. Please note that Oracle is unable to process PayPal transactions of USD $100,000 or greater or transactions that are not in USD.

eCheck
If You wish to use eCheck to pay for the renewal of the technical support services on this renewal order, please contact Oracle per the General Information section above. Please note that Oracle is unable to process eCheck transactions that are not in USD.

Check
If You are submitting a check for the payment of the renewal of the technical support services on this renewal order, the check must include the following information:

- Support Service Number: 21180077
- Total Price: USD 163,907.33 (excluding applicable tax)
- Local Tax, if applicable

In issuing a check, DOUGLAS COUNTY agrees that only the terms of this renewal order and the agreement shall apply to the technical support services ordered under this renewal order. No terms attached or submitted with the check shall apply.

Checks for technical support services ordered under this renewal order should be sent to:

AK, AZ, CA, HI, ID, NV, OR, UT, WA:

Oracle America, Inc
PO Box 884471
Los Angeles, CA 90088-4471

All Other States:

Oracle America, Inc
PO Box 203448
Dallas, TX 75320-3448

Payment Confirmation
If You cannot pay using any of the payment methods described above, please complete this payment confirmation and submit it to Oracle. Please initial the following statement that best applies to You.

____ DOUGLAS COUNTY does not issue purchase orders.
____ DOUGLAS COUNTY does not require a purchase order for the services ordered hereto.

DOUGLAS COUNTY certifies that the information provided above is accurate and complies with DOUGLAS COUNTY's business practices in entering into this renewal order, including obtaining all necessary approvals to release the funds for this renewal. In issuing this payment confirmation, DOUGLAS COUNTY agrees that the terms of this renewal order and the agreement shall apply to the technical support services ordered under this renewal order. No terms attached or submitted with the payment confirmation shall apply.

The signature below affirms DOUGLAS COUNTY's commitment to pay for the services ordered in accordance with the terms of this renewal order.

DOUGLAS COUNTY

_____
Authorized Signature

_____
Name

_____
Title

_____
Signature Date

Please contact Oracle per the General Information section above to issue Your Payment Confirmation.

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Steve Shoultz, CPRE, Director of Parks and Recreation

DESCRIPTION: Public Contract for Services with Northwest Cascade, Inc., dba Honey Bucket in an Amount Not to Exceed $148,005.00.

SUMMARY: The request is for approval of a service contract between the Board of County Commissioners and Northwest Cascade, Inc., dba Honey Bucket for an amount not to exceed $148,005.

STAFF ASSESSMENT: Staff recommends that the Board of County Commissioners award a Public Contract for Services with Northwest Cascade, Inc., dba Honey Bucket in an amount not to exceed $148,005 for the 2026 contract year.

REVIEW:

Steve Shoultz	Approve	1/15/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026
Samantha Hutchison - FYI	Notified - FYI	1/21/2026

ATTACHMENTS:

Cover Page
Staff Report - Honey Bucket Contract

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Steve Shoultz, CPRE, Director of Parks and Recreation

DESCRIPTION: Public Contract for Services with Northwest Cascade, Inc., dba Honey Bucket in an Amount Not to Exceed $148,005.00.

SUMMARY: The request is for approval of a service contract between the Board of County Commissioners and Northwest Cascade, Inc., dba Honey Bucket for an amount not to exceed $148,005.

STAFF ASSESSMENT: Staff recommends that the Board of County Commissioners award a Public Contract for Services with Northwest Cascade, Inc., dba Honey Bucket in an amount not to exceed $148,005 for the 2026 contract year.

REVIEW:

Steve Shoultz	Approve	1/15/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Staff Report - Honey Bucket Contract

DOUGLAS COUNTY
COLORADO

Public Contract for Service Staff Report

Date:	January 14, 2026
To:	Douglas County Board of County Commissioners
Through:	Dan Avery, Deputy County Manager
From:	Steve Shoultz, CPRE, Director of Parks and Recreation SS
CC:	Morgan Morehart, Parks Operations Manager Amy Knopp, Rueter-Hess Manager
Subject:	**Public Contract for Services with Northwest Cascade, Inc., dba Honey Bucket in an amount not to exceed $148,005**

Board of County Commissioners Hearing: **January 27, 2026 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

This is a request to execute a service contract between the Board of County Commissioners (Board) and Northwest Cascade, Inc., dba Honey Bucket for an amount not to exceed $148,005. The contract is for renting and servicing portable restrooms and existing vault restrooms for the Parks and Recreation Department.

II. PROCESS

In October 2025, Douglas County Purchasing completed the Invitation for Bid (IFB) #024-25 process. The County received three bid responses. Honey Bucket was the lowest bidder, and they have a proven track record of customer service and are committed to providing quality facilities.

III. RECOMMENDED ACTION

Staff recommends that the Board of County Commissioners award a Public Contract for Services with Northwest Cascade, Inc., dba Honey Bucket in the amount not exceed $148,005 for the 2026 contract year.

ATTACHMENTS

IFB #024-25 Bid Abstract..... 2
Public Contract for Services..... 26

DOUGLAS COUNTY GOVERNMENT

Finance Department ~ Purchasing Division
100 Third Street, Suite 130
Castle Rock, Colorado 80104
Telephone: 720-673-4135
www.douglas.co.us

INVITATION FOR BID (IFB)
NO. 024-25
PORTABLE RESTROOM BUILDINGS & ASSOCIATED SERVICES

YOUR BID RESPONSE MUST BE RECEIVED NO LATER THAN
OCTOBER 29, 2025 @ 2:00P.M. MDT

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: Northwest Cascade Inc DBA: Honey Bucket

ADDRESS: 13651 W 43rd

CITY: Golden **STATE:** Colorado **ZIP:** 80403

TELEPHONE NUMBER: 303-242-4431 **FAX NUMBER:**

EMAIL: Mathewsola@honeybucket.com

BY: Mathew Sola

(Printed or Typed Name)

(Signature)

TAXPAYER I.D. NUMBER: 91-0826936

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). 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 Purchasing Division, in conjunction with the Division of Parks, Trails & Building Grounds, the Department of Open Space & Natural Resources, the Department of Road & Bridge, the Douglas County Fairgrounds, and the Moore Road Facility/EVOC Track of Douglas County Government, hereinafter referred to as the County, respectfully requests bids from responsible and highly-qualified companies for the provision of Portable Restroom Buildings and Associated Services at specified locations within Douglas County, Colorado.

The initial agreement/contract, issued as a result of this IFB, will be for a period of three (3) years, beginning approximately January 1, 2026 to and including December 31, 2028. The County shall have the option to renew the award for two (2) additional periods of one (1) year each, with the same terms and conditions. All prices proposed shall be firm and fixed for the initial agreement/contract period and may be re-negotiated after the initial agreement/contract period. 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.

A bidder may withdraw their bid at any time prior to the scheduled time of receipt; however, persons or companies withdrawing bids may not submit another bid in this matter.

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 County reserves the right to negotiate optional items and/or services with the successful bidder.

The County reserves the right to waive any technical or formal errors or omissions and to reject any and all bids, or to award a contract for the items herein, either in part or in whole, if it deems it to be in the best interest of the County to do so.

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.

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.

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.

ETHICSPOINT/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 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 company or any other person or entity whatsoever, for any purpose whatsoever. The company 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 company 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 company 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 company to perform work under this agreement/contract shall be, and remain at all times, employees of the company 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 company and/or its designated agents. The company acknowledges that it and its employees are not entitled to Workers' Compensation benefits or Unemployment Insurance benefits from the County, unless the company or a third party provides such coverage, and that the County does not pay for or otherwise provide such coverage. The company 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"

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.

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). Please enter only one (1) question per line.

Questions will be received until 5:00 P.M. MDT on October 8, 2025. Responses to all questions will be posted on the Rocky Mountain E-Purchasing/BidNet System no-later-than October 15, 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.

EXHIBITS:

1) Exhibit "A" ~ Bid Schedule (please complete and return with your bid response)

2) Exhibit "B" ~ Emergency Information (please complete and return with your bid response)

3) Exhibit "C" ~ Public Contract for Services (for information only)

INVITATION FOR BID (IFB) #024-25
PORTABLE RESTROOM BUILDINGS
& ASSOCIATED SERVICES

GENERAL INFORMATION:

1) Douglas County Government, hereinafter referred to as the County, respectfully requests bids from responsible, qualified companies for the provision of Portable Restroom Buildings and Associated Services at specified locations within Douglas County, Colorado.

2) The County's intent is to award to only one (1) company for the provision of portable restroom buildings and associated services; however, the results of this IFB do not obligate the County in any manner. The contract(s) placed with the successful bidder(s), as a result of this IFB, shall be a Blanket Purchase Agreement. The Blanket Purchase Agreement authorizes, but does not obligate, the County to contract for any minimum or maximum dollar amount or quantity of services.

3) The bid schedule is attached and incorporated herein as Exhibit "A". All bid responses must be submitted on the attached bid schedule. Bid comparisons will be made from that schedule. Reference checks and past experience will also be considered in the evaluation process.

4) The potential award of this IFB is for an initial three (3) year contract. Our preference is to have NEW units installed at the beginning of the contract term; if NEW units are not an option, then NEAR-NEW units are expected. The bidder must define NEAR-NEW in their bid response.

5) The successful bidder will be paid on a monthly basis, in arrears. Any documented occasions of missed service locations will be deducted from the invoice payment.

6) Bidders shall list, on a separate sheet of paper, boldly marked **"EXCEPTIONS TO IFB SPECIFICATIONS"**, any proposed deviations from the specifications contained within. Each deviation shall be explained in detail, listing its advantages and/or disadvantages. The County has the option of accepting or rejecting the **"EXCEPTIONS TO IFB SPECIFICATIONS"**.

7) The successful bidder will furnish, at no additional cost, any reports that may be needed in tracking the usage or said services within the County. These reports will also be used to verify contract pricing.

8) Do not exclude any major or minor items and/or services not specifically mentioned, but which would normally and reasonably be necessary for proper, safe, efficient, and beneficial use.

9) The County strongly encourages all interested parties to visit all of the locations listed below and in Exhibit A prior to submitting any questions or formulating their bid response.

UNITS/LOCATION/SERVICE REQUIREMENT SCHEDULE:

1) 3x/week will be on Monday, Wednesday, and Friday.

2) 2x/week will be on Monday and Friday.

3) 1x/week will be on Friday.

INVITATION FOR BID (IFB) #024-25
PORTABLE RESTROOM BUILDINGS
& ASSOCIATED SERVICES

SPECIFIC REQUIREMENTS:

1) All bid responses shall include a statement acknowledging their company's complete understanding of all IFB terms, conditions, and requirements.

2) The successful bidder will, at no charge to the County, deliver, at the beginning of the contract, and remove, at the end of the contract, all said buildings/equipment.

3) All bid responses shall include all pricing information relative to providing all buildings/equipment and performing all services as described.

4) All portable restroom buildings shall have locks on the toilet paper dispensers.

5) All portable restroom-building urinals will include "urinal cakes", replaced as needed.

6) All portable restroom buildings must have doors that align with the doorframes and all door closures must be strong enough to hold the doors closed at all times.

7) All portable restroom buildings will include a bottle of hand sanitizer mounted within the unit. The bottles of hand sanitizer will be refilled/replaced during each service visit.

8) Handwashing stations and trailers will be equipped with water, soap and paper towels.

9) The awarded company(ies) shall provide ONE point of contact for all service-related issues and any potential billing questions/concerns. All service/maintenance shall be handled from one company location.

10) All bid responses should provide an explanation as to why your company would stand out above all others and why your company should be awarded the contract resulting from this IFB.

11) All portable restroom buildings must be NEW or NEAR-NEW, as defined on page seven (7).

12) The successful bidder is responsible for the removal and disposal of any trash (bottles, cans, diapers, etc.) left in the restroom unit, urinals, or toilets. Do not leave these items on the ground adjacent to the unit.

13) Vandalism and/or graffiti shall be addressed at every service visit and the unit will be repaired and/or replaced by the successful bidder within three (3) business days. Vandalized and/or damaged portable restroom buildings will be repaired or replaced at no cost to the County.

14) Chemical spills as a result of installation, removal, and/or servicing of any and all units will be cleaned immediately from concrete/asphalt surfaces.

15) The successful bidder will provide the County with a 24-hour emergency contact number.

16) Bidders shall provide a list of three (3) current references to include name, title, address, telephone, and email address for which they are currently furnishing or have in the past furnished services on a same or similar contract or agreement. The inability to contact references may be cause for rejection of the bid response.

17) Bidders shall provide the name of one (1) customer that terminated or canceled a contract with your company due to poor performance. If no contracts were ever terminated or canceled due to poor performance, provide the name of one (1) customer that is no longer contracting with you for any other reason.

INVITATION FOR BID (IFB) #024-25
PORTABLE RESTROOM BUILDINGS
& ASSOCIATED SERVICES

** PARKS & TRAILS LOCATIONS **

# OF UNITS	LOCATION	SERVICE FREQUENCY
ONE (ADA Unit)	Cherry Creek Regional Trailhead West of Pinery Subdivision and Highway 83 6662 North Pinery Parkway Parker, Colorado	1x/week ~ November thru April 2x/week ~ May thru October
ONE (ADA Unit)	Bingham Lake Park 7740 Lakeshore Drive Parker, Colorado	1x/week ~ November thru April 3x/week ~ May thru October
ONE (Oversized Unit)	Bayou Gulch Regional Park 4728 Fox Sparrow Road ~ East Side Parker, Colorado	2x/week ~ January thru December
THREE (ADA Units)	Bayou Gulch Regional Park 4815 Fox Sparrow Road ~ West Side Parker, Colorado	2x/week ~ November thru April 3x/week ~ May thru October * One (1) additional service on Saturdays between Noon & 3:00pm March 15th ~ May 15th and August 25th ~ November 1st
ONE (ADA Unit)	East/West Regional Trailhead 11700 Griggs Road Highlands Ranch, Colorado	1x/week ~ November thru April 2x/week ~ May thru October
TWO (1 ADA & 1 Standard)	Bluffs Regional Park 10099 Crooked Stick Trail Lone Tree, Colorado	7x/week ~ January thru December
SIX (1 ADA & 5 Oversized)	Fairgrounds Regional Park 500 Fairgrounds Drive Castle Rock, Colorado	2x/week ~ November thru April 3x/week ~ May thru October * One (1) additional service on Saturdays between Noon & 3:00pm March 15th ~ May 15th and August 25th ~ November 1st
ONE (Oversized Unit)	Highline Canal Trailhead 11498 Roxborough Park Road Littleton, Colorado	1x/week ~ November thru April 2x/week ~ May thru October

TWO (1 ADA & 1 Oversized)	Challenger Regional Park 17299 East Lincoln Avenue Parker, Colorado	2x/week ~ November thru April 3x/week ~ May thru October
ONE (Oversized Unit)	Schweiger Ranch 10822 South Havana Street Lone Tree, Colorado	3x/week ~ January thru December
TWO (1 Standard & 1 Oversized)	West Fields at Highland Heritage Regional Park 9651 South Quebec Street Littleton, Colorado 80130	3x/week ~ January thru December

** RUETER-HESS RESERVOIR LOCATIONS **

TWO (1 ADA & 1 Standard)	Rueter-Hess Reservoir ~ Incline Stairs 13930 Ancestry Drive Parker, Colorado	3x/week ~ January thru December
ONE (ADA Unit)	Rueter-Hess Reservoir – Ranger Station 13930 Ancestry Drive Parker, Colorado	1x/week ~ January thru December
ONE (ADA Unit)	Rueter-Hess Reservoir – E Lot 13930 Ancestry Drive Parker, Colorado	1x/week ~ October thru April 2x/week ~ May thru September
ONE (Standard Unit)	**SEASONAL ONLY – MAY THROUGH SEPTEMBER** Rueter-Hess Reservoir – E Lot 13930 Ancestry Drive Parker, Colorado	2x/week ~ May thru September
ONE (ADA Unit)	Rueter-Hess Reservoir - Pavilion 13930 Ancestry Drive Parker, Colorado	1x/week ~ January thru December
ONE (Standard Unit)	**SEASONAL ONLY – JULY THROUGH AUGUST** Rueter-Hess Reservoir - Pavilion 13930 Ancestry Drive Parker, Colorado	1x/week ~ July thru August

** CXT RESTROOM VAULTS ~ 1,000 GALLONS/BUILDING **

All debris must be removed from the vaults during pumping. Typical debris includes bottles, cans, diapers, etc. The restrooms are clearly posted not to dump debris into the vaults; however, we still manage to acquire items. The Parks staff will hydrate the vaults with water prior to pumping to assure enough liquid is present for pumping.

THREE (3) BUILDINGS	Highland Heritage Regional Park 9651 South Quebec Street Littleton, Colorado 80130	March 1st and September 1st
ONE (1) BUILDING	Dupont Park 8020 Main Street Louviers, Colorado 80131	March 1st and September 1st
TWO (2) BUILDINGS	Whispering Pines Park 7575 Park Drive Franktown, Colorado 80116	March 1st and September 1st
ONE (1) BUILDING	Pinery Park 8176 Hillcrest Way Parker, Colorado 80134	March 1st and September 1st
ONE (1) BUILDING	Daniels Park 1400 West Castle Pines Parkway Castle Pines, Colorado	March 1st and September 1st

** OPEN SPACE LOCATIONS **

ONE (ADA Unit)	Hidden Mesa 3217 North Highway 83 Franktown, Colorado	2x/week ~ January thru December
ONE (Standard Unit)	Hidden Mesa – Orchard 3217 North Highway 83 Franktown, Colorado	1x/week ~ January thru December
ONE (Small ADA Unit)	Sharptail Trail 6500 North Roxborough Littleton, Colorado	1x/week ~ January thru December
TWO (1 ADA & 1 Standard)	Prairie Canyon Ranch 4620 Highway 83 Franktown, Colorado	1x/week ~ January thru December

FIVE (3 ADA & 2 Standard)	Glendale North 12300 South Havana Street Castle Rock, Colorado	2x/week ~ January thru December
TWO (2 ADA)	Glendale South 12300 South Havana Street Castle Rock, Colorado	2x/week ~ January thru December
TWO (1 ADA & 1 Standard)	Spruce Meadows Trail 1563 Noe Road Larkspur, Colorado	1x/week ~ January thru December
TWO (1 ADA & 1 Standard)	Spruce Mountain Trail 13415 Spruce Mountain Road Larkspur, Colorado	2x/week ~ January thru December
ONE (ADA Unit)	Greenland Trail – North End 1532 Noe Road Larkspur, Colorado	2x/week ~ January thru December
ONE (Standard Unit)	Greenland Trail – South End 751 West Palmer Divide Larkspur, Colorado	1x/week ~ January thru December
TWO (1 ADA & 1 Standard)	Greenland – Dog Park 1532 Noe Road Larkspur, Colorado	2x/week ~ January thru December
ONE (ADA Unit)	Iron Horse 6516 South I-25 Castle Rock, Colorado	1x/week ~ January thru December
TWO (1 ADA & 1 Standard)	Dawson Butte 1753 Tomah Road Castle Rock, Colorado	2x/week ~ January thru December
ONE (ADA Unit)	Lincoln Mountain/Palmer Ranch 12325 Highway 83 Larkspur, Colorado	1x/week ~ January thru December
TWO (1 ADA & 1 Standard)	Lincoln Mountain 7333 East Jones Road Larkspur, Colorado	2x/week ~ January thru December
ONE (ADA Unit)	Columbine Open Space 2 Faraway Place Castle Rock, Colorado	1x/week ~ January thru December

ONE (ADA Unit)	Hidden Mesa Pleasant View 3636 Pleasant View Drive Castle Rock, Colorado	1x/week ~ January thru December
TWO (ADA Units)	Sandstone Ranch Trail 9605 South Perry Park Road Larkspur, Colorado	1x/week ~ January thru December
FOUR (ADA Units)	Sandstone Ranch Trail 8309 South Perry Park Road Larkspur, Colorado	1x/week ~ January thru December
TWO (1 ADA & 1 Standard)	Bayou Gulch 8038 Bayou Gulch Rd Franktown, Colorado	1x/week ~ January thru December

** VARIOUS OTHER LOCATIONS **

FIFTY (50) STANDARD UNITS FIVE (5) 250-GALLON HOLDING TANKS TWENTY-TWO (22) 2-STATION SINKS ONE (1) 4-STALL GOLD RESTROOM TRAILER (FRIDAY – SUNDAY, first weekend of August, no service needed)	Douglas County Fairgrounds 500 Fairgrounds Drive Castle Rock, Colorado 80104	Generally, the last weekend of July through the first weekend of August. Friday through Sunday (following week – ten (10) days) with service seven (7) days total.
FOUR (1) ADA & (3) Standard	Sheriff's Office – EVOC Track 8500 North Moore Road Littleton, Colorado 80125	1x/week ~ January thru December
ONE (Standard Unit)	Public Works, Road & Bridge – Slash Mulch Site 1400 Caprice Drive, Castle Rock, Colorado	1x/week ~ January thru December
THREE (Trailer Units)	Public Works, Road & Bridge ~ Parker Yard 9045 Tammy Lane Parker, Colorado	1x/week ~ January thru December

TWO (1 Standard Unit & 1 Trailer Unit)	Public Works, Road & Bridge ~ Sedalia Yard 5469 Clay Street Sedalia, Colorado	1x/week ~ January thru December
TWO (1 Standard Unit & 1 Trailer Unit)	Public Works, Road & Bridge ~ Waterton Yard 7201 Waterton Road Littleton, Colorado	1x/week ~ January thru December

INVITATION FOR BID (IFB) #024-25
PORTABLE RESTROOM BUILDINGS
& ASSOCIATED SERVICES

EXHIBIT "A" ~ BID SCHEDULE

# OF UNITS	LOCATION	SERVICE FREQUENCY	COST PER MONTH
ONE (ADA Unit)	**PARKS & TRAILS** Cherry Creek Regional Trailhead West of Pinery Subdivision and Highway 83 6662 North Pinery Parkway Parker, Colorado	1x/week ~ November thru April	$165.00
		2x/week ~ May thru October	$320.00
ONE (ADA Unit)	**PARKS & TRAILS** Bingham Lake Park 7740 Lakeshore Drive Parker, Colorado	1x/week ~ November thru April	$165.00
		3x/week ~ May thru October	$475.00
ONE (Oversized Unit)	**PARKS & TRAILS** Bayou Gulch Regional Park 4728 Fox Sparrow Road East Side Parker, Colorado	2x/week ~ January thru December	$320.00
THREE (ADA Units)	Bayou Gulch Regional Park 4815 Fox Sparrow Road West Side Parker, Colorado	2x/week ~ November thru April	$960.00
		3x/week ~ May thru October	$1425.00
		One (1) additional service on Saturdays between Noon & 3:00pm March 15th ~ May 15th August 25th ~ Nov. 1st	$70.00 per service per unit
ONE (ADA Unit)	**PARKS & TRAILS** East/West Regional Trailhead 11700 Griggs Road Highlands Ranch, Colorado	1x/week ~ November thru April	$165.00
		2x/week ~ May thru October	$320.00

TWO (1 ADA & 1 Standard)	**PARKS & TRAILS** Bluffs Regional Park 10099 Crooked Stick Trail Lone Tree, Colorado	7x/week ~ January thru December	$1910.00
SIX (1 ADA & 5 Oversized)	**PARKS & TRAILS** Fairgrounds Regional Park 500 Fairgrounds Drive Castle Rock, Colorado	2x/week ~ November thru April 3x/week ~ May thru October One (1) additional service on Saturdays between Noon & 3:00pm March 15th ~ May 15th August 25th ~ Nov. 1st	$1920.00 $2850.00 $70.00 per service per unit
ONE (1 Oversized)	**PARKS & TRAILS** Highline Canal Trailhead 11498 Roxborough Park Road Littleton, Colorado	1x/week ~ November thru April 2x/week ~ May thru October	$165.00 $320.00
TWO (1 ADA & 1 Oversized)	**PARKS & TRAILS** Challenger Regional Park 17299 East Lincoln Avenue Parker, Colorado	2x/week ~ November thru April 3x/week ~ May thru October	$640.00 $950.00
ONE (Oversized Unit)	**PARKS & TRAILS** Schweiger Ranch 10822 South Havana Street Lone Tree, Colorado	3x/week ~ January thru December	$475.00
TWO (1 Standard & 1 Oversized)	**PARKS & TRAILS** West Fields at HHRP 9651 South Quebec Street Littleton, Colorado	3x/week ~ January thru December	$820.00
TWO (1 ADA & 1 Standard)	**RUETER-HESS RESERVOIR** Incline Stairs 13930 Ancestry Drive Parker, Colorado	3x/week ~ January thru December	$820.00
ONE (ADA Unit)	**RUETER-HESS RESERVOIR** Ranger Station 13930 Ancestry Drive Parker, Colorado	1x/week ~ January thru December	$165.00

ONE (ADA Unit)	**RUETER-HESS RESERVOIR** E Lot 13930 Ancestry Drive Parker, Colorado	1x/week ~ October thru April 2x/week ~ May thru September	$165.00 $320.00
ONE (Standard Unit)	**SEASONAL ONLY – MAY THROUGH SEPTEMBER** **RUETER-HESS RESERVOIR** E Lot 13930 Ancestry Drive Parker, Colorado	2x/week ~ May thru September	$240.00
ONE (ADA Unit)	**RUETER-HESS RESERVOIR** Pavilion 13930 Ancestry Drive Parker, Colorado	1x/week ~ January thru December	$165.00
ONE (Standard Unit)	**SEASONAL ONLY – JULY THROUGH AUGUST** **RUETER-HESS RESERVOIR** Pavilion 13930 Ancestry Drive Parker, Colorado	1x/week ~ July thru August	$ 125.00
THREE (3) CXT RESTROOM VAULT BUILDINGS	**PARKS & TRAILS** Highland Heritage Regional Park 9651 South Quebec Street Littleton, Colorado 80130	March 1st and September 1st	$3750.00
ONE (1) CXT RESTROOM VAULT BUILDING	**PARKS & TRAILS** Dupont Park 8020 Main Street Louviers, Colorado 80131	March 1st and September 1st	$1250.00
TWO (2) CXT RESTROOM VAULT BUILDINGS	**PARKS & TRAILS** Whispering Pines Park 7575 Park Drive Franktown, Colorado 80116	March 1st and September 1st	$2500.00
ONE (1) CXT RESTROOM VAULT BUILDING	**PARKS & TRAILS** Pinery Park 8176 Hillcrest Way Parker, Colorado 80134	March 1st and September 1st	$1250.00
ONE (1) CXT RESTROOM VAULT BUILDING	**PARKS & TRAILS** Daniels Park 1400 West Castle Pines Parkway Castle Pines, Colorado	March 1st and September 1st	$1250.00

ONE (ADA Unit)	**OPEN SPACE** Hidden Mesa 3217 North Highway 83 Franktown, Colorado	2x/week ~ January thru December	$320.00
ONE (Standard Unit)	Hidden Mesa - Orchard 3217 North Highway 83 Franktown, Colorado	1x/week ~ January thru December	$125.00
ONE (Small ADA Unit)	**OPEN SPACE** Sharptail Trail 6500 North Roxborough Littleton, Colorado	1x/week ~ January thru December	$165.00
TWO (1 ADA & 1 Standard)	**OPEN SPACE** Prairie Canyon Ranch 4620 Highway 83 Franktown, Colorado	1x/week ~ January thru December	$290.00
FIVE (3 ADA & 2 Standard)	**OPEN SPACE** Glendale - North 12300 South Havana Street Castle Rock, Colorado	2x/week ~ January thru December	$1440.00
TWO (ADA Units)	**OPEN SPACE** Glendale - South 12300 South Havana Street Castle Rock, Colorado	2x/week ~ January thru December	$640.00
TWO (1 ADA & 1 Standard)	**OPEN SPACE** Spruce Meadows Trail 1563 Noe Road Larkspur, Colorado	1x/week ~ January thru December	$290.00
TWO (1 ADA & 1 Standard)	**OPEN SPACE** Spruce Mountain Trail 13415 Spruce Mountain Road Larkspur, Colorado	2x/week ~ January thru December	$560.00
ONE (ADA Unit)	**OPEN SPACE** Greenland Trail – North End 1532 Noe Road Larkspur, Colorado	2x/week ~ January thru December	$320.00
ONE (Standard Unit)	Greenland Trail – South End 751 West Palmer Divide Larkspur, Colorado	1x/week ~ January thru December	$125.00
TWO (1 ADA & 1 Standard)	Greenland Trail – Dog Park 1532 Noe Road Larkspur, Colorado	2x/week ~ January thru December	$560.00

ONE (ADA Unit)	**OPEN SPACE** Iron Horse 6516 South I-25 Castle Rock, Colorado	1x/week ~ January thru December	$165.00
TWO (1 ADA & 1 Standard)	**OPEN SPACE** Dawson Butte 1753 Tomah Road Castle Rock, Colorado	2x/week ~ January thru December	$560.00
ONE (ADA Unit)	**OPEN SPACE** Lincoln Mountain/Palmer Ranch 12325 Highway 83 Larkspur, Colorado	1x/week ~ January thru December	$165.00
TWO (1 ADA & 1 Standard)	Lincoln Mountain 7333 East Jones Road Larkspur, Colorado	2x/week ~ January thru December	$560.00
ONE (ADA Unit)	**OPEN SPACE** Columbine Open Space 2 Faraway Place Castle Rock, Colorado	1x/week ~ January thru December	$165.00
ONE (ADA Unit)	**OPEN SPACE** Hidden Mesa Pleasant View 3636 Pleasant View Drive Castle Rock, Colorado	1x/week ~ January thru December	$165.00
TWO (ADA Units)	**OPEN SPACE** Sandstone Ranch Trail 9605 South Perry Park Road Larkspur, Colorado	1x/week ~ January thru December	$330.00
FOUR (ADA Units)	**OPEN SPACE** Sandstone Ranch 8309 South Perry Park Road Larkspur, Colorado	1x/week ~ January thru December	$660.00
TWO (1 ADA & 1 Standard)	**OPEN SPACE** Bayou Gulch 8038 Bayou Gulch Road Frankown, Colorado	1x/week ~ January thru December	$290.00

FIFTY (50) STANDARD UNITS FIVE (5) 250-GALLON HOLDING TANKS TWENTY-TWO (22) 2-STATION SINKS ONE (1) 4-STALL GOLD RESTROOM TRAILER (FRIDAY – SUNDAY, first weekend of August, no service needed)	**ANNUAL COUNTY FAIR** Douglas County Fairgrounds 500 Fairgrounds Drive Castle Rock, Colorado 80104	Generally, the last weekend of July through the first weekend of August. Friday through Sunday (following week – ten (10) days) with service seven (7) days total.	$22,000.00
FOUR (1 ADA & 3 Standard)	**SHERIFF** Sheriff's Office – EVOC Track 8500 North Moore Road Littleton, Colorado 80125	1x/week ~ January thru December	$540.00
ONE (Standard Unit)	**PW, ROAD & BRIDGE** Slash Mulch Site 1400 Caprice Drive, Castle Rock, Colorado	1x/week ~ January thru December	$125.00
THREE (Trailer Units)	**PW, ROAD & BRIDGE** Parker Yard 9045 Tammy Lane Parker, Colorado 80134	1x/week ~ January thru December	$600.00
TWO (1 Standard Unit & 1 Trailer Unit)	**PW, ROAD & BRIDGE** Sedalia Yard 5469 Clay Street Sedalia, Colorado	1x/week ~ January thru December	$325.00
TWO (1 Standard Unit & 1 Trailer Unit)	**PW, ROAD & BRIDGE** Waterton Yard 7201 Waterton Road Littleton, Colorado	1x/week ~ January thru December	$325.00

1) Cost per Additional Service, per location
(Service required within 24-hours of notification)

$ $50.00 M - F $75.00 Weekend/Holidays

2) Cost for daily and weekly short-term rental of a STANDARD unit. Cost is lump sum and includes any and all drop-off, pick-up, processing and other related charges.

Daily Cost $ 125.00

Weekly Cost $ 125.00

3) Cost for daily and weekly short-term rental of an ADA unit. Cost is lump sum and includes any and all drop-off, pick-up, processing and other related charges.

Daily Cost $ 165.00

Weekly Cost $ 165.00

4) Comments: _____

_____

_____

_____

_____

_____

INVITATION FOR BID (IFB) #024-25
PORTABLE RESTROOM BUILDINGS
& ASSOCIATED SERVICES

EXHIBIT "B" ~ EMERGENCY INFORMATION

In the event of an emergency or disaster, Douglas County Government is requesting that your company be a pre-qualified supplier of the goods, equipment, and/or services requested in this solicitation, if awarded. Respondents are advised that the goods, equipment, and/or services contracted for as a result of this solicitation may be called upon by the County.

Indicate below if you agree to the best of your ability given the emergency circumstances, to honor the terms and conditions of this solicitation and the resulting contract. Delivery arrangements will be coordinated directly with the specific department. The successful company shall take all necessary precautions to ensure the health, safety and welfare of the person or persons to and from the incident (point of delivery of goods/equipment/services).

Indicate your agreement to provide the goods, equipment, and/or services specified in this solicitation and the resulting contract to Douglas County Government in the event of an emergency or disaster.

Yes X_____ No _____

If yes, please list contact names, phone numbers and e-mail addresses of the two key persons who would be on-call in the event of an emergency/disaster (preferably 1 account executive and 1 operations manager):

Emergency Contact #1 Name: Tiffany Boyd

Emergency Contact #1 Title: Area Manager

Emergency Contact #1 Cell Phone: 720-760-0585

Emergency Contact #1 E-mail: tiffanyboyd@honeybucket.com

Emergency Contact #2 Name: Mathew Sola

Emergency Contact #2 Title: Operations Manager

Emergency Contact #2 Cell Phone: 303-242-4431

Emergency Contact #2 E-mail: mathewsola@honeybucket.com

1) Northwest Cascade Inc. dba Honey Bucket does acknowledge and understand all the terms, conditions, and requirements of IFB

9) Local point of contact for any service-related issues and billing questions and concerns will be handled out of our Golden location at 13651 W 43rd Dr. Golden, Co 80403 by Mathew Sola, Operations Manager. His phone number is (253)691-2069

10) Why Honey Bucket Stands Out.

Northwest Cascade/Honey Bucket has been providing services for both large and small events for the past 58 years. We are currently the largest employee owned provider of site services in the country. Specifically, we have provided sanitation services for local municipalities in Colorado for the past 4 years. During this time, we excelled in our performance and reviews. We are called on to provide innovative strategies and exceed customer expectations. We currently provide service to several municipalities in Colorado. Honey Bucket is the current provider for Douglas County Parks & Trails, as well as, The City and County of Denver, Foothills Parks & Rec., Arapahoe County Open Spaces, and several others. We strive to take care of customers and achieving our core values every unit we service, Customer Focus, Commitment, Can-Do-Attitude and Be Accountable. We have been called on several times for emergencies and services are competitors cannot assist with.

Honey Bucket has staff on call 24 hours per day. We are always available to assist with our customer needs and have fast response times. We have been able to be dispatched and arrive on site in timely manner for deliveries, relocates, pickups, vandalized units and many other situations. Honey Bucket has an industry first-of-its-kind Quality Control program. We employ several inspectors to verify the quality of our service. We back all services with a money back guarantee.

16) References:

-Shelley Sherrill Field Operations Administrator for City and County of Denver

Shelley.sherrill@denvergov.org

(720)626-5417



-Zach Clapper General Manager of Facilities at Red Rocks Amphitheatre

18300 W Alameda Pkwy, Morrison, CO 80465

Clapper-zach@aramark.com

(303)809-1463

- Nick Miles Sr. Director, Event Development and Operations Dicks Sporting Goods Park.

6000 Victory Way, Commerce City, CO 80022

Nick.miles@teamkse.com or www.DSGPark.com

(303)727-3507

17) We recently lost our contract with City of Commerce City due to losing the bid. I was told they were very happy with our service.

City of Commerce City

Steve White

(720)584-1502

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 **NORTHWEST CASCADE INC DBA HONEY BUCKET**, a Corporation authorized to do business in Colorado (the "Contractor"). The County and the Contractor hereinafter collectively referred to as the "Parties" and individually to as a "Party."

RECITALS

WHEREAS, the County is undertaking certain activities for Portable Restroom Buildings & Associated Services, as specified per all terms of the Invitation for Bid (IFB) #024-25; and

WHEREAS, the County desires to engage the Contractor to render certain professional services and assistance in connection with such undertakings of the County; and

WHEREAS, the Contractor 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: MORGAN MOREHART, is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Contractor under this Contract.

2. SCOPE OF SERVICES: All services described in Exhibit A, attached hereto and incorporated herein, shall be performed by Contractor.

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 Contractor's compensation, which are mutually agreed upon between the County and Contractor, shall be in writing and shall become part of this Contract upon execution.

The Contractor agrees to diligently and professionally perform all the services described herein in a manner satisfactory to the Authorized Representative. It is also understood and agreed that the Contractor shall not, in performing services hereunder, undertake any action or activity prohibited by the terms of any lease, permit, license or other agreement in effect during the term hereof between the Contractor and the County for the use and occupancy by the Contractor of any County facilities or space.

3. COMPENSATION: Subject to the maximum contract liability and all other provisions of this Contract, the County agrees to pay to the Contractor, and the Contractor 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 FORTY-EIGHT THOUSAND FIVE DOLLARS AND ZERO CENTS ($148,005.00)** 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 Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

5. 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, 2026**, 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.

6. INVOICING PROCEDURES: Payments shall be made to the Contractor based upon invoices submitted by the Contractor, provided such invoices have been approved by the Authorized Representative. Payments will be made to the Contractor within thirty (30) days, or within a mutually agreed upon period after County has received complete invoices from the Contractor. The County reserves the right to require such additional documentation, including monthly activity reports detailing the Contractor's activities and services rendered, as the County deems appropriate to support the payments to the Contractor. The signature of an officer of the Contractor shall appear on all invoices certifying that the invoice has been examined and found to be correct.

7. CONFLICT OF INTEREST: The Contractor 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 Contractor 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 Contractor by placing the Contractor's own interests, or the interest of any party with whom the Contractor has a contractual arrangement, in conflict with those of County.

8. INDEMNIFICATION: The County cannot and by this Contract does not agree to indemnify, hold harmless, exonerate or assume the defense of the Contractor or any other person or entity whatsoever, for any purpose whatsoever. The 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 Contract; provided, however, that the 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.

9. INDEPENDENT CONTRACTOR: The Contractor is an independent contractor and is free to perform services for other clients. Notwithstanding any provision of this Contract, all personnel assigned by the Contractor to perform work under this Contract shall be and remain at all times, employees of the Contractor 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 Contractor 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 Contractor 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 Contractor hereunder.

12. COUNTY REVIEW OF RECORDS: The Contractor 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 Contractor 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 Contractor in connection with this Contract shall be the property of the County.

14. ASSIGNMENT OF COPYRIGHTS: The Contractor 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 Contractor 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 Contractor 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 Contractor pursuant to this Contract shall become the County's property. The Contractor 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 Contractor 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 Contractor.

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 Contractor to:	Douglas County Government Parks & Recreation Department Attn: Morgan Morehart 9651 South Quebec Street Littleton, Colorado 80130 Telephone: 720-733-6990 Email: mmorehart@douglas.co.us
with a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 Telephone: 303-660-7414 E-mail: attorney@douglas.co.us
and by the County to:	Northwest Cascade, Inc., dba Honey Bucket Attn: Greg Potts PO Box 73399 Puyallup, WA 98373 Telephone: 303-242-4431 Email: GregPotts@nwcascade.com

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

17. NONDISCRIMINATION: In connection with the performance of work under this Contract, the Contractor 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 Contractor expressly waives the right to bring any action in or to remove any action to any other jurisdiction, whether state or federal.

19. COMPLIANCE WITH ALL LAWS AND REGULATIONS: All of the work performed under this Contract by the Contractor shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. The Contractor 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 Contractor, 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 Contractor shall not include any reference to this Contract or services performed pursuant to this Contract in any of Contractor's advertising or public relations materials without first obtaining the written approval of the Douglas County Public Affairs Director. Nothing herein, however, shall preclude the transmittal of any information to officials of the County, including without limitation, the County Manager, Assistant County Manager, and the Board of County Commissioners.

23. PRIORITY OF PROVISIONS: In the event that any terms of this Contract and any Exhibit, attachment, or other referenced document are inconsistent, the following order of priority shall control:

1st This Contract, Sections 1 through 28
2nd Invitation for Bid (IFB) #024-25
3rd Exhibit C- Insurance Requirements
4th Exhibit A- Scope of Services
5th Exhibit B- Method of Payment
6th Response to IFB #024-25

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 Contractor shall be required to maintain the insurance requirements provided in Exhibit C, attached hereto and incorporated herein by reference. The Contractor 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 Contractor'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 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.

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Exhibit A
SCOPE OF SERVICES

All services related to the award of Invitation for Bid (IFB) #024-25, Portable Restroom Buildings & Associated Services. Services will be as specified, per all terms and conditions of the IFB and the associated response from Northwest Cascade, Inc., dba Honey Bucket.

- Northwest Cascade, Inc., dba Honey Bucket will, at no charge to the County, deliver, at the beginning of this Contract, and remove, at the end of this Contract, all said buildings/equipment.
- All portable restroom buildings shall have locks on the toilet paper dispensers.
- All portable restroom-building urinals will include "urinal cakes", replaced as needed.
- All portable restroom buildings must have doors that align with the door frames and all door closures must be strong enough to hold the doors closed at all times.
- All portable restroom buildings will include a bottle of hand sanitizer mounted within the unit. The bottles of hand sanitizer will be refilled/replaced during each service visit.
- Handwashing stations and trailers will be equipped with water, soap and paper towels.
- Provide ONE point of contact for all service-related issues and any potential billing questions/concerns. All service/maintenance shall be handled from one company location.
- All portable restroom buildings must be NEW or NEAR-NEW.
- Contractor is responsible for the removal and disposal of any trash (bottles, cans, diapers, etc.) left in the restroom unit, urinals, or toilets. Do not leave these items on the ground adjacent to the unit.
- Vandalism and/or graffiti shall be addressed at every service visit and the unit will be repaired and/or replaced by the successful bidder within three (3) business days. Vandalized and/or damaged portable restroom buildings will be repaired or replaced at no cost to the County.
- Chemical spills as a result of installation, removal, and/or servicing of any and all units will be cleaned immediately from concrete/asphalt surfaces.
- Provide the County with a 24-hour emergency contact number.
- Provide ONE point of contact for all service-related issues and any potential billing questions/concerns. All service/maintenance shall be handled from one company location.

UNITS/LOCATIONS/SERVICE REQUIREMENT SCHEDULE:

- 3 times per week will be on Monday, Wednesday, Friday
- 2 times per week will be on Monday and Friday
- 1 time per week will be on Friday

BID SCHEDULE PRICING:

Bid Schedule pricing as noted below.

Exhibit B
METHOD OF PAYMENT

The County shall make payments to the Contractor based upon invoices submitted by the Contractor, provided such invoices have been approved by the Authorized Representative. Payments will be made to the Contractor within thirty (30) days, or within a mutually agreed upon period after County has received complete invoices from the Contractor. The County reserves the right to request additional documentation, including monthly activity reports detailing the Contractor's activities and services rendered, as the County deems it appropriate to support the payment to the Contractor. The signature on an officer of the Contractor shall appear on all invoices certifying that the invoice has been examined and found to be correct. The Contractor shall invoice services for Parks and Recreation and Rueter-Hess Reservoir separately.

# OF UNITS	LOCATION	SERVICE FREQUENCY	COST PER MONTH
ONE (ADA Unit)	**PARKS & TRAILS** Cherry Creek Regional Trailhead West of Pinery Subdivision and Highway 83 6662 North Pinery Parkway Parker, Colorado	1x/week ~ November thru April	$165.00
		2x/week ~ May thru October	$320.00
ONE (ADA Unit)	**PARKS & TRAILS** Bingham Lake Park 7740 Lakeshore Drive Parker, Colorado	1x/week ~ November thru April	$165.00
		3x/week ~ May thru October	$475.00
ONE (Oversized Unit)	**PARKS & TRAILS** Bayou Gulch Regional Park 4728 Fox Sparrow Road East Side Parker, Colorado	2x/week ~ January thru December	$320.00
THREE (ADA Units)	Bayou Gulch Regional Park 4815 Fox Sparrow Road West Side Parker, Colorado	2x/week ~ November thru April	$960.00
		3x/week ~ May thru October	$1425.00
		One (1) additional service on Saturdays between Noon & 3:00pm March 15th ~ May 15th August 25th ~ Nov. 1st	$70.00 per service per unit
ONE (ADA Unit)	**PARKS & TRAILS** East/West Regional Trailhead 11700 Griggs Road Highlands Ranch, Colorado	1x/week ~ November thru April	$165.00
		2x/week ~ May thru October	$320.00

TWO (1 ADA & 1 Standard)	**PARKS & TRAILS** Bluffs Regional Park 10099 Crooked Stick Trail Lone Tree, Colorado	7x/week ~ January thru December	$1910.00
SIX (1 ADA & 5 Oversized)	**PARKS & TRAILS** Fairgrounds Regional Park 500 Fairgrounds Drive Castle Rock, Colorado	2x/week ~ November thru April	$1920.00
		3x/week ~ May thru October	$2850.00
		One (1) additional service on Saturdays between Noon & 3:00pm March 15th ~ May 15th August 25th ~ Nov. 1st	$70.00 per service per unit
ONE (1 Oversized)	**PARKS & TRAILS** Highline Canal Trailhead 11498 Roxborough Park Road Littleton, Colorado	1x/week ~ November thru April	$165.00
		2x/week ~ May thru October	$320.00
TWO (1 ADA & 1 Oversized)	**PARKS & TRAILS** Challenger Regional Park 17299 East Lincoln Avenue Parker, Colorado	2x/week ~ November thru April	$640.00
		3x/week ~ May thru October	$950.00
ONE (Oversized Unit)	**PARKS & TRAILS** Schweiger Ranch 10822 South Havana Street Lone Tree, Colorado	3x/week ~ January thru December	$475.00
TWO (1 Standard & 1 Oversized)	**PARKS & TRAILS** West Fields at HHRP 9651 South Quebec Street Littleton, Colorado	3x/week ~ January thru December	$820.00

THREE (3) CXT RESTROOM VAULT BUILDINGS	**PARKS & TRAILS** Highland Heritage Regional Park 9651 South Quebec Street Littleton, Colorado 80130	March 1st and September 1st	$3750.00
ONE (1) CXT RESTROOM VAULT BUILDING	**PARKS & TRAILS** Dupont Park 8020 Main Street Louviers, Colorado 80131	March 1st and September 1st	$1250.00
TWO (2) CXT RESTROOM VAULT BUILDINGS	**PARKS & TRAILS** Whispering Pines Park 7575 Park Drive Franktown, Colorado 80116	March 1st and September 1st	$2500.00
ONE (1) CXT RESTROOM VAULT BUILDING	**PARKS & TRAILS** Pinery Park 8176 Hillcrest Way Parker, Colorado 80134	March 1st and September 1st	$1250.00
ONE (1) CXT RESTROOM VAULT BUILDING	**PARKS & TRAILS** Daniels Park 1400 West Castle Pines Parkway Castle Pines, Colorado	March 1st and September 1st	$1250.00

Rueter-Hess Reservoir

TWO (1 ADA & 1 Standard)	**RUETER-HESS RESERVOIR** Incline Stairs 13930 Ancestry Drive Parker, Colorado	3x/week ~ January thru December	$820.00
ONE (ADA Unit)	**RUETER-HESS RESERVOIR** Ranger Station 13930 Ancestry Drive Parker, Colorado	1x/week ~ January thru December	$165.00

ONE (ADA Unit)	**RUETER-HESS RESERVOIR** E Lot 13930 Ancestry Drive Parker, Colorado	1x/week ~ October thru April 2x/week ~ May thru September	$165.00 $320.00
ONE (Standard Unit)	**SEASONAL ONLY – MAY THROUGH SEPTEMBER** **RUETER-HESS RESERVOIR** E Lot 13930 Ancestry Drive Parker, Colorado	2x/week ~ May thru September	$240.00
ONE (ADA Unit)	**RUETER-HESS RESERVOIR** Pavilion 13930 Ancestry Drive Parker, Colorado	1x/week ~ January thru December	$165.00
ONE (Standard Unit)	**SEASONAL ONLY – JULY THROUGH AUGUST** **RUETER-HESS RESERVOIR** Pavilion 13930 Ancestry Drive Parker, Colorado	1x/week ~ July thru August	$ 125.00

Additional Service Fees:

1) Cost per Additional Service, per location
(Service required within 24-hours of notification)

$50.00 M - F $75.00 Weekend/Holidays

2) Cost for daily and weekly short-term rental of a STANDARD unit. Cost is lump sum and includes any and all drop-off, pick-up, processing and other related charges.

Daily Cost $ 125.00

Weekly Cost $ 125.00

3) Cost for daily and weekly short-term rental of an ADA unit. Cost is lump sum and includes any and all drop-off, pick-up, processing and other related charges.

Daily Cost $ 165.00

Weekly Cost $ 165.00

Exhibit C
INSURANCE REQUIREMENTS

CONSULTANT or CONTRACTOR shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, Contractor, its agents, representatives, or employees.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability** (CGL): Covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury (including coverage for contractual and employee acts) with limits no less than **$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit. $2,000,000.
2. **Automobile Liability:** Insurance Services Office Form covering, Code 1 (any auto), or if CONSULTANT or CONTRACTOR has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of Colorado, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$1,000,000** per accident for bodily injury or disease

The Insurance obligations under this agreement shall be the minimum Insurance coverage requirements and/or limits shown in this agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to the COUNTY. No representation is made that the minimum Insurance requirements of this agreement are sufficient to cover the obligations of the CONSULTANT or CONTRACTOR under this agreement.

OTHER INSURANCE PROVISIONS:

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status. Douglas County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT or CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the CONSULTANT or CONTRACTOR's insurance (at least as broad as ISO Form CG 20 10 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

Primary Coverage. For any claims related to this contract, the **CONSULTANT or CONTRACTOR's insurance coverage shall be primary** insurance. Any insurance or self-insurance maintained by Douglas County, its officers, officials, employees, or volunteers shall be excess and non- contributory to the CONSULTANT or CONTRACTOR's insurance.

Notice of Cancellation. Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to Douglas County**.

Waiver of Subrogation. CONSULTANT or CONTRACTOR hereby grants to Douglas County a waiver of any right to subrogation which any insurer of said CONSULTANT or CONTRACTOR may acquire against Douglas County by virtue of the payment of any loss under such insurance. CONSULTANT or CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not Douglas County has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions, Deductibles and Coinsurance. The CONSULTANT or CONTRACTOR agrees to be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention. Douglas County may require the CONSULTANT or CONTRACTOR to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Douglas County. The CONSULTANT or CONTRACTOR will indemnify Douglas County, in full, for any amounts related to the above.

Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to Douglas County.

Claims Made Policies. If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided ***for at least three (3) years after completion of the contract of work.***
3. If coverage is canceled or non-renewed, and not ***replaced with another claims-made policy form with a Retroactive Dat***e prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of ***three (3)*** years after completion of contract work.

Verification of Coverage. CONSULTANT or CONTRACTOR shall furnish Douglas County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by Douglas County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the CONSULTANT or CONTRACTOR's obligation to provide them. Douglas County reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverage, and endorsements. Additionally, Douglas County reserves the right, but not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein. Failure on the part of the CONSULTANT or CONTRACTOR to provide insurance policies within ten (10) working days of receipt of the written request will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.

The completed certificates of insurance with additional insured endorsements and waivers of subrogation and any notices, within 20 days of cancellation, termination, or material change will be sent via mail or e-mail to:

Douglas County Government
Attn: Risk Management
100 Third Street
Castle Rock, Colorado 80104
risk@douglas.co.us

Subcontractors Consultant or 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.

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 Contractor have executed this Contract as of the above date.

NORTHWEST CASCADE, INC dba HONEY BUCKET

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 _____, 2026, by _____.

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS:

BY:_____

DATE:_____

APPROVED AS TO CONTENT:

BY:_____
Douglas J DeBord, County Manager

DATE: _____

APPROVED AS TO FISCAL CONTENT:

BY:_____
Christy Guthrie
Director of Finance

DATE:_____

APPROVED AS TO LEGAL FORM:

BY:_____
Arielle J. Denis
Assistant County Attorney

DATE:_____

APPROVED AS TO CONTENT:

BY:_____
Steve Shoultz
Parks and Recreation Director

DATE:_____

APPROVED AS TO CONTENT:

BY:_____
Megan Datwyler
Risk Manager

DATE:_____

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Brittany Cassell, Curator

DESCRIPTION: Construction Contract with Deep Roots Craftsmen in the Amount of $206,419.00 with a County Contribution of $56,003.00.

SUMMARY: The request is for approval of a public contract with Deep Roots Craftsmen for preservation work.

STAFF ASSESSMENT: Staff recommends approving the construction contract for services between Deep Roots and the Board for $206,419, as it complies with all County approval standards and policies.

REVIEW:

Steven E Koster	Approve	1/15/2026
Jeff Garcia	Escalated	1/22/2026
Amy Williams	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026
Samantha Hutchison - FYI	Notified - FYI	1/23/2026

ATTACHMENTS:

Cover Page
Staff Report - Deep Roots Contract

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Brittany Cassell, Curator

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Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

Staff Report - Deep Roots Contract

DOUGLAS COUNTY
COLORADO

Construction Contract Staff Report

Date:	January 15, 2026
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Kati Carter, AICP, Director of Community Development KC
CC:	Brittany Cassell, Curator Lauren Pulver, Planning Supervisor Steven E. Koster, AICP, Assistant Director Planning Services
Subject:	**Construction Contract with Deep Roots Craftsmen in the Amount of $206,419 with a County contribution of $56,003**

Board of County Commissioners Meeting: **January 27, 2026 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

This is a request to execute a contract between the Board of County Commissioners (Board) and Deep Roots Craftsmen (Deep Roots) for $206,419. The contract is for the restoration of windows and doors on the Greenland Post Office (Post Office). The project was awarded a State Historical Fund (SHF) grant in 2025. The County was awarded $168,006 in SHF grant funds and will provide a $56,003 cash match from the 2025 Parks, Trails, Historic Preservation, and Open Space (PTHROS) Sales Tax Fund.

II. REQUEST

Staff requests the Board of County Commissioners (Board) approve a public contract with Deep Roots for preservation work.

III. BACKGROUND

The County was awarded a SHF grant in 2019 in the amount of $156,160, with total project funding at $208,213. The previous grant focused on foundation, floor, and wall stabilization. The next phase is to continue restoration of the Post Office, focusing on restoration of the windows and doors.

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

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

IV. RECOMMENDED ACTION

Staff recommends approving the construction contract for services between Deep Roots and the Board for $206,419, as it complies with all County approval standards and policies.

ATTACHMENTS **PAGE**

Construction Contract..... 3-20

CONSTRUCTION CONTRACT

2025 GREENLAND POST OFFICE

This Construction Contract ("Contract") is made and entered into this _____ day of _____, 202_, between the **Board of County Commissioners of the County of Douglas, State of Colorado** (hereinafter "County") and **DEEP ROOTS TIMBERWORKS LLC dba DEEP ROOTS CRAFTSMEN,** a Corporation in good standing (hereinafter "Contractor").

1. **Line of Authority. BRITTANY CASSELL** is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Contractor under this Contract.

2. **Scope of Work.** Contractor shall complete all work as specified or indicated in the Contract Documents. The work is generally described as the **PRESERVATION WORKS ON THE HISTORIC GREENLAND POST OFFICE**. The Contractor shall furnish all of the necessary supervision, materials, tools and supplies and perform all of the labor and other services necessary to complete this Contract described in Exhibit A, attached hereto and incorporated herein (the "Project").

3. **Contract Term.** The Contract work shall begin on **JANUARY 1, 2026** and shall be completed and ready for final acceptance by the completion date of **OCTOBER 17, 2027**. The Contractor agrees that completion of the Project within the time as set forth herein is of the essence and agrees to proceed with due diligence, taking all precautions and making all necessary arrangements to insure the completion of the work within the prescribed time-period.

4. **Contract Documents.** The entire contract between the parties shall consist of and include:

A. This Contract;
B. Specifications for this Project Construction;
C. Plans and Drawings;
D. Notice to Vendors;
E. County's Payment Policies;
F. Insurance Requirements
G. Bid Bond Form;
H. Payment and Performance Bonds;
I. Notice of Intent to Award;
J. Notice to Proceed;
K. Letter of Acceptance;
L. Insurance Certificates; and
M. Exhibits and other attachments.

5. **Compensation.** As consideration for the completion of the Project as required by the Contract Documents, the County shall pay the Contractor the sum of **TWO HUNDRED SIX THOUSAND FOUR HUNDRED NINETEEN DOLLARS NO CENTS ($206,419.00)** which amount shall be payable pursuant to the Contract Documents.

6. **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 **TWO HUNDRED SIX THOUSAND FOUR HUNDRED NINETEEN DOLLARS NO CENTS ($206,419.00) for fiscal year 2025**. In no event shall the County be liable for payment under this Contract for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this Contract nor is anything set forth herein a limitation of liability for Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

7. **Change Orders.** No change order, or other form of order or directive of the County requiring additional compensable work to be performed, which work is in excess of that specified in Paragraph 5 above, shall be issued unless the Contractor is given written assurance by the County that lawful appropriations to cover the costs of the additional work will be or have been made.

8. **Taxes.** The Contractor shall apply to the State Revenue Department for an exemption certificate in order to exempt it from having to pay sales and use tax.

9. **Bonds.** If required as a part of this Contract, the Contractor shall secure and maintain, at the Contractor's expense, payment and performance bonds as required by statute executed by a corporate surety licensed to do business in the State of Colorado. Such bonds shall be in the full amount of the Contract price and shall be filed with the County prior to the commencement of any work on the Project.

10. **Indemnification and Insurance.** Contractor agrees to:

A. Indemnification. To the fullest extent permitted by law, the Contractor and each of its subcontractors shall indemnify and hold harmless the County, its officers, employees and insurers from and against all claims, damages, losses, expenses and demands, including court costs, attorney's fees and expenses, due to injuries, losses or damages arising out of, resulting from, or in any manner connected with Contractor's services on behalf of the County pursuant to this Contract, if any such injury, loss or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the act, omission, error, mistake, negligence, other fault of Contractor, any subcontractor, any officer, employee, representative or agent of any of them, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable; provided, however, that except for worker's compensation, disability benefits or other similar employee benefit claims, Contractor is not obligated to indemnify the County hereunder for that portion of any claims, damages, losses, demands, and expenses arising out of or resulting from any negligent act or omission of the County, or its agents and employees. Contractor's indemnification obligation hereunder shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph. With respect to any and all claims against the County, or any of its officers, employees, or agents by any employee of Contractor, any of its subcontractors, anyone directly or indirectly employed by any of them, or anyone whose acts any of them may be liable, the indemnification obligation described above shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor, any of its subcontractors under workers' compensation acts, disability benefit acts, or other employee benefit acts.

B. Procure and maintain commercial general liability insurance including completed operations, contractual liability, products liability and automobile liability, affording coverage for all claims for bodily injury including death and all claims for destruction of or damage to property, arising out of or in connection with any operations under this Contract, whether such operations be by the Contractor, by subcontractors under it or anyone directly or indirectly employed by the Contractor or by subcontractor under it. Required coverage is outlined in **Revision of Section 107 of the Standard Special Provisions and made a part of this Contract.**

C. Obtain and maintain during the term of this Contract worker's compensation insurance as required by law. This insurance shall cover all of its employees employed under the terms of this Contract. If any of the work on the Project is sublet, the Contractor shall require each of its subcontractors to provide similar coverage for all of the subcontractor's employees to be engaged in such work.

D. Contractor is an independent contractor under this Contract. Notwithstanding any provision of this Contract, all personnel assigned by the Contractor to perform work under this Contract shall be and remain at all times, employees of the Contractor for all purposes. Contractor is required to maintain workers' compensation insurance for such employees as set forth in paragraph 10.C herein. THE INDEPENDENT CONTRACTOR IS NOT ENTITLED TO WORKERS' COMPENSATION BENEFITS THROUGH THE COUNTY AND IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONIES EARNED PURSUANT TO THE CONTRACT RELATIONSHIP.

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.** The Contractor 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 Contractor 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 Contractor hereunder.

13. **Subletting of Contract.** The Contractor shall not sublet, sell, transfer, assign or otherwise dispose of the Contract, or its right, title or interest therein, without the written consent of the County. The Contractor may utilize the services of specialty contractors on those parts of the Project which, under normal contracting practices, are performed by specialty subcontractors. The Contractor shall be fully responsible to the County for the acts and omissions of the subcontractors and of persons directly employed by them, as it is for the acts and omissions of persons directly employed by it. The Contractor shall provide appropriate provisions to be inserted on all subcontracts relative to the Project to bind the subcontractors to the Contractor by the terms of the Contract Documents to give the Contractor the same power in regard to termination of any subcontractor that the County may exercise over the Contractor under any provision of the Contract Documents.

14. **Non-Discrimination in Connection with Performance of Work.** The Contractor agrees not to refuse to hire, discharge, promote or demote, or discriminate in matters of compensation against any person otherwise qualified, solely because of race, creed, sex, color, national origin, or ancestry and further agrees to insert the foregoing provision in all subcontracts hereunder.

15. **Cancellation of Contract.** Failure of the Contractor to comply with any of the requirements of this Contract may be considered by the County as evidence of the inability on the part of the Contractor to maintain the quality and service standards necessary under this Contract and shall be sufficient cause for termination of the Contract and the County initiating legal action against the performance bond of the Contractor.

16. **Patented Devices, Materials and Processes.** If a Contractor is required or desires to use any design, device, invention, product, material or process covered by letters of patent or copyright, it shall provide for such use by suitable legal contract with the patentee or patent owner and shall pay all license fees and royalties and assume all costs incident to such use and construction of the Project or incorporation in the Project. The Contractor agrees to indemnify and save harmless the County from any and all claims for infringement by reason of the use of such patented design, device, invention, project, material, or process or any trademark or copyright in connection with the construction of the Project pursuant to Contract Documents and shall indemnify the County for any costs, expense, and damages, including attorney's fees, which it may be obliged to pay for any such infringement at any time during the prosecution, or after the completion of the Project.

17. **Compliance with Safety and Health.** Contractor agrees, in the performance of this Contract, to comply with all safety orders, rules and regulations imposed pursuant to the Colorado Occupational Safety and Health Program, commonly referred to as COSHA and/or all other safety orders and regulations properly imposed by any other regulatory governmental agency of the State of Colorado or of the United States.

18. **Permits and Licenses.** Unless otherwise provided, the Contractor shall procure all permits and licenses pay all charges and fees including, but not limited to, all inspection charges of agencies having appropriate jurisdiction, give all notices necessary and incidental to the due and lawful construction of the Project. County may assist Contractor, when necessary, in obtaining such permits and licenses.

19. **Venue.** Any and all legal actions pertaining or related to this Contract shall be filed and tried in the District Court in and for the County of Douglas, State of Colorado.

20. **Colorado Labor Preference.** The provisions of Sections 8-17-101 and 102, C.R.S., are applicable to this Contract. Colorado labor must be employed to perform the work to the extent of not less than eighty percent of each type or class of labor in the several classifications of skilled and common labor employed on the Project. "Colorado labor" means any person who is a resident of the State of Colorado, at the time of employment, without discrimination as to race, color, creed, sex, age, or religion except when sex or age is a bona fide occupational qualification.

21. **Conflict of Interest.** The Contractor 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 Contractor 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 Contractor by placing the Contractor's own interests, or the interest of any party with whom the Contractor has a contractual arrangement, in conflict with those of County.

22. **Invoicing Procedures.** Payments shall be made to the Contractor based upon invoices submitted by the Contractor, provided such invoices have been approved by the Authorized Representative. Payments will be made to the Contractor within thirty (30) days, or within a mutually agreed upon period after County has received complete invoices from the Contractor and as more particularly described in Exhibit B and pursuant to the "Fee Schedule" in Exhibit B, attached hereto and incorporated herein. The County reserves the right to require such additional documentation, including monthly activity reports detailing the Contractor's activities and services rendered, as the County deems appropriate to support the payments to the Contractor. The signature of an officer of the Contractor shall appear on all invoices certifying that the invoice has been examined and found to be correct.

23. **County Review of Records.** The Contractor 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 Contractor shall maintain such records until the expiration of three (3) years following the end of the term of this Contract.

24. **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 Contractor to:	Douglas County Government Community Development Department Attn: Brittany Cassell 100 Third Street, Castle Rock, CO 80104 E-mail: bcassell@douglas.co.us
with a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 Phone: 303-660-7414
and by the County to:	Deep Roots Craftsmen Attn: Jon Sargent PO Box 207 Fort Collins, CO 80522 Phone: 970-795-2786 Email: deeprootscraft@gmail.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.

25. **Insurance.** The Contractor shall be required to maintain the insurance requirements provided in Exhibit C, attached hereto and incorporated herein. The Contractor 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 Contractor's insurance coverage during the term of this Contract.

26. **Compliance with All Laws and Regulations.** All of the work performed under this Contract by the Contractor shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. The Contractor 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.

27. **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.

28. **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 Contractor, 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.

29. **Priority of Provisions.** In the event that any terms of this Contract and any Exhibit, attachment, or other referenced document are inconsistent, the following order of priority shall control:

1st This Contract, Sections 1 through 32
2nd Request for Proposal
3rd Exhibit C ~ Insurance Requirements
4th Exhibit A ~ Scope of Services
5th Exhibit B ~ Method of Payment
6th Request for Proposal Response

30. **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.

31. **Entire Contract.** The parties acknowledge and agree that the provisions contained herein constitute the entire contract 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.

32. **County Execution of Contract.** 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.

[END OF PAGE]

IN WITNESS WHEREOF, the County and the Contractor have executed this Contract as of the above date.

DEEP ROOTS TIMBERWORKS LLC
dba DEEP ROOTS CRAFTSMEN

BY: Jon Sargent

Printed Name: Jon Sargent

Title: Owner

DATE: 1/5/26

ATTEST: (if a corporation)

_____

Title: _____

Signature of Notary Public Required:

STATE OF Colorado)
) **ss.**
COUNTY OF Larimer)

The foregoing instrument was acknowledged before me this 5th **day of** January **202**6, **by** Jonathan Sargent.

Witness my hand and official seal

_____
Notary Public

My commission expires: 6/22/27

AMANDA KATHRYN MCGEE
NOTARY PUBLIC - STATE OF COLORADO
NOTARY ID 20134068398
MY COMMISSION EXPIRES JUN 22, 2027

Exhibit A
SCOPE OF SERVICES

The Contractor shall complete the restoration works as identified below on the historic Greenland Post Office located at 1524 E Noe Road Larkspur, Colorado 80118:

1. Preservation Activities

1.1. Window Restoration

1.1.1. Restore windows with epoxy, in-kind replacement, Dutchmen repairs, tightening of joints, reglazing and installation of hardware and weatherstripping, prepping and painting or staining, etc.
1.1.2. Reconstruct window frames for windows
1.1.3. Reconstruct missing and deteriorated windows
1.1.4. Construct new storms and screens for all windows

1.2. Door Restoration

1.2.1. Reconstruct missing and deteriorated doors
1.2.2. Restore existing historic door
1.2.3. Stabilize and restore thresholds and floor framing at the reconstructed doors
1.2.4. Install replica screen doors, hardware and weather-stripping
1.2.5. Prep and paint or stain

Exhibit B

METHOD OF PAYMENT

Preservation Activities:	**$ 137,380.00**
1.1. Window Restoration	$106.330.00
1.2. Exterior Door Restoration	$ 31,050.00
General Conditions	$ **20,600.00**
Overhead and Profit	$ **13,735.00**
Permitting	$ **0**
Bonding	$ **5,485.00**
Contingency	$ **29,219.00**
Total Estimated Cost	**$ 206 419.00**

The Contractor shall submit invoices to the County based on the progress of the work completed to date. Each invoice shall be supported by documentation substantiating the labor, materials, and associated costs incurred. Invoices shall correspond to verified work progress and approved milestones. Total compensation to the Contractor shall not exceed the total contract amount of $206,419.00, which includes all labor, materials, overhead, profit, bonding, and contingencies. All payments shall be subject to the County's retainage provisions as specified herein.

The County will pay a partial amount for completed work retaining five percent (5%) of the calculated value of the work. No further amount will be retained if the Contractor is satisfactorily performing the Contract work. The amount retained will be in effect until such time as the Contract is entirely completed satisfactorily and finally accepted by the County.

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.

The Insurance obligations under this agreement shall be the minimum Insurance coverage requirements and/or limits shown in this agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to the COUNTY. No representation is made that the minimum Insurance requirements of this agreement are sufficient to cover the obligations of the CONSULTANT or CONTRACTOR under this agreement.

OTHER INSURANCE PROVISIONS:
The insurance policies are to contain, or be endorsed to contain, the following provisions:
Additional Insured Status. Douglas County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT or CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the CONSULTANT or CONTRACTOR's insurance (at least as broad as ISO Form CG 20 10 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

Primary Coverage. For any claims related to this contract, the **CONSULTANT or CONTRACTOR's insurance coverage shall be primary** insurance. Any insurance or self-insurance maintained by Douglas County, its officers, officials, employees, or volunteers shall be excess and non- contributory to the CONSULTANT or CONTRACTOR's insurance.

Notice of Cancellation. Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to Douglas County**.

Waiver of Subrogation. CONSULTANT or CONTRACTOR hereby grants to Douglas County a waiver of any right to subrogation which any insurer of said CONSULTANT or CONTRACTOR may acquire against Douglas County by virtue of the payment of any loss under such insurance. CONSULTANT or CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not Douglas County has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions, Deductibles and Coinsurance. The CONSULTANT or CONTRACTOR agrees to be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention. Douglas County may require the CONSULTANT or CONTRACTOR to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Douglas County. The CONSULTANT or CONTRACTOR will indemnify Douglas County, in full, for any amounts related to the above.

Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to Douglas County.

Claims Made Policies. If any of the required policies provide coverage on a claims-made basis:

1) The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2) Insurance must be maintained and evidence of insurance must be provided ***for at least three (3) years after completion of the contract of work.***
3) If coverage is canceled or non-renewed, and not ***replaced with another claims-made policy form with a Retroactive Dat***e prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of ***three (3)*** years after completion of contract work.

Verification of Coverage. CONSULTANT or CONTRACTOR shall furnish Douglas County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by Douglas County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the CONSULTANT or CONTRACTOR's obligation to provide them. Douglas County reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverage, and endorsements. Additionally, Douglas County reserves the right, but not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein. Failure on the part of the CONSULTANT or CONTRACTOR to provide insurance policies within ten (10) working days of receipt of the written request will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.

The completed certificates of insurance with additional insured endorsements and waivers of subrogation and any notices, within 20 days of cancellation, termination, or material change will be sent via mail or e-mail to:

Douglas County Government
Attn: Risk Management
100 Third Street
Castle Rock, Colorado 80104
risk@douglas.co.us

Subcontractors. Consultant or 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.

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.

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned **Deep Roots Timberworks LLC dba Deep Roots Craftsmen**, a corporation organized under the laws of the State of Colorado, hereinafter referred to as the "Contractor" and Old Republic Surety Company *[Bond Company name],* a corporation organized under the laws of the State of Wisconsin *[Bond Company state],* and authorized to transact business in the State of Colorado, hereinafter referred to as Surety, are held and firmly bound unto the COUNTY OF DOUGLAS, a political subdivision of the State of Colorado, hereinafter referred to as the "COUNTY", in the penal sum of **Two Hundred Six Thousand Four Hundred Nineteen Dollars No Cents ($206,419.00)** lawful money of the United States of America, for the payment of which sum the Contractor and Surety bind themselves and their heirs, executors, administrators, successors and assigns, jointly and severally by these presents.

WHEREAS, the above Contractor has on the ___ **day of** _____**, 202__,** entered into a written contract with the County for furnishing all labor, materials, equipment, tools, superintendence, and other facilities and accessories for the construction of **2025 Greenland Post Office,** in accordance with the all Contract Documents therefor which are incorporated herein by reference and made a part hereof, and are herein referred to as the Contract.

Date Here

NOW, THEREFORE, the condition of this performance bond is such that if the Contractor:

1. Promptly and faithfully observes, abides by and performs each and every covenant, condition and part of said Contract, including, but not limited to, its warranty provisions, in the time and manner prescribed in the Contract, and

2. Pays the County all losses, damages (liquidated or actual, including, but not limited to, damages caused by delays in the performance of the Contract), expenses, costs and attorneys' fees, that the County sustains resulting from any breach or default by the Contractor under the Contract, then this bond is void; otherwise, it shall remain in full force and effect.

IN ADDITION, if said Contractor fails to duly pay for any labor, materials, team hire, sustenance, provisions, provender, or any other supplies used or consumed by said Contractor or its subcontractors in its performance of the work contracted to be done or fails to pay any person who supplies rental machinery, tools, or equipment, all amounts due as the result of the use of such machinery, tools, or equipment in the prosecution of the work, the Surety shall pay the same in an amount not exceeding the amount of this obligation, together with interest as provided by law.

PROVIDED FURTHER, that the said Surety, for value received, hereby stipulates and agrees that any and all changes in the Contract or compliance or noncompliance with the formalities in the Contract for making such changes shall not affect the Surety's obligations under this bond and the Surety hereby waives notice of any such changes.

[END OF PAGE]

IN WITNESS WHEREOF, said Contractor and said Surety have executed these presents as of this ____ day of _____, _____.

Date Here

Deep Roots Timberworks LLC dba Deep Roots Craftsmen
CONTRACTOR

By: _____
President

Old Republic Surety Company
SURETY

By: _____
Attorney-in-Fact Dulce R. Huggins

(Accompany this bond with Attorney-in-Fact's authority from the Surety to execute bond, certified to include the date of the bond.)

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned **Deep Roots Timberworks LLC dba Deep Roots Craftsmen**, a corporation organized under the laws of the State of Colorado, hereinafter referred to as the "Contractor" and Old Republic Surety Company *[Bond Company name]*, a corporation organized under the laws of the State of Wisconsin *[Bond Company state]*, and authorized to transact business in the State of Colorado, hereinafter referred to as Surety, are held and firmly bound unto the COUNTY OF DOUGLAS, a political subdivision of the State of Colorado, hereinafter referred to as the "COUNTY", in the penal sum of **Two Hundred Six Thousand Four Hundred Nineteen Dollars No Cents ($206,419.00)** lawful money of the United States of America, for the payment of which sum the Contractor and Surety bind themselves and their heirs, executors, administrators, successors and assigns, jointly and severally by these presents.

WHEREAS, the above Contractor has on the ___ **day of** _____**, 202__,** entered into a written contract with the County for furnishing all labor, materials, equipment, tools, superintendence, and other facilities and accessories for the construction of **2025 Greenland Post Office**, in accordance with the all Contract Documents therefor which are incorporated herein by reference and made a part hereof, and are herein referred to as the Contract.

NOW, THEREFORE, the condition of this payment bond obligation is such that if the Contractor shall at all times promptly make payments of all amounts lawfully due to all persons supplying or furnishing it or its subcontractors with labor and materials, rental machinery, tools, or equipment, used or performed in the prosecution of work provided for in the above Contract and shall indemnify and save harmless the County to the extent of any and all payments in connection with the carrying out of such Contract which the County may be required to make under the law, then this obligation shall be null and void, otherwise, it shall remain in full force and effect;

PROVIDED FURTHER, that the said Surety, for value received, hereby stipulates and agrees that any and all changes in the Contract, or compliance or noncompliance with the formalities in the Contract for making such changes shall not affect the Surety's obligations under this bond and the Surety hereby waives notice of any such changes.

[END OF PAGE]

IN WITNESS WHEREOF, said Contractor and said Surety have executed these presents as of this ____ day of _____, _____.

Deep Roots Timberworks LLC dba Deep Roots Craftsmen
CONTRACTOR

By: _____
President

Old Republic Surety Company
SURETY

By: _____
Attorney-in-Fact Dulce R. Huggins

(Accompany this bond with Attorney-in-Fact's authority from the Surety to execute bond, certified to include the date of the bond.)

OLD REPUBLIC SURETY COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC SURETY COMPANY, a Wisconsin stock insurance corporation, does make, constitute and appoint: KELLY T. URWILLER, ROYAL R. LOVELL, DULCE R. HUGGINS, KEVIN BAIRD, BRETT KEMP, JULIE RUSSELL-WARNER, FANCHON ELSBERRY of GREELEY, CO

its true and lawful Attorney(s)-in-Fact, with full power and authority for and on behalf of the company as surety, to execute and deliver and affix the seal of the company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, ***(other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and note guaranty bonds, self-insurance workers compensation bonds guaranteeing payment of benefits, or black lung bonds),*** as follows:

ALL WRITTEN INSTRUMENTS

and to bind OLD REPUBLIC SURETY COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a special meeting held on February 18, 1982.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC SURETY COMPANY on February 18,1982.

RESOLVED that, the president, any vice-president or assistant vice president, in conjunction with the secretary or any assistant secretary, may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the company to execute and deliver and affix the seal of the company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any Power of Attorney previously granted to such person.

RESOLVED FURTHER, that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company

(i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or

(ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or

(iii) when duly executed and sealed (if a seal be required) by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the company to such person or persons.

RESOLVED FURTHER that the signature of any authorized officer and the seal of the company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the company; and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC SURETY COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 7th day of October, 2024.

OLD REPUBLIC SURETY COMPANY

Karen J. Haffner
Assistant Secretary

OLD REPUBLIC SURETY COMPANY CORPORATE SEAL 1981

President

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

On this 7th day of October, 2024, personally came before me, Alan Pavlic and Karen J Haffner, to me known to be the individuals and officers of the OLD REPUBLIC SURETY COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say: that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.

KATHRYN R. PEARSON NOTARY PUBLIC STATE OF WISCONSIN

Kathryn R. Pearson
Notary Public

My Commission Expires: September 28, 2026

(Expiration of notary's commission does not invalidate this instrument)

CERTIFICATE

I, the undersigned, assistant secretary of the OLD REPUBLIC SURETY COMPANY, a Wisconsin corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.

Date Here

OLD REPUBLIC SURETY COMPANY CORPORATE SEAL 1981

40-0484

Signed and sealed at the City of Brookfield, WI this _____ day of _____, _____.

Karen J. Haffner
Assistant Secretary

ORSC 22262 (3-06)

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Tim Hallmark, Director of Facilities, Fleet & Emergency Support Services

DESCRIPTION: Purchase Orders to S-Comm Fiber, Inc. for Cable Installation Projects at Lansing Point, First Floor, in the Amount of $206,587.00 (RFQ #042-21)

SUMMARY: To complete the build-out for Human Services at Lansing Point, First Floor, installation of structured cabling is required to support wireless access points, access control, security cameras, the communications room, and audiovisual systems.

In 2021, Facilities, Fleet & Emergency Support Services completed a Request for Qualifications (RFQ) process for structured cabling and fiber optic contractors. Following evaluation of the submitted qualifications, S-Comm Fiber, Inc. was selected and awarded under RFQ #042-21.

The following cabling projects are planned for completion in 2026 at Lansing Point, First Floor:

Installation of 22 Cat6A Cables for AP's	$10,540.00
Installation of 30 Access Control Cables for Cameras	$32,120.00
Build out Communications Room, install 258 Cat6A Plenum Cable	$151,429.00
Installation of 28 Cat6A Cables for AV	$12,498.00
Grand total of purchase orders to S-Comm Fiber, Inc.	**$206,587.00**

RECOMMENDED ACTION: Approval of purchase order to S-Comm Fiber, Inc. for installation of cables for Lansing Point, First Floor build out, for a grand total of $206,587.00.

REVIEW:

Tim Hallmark	Approve	1/21/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

Cover Page
Lansing S-Comm AP Quote
Lansing S-Comm AV Quote
Lansing S-Comm Cable Quote
Lansing S-Comm Security Quote
2026 Douglas County-PCS-S COMM_LANSING POINT_01.17.26

MEETING DATE: January 27, 2026

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Tim Hallmark	Approve	1/21/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

Lansing S-Comm AP Quote
Lansing S-Comm AV Quote
Lansing S-Comm Cable Quote
Lansing S-Comm Security Quote
2026 Douglas County-PCS-S COMM_LANSING POINT_01.17.26

S-Comm Fiber, Inc.
810 Antelope Dr West
Bennett CO. 80102

Estimate

Date	Estimate #
12/2/2025	9660

Name / Address
Douglas County 100 3rd Street Castle Rock CO. 80104

P.O. No.	Terms
	Valid for 30 days

Item	Description	Qty	Rate	Total
	Scope: Installation of 22 Cat6A Cables for AP`s at 1st floor 11045 E Lansing Circle, Englewood 80112			
Parts	Cat6A Blue	6,000	0.80	4,800.00
Parts	Cat6A Jacks	44	14.75	649.00
Parts	Biscuit Box	22	5.50	121.00
Parts	24 Port Patch Panel	1	70.00	70.00
Parts	Consumables	1	400.00	400.00
Labor	Install Support System and Cable	1	3,000.00	3,000.00
Labor	Terminate and Test	1	1,500.00	1,500.00

Subtotal	$10,540.00
Sales Tax (8.1%)	$0.00
Total	$10,540.00

Signature _____

Phone #
303-907-5210

E-mail
smartin@s-commfiber.com

S-Comm Fiber, Inc.
810 Antelope Dr West
Bennett CO. 80102

Estimate

Date	Estimate #
12/9/2025	9661

Name / Address
Douglas County 100 3rd Street Castle Rock CO. 80104

P.O. No.	Terms
	Valid for 30 days

Item	Description	Qty	Rate	Total
	Scope: Installation of 28 Cat6A Cables for AV at 1st floor 11045 E Lansing Circle, Englewood 80112			
Parts	Cat6A Blue	7,000	0.80	5,600.00
Parts	Cat6A Jacks	56	14.75	826.00
Parts	Biscuit Box	14	5.50	77.00
Parts	48 Port Patch Panel	1	95.00	95.00
Parts	Consumables	1	400.00	400.00
Labor	Install Support System and Cable	1	4,000.00	4,000.00
Labor	Terminate and Test	1	1,500.00	1,500.00

Subtotal	$12,498.00
Sales Tax (8.1%)	$0.00
Total	$12,498.00

Signature _____

Phone #
303-907-5210

E-mail
smartin@s-commfiber.com

S-Comm Fiber, Inc.
810 Antelope Dr West
Bennett CO. 80102

Estimate

Date	Estimate #
12/2/2025	9658

Name / Address
Douglas County 100 3rd Street Castle Rock CO. 80104

P.O. No.	Terms
	Valid for 30 days

Item	Description	Qty	Rate	Total
	Scope: Build out Comm Room, Install support system, Install 258 Cat6A Plenum Cable, terminate, test, and label per print provided.			
Parts	Cat6A Plenum Cable	80,000	0.80	64,000.00
Parts	Cat6A Jacks	516	14.65	7,559.40
Parts	Wire Managers	12	165.00	1,980.00
Parts	Vertical Managers	5	430.00	2,150.00
Parts	Patch Panels	8	80.00	640.00
Parts	Biscuit Box, Bezel, Faceplate	200	5.50	1,100.00
Parts	Miscellaneous and Consumables - Ladder Rack, Equipment Racks, Hardware, Hangers, Jhooks, Velcro,Fire Caulk, Muletape, Ptouch label,ground wire.	1	7,000.00	7,000.00
Labor	Installation of support system, install cable, dress terminate, and test	1	60,000.00	60,000.00
Labor	Build out New Comm Room, Move all existing, Fiber Optic Cable, and Test.	1	7,000.00	7,000.00

Subtotal	$151,429.40
Sales Tax (8.1%)	$0.00
Total	$151,429.40

Signature _____

Phone #
303-907-5210

E-mail
smartin@s-commfiber.com

S-Comm Fiber, Inc.
810 Antelope Dr West
Bennett CO. 80102

Estimate

Date	Estimate #
12/2/2025	9659

Name / Address
Douglas County 100 3rd Street Castle Rock CO. 80104

P.O. No.	Terms
	Valid for 30 days

Item	Description	Qty	Rate	Total
	Installation of 30 Access Control Cable`s, 34 Camera Cables, and 2 RS485 Cables for 1st floor 11045 E Lansing Circle, Englewood 80112			
Parts	Cat6A Plenun Yellow	9,000	0.80	7,200.00
Parts	Composite Yellow Plenum	8,000	1.35	10,800.00
Parts	RS482 18/4 Sheild Plenum	1,000	0.80	800.00
Parts	Cat6A Yellow Jacks	68	14.75	1,003.00
Parts	Biscuit Box	34	5.50	187.00
Parts	48 Port Modular	1	80.00	80.00
Parts	Consumables	1	1,250.00	1,250.00
Labor	Installation of support System	1	3,600.00	3,600.00
Labor	Installation of Cable	1	4,800.00	4,800.00
Labor	Terminate and Test	1	2,400.00	2,400.00

Subtotal	$32,120.00
Sales Tax (8.1%)	$0.00
Total	$32,120.00

Signature _____

Phone #
303-907-5210

E-mail
smartin@s-commfiber.com

PUBLIC CONTRACT FOR SERVICES

THIS 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 **[VENDOR NAME]** authorized to do business in Colorado (the "Contractor"). The County and the Contractor hereinafter collectively referred to as the "Parties" and individually to as a "Party."

RECITALS

WHEREAS, the County is undertaking certain activities for the installation and project completion for various Cat6A cabling at Lansing Point, first floor, located at 11045 E Lansing Circle, Englewood, CO 80112, per RFQ #042-21 and estimates #9658, #9659, #9660, #9661; and

WHEREAS, the County desires to engage the Contractor to render certain professional services and assistance in connection with such undertakings of the County; and

WHEREAS, the Contractor 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: Tim Hallmark, Facilities, Fleet and Emergency Support Services Director, (the "Authorized Representative"), is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Contractor under this Contract.

2. SCOPE OF SERVICES: All services described in Exhibit A, attached hereto and incorporated herein, shall be performed by Contractor.

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 Contractor's compensation, which are mutually agreed upon between the County and the Contractor, shall be in writing and shall become part of this Contract upon execution.

The Contractor agrees to diligently and professionally perform all the services described herein in a manner satisfactory to the Authorized Representative. It is also understood and agreed that the Contractor shall not, in performing services hereunder, undertake any action or activity prohibited by the terms of any lease, permit, license or other agreement in effect during the Term hereof between the Contractor and the County for the use and occupancy by the Contractor of any County facilities or space.

3. COMPENSATION: Subject to the Maximum Contract Expenditure and all other provisions of this Contract, the County agrees to pay to the Contractor, and the Contractor 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 **TWO HUNDRED SIX THOUSAND FIVE HUNDRED EIGHTY-SEVEN DOLLARS AND ZERO CENTS ($206,587.00)** for the Term of this Contract. In no event shall the County be liable for payment under the Contract for any amount in excess thereof, except as otherwise provided herein in Exhibit B. The County is not under obligation to make any future apportionment or allocation to the Contract, nor is anything set forth herein a limitation of liability for the Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

5. TERM: It is mutually agreed by the Parties that the Term of the Contract shall commence as of 12:01 a.m. on **JANUARY 1, 2026,** and terminate at 11:59 p.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.

6. INVOICING PROCEDURES: Payments shall be made to the Contractor based upon invoices submitted by the Contractor, provided such invoices have been approved by the Authorized Representative. Payments will be made to the Contractor within thirty (30) days, or within a mutually agreed upon period after the County has received complete invoices from the Contractor. The County reserves the right to require such additional documentation, including monthly activity reports detailing the Contractor's activities and services rendered, as the County deems appropriate to support the payments to the Contractor. The signature of an officer of the Contractor shall appear on all invoices certifying that the invoice has been examined and found to be correct.

7. BADGE ACCESS TO COUNTY FACILITIES: If this Contract requires access to multiple facilities within Douglas County, including law enforcement and judicial buildings such as the Douglas County Justice Center, 4000 Justice Way, Castle Rock, CO 80109, that may contain Criminal Justice Information (CJI) material, additional provisions are necessary. If applicable, 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 contract. Only these individuals will be allowed on Douglas County premises to perform services once confirmed to have passed background checks and CJIS Training.

8. CONFLICT OF INTEREST: The Contractor 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 Contractor 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 Contractor by placing the Contractor's own interests, or the interest of any party with whom the Contractor has a contractual arrangement, in conflict with those of the County.

9. INDEMNIFICATION: The County cannot and by this Contract does not agree to indemnify, hold harmless, exonerate or assume the defense of the Contractor or any other person or entity whatsoever, for any purpose whatsoever. The 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 Contract; provided, however, that the 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.

10. INDEPENDENT CONTRACTOR: The Contractor is an Independent Contractor and is free to perform services for other clients. Notwithstanding any provision of this Contract, all personnel assigned by the Contractor to perform work under this Contract shall be and remain at all times, employees of the Contractor for all purposes. The Contractor and its employees are not entitled to Workers' Compensation or Unemployment Benefits through the County. The Contractor is obligated to pay federal and state income tax on any monies earned pursuant to this Contract relationship.

11. NO WAIVER OF GOVERNMENTAL IMMUNITY ACT: No term or condition of this Agreement shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protections, notice requirements or other provisions of the Colorado Governmental Immunity Act, C.R.S. 24-10- 101 *et seq.* as applicable now or hereafter amended. There is no intent to waive or restrict governmental immunity. 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, or otherwise available to the County.

12. ASSIGNMENT: The Contractor 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 Contractor 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 Contractor hereunder.

13. COUNTY REVIEW OF RECORDS: The Contractor 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 Contractor 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 Contractor in connection with this Contract shall be the property of the County.

15. ASSIGNMENT OF COPYRIGHTS: The Contractor 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 Contractor 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 the Contractor 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 Contractor pursuant to this Contract shall become the County's property. The Contractor 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 Contractor 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 Contractor.

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 the Contractor to:	Douglas County Government Attn: Luanne Lee, Business Services & Operations Manager 3026 N Industrial Way Castle Rock, CO 80109 Phone: 303.660.7445 E-mail: llee@douglas.co.us
with a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 Phone: 303.660.7414
and by the County to:	S-Comm Fiber, Inc. Attn: Stacey Martin 2983 Haskell Ct. Watkins, CO 80137 Phone: 303.907.5210 E-mail: smartin@s-commfiber.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.

18. NONDISCRIMINATION: In connection with the performance of work under this Contract, the Contractor 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. The Contractor 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 the Contract by the Contractor shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. The Contractor 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 the Contractor, 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: The Contractor shall not include any reference to this Contract or services pursuant to this Contract in any of the Contractor'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, the Assistant 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:

1st This Contract, Sections 1 through 29
2nd Exhibit C - Insurance Requirements
3rd Exhibit A - Scope of Services
4th Exhibit B - Method of Payment

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 CONTRACT: The Parties acknowledge and agree that the provisions contained herein constitute the Entire Contract 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: The Contractor shall be required to maintain the insurance requirements provided in Exhibit C, attached hereto and incorporated herein by reference. The Contractor 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 Contractor's insurance coverage during the Term of this Contract.

28. COUNTY EXECUTION OF CONTRACT: 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 the 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 actions of government authorities.

(Remainder of Page Intentionally Blank)

Exhibit A
SCOPE OF WORK

To complete the build-out of Human Services at Lansing Point, First Floor, installation of structured cabling to support wireless access points, access control, security cameras, the communications room, and audiovisual systems.

Exhibit B
METHOD OF PAYMENT

Installation of 22 Cat6A Cables for AP's	$10,540.00
Installation of 30 Access Control Cables for Cameras	$32,120.00
Build out Communications Room, install 258 Cat6A Plenum Cable	$151,429.00
Installation of 28 Cat6A Cables for AV	$12,498.00
Grand total of purchase orders to S-Comm Fiber, Inc.	$206,587.00

The County is to pay the Consultant upon receipt of invoices, net 30 days.

All invoices are to be sent to FFESSAdmin@douglas.co.us

Exhibit C
INSURANCE REQUIREMENTS

The Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance 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 the Contractor has no owned autos, Code 8 (hired) and 9 (non- owned), with limit no less than **$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation:** Insurance as required by the State of Colorado, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$1,000,000** per accident for bodily injury or disease
4. **Professional Liability (Errors and Omissions)**: Insurance appropriate to the Contractor's profession, with limit no less than **$1,000,000** per occurrence or claim, $2,000,000 aggregate.

The Insurance obligations under this Contract shall be the minimum Insurance coverage requirements and/or limits shown in this Contract; 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 Contract are sufficient to cover the obligations of the Contractor under this Contract.

OTHER INSURANCE PROVISIONS

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status. The County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

Primary Coverage. For any claims related to this contract, the Contractor's insurance coverage shall be primary insurance. Any insurance or self- insurance maintained by the County, its officers, officials, employees, or volunteers shall be excess and non- contributory to the Contractor's insurance.

Notice of Cancellation. Each insurance policy required above shall state that coverage shall not be canceled, except with notice to the County.

Waiver of Subrogation. The Contractor hereby grants to the County a waiver of any right to subrogation which any insurer of said Contractor may acquire against the County by virtue of the payment of any loss under such insurance. The Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether the County has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions, Deductibles and Coinsurance. The Contractor agrees to be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention. The County may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the County. The Contractor will indemnify the 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 the 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 Contractor must purchase "extended reporting" coverage for a minimum of three (3) years after completion of Contract work.

Verification of Coverage. The Contractor shall furnish the 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 the County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The County reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverage, and endorsements. Additionally, the County reserves the right, but not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein. Failure on the part of the Contractor to provide insurance policies within ten (10) working days of receipt of the written request will constitute a material breach of contract upon which the County may immediately terminate this Contract.

The completed certificates of insurance with additional insured endorsements and waivers of subrogation and any notices, within twenty (20) days of cancellation, termination, or material change will be sent via mail or e-mail to:

Douglas County Government
Attn: Risk Management
100 Third Street
Castle Rock, Colorado 80104
risk@douglas.co.us

Subcontractors. The Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and the Contractor shall ensure the 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 the County may immediately terminate this Contract.

Governmental Immunity. The Parties hereto understand and agree that the County is relying on and does not waive or intend to waive by any provision of this Contract, 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 the County, its commissioners, officers, officials, employees or volunteers.

Special Risks or Circumstances. The 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.

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Jason Petalas, Safety and Security Manager

DESCRIPTION: Purchase Orders to HSS Security Systems Integration for Various Access Control & Security Camera Upgrade Projects Approved in 2026 Adopted Budget in the Amount of $431,285.00.

SUMMARY: The Security Division of Facilities, Fleet & Emergency Support Services received approval in the 2026 Adopted Budget to complete a variety of security projects, including replacing discontinued access control panels and upgrading security cameras, various security components, and labor. In 2019, the department completed the Invitation for Bid process for security components (IFB #037-19) and cameras (IFB #036-19). Upon review of the respective bid responses, each bid was awarded to HSS Security Systems Integration.

Purchase orders for 2026 to be completed are for the following projects:

Justice Center Access Control Panel Refresh	$94,080.00
Justice Center Ext Camera Replacement	$114,614.00
Unified Forensic Lab	$20,360.00
County-Wide Card Reader Upgrade	$73,475.00
Wilcox Camera Upgrade	$8,754.00
Fairgrounds Security Camera Replacement	$74,810.00
Annual Preventive Maintenance	$15,192.00
CCure SSA License	$30,000.00

Grand total of purchase orders to HSS Security Systems = $431,285.00

RECOMMENDED ACTION: Approval of purchase order to HSS Security Systems Integration for the procurement and installation of security cameras and panels for various 2026 approved projects for a grand total of $431,285.00.

REVIEW:

Tim Hallmark	Approve	1/20/2026
Jeff Garcia	Approve	1/20/2026
Christie Guthrie	Approve	1/20/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Cover Page
DougCo JC ACC Quote
DougCo JC Ext Camera Quote
DougCo Crime Lab Quote
DougCo Card Readers Quote
DougCo Wilcox Quote
DougCo Fairgrounds Quote
DougCo service quote 2026-2027
DougCo CCURE SSA LICENSE

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Jason Petalas, Safety and Security Manager

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Jeff Garcia	Approve	1/20/2026
Christie Guthrie	Approve	1/20/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

DougCo JC ACC Quote
DougCo JC Ext Camera Quote
DougCo Crime Lab Quote
DougCo Card Readers Quote
DougCo Wilcox Quote
DougCo Fairgrounds Quote
DougCo service quote 2026-2027
DougCo CCURE SSA LICENSE

SECURITY SYSTEMS INTEGRATION
900 S Broadway, Suite 100
Denver, CO 80209
(303) 603-3095 office / www.hss-us.com

Quote No. 25-210-400BJ

SALES QUOTE

Employee

Name	Bryan Jones	(720) 641-2172 cell
Position	President	
Department	HSS	

Dates

Quote Issued:	5/6/2025
Revision:	1/8/2026
Completed:	

Project/Service Name: Douglas County Equipment Stock box sale **JC 2026 Budget ACC**		**Quantity**	**Price**	**TOTAL**
Project Scope: The sale and delivery of the attached equipment.				
NOTE: See yellow BOM tab for line item pricing				
Project Cost:				
Materials:		1	$94,080.00	$94,080.00
Shipping:		1		$0.00
Excludes: Any Required 120VAC /				
All prices are good for 30 days and work is assumed to be done during normal business hours				
Warranty: HSS shall warranty its workmanship to be free from defects for one year from date of completion of work. Warranty on items manufactured and/or supplied by others shall be the responsibility of manufactured.				
			Sub Total	$94,080.00
			Discount	
			Taxes	
			TOTAL	$94,080.00

Customer

Contact	Jason P	Company	Douglas County
Address			
City		State	
ZIP		Email	
Phone		Cell	

Notes

Status

◉ Established Customer ○ New Customer ○ Prospective Customer

Office Use Only

*Approved:*_____

MATERIAL AND LABOR SUMMARY

Job Name: Douglas County JC 2026 Budget box sale ACC **Job Number:**

MATERIAL DESCRIPTION	Sell Price	MATERIAL		LABOR	
		QTY.	EXTENSION	UNIT	EXTENSION
HID Wall Reader (Multiclass SE) 921PTNNEK00000	$380.00		$0.00		
Keypad Wall Reader (Multiclass SE) 921PTNNEK000017	$445.00		$0.00		
Keypad Mullion Reader (Multiclass SE) 910PTNNEK000000	$370.00		$0.00		
USTAR Ultra GCM Rack Mount	$4,350.00	12	$52,200.00		
USTAR Ultra ACM Rack Mount	$3,490.00	12	$41,880.00		
Altronix Maximal 33RD Rack Mount	$950.00		$0.00		
Avigilon 96TB Premium server 5yr Dell Gold Warranty version	$32,150.00		$0.00		
Hess 1600	$415.00		$0.00		
Adams Rite 8801ELD-36-24	$980.00		$0.00		
Adams Rite 8801ELD-42-24	$1,130.00		$0.00		
Software House Edge G2 2DR POE	$1,990.00		$0.00		
500' composite	$610.00		$0.00		
Hess 9600	$415.00		$0.00		
9C-H4A-3MH-270	$1,590.00		$0.00		
20C-H4A-4MH-360	$1,840.00		$0.00		
15C-H5A-3MH	$1,730.00		$0.00		
12C-H5A-360	$1,725.00		$0.00		
24C-H5A-3MH	$2,050.00		$0.00		
32C-H5A-4MH	$2,290.00		$0.00		
3.0C-H6SL-D1	$460.00		$0.00		
H6SL in ceiling kit	$36.00		$0.00		
2.0C-H6M-D1	$390.00		$0.00		
4.0C-H6A-D2	$890.00		$0.00		
4.0C-H6X-B01-IR	$1,150.00		$0.00		
2.0C-H5A-D1	$626.00		$0.00		
2.0C-H6A-D01-IR	$860.00		$0.00		
4.0C-H5A-PTZ-DP36	$2,490.00		$0.00		
8.0C-H5A-PTZ-DC36	$3,650.00		$0.00		
4.0C-H5A-PTZ-DC36	$2,490.00		$0.00		
3.0C-H5A-CR2-IR-SS	$1,340.00		$0.00		
2.0C-H5A-IRPTZ-DP40-WP	$2,830.00		$0.00		
POE+ injectors (60 watt)	$76.00		$0.00		
POE++ injectors (90 watt)	$145.00		$0.00		
ACC7-ENT	$225.00		$0.00		
ACC7 Failover license	$45.00		$0.00		
WLMNT-1001	$80.00		$0.00		
H5AMH-AD-PEND1	$124.00		$0.00		
H5AMH-DO-COVR1	$124.00		$0.00		
H5AMH-DC-COVR1	$114.00		$0.00		
H5MH-CRNR1	$98.00		$0.00		
H5AMH-AD-DOME1	$126.00		$0.00		
H5AMH-AD-CEIL1	$155.00		$0.00		
H6X-PEND1	$75.00		$0.00		
H5A-MT-POLE1	$70.00		$0.00		
WB-HA	$890.00		$0.00		
Aiphone JP series door station	$600.00		$0.00		
Aiphone JP Series Desk station	$1,450.00		$0.00		
IX-MV7-HB	$845.00		$0.00		
Design & Engineering	$0.00		$0.00		
Misc. Materials	$0.00		$0.00		
Project Management Hours	$105.00				$0.00
Programming / Training Hours	$95.00				$0.00
Labor / Installation Hours	$85.00				$0.00
		Subtotals =	$94,080.00		$0.00
			GRAND TOTAL =		$94,080.00

SECURITY SYSTEMS INTEGRATION
900 S Broadway, Suite 100
Denver, CO 80209
(303) 603-3095 office / www.hss-us.com

Quote No. 25-210-411BJ

SALES QUOTE

Employee

Name	Bryan Jones	(720) 641-2172 cell
Position	President	
Department	HSS	

Dates

Quote Issued:	5/7/2026
Revision:	1/8/2026
Completed:	

Project/Service Name: Douglas County Equipment Stock box sale **Mark E. Budget 2026**		**Quantity**	**Price**	**TOTAL**
Project Scope: The sale and delivery of the attached equipment.				
NOTE: See yellow BOM tab for line item pricing				
Project Cost:				
Materials:		1	$114,614.00	$114,614.00
Shipping:		1		$0.00
Excludes: Any Required 120VAC /				
All prices are good for 30 days and work is assumed to be done during normal business hours				
Warranty: HSS shall warranty its workmanship to be free from defects for one year from date of completion of work. Warranty on items manufactured and/or supplied by others shall be the responsibility of manufactured.				
			Sub Total	$114,614.00
			Discount	
			Taxes	
			TOTAL	$114,614.00

Customer

Contact	Jason P	Company	Douglas County
Address			
City		State	
ZIP		Email	
Phone		Cell	

Notes

Status

◉ Established Customer ○ New Customer ○ Prospective Customer

Office Use Only

*Approved:*_____

MATERIAL AND LABOR SUMMARY

Job Name: Douglas County Mark E Budget box sale 2026 **Job Number:**

MATERIAL DESCRIPTION	Sell Price	MATERIAL		LABOR	
		QTY.	EXTENSION	UNIT	EXTENSION
HID Wall Reader (Multiclass SE) 921PTNNEK00000	$380.00		$0.00		
Keypad Wall Reader (Multiclass SE) 921PTNNEK000017	$445.00		$0.00		
Keypad Mullion Reader (Multiclass SE) 910PTNNEK000000	$370.00		$0.00		
USTAR Ultra GCM Rack Mount	$4,250.00		$0.00		
USTAR Ultra ACM Rack Mount	$3,390.00		$0.00		
Altronix Maximal 33RD Rack Mount	$950.00		$0.00		
Avigilon 96TB Premium server 5yr Dell Gold Warranty version	$32,150.00		$0.00		
Hess 1600	$415.00		$0.00		
Adams Rite 8801ELD-36-24	$980.00		$0.00		
Adams Rite 8801ELD-42-24	$1,130.00		$0.00		
Software House Edge G2 2DR POE	$1,990.00		$0.00		
500' composite	$610.00		$0.00		
Axis Q6100/E PTZ	$2,300.00	17	$39,100.00		
12W-H6A-FE-D01-IR	$1,190.00		$0.00		
20C-H4A-4MH-360	$1,840.00	6	$11,040.00		
15C-H5A-3MH	$1,730.00	0	$0.00		
12C-H5A-360	$1,725.00		$0.00		
24C-H5A-3MH	$2,050.00	17	$34,850.00		
32C-H5A-4MH	$2,290.00		$0.00		
2.0C-H6SL-D1	$410.00		$0.00		
H6SL in ceiling kit	$36.00		$0.00		
2.0C-H6M-D1	$390.00		$0.00		
4.0C-H6A-DP1	$960.00	20	$19,200.00		
5C-H5MOD-MB	$430.00	6	$2,580.00		
2.0C-H5A-D1	$626.00		$0.00		
2.0C-H6A-D01	$810.00		$0.00		
4.0C-H6A-PTZ-DP36	$2,690.00		$0.00		
8.0C-H5A-PTZ-DC36	$3,650.00		$0.00		
4.0C-H5A-PTZ-DC36	$2,490.00		$0.00		
3.0C-H5A-CR2-IR-SS	$1,340.00		$0.00		
2.0C-H5A-IRPTZ-DP40-WP	$2,830.00		$0.00		
POE+ injectors (60 watt)	$76.00		$0.00		
POE++ injectors (90 watt)	$145.00		$0.00		
ACC7-ENT	$225.00		$0.00		
ACC7 Failover license	$45.00		$0.00		
WLMNT-1001	$80.00	23	$1,840.00		
H5AMH-AD-PEND1	$124.00	23	$2,852.00		
H5AMH-DO-COVR1	$124.00	23	$2,852.00		
H5AMH-DC-COVR1	$114.00		$0.00		
H5MH-CRNR1	$98.00		$0.00		
H5AMH-AD-DOME1	$126.00		$0.00		
H5AMH-AD-CEIL1	$155.00		$0.00		
H6A-PEND1	$75.00	4	$300.00		
H5A-MT-POLE1	$70.00		$0.00		
WB-HA	$890.00		$0.00		
Aiphone JP series door station	$600.00		$0.00		
Aiphone JP Series Desk station	$1,450.00		$0.00		
IX-MV7-HB	$845.00		$0.00		
Design & Engineering	$0.00		$0.00		
Misc. Materials	$0.00		$0.00		
Project Management Hours	$105.00				$0.00
Programming / Training Hours	$95.00				$0.00
Labor / Installation Hours	$85.00				$0.00
		Subtotals =	$114,614.00		$0.00
			GRAND TOTAL =		$114,614.00

SECURITY SYSTEMS INTEGRATION
900 S Broadway, Suite 100
Denver, CO 80209
(303) 603-3095 office / www.hss-us.com

Quote No. 25-210-401BJ

SALES QUOTE

Employee

Name	Bryan Jones	(720) 641-2172 cell	
Position	President		
Department	HSS		

Dates

Quote Issued:	5/6/2025
Revision:	
Completed:	

Project/Service Name: Douglas County Equipment Stock box sale **Crime Lab Budget ACC**		**Quantity**	**Price**	**TOTAL**
Project Scope: The sale and delivery of the attached equipment.				
NOTE: See yellow BOM tab for line item pricing				
Project Cost:				
Materials:		1	$20,360.00	$20,360.00
Shipping:		1		$0.00
Excludes: Any Required 120VAC /				
All prices are good for 30 days and work is assumed to be done during normal business hours				
Warranty: HSS shall warranty its workmanship to be free from defects for one year from date of completion of work. Warranty on items manufactured and/or supplied by others shall be the responsibility of manufactured.				
			Sub Total	$20,360.00
			Discount	
			Taxes	
			TOTAL	$20,360.00

Customer

Contact	Jason P	Company	Douglas County
Address			
City		State	
ZIP		Email	
Phone		Cell	

Notes

Status

◉ Established Customer ○ New Customer ○ Prospective Customer

Office Use Only

*Approved:*_____

MATERIAL AND LABOR SUMMARY

Job Name: Douglas County Crime Lab Budget box sale ACC **Job Number:**

MATERIAL DESCRIPTION	Sell Price	MATERIAL		LABOR	
		QTY.	EXTENSION	UNIT	EXTENSION
HID Wall Reader (Multiclass SE) 921PTNNEK00000	$380.00		$0.00		
Keypad Wall Reader (Multiclass SE) 921PTNNEK000017	$445.00		$0.00		
Keypad Mullion Reader (Multiclass SE) 910PTNNEK000000	$370.00		$0.00		
USTAR Ultra GCM Rack Mount	$4,250.00		$0.00		
USTAR Ultra ACM Rack Mount	$3,390.00		$0.00		
Altronix Maximal 33RD Rack Mount	$950.00		$0.00		
Avigilon 96TB Premium server 5yr Dell Gold Warranty version	$32,150.00		$0.00		
Hess 1600	$415.00		$0.00		
Adams Rite 8801ELD-36-24	$980.00		$0.00		
Adams Rite 8801ELD-42-24	$1,130.00		$0.00		
Software House Edge G2 2DR POE	$1,990.00		$0.00		
500' composite	$610.00		$0.00		
Hess 9600	$415.00		$0.00		
9C-H4A-3MH-270	$1,590.00		$0.00		
20C-H4A-4MH-360	$1,840.00		$0.00		
15C-H5A-3MH	$1,730.00		$0.00		
12C-H5A-360	$1,725.00		$0.00		
24C-H5A-3MH	$2,050.00		$0.00		
32C-H5A-4MH	$2,290.00		$0.00		
2.0C-H6SL-D1	$410.00	14	$5,740.00		
H6SL in ceiling kit	$36.00		$0.00		
2.0C-H6M-D1	$390.00		$0.00		
4.0C-H6A-D2	$890.00		$0.00		
4.0C-H6X-B01-IR	$1,150.00		$0.00		
2.0C-H5A-D1	$626.00		$0.00		
2.0C-H6A-D01-IR	$860.00	17	$14,620.00		
4.0C-H5A-PTZ-DP36	$2,490.00		$0.00		
8.0C-H5A-PTZ-DC36	$3,650.00		$0.00		
4.0C-H5A-PTZ-DC36	$2,490.00		$0.00		
3.0C-H5A-CR2-IR-SS	$1,340.00		$0.00		
2.0C-H5A-IRPTZ-DP40-WP	$2,830.00		$0.00		
POE+ injectors (60 watt)	$76.00		$0.00		
POE++ injectors (90 watt)	$145.00		$0.00		
ACC7-ENT	$225.00		$0.00		
ACC7 Failover license	$45.00		$0.00		
WLMNT-1001	$80.00		$0.00		
H5AMH-AD-PEND1	$124.00		$0.00		
H5AMH-DO-COVR1	$124.00		$0.00		
H5AMH-DC-COVR1	$114.00		$0.00		
H5MH-CRNR1	$98.00		$0.00		
H5AMH-AD-DOME1	$126.00		$0.00		
H5AMH-AD-CEIL1	$155.00		$0.00		
H6X-PEND1	$75.00		$0.00		
H5A-MT-POLE1	$70.00		$0.00		
WB-HA	$890.00		$0.00		
Aiphone JP series door station	$600.00		$0.00		
Aiphone JP Series Desk station	$1,450.00		$0.00		
IX-MV7-HB	$845.00		$0.00		
Design & Engineering	$0.00		$0.00		
Misc. Materials	$0.00		$0.00		
Project Management Hours	$105.00				$0.00
Programming / Training Hours	$95.00				$0.00
Labor / Installation Hours	$85.00				$0.00
		Subtotals =	$20,360.00		$0.00
			GRAND TOTAL =		$20,360.00

SECURITY SYSTEMS INTEGRATION
900 S Broadway, Suite 100
Denver, CO 80209
(303) 603-3095 office / www.hss-us.com

Quote No. 25-210-151BJ

SALES QUOTE

Employee

Name	Bryan Jones	(720) 641-2172 cell
Position	President	
Department	HSS	

Dates

Quote Issued:	3/21/2025
Revision:	
Completed:	

Project/Service Name: Douglas County Equipment Stock box sale **Card Readers**		**Quantity**	**Price**	**TOTAL**
Project Scope: The sale and delivery of the attached equipment.				
NOTE: See yellow BOM tab for line item pricing				
Project Cost:				
Materials:		1	$73,475.00	$73,475.00
Shipping:		1		$0.00
Excludes: Any Required 120VAC /				
All prices are good for 30 days and work is assumed to be done during normal business hours				
Warranty: HSS shall warranty its workmanship to be free from defects for one year from date of completion of work. Warranty on items manufactured and/or supplied by others shall be the responsibility of manufactured.				
			Sub Total	$73,475.00
			Discount	
			Taxes	
			TOTAL	$73,475.00

Customer

Contact	Jason P	Company	Douglas County
Address			
City		State	
ZIP		Email	
Phone		Cell	

Notes

Status

◉ Established Customer ○ New Customer ○ Prospective Customer

Office Use Only

*Approved:*_____

MATERIAL AND LABOR SUMMARY

Job Name: Douglas County Card Readers **Job Number:**

MATERIAL DESCRIPTION	Sell Price	MATERIAL		LABOR	
		QTY.	EXTENSION	UNIT	EXTENSION
HID Wall Reader (Multiclass SE) 921PTNNEK00000	$350.00	170	$59,500.00		
Keypad Wall Reader (Multiclass SE) 921PTNNEK000017	$445.00	25	$11,125.00		
Mullion Reader (Multiclass SE) 910PTNNEK000000	$285.00	10	$2,850.00		
USTAR Ultra GCM Rack Mount	$3,850.00		$0.00		
USTAR Ultra ACM Rack Mount	$3,150.00		$0.00		
Altronix Maximal 33RD Rack Mount	$950.00		$0.00		
4.5 x 4.5 electric hinge nickel finish	$265.00		$0.00		
Hess 1600	$415.00		$0.00		
Adams Rite 8801ELD-36-24	$980.00		$0.00		
Adams Rite 8801ELD-42-24	$1,130.00		$0.00		
Software House Edge G2 2DR POE	$1,990.00		$0.00		
500' composite	$610.00		$0.00		
Hess 9600	$415.00		$0.00		
9C-H4A-3MH-270	$1,590.00		$0.00		
20C-H4A-4MH-360	$1,840.00		$0.00		
15C-H5A-3MH	$1,730.00		$0.00		
12C-H5A-360	$1,725.00		$0.00		
24C-H5A-3MH	$2,050.00		$0.00		
32C-H5A-4MH	$2,290.00		$0.00		
3.0C-H6SL-D1	$460.00		$0.00		
H6SL in ceiling kit	$36.00		$0.00		
2.0C-H6M-D1	$390.00		$0.00		
4.0C-H6A-D2	$890.00		$0.00		
4.0C-H6X-B01-IR	$1,150.00		$0.00		
2.0C-H5A-D1	$626.00		$0.00		
2.0C-H6A-D01-IR	$860.00		$0.00		
4.0C-H5A-PTZ-DP36	$2,490.00		$0.00		
8.0C-H5A-PTZ-DC36	$3,650.00		$0.00		
4.0C-H5A-PTZ-DC36	$2,490.00		$0.00		
3.0C-H5A-CR2-IR-SS	$1,340.00		$0.00		
2.0C-H5A-IRPTZ-DP40-WP	$2,830.00		$0.00		
POE+ injectors (60 watt)	$76.00		$0.00		
POE++ injectors (90 watt)	$145.00		$0.00		
ACC7-ENT	$225.00		$0.00		
ACC7 Failover license	$45.00		$0.00		
WLMNT-1001	$80.00		$0.00		
H5AMH-AD-PEND1	$124.00		$0.00		
H5AMH-DO-COVR1	$124.00		$0.00		
H5MH-CRNR1	$98.00		$0.00		
H5AMH-AD-DOME1	$126.00		$0.00		
H6X-PEND1	$75.00		$0.00		
H5A-MT-POLE1	$70.00		$0.00		
WB-HA	$890.00		$0.00		
IX-DVF-RA	$1,450.00		$0.00		
IX-SSA-RA	$1,110.00		$0.00		
IX-MV7-HB	$845.00		$0.00		
Design & Engineering	$0.00		$0.00		
Misc. Materials	$0.00		$0.00		
Project Management Hours	$105.00				$0.00
Programming / Training Hours	$95.00				$0.00
Labor / Installation Hours	$85.00				$0.00
		Subtotals =	$73,475.00		$0.00
			GRAND TOTAL =		$73,475.00

SECURITY SYSTEMS INTEGRATION
900 S Broadway, Suite 100
Denver, CO 80209
(303) 603-3095 office / www.hss-us.com

Quote No. 25-210-402BJ

SALES QUOTE

Employee

Name	Bryan Jones	(720) 641-2172 cell	
Position	President		
Department	HSS		

Dates

Quote Issued:	5/6/2025
Revision:	
Completed:	

Project/Service Name: Douglas County Equipment Stock box sale **Wilcox 2026 Box Sale Budget**		**Quantity**	**Price**	**TOTAL**
Project Scope: The sale and delivery of the attached equipment.				
NOTE: See yellow BOM tab for line item pricing				
Project Cost:				
Materials:		1	$8,754.00	$8,754.00
Shipping:		1		$0.00
Excludes: Any Required 120VAC /				
All prices are good for 30 days and work is assumed to be done during normal business hours				
Warranty: HSS shall warranty its workmanship to be free from defects for one year from date of completion of work. Warranty on items manufactured and/or supplied by others shall be the responsibility of manufactured.				
			Sub Total	$8,754.00
			Discount	
			Taxes	
			TOTAL	$8,754.00

Customer

Contact	Jason P	Company	Douglas County
Address			
City		State	
ZIP		Email	
Phone		Cell	

Notes

Status

◉ Established Customer ○ New Customer ○ Prospective Customer

Office Use Only

*Approved:*_____

MATERIAL AND LABOR SUMMARY

Job Name: Douglas County Wilcox Budget box sale **Job Number:**

MATERIAL DESCRIPTION	Sell Price	MATERIAL		LABOR	
		QTY.	EXTENSION	UNIT	EXTENSION
HID Wall Reader (Multiclass SE) 921PTNNEK00000	$380.00		$0.00		
Keypad Wall Reader (Multiclass SE) 921PTNNEK000017	$445.00		$0.00		
Keypad Mullion Reader (Multiclass SE) 910PTNNEK000000	$370.00		$0.00		
USTAR Ultra GCM Rack Mount	$4,250.00		$0.00		
USTAR Ultra ACM Rack Mount	$3,390.00		$0.00		
Altronix Maximal 33RD Rack Mount	$950.00		$0.00		
Avigilon 96TB Premium server 5yr Dell Gold Warranty version	$32,150.00		$0.00		
Hess 1600	$415.00		$0.00		
Adams Rite 8801ELD-36-24	$980.00		$0.00		
Adams Rite 8801ELD-42-24	$1,130.00		$0.00		
Software House Edge G2 2DR POE	$1,990.00		$0.00		
500' composite	$610.00		$0.00		
Hess 9600	$415.00		$0.00		
9C-H4A-3MH-270	$1,590.00		$0.00		
20C-H4A-4MH-360	$1,840.00		$0.00		
15C-H5A-3MH	$1,730.00		$0.00		
12C-H5A-360	$1,725.00		$0.00		
24C-H5A-3MH	$2,050.00	3	$6,150.00		
32C-H5A-4MH	$2,290.00		$0.00		
2.0C-H6SL-D1	$410.00		$0.00		
H6SL in ceiling kit	$36.00		$0.00		
2.0C-H6M-D1	$390.00		$0.00		
4.0C-H6A-D2	$890.00		$0.00		
4.0C-H6X-B01-IR	$1,150.00		$0.00		
2.0C-H5A-D1	$626.00		$0.00		
2.0C-H6A-D01	$810.00	2	$1,620.00		
4.0C-H5A-PTZ-DP36	$2,490.00		$0.00		
8.0C-H5A-PTZ-DC36	$3,650.00		$0.00		
4.0C-H5A-PTZ-DC36	$2,490.00		$0.00		
3.0C-H5A-CR2-IR-SS	$1,340.00		$0.00		
2.0C-H5A-IRPTZ-DP40-WP	$2,830.00		$0.00		
POE+ injectors (60 watt)	$76.00		$0.00		
POE++ injectors (90 watt)	$145.00		$0.00		
ACC7-ENT	$225.00		$0.00		
ACC7 Failover license	$45.00		$0.00		
WLMNT-1001	$80.00	3	$240.00		
H5AMH-AD-PEND1	$124.00	3	$372.00		
H5AMH-DO-COVR1	$124.00	3	$372.00		
H5AMH-DC-COVR1	$114.00		$0.00		
H5MH-CRNR1	$98.00		$0.00		
H5AMH-AD-DOME1	$126.00		$0.00		
H5AMH-AD-CEIL1	$155.00		$0.00		
H6X-PEND1	$75.00		$0.00		
H5A-MT-POLE1	$70.00		$0.00		
WB-HA	$890.00		$0.00		
Aiphone JP series door station	$600.00		$0.00		
Aiphone JP Series Desk station	$1,450.00		$0.00		
IX-MV7-HB	$845.00		$0.00		
Design & Engineering	$0.00		$0.00		
Misc. Materials	$0.00		$0.00		
Project Management Hours	$105.00				$0.00
Programming / Training Hours	$95.00				$0.00
Labor / Installation Hours	$85.00				$0.00
		Subtotals =	$8,754.00		$0.00
			GRAND TOTAL =		$8,754.00

SECURITY SYSTEMS INTEGRATION
900 S Broadway, Suite 100
Denver, CO 80209
(303) 603-3095 office / www.hss-us.com

Quote No. 25-210-404BJ

SALES QUOTE

Employee

Name	Bryan Jones	(720) 641-2172 cell
Position	President	
Department	HSS	

Dates

Quote Issued:	5/6/2025
Revision:	1/6/2026
Completed:	

Project/Service Name: Douglas County Equipment Stock box sale **Fairgrounds 2026 Box Sale Budget**	**Quantity**	**Price**	**TOTAL**
Project Scope: The sale and delivery of the attached equipment.			
NOTE: See yellow BOM tab for line item pricing			
Project Cost:			
Materials:	1	$74,810.00	$74,810.00
Shipping:	1		$0.00
Excludes: Any Required 120VAC /			
All prices are good for 30 days and work is assumed to be done during normal business hours			
Warranty: HSS shall warranty its workmanship to be free from defects for one year from date of completion of work. Warranty on items manufactured and/or supplied by others shall be the responsibility of manufactured.			
		Sub Total	$74,810.00
		Discount	
		Taxes	
		TOTAL	$74,810.00

Customer

Contact	Jason P	Company	Douglas County
Address			
City		State	
ZIP		Email	
Phone		Cell	

Notes

Status

◉ Established Customer ○ New Customer ○ Prospective Customer

Office Use Only

*Approved:*_____

MATERIAL AND LABOR SUMMARY

Job Name: Douglas County Fairgrounds Budget box sale **Job Number:**

MATERIAL DESCRIPTION	Sell Price	MATERIAL		LABOR	
		QTY.	EXTENSION	UNIT	EXTENSION
HID Wall Reader (Multiclass SE) 921PTNNEK00000	$380.00		$0.00		
Keypad Wall Reader (Multiclass SE) 921PTNNEK000017	$445.00		$0.00		
Keypad Mullion Reader (Multiclass SE) 910PTNNEK000000	$370.00		$0.00		
USTAR Ultra GCM Rack Mount	$4,250.00		$0.00		
USTAR Ultra ACM Rack Mount	$3,390.00		$0.00		
Altronix Maximal 33RD Rack Mount	$950.00		$0.00		
Avigilon 96TB Premium server 5yr Dell Gold Warranty version	$32,150.00		$0.00		
Hess 1600	$415.00		$0.00		
Adams Rite 8801ELD-36-24	$980.00		$0.00		
Adams Rite 8801ELD-42-24	$1,130.00		$0.00		
Software House Edge G2 2DR POE	$1,990.00		$0.00		
500' composite	$610.00		$0.00		
Hess 9600	$415.00		$0.00		
10.0C-H6A-D01-IR	$1,300.00	2	$2,600.00		
20C-H4A-4MH-360	$1,840.00		$0.00		
15C-H5A-3MH	$1,730.00		$0.00		
12C-H5A-360	$1,725.00		$0.00		
24C-H5A-3MH	$2,050.00	19	$38,950.00		
32C-H5A-4MH	$2,290.00		$0.00		
2.0C-H6SL-D1	$410.00		$0.00		
H6SL in ceiling kit	$36.00		$0.00		
2.0C-H6M-D1	$390.00		$0.00		
4.0C-H6A-D2	$890.00		$0.00		
4.0C-H6X-B01-IR	$1,150.00		$0.00		
2.0C-H5A-D1	$626.00		$0.00		
2.0C-H6A-D01	$810.00	15	$12,150.00		
4.0C-H6A-PTZ-DP36	$2,690.00	5	$13,450.00		
8.0C-H5A-PTZ-DC36	$3,650.00		$0.00		
4.0C-H5A-PTZ-DC36	$2,490.00		$0.00		
3.0C-H5A-CR2-IR-SS	$1,340.00		$0.00		
2.0C-H5A-IRPTZ-DP40-WP	$2,830.00		$0.00		
POE+ injectors (60 watt)	$76.00		$0.00		
POE++ injectors (90 watt)	$145.00		$0.00		
ACC7-ENT	$225.00		$0.00		
ACC7 Failover license	$45.00		$0.00		
WLMNT-1001	$80.00	26	$2,080.00		
H5AMH-AD-PEND1	$124.00	26	$3,224.00		
H5AMH-DO-COVR1	$124.00	19	$2,356.00		
H5AMH-DC-COVR1	$114.00		$0.00		
H5MH-CRNR1	$98.00		$0.00		
H5AMH-AD-DOME1	$126.00		$0.00		
H5AMH-AD-CEIL1	$155.00		$0.00		
H6X-PEND1	$75.00		$0.00		
H5A-MT-POLE1	$70.00		$0.00		
WB-HA	$890.00		$0.00		
Aiphone JP series door station	$600.00		$0.00		
Aiphone JP Series Desk station	$1,450.00		$0.00		
IX-MV7-HB	$845.00		$0.00		
Design & Engineering	$0.00		$0.00		
Misc. Materials	$0.00		$0.00		
Project Management Hours	$105.00				$0.00
Programming / Training Hours	$95.00				$0.00
Labor / Installation Hours	$85.00				$0.00
		Subtotals =	$74,810.00		$0.00
			GRAND TOTAL =		$74,810.00

SECURITY SYSTEMS INTEGRATION
990 S Broadway, Suite 420
Denver, CO 80209
(303) 603-3095 office / www.hss-us.com

Quote No. 26-211-003BJ

SALES QUOTE

Employee

Name	Bryan Jones	720.641.2172
Position	President	
Department	HSS	

Dates

Quote Issued:	1/8/2026
Revision:	
Completed:	

Project/Service Name: Douglas County maintenance for access control, and video management system.		Quantity	Price	TOTAL
Scope: On call for in person or remote assistance for access control, and cctv. Hours of service plus pricing are below.				
Quarterly cost for 12 months. 2/1/26-2/1/27		12	$1,266.00	$15,192.00
8 hour response time for remote assistance.				
Next business day response for onsite assistance				
Onsite and remote assistance to be billed at $95.00 per hour.				
After hours assistance (5pm-7am plus weekends and holidays) to be billed at $125.00 per hour.				
All prices are good for 30 days and work is assumed to be done during normal business hours				
Warranty: HSS shall warranty its workmanship to be free from defects for one year from date of completion of work. Warranty on items manufactured and/or supplied by others shall be the responsibility of manufactured.				
			Sub Total	$15,192.00
			Discount	
			Taxes	Exempt
			TOTAL	$15,192.00

Customer

Contact	Jason P.	Company	Douglas County
Address			
City		State	
ZIP		Email	
Phone		Cell	

Notes

Status

◉ Established Customer ○ New Customer ○ Prospective Customer

Office Use Only

*Approved:*_____

SALES QUOTE

SECURITY SYSTEMS INTEGRATION

Quote No.
25-210-499BJ

Date of Issue
5/14/2025

Prepared By
Bryan Jones President bryan.jones@tariangroup.com C: 720.641.2172



990 S. Broadway
Suite 420
Denver, CO 80209
Contact - 303.603.3095
www.tariangroup.com

Project	DougCo SSA 6/26-6/28

Project Scope	The sale of the CCURe 9000 Software Support Agreement with Software House Tech Support

Exclusions:	Any Required 120 VAC,

All Prices offered are valid for 30 days and work is assumed to be completed during normal Business hours

Warranty:	HSS shall warranty its workmanship to be free from defects for one year from date of work completion. Warranty on items manufactured or supplied by others shall be the responsibility of the manufactured

Notes:	See attached page for line item pricing

Project Cost	
Materials Subtotal:	$30,000.00
Labor Subtotal:	$0.00
Taxes:	
Grand Total	$30,000.00

Prepared For
Name: David Booker
Email
Phone
Company/Org: IMH
Address
Address2
Address3

Material and Labor Summary

Job Name:	DougCo SSA

	Material Description	Sell Price	Material		Labor	
			QTY.	Extension	QTY.	Extension
#######	24 month SSA	$30,000.00	1	$30,000.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
	Shipping	$0.00	1	$0.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
		$0.00	0	$0.00		
	Design & Engineering	$0.00	0	$0.00		
	Misc. Materials	$0.00	0	$0.00		

	Project Management Hours	$135.00			0.00	$0.00
	Programming / Training Hours	$105.00			0.00	$0.00
	Labor / Installation Hours	$95.00			0.00	$0.00

Subtotals	**$30,000.00**	**$0.00**

GRAND TOTAL (PRE TAX)	**$30,000.00**

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Michael McIntosh, Division Chief Highlands Ranch

DESCRIPTION: Juvenile Assessment Center Contribution by Douglas County for the 2026 Calendar Year in the Amount of $117,635.00.

SUMMARY: The Juvenile Assessment Center (JAC) continues to provide the only coordinated, single entry site in Colorado for the intake of young people who are delinquent, at-risk, or high need. Their unique ability to accept youth 24/7/365 allows law enforcement to refer youth at the time of contact, at any time of day, and day of the year.

The Douglas County Sheriff's Office determined annual contribution to the JAC for 2026 is $117,635 which is an increase of $10,694 from the 2025 assessment amount of $106,941. The Board of Directors for the JAC recently voted to implement a 10% increase in their law enforcement contributions. This decision came after lots of discussion, and it was decided that in order to be able to run the agency effectively, and to continue to provide these vital and necessary services to our law enforcement partners, it meant this increase was necessary. The last increase approved was in 2017.

RECOMMENDED ACTION: Approval of the 2026 Douglas County Sheriff's Office contribution to the Juvenile Assessment Center in the amount of $177,635.00.

REVIEW:

Darren Weekly	Approve	1/16/2026
Jeff Garcia	Approve	1/16/2026
Christie Guthrie	Approve	1/20/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Cover Page
2026 JAC Invoice SF1715

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Michael McIntosh, Division Chief Highlands Ranch

DESCRIPTION: Juvenile Assessment Center Contribution by Douglas County for the 2026 Calendar Year in the Amount of $117,635.00.

SUMMARY: The Juvenile Assessment Center (JAC) continues to provide the only coordinated, single entry site in Colorado for the intake of young people who are delinquent, at-risk, or high need. Their unique ability to accept youth 24/7/365 allows law enforcement to refer youth at the time of contact, at any time of day, and day of the year.

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REVIEW:

Darren Weekly	Approve	1/16/2026
Jeff Garcia	Approve	1/16/2026
Christie Guthrie	Approve	1/20/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

2026 JAC Invoice SF1715

Juvenile Assessment Center
1580 N Logan St
Ste 660
Denver, CO 80203-1994 USA
9703531653
elisa@trestle.co

Invoice

BILL TO
Sonia Steranko Douglas County Sheriff's Office Sheriff Darren Weekly 4000 Justice Way Castle Rock, CO 80109 USA

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
SF1715	01/01/2026	$117,635.00	01/31/2026	Net 30	

DATE		DESCRIPTION	QTY	RATE	AMOUNT
	IGA 2026 Contribution	Funding commitment to the 18th JAC for the fiscal year 2026.	1	117,635.00	117,635.00

We have changed our name! The 18th Judicial District Juvenile Assessment Center is now Juvenile Assessment Center.
Please update your records accordingly. Thank you!

BALANCE DUE **$117,635.00**

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Taylor Davis, Division Chief

DESCRIPTION: 2026 - 2029 Intergovernmental Agreement for Dispatch Services Between the Elbert County Communications Authority and the Board of County Commissioners of Douglas County on Behalf of the Douglas County Sheriff's Office in the Amount of $468,492.00.

SUMMARY: Elbert County Communications Authority and DCSO have entered into an Intergovernmental Agreement to secure emergency response communications and dispatch and non-emergency dispatch services for the past several years with the most recent IGA expiring December 31, 2029.

RECOMMENDED ACTION: Request that the Board approve and sign the 2026-2029 IGA through DocuSign.

REVIEW:

Darren Weekly	Approve	1/16/2026
Jeff Garcia	Approve	1/16/2026
Christie Guthrie	Approve	1/20/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Cover Page
2026-2029 ECCA Dispatch Agmt_01122026

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Taylor Davis, Division Chief

DESCRIPTION: 2026 - 2029 Intergovernmental Agreement for Dispatch Services Between the Elbert County Communications Authority and the Board of County Commissioners of Douglas County on Behalf of the Douglas County Sheriff's Office in the Amount of $468,492.00.

SUMMARY: Elbert County Communications Authority and DCSO have entered into an Intergovernmental Agreement to secure emergency response communications and dispatch and non-emergency dispatch services for the past several years with the most recent IGA expiring December 31, 2029.

RECOMMENDED ACTION: Request that the Board approve and sign the 2026-2029 IGA through DocuSign.

REVIEW:

Darren Weekly	Approve	1/16/2026
Jeff Garcia	Approve	1/16/2026
Christie Guthrie	Approve	1/20/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

2026-2029 ECCA Dispatch Agmt_01122026

INTERGOVERNMENTAL DISPATCH AGREEMENT
BETWEEN THE ELBERT COUNTY COMMUNICATIONS AUTHORITY
AND THE BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY,
ON BEHALF OF THE DOUGLAS COUNTY SHERIFF'S OFFICE

THIS INTERGOVERNMENTAL DISPATCH AGREEMENT ("Agreement") is made and entered into this _____ day of _____, 2026, by and between the **ELBERT COUNTY COMMUNICATIONS AUTHORITY** ("ECCA") and the **BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY**, a Colorado County ("Douglas County"), on behalf of the **DOUGLAS COUNTY SHERIFF'S OFFICE** ("DCSO"), (ECCA, Douglas County and DCSO also referred to collectively as "Parties" or singularly as "Party").

RECITALS

WHEREAS, Douglas County owns and operates, through DCSO, a communications and dispatch center for law enforcement and emergency service providers ("Dispatch Center"); and

WHEREAS, Article XIV, Section 18(2)(a) of the Colorado Constitution and Part 2 of Article 1, Title 29, C.R.S., encourages and authorizes governments to cooperate and contract with one another to provide any function, service, or facility lawfully authorized to each; and

WHEREAS, a Resolution was passed on May 26, 2010, by the Board of County Commissioners for Elbert County, to close the Elbert County Dispatch Center and transfer its functions to an adjacent dispatch entity on or before September 1, 2010; and

WHEREAS, by Resolution No. 2010-03, passed on June 2, 2010, by the Board of Directors of the Elbert County Emergency Telephone Service Authority ("ETSA") authorized transfer of Authority assets to a newly-proposed Elbert County-wide Authority, and later on June 29, 2010, dissolved the ETSA; and

WHEREAS, by Resolution No. 2010-02, seven Elbert County fire protection districts and three towns providing law enforcement, ("ECCA Members") adopted an Intergovernmental Agreement creating the Elbert County Communications Authority ("ECCA") as an agency to provide for emergency response communications and dispatch; and

WHEREAS, ECCA and DCSO entered into an Intergovernmental Agreement for ECCA to secure from DCSO emergency response communications and dispatch and non-emergency dispatch services beginning September 1, 2010 and ending on December 31, 2013; and

WHEREAS, ECCA and DCSO subsequently entered into an Intergovernmental Agreement for ECCA to secure from DCSO emergency response communications and dispatch and non-emergency dispatch services beginning January 1, 2015 and ending on December 31, 2018; and

WHEREAS, ECCA and DCSO subsequently entered into an Intergovernmental Agreement for ECCA to secure from DCSO emergency response communications and dispatch and non-emergency dispatch services beginning January 1, 2019 and ending on December 31, 2022; and

WHEREAS, ECCA and DCSO subsequently entered into an Intergovernmental Agreement for ECCA to secure from DCSO emergency response communications and dispatch and non-emergency dispatch services beginning January 1, 2023 and ending on December 31, 2025; and

WHEREAS, ECCA now seeks to enter into an intergovernmental agreement to secure from DCSO, and DCSO desires to provide emergency response communications and dispatch and non-emergency dispatch services for the period beginning January 1, 2026 and ending December 31, 2029.

NOW, THEREFORE, in consideration of these premises and for good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the Parties hereby agree as follows:

I. Dispatch Services.

A. Dispatch Center. Through its Dispatch Center located at 4000 Justice Way, Castle Rock, Colorado, DCSO shall provide dispatch services as outlined herein to ECCA. The Douglas County Sheriff's Office retains all authority over the personnel who are assigned and working in the DCSO Dispatch Center and performing services related to this agreement.

B. Services. DCSO shall provide the listed ECCA Members emergency response communications and dispatch services. DCSO shall dispatch the appropriate ECCA Member staff to any and all emergency and non-emergency incidents requiring such ECCA Member's response, in accordance with standard operating procedures ("SOP") previously established by the DCSO Dispatch Center. The Dispatch Center will answer all listed ECCA Member's 911 calls, as well as calls to all published ten-digit ECCA Member emergency telephone numbers. Calls not requiring immediate public safety response will be referred back to the administrative telephone line(s) of the appropriate ECCA Member.

Each ECCA Member receiving dispatch services from DCSO under this Agreement, shall provide its respective constituents and DCSO with at least one administrative telephone line number. After business hours, these administrative telephone lines may be forwarded to the DCSO Communications Center. All non-emergency phone calls shall be referred to the administrative telephone numbers, rather than the ten-digit emergency phone number. This shall include any ECCA Member agency telephone trees and individual personnel and voice mail referral extensions.

C. Reports. Upon request, DCSO shall provide each ECCA Member a report on emergency dispatch service calls. The DCSO computer-aided dispatch ("CAD") system has a variety of standard reports available for ECCA Members' use. If such standard reports are deemed to be inadequate, DCSO can provide assistance in customizing reports to meet the respective needs of the various ECCA Members.

D. Ownership of Records and Data. It is mutually acknowledged that ECCA has purchased its own CAD software sub-license from New World Systems, Inc., with all emergency dispatch service data being stored on DCSO's servers. Any and all Dispatch Center records pertaining to ECCA emergency dispatch services shall be owned by each respective ECCA Member. Each ECCA Member shall have access to all such data and audio recordings maintained by the Dispatch Center for use in internal analysis and crime investigations. It is the responsibility of each ECCA Member to provide any criminal justice records for case filing purposes directly to the respective court(s) or district attorney's office(s). No ECCA Member records shall be disposed of without prior written authorization from the respective ECCA Member.

It is hereby acknowledged the Elbert County Sheriff's Office ("ECSO") is owner of their data and other ECCA members, are owners of all other data generated by emergency dispatch services.

1. Public Records Requests. Any public records request pertaining to an ECCA Member shall be forwarded by DCSO to the appropriate ECCA Member in accordance with state law. The right of access granted to ECCA and all ECCA Members by this Agreement, shall survive termination of this Agreement with respect to all data and records created during the period of time which this Agreement is in effect, unless such data has been removed from DCSO's servers and archived in accordance with a written directive from ECCA or a particular ECCA Member of the ECSO.

2. Records Requests Pertaining to ECCA Members. It is anticipated that each respective ECCA Member shall have the capability to independently access its respective data, as necessary. In the event that such data cannot be retrieved, DCSO shall assist the appropriate ECCA Member to ensure all required data is made available.

II. Method of Operation.

A. Dispatch Procedures. It is mutually acknowledged that all ECCA Members will utilize existing DCSO SOPs. In addition, ECCA Members shall be expected to follow the "Business Rules" pertaining to dispatching for ECCA Members, which are set forth in Exhibit A, attached hereto and made a part hereof by this reference.

B. Dispatch Center Operational Issues. The Parties shall each appoint a representative responsible for communicating any and all issues which may not be addressed in the DCSO SOPs, the Business Rules, and the Dispatch Performance Standards. Such representatives shall meet regularly to review operational procedures, Business Rules, and related issues and, if necessary, provide for appropriate changes to the SOP Manual or Business Rules, as the case may be.

III. Capital Equipment Purchases.

It is mutually acknowledged that ECCA's licensed software shall utilize the existing Dispatch Center equipment and servers for the purpose of emergency response communications and dispatch services. All of ECCA's software licensing costs and ongoing software maintenance costs shall be the responsibility of ECCA. While this Agreement is in effect, it may become necessary to purchase additional equipment or software licenses to serve the needs of the Dispatch Center, or the specific dispatch service needs of ECCA or a particular ECCA Member, in which event such equipment and licenses shall be acquired as described below.

A. DCSO Capital Equipment. All purchases of Capital Equipment to maintain the general services of the Dispatch Center shall be made by, and such equipment shall be solely owned by, Douglas County. Such purchases shall include those necessary or desirable to provide dispatching services to all agencies receiving services from the Dispatch Center. Capital Equipment purchased by Douglas County to provide general dispatch services to all agencies shall remain the property of Douglas County.

B. ECCA Capital Equipment. ECCA shall pay vendors directly for any ECCA-specific data line installation costs or related charges, software maintenance, software licenses, or any other ongoing costs which specifically pertain to services provided to ECCA or ECCA Members. In the event it is necessary for any network connectivity hardware or radio-related equipment to be purchased by ECCA and installed in the Dispatch Center, all costs of installation or removal, and all costs necessary to ensure non-interruption of Dispatch Center operations, shall be paid by ECCA.

IV. Contract Amount.

A. General. The formulation of the Annual Contract Amount for emergency response communications and dispatch services will be by mutual agreement of the Parties, as outlined in Exhibit B, attached hereto, and made a part hereof by this reference.

B. Contract Amount. The annual contract amount will be based upon the cost equivalent of four (4) mid-point dispatcher FTEs including benefits. Such amount will be adjusted annually as needed and agreed upon by both Parties as outlined in an updated Exhibit B. DCSO will provide ECCA with a preliminary contract amount for the next year of service on or before September 1st each year. As soon as possible thereafter, but no later than October 1st of each year, DCSO will provide ECCA with a final contract amount.

V. Payments.

A. Due Date. ECCA shall pay the annual contract amount in four installments due and payable by April 30th, July 31st, October 31st and January 31st (for the previous quarter) of each year, as detailed in Exhibit B.

B. Mid-Year Changes. Paragraph A., Section V, hereinabove, recognizes that the Parties may wish to add services or Capital Equipment at times other than the time outlined in Section IV, hereof. Costs of such additions shall be in addition to the Annual Contract Amount. The amount and timing of payments for Mid-Year Changes to the Annual Contract Amount shall occur only as agreed by the Parties and outlined in an updated Exhibit B.

VI. Term of the Agreement.

It is the express intent of the Parties that six (6) months' notice precede termination of this Agreement.

A. Termination by Failure to Agree Upon the Annual Contract Amount. The Parties acknowledge that a failure to agree upon an Annual Contract Amount by October 15th of the year preceding service, shall affect a termination of this Agreement. Therefore, the Parties agree that a failure by ECCA to appropriate the Annual Contract Amount no later than December 15th of the year preceding service shall be construed as the 180-day notice of termination. DCSO shall continue to make good faith efforts to provide dispatch services at the same level in effect for the prior year and at the same rate of compensation as the prior year, for at least 180 days after the date of failure to appropriate, or as otherwise agreed by the Parties.

B. Termination by Failure to Appropriate. The Parties further acknowledge that a failure of either Party to appropriate funds shall affect a termination of this Agreement. Therefore, the Parties agree that a failure by ECCA to appropriate the Annual Contract Amount or fully execute this Agreement by no later than December 15th of the year preceding service shall be construed as the 180-day notice of termination. DCSO shall continue to make good faith efforts to provide dispatch services at the same level in effect for the prior year and at the same rate of compensation as the prior year, for at least 180 days after the date of failure to appropriate, or as otherwise agreed by the Parties.

VII. Miscellaneous

A. Notices. Any formal notice, demand or request provided for in this Agreement shall be in writing and shall be deemed properly served, given, or made if delivered in person, by facsimile, or sent by certified mail, postage prepaid to the Parties at the addresses as set forth on each signature page attached hereto, unless another address is certified to the other Party.

B. Insurance. Douglas County agrees to procure and maintain the following policies of insurance:

(1) Property Insurance to cover all County property; and

(2) Commercial General Liability Insurance with minimum combined/single limits of Two Million Dollars ($2,000,000) each occurrence and Two Million Dollars ($2,000,000) aggregate. This policy will also include errors and omissions coverage and name ECCA as "additional insured."

C. Existing Services. It is the intent of the Parties that the Dispatch Center, through the provision of dispatching services pursuant to this Agreement, shall maintain the level of services currently provided to other agencies to which DCSO currently provides dispatching services.

D. No Third-Party Beneficiaries. Nothing expressed or implied in this Agreement is intended or shall be construed to confer upon, or to give to, any person or entity other than the Parties, any right, remedy, or claim under or by reason of this Agreement or any covenants, terms, conditions, and provisions in this Agreement. This Agreement and all covenants, terms, conditions, and provisions in this Agreement, shall be for the sole and exclusive benefit of the Parties.

E. Amendments. Any amendments to this Agreement shall be in writing and executed with the same formality as this Agreement.

F. Severability. In the event that any of the terms, covenants or conditions of this Agreement or their application shall be held invalid as to any person, corporation, or circumstance of any court having competent jurisdiction, the remainder of this Agreement and the application in effect of its terms, covenants or conditions to such persons, corporations or circumstances shall not be affected thereby.

G. Duplicate Originals. This Agreement shall be executed in several counterparts, each of which shall be an original, but all of which together shall constitute one in the same instrument.

H. Governmental Immunity. Nothing in this Agreement shall be construed as a waiver of the limitations on damages or any of the privileges, immunities, or defenses provided to, or enjoyed by the Parties or their respective Members, officers, directors or employees under constitutional, statutory or common law, including but not limited to, the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq*.

I. Relationship of the Parties. By entering into this Agreement, the Parties are not creating, and shall not be deemed or construed as creating a joint venture, partnership, authority, or any other type of legal relationship, and each Party shall remain a separate and distinct entity for all purposes under this Agreement. Neither the fact of the existence of this Agreement nor the Parties' performance of this Agreement shall in any manner alter either Party's constitutional, statutory, and common law rights, powers, duties, and authorities, except to the extent expressly set forth in this Agreement.

ELBERT COUNTY COMMUNICATIONS AUTHORITY

By: _____

Date: 12/8/2025

ATTEST:

By: _____

Date: 12/8/2025

APPROVED AS TO LEGAL FORM:

By: _____
Attorney for ECCA

Date: 12/8/2025

DOUGLAS COUNTY

By: _____
Abe Laydon, Chair
Board of County Commissioners

Date: _____

ATTEST:

By: _____
Clerk to the Board

Date: _____

By: _____
Darren Weekly, Sheriff

Date: _____

APPROVED AS TO CONTENT:

By: _____
Doug DeBord
County Manager

Date: _____

APPROVED AS TO LEGAL FORM:

By: _____
Kelly Dunnaway
Deputy County Attorney

Date: _____

APPROVED AS TO FISCAL CONTENT:

By: _____
Christie Guthrie
Director of Finance

Date: _____

EXHIBIT A
Business Rules

Radio Protocol

- ECCA will adopt DCSO's established radio procedures and terminology.
- Elbert County public safety agency officers and command staff will be available via all of the same communication devices that DCSO officers utilize (mobile & portable radio, pager or, cell phone or email).

Administrative

- Elbert County public safety agency officers or members/command staff will observe established chain of command when contacting dispatch members.
- Monthly, quarterly, and annual statistical reports are formatted to meet required performance reporting which are available to each agency's administration. If additional reports are requested, they may be billed separately based on the related personnel hours necessary to prepare the report.
- All recording requests will be made directly through DCSO Dispatch. Recordings will be provided to the requesting agency.
- ECCA will keep DCSO apprised of staff changes that impact radio identifiers and access to systems.
- ECCA will maintain all emergency contact information for all Elbert County public safety agency staff with DCSO Dispatch.

CCIC

- Elbert County law enforcement agencies will have their own connection with CBI and abide by CCIC/NCIC rules.
- Elbert County law enforcement agencies will have a CCIC/NCIC coordinator.
- All non-urgent CCIC entries, to include Elbert County law enforcement agency warrant entries and stolen article entries, will be entered under the originating public safety agency's ORI by that agency's personnel.
- Elbert County public safety agency reports requiring an urgent entry into CCIC will be faxed to dispatch one hour prior to the end of the shift of the officer requesting the entry. This will ensure timely entry and information verification by dispatch if needed. Periodic verification of entries will be conducted by dispatch with Elbert County public safety agencies for accuracy.
- Dispatch will verify hot file entries.

CAD/Radios/MDTs

- DCSO shall provide application service support. Support is limited to access and availability to authorized DCSO systems (I.E. CAD WebView, New World CAD Mobile) and other applications as agreed on, (this may also include access to Douglas County's Virtual Desktop Infrastructure to support specific applications and services). DCSO will manage user access and permissions as needed. It will be the responsibility of the agency to update DCSO of active AND inactive users and devices. ECCA will have access to DCSO assigned radio talk groups needed to conduct dispatching services. DCSO will remain the owner of these talk groups.

- An ECCA agency may subscribe for MDT services that are available through the current CAD/Law Enforcement RMS software for law enforcement officers use in order to provide CCIC/NCIC messaging, Mobile CAD access, mapping and in car vehicle routing. The software license costs associated with such subscription are the agency's responsibility. Computer hardware, hardware management and maintenance will be the responsibility of the agency. Network connectivity will be through either a point-to-point VPN managed by Douglas County Network, and the agency or via DCSO's instance of NetMotion, in this case the agency would ultimately be responsible for licensing NetMotion. DCSO will manage Mobile users and computer terminal IDs. It will be the responsibility of the agency to update DCSO of all active AND inactive users and registered Mobile computers. The agency will ensure all CJIS Security Policy requirements are in place

Exhibit B

Mid-Point (Tier 5) Dispatcher with Benefits		2026 Proposed Contract Cost Monthly	Annual Cost
Mid-Point Dispatcher with Benefits (Based on 2025 Dispatch Tier Plan - Tier 5 Dated 70325)		***$ 6,168.00***	***$ 74,012***
Fixed (per FTE):			
Medical Contribution (Based on 2025 Cost - Family Coverage)		$ 2,322.98	$ 27,876
Dental Contribution (Based on 2025 Cost - Family Coverage)		38.98	468
STD/Unemployment		10.50	126
Consulting Fee (Broker Fee for All Benefits)		10.94	131
COBRA Administration		0.45	5
Pcori Fee		0.55	7
Advocacy Fee		1.00	12
EAP Fee		1.20	14
Flex Fees		3.25	39
		$ 2,389.85	***$ 28,678***
Variable (Based on Salaries):			
FICA/Medicare	*7.6500%*	*$ 471.85*	*$ 5,662*
Retirement	*8.0000%*	*493.44*	*5,921*
Retirement - 457	*3.0000%*	*185.04*	*2,220*
Term Life	*0.1721%*	*10.62*	*127*
Workers' Compensation	*0.1500%*	*9.25*	*111*
LT Disability	*0.5300%*	*32.69*	*392*
	19.5021%	***$ 1,202.89***	***$ 14,433***
	Total Fringe		***$ 43,111***
Salary & Benefits Personnel Cost			***$ 117,123***
Cost Equivalent for 4 Tier 5 Dispatchers with Benefits			**$ 468,492**

Payment Schedule	Payments
Payment due April 30, 2026 (25% of Contract)	$ 117,123
Payment due July 31, 2026 (25% of Contract)	$ 117,123
Payment due October 31, 2026 (25% of Contract)	$ 117,123
Payment due January 31, 2027 (25% of Contract)	$ 117,123
Total 2026 Contract Cost	***$ 468,492***

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Ron Hanavan, Division Chief Professional Standards

DESCRIPTION: Highlands Ranch Law Enforcement Training Facility Invoice for 2026 Facility Use in the Amount of $165,960.00.

SUMMARY: Per Colorado POST Rule 28 - In-Service Training Program, In-Service training is mandatory for certified peace officers who are currently employed in positions requiring certified peace officers as defined in Colorado Revised Statues section 16-2.5-102. This includes certified full-time, part-time and reserve peace officers. Such training is required each calendar year and includes arrest control, driving, and firearm skills. The HRELTF, located in Douglas County, has served as the primary training location for the DCSO for over 30 years and meets the needs of the DCSO very well. Training conducted at the HRLETF includes basic and advanced firearms and mandatory proficiency testing, basic and advances officer-safety tactics, arrest control, CPR, first aid, less lethal weapons, physical fitness, and other required classroom trainings.

Adequate funding has been appropriated to accommodate the payment of this invoice which will be allocated appropriately by business unit utilizing the General Fund ($74,880 for 208 FTEs), the LEA Fund ($75,600 for 192 FTEs and 18 Reserves), and the School Safety Fund ($15,480 for 43 FTEs).

RECOMMENDED ACTION: Request the Board approve the 2026 Facility Use invoice in the amount of $165,960.00.

REVIEW:

Darren Weekly	Approve	1/16/2026
Jeff Garcia	Approve	1/16/2026
Christie Guthrie	Approve	1/20/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Cover Page
2026 Range Fees_Inv DCSO26_HRLETF_January 9 2026
2026 Range Fees - Summary by BU and Fund for BOCC Meeting 012726

MEETING DATE: January 27, 2026

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Jeff Garcia	Approve	1/16/2026
Christie Guthrie	Approve	1/20/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

2026 Range Fees_Inv DCSO26_HRLETF_January 9 2026
2026 Range Fees - Summary by BU and Fund for BOCC Meeting 012726

HIGHLANDS RANCH
LAW ENFORCEMENT
TRAINING FOUNDATION

6001 Ron King Trail
Littleton, CO 80125
https://hrletf.org

Invoice

Date	Invoice #
1/9/2026	DCSO26

Bill To
Douglas County Sheriff's Office 4000 Justice Way Castle Rock, CO 80109

P.O. No.	Terms	Due Date
	30 days	2/8/2026

Item	Description	Qty	Rate	Amount
Annual	Full Time User - $360 per authorized strength - General Fund	208	360.00	74,880.00
Annual	Full Time User - $360 per authorized strength - LEA Fund	192	360.00	69,120.00
Annual	Full Time User - $360 per authorized strength - Safety & Mental Fund	43	360.00	15,480.00
Annual	Full Time User - $360 per authorized strength - LEA Fund Reserves	18	360.00	6,480.00
			Total Due	$165,960.00

Thank you for choosing Highlands Ranch Law Enforcement Training Facility
for your training needs.

Make checks payable to the Highlands Ranch Law Enforcement Training Foundation, mail to

Highlands Ranch Law Enforcement Training Foundation
Attn: Audra Garton-Norvell
6001 Ron King Trail, Unit C
Littleton, CO 80125

If you have any questions, please feel free to contact
Audra Garton-Norvell at 303-660-7593 or agarton@dcsheriff.net.

BU	Commissioned FTEs and Reserves	2026 Cost
21100 SHERIFF ADMINISTRATION	3.0	1,080
21115 SHERIFF TRAINING	5.0	1,800
21120 ACADEMY TRAINING	3.0	1,080
21125 SUPPORT SERVICES	1.0	360
21130 EMPLOYEE WELLNESS	1.0	360
21135 COLD CASE UNIT	1.0	360
21150 PROFESSIONAL STANDARDS	3.0	1,080
21160 INTERNAL AFFAIRS	3.0	1,080
21175 CIVIL WARRANTS SECTION	6.0	2,160
21200 INVESTIGATIONS	1.0	360
21400 COURT SERVICES	18.0	6,480
21450 TRANSPORTS	7.0	2,520
21500 DETENTION	117.0	42,120
23150 MAJOR CRIMES SECTION	32.0	11,520
23200 CRIME LAB/EVIDENCE SECTION	1.0	360
23375 INVESTIGATIVE TASK FORCES	6.0	2,160
General Fund Totals	***208.0***	***$ 74,880***
22100 PATROL-LEA	139.0	50,040
22150 TRAFFIC SECTION	15.0	5,400
22260 PATROL-DISTRICT 8	2.0	720
22270 HR DIVISION ADMIN	5.0	1,800
22400 COMMUNITY RESOURCES	6.0	2,160
22500 IMPACT UNIT/LEA	10.0	3,600
22650 RESERVES/LEA (12 RESERVES)	12.0	4,320
800540 K-9 UNIT	7.0	2,520
822110 SWAT TEAM (6 SWAT MEDIC RESERVES)	6.0	2,160
861611 COMMUNITY RESPONSE TEAM	4.0	1,440
861612 HEART	4.0	1,440
LEA Fund Totals	***210.0***	***$ 75,600***
27100 SCHOOL PROGRAM ADMINISTRATION	3.0	1,080
27150 SCHOOL RESOURCE OFFICERS	12.0	4,320
27200 DCSD MIDDLE SCHOOL SRO PROGRAM	5.0	1,800
27250 DCSD ELEMENTARY SRO PROG	12.0	4,320
27300 SRO-VALOR HIGH SCHOOL	1.0	360
27325 SRO-SKYVIEW ACADEMY	1.0	360
27350 SRO-AMERICAN ACADEMY	1.0	360
27375 SRO-STEM SCHOOL	1.0	360
27400 NORTHSTAR ACADEMY	1.0	360
27425 BEN FRANKLIN ELEMENTARY	1.0	360
27426 Parker Core Knowledge	1.0	360
27450 COLORADO CHRISTIAN ACADEMY	1.0	360
27475 CHERRY HILLS CHRISTIAN SCHOOL	1.0	360
27476 Platte River Academy	1.0	360
27477 Arma Dei Academy	1.0	360
School Fund Totals	***43.0***	***$ 15,480***
Grand Total	***461.0***	***$ 165,960***

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Dan Roberts, Assistant Director, Operations

DESCRIPTION: Amendment No. 4 to the Electronic Waste Recycling Program Contract with Pedalpoint Lifecycle Solutions for an Amount not to Exceed $120,000.00.

SUMMARY: The Electronic Waste Recycling Program contract with Pedalpoint Lifecycle Solutions (formerly Techno Rescue, LLC) provides electronic waste drop-off recycling for Douglas County residents at the Pedalpoint facility in Denver. Techno Rescue was originally selected based on a Request for Qualifications (RFQ) process in 2021. The Electronic Waste Recycling Program is moving to a new location at the Douglas County Waste Diversion Facility on July 1, 2026. A new Request for Proposal (RFP) will be issued in April 2026 for services to begin at the new location.

This Amendment No. 4 adds $120,000 to the contract, bringing the total to $540,000, to keep this program going until the new one begins. The current expiration date of the contract is July 1, 2026.

Funding for the full amount of $120,000 for this Amendment will come from Business Unit 32500.450240 in Fund 275. A new PO will be issued through this Amendment.

RECOMMENDED ACTION: Approval of Amendment No. 4 to the Electronic Waste Recycling Program Contract with Pedalpoint Lifecycle Solutions for an amount not to exceed $120,000.00.

REVIEW:

Kristina Mann	Approve	1/15/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Cover Page
Contract AMENDMENT 4- PedalPoint - 01.05.2026

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Dan Roberts, Assistant Director, Operations

DESCRIPTION: Amendment No. 4 to the Electronic Waste Recycling Program Contract with Pedalpoint Lifecycle Solutions for an Amount not to Exceed $120,000.00.

SUMMARY: The Electronic Waste Recycling Program contract with Pedalpoint Lifecycle Solutions (formerly Techno Rescue, LLC) provides electronic waste drop-off recycling for Douglas County residents at the Pedalpoint facility in Denver. Techno Rescue was originally selected based on a Request for Qualifications (RFQ) process in 2021. The Electronic Waste Recycling Program is moving to a new location at the Douglas County Waste Diversion Facility on July 1, 2026. A new Request for Proposal (RFP) will be issued in April 2026 for services to begin at the new location.

This Amendment No. 4 adds $120,000 to the contract, bringing the total to $540,000, to keep this program going until the new one begins. The current expiration date of the contract is July 1, 2026.

Funding for the full amount of $120,000 for this Amendment will come from Business Unit 32500.450240 in Fund 275. A new PO will be issued through this Amendment.

RECOMMENDED ACTION: Approval of Amendment No. 4 to the Electronic Waste Recycling Program Contract with Pedalpoint Lifecycle Solutions for an amount not to exceed $120,000.00.

REVIEW:

Kristina Mann	Approve	1/15/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Contract AMENDMENT 4- PedalPoint - 01.05.2026

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
ELECTRONIC WASTE RECYCLING PROGRAM
AMENDMENT NUMBER FOUR (4)
PURCHASE ORDER NUMBER: (NEW)
ACCOUNT NUMBER: 32500.450240

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 PEDALPOINT LIFECYCLE SOLUTIONS (formerly known as TECHNO RESCUE, LLC) (the "Vendor").

WHEREAS, the County and the Vendor entered into a certain Public Contract for Services dated **April 13, 2021** (the "Contract"); and

WHEREAS, the County and the Vendor originally agreed to a Maximum Contract Expenditure for services in the amount of **ONE HUNDRED THOUSAND DOLLARS ($100,000.00).**

WHEREAS, the County and the Consultant entered into Amendment Number One (1) on March 12, 2024, increasing the compensation by an additional Eighty Thousand Dollars, for a total Maximum Contract Expenditure of **ONE HUNDRED EIGHTY THOUSAND DOLLARS ($180,000);**

WHEREAS, the County and the Consultant entered into Amendment Number Two (2) on January 14, 2025, increasing the compensation by an additional One Hundred Fifty Thousand Dollars, for a total Maximum Contract Expenditure of **THREE HUNDRED THIRTY THOUSAND DOLLARS ($330,000);**

WHEREAS, the County and the Consultant entered into Amendment Number Three (3) on October 3, 2025, increasing the compensation by an additional Ninety Thousand Dollars, for a total Maximum Contract Expenditure of **FOUR HUNDRED TWENTY THOUSAND DOLLARS ($420,000);**

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 **ONE HUNDRED TWENTY THOUSAND DOLLARS ($120,000.00)**; and

WHEREAS, the County and the Vendor desire to amend the Contract by increasing the Maximum Contract Expenditure which may be paid to the Vendor and extending the contract 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 FORTY THOUSAND DOLLARS ($540,000.00**). 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 Vendor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
ELECTRONIC WASTE RECYCLING PROGRAM
AMENDMENT NUMBER FOUR (4)
PURCHASE ORDER NUMBER: (NEW)
ACCOUNT NUMBER: 32500.450240

THE COST OF THIS ADDITIONAL WORK SHALL NOT EXCEED: $120,000.00

PREVIOUSLY APPROVED PCS REVISIONS: $ 320,000.00

TOTAL FOR ALL PCS REVISIONS (TO DATE): $ 440,000.00

TOTAL FOR ORIGINAL PCS: $ 100,000.00

GRAND TOTAL INCLUDING ALL PCS REVISIONS SHALL NOT EXCEED: $ 540,000.00

ACTUAL TIME AND MATERIALS FOR SERVICES PROVIDED SHALL BE BILLED MONTHLY.

2. The remainder of the Contract shall remain in full force and effect.

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
ELECTRONIC WASTE RECYCLING PROGRAM
AMENDMENT NUMBER FOUR (4)
PURCHASE ORDER NUMBER: (NEW)
ACCOUNT NUMBER: 32500.450240

IN WITNESS WHEREOF, the County and Vendor have executed this Amendment as of the date first above written.

PEDALPOINT LIFECYCLE SOLUTIONS

BY:_____

TITLE:_____

DATE:_____

Signature of Notary Public Required:

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2026, by _____.

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

BOARD OF COUNTY COMMISSIONERS

OF THE COUNTY OF DOUGLAS

_____
, CHAIR Date

APPROVED AS TO CONTENT:

_____
DOUGLAS J. DEBORD Date
COUNTY MANAGER

ATTEST

_____
Deputy Clerk **Date**

DEPARTMENT OF PUBLIC WORKS ENGINEERING:

_____
JANET HERMAN, P. E. Date
Director of Public Works

APPROVED AS TO FISCAL CONTENT:

_____
CHRISTIE GUTHRIE Date
Director of Finance

APPROVED AS TO LEGAL FORM:

_____
CHRIS PRATT Date
Senior Assistant County Attorney

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Dan Roberts, Assistant Director, Operations

DESCRIPTION: Amendment No. 2 to the Public Contract for Services for the Household Hazardous Waste Program, with WM Curbside, LLC, for an Amount not to Exceed $144,075.20, Douglas County Project No. CI 2024-010.

SUMMARY: The Household Hazardous Waste Program Contract with WM Curbside, LLC, provides curbside pickup of household hazardous waste for Douglas County residents. WM Curbside was selected based on a cooperative purchase selection process in June 2022. The Household Hazardous Waste Program is moving to a new location at the Douglas County Waste Diversion Facility on July 1, 2026. A new Request for Proposal (RFP) will be issued in April 2026 for services to begin at the new location.

This amendment adds $144,075.20 to the contract, bringing the new total contract amount to $621,075.20, to keep this program going until the new one begins. The current expiration date of the contract is July 1, 2026.

Funding for Amendment No. 2 in the amount of $144,075.20 will come from Business Unit 32500.450240 in Fund 275.

RECOMMENDED ACTION: Approval of Amendment No. 2 to the Public Contract for Services for the Household Hazardous Waste Program, with WM Curbside, LLC, for an amount not to exceed $144,075.20, Douglas County Project No. CI 2024-010.

REVIEW:

Kristina Mann	Approve	1/21/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Cover Page
Contract Amd - WM Curbside - Household Hazardous Waste Pgm

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Dan Roberts, Assistant Director, Operations

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SUMMARY: The Household Hazardous Waste Program Contract with WM Curbside, LLC, provides curbside pickup of household hazardous waste for Douglas County residents. WM Curbside was selected based on a cooperative purchase selection process in June 2022. The Household Hazardous Waste Program is moving to a new location at the Douglas County Waste Diversion Facility on July 1, 2026. A new Request for Proposal (RFP) will be issued in April 2026 for services to begin at the new location.

This amendment adds $144,075.20 to the contract, bringing the new total contract amount to $621,075.20, to keep this program going until the new one begins. The current expiration date of the contract is July 1, 2026.

Funding for Amendment No. 2 in the amount of $144,075.20 will come from Business Unit 32500.450240 in Fund 275.

RECOMMENDED ACTION: Approval of Amendment No. 2 to the Public Contract for Services for the Household Hazardous Waste Program, with WM Curbside, LLC, for an amount not to exceed $144,075.20, Douglas County Project No. CI 2024-010.

REVIEW:

Kristina Mann	Approve	1/21/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Contract Amd - WM Curbside - Household Hazardous Waste Pgm

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
2024 HOUSEHOLD HAZARDOUS WASTE PROGRAM
DOUGLAS COUNTY PROJECT NUMBER CI 2024-010
AMENDMENT NUMBER TWO (2)
PURCHASE ORDER NUMBER: (NEW)
ACCOUNT NUMBER: 32500.450240

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 WM CURBSIDE, LLC (the "Consultant").

WHEREAS, the County and the Consultant entered into a certain Public Contract for Services dated February 20, 2024 (the "Contract"); and

WHEREAS, the County and the Consultant originally agreed to a Maximum Contract Expenditure for services in the amount of Two Hundred Nineteen Thousand, Four Hundred Two Dollars ($219,402.00).

WHEREAS, the County and the Consultant entered into Amendment Number One (1) on January 14, 2025, increasing the compensation by an additional Two Hundred Fifty-Seven Thousand, Five Hundred Ninety-Eight Dollars ($257,598.00), for a total Maximum Contract Expenditure of Four Hundred Seventy-Seven Thousand Dollars ($477,000.00). Compensation for the additional work associated with this Amendment Number Two (2) shall be One Hundred Forty-Four Thousand, Seventy-Five Dollars and Twenty Cents ($144,075.20); 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, by adding additional payment terms, 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 Six Hundred Twenty-One Thousand, Seventy-Five Dollars and Twenty Cents ($621,075.20). 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: $ 144,075.20

PREVIOUSLY APPROVED PCS REVISIONS: $ 257,598.00

TOTAL FOR ALL PCS REVISIONS (TO DATE): $ 401,673.20

TOTAL FOR ORIGINAL PCS: $ 219,402.00

GRAND TOTAL INCLUDING ALL PCS REVISIONS SHALL NOT EXCEED: $ 621,075.20

ACTUAL TIME AND MATERIALS FOR SERVICES PROVIDED SHALL BE BILLED MONTHLY.

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
2024 HOUSEHOLD HAZARDOUS WASTE PROGRAM
DOUGLAS COUNTY PROJECT NUMBER CI 2024-010
AMENDMENT NUMBER TWO (2)
PURCHASE ORDER NUMBER: (NEW)
ACCOUNT NUMBER: 32500.450240

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 July 1, 2026. This Contract and/or any extension of its original term shall be contingent upon annual funding being appropriated, budgeted and otherwise made available for such purposes and subject to the County's satisfaction with all products and services received during the preceding term."

3. Exhibit B of the Contract is hereby amended by adding the payment terms contained in the attached **Exhibit B-2**, incorporated herein by this reference.

4. The remainder of the Contract shall remain in full force and effect.

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
2024 HOUSEHOLD HAZARDOUS WASTE PROGRAM
DOUGLAS COUNTY PROJECT NUMBER CI 2024-010
AMENDMENT NUMBER TWO (2)
PURCHASE ORDER NUMBER: (NEW)
ACCOUNT NUMBER: 32500.450240

IN WITNESS WHEREOF, the County and Consultant have executed this Amendment as of the date first above written.

WM CURBSIDE, LLC

BY:_____

TITLE:_____

DATE:_____

Signature of Notary Public Required:

STATE OF _____)
) **ss.**
COUNTY OF _____)

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

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

APPROVED AS TO CONTENT:

_____
DOUGLAS J. DEBORD **Date**
County Manager

APPROVED BY DEPARTMENT:

_____
JANET HERMAN, P.E. **Date**
Director of Public Works

APPROVED AS TO FISCAL CONTENT:

_____
ANDREW COPLAND **Date**
Director of Finance

APPROVED AS TO LEGAL FORM:

_____
CHRIS PRATT **Date**
Senior Assistant County Attorney

WM
222 S. Mill Ave., Suite 301
Tempe, AZ 85281
C 720-413-5511

December 16, 2026

Daniel Roberts
Douglas County Department of Public Works
100 Third St.
Castle Rock, CO 80104

Re: 2026 Household Hazardous Waste Collection Program
Contract Extension and Rate Adjustments

Dear Mr. Roberts:

It has been a pleasure serving Douglas County. WM sincerely values your patronage and looks forward to continuing our partnership. This letter serves as notification of the annual rate adjustment for the for the Household Hazardous Waste Collection Program effective January 1, 2026.

Summary of Adjustments

Contract extension for 6 months, effective January 1, 2026 – June 30, 2026

Annual Pricing: $144,075.20
Monthly Pricing: $24,012.54
Resident Co-Pay Per Appointment: $30.00

The annual pricing includes 530 Door-to-Door or Drop-Off Household Hazardous Waste Collection Appointments for your residents in each calendar year. The allotted 530 collection appointments will expire at the end of each 6-month period.

Item 1. Door-to-Door Collection Pricing

Full Stop Fee*	Copayment Paid by Resident	Cost Per Stop Charged to County**
$301.84	**$30.00**	**$271.84**

** Full Appointment Fee – Copayment = Cost Per Stop Charged to County*

Item 2. Drop-off Appointment Pricing

Full Appointment Fee*	Copayment Paid by Resident	Cost Per App. Charged to County**
$301.84	**$30.00**	**$271.84**

** Full Appointment Fee – Copayment = Cost Per Appointment Charged to County*

WM
222 S. Mill Ave., Suite 301
Tempe, AZ 85281
C 720-413-5511

Additionally, Douglas County has the option to purchase additional Household Hazardous Waste Collection Appointments per calendar year for $332.03 per collection appointment. Residents would be subject to a $30.00 co-pay.

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Amy Strouthopoulos, Pavement Management Supervisor

DESCRIPTION: Construction Contract for the 2026 Guardrail Repair Project to Cruz Construction, Inc. in the Amount of $150,090.00, Douglas County Project Number CI 2026-002.

SUMMARY: This project consists of guardrail repairs and new guardrail installation at various locations throughout Douglas County.

Bids were accepted on Tuesday, December 16, 2025, at 2:00 p.m. Three (3) bids were accepted and read. Commercial Fence & Iron Works was the apparent low bidder on the project; however, the company does not hold current approved vendor status with CDOT. Due to their insufficient bid, the contract will be awarded to the second lowest bidder, Cruz Construction, Inc. Cruz Construction, Inc. has been reviewed and determined to be in compliance with Douglas County's contract requirements. Bid results are as follows:

CONTRACTOR	TOTAL BID
Commercial Fence & Iron Works	$104,853.00
Cruz Construction, Inc.	$150,090.00
Ideal Fencing Corporation, LLC	$153,778.00
Engineer's Estimate	$200,000.00
Average of Three (3) Bidders	$136,240.33

Staff recommends approval of a Construction Contract with Cruz Construction, Inc. in the amount of $150,090.00 for the 2026 Guardrail Repair Project, CI 2026-002.

Funding for this project will come from Business Unit 800100.478200, in Fund 200, for the amount of $150,090.00.

RECOMMENDED ACTION: Staff recommends approval of a Construction Contract with Cruz Construction,

Inc. in the amount of $150,090.00, for the 2026 Guardrail Repair Project, Douglas County Project Number CI 2026-002.

REVIEW:

Kristina Mann	Approve	1/8/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Cover Page
Agreement part of CONTRACT-Cruz Construction-2026 Guardrail Repair -Amy S CI2026-002

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Amy Strouthopoulos, Pavement Management Supervisor

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CONTRACTOR	**TOTAL BID**
Commercial Fence & Iron Works	$104,853.00
Cruz Construction, Inc.	$150,090.00
Ideal Fencing Corporation, LLC	$153,778.00
Engineer's Estimate	$200,000.00
Average of Three (3) Bidders	$136,240.33

Staff recommends approval of a Construction Contract with Cruz Construction, Inc. in the amount of $150,090.00 for the 2026 Guardrail Repair Project, CI 2026-002.

Funding for this project will come from Business Unit 800100.478200, in Fund 200, for the amount of $150,090.00.

RECOMMENDED ACTION: Staff recommends approval of a Construction Contract with Cruz Construction,

Inc. in the amount of $150,090.00, for the 2026 Guardrail Repair Project, Douglas County Project Number CI 2026-002.

REVIEW:

Kristina Mann	Approve	1/8/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Agreement part of CONTRACT-Cruz Construction-2026 Guardrail Repair -Amy S CI2026-002

AGREEMENT

Project Name: **2026 GUARDRAIL REPAIR PROJECT**
DOUGLAS COUNTY PROJECT NUMBER CI 2026-002

1. **Parties.** This Agreement is made and entered into this _____ day of _____, **2026**, between the Board of County Commissioners of the County of Douglas, State of Colorado (hereinafter "County") and **CRUZ CONSTRUCTION, INC.** (hereinafter "Contractor").

2. **Contract Documents.** The entire contract between the Parties shall consist of and include:
   A. This Contract, which includes the Cover Page and Table of Contents;
   B. Standard Specifications for Road and Bridge Construction, **dated 2025** adopted by the Colorado Department of Transportation;
   C. CDOT Standard Plans-M&S Standards, as current at time of Bid;
   D. Douglas County Roadway Design and Construction Standards, as current at time of Bid;
   E. The Invitation to Bid;
   F. Notice to Bidders;
   G. Douglas County's Standard Special Provisions (SSPs), Project Special Provisions (PSPs) and Project Addenda;
   H. Plans and Drawings;
   I. Proposal Form and Bid Bond Form;
   J. Payment and Performance Bonds;
   K. Notice of Intent to Award;
   L. Notice to Proceed;
   M. Change Orders;
   N. Non-Collusion Affidavit;
   O. Warranty;
   P. County's Payment Policies;
   Q. Bid Proposal and Schedule;
   R. Insurance Certificates; and
   S. Appendix and other attachments.

3. Except as otherwise provided in this Contract, the Project shall be constructed in accordance with the CDOT Standard Specifications for Road and Bridge Construction, **dated 2025.**

4. **Scope of Work.** Contractor shall complete all work as specified or indicated in the Contract Documents. The work is generally described as follows: **This project consists of repairing or replacing guardrail components within unincorporated Douglas County.** The Contractor shall furnish all of the necessary supervision, materials, tools and supplies and perform all of the labor and other services necessary to complete this Contract.

5. **Contract Time. This is a Completion Date Contract. The Contract Time of 90 calendar days will be used to determine the Completion Date, once the Notice to Proceed is established.** The work shall be completed and ready for Final Acceptance by the Completion Date determined in the Notice to Proceed. The Contractor agrees that time is of the essence and agrees to proceed with due diligence, taking all precautions, and making all necessary arrangements to insure the completion of the work within the prescribed time period.

6. **Compensation.** As consideration for the completion of the Project as required by the Contract Documents, the County shall pay the Contractor the sum of **One Hundred Fifty Thousand, Ninety Dollars ($ 150,090.00)** which amount shall be payable pursuant to the Contract Documents.

7. **Amount of Money Appropriated.** 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 Fifty Thousand, Ninety Dollars ($ 150,090.00)** or 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 the Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

8. **Change Orders.** No change order, or other form of order or directive of the County requiring additional compensable work to be performed, which work is in excess of that specified in Paragraph 7 above, shall be issued unless the Contractor is given written assurance by the County that lawful appropriations to cover the costs of the additional work will be or have been made.

9. **Taxes.** The Contractor shall apply to the State Revenue Department for an exemption certificate in order to exempt it from having to pay sales and use tax.

10. **Bonds.** The Contractor shall secure and maintain, at the Contractor's expense, Payment and Performance Bonds as required by statute executed by a corporate surety licensed to do business in the State of Colorado. Such bonds shall be in the full amount of the contract price and shall be filed with the County prior to the commencement of any work on the Project.

11. **Indemnification and Insurance.** Contractor agrees to:

A. Indemnification. To the fullest extent permitted by law, the Contractor and each of its subcontractors shall indemnify and hold harmless the County, its officers, employees and insurers from and against all claims, damages, losses, expenses and demands, including court costs, attorney's fees and expenses, due to injuries, losses or damages arising out of, resulting from, or in any manner connected with Contractor's services on behalf of the County pursuant to this Contract, if any such injury, loss or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the act, omission, error, mistake, negligence, or other fault of Contractor, any subcontractor, any officer, employee, representative or agent of any of them, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable; provided, however, that except for workers' compensation, disability benefits or other similar employee benefit claims, Contractor is not obligated to indemnify the County hereunder for that portion of any claims, damages, losses,

demands, and expenses arising out of or resulting from any negligent act or omission of the County, or its agents and employees. Contractor's indemnification obligation hereunder shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph. With respect to any and all claims against the County, or any of its officers, employees, or agents by any employee of Contractor, any of its subcontractors, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation described above shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any of its subcontractors under workers' compensation acts, disability benefit acts, or other employee benefit acts. Further, this indemnification is intended to comply with and be subject to § 13-50.5-102(8), C.R.S., as amended from time to time.

B. Procure and maintain commercial general liability insurance including completed operations, contractual liability, products liability and automobile liability, affording coverage for all claims for bodily injury including death and all claims for destruction of or damage to property, arising out of or in connection with any operations under this Contract, whether such operations be by the Contractor, by subcontractors under it or anyone directly or indirectly employed by the Contractor or by subcontractor under it. Required coverage is outlined in **Revision of Section 107 of the Standard Special Provisions and made a part of this Contract.**

C. Obtain and maintain during the term of this Contract worker's compensation insurance as required by law. This insurance shall cover all of its employees employed under the terms of this Contract. If any of the work on the Project is sublet, the Contractor shall require each of its subcontractors to provide similar coverage for all of the subcontractor's employees to be engaged in such work.

D. Contractor is an independent Contractor under this Contract. Notwithstanding any provision of this Contract, all personnel assigned by the Contractor to perform work under this Contract shall be and remain at all times employees of the Contractor for all purposes. Contractor is required to maintain workers' compensation insurance for such employees as set forth in paragraph 11.C herein. THE INDEPENDENT CONTRACTOR IS NOT ENTITLED TO WORKERS' COMPENSATION BENEFITS THROUGH THE COUNTY AND IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONIES EARNED PURSUANT TO THE CONTRACTUAL RELATIONSHIP.

12. **No Waiver of Governmental Immunity Act.** The parties hereto understand and agree that the County, its commissioners, officials, officers, directors, agents and employees, are relying on, and do not waive or intend to waive by any provisions of this 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.

13. **Assignment.** The Contractor 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 Project Engineer. Any attempt by the Contractor to assign or transfer its rights hereunder shall, at the option of the County, void the assignment or automatically terminate this Contract and all rights of the Contractor hereunder.

14. **Subletting of Contract.** The Contractor shall not sublet, sell, transfer, assign or otherwise dispose of the Contract, or its right, title or interest therein, without the written consent of the County. The Contractor may utilize the services of specialty Contractors on those parts of the Project which, under normal contracting practices, are performed by specialty subcontractors. The Contractor shall be fully responsible to the County for the acts and omissions of the subcontractors and of persons directly employed by them, as it is for the acts and omissions of persons directly employed by it. The Contractor shall provide appropriate provisions to be inserted on all subcontracts relative to the Project to bind the subcontractors to the Contractor by the terms of the Contract Documents to give the Contractor the same power in regard to termination of any subcontractor that the County may exercise over the Contractor under any provision of the Contract Documents.

15. **Non-Discrimination and Federal Assurances in Connection with Performance of Work.** The Contractor agrees not to refuse to hire, discharge, promote or demote, or discriminate in matters of compensation against any person otherwise qualified, solely because of race, creed, sex, age, color, national origin, or ancestry and further agrees to insert the foregoing provision in all subcontracts hereunder. Further, Contractor agrees to comply with the Standard Title VI Non-Discrimination Appendices A and E attached hereto and incorporated herein, and the foregoing shall be a provision in all subcontracts hereunder.

16. **Cancellation of Contract.** Failure of the Contractor to comply with any of the requirements of this Contract may be considered by the County as evidence of the inability on the part of the Contractor to maintain the quality and service standards necessary under this Contract and shall be sufficient cause for termination of the Contract and the County initiating legal action against the Performance Bond of the Contractor.

17. **Patented Devices, Materials and Processes.** If a Contractor is required or desires to use any design, device, invention, product, material or process covered by letters of patent or copyright, it shall provide for such use by suitable legal agreement with the patentee or copyright owner and the County and shall pay all license fees and royalties and assume all costs incident to such use and construction of the Project or incorporation in the Project. The Contractor agrees to defend, indemnify and save harmless the County from any and all claims for infringement by reason of the use of such patented design, device, invention, Project, material, or process or any trademark or copyright in connection with the construction of the Project pursuant to the Contract Documents and shall defend and indemnify the County for any costs, expense, and damages, including attorney's fees, which the County may be obliged to pay for any such infringement at any time such claim is made or prosecuted, including, but not limited to, after the completion of the Project. If the County determines, in the reasonable exercise of its discretion, that a joint defense for the County and the Contractor creates a conflict of interest, the County shall be permitted to select its own counsel, and the Contractor shall pay all reasonable attorneys' fees, expenses (including expert fees and expenses), and costs of the County's defense. The County may, if it so desires, withhold any payment due the Contractor so long as it shall be reasonably necessary to indemnify the County on account of such injuries or damage.

18. **Compliance with Safety and Health.** Contractor agrees, in the performance of this Contract, to comply with all safety orders, rules and regulations imposed pursuant to the Colorado Occupational Safety and Health Program, commonly referred to as COSHA, and/or all other safety orders and regulations properly imposed by any other regulatory governmental agency of the State of Colorado or of the United States.

19. **Permits and Licenses.** Unless otherwise provided, the Contractor shall procure all permits and licenses and pay all charges and fees including, but not limited to, all inspection charges of agencies having appropriate jurisdiction, give all notices necessary and incidental to the due and lawful construction of the Project. County may assist Contractor, when necessary, in obtaining such permits and licenses.

20. **Venue.** Any and all legal actions pertaining or related to this Contract shall be filed and tried in the District Court in and for the County of Douglas, State of Colorado.

21. **Colorado Labor Preference.** The provisions of §§ 8-17-101 through 8-17-107, C.R.S., are applicable to this Contract. Colorado labor must be employed to perform the work to the extent of not less than eighty percent (80%) of each type of class of labor in the several classifications of skilled and common labor employed on the Project. The 80% requirement for Colorado labor shall be waived by the County if there is reasonable evidence to demonstrate insufficient Colorado labor to perform the work of the Project and if compliance with this requirement would create an undue burden that would substantially prevent the Project from proceeding to completion. Colorado labor means any person who is a resident of the State of Colorado at the time of the public works Project, without discrimination as to race, color, creed, sex, sexual orientation, marital status, national origin, ancestry, age, or religion except when sex is a bona fide occupational qualification. A resident of the State of Colorado is a person who can provide Colorado driver's license, a valid Colorado state issued photo identification, or documentation that he or she has resided in Colorado for the last 30 days. This Section is not applicable to any Project that receives Federal funds. Enforcement for violation of this Section is pursuant to rules and regulations to be promulgated by the Colorado Department of Labor pursuant to §§ 8-17-104, 8-1 7-105 and 8-17-106, C.R.S.

22. **Conflict of Interest.** The Contractor 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 Contractor 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 Contractor by placing the Contractor's own interests, or the interest of any party with whom the Contractor has a contractual arrangement, in conflict with those of County.

STANDARD TITLE VI NON-DISCRIMINATION: APPENDIX A

(Updated October, 2020)

During the performance of this contract, the Contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

1. **Compliance with Regulations:** The Contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the United States, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

2. **Non-discrimination:** The Contractor, with regard to the work performed by it during the Contract, will not discriminate on the grounds of race, color, or national origin, in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the Contract covers any activity, Project, or ~~a~~ program set forth in Appendix B of 49 CFR Part 21.

3. **Solicitations for Subcontractors, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.

4. **Information and Reports:** The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the County, the Colorado Department of Transportation or U.S. government be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor will so certify to the County, the Colorado Department of Transportation or U.S. government, as appropriate, and will set forth what efforts it has made to obtain the information.

5. **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the Non-discrimination provisions of this Contract, the County will impose such contract sanctions as it, the Colorado Department of Transportation or U.S. government may determine to be appropriate, including, but not limited to:

    a. withholding of payments to the Contractor under the Contract until the Contractor complies, and/or
    b. cancellation, termination, or suspending a Contract, in whole or in part.

6. **Incorporation of Provisions:** The Contractor will include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract. or procurement as the County, the Colorado Department of Transportation or U.S. government may direct as a means of enforcing such provisions including sanctions for non-compliance. Provided, that, if the Contractor becomes involved in, or is threatened with litigation with a subcontractor, or supplier because of such direction, the Contractor may request the County to enter into any litigation to protect the interests of the County. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

STANDARD TITLE VI NON-DISCRIMINATION: APPENDIX E

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U .S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and Projects);
- Federal-Aid Highway Act of 1973, (23 U.S. C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC§ 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and Contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

IN WITNESS WHEREOF, the parties have set their hands and seal the day herein first above written.

Cruz Construction, Inc.

SIGNED: _____

PRINT NAME & TITLE: _____

DATE: _____

ATTEST:

_____

TITLE: _____

Signature of Notary Public Required:

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____, by _____.

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS

Date

Chair

ATTEST

Deputy Clerk Date

APPROVED AS TO CONTENT:

DOUGLAS J. DEBORD Date
County Manager

APPROVED BY DOUGLAS COUNTY DEPARTMENT OF PUBLIC WORKS:

JANET HERMAN, P.E. Date
Director of Public Works

APPROVED AS TO FISCAL CONTENT:

CHRISTIE GUTHRIE Date
Director of Finance

APPROVED AS TO LEGAL FORM:

CHRIS PRATT Date
Managing County Attorney

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned_____, a corporation organized under the laws of the State of_____, hereinafter referred to as the "Contractor", and_____, a corporation organized under the laws of the State of _____, and authorized to transact business in the State of Colorado, hereinafter referred to as the "Surety", are held and firmly bound unto the COUNTY OF DOUGLAS, a political subdivision of the State of Colorado, hereinafter referred to as the "COUNTY", in the penal sum of **One Hundred Fifty Thousand, Ninety Dollars ($ 150,090.00),** lawful money of the United States of America, for the payment of which sum the Contractor and Surety bind themselves and their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the above Contractor has on the ____ day of _____, _____, entered into a written contract with the County for furnishing all labor, materials, tools, superintendence, and other facilities and accessories for the construction of **2026 GUARDRAIL REPAIR PROJECT, DOUGLAS COUNTY PROJECT NUMBER CI 2026-002,** in accordance with all Contract Documents therefore which are incorporated herein by reference and made a part hereof, and are herein referred to as the Contract.

NOW, **THEREFORE**, the condition of this payment bond obligation is such that if the Contractor shall at all times promptly make payments of all amounts lawfully due to all persons supplying or furnishing it or its subcontractors with labor and materials, rental machinery, tools, or equipment, used or performed in the prosecution of work provided for in the above Contract and shall indemnify and save harmless the County to the extent of any and all payments in connection with the carrying out of such Contract which the County may be required to make under the law, then this obligation shall be null and void, otherwise, it shall remain in full force and effect;

PROVIDED FURTHER, that the said Surety, for value received, hereby stipulates and agrees that any and all changes in the Contract, or compliance or noncompliance with the formalities in the Contract for making such changes shall not affect the Surety's obligations under this bond and the Surety hereby waives notice of any such changes.

IN WITNESS WHEREOF, said Contractor and said Surety have executed these presents as of this ____ day of _____, _____.

_____
(Contractor)

BY: _____
(President)

_____
(Surety Company)

BY: _____
(Attorney-in-Fact)

(Accompany this bond with Attorney-in-Fact's authority from the Surety to execute bond, certified to include the date of the bond.

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned _____, a corporation organized under the laws of the State of Colorado, hereinafter referred to as the "Contractor", and _____, a corporation organized under the laws of the State of _____, and authorized to transact business in the State of Colorado, hereinafter referred to as the "Surety", are held and firmly bound unto the COUNTY OF DOUGLAS, a political subdivision of the State of Colorado, hereinafter referred to as the "COUNTY", in the penal sum of **One Hundred Fifty Thousand, Ninety Dollars ($ 150,090.00)**, lawful money of the United States of America, for the payment of which sum the Contractor and Surety bind themselves and their heirs, executors, administrators, successors and assigns, jointly and severally by these presents.

WHEREAS, the above Contractor has on the ____ day of _____, _____, entered into a written contract with the County for furnishing all labor, materials, equipment, tools, superintendence, and other facilities and accessories for the construction of **2026 GUARDRAIL REPAIR PROJECT, DOUGLAS COUNTY PROJECT NUMBER CI 2026-002**, in accordance with all Contract Documents therefore which are incorporated herein by reference and made a part hereof, and are herein referred to as the Contract.

NOW, **THEREFORE**, the condition of this performance bond is such that if the Contractor:

1. Promptly and faithfully observes, abides by and performs each and every covenant, condition and part of said Contract, including, but not limited to, its warranty provisions, in the time and manner prescribed in the Contract, and

2. Pays the County all losses, damages (liquidated or actual, including, but not limited to, damages caused by delays in the performance of the Contract), expenses, costs and attorneys' fees that the County sustains resulting from any breach or default by the Contractor under the Contract, then this bond is void; otherwise, it shall remain in full force and effect.

IN ADDITION, if said Contractor fails to duly pay for any labor, materials, team hire, sustenance, provisions, provender, or any other supplies used or consumed by said Contractor or its subcontractors in its performance of the work contracted to be done or fails to pay any person who supplies rental machinery, tools, or equipment, all amounts due as the result of the use of such machinery, tools, or equipment in the prosecution of the work, the Surety shall pay the same in an amount not exceeding the amount of this obligation, together with interest as provided by law.

PROVIDED FURTHER, that the said Surety, for value received, hereby stipulates and agrees that any and all changes in the Contract or compliance or noncompliance with the formalities in the Contract for making such changes shall not affect the Surety's obligations under this bond and the Surety hereby waives notice of any such changes.

IN WITNESS WHEREOF, said Contractor and said Surety have executed these presents as of this day of _____, _____.

PERFORMANCE BOND
(CONTINUED)

_____
(Contractor)

BY: _____
(President)

_____
(Surety Company)

BY: _____
(Attorney-in-Fact)

(Accompany this bond with Attorney-in-Fact's authority from the Surety to execute bond, certified to include the date of the bond.)

WARRANTY

TO: Douglas County, Colorado

FOR: **2026 GUARDRAIL REPAIR PROJECT**
DOUGLAS COUNTY PROJECT NUMBER CI 2026-002

The undersigned warrants the construction and installation of the above improvements in accordance with and as contemplated by the Project Plans and Specifications. Should any of the materials prove defective or should the work as a whole prove defective, due to faulty workmanship, material furnished or methods of installation, or should the work or any part thereof fail to operate properly as originally intended and in accordance with the Plans and Specifications, due to any of the above causes, all within **twelve months** after the date on which the Project is finally accepted by the County, the undersigned agrees to reimburse the County, upon demand, for its expenses incurred in restoring said work to the condition contemplated in said Project, including the cost of any such equipment or materials replaced and the cost of removing and replacing any other work necessary to make such replacement or repairs, or, upon demand by the County, to replace any such material and to repair said work completely without cost to the County so that said work will function successfully as originally contemplated.

The County shall have the unqualified option to make any needed replacements or repairs itself or to have such replacements or repairs done by the undersigned. In the event the County elects to have said work performed by the undersigned, the undersigned agrees that the repairs shall be made and such materials as are necessary shall be furnished and installed within a reasonable time after the receipt of demand from the County. If the undersigned shall fail or refuse to comply with his obligations under this warranty, the County shall be entitled to all costs and expenses, including attorneys' fees, reasonably incurred by reasons of the said failure or refusal.

EXECUTED this _____ day of _____, **2026**

CONTRACTOR: _____

SIGNED: _____

PRINTED NAME: _____

TITLE: _____

NOTICE OF INTENT TO AWARD
FOR THIS COMPLETION DATE CONTRACT

TO: **CRUZ CONSTRUCTION, INC.**

PROJECT DESCRIPTION: **2026 GUARDRAIL REPAIR PROJECT**
DOUGLAS COUNTY PROJECT NUMBER CI 2026-002

The County has considered the Bid submitted by you for the above described work in response to its Bid Opening and Reading of Bids dated **December 16, 2025**.

You are hereby notified that your Bid has been conditionally accepted in the amount of **One Hundred Fifty Thousand, Ninety Dollars**, subject to approval by the Board of County Commissioners.

You are required by the Notice to Bidders to sign the Contract and furnish the required Contractor's Payment Bond, Performance Bond, Certificates of Insurance, Warranty and all other formal Contract Documents within **ten (10) calendar days from the date of this Notice of Intent to Award.**

If you fail to sign said Contract and to furnish said Bonds, Certificates of Insurance, Warranty and all other formal Contract Documents within **ten (10) days from the date of this Notice**, said County may consider your Bid as abandoned, and as a forfeiture of your Bid Bonds. The County will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this Notice of Intent to Award to the County within three (3) days from the date of receipt of this Notice.

Dated_____

County: Douglas County
By: _____
JANET HERMAN, P.E.
Title: Director of Public Works

ACKNOWLEDGMENT: Receipt of the foregoing Notice of Intent to Award is hereby acknowledged. You are required to acknowledge and return this Notice of Intent to Award within three (3) days of receipt of this Notice:

Contractor: _____
By: _____
Print Name: _____
Title: _____
Date: _____
Telephone: _____

NOTICE TO PROCEED
FOR THIS COMPLETION DATE CONTRACT

TO: **Cruz Construction, Inc.**

FROM: **DOUGLAS COUNTY GOVERNMENT**

DATE: **March 02, 2026**

REGARDING: **2026 GUARDRAIL REPAIR PROJECT**
DOUGLAS COUNTY PROJECT NUMBER CI 2026-002

You are hereby notified that work associated with this Completion Date Contract will commence on **March 02, 2026**. On that date, you are to start performing your obligations under the Contract between you and Douglas County, Colorado, dated _____. The Contract Time of **90 calendar days** will be used to establish the Completion Date. Therefore, the work shall be completed and ready for final acceptance by the Completion Date, which shall be **MAY 31, 2026**. **You are required to return an acknowledged copy of this Notice to the County within three (3) days of receipt of this Notice**.

County: Board of County Commissioners of Douglas County

By: _____
JANET HERMAN, P.E.
Title: Director of Public Works

Date: _____

ACCEPTANCE OF NOTICE
Receipt of the above Notice to Proceed is hereby acknowledged.

Contractor: _____

By: _____

Print Name: _____

Title: _____

Date: _____

Telephone: _____

COUNTY'S PAYMENT POLICIES

The following policies have been formulated to assure timely and accurate payments by Douglas County Government to its Contractors. Invoices submitted which are not in complete accordance with these policies will be returned (mailed) without payment to the Contractor for completion.

1. Each invoice for progress payment and/or final payment must list the description and location of the work being performed. Contractor's invoice for materials being billed must also be attached.

2. All invoices are to be submitted to Douglas County Department of Public Works, Engineering Division, Philip S. Miller Building, 100 Third Street, Suite 220, Castle Rock, CO 80104, and Attention: **Keith Burke, Project Engineer.**

3. Invoices must be submitted by the last day of the month to be paid net 30 days. Under no circumstances will a Contractor be paid more than once a month. Errors will be corrected on the next pay cycle.

4. Checks will be mailed monthly. When payment dates occur on Saturday, Sunday or a County holiday, payment will be made on the first working day following such date.

ACKNOWLEDGMENT

I have read the above procedures and understand that any deviation therefrom will cause delays in the payment of those invoices involved.

Contractor: _____

Signed by: _____

Print Name: _____

Title: _____

Date: _____

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Amy Strouthopoulos, Pavement Management Supervisor

DESCRIPTION: Amendment No. 1 to the Spring Canyon LID Design Contract with TST Infrastructure, LLC, for an Amount not to Exceed $835,000.00 and a Time Extension of One Year, Douglas County Project Number CI 2023-019.

SUMMARY: The Spring Canyon LID Design contract with TST Infrastructure LLC provides design services for roadway, drainage and utility design for the Spring Canyon LID. The County and the Perry Park Water and Sanitation District (PPWSD) are partnering to manage the design and construction of the improvements. The lot owners within the LIDs will be assessed an equal share of the total project costs of the improvements, including the cost of this design contract.

TST Infrastructure is the PPWSD civil engineering consultant that designs water and sanitary sewer mains for the district, including for LIDs. To reduce costs and provide design efficiency for the LID, the County is utilizing TST to complete design of the roadway and drainage improvements for the LID in conjunction with the design of the water and sanitary sewer mains.

This amendment adds $835,000.00 to the contract, bringing the new total contract amount to $1,792,000.00 and adds one year time.

The funding for this amendment in the amount of $835,000.00 will come from Business Unit 800731.443600 in Fund 350.

RECOMMENDED ACTION: Approval of Amendment No. 1 to the Spring Canyon LID Design Contract with TST Infrastructure, LLC, for an amount not to exceed $835,000.00 and a time extension of one year, Douglas County Project Number CI 2023-019.

REVIEW:

Kristina Mann	Approve	1/15/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

Cover Page
PCS Amendment for Time and Money - TST 1.5.26
Exhibit A-1 #4291
Exhibit B-1 #4291

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Amy Strouthopoulos, Pavement Management Supervisor

DESCRIPTION: Amendment No. 1 to the Spring Canyon LID Design Contract with TST Infrastructure, LLC, for an Amount not to Exceed $835,000.00 and a Time Extension of One Year, Douglas County Project Number CI 2023-019.

SUMMARY: The Spring Canyon LID Design contract with TST Infrastructure LLC provides design services for roadway, drainage and utility design for the Spring Canyon LID. The County and the Perry Park Water and Sanitation District (PPWSD) are partnering to manage the design and construction of the improvements. The lot owners within the LIDs will be assessed an equal share of the total project costs of the improvements, including the cost of this design contract.

TST Infrastructure is the PPWSD civil engineering consultant that designs water and sanitary sewer mains for the district, including for LIDs. To reduce costs and provide design efficiency for the LID, the County is utilizing TST to complete design of the roadway and drainage improvements for the LID in conjunction with the design of the water and sanitary sewer mains.

This amendment adds $835,000.00 to the contract, bringing the new total contract amount to $1,792,000.00 and adds one year time.

The funding for this amendment in the amount of $835,000.00 will come from Business Unit 800731.443600 in Fund 350.

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REVIEW:

Kristina Mann	Approve	1/15/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

PCS Amendment for Time and Money - TST 1.5.26
Exhibit A-1 #4291
Exhibit B-1 #4291

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
SPRING CANYON LID PRELIMINARY DESIGN
DOUGLAS COUNTY PROJECT NUMBER CI 2023-019
AMENDMENT NUMBER ONE (1)
PURCHASE ORDER NUMBER: 2025511
ACCOUNT NUMBER: 800731.443600

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 TST Infrastructure LLC (the "Consultant").

WHEREAS, the County and the Consultant entered into a certain Public Contract for Services dated May 27, 2025 (the "Contract"); and

WHEREAS, the County and the Consultant originally agreed to a Maximum Contract Expenditure for services in the amount of **$957,000.00.** Compensation for the additional work associated with this Amendment Number One (1) shall be **$835,000.00**; 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, by adding additional scope of work and payment terms, 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 $1,792,000.00. 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: $ 835,000.00

PREVIOUSLY APPROVED PCS REVISIONS: $ 0.00

TOTAL FOR ALL PCS REVISIONS (TO DATE): $ 835,000.00

TOTAL FOR ORIGINAL PCS: $ 957,000.00

GRAND TOTAL INCLUDING ALL PCS REVISIONS SHALL NOT EXCEED: $ 1,792,000.00

ACTUAL TIME AND MATERIALS FOR SERVICES PROVIDED SHALL BE BILLED MONTHLY.

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
SPRING CANYON LID PRELIMINARY DESIGN
DOUGLAS COUNTY PROJECT NUMBER CI 2023-019
AMENDMENT NUMBER ONE (1)
PURCHASE ORDER NUMBER: 2025511
ACCOUNT NUMBER: 800731.443600

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 April 23, 2025 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. **Exhibit A** of the Contract is hereby amended by adding the additional work contained in the attached Exhibit A-1, incorporated herein by this reference.

4. **Exhibit B** of the Contract is hereby amended by adding the payment terms related to the additional work contained in the attached Exhibit B-1, incorporated herein by this reference.

5. The remainder of the Contract shall remain in full force and effect.

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
SPRING CANYON LID PRELIMINARY DESIGN
DOUGLAS COUNTY PROJECT NUMBER CI 2023-019
AMENDMENT NUMBER ONE (1)
PURCHASE ORDER NUMBER: 2025511
ACCOUNT NUMBER: 800731.443600

IN WITNESS WHEREOF, the County and Consultant have executed this Amendment as of the date first above written.

TST INFRASTRUCTURE, LLC

BY:_____

TITLE:_____

DATE:_____

Signature of Notary Public Required:

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2026, by _____.

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS

_____
, CHAIR Date

APPROVED AS TO CONTENT:

_____
DOUGLAS J. DEBORD Date
COUNTY MANAGER

ATTEST

_____
Deputy Clerk Date

DEPARTMENT OF PUBLIC WORKS:

_____
JANET HERMAN, P. E. Date
Director of Public Works

APPROVED AS TO FISCAL CONTENT:

_____
CHRISTIE GUTHRIE Date
Director of Finance

APPROVED AS TO LEGAL FORM:

_____
CHRIS PRATT Date
Senior Assistant County Attorney

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
SPRING CANYON LID PRELIMINARY DESIGN
DOUGLAS COUNTY PROJECT NUMBER CI 2023-019
AMENDMENT NUMBER ONE (1)
PURCHASE ORDER NUMBER: 2025511
ACCOUNT NUMBER: 800731.443600

PROJECT MANAGER REQUIRED TO COMPLETE:

Name of Contact at Consultant's Place of Business: Michael Gerstner, P.E.

Email Address of Contact: mgerstner@tstinfrastructure.com

Phone # of Contact: 303-799-5197

Address of Contact: 5655 S. Yosemite Street, Suite 101
Greenwood Village, CO 80111

TST Infrastructure
CONSULTING ENGINEERS

October 3, 2025

Amy Strouthopoulos, P.E
Pavement Management Supervisor
Douglas County Department of Public Works
100 Third St.
Castle Rock, CO 80104

Re: Perry Park Area LID Group 2 (Spring Canyon)
Final Design Proposal

Dear Ms. Strouthopoulos:

A proposal has been requested for final design of the Group 2 Local Improvement District (LID). This proposal includes final design and Issued for Bid Documents of items including roadway, drainage, water and sewer utility infrastructure.

Scope of Services – Roadway and Drainage Final Design

The services to be provided by TST for final design of the roadway improvements will generally include the following tasks:

- Final design of the drainage analysis and improvements
  - Calculations for the drainage areas updated based on final design adjustments
  - Final sizing of drainage structures
  - Drainage memorandum documenting drainage design.
- Final Roadway features
  - Confirm required resets and removals of existing features
  - Coordinate and incorporate potholing of existing utilities design for the project
    - Potholing will be contracted and paid directly by Douglas County but estimated pricing is included to relay project costs.
  - Confirm horizontal and vertical geometry of roadway to be improved
  - Confirm revegetation requirements and finalize the special grading aspects for the roadway side slopes
  - Confirm Grading Erosion and Sediment Control (GESC) features required
    - Develop GESC report
- Water, Sanitary Sewer, Natural Gas & Electric Design Coordination
  - Coordinate final design requirements with water and sanitary sewer design
  - Contact and coordinate final design requirements for natural gas main design with Black Hills Energy. Design fees from Black Hills Energy are not included.
  - Contact and coordinate final design requirements for electrical main design with CORE Electric Cooperative. Design fees from CORE Electric Cooperative are not included.

- 100% Issued for Bid Plans and Specifications
  - Cover / Index Sheets
  - Standard Plans List
  - General Notes
  - Summary of Approximate Quantities
  - Tabulation of Quantities
  - Survey Control Diagram
  - Typical Sections
  - Demolition Plan
  - Geometric Plan
  - Road Plan and Profile Drawings
  - Roadway Cross Sections
  - Grading Drawings
  - Culvert Drawings
  - Electric / Gas Sleeving Plan as well as plans from Electric and Gas company to required contractor coordination for installation during construction
  - Douglas County ROW Details
  - Signage Plan
  - GESC Plans
  - GESC Standards Details
  - Construction Specifications
- Douglas County Review and Status Update Meetings (Assume 5)
- Updated Project Cost Estimate
- Bidding Assistance
  - Attend Pre-Bid Meeting
  - Response to Contractor Questions, assumed 112 hours max

The scope of work specifically excludes, but could be incorporated for an additional fee if requested:

- Permit or Plan Review Fees
- Water, Sanitary Sewer, Electric, Natural Gas Design
- Planning Commission specific submittals or approvals
- New easement acquisition, if required

<u>Water and Sewer Utility Final Design</u>

The scope of services for the water and sewer utility final design will be coordinated with Perry Park Water and Sanitation District and generally consists of the following tasks:

- Coordination of utility design and location with site survey and geotechnical information.

- Coordinate design of water and sewer utilities with natural gas main design from Black Hills Energy. Design fees from Black Hills Energy are not included.
- Coordinate new electrical service with design of water and sewer utilities with electrical main design from CORE Electric Cooperative. Design fees from CORE Electric Cooperative are not included.
- Construction Plans – Water and Sewer Utilities
    - Cover / Index Sheets
    - Standard Plans List
    - Key Map
    - Survey Control Diagram
    - Water Plan and Profile Drawings
    - Water Connection Details
    - PRV Vault Details
    - Water Standard Details
    - Sewer Plan and Profile Drawings
    - Force Main Plan and Profile Drawings
    - Lift Station Existing Site/Demolition Plan
    - Lift Station Site Plan
    - Lift Station Site Coordination Plan
    - Lift Station Overflow Pond Grading
    - Lift Station Overflow Pond Plan and Profiles
    - Sewer Connection Details
    - Sewer Standard Details
    - Lift Station and Overflow Pond Details
- Construction Plans – Water Storage Tank
    - Cover / Index Sheets
    - Survey Control Diagram
    - Existing Site Plan
    - Demolition Plan
    - Site Plan
    - Site Coordinate Plan
    - Grading Plan
    - Yard Piping Plan
    - Utility Profile Drawings
    - Tank Subsurface Preparation Plan
    - Tank Site Civil Details
    - Flatwork Details
    - Water Connection Details
    - Water Standard Details
    - Hydraulic Profile

  - Tank P&ID
  - Tank Process Plan and Section Views
  - Tank Process Details
- Coordination of CDPHE Lift Station Basis of Design Report and Design Approval
- Coordination of CDPHE Water Storage Tank Design Submittal Approval
- Perry Park Water and Sanitation District Review and Status Update Meetings (Assume 3)
- Location and Extent (L&E) Approvals for Lift Station and Water Storage Tank (Assumed independent)
  - L&E Application
  - L&E Report and Exhibits
  - Presubmittal Meeting
  - Address referral comments
  - Planning Commission Presentation
- Updated Project Cost Estimate

Compensation

The estimated fee for design services of Douglas County Right-of-Way items including roadway and drainage are as follows:

Douglas County Roadway's and Storm Design

- Final Design Services (Fees estimated to 2025)
  - TST Estimated Fee: $300,000
  - Potholing (Pass Through- Douglas County Contracted): $30,000 (Estimated)
  - Survey: $15,000
  - Contingency: $50,000
  - Total Estimated Final Design: $395,000

Water and Sanitary Sewer Utility Design

- Final Water and Sewer Utility Design Services
  - TST Estimated Fee: $345,000
  - Design Electrical (subconsultant): $40,000
  - Design Mechanical (subconsultant): $15,000
  - Design Structural (subconsultant): $40,000
  - Total Estimated Final Design: $440,000

Combined Total Cost for Roadway, Storm, Water and Sanitary Sewer Final Design and Bid Phase Assistance: $835,000

Estimated engineering fees were developed based on the Scope of Services as described above and the attached manhour matrix. Actual engineering fees will be per actual hours to complete the project based on standard hourly rates.

TST's manhour matrix and standard hourly rates are attached.

TST appreciates the opportunity and looks forward to working with Douglas County on this project. If you have any questions or comments, please contact me at (303) 799-5197 or via email at MGerstner@tstinfrastructure.com.

Sincerely,
TST Infrastructure, LLC



Michael Gerstner, P.E.
Principal

2025 Standard Hourly Rates

Personnel Charges: Personnel charges are for technical work not covered by fixed fee agreements. Personnel are assigned to various tasks based on the skill required to perform the services properly. Charges are also made for technical typing, as in preparation of reports, for OWNER-requested accounting, and for time and costs of printing, as in the production of reports. Current personnel charges are as follows:

	HOURLY RATES
ENGINEERS	
Design Engineer	$ 110 – 150
Project Engineer	$ 145 – 190
Project Manager	$ 165 – 200
Principal Engineer	$ 190 – 270
TECHNICIANS	
CAD Technicians	$ 110 – 145
GIS Specialist	$ 150 – 190
ADMINISTRATIVE	
Typist/Coordinator	$ 90 – 150

Combined Total Cost for Roadway, Storm, Water and Sanitary Sewer Final Design and Bid Phase Assistance: $835,000

Job Number: _____

Job Name: LID-Group #2 - Final Roadway and Stormwater Design (100%)

Task Description	Number of Hours							Total
	PE	SE		MG		CK	KK	
100% General Items:								
Project Administration/Work Plan Development				6.0		2.0		8
Project Planning and Scheduling	20.0			70.0				90
Final Design								0
- GESC Report	12.0	48.0		2.0				62
- Drainage Memorandum	24.0	48.0		4.0				76
- Potholing coordination and SUE Report	24.0	60.0						84
- Coordinate Roadway and Drainage Design with District Water & Sanitary Sewer Design	10.0	20.0						30
- Coordinate Roadway and Drainage Design with Black Hills Energy Gas Main Design	10.0	20.0						30
- Coordinate Roadway and Drainage Design with CORE Electric Main Design	10.0	20.0						30
Prepare Construction Plans:								0
- Cover/Index	2.0	8.0						10
- Standard Plans List	2.0	12.0						14
- General Notes (2 shts)	1.0	2.0						3
- Summary of Approximate Quantities (ROW)	20.0	60.0						80
- Tabulation of Quantities (2 shts)	8.0	24.0						32
- Key Map (1 sht)	2.0	8.0						10
- Survey Control Diagram (ROW/Ownership) (16 shts)		2.0						2
- Typical Sections (Valley Hi Rd., Thunderbird Rd., Torrey Pines Dr., Troon Ct, Country Club Dr., Perry Park Blvd., Spy Glass Ct., Doral Ct., and Olympic Ct.) (3 shts)	2.0	16.0						18
- Demolition Plan (6 shts)	2.0	16.0						18
- Geometric Plan (Valley Hi Rd., Thunderbird Rd., Torrey Pines Dr., Troon Ct, Country Club Dr., Perry Park Blvd., Spy Glass Ct., Doral Ct., and Olympic Ct.) (9 shts)	9.0	54.0						63
- Road Plan and Profile Drawings (25 shts)	75.0	160.0						235
- Grading Drawings (25 shts)	75.0	160.0						235
- Culvert Drawings (8 shts)	16.0	96.0						112
-Incorporate Electric / Gas Sleeves (10 shts)	20.0	40.0						60
- Douglas County ROW Details (3 shts)	2.0	12.0						14
- Signing Plan (12 shts)	30.0	80.0						110
- Signage & Striping Supplement Details	2.0	8.0						10
- Cross Sections (For Information Only) (62 shts)	40.0	100.0						140

Job Number: _____

Job Name: LID-Group #2 - Final Roadway and Stormwater Design (100%)

Task Description	Number of Hours							Total
	PE	SE		MG		CK	KK	
- GESC Plans (12 shts)	12.0	96.0						108
- Douglas County Standard GESC Plans, Notes & Details (14 sheets)		2.0						2
								0
Prepare Construction Specifications	64.0	16.0					36.0	116
Internal TST Plan & Specification Review and Constructability Review Meetings	16.0	30.0		48.0				94
Internal TST QA/QC Review	24.0			40.0				64
Bidding Assistance:								0
Submit Electronic Bid Sets (construction plans, bid form, cost estimate) to County for Bidding	2.0	8.0					8.0	18
Respond to Contractor Questions during Bid Phase	50.0	50.0		12.0				112
Attend and Document Pre-Bid Meeting	8.0	12.0						20
Meetings:								0
Plan Review Meeting(s):								0
Plans and Specifications Review Meetings (2) with County, District, CORE and Black Hills Energy	12.0			8.0				20
Submit 100% Plans and Specifications to County, District, CORE and Black Hills Energy for Final Review and Approval	4.0	16.0		4.0			8.0	32
Project Coordination Meetings:								0
Up to 3 Project Coordination Meetings to Address Design and Construction Elements	12.0	24.0		8.0				44
Total Hours	622	1328	0	202	0	2	52	2206

Job Number: _____

Job Name: LID-Group #2 - Final Utilities Design (100%)

Task Description	Number of Hours							Total
	PE	SE		MG		CK	KK	
30-50% General Items:								
Project Administration/Work Plan Development	4.0			5.0		2.0		11
Project Planning and Scheduling	24.0			12.0				36
Subtask Potable Water Design:								0
- Coordinate District Water Design with Roadway and Culvert Design	2.0	8.0						10
- Coordinate Water Design with Black Hills Energy Gas Main Design	2.0	8.0						10
- Coordinate Water Design with CORE Electric Main Design	2.0	8.0						10
Subtask Sanitary Sewer Design:								0
- Coordinate Gravity Sewer and Force Main Design with Roadway and Culvert Design	2.0	8.0						10
- Coordinate Gravity Sewer and Force Main Design with Black Hills Energy Gas Main Design	2.0	8.0						10
- Coordinate Gravity Sewer and Force Main Design with CORE Electric Main Design	2.0	8.0						10
Prepare Construction Plans:								0
- Cover/Index	1.0	6.0						7
- Key Map (2 shts)	2.0	8.0						10
- Survey Control Diagram (ROW/Ownership) (16 shts)	1.0	2.0						3
- Water Plan and Profile Drawings (16 shts)	32.0	192.0						224
- Water Connection Details (2 shts)	4.0	12.0						16
- PRV Vault Details (1 sht)	4.0	16.0						20
- Water Standard Details (3 shts)	4.0	9.0						13
- Sewer Plan and Profile Drawings (16 shts)	32.0	192.0						224
- Force Main Plan and Profile Drawings (3 shts)	6.0	36.0						42
- Lift Station Existing Site/Demo Plan (1 sht)	4.0	24.0						28
- Lift Station Site Plan (1 sht)	4.0	24.0						28
- Lift Station Site Coordinate Plan (1 sht)	4.0	24.0						28
- Lift Station Grading (1 sht)	4.0	12.0						16
- Lift Station Piping Plan and Profiles (2 sht)	4.0	30.0						34
- Sewer Connection Details (2 shts)	4.0	12.0						16
- Sewer Standard Details (3 shts)	4.0	30.0						34
- LS Process Plan and Sections (2 shts)	8.0	30.0						38
- Grinder Process Plan and Sections (2 shts)	8.0	30.0						38

Job Number: _____

Job Name: LID-Group #2 - Final Utilities Design (100%)

Task Description	Number of Hours							Total
	PE	SE		MG		CK	KK	
- Sewer Standard Details (3 shts)	8.0	15.0						23
- Lift Station and Overflow Pond Details (3 shts)	4.0	40.0						44
-Electrical/Mechanical Coordination	16.0	30.0		8.0				54
-Technical Specifications	80.0	20.0		16.0			40.0	156
CDPHE Lift Station Approvals:								0
Basis of Design Report	24.0	50.0		8.0			8.0	90
CDPHE Meetings (Assumed (3) 1 hr long virtual and prep)	6.0	6.0		3.0				15
LS Location and Extent								0
Planning Review Meeting	6.0	6.0						12
L&E Exhibits (6 Sheets)	2.0	30.0						32
L&E Report	8.0	24.0						32
Planning Commission Meeting	6.0			4.0				10
PPWSD Meetings (Assume 3)	12.0			16.0				28
Internal TST Plan and Constructability Review Meetings	18.0	18.0		48.0				84
Internal TST QA/QC Review	24.0			40.0				64
								0
Cost Estimate Update	8.0	8.0		4.0				20
Total Hours	392.0	984.0	0	164	0	2	48	1590

Job Number: _____

Job Name: LID-Group #2 - Final Water Storage Tank Design (100%)

Task Description	Number of Hours							Total
	PE	SE		MG		CK		
30-50% General Items:								
Project Administration/Work Plan Development	4.0			5.0		2.0		11
Project Planning and Scheduling	24.0			12.0				36
Subtask Tank Coordination Design:								0
- Coordinate Structural Design	2.0	24.0						26
- Coordinate Electrical / Instrumentation Design	2.0	24.0						26
Prepare Construction Plans:								0
- Cover/Index	1.0	4.0						5
- Survey Control Diagram (ROW/Ownership) (2 shts)	1.0	2.0						3
- Existing Site Plan (1 sht)	1.0	8.0						9
- Demolition Plan (1 sht)	1.0	24.0						25
- Site Plan (1 sht)	2.0	16.0						18
- Site Coordinate Plan (1 sht)	2.0	16.0						18
- Grading Plan (1 sht)	4.0	24.0						28
- Yard Piping Plan (1 sht)	4.0	24.0						28
- Utility Profile Drawings (2 shts)	2.0	24.0						26
- Tank Subsurface Preparation Plan (1 sht)	2.0	16.0						18
- Tank Site Civil Details (3 shts)	4.0	16.0						20
- Flatwork Details (1 sht)	1.0	16.0						17
- Water Connection Details (1 sht)	4.0	16.0						20
- Water Standard Details (3 shts)	4.0	24.0						28
- Hydraulic Profile (1 sht)	1.0	4.0						5
- Tank P&ID (1 sht)	2.0	12.0						14
- Tank Process Plan & Section Views (3 shts)	4.0	24.0						28
- Tank Process Details (3 shts)	4.0	24.0						28
- Technical Specifications	40.0	20.0		8.0			16.0	84
CDPHE Approvals:								0
Basis of Design Report	8.0	60.0		8.0			8.0	84
CDPHE Meetings (Assumed (3) 1 hr long virtual and prep)	6.0	6.0		3.0				15
LS Location and Extent								
Planning Review Meeting	6.0	6.0						
L&E Exhibits (6 Sheets)	2.0	30.0						

Job Number:

Job Name: LID-Group #2 - Final Water Storage Tank Design (100%)

Task Description	Number of Hours							Total
	PE	SE		MG		CK		
L&E Report	8.0	24.0						
Planning Commission Meeting	6.0			4.0				10
PPWSD Meetings (Assume 3)	12.0			16.0				28
Internal TST Plan and Constructability Review Meetings	18.0	18.0		24.0				60
Internal TST QA/QC Review	24.0			80.0				104
								0
Cost Estimate Update	8.0	8.0		4.0				20
Total Hours	214.0	514.0	0	164	0	2	24	842

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Amy Strouthopoulos, Pavement Management Supervisor

DESCRIPTION: Amendment No. 1 to the Bannock LID Design Contract with TST Infrastructure LLC for an Amount not to Exceed $465,000.00 and a Time Extension of One Year, Douglas County Project Number CI 2023-032.

SUMMARY: The Bannock LID Design contract with TST Infrastructure LLC provides design services for roadway, drainage and utility design for the Bannock LID. The County and the Perry Park Water and Sanitation District (PPWSD) are partnering to manage the design and construction of the improvements. The lot owners within the LIDs will be assessed an equal share of the total project costs of the improvements, including the cost of this design contract.

TST Infrastructure is the PPWSD civil engineering consultant that designs water and sanitary sewer mains for the district, including for LIDs. To reduce costs and provide design efficiency for the LID, the County is utilizing TST to complete design of the roadway and drainage improvements for the LID in conjunction with the design of the water and sanitary sewer mains.

This amendment adds $465,000.00 to the contract, bringing the new total contract amount to $917,000.00 and adds one year time.

The funding for this amendment in the amount of $465,000.00 will come from Business Unit 800732.443600 in Fund 350.

RECOMMENDED ACTION: Approval of Amendment No. 1 to the Bannock LID Design Contract with TST Infrastructure LLC for an amount not to exceed $465,000.00 and a time extension of one year, Douglas County Project Number CI 2023-032.

REVIEW:

Kristina Mann	Approve	1/15/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

Cover Page
PCS Amendment for Time and Money - TST Bannock 1.5.26
Exhibit A-1 #4293
Exhibit B-1 #4293

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Amy Strouthopoulos, Pavement Management Supervisor

DESCRIPTION: Amendment No. 1 to the Bannock LID Design Contract with TST Infrastructure LLC for an Amount not to Exceed $465,000.00 and a Time Extension of One Year, Douglas County Project Number CI 2023-032.

SUMMARY: The Bannock LID Design contract with TST Infrastructure LLC provides design services for roadway, drainage and utility design for the Bannock LID. The County and the Perry Park Water and Sanitation District (PPWSD) are partnering to manage the design and construction of the improvements. The lot owners within the LIDs will be assessed an equal share of the total project costs of the improvements, including the cost of this design contract.

TST Infrastructure is the PPWSD civil engineering consultant that designs water and sanitary sewer mains for the district, including for LIDs. To reduce costs and provide design efficiency for the LID, the County is utilizing TST to complete design of the roadway and drainage improvements for the LID in conjunction with the design of the water and sanitary sewer mains.

This amendment adds $465,000.00 to the contract, bringing the new total contract amount to $917,000.00 and adds one year time.

The funding for this amendment in the amount of $465,000.00 will come from Business Unit 800732.443600 in Fund 350.

RECOMMENDED ACTION: Approval of Amendment No. 1 to the Bannock LID Design Contract with TST Infrastructure LLC for an amount not to exceed $465,000.00 and a time extension of one year, Douglas County Project Number CI 2023-032.

REVIEW:

Kristina Mann	Approve	1/15/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

PCS Amendment for Time and Money - TST Bannock 1.5.26
Exhibit A-1 #4293
Exhibit B-1 #4293

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
BANNOCK LID PRELIMINARY DESIGN
DOUGLAS COUNTY PROJECT NUMBER CI 2023-032
AMENDMENT NUMBER ONE (1)
PURCHASE ORDER NUMBER: 2025559
ACCOUNT NUMBER: 800732.443600

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 TST Infrastructure LLC (the "Consultant").

WHEREAS, the County and the Consultant entered into a certain Public Contract for Services dated June 10, 2025 (the "Contract"); and

WHEREAS, the County and the Consultant originally agreed to a Maximum Contract Expenditure for services in the amount of **$452,000.00.** Compensation for the additional work associated with this Amendment Number One (1) shall be **$465,000.00**; 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, by adding additional scope of work and payment terms, 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 $917,000.00. 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: $ 465,000.00

PREVIOUSLY APPROVED PCS REVISIONS: $ 0.00

TOTAL FOR ALL PCS REVISIONS (TO DATE): $ 465,000.00

TOTAL FOR ORIGINAL PCS: $ 452,000.00

GRAND TOTAL INCLUDING ALL PCS REVISIONS SHALL NOT EXCEED: $ 917,000.00

ACTUAL TIME AND MATERIALS FOR SERVICES PROVIDED SHALL BE BILLED MONTHLY.

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
BANNOCK LID PRELIMINARY DESIGN
DOUGLAS COUNTY PROJECT NUMBER CI 2023-032
AMENDMENT NUMBER ONE (1)
PURCHASE ORDER NUMBER: 2025559
ACCOUNT NUMBER: 800732.443600

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 June 12, 2025 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. **Exhibit A** of the Contract is hereby amended by adding the additional work contained in the attached Exhibit A-1, incorporated herein by this reference.

4. **Exhibit B** of the Contract is hereby amended by adding the payment terms related to the additional work contained in the attached Exhibit B-1, incorporated herein by this reference.

5. The remainder of the Contract shall remain in full force and effect.

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
BANNOCK LID PRELIMINARY DESIGN
DOUGLAS COUNTY PROJECT NUMBER CI 2023-032
AMENDMENT NUMBER ONE (1)
PURCHASE ORDER NUMBER: 2025559
ACCOUNT NUMBER: 800732.443600

IN WITNESS WHEREOF, the County and Consultant have executed this Amendment as of the date first above written.

TST INFRASTRUCTURE, LLC

BY:_____

TITLE:_____

DATE:_____

Signature of Notary Public Required:

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2026, by _____.

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS

_____
, CHAIR Date

APPROVED AS TO CONTENT:

_____
DOUGLAS J. DEBORD Date
COUNTY MANAGER

ATTEST

_____
Deputy Clerk Date

DEPARTMENT OF PUBLIC WORKS:

_____
JANET HERMAN, P. E. Date
Director of Public Works

APPROVED AS TO FISCAL CONTENT:

_____
CHRISTIE GUTHRIE Date
Director of Finance

APPROVED AS TO LEGAL FORM:

_____
CHRIS PRATT Date
Senior Assistant County Attorney

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
BANNOCK LID PRELIMINARY DESIGN
DOUGLAS COUNTY PROJECT NUMBER CI 2023-032
AMENDMENT NUMBER ONE (1)
PURCHASE ORDER NUMBER: 2025559
ACCOUNT NUMBER: 800732.443600

PROJECT MANAGER REQUIRED TO COMPLETE:

Name of Contact at Consultant's Place of Business: Michael Gerstner, P.E.

Email Address of Contact: mgerstner@tstinfrastructure.com

Phone # of Contact: 303-799-5197

Address of Contact: 5655 S. Yosemite Street, Suite 101
Greenwood Village, CO 80111

TST Infrastructure
CONSULTING ENGINEERS

October 10, 2025

Amy Strouthopoulos, P.E
Pavement Management Supervisor
Douglas County Department of Public Works
100 Third St.
Castle Rock, CO 80104

Re: Perry Park Area LID Group 7, CI 2023-032 (Bannock)
Final Design Proposal

Dear Ms. Strouthopoulos:

A proposal has been requested for final design of the Group 7 Local Improvement District (LID). This proposal includes final design and Issued for Bid Documents of items including roadway, drainage, water and sewer utility infrastructure.

Scope of Services – Roadway and Drainage Final Design

The services to be provided by TST for final design of the roadway improvements will generally include the following tasks:

- Final design of the drainage analysis and improvements
  - Calculations for the drainage areas updated based on final design adjustments
  - Final sizing of drainage structures
  - Drainage memorandum documenting drainage design.
- Final Roadway features
  - Confirm required resets and removals of existing features
  - Coordinate and incorporate potholing of existing utilities design for the project
    - Potholing will be contracted and paid directly by Douglas County but estimated pricing is included to relay project costs.
  - Confirm horizontal and vertical geometry of roadway to be improved
  - Confirm revegetation requirements and finalize the special grading aspects for the roadway side slopes
  - Confirm Grading Erosion and Sediment Control (GESC) features required
    - Develop GESC report
- Water, Sanitary Sewer, Natural Gas & Electric Design Coordination
  - Coordinate final design requirements with water and sanitary sewer design
  - Contact and coordinate final design requirements for natural gas main design with Black Hills Energy. Design fees from Black Hills Energy are not included.
  - Contact and coordinate final design requirements for electrical main design with CORE Electric Cooperative. Design fees from CORE Electric Cooperative are not included.

- 100% Issued for Bid Plans and Specifications
  - Cover / Index Sheets
  - Standard Plans List
  - General Notes
  - Summary of Approximate Quantities
  - Tabulation of Quantities
  - Survey Control Diagram
  - Typical Sections
  - Demolition Plan
  - Geometric Plan
  - Road Plan and Profile Drawings
  - Roadway Cross Sections
  - Grading Drawings
  - Culvert Drawings
  - Electric / Gas Sleeving Plan as well as plans from Electric and Gas company to required contractor coordination for installation during construction
  - Douglas County ROW Details
  - Signage Plan
  - GESC Plans
  - GESC Standards Details
  - Construction Specifications
- Douglas County Review and Status Update Meetings (Assume 5)
- Updated Project Cost Estimate
- Bidding Assistance
  - Attend Pre-Bid Meeting
  - Response to Contractor Questions, assumed 88 hours max

The scope of work specifically excludes, but could be incorporated for an additional fee if requested:

- Permit or Plan Review Fees
- Water, Sanitary Sewer, Electric, Natural Gas Design
- Planning Commission specific submittals or approvals
- New easement acquisition, if required

<u>Water and Sewer Utility Final Design</u>

The scope of services for the water and sewer utility final design will be coordinated with Perry Park Water and Sanitation District and generally consists of the following tasks:

- Coordination of utility design and location with site survey and geotechnical information.

- Coordinate design of water and sewer utilities with natural gas main design from Black Hills Energy. Design fees from Black Hills Energy are not included.
- Coordinate new electrical service with design of water and sewer utilities with electrical main design from CORE Electric Cooperative. Design fees from CORE Electric Cooperative are not included.
- Construction Plans – Water and Sewer Utilities
    - Cover / Index Sheets
    - Standard Plans List
    - Key Map
    - Survey Control Diagram
    - Water Plan and Profile Drawings
    - Water Connection Details
    - PRV Vault Details
    - Water Standard Details
    - Sewer Plan and Profile Drawings
    - Sewer Connection Details
    - Sewer Standard Details
- Perry Park Water and Sanitation District Review and Status Update Meetings (Assume 3)
- Updated Project Cost Estimate

Compensation

The estimated fee for design services of Douglas County Right-of-Way items including roadway and drainage are as follows:

Douglas County Roadway's and Storm Design

- Final Design Services (Fees estimated to 2025)
    - TST Estimated Fee: $220,000
    - Potholing (Pass Through- Douglas County Contracted): $20,000 (Estimated)
    - Survey: $10,000
    - Contingency: $50,000
    - Total Estimated Final Design: $300,000

Water and Sanitary Sewer Utility Design

- Final Water and Sewer Utility Design Services
    - TST Estimated Fee: $145,000
    - Design Boring (subconsultant): $20,000

- Total Estimated Final Design: $165,000

Combined Total Cost for Roadway, Storm, Water and Sanitary Sewer Final Design and Bid Phase Assistance: $465,000

Estimated engineering fees were developed based on the Scope of Services as described above and the attached manhour matrix. Actual engineering fees will be per actual hours to complete the project based on standard hourly rates.

TST's manhour matrix and standard hourly rates are attached.

TST appreciates the opportunity and looks forward to working with Douglas County on this project. If you have any questions or comments, please contact me at (303) 799-5197 or via email at MGerstner@tstinfrastructure.com.

Sincerely,
TST Infrastructure, LLC



Michael Gerstner, P.E.
Principal

Exhibit B-1

2025 Standard Hourly Rates

Personnel Charges: Personnel charges are for technical work not covered by fixed fee agreements. Personnel are assigned to various tasks based on the skill required to perform the services properly. Charges are also made for technical typing, as in preparation of reports, for OWNER-requested accounting, and for time and costs of printing, as in the production of reports. Current personnel charges are as follows:

	HOURLY RATES
ENGINEERS	
Design Engineer	$ 110 – 150
Project Engineer	$ 145 – 190
Project Manager	$ 165 – 200
Principal Engineer	$ 190 – 270
TECHNICIANS	
CAD Technicians	$ 110 – 145
GIS Specialist	$ 150 – 190
ADMINISTRATIVE	
Typist/Coordinator	$ 90 – 150

Combined Total Cost for Roadway, Storm, Water and Sanitary Sewer Final Design and Bid Phase Assistance: $465,000

Job Number: _____

Job Name: LID-Group #7 - Final Roadway and Stormwater Design (100%)

Task Description	Number of Hours							Total
	PE	SE		MG		CK	KK	
100% General Items:								
Project Administration/Work Plan Development				6.0		2.0		8
Project Planning and Scheduling	40.0			30.0				70
Final Design								0
- GESC Report	8.0	36.0						44
- Drainage Memorandum	16.0	40.0		2.0				58
- Potholing coordination and SUE Report	16.0	48.0						64
- Coordinate Roadway and Drainage Design with Black Hills Energy Gas Main Design	4.0	20.0						24
- Coordinate Roadway and Drainage Design with CORE Electric Main Design	4.0	20.0						24
Prepare Construction Plans:								0
- Cover/Index	1.0	4.0						5
- Standard Plans List	1.0	4.0						5
- General Notes (2 shts)	1.0	2.0						3
- Summary of Approximate Quantities (ROW)	8.0	24.0						32
- Tabulation of Quantities (2 shts)	8.0	24.0						32
- Survey Control Diagram (ROW/Ownership) (16 shts)		2.0						2
- Typical Sections (Bannock Dr., Quivas Rd., Delaware Dr., Crow Pl.) (3 shts)	4.0	16.0						20
- Geometric Plans (Bannock Dr., Quivas Rd., Crow Pl. and Delaware Dr.)	4.0	16.0						20
- Road Plan and Profile Drawings (11 shts)	44.0	120.0						164
- Grading Drawings (11 shts)	22.0	100.0						122
- Culvert Drawings (3 shts)	6.0	48.0						54
-Incorporate Electric / Gas Sleeves (4 sht)	8.0	32.0						40
- Douglas County ROW Details (3 shts)	2.0	12.0						14
- Signing Plan (6 shts)	24.0	60.0						84
- Signage & Striping Supplement Details	1.0	3.0						4
- Cross Sections (For Information Only) (37 shts)	40.0	100.0						140
- GESC Plans (6 shts)	6.0	48.0						54
- Douglas County Standard GESC Plans, Notes & Details (14 sheets)		2.0						2
								0
Prepare Construction Specifications	50.0	16.0					36.0	102
Internal TST Plan & Specification Review and Constructability Review Meetings	40.0	40.0		60.0				140
Bidding Assistance:								0

Job Number:

Job Name: LID-Group #7 - Final Roadway and Stormwater Design (100%)

Task Description	Number of Hours							Total
	PE	SE		MG		CK	KK	
Submit Electronic Bid Sets (construction plans, bid form, cost estimate) to County for Bidding	2.0	8.0					8.0	18
Respond to Contractor Questions during Bid Phase	40.0	40.0		8.0				88
Attend and Document Pre-Bid Meeting	8.0	12.0						20
Meetings:								0
Plan Review Meeting(s):								0
Plans and Specifications Review Meetings (2) with County, District, CORE and Black Hills Energy	12.0			8.0				20
Submit 100% Plans and Specifications to County, District, CORE and Black Hills Energy for Final Review and Approval	4.0	16.0		4.0			8.0	32
Project Coordination Meetings:								0
Up to 5 Project Coordination Meetings to Address Design and Construction Elements	20.0	30.0		20.0				70
Total Hours	444	943	0	138	0	2	52	1579

Job Number: _____

Job Name: LID-Group #7 - Final Utilities Design (100%)

Task Description	Number of Hours							Total
	PE	SE		MG		CK	KK	
30-50% General Items:								
Project Administration/Work Plan Development	4.0			5.0		2.0		11
Project Planning and Scheduling	50.0			20.0				70
- SUE Coordination	4.0	40.0						44
Subtask Coordination:								0
- Coordinate District Design with Roadway and Culvert Design	3.0	12.0						15
- Coordinate Design with Black Hills Energy Gas Main Design	3.0	12.0						15
- Coordinate Design with CORE Electric Main Design	3.0	12.0						15
Prepare Construction Plans:								0
- Title Sheet	1.0	4.0						5
- Standard Plans List (2 shts)	1.0	4.0						5
- Key Map (2 shts)	2.0	8.0						10
- Survey Control Diagram (ROW/Ownership) (10 shts)	1.0	4.0						5
- Water Plan and Profile Drawings (12 shts)	48.0	144.0						192
- Water Connection Details (4 shts)	16.0	40.0						56
- PRV Vault Details (1 sht)	4.0	16.0						20
- Water Standard Details (3 shts)	4.0	8.0						12
- Sewer Plan and Profile Drawings (12 shts)	48.0	144.0						192
- Sewer Connection Details (2 shts)	8.0	24.0						32
- Sewer Standard Details (3 shts)	4.0	8.0						12
- Technical Specs	40.0	20.0					24.0	84
PPWSD Meetings (Assume 3)	12.0	12.0		16.0				40
Internal TST Plan and Constructability Review Meetings	18.0	18.0		24.0				60
Internal TST QA/QC Review	24.0			60.0				84
								0
Cost Estimate Update	8.0	8.0		2.0				18
Total Hours	306.0	538.0	0.0	127.0	0	2	24	997

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Amy Strouthopoulos, P.E., Pavement Management Supervisor

DESCRIPTION: Award of a Public Contract for Services to TST Infrastructure, LLC, for the Group 10 Country Club Drive LID Design Project, Douglas County Project Number CI 2025-015.

SUMMARY: The Group 10 Country Club Drive LID was created by the County after petitions from the property owners within the LID were received. The LID will construct water and sanitary sewer mains, natural gas and electric mains, and roadway and drainage improvements that will allow the lots within the LID to become buildable lots. The County and the Perry Park Water and Sanitation District (PPWSD) are partnering to manage the design and construction of the improvements. The lot owners within the LIDs will be assessed an equal share of the total project costs of the improvements, including the cost of this design contract.

TST Infrastructure is the PPWSD civil engineering consultant that designs water and sanitary sewer mains for the district, including for LIDs. To reduce costs and provide design efficiency for the LID, the County will utilize TST to complete design of the roadway and drainage improvements for the LID in conjunction with the design of the water and sanitary sewer mains. Based on past performance on similar LID projects completed for the County and PPWSD and their unique knowledge of the project and associated infrastructure including a water storage tank and sanitary sewer lift station, staff recommends using TST for the design work associated with the LID.

Funding for this project will be advanced from Business Unit 800733.443600, in Fund 350, for the amount of $151,000.00, to be reimbursed to this account in 2026 from the bank loan for the LID to be obtained once the construction contract is awarded.

RECOMMENDED ACTION: Approval of the attached Public Contract for Services (PCS) to TST Infrastructure, LLC, in the amount of $151,000.00 for the Group 10 Country Club Drive LID Design Project, Douglas County Project Number CI 2025-015.

REVIEW:

Kristina Mann	Approve	1/21/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

Cover Page
Exhibit B
EXHIBIT C - Professional Services updated 4_18_19 by Legal
PCS_TST_GROUP 10 COUNTRY CLUB LID
Exhibit A

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Amy Strouthopoulos, P.E., Pavement Management Supervisor

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SUMMARY: The Group 10 Country Club Drive LID was created by the County after petitions from the property owners within the LID were received. The LID will construct water and sanitary sewer mains, natural gas and electric mains, and roadway and drainage improvements that will allow the lots within the LID to become buildable lots. The County and the Perry Park Water and Sanitation District (PPWSD) are partnering to manage the design and construction of the improvements. The lot owners within the LIDs will be assessed an equal share of the total project costs of the improvements, including the cost of this design contract.

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Christie Guthrie	Approve	1/23/2026
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ATTACHMENTS:

Exhibit B
EXHIBIT C - Professional Services updated 4_18_19 by Legal
PCS_TST_GROUP 10 COUNTRY CLUB LID
Exhibit A

Exhibit B

2026 Standard Hourly Rates

Personnel Charges: Personnel charges are for technical work not covered by fixed fee agreements. Personnel are assigned to various tasks based on the skill required to perform the services properly. Charges are also made for technical typing, as in preparation of reports, for OWNER-requested accounting, and for time and costs of printing, as in the production of reports. Current personnel charges are as follows:

	HOURLY RATES
ENGINEERS	
Design Engineer	$ 110 – 150
Project Engineer	$ 145 – 190
Project Manager	$ 165 – 200
Principal Engineer	$ 190 – 270
TECHNICIANS	
CAD Technicians	$ 110 – 145
GIS Specialist	$ 150 – 190
ADMINISTRATIVE	
Typist/Coordinator	$ 90 – 155

Combined Total Cost for Roadway, Storm, Water and Sanitary Sewer Final Design and Bid Phase Assistance: $151,000

Job Name: LID-Group #10 - Final Roadway and Stormwater Design (100%)

Task Description	Number of Hours							Total
	PE	SE		MG		CK	KK	
100% General Items:								
Project Administration/Work Plan Development				6.0		2.0		8
Project Planning and Scheduling	10.0			10.0				20
Final Design								0
- Coordinate Roadway and Drainage Design with Black Hills Energy Gas Main Design	4.0	20.0						24
- Coordinate Roadway and Drainage Design with CORE Electric Main Design	4.0	20.0						24
Prepare Construction Plans:								0
- Cover/Index	1.0	4.0						5
- Standard Plans List	1.0	4.0						5
- General Notes (2 shts)	1.0	2.0						3
- Summary of Approximate Quantities (ROW)	8.0	24.0						32
- Tabulation of Quantities (2 shts)	8.0	24.0						32
- Survey Control Diagram (ROW/Ownership) (16 shts)		2.0						2
- Typical Section (1 shts)	4.0	16.0						20
- Geometric Plan	5.0	20.0						25
- Road Plan and Profile Drawings	10.0	40.0						50
- Grading Drawings	10.0	30.0						40
-Incorporate Electric / Gas Sleeves	4.0	8.0						12
- Douglas County ROW Details	1.0	4.0						5
- Signing Plan	2.0	8.0						10
- Signage & Striping Supplement Details	1.0	3.0						4
- Cross Sections (For Information Only)	4.0	16.0						20
- GESC Plans	6.0	20.0						26
- Douglas County Standard GESC Plans, Notes & Details (14 sheets)		2.0						2
								0
Prepare Construction Specifications	30.0	12.0					36.0	78
Internal TST Plan & Specification Review and Constructability Review Meetings	8.0	8.0		12.0				28
Bidding Assistance:								0
Submit Electronic Bid Sets (construction plans, bid form, cost estimate) to County for Bidding	2.0	8.0					2.0	12
Respond to Contractor Questions during Bid Phase	40.0	40.0		8.0				88
Attend and Document Pre-Bid Meeting	8.0	12.0						20
Meetings:								0
Plan Review Meeting(s):								0

Job Name: LID-Group #10 - Final Roadway and Stormwater Design (100%)

Task Description	Number of Hours							Total
	PE	SE		MG		CK	KK	
Submit 100% Plans and Specifications to County, District, CORE and Black Hills Energy for Final Review and Approval	4.0	16.0		4.0			8.0	32
Project Coordination Meetings:								0
Up to 2 Project Coordination Meetings to Address Design and Construction Elements	8.0	8.0		8.0				24
Total Hours	184	371	0	48	0	2	46	651

Job Name: LID-Group #10 - Final Utilities Design (100%)

Task Description	Number of Hours							Total
	PE	SE		MG		CK	KK	
30-50% General Items:								
Project Administration/Work Plan Development				5.0		2.0		7
Project Planning and Scheduling	4.0			4.0				8
- SUE Coordination	2.0	4.0						6
Prepare Construction Plans:								0
- Title Sheet	1.0	4.0						5
- Standard Plans List (2 shts)	1.0	4.0						5
- Key Map (2 shts)	2.0	8.0						10
- Survey Control Diagram (ROW/Ownership)	1.0	4.0						5
- Water Service Plan Drawing	4.0	8.0						12
- Sewer Plan and Profile Drawings	10.0	30.0						40
- Sewer Connection Details	8.0	16.0						24
- Sewer Standard Details	4.0	8.0						12
- Technical Specs	16.0	8.0					24.0	48
PPWSD Meetings (Assume 1)	6.0			6.0				12
Internal TST Plan and Constructability Review Meetings	6.0	6.0		6.0				18
Internal TST QA/QC Review	6.0			6.0				12
								0
Cost Estimate Update	1.0	1.0		1.0				3
Total Hours	72.0	101.0	0.0	28.0	0	2	24	227

Exhibit C

INSURANCE REQUIREMENTS

CONSULTANT or CONTRACTOR shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, Contractor, its agents, representatives, or employees.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability** (CGL): Covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury (including coverage for contractual and employee acts) with limits no less than **$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit. $2,000,000.
2. **Automobile Liability:** Insurance Services Office Form covering, Code 1 (any auto), or if CONSULTANT or CONTRACTOR has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of Colorado, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$1,000,000** per accident for bodily injury or disease
4. **Professional Liability** (Errors and Omissions) Insurance appropriate to the CONSULTANT or CONTRACTOR's profession, with limit no less than **$1,000,000** per occurrence or claim, $2,000,000 aggregate.

The Insurance obligations under this agreement shall be the minimum Insurance coverage requirements and/or limits shown in this agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to the COUNTY. No representation is made that the minimum Insurance requirements of this agreement are sufficient to cover the obligations of the CONSULTANT or CONTRACTOR under this agreement.

OTHER INSURANCE PROVISIONS:

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status. Douglas County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT or CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the CONSULTANT or CONTRACTOR's insurance (at least as broad as ISO Form CG 20 10 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

Primary Coverage. For any claims related to this contract, the **CONSULTANT or CONTRACTOR's insurance coverage shall be primary** insurance. Any insurance or self-insurance maintained by Douglas County, its officers, officials, employees, or volunteers shall be excess and non- contributory to the CONSULTANT or CONTRACTOR's insurance.

Notice of Cancellation. Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to Douglas County**.

Waiver of Subrogation. CONSULTANT or CONTRACTOR hereby grants to Douglas County a waiver of any right to subrogation which any insurer of said CONSULTANT or CONTRACTOR may acquire against Douglas County by virtue of the payment of any loss under such insurance. CONSULTANT or CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not Douglas County has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions, Deductibles and Coinsurance. The CONSULTANT or CONTRACTOR agrees to be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention. Douglas County may require the CONSULTANT or CONTRACTOR to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Douglas County. The CONSULTANT or CONTRACTOR will indemnify Douglas County, in full, for any amounts related to the above.

Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to Douglas County.

Claims Made Policies. If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained, and evidence of insurance must be provided ***for at least three (3) years after completion of the contract of work.***
3. If coverage is canceled or non-renewed, and not ***replaced with another claims-made policy form with a Retroactive Dat***e prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of ***three (3)*** years after completion of contract work.

Verification of Coverage. CONSULTANT or CONTRACTOR shall furnish Douglas County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by Douglas County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the CONSULTANT or CONTRACTOR's obligation to provide them. Douglas County reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverage, and endorsements. Additionally, Douglas County reserves the right, but

not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein. Failure on the part of the CONSULTANT or CONTRACTOR to provide insurance policies within ten (10) working days of receipt of the written request will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.

The completed certificates of insurance with additional insured endorsements and waivers of subrogation and any notices, within 20 days of cancellation or termination will be sent via mail or e-mail to:

Douglas County Government
Attn: Risk Management
100 Third Street
Castle Rock, Colorado 80104
risk@douglas.co.us

Subcontractors. Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and CONSULTANT or CONTRACTOR shall ensure Douglas County is an additional insured on insurance required from subcontractors. Any subcontractors will not be required to maintain professional liability insurance if their scope of work does not include any: (a) engineering or design; (b) construction inspection; or (c) survey work.

Failure to Procure or Maintain Insurance. The CONTRACTOR will not be relieved of any liability, claims, demands, or other obligations assumed by its failure to procure or maintain insurance, or its failure to procure or maintain insurance in sufficient amounts, durations, or types. Failure on the part of the CONTRACTOR to procure or maintain policies providing the required coverage, conditions and minimum limits will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.

Governmental Immunity. The parties hereto understand and agree that Douglas County is relying on, and does not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 *et seq.* as from time to time amended, or otherwise available to Douglas County, its officers, or its employees

Special Risks or Circumstances
Douglas County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

_____

Megan Datwyler, Risk Manager Date

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 **TST INFRASTRUCTURE, LLC**, an LLC authorized to do business in Colorado (the "Consultant").

RECITALS

WHEREAS, the County is undertaking certain activities for **CI 2025-015, GROUP 10 COUNTRY CLUB DRIVE LID DESIGN**; 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 **ONE HUNDRED FIFTY-ONE THOUSAND Dollars ($151,000.00)** 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 January 28, 2026, 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.

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) 660-7480
with a copy to:	E-mail: drroberts@douglas.co.us Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 (303) 660-7414 E-mail: attorney@douglas.co.us
and by the County to:	TST Infrastructure 5655 S Yosemite Street, Suite 101 Greenwood Village, CO 80111 Attn: Michael Gerstner, P.E. Phone: (303)-799-5197 E-mail: mgerstner@tstinfrastructure.com

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

17. NONDISCRIMINATION: In connection with the performance of work under this Contract, the Consultant agrees not to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, gender, age, military status, sexual orientation, marital status, or physical or mental disability.

18. GOVERNING LAW; VENUE: This Contract shall be deemed to have been made in and construed in accordance with the laws of the State of Colorado. Venue for any action hereunder shall be in the District Court, County of Douglas, State of Colorado. The Consultant expressly waives the right to bring any action in or to remove any action to any other jurisdiction, whether state or federal.

19. COMPLIANCE WITH ALL LAWS AND REGULATIONS: All of the work performed under this Contract by the Consultant shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. The Consultant shall also comply with all applicable ordinances, regulations, and resolutions of the County and shall commit no trespass on any public or private property in the performance of any of the work embraced by this Contract.

20. SEVERABILITY: In the event any of the provisions of this Contract are held to be unenforceable or invalid by any court of competent jurisdiction, the validity of the remaining provisions shall not be affected. Should either party fail to enforce a specific term of this Contract it shall not be a waiver of a subsequent right of enforcement, nor shall it be deemed a modification or alteration of the terms and conditions contained herein.

21. NO THIRD-PARTY BENEFICIARIES: The enforcement of the terms and conditions of this Contract and all rights of action relating to such enforcement, shall be strictly reserved to the County and the Consultant, and nothing contained in this Contract shall give or allow any such claim or right of action by any other or third person under such Contract.

22. ADVERTISING AND PUBLIC DISCLOSURE: The Consultant shall not include any reference to this Contract or services performed pursuant to this Contract in any of Consultant's advertising or public relations materials without first obtaining the written approval of the Douglas County Public Affairs Director. Nothing herein, however, shall preclude the transmittal of any information to officials of the County, including without limitation, the County Manager, Assistant County Manager, and the Board of County Commissioners. Notwithstanding the foregoing, upon completion of the project, Consultant shall have the right to accurately represent their role, contractual relationship, and work performed under this Contract in client proposals for the purposes of establishing work experience.

23. PRIORITY OF PROVISIONS: In the event that any terms of this Contract and any Exhibit, attachment, or other referenced document are inconsistent, the following order of priority shall control:

1st This Contract, Sections 1 through 28
2nd Request for Proposal (if applicable)
3rd Exhibit C- Insurance Requirements

4th Exhibit A- Scope of Services
5th Exhibit B- Method of Payment
6th Response to Request for Proposal (if applicable).

24. HEADINGS; RECITALS: The headings contained in this Contract are for reference purposes only and shall not in any way affect the meaning or interpretation of this Contract. The Recitals to this Contract are incorporated herein.

25. ENTIRE AGREEMENT: The parties acknowledge and agree that the provisions contained herein constitute the entire agreement and that all representations made by any commissioner, official, officer, director, agent or employee of the respective parties unless included herein are null and void and of no effect. No alterations, amendments, changes or modifications to this Contract, except those which are expressly reserved herein to the Authorized Representative, shall be valid unless they are contained in writing and executed by all the parties with the same formality as this Contract.

26. INSURANCE: The Consultant shall be required to maintain the insurance requirements provided in Exhibit C, attached hereto and incorporated herein by reference. The Consultant shall provide evidence that such requirements have been met and shall provide updated information to the County in the event any changes are made to the Consultant's insurance coverage during the term of this Contract.

27. COUNTY EXECUTION OF AGREEMENT: This Contract is expressly subject to, and shall not be or become effective or binding on the County, until execution by all signatories of the County.

28. FORCE MAJEURE: No party shall be liable for failure to perform hereunder if such failure is the result of *force majeure*. Any time limit shall be extended for the period of any delay resulting from any *force majeure*, or this Contract may be terminated if such delay makes performance of the Contract impossible or impracticable. *Force majeure* shall mean causes beyond the reasonable control of a party against which it would have been unreasonable for the affected party to take precautions and which the affected party cannot avoid even by using its best efforts, such as, but not limited to, natural disasters of overwhelming proportions, exceptional adverse weather conditions, acts of God, acts of war, strikes, work stoppages, fire or other catastrophic casualty or action of non-party government authorities.

IN WITNESS WHEREOF, the County and the Consultant have executed this Contract as of the above date.

TST INFRASTRUCTURE, LLC

BY:_____ **ATTEST: (if a corporation)**

Printed Name_____ **_____**

Title:_____ **Title:_____**

DATE:_____

Signature of Notary Public Required:

STATE OF _____)
) ss.
COUNTY OF _____)

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

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS

APPROVED AS TO CONTENT:

_____
ABE LAYDON, 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

APPROVED AS TO FISCAL CONTENT: **APPROVED AS TO LEGAL FORM:**

_____
CHRISTIE GUTHRIE **Date**
Director of Finance

_____
CHRIS PRATT **Date**
Senior Assistant County Attorney

Exhibit A

TST Infrastructure
CONSULTING ENGINEERS

October 27, 2025

Amy Strouthopoulos, P.E
Assistant Director, Operations
Douglas County Department of Public Works
100 Third St.
Castle Rock, CO 80104

Re: Perry Park Area LID Group 10 (Country Club)
Design Review and Bid Document Preparation Proposal

Dear Ms. Strouthopoulos:

TST Infrastructure LLC appreciates the opportunity to provide professional engineering services to support the upcoming Group 10 Local Improvement District (LID) project. We understand that the LID measure will be presented to voters in November, and that, upon approval, Douglas County intends to move forward with design plans and the preparation of complete bid documents for construction procurement.

The following summarizes our Scope of Work, Deliverables, Schedule, and Fee Basis for this engagement.

Scope of Services – Design

- Final Roadway features
  - Confirm required resets and removals of existing features
  - Coordinate and incorporate potholing of existing utilities design for the project
  - Confirm horizontal and vertical geometry of roadway to be improved
  - Confirm revegetation requirements and finalize the special grading aspects for the roadway side slopes
  - Confirm Grading Erosion and Sediment Control (GESC) features required
- Water, Sanitary Sewer, Natural Gas & Electric Design Coordination
  - Coordinate final design requirements with water and sanitary sewer design
  - Contact and coordinate final design requirements for natural gas main design with Black Hills Energy. Design fees from Black Hills Energy are not included.
  - Contact and coordinate final design requirements for electrical main design with CORE Electric Cooperative. Design fees from CORE Electric Cooperative are not included.
- 100% Issued for Bid Plans and Specifications
  - Cover / Index Sheets
  - Standard Plans List
  - General Notes
  - Summary of Approximate Quantities
  - Tabulation of Quantities
  - Survey Control Diagram

  - Typical Sections
  - Demolition Plan
  - Geometric Plan
  - Road Plan and Profile Drawings
  - Roadway Cross Sections
  - Grading Drawings
  - Electric / Gas Sleeving Plan as well as plans from Electric and Gas company to required contractor coordination for installation during construction
  - Douglas County ROW Details
  - Signage Plan
  - GESC Plans
  - GESC Standards Details
  - Construction Specifications
- Douglas County Review and Status Update Meetings (Assume 2)
- Updated Project Cost Estimate

The scope of work specifically excludes, but could be incorporated for an additional fee if requested:

- Permit or Plan Review Fees
- Water, Sanitary Sewer, Electric, Natural Gas Design
- Planning Commission specific submittals or approvals
- New easement acquisition, if required

<u>Water and Sewer Utility Final Design</u>

The scope of services for the water and sewer utility final design will be coordinated with Perry Park Water and Sanitation District and generally consists of the following tasks:

- Construction Plans – Water and Sewer Utilities
  - Cover / Index Sheets
  - Standard Plans List
  - Key Map
  - Survey Control Diagram
  - Water Service Plan Drawing
  - Sewer Plan and Profile Drawings
  - Sewer Connection Details
  - Sewer Standard Details
- Perry Park Water and Sanitation District Review and Status Update Meetings (Assume 1)
- Updated Project Cost Estimate

Bid Phase Assistance

- Attend Pre-Bid Meeting
- Response to Contractor Questions, assumed 120 hours max

Compensation

The estimated fee for design services of Douglas County Right-of-Way items including roadway and drainage are as follows:

Douglas County Roadway's and Storm Design

- Final Design Services (Fees estimated to 2026)
  - TST Estimated Fee: $80,000
  - Survey: $10,000
  - Contingency: $10,000
  - Total Estimated Final Design: $100,000

Water and Sanitary Sewer Utility Design

- Final Water and Sewer Utility Design Services
  - TST Estimated Fee: $33,000

Bid Phase Assistance

- TST Estimated Fee: $18,000

Combined Total Cost for Roadway, Storm, Water and Sanitary Sewer Final Design and Bid Phase Assistance: $151,000

Estimated engineering fees were developed based on the Scope of Services as described above and the attached manhour matrix. Actual engineering fees will be per actual hours to complete the project based on standard hourly rates. TST's manhour matrix and standard hourly rates are attached.

TST appreciates the opportunity and looks forward to working with Douglas County on this project. If you have any questions or comments, please contact me at (303) 799-5197 or via email at MGerstner@tstinfrastructure.com.

Sincerely,
TST Infrastructure, LLC



Michael Gerstner, P.E.
Principal

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Dan Roberts, Assistant Director, Operations

DESCRIPTION: Amendment No. 1 to the On-Call Arborist Services Contract with Knothead Tree and Lawn Care for an Amount not to Exceed $175,000.00, Douglas County Project No. CI 2025-007.

SUMMARY: The On-Call Arborist Services Contract with Knothead Tree and Lawn Care provides tree removal and tree trimming services to supplement fire mitigation work performed by the Public Works Operations staff within County right-of-way, removing dead trees, performing mastication, and addressing service requests on an as-needed basis.

This amendment adds $175,000 to the contract, bringing the new total contract amount to $350,000, and extends the end date of the contract to December 31, 2026.

Funding in the amount of $175,000 for this amendment will come from Business Unit 31400.443600 in Fund 200.

RECOMMENDED ACTION: Approval of Amendment No. 1 to the On-Call Arborist Services Contract with Knothead Tree and Lawn Care for an amount not to exceed $175,000.00, Douglas County Project No. CI 2025-007.

REVIEW:

Kristina Mann	Approve	1/21/2026
Jeff Garcia	Approve	1/23/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

Cover Page
PCS Amendment for Time and Money - Knothead BOCC 1_27_26

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Dan Roberts, Assistant Director, Operations

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ATTACHMENTS:

PCS Amendment for Time and Money - Knothead BOCC 1_27_26

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
2025 ON-CALL ARBORIST SERVICES FOR CONTRACT MAINTENANCE PROJECTS
DOUGLAS COUNTY PROJECT NUMBER CI 2025-007
AMENDMENT NUMBER ONE (1)
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 Knothead Tree and Lawn Care (the "Consultant").

WHEREAS, the County and the Consultant entered into a certain Public Contract for Services dated **February 11, 2025** (the "Contract"); and

WHEREAS, the County and the Consultant originally agreed to a Maximum Contract Expenditure for services in the amount of **One Hundred Seventy-Five Thousand Dollars ($175,000.00).** Compensation for the additional work associated with this Amendment Number One (1) shall be **One Hundred Seventy-Five Thousand Dollars ($175,000.00)**; 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, by adding additional payment terms, 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 Fifty Thousand Dollars ($350,000.00). 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: $ 175,000.00

PREVIOUSLY APPROVED PCS REVISIONS: $ 0.00

TOTAL FOR ALL PCS REVISIONS (TO DATE): $ 175,000.00

TOTAL FOR ORIGINAL PCS: $ 175,000.00

GRAND TOTAL INCLUDING ALL PCS REVISIONS SHALL NOT EXCEED: $ 350,000.00

ACTUAL TIME AND MATERIALS FOR SERVICES PROVIDED SHALL BE BILLED MONTHLY.

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
2025 ON-CALL ARBORIST SERVICES FOR CONTRACT MAINTENANCE PROJECTS
DOUGLAS COUNTY PROJECT NUMBER CI 2025-007
AMENDMENT NUMBER ONE (1)
PURCHASE ORDER NUMBER: (NEW)
ACCOUNT NUMBER: 31400.443600

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 February 12, 2025 and terminate at 12:00 a.m. on January 1, 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."

3. **Exhibit B** of the Contract is hereby amended by adding the payment terms contained in the attached Exhibit B-1, incorporated herein by this reference.

4. The remainder of the Contract shall remain in full force and effect.

AMENDMENT TO PUBLIC CONTRACT FOR SERVICES
2025 ON-CALL ARBORIST SERVICES FOR CONTRACT MAINTENANCE PROJECTS
DOUGLAS COUNTY PROJECT NUMBER CI 2025-007
AMENDMENT NUMBER ONE (1)
PURCHASE ORDER NUMBER: (NEW)
ACCOUNT NUMBER: 31400.443600

IN WITNESS WHEREOF, the County and Consultant have executed this Amendment as of the date first above written.

KNOTHEAD TREE AND LAWN CARE

BY:_____

TITLE:_____

DATE:_____

Signature of Notary Public Required:

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2026, by _____.

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS

_____
, CHAIR Date

APPROVED AS TO CONTENT:

_____
DOUGLAS J. DEBORD Date
COUNTY MANAGER

ATTEST

_____
Deputy Clerk Date

DEPARTMENT OF PUBLIC WORKS:

_____
JANET HERMAN, P. E. Date
Director of Public Works

APPROVED AS TO FISCAL CONTENT:

_____
CHRISTIE GUTHRIE Date
Director of Finance

APPROVED AS TO LEGAL FORM:

_____
CHRIS PRATT Date
Senior Assistant County Attorney

EXHIBIT B-1

ESTIMATED FEES

2026

ESTIMATED FEES PROVIDED IN THE TABLE BELOW

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
1	CLEARING	10	HR	$96.00	$960.00
2	TREE AND SHRUB (Trimming/Pruning)	100	HR	$96.00	$9,600.00
3	REMOVAL OF TREES (AVERAGE)	200	EA	$600.00	$120,000.00
4	PLANTING OF TREES (AVERAGE)	10	EA	$800.00	$8,000.00
5	STUMP GRINDING (AVERAGE)	10	EA	$200.00	$2,000.00
6	MOBILIZATION	100	EA	$250.00	$25,000.00
7	F/A MINOR CONTRACT REVISIONS	1	F/A	$9,440.00	$9,440.00
				TOTAL	$175,000.00

These services have an anticipated contract time totaling 12 months for completion. Fees submitted shall remain fixed throughout the duration of the Consultant Contract/Agreement which may be extended. **ALL ITEMS AND QUANTITIES LISTED IN EXHIBIT "B" ESTIMATED FEES, ARE ESTIMATES ONLY AND ARE SUBJECT TO CHANGE WITH THE ACTUAL WORK COMPLETED IN EACH LOCATION.**

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Maureen Waller, Special Projects Manager

DESCRIPTION: Request to Approve a Public Contract for Services Between Douglas County, Region 12 Opioid Council, and The Aspen Effect, Inc. for Youth Substance use Prevention and Family Resilience Programming in the Amount of $100,000.00.

SUMMARY: This contract provides $100,000 in opioid settlement funds to The Aspen Effect, Inc. for programs aimed at preventing youth substance use and strengthening family resilience in Douglas County. Services will include nature-based mentoring, animal-assisted experiences, parent support initiatives, and program evaluation. The contract term runs through December 31, 2026.

RECOMMENDED ACTION: Approval of the Public Contract for Services between Douglas County, Region 12 Opioid Council, and The Aspen Effect, Inc.

REVIEW:

Doug DeBord	Approve	1/21/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026

ATTACHMENTS:

Cover Page
2026 Aspen Effect PCS Region 12 Opioid

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ATTACHMENTS:

2026 Aspen Effect PCS Region 12 Opioid

PUBLIC CONTRACT FOR SERVICES

THIS PUBLIC CONTRACT FOR SERVICS (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"), the **REGION 12 OPIOID COUNCIL** (the "Council") and **THE ASPEN EFFECT, INC.**, a company authorized to do business in Colorado (the "Contractor"). The County, the Council and the "Contractor" hereinafter collectively referred to as the "Parties" and individually to as a "Party."

RECITALS

WHEREAS, the County and the Council are undertaking certain activities related to youth substance use disorder prevention and family resilience programming in Douglas County; and

WHEREAS, the County and Council desire to engage the Contractor to render certain professional services and assistance in connection with such undertakings; and

WHEREAS, the Contractor has the ability to assist the County and Council 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: CHRISTIE GUTHRIE, DOUGLAS COUNTY DIRECTOR of FINANCE, is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Contractor under this Contract.

2. SCOPE OF SERVICES: All services described in Exhibit A, attached hereto and incorporated herein, shall be performed by Contractor.

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 Contractor's compensation, which are mutually agreed upon between the County and the Contractor, shall be in writing and shall become part of this Contract upon execution.

The Contractor agrees to diligently and professionally perform all the services described herein in a manner satisfactory to the Authorized Representative. It is also understood and agreed that the Contractor shall not, in performing services hereunder, undertake any action or activity prohibited by the terms of any lease, permit, license or other agreement in effect during the Term hereof between the Contractor and the County for the use and occupancy by the Contractor of any County facilities or space.

3. COMPENSATION: Subject to the Maximum Contract Expenditure and all other provisions of this Contract, the County agrees to pay to the Contractor, and the Contractor 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 THOUSAND DOLLARS AND ZERO CENTS ($100,000.00)** for the Term of this Contract. In no event shall the County be liable for payment under the Contract for any amount in excess thereof, except as otherwise provided herein in Exhibit B. The County is not under obligation to make any future apportionment or allocation to the Contract, nor is anything set forth herein a limitation of liability for the Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

To the extent any Funds provided to the Contractor under this Agreement are not expended, not earned for services which are not provided, or any costs are later refunded to the Contractor, the Contractor agrees to return all such unused or refunded Funds to the Council by the deadline set forth in Section 5, Term. All Funds provided by the Council, whether in whole or in part, remain subject to State review and may later be disallowed. Accordingly, the provision of Funds by the Council does not waive the Contractor's obligation to comply with this Agreement or any applicable laws, regulations, or rules. Furthermore, it shall not be construed as a waiver or estoppel of the Contractor's obligation to repay any Funds that are subsequently determined to have been used for ineligible expenses, outside the approved Scope of Work, or in violation of this Agreement or applicable law.

5. TERM: It is mutually agreed by the Parties that the Term of the Contract shall commence upon approval of the Board of County Commissioners at a business meeting and terminate at 11:59 p.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.

6. INVOICING PROCEDURES: Payments shall be made to the Contractor based upon invoices submitted by the Contractor, provided such invoices have been approved by the Authorized Representative. Payments will be made to the Contractor within thirty (30) days, or within a mutually agreed upon period after the County has received complete invoices from the Contractor. The County reserves the right to require such additional documentation, including monthly activity reports detailing the Contractor's activities and services rendered, as the County deems appropriate to support the payments to the Contractor. The signature of an officer of the Contractor shall appear on all invoices certifying that the invoice has been examined and found to be correct.

7. CONFLICT OF INTEREST: The Contractor 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 Contractor 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 Contractor by placing the Contractor's own interests, or the interest of any party with whom the Contractor has a contractual arrangement, in conflict with those of the County.

8. INDEMNIFICATION: The County cannot and by this Contract does not agree to indemnify, hold harmless, exonerate or assume the defense of the Contractor or any other person or entity whatsoever, for any purpose whatsoever. The 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 Contract; provided, however, that the 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.

9. INDEPENDENT CONTRACTOR: The Contractor is an Independent Contractor and is free to perform services for other clients. Notwithstanding any provision of this Contract, all personnel assigned by the Contractor to perform work under this Contract shall be, and remain at all times, employees of the 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 Contractor and/or its designated agents. The Contractor acknowledges that it and its employees are not entitled to Workers' Compensation benefits or Unemployment Insurance benefits from the County, unless the Contractor or a third party provides such coverage, and that the County does not pay for or otherwise provide such coverage. The 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.

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 Contractor 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 Contractor 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 Contractor hereunder.

12. COUNTY REVIEW OF RECORDS: The Contractor 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 Contractor 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 Contractor in connection with this Contract shall be the property of the County.

14. ASSIGNMENT OF COPYRIGHTS: The Contractor 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 Contractor 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 Contractor 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 Contractor pursuant to this Contract shall become the County's property. The Contractor 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 Contractor 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 Contractor.

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 Contractor to:	Douglas County Government, Finance Department Attn: Christie Guthrie 100 Third Street, Suite 130 Castle Rock, Colorado 80104 Ph: (303) 663-6175 E-mail: cguthrie@douglas.co.us
with a copy to:	Douglas County Attorney's Office 100 Third Street, 3rd Floor Castle Rock, Colorado 80104 Ph: (303) 660-7414 E-mail: attorney@douglas.co.us
and by the County to:	The Aspen Effect, Inc. Attn: Jerry Van Leuven PO Box 798 Castle Rock, CO 80104

Ph: (720) 500-4308
Email: jerryv@theaspeneffect.org

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 Contractor 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 Contractor expressly waives the right to bring any action in or to remove any action to any other jurisdiction, whether state or federal.

19. COMPLIANCE WITH ALL LAWS AND REGULATIONS: All of the work performed under the Contract by the Contractor shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. The Contractor 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 Contractor, 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 Contractor shall not include any reference to this Contract or services pursuant to this Contract in any of the Contractor'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, the Assistant Manager, and the Board of County Commissioners.

23. PRIORITY OF PROVISIONS: In the event that any terms of this Contract and any Exhibit, attachment, or other referenced document are inconsistent, the following order of priority shall control:

1st This Contract, Sections 1 through 29
2nd Request for Qualifications (RFQ), if applicable
3rd Exhibit C - Insurance Requirements
4th Exhibit A - Scope of Services
5th Exhibit B - Method of Payment
6th Response to Request for Qualifications (RFQ), 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 CONTRACT: The Parties acknowledge and agree that the provisions contained herein constitute the entire Contract 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 Contractor shall be required to maintain the insurance requirements provided in Exhibit C, attached hereto and incorporated herein by reference. The Contractor 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 Contractor's insurance coverage during the Term of this Contract.

27. COUNTY EXECUTION OF CONTRACT: 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 the 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 actions of government authorities.

29. PERSONAL DATA: Parties must comply with all applicable provisions of HB 18-1128 regarding "Personal Identifying Information" as defined in C.R.S. § 6-1-713(2)(b) and C.R.S. § 24-73-101(4)(b) and to "Personal Information" as defined in C.R.S. 24-73-103(1)(g).

Personal Identifying Information and Personal Information are referred to collectively herein as "Personal Data." Compliance shall include, without limitation:

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

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

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

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

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

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Exhibit A
SCOPE OF WORK

The Aspen Effect, Inc. will prevent youth substance use and strengthen family resilience in Douglas County through nature-based mentoring, animal-assisted experiences, and parent support. Programming will align with the National Opioid Settlement Exhibit E/Opioid Settlement Schedule B – Approved Uses (Prevention; Harm Reduction training) and complement county/school efforts to reach youth who are not yet in crisis but are at elevated risk.

Target Populations: Douglas County youth (middle and high school), parents/guardians, and volunteer mentors; inclusive of marginalized and probation-involved youth.

Take the following actions during 2026:

Form a SUD Advisory Board
- Invite expert partners in Douglas County
- Research SUD needs in Douglas County
- Include the Teen Advisory Board
- Form short-, mid- and long-term objectives

Engage a Parent Peer Coach(es)
- Engage expert SUD coaches with life experience
- Begin SUD Parent Peer Coaching program
- Assist in leading the Parent Support Program
- Assist in strengthening the SUD program content

Utilize Teen Advisory Board
- Conduct a youth survey on SUD
- Make youth SUD prevention recommendations
- Implement youth SUD prevention initiatives

Strengthen Youth & Parent Ranch Resilience Camp
- Run a camp for *both* youth and parents
- Strengthen new experiential SUD content

Build and expand program impact to achieve the following measured outcomes:
- 300+ youth served/year
- 70+ mentors engaged/year

Achieve the following outcome on youth, parent, and mentor surveys:
- 80% youth progress due to program
- 40% youth continue connecting with mentor or TAE
- 60% parents experience decreased stress at ranch
- 40% parents learn critical resilience skills
- 60% mentors experience decreased stress at ranch

- 30% mentor retention rate

EVALUATION

The Contractor, in partnership with the Omni Institute, will establish a set of evaluation metrics aligned with the Scope of Work. The Contractor will report on these metrics to the Council on a quarterly basis, or as otherwise agreed upon in writing.

(Remainder of Page Intentionally Blank)

Exhibit B
METHOD OF PAYMENT

The initial funds allocated to The Aspen Effect, Inc. for activities related to youth substance use disorder prevention and family resilience programming in Douglas County is **ONE HUNDRED THOUSAND DOLLARS AND ZERO CENTS ($100,000.00).**

Payments will be disbursed as follows:

- **50% ($50,000)** upon execution of this Contract.
- **50% ($50,000)** following a successful mid-year evaluation and review of program progress and financial performance.

(Remainder of Page Intentionally Blank)

Exhibit C
INSURANCE REQUIREMENTS

The Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees.

MINIMUM SCOPE AND LIMIT OF INSURANCE
Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance 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 the Contractor has no owned autos, Code 8 (hired) and 9 (non- owned), with limit no less than **$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation:** Insurance as required by the State of Colorado, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$1,000,000** per accident for bodily injury or disease.
4. **Professional Liability (Errors and Omissions)**: Insurance appropriate to the Contractor's profession, with limit no less than **$1,000,000** per occurrence or claim, $2,000,000 aggregate.

The Insurance obligations under this Contract shall be the minimum Insurance coverage requirements and/or limits shown in this Contract; 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 Contract are sufficient to cover the obligations of the Contractor under this Contract.

OTHER INSURANCE PROVISIONS
The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status. The County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form ISO CG 20 01 04 13 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

Primary Coverage. For any claims related to this contract, the Contractor's insurance coverage shall be primary insurance. Any insurance or self- insurance maintained by the County, its officers,

officials, employees, or volunteers shall be excess and non- contributory to the Contractor's insurance.

Notice of Cancellation. Each insurance policy required above shall state that coverage shall not be canceled, except with a 30-day notice to the County.

Waiver of Subrogation. The Contractor hereby grants to the County a waiver of any right to subrogation which any insurer of said Contractor may acquire against the County by virtue of the payment of any loss under such insurance. The Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether the County has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions, Deductibles and Coinsurance. The Contractor agrees to be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention. The County may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the County. The Contractor will indemnify the 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 the 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 Contractor must purchase "extended reporting" coverage for a minimum of three (3) years after completion of Contract work.

Verification of Coverage. The Contractor shall furnish the 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 the County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The County reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverage, and endorsements. Additionally, the County reserves the right, but not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein. Failure on the part of the Contractor to provide insurance policies within ten (10) working days of receipt of the

written request will constitute a material breach of contract upon which the County may immediately terminate this Contract.

The completed certificates of insurance with additional insured endorsements and waivers of subrogation and any notices, within twenty (20) days of cancellation, termination, or material change will be sent via mail or e-mail to:

Douglas County Government
Attn: Risk Management
100 Third Street
Castle Rock, Colorado 80104
risk@douglas.co.us

Subcontractors. The Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and the Contractor shall ensure the 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 the County may immediately terminate this Contract.

Governmental Immunity. The Parties hereto understand and agree that the County is relying on and does not waive or intend to waive by any provision of this Contract, 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 the County, its commissioners, officers, officials, employees or volunteers.

Special Risks or Circumstances. The 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 Contractor have executed this Contract as of the above date.

THE ASPEN EFFECT, INC.

BY: _____ **ATTEST: (if a corporation)**

Printed Name _____ **_____**

Title: _____ **Title: _____**

DATE: _____

Signature of Notary Public Required:

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 2026, by _____.

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

INSTRUCTIONS
Print out this page and then attach the signed and notarized page to this attachment icon.

PUBLIC CONTRACT FOR SERVICES
DOUGLAS COUNTY GOVERNMENT,
REGION 12 OPIOID COUNCIL, AND THE ASPEN EFFECT, INC.

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

By: _____
ABE LAYDON, Chair

ATTEST:

By: _____

APPROVED AS TO CONTENT:

By: _____
DOUGLAS J DEBORD,
COUNTY MANAGER

DATE: _____

APPROVED AS TO CONTENT:

By: _____
ABE LAYDON
REGION 12 OPIOID COUNCIL CHAIR

DATE: _____

APPROVED AS TO FISCAL CONTENT:

By: _____
CHRISTIE GUTHRIE,
DIRECTOR OF FINANCE

DATE: _____

APPROVED AS TO LEGAL FORM:

By: _____
ARIELLE J. DENIS,
ASSISTANT COUNTY ATTORNEY

DATE: _____

INSURANCE REQUIREMENTS:

By: _____
MEGAN DATWYLER,
RISK MANAGER

DATE: _____

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Maureen Waller, Special Projects Manager

DESCRIPTION: Request to Approve and Sign Five Second Amendments to Public Contracts for Service for programs related to the Colorado Opioids Settlement for a Total Amount of $579,589.95.

SUMMARY: To continue efforts to mitigate the impact of the opioid crisis, Douglas County's Region 12 Opioid Council has voted to extend for an additional term the contracts originally awarded in August 2024. These programs collectively provide a comprehensive approach to addressing opioid-related challenges within the community. The total amount awarded under these contracts is $**579,589.95**, allocated as follows:

- All Health Network: $72,817 for case management
- Valley Hope of Parker: $65,000 for case management
- Hard Beauty Foundation: $217,871 for peer support
- Sky Ride Colorado: $99,901.95 for transportation
- Douglas County School District: $124,000 for youth prevention

RECOMMENDED ACTION: Approval of the attached Five (5) Second Amendments to Public Contracts for Service for programs related to the Colorado Opioids Settlement.

REVIEW:

Doug DeBord	Approve	1/22/2026
Jeff Garcia	Approve	1/22/2026
Christie Guthrie	Approve	1/23/2026

ATTACHMENTS:

Cover Page
2026 DC - AllHealth Second Amendment to PCS
2026 DC - Valley Hope Second Amendment to PCS
2026 DC - HardBeauty Foundation LLC 2nd Amendment to PCS
2026 DC - DCSD Second Amendment to PCS
2026 DC -Sky Ride LLC - Second Amendment to PCS

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Maureen Waller, Special Projects Manager

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- All Health Network: $72,817 for case management
- Valley Hope of Parker: $65,000 for case management
- Hard Beauty Foundation: $217,871 for peer support
- Sky Ride Colorado: $99,901.95 for transportation
- Douglas County School District: $124,000 for youth prevention

RECOMMENDED ACTION: Approval of the attached Five (5) Second Amendments to Public Contracts for Service for programs related to the Colorado Opioids Settlement.

REVIEW:

Doug DeBord	Approve	1/22/2026
Jeff Garcia	Approve	1/22/2026
Christie Guthrie	Approve	1/23/2026

ATTACHMENTS:

2026 DC - AllHealth Second Amendment to PCS
2026 DC - Valley Hope Second Amendment to PCS
2026 DC - HardBeauty Foundation LLC 2nd Amendment to PCS
2026 DC -Sky Ride LLC - Second Amendment to PCS
2026 DC - DCSD Second Amendment to PCS

SECOND AMENDMENT TO THE PUBLIC CONTRACT FOR SERVICES

THIS SECOND AMENDMENT TO THE PUBLIC CONTRACT FOR SERVICES (the "Amendment") 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"), the **REGION 12 OPIOID COUNCIL** (the "Council") and **ALLHEALTH NETWORK**, a nonprofit corporation authorized to do business in Colorado (the "Contractor"). The County, the Council, and the Contractor are hereinafter collectively referred to as the "Parties" and individually as a "Party."

RECITALS

WHEREAS, the Parties entered into a Public Contract for Services (resulting from a portion of the award related to RFQ #006-24) dated August 27, 2024, (the "Contract") to provide Case management, as specified, related to the Council, Statement of Work #7, with a maximum contract expenditure of $72,817.00 and Term from August 28, 2024, through December 31, 2025; and

WHEREAS, the Parties entered into a first amendment to the Contract dated March 10, 2025, (the "First Amendment") to add evaluation metrics to be reported quarterly and adjust the reporting timeline.

WHEREAS, the Parties desire to amend the Contract by (i) increasing funds in the amount of $72,817.00 for a new total amount of $145,634.00, (ii) extending the Term through December 31, 2026, and (iii) updating the scope of services exhibit; and

WHEREAS, the Parties now have determined that additional clarifications are needed.

NOW THEREFORE, the Parties hereto mutually agree as follows:

1. Section 1 of the Contract is hereby amended to read:

   LINE OF AUTHORITY: Christie Guthrie, Douglas County Director of Finance, is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Contractor under this Contract.

2. 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 total amount of funds

appropriated for this Contract is **ONE HUNDRED FORTY-FIVE THOUSAND SIX HUNDRED THIRTY -FOUR DOLLARS AND ZERO CENTS ($145,634.00)**. The amount of funds appropriated for this Second Amendment is **SEVENTY-TWO THOUSAND EIGHT HUNDRED SEVENTEEN DOLLARS AND ZERO CENTS ($72,817.00)** for the Term of this Contract. In no event shall the County be liable for payment under the Contract for any amount in excess thereof, except as otherwise provided in Exhibit B to the Contract. The County is not under obligation to make any future apportionment or allocation to the Contract, nor is anything set forth herein a limitation of liability for the Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

3. Section 5 of the Contract is hereby amended to read:

   TERM: It is mutually agreed by the Parties that the Term of the Contract shall commence upon approval of the Board of County Commissioners at a business meeting and terminate at 11:59 p.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.

4. Section 16 of the Contract is hereby amended to replace the contact information for Douglas County Government, Finance Department only and all other terms and conditions, including contact information for the Parties, are to remain unchanged and in full force and effect.

   Douglas County Government, Finance Department
   Attn: Christie Guthrie
   100 Third Street, Suite 130
   Castle Rock, Colorado 80104
   Ph: (303) 663-6227
   E-mail: cguthrie@douglas.co.us

5. Exhibit A is replaced with Exhibit A-1.

6. **OTHER TERMS AND CONDITIONS REMAIN:** In the event of any inconsistencies between the Contract, First Amendment, and this Second Amendment, the terms of this Second Amendment shall control. Except as expressly set forth in this Second 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 Second Amendment.

7. **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)

Exhibit A-1
SCOPE OF SERVICES

Evaluation: The Contractor in partnership with the Omni Institute will establish a set of evaluation metrics aligned with the Scope of Services. The Contractor will report on these metrics to the Council on a quarterly basis or as otherwise agreed upon in writing.

AllHealth Network
SOW 7: Case Management
Requested Funding: $72,817.00

AllHealth network would like to request an amendment to the 2026 Region 12 Opioid Council Statement of work #7 Case management scope and budget.
Overall scope of the program will remain the same with a dedicated full time case manager to support individuals in Douglas County who have a mental health and/or substance use disorder with access to needed resources, services and benefits. The amendment request is to utilize a small percentage of the funding to support the case manager in obtaining additional education. Specifically, this would include 161 hours of state required trainings toward the completion of a Certified Addiction Specialist certification. AllHealth Network will provide the required supervision by a Licensed Addiction Counselor at no additional cost to the employee.
Amended Budget/Pricing:
Overall Financial request remains the same with a set aside of 2354.00 for the cost of the trainings.

Position Title	Description of Work	Gross or Annual Salary	Fringe	Percent of Time on Project	Total Cost:
Case Manager	Direct service in Douglas County providing needs assessment, care planning, resource linkage and skill building	$55,702.00	$8,355.30	100%	$ 64,057.30
Training – Certified Addiction Specialist	Completion of 161 hours of required training for completion of Certified Addiction Specialist credential.				2,354.00
					Total: $ 66,411.30
Administrative/Operating Costs			$6,405.70		**Total Bid: $72,817.00**

SECOND AMENDMENT TO THE PUBLIC CONTRACT FOR SERVICES

THIS SECOND AMENDMENT TO THE PUBLIC CONTRACT FOR SERVICES (the "Amendment") 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"), the **REGION 12 OPIOID COUNCIL** (the "Council") and **VALLEY HOPE OF PARKER**, a foreign nonprofit corporation authorized to do business in Colorado (the "Contractor"). The County, the Council, and the Contractor are hereinafter collectively referred to as the "Parties" and individually as a "Party."

RECITALS

WHEREAS, the Parties entered into a Public Contract for Services (resulting from a portion of the award related to RFQ #006-24) dated August 27, 2024, (the "Contract") to provide Case Management, as specified, related to the Council, Statement of Work #7, with a maximum contract expenditure of $65,000.00 and Term from August 28, 2024, through December 31, 2025; and

WHEREAS, the Parties entered into a first amendment to the Contract dated March 10, 2025, (the "First Amendment") to add evaluation metrics to be reported quarterly and adjust the reporting timeline; and

WHEREAS, the Parties desire to amend the Contract by (i) increasing funds in the amount of $65,000.00 for a new total amount of $130,000.00, (ii) extending the Term through December 31, 2026, and (iii) updating the scope of services exhibit; and

WHEREAS, the Parties now have determined that additional clarifications are needed.

NOW THEREFORE, the Parties hereto mutually agree as follows:

1. Section 1 of the Contract is hereby amended to read:

   LINE OF AUTHORITY: Christie Guthrie, Douglas County Director of Finance, is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Contractor under this Contract.

2. 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 total amount of funds

appropriated for this Contract is **ONE HUNDRED THIRTY THOUSAND DOLLARS AND ZERO CENTS ($130,000.00)**. The amount of funds appropriated for this Second Amendment is **SIXTY-FIVE THOUSAND DOLLARS AND ZERO CENTS ($65,000.00)** for the Term of this Contract. In no event shall the County be liable for payment under the Contract for any amount in excess thereof, except as otherwise provided in Exhibit B to the Contract. The County is not under obligation to make any future apportionment or allocation to the Contract, nor is anything set forth herein a limitation of liability for the Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

3. Section 5 of the Contract is hereby amended to read:

   TERM: It is mutually agreed by the Parties that the Term of the Contract shall commence upon approval of the Board of County Commissioners at a business meeting and terminate at 11:59 p.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.

4. Section 16 of the Contract is hereby amended to replace the contact information for Douglas County Government, Finance Department only and all other terms and conditions, including contact information for the Parties, are to remain unchanged and in full force and effect.

   Douglas County Government, Finance Department
   Attn: Christie Guthrie
   100 Third Street, Suite 130
   Castle Rock, Colorado 80104
   Ph: (303) 663-6227
   E-mail: cguthrie@douglas.co.us

5. Exhibit A is updated to add the following language with the remainder of the exhibit unmodified:

   Evaluation: The Contractor in partnership with the Omni Institute will establish a set of evaluation metrics aligned with the Scope of Services. The Contractor will report on these metrics to the Council on a quarterly basis or as otherwise agreed upon in writing.

6. **OTHER TERMS AND CONDITIONS REMAIN:** In the event of any inconsistencies between the Contract, First Amendment, and this Second Amendment, the terms of this Second Amendment shall control. Except as expressly set forth in this Second 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 Second Amendment.

7. **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)

Exhibit A-1

SCOPE OF SERVICES

Evaluation: The Contractor in partnership with the Omni Institute will establish a set of evaluation metrics aligned with the Scope of Services. The Contractor will report on these metrics to the Council on a quarterly basis or as otherwise agreed upon in writing.

SECOND AMENDMENT TO THE PUBLIC CONTRACT FOR SERVICES

THIS SECOND AMENDMENT TO THE PUBLIC CONTRACT FOR SERVICES (the "Amendment") 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"), the **REGION 12 OPIOID COUNCIL** (the "Council") and **HARDBEAUTY FOUNDATION, LLC**, a nonprofit corporation authorized to do business in Colorado (the "Contractor"). The County, the Council, and the Contractor are hereinafter collectively referred to as the "Parties" and individually as a "Party."

RECITALS

WHEREAS, the Parties entered into a Public Contract for Services (resulting from a portion of the award related to RFQ #006-24) dated August 27, 2024, (the "Contract") to provide Peer Support, as specified, related to the Council, Statement of Work #3, with a maximum contract expenditure of $198,171.00 and Term from August 28, 2024, through December 31, 2025; and

WHEREAS, the Parties entered into a first amendment to the Contract dated March 10, 2025, (the "First Amendment") to add evaluation metrics to be reported quarterly and adjust the reporting timeline; and

WHEREAS, the Parties desire to amend the Contract by (i) increasing funds in the amount of $217,871.00 for a new total amount of $416,042.00, (ii) extending the Term through December 31, 2026, (iii) updating the scope of services exhibit, and (iv) updating the method of payment exhibit; and

WHEREAS, the Parties now have determined that additional clarifications are needed.

NOW THEREFORE, the Parties hereto mutually agree as follows:

1. Section 1 of the Contract is hereby amended to read:
   LINE OF AUTHORITY: Christie Guthrie, Douglas County Director of Finance, is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Contractor under this Contract.

2. 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 total amount of funds appropriated for this Contract is **FOUR HUNDRED SIXTEEN THOUSAND FORTY-TWO DOLLARS AND ZERO CENTS ($416,042.00)**. The amount of funds appropriated for this Second Amendment is **TWO HUNDRED SEVENTEEN THOUSAND EIGHT HUNDRED SEVENTY-ONE DOLLARS AND ZERO CENTS ($217,871.00)** for the Term of this Contract. In no event shall the County be liable for payment under the Contract for any amount in excess thereof, except as

otherwise provided in Exhibit B to the Contract. The County is not under obligation to make any future apportionment or allocation to the Contract, nor is anything set forth herein a limitation of liability for the Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

3. Section 5 of the Contract is hereby amended to read:

   TERM: It is mutually agreed by the Parties that the Term of the Contract shall commence upon approval of the Board of County Commissioners at a business meeting and terminate at 11:59 p.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.

4. Section 16 of the Contract is hereby amended to replace the contact information for Douglas County Government, Finance Department only and all other terms and conditions, including contact information for the Parties, are to remain unchanged and in full force and effect.

   Douglas County Government, Finance Department
   Attn: Christie Guthrie
   100 Third Street, Suite 130
   Castle Rock, Colorado 80104
   Ph: (303) 663-6227
   E-mail: cguthrie@douglas.co.us

5. Exhibit A is updated to add the following language with the remainder of the exhibit unmodified:

   Evaluation: The Contractor in partnership with the Omni Institute will establish a set of evaluation metrics aligned with the Scope of Services. The Contractor will report on these metrics to the Council on a quarterly basis or as otherwise agreed upon in writing

6. Exhibit B is replaced with Exhibit B-1.

7. **OTHER TERMS AND CONDITIONS REMAIN:** In the event of any inconsistencies between the Contract, First Amendment, and this Second Amendment, the terms of this Second Amendment shall control. Except as expressly set forth in this Second 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 Second Amendment.

8. **CAPITALIZED TERMS:** All capitalized terms used but not defined herein shall have the same meanings as defined in the Contract.

Exhibit B-1
METHOD OF PAYMENT

The initial funds allocated for the Peer Support Statement of Work to HardBeauty Foundation is $198,171.00. This Second Amendment adds $217,871.00 for new total amount of funds $416,042.00. The Council has requested two payments to HardBeauty Foundation, as follows:

1. one half up-front payment in the amount of $108,935.50 once this Second Amendment is executed; and
2. the remainder in the amount of $108,935.50 due within thirty (30) days after a mid-contract data review.

(Remainder of Page Intentionally Blank)

SECOND AMENDMENT TO THE PUBLIC CONTRACT FOR SERVICES

THIS SECOND AMENDMENT TO THE PUBLIC CONTRACT FOR SERVICES (the "Amendment") 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"), the **REGION 12 OPIOID COUNCIL** (the "Council") and **DOUGLAS COUNTY SCHOOL DISTRICT**, a nonprofit corporation authorized to do business in Colorado (the "Contractor"). The County, the Council, and the Contractor are hereinafter collectively referred to as the "Parties" and individually as a "Party."

RECITALS

WHEREAS, the Parties entered into a Public Contract for Services (resulting from a portion of the award related to RFQ #006-24) dated August 27, 2024, (the "Contract") to provide Youth Prevention Services, as specified, related to the Council, Statement of Work #5, with a maximum contract expenditure of $124,000.00 and Term from August 28, 2024, through December 31, 2025; and

WHEREAS, the Parties entered into a first amendment to the Contract dated March 10, 2025, (the "First Amendment") to add evaluation metrics to be reported quarterly and adjust the reporting timeline; and

WHEREAS, the Parties desire to amend the Contract by (i) increasing funds in the amount of $124,000.00 for a new total amount of $248,000.00, (ii) extending the Term through December 31, 2026, and (iii) updating the scope of services exhibit; and

WHEREAS, the Parties now have determined that additional clarifications are needed.

NOW THEREFORE, the Parties hereto mutually agree as follows:

1. Section 1 of the Contract is hereby amended to read:

   LINE OF AUTHORITY: Christie Guthrie, Douglas County Director of Finance, is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Contractor under this Contract.

2. 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 total amount of funds

appropriated for this Contract is **TWO HUNDRED FORTY-EIGHT THOUSAND DOLLARS AND ZERO CENTS ($248,000.00)**. The amount of funds appropriated for this Second Amendment is **ONE HUNDRED TWENTY-FOUR THOUSAND DOLLARS AND ZERO CENTS ($124,000.00)** for the Term of this Contract. In no event shall the County be liable for payment under the Contract for any amount in excess thereof, except as otherwise provided in Exhibit B to the Contract. The County is not under obligation to make any future apportionment or allocation to the Contract, nor is anything set forth herein a limitation of liability for the Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

3. Section 5 of the Contract is hereby amended to read:

   TERM: It is mutually agreed by the Parties that the Term of the Contract shall commence upon approval of the Board of County Commissioners at a business meeting and terminate at 11:59 p.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.

4. Section 16 of the Contract is hereby amended to replace the contact information for Douglas County Government, Finance Department only and all other terms and conditions, including contact information for the Parties, are to remain unchanged and in full force and effect.

   Douglas County Government, Finance Department
   Attn: Christie Guthrie
   100 Third Street, Suite 130
   Castle Rock, Colorado 80104
   Ph: (303) 663-6227
   E-mail: cguthrie@douglas.co.us

5. Exhibit A is replaced with Exhibit A-1.

6. **OTHER TERMS AND CONDITIONS REMAIN:** In the event of any inconsistencies between the Contract, First Amendment, and this Second Amendment, the terms of this Second Amendment shall control. Except as expressly set forth in this Second 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 Second Amendment.

7. **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)

Exhibit A-1
SCOPE OF SERVICES

Evaluation: The Contractor in partnership with the Omni Institute will establish a set of evaluation metrics aligned with the Scope of Services. The Contractor will report on these metrics to the Council on a quarterly basis or as otherwise agreed upon in writing.

All services as specified per all terms and conditions of Request for Qualifications (RFQ) #006-24, Region 12 Opioid Council and the associated response from the Douglas County School District.

SOW 5: Youth Prevention

The purpose of this scope of work is to outline the activities and strategies required to address opioid use disorder and other substance use and mental health issues among youth in Douglas County, Colorado. The scope of work focuses on the implementation of youth prevention programs to reduce the prevalence of these issues and promote healthy behaviors.

Community and in-School prevention programs that use a multi-pronged approach, with attention through various age groups, tend to be more effective than a single program or age groups alone. Additionally, programs that are long-term, assess youth risk and accessibility of substance, and the number of contacts over time are more effective than one-time interactions. Prevention and education strategies should be designed to intervene as early as grade-school to address resilience to peer-pressure, and other risk factors, such as behavior, social, and academic concerns.

Youth Prevention Efforts should:

a) Reduce the prevalence of opioid use disorder and substance use issues among young people in Douglas County.
b) Enhance knowledge and awareness of the risks associated with opioid and substance use.
c) Promote protective factors and resilience among youth to prevent substance abuse.
d) Foster positive youth development and encourage healthier lifestyle choices.
e) Strengthen community collaborations and partnerships to support youth prevention efforts.
f) Be responsive to the landscape of our local community; demonstrate familiarity with currently existing programs for youth; and be tailored to address risks specific to Douglas County communities.
g) Include a robust evaluation plan for monitoring progress.

The following is a non-exhaustive list of potential project types acceptable for this scope. Region 12 welcomes innovative approaches outside this list as long as they are research-informed promising practices, evidence-based, or well explained.

a) Community Needs Assessment: Conduct a comprehensive assessment to identify the specific needs, risk factors, and protective factors related to youth opioid and substance use in Douglas County. This assessment will involve surveys, interviews, and data analysis to inform program planning.

b) Evidence-Based Prevention Programs: Implement evidence-based prevention programs tailored to the needs of youth in Douglas County. These programs may include but are not limited to:

i. Life skills training and education on the dangers of substance use.

ii. Social-emotional learning programs to enhance coping skills and resilience.

iii. Peer mentoring and leadership development initiatives.

iv. Parent education and engagement activities.

c) School-Based Prevention: Collaborate with local schools and educational institutions to integrate prevention efforts into the curriculum and school culture. This may include workshops, awareness campaigns, peer support programs, and training for teachers and staff. Preference will be given to applicants with established relationships with Douglas County School district, charters, alternative schools, and surrounding schools in the region.

d) Community Engagement: Engage community organizations, faith-based groups, and other stakeholders to promote youth prevention initiatives. This may involve organizing community events, awareness campaigns, and workshops for parents, educators, and community leaders.

e) Media and Social Marketing: Develop and implement a media and social marketing campaign targeting young people and their families. Utilize various platforms such as social media, print media, radio, and television to raise awareness about the risks of opioid and substance use and promote healthy alternatives.

f) Training and Capacity Building: Provide training and capacity building opportunities for educators, youth workers, and other professionals who interact with young people. This training should focus on recognizing early warning signs, intervention strategies, and building resilience in youth.

(Remainder of Page Intentionally Blank)

SECOND AMENDMENT TO PUBLIC CONTRACT FOR SERVICES

THIS SECOND AMENDMENT TO PUBLIC CONTRACT FOR SERVICES (the "Second Amendment") is made and 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 **SKY RIDE LLC dba SKY RIDE COLORADO**, authorized to do business in Colorado (the "Contractor"). The County and the Contractor are hereinafter collectively referred to as the "Parties" and individually as a "Party."

RECITALS

WHEREAS, the Parties entered into a Public Contract for Services (resulting from a portion of the award related to RFQ #006-24) dated August 27, 2024, (the "Contract") to provide Transportation, as specified, related to the Council, Statement of Work #6, with a maximum contract expenditure of $99,901.95 and Term from August 28, 2024, through December 31, 2025; and

WHEREAS, the Parties entered into a first amendment to the Contract dated March 10, 2025, (the "First Amendment") to add evaluation metrics to be reported quarterly and adjust the reporting timeline; and

WHEREAS, the Parties desire to amend the Contract by (i) increasing funds in the amount of $99,901.95 for a new total amount of $199,803.90, (ii) extending the Term through December 31, 2026, (iii) updating the scope of services exhibit; and (iv) updating the method of payment exhibit; and

WHEREAS, the Parties now have determined that additional clarifications are needed.

NOW, THEREFORE, the Parties hereto mutually agree as follows:

1. Section 1 of the Contract is hereby amended to read:

   LINE OF AUTHORITY: Christie Guthrie, Douglas County Director of Finance, is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Contractor under this Contract.

2. 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 total amount of funds appropriated for this Contract is **ONE HUNDRED NINETY-NINE THOUSAND EIGHT HUNDRED THREE DOLLARS AND NINETY CENTS ($199,803.90).** The amount of funds appropriated for this Second Amendment is **NINETY-NINE THOUSAND NINE HUNDRED ONE DOLLARS AND NINETY-FIVE CENTS ($99,901.95)**. for the Term of this Contract. In no event shall the County be liable for payment under the Contract for any amount in excess thereof, except as otherwise provided in Exhibit B to the Contract. The County is not under obligation to make any future apportionment or allocation to the Contract, nor is anything set forth herein a

limitation of liability for the Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

3. Section 5 of the Contract is hereby amended to read:

   TERM: It is mutually agreed by the Parties that the Term of the Contract shall commence upon approval of the Board of County Commissioners at a business meeting and terminate at 11:59 p.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.

4. Section 16 of the Contract is hereby amended to replace the contact information for Douglas County Government, Finance Department only and all other terms and conditions, including contact information for the Parties, are to remain unchanged and in full force and effect.

   Douglas County Government, Finance Department
   Attn: Christie Guthrie
   100 Third Street, Suite 130
   Castle Rock, Colorado 80104
   Ph: (303) 663-6227
   E-mail: cguthrie@douglas.co.us

5. Exhibit A is updated to add the following language with the remainder of the exhibit unmodified:

   Evaluation: The Contractor in partnership with the Omni Institute will establish a set of evaluation metrics aligned with the Scope of Services. The Contractor will report on these metrics to the Council on a quarterly basis or as otherwise agreed upon in writing.

6. **Exhibit B** is replaced with **Exhibit B-1**.

7. **OTHER TERMS AND CONDITIONS REMAIN:** In the event of any inconsistencies between the Contract, First Amendment, and Second Amendment, the terms of this Second Amendment shall control. Except as expressly set forth in this Second 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 Second Amendment.

8. **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)

Exhibit B-1
METHOD OF PAYMENT

The initial payment allocated for the transportation statement of work for Sky Ride LLC, dba Sky Ride Colorado, was $99,901.95. This Second Amendment adds $99,901.95 for new total amount of funds: $199,803.90

Payments will be disbursed as follows:

- **50% ($49,951)** upon execution of the agreement.
- **50% ($49,950.95)** following a successful mid-year evaluation and review of program progress and financial performance

In addition to providing rides, the initial payment shall allow for the reimbursement for the following:

- purchase of a 10-12 passenger van ($28,399.00)
- dispatch software ($4,200.00)
- campaign funds/planning and design ($1,800.00)
- personnel ($3,600.00).

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Caroline Frizell, ARP Director of Communication and Public Affairs

DESCRIPTION: Contract with Publication Printers for County Magazine Printing.

SUMMARY: At the direction of the Board of County Commissioners, the Department of Communication and Public Affairs is publishing a countywide magazine called The Douglas County Neighbor. Following a competitive evaluation process involving four qualified vendors, staff recommend Publication Printers as the preferred printing vendor for Douglas County's new magazine. This recommendation is based on a combination of cost competitiveness, production capabilities, turnaround time, and overall service quality.

RECOMMENDED ACTION: Staff recommend Publication Printers as the preferred printing vendor for Douglas County's new magazine.

REVIEW:

Doug DeBord	Approve	1/21/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026

ATTACHMENTS:

Cover Page
2026 Printer Magazine Printer Memo_V2
2025 DC - Publication Printers Corporation - PCS - FINAL

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Caroline Frizell, ARP Director of Communication and Public Affairs

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SUMMARY: At the direction of the Board of County Commissioners, the Department of Communication and Public Affairs is publishing a countywide magazine called The Douglas County Neighbor. Following a competitive evaluation process involving four qualified vendors, staff recommend Publication Printers as the preferred printing vendor for Douglas County's new magazine. This recommendation is based on a combination of cost competitiveness, production capabilities, turnaround time, and overall service quality.

RECOMMENDED ACTION: Staff recommend Publication Printers as the preferred printing vendor for Douglas County's new magazine.

REVIEW:

Doug DeBord	Approve	1/21/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026

ATTACHMENTS:

2026 Printer Magazine Printer Memo_V2
2025 DC - Publication Printers Corporation - PCS - FINAL

DOUGLAS COUNTY
COLORADO

Douglas County's Magazine Printer

Date: Jan. 21, 2026

To: Douglas J. DeBord, County Manager

From: Caroline Frizell, APR
Director of Communication and Public Affairs

Subject: Vendor for Douglas County Magazine printer

Purpose
At the direction of the Board of County Commissioners, the Department of Communication and Public Affairs is publishing a countywide magazine called *The Douglas County Neighbor*. This memorandum serves as a formal justification for the selection of Publication Printers Corp as the vendor for printing and mailing the new Douglas County Magazine from January 2026 through December 2026.

Evaluation Process
Each vendor was invited to submit an estimate for the County's standard print specifications. The proposals were reviewed based on the following criteria: Cost estimate for the full project scope, print quality and production capabilities, turnaround time and delivery logistics, customer service and responsiveness

Cost Comparison

Vendor Name	**Estimated Cost (Print)** *Estimate is for 150,000, full-color, 24-page magazine. Size: each page will be about 8.5x11, saddle stich*	**Notes**
Publication Printers Corp	$37,123.22 printing $37,574 mailing Inject setup: $7 per 1,000 ($1,082.13)	Preferred vendor for the Denver Broncos. Can print within 5 days (including weekends). Largest mailer in Colorado (prints the election "Bluebooks" for the State).
Spradlin Printing	$37,450 printing 31,500 mailing	Printer for Castle Rock and Douglas County Fair & Rodeo.
Center Copy Printing	$66,375.12 printing $3,900 mailing prep $143,775 mailing	Douglas County's printer.
Integra	$59,988 printing .252 cents each to print ($39,325)	Company is new to the market.

Recommendation
Following a competitive evaluation process involving four qualified vendors —Publication Printers, Spradlin Printing, Center Copy Printing and Integra — staff recommends Publication Printers as the preferred printing vendor for Douglas County's new magazine, set to be delivered to about 155,000 addresses across Douglas County. This recommendation is based on a combination of cost competitiveness, production capabilities, turnaround time, and overall service quality.

PUBLIC CONTRACT FOR SERVICES

THIS CONTRACT ("Contract") is made and entered into this ninth day of October 2025, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the "County"), and **PUBLICATION PRINTERS CORPORATION**, a printing company authorized to do business in Colorado (the "Contractor"). The County and the Contractor hereinafter collectively referred to as the "Parties" and individually to as a "Party."

RECITALS

WHEREAS, the County is undertaking certain activities for the publication of a new countywide magazine, as specified; and

WHEREAS, the County desires to engage the Contractor to render certain professional services and assistance in connection with such undertakings of the County; and

WHEREAS, the Contractor 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: Caroline Frizell, APR, Director of Communication and Public Affairs, is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Contractor under this Contract.

2. SCOPE OF SERVICES: All services described in Exhibit A, attached hereto and incorporated herein, shall be performed by Contractor.

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 Contractor's compensation, which are mutually agreed upon between the County and the Contractor, shall be in writing and shall become part of this Contract upon execution.

The Contractor agrees to diligently and professionally perform all the services described herein in a manner satisfactory to the Authorized Representative. It is also understood and agreed that the Contractor shall not, in performing services hereunder, undertake any action or activity prohibited by the terms of any lease, permit, license or other agreement in effect during the Term hereof between the Contractor and the County for the use and occupancy by the Contractor of any County facilities or space.

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3. COMPENSATION: Subject to the Maximum Contract Expenditure and all other provisions of this Contract, the County agrees to pay to the Contractor, and the Contractor 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 not to exceed forty-two thousand dollars and zero cents ($42,000.00) per issue to print with a max over 6 issues to be $252,000 for the Term of this Contract. In no event shall the County be liable for payment under the Contract for any amount in excess thereof, except as otherwise provided herein in Exhibit B. Should there be a paper increase during this contract, Publication printers will give 30 day written notice outlining the increase. The County is not under obligation to make any future apportionment or allocation to the Contract, nor is anything set forth herein a limitation of liability for the Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

5. TERM: It is mutually agreed by the Parties that the Term of the Contract shall commence as of 12:01 a.m. on Jan. 28, 2026, and terminate at 11:59 p.m. on Dec. 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.

6. INVOICING PROCEDURES: Payments shall be made to the Contractor based upon invoices submitted by the Contractor, provided such invoices have been approved by the Authorized Representative. Payments will be made to the Contractor within thirty (30) days, or within a mutually agreed upon period after the County has received complete invoices from the Contractor. The County reserves the right to require such additional documentation, including monthly activity reports detailing the Contractor's activities and services rendered, as the County deems appropriate to support the payments to the Contractor. The signature of an officer of the Contractor shall appear on all invoices certifying that the invoice has been examined and found to be correct.

7. CONFLICT OF INTEREST: The Contractor 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 Contractor 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 Contractor by placing the Contractor's own interests, or the interest of any party with whom the Contractor has a contractual arrangement, in conflict with those of the County.

8. INDEMNIFICATION: The County cannot and by this Contract does not agree to indemnify, hold harmless, exonerate or assume the defense of the Contractor or any other person or entity whatsoever, for any purpose whatsoever. The 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,

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including Workers' Compensation claims, in any way resulting from or arising from the services rendered under this Contract; provided, however, that the 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.

9. INDEPENDENT CONTRACTOR: The Contractor is an Independent Contractor and is free to perform services for other clients. Notwithstanding any provision of this Contract, all personnel assigned by the Contractor to perform work under this Contract shall be, and remain at all times, employees of the 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 Contractor and/or its designated agents. The Contractor acknowledges that it and its employees are not entitled to Workers' Compensation benefits or Unemployment Insurance benefits from the County, unless the Contractor or a third party provides such coverage, and that the County does not pay for or otherwise provide such coverage. The 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.

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 Contractor 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 Contractor 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 Contractor hereunder.

12. COUNTY REVIEW OF RECORDS: The Contractor 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 Contractor 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 Contractor in connection with this Contract shall be the property of the County.

14. ASSIGNMENT OF COPYRIGHTS: The Contractor 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 Contractor 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 Contractor 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 Contractor pursuant to this Contract shall become the County's property. The Contractor 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 Contractor 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 Contractor.

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 Contractor to:	Douglas County Government Attn: Caroline Frizell Address: 100 Third St. Castle Rock, CO 80104 Ph: 303-358-8194
with a copy to:	E-mail: cfrizell@douglas.co.us Douglas County Attorney's Office 100 Third Street, 3rd Floor Castle Rock, CO 80104 Ph: 303.660.7414 E-mail: attorney@douglas.co.us
and by the County to:	Publication Printers Corporation Attn: Joey Jené Sales Representative Publication Printers Corp. Phone: 303.936.0303 Cell: 303.960.5272 Direct Fax: 303-937-5408 2001 S. Platte River Drive | Denver, CO 80223

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)

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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 Contractor 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 Contractor expressly waives the right to bring any action in or to remove any action to any other jurisdiction, whether state or federal.

19. COMPLIANCE WITH ALL LAWS AND REGULATIONS: All of the work performed under the Contract by the Contractor shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. The Contractor 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 Contractor, 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 Contractor shall not include any reference to this Contract or services pursuant to this Contract in any of the Contractor'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, the Assistant Manager, and the Board of County Commissioners.

23. PRIORITY OF PROVISIONS: In the event that any terms of this Contract and any Exhibit, attachment, or other referenced document are inconsistent, the following order of priority shall control:

1st This Contract, Sections 1 through 29

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2nd Request for Proposal (RFP) #
3rd Exhibit C - Insurance Requirements
4th Exhibit A - Scope of Services
5th Exhibit B - Method of Payment
6th Response to Request for Proposal (RFP) #

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 CONTRACT: The Parties acknowledge and agree that the provisions contained herein constitute the entire Contract 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 Contractor shall be required to maintain the insurance requirements provided in Exhibit C, attached hereto and incorporated herein by reference. The Contractor 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 Contractor's insurance coverage during the Term of this Contract.

27. COUNTY EXECUTION OF CONTRACT: 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 the 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 actions of government authorities.

29. PERSONAL DATA: Parties must comply with all applicable provisions of HB 18-1128 regarding "Personal Identifying Information" as defined in C.R.S. § 6-1-713(2)(b) and C.R.S. § 24-73-101(4)(b) and to "Personal Information" as defined in C.R.S. 24-73-103(1)(g). Personal Identifying Information and Personal Information are referred to collectively herein as "Personal Data." Compliance shall include, without limitation:

Adopting and enforcing a written policy governing the destruction of electronic and paper documents containing Personal Data. The written policy must, at a minimum, require that when electronic or paper documents containing Personal Data are no longer needed, such documents

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will be destroyed by shredding, erasing or otherwise modifying the Personal Data so as to make it unreadable or indecipherable through any means;

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

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

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

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

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Exhibit A
SCOPE OF WORK

Publication Printers will print and mail a full-color, countywide magazine to 154,597 addresses within Douglas County. Generally, magazines will be 24 pages, with #3 Gloss Text paper and saddle stitch.

For further details, see attached proposal from Publication Printers

.

Publication Printers corp.

2001 S. Platte River Drive • Denver, Colorado 80223 Phone: 303-936-0303 • Fax: 303-937-5400 Quality Web Printing

Proposal for Douglas County Government
100 Third Street

Castle Rock CO 80104

Contact: Caroline Frizell
Office: 303-660-7400
E-Mail: cfrizell@douglas.co.us

Job Description: Douglas County Magazine
Quantities: 154,597
Page Count: 24 page self cover
Prepress: Print Ready PDF Files
Proofs: Digital Press
Ink: 4 Color Process
Paper: 17.5" 80# #3 Gloss Text
35" 80# #3 Gloss Text
Trim Size: 8.3750 x 10.8750
Bindery: Saddle Stitch
Packaging: CARTON PACK
Details: Includes cost to carton pack 500 copies
Add'l cost to prep for Simplified Mailing, no Inkjet = $225.00 set up + $7.00 per 1,000
Estimated piece weight = 2.945 oz
Delivery: FOB our Dock

Date: 9/30/25
Estimate : 255812 - 001
Page : Page 1 of 2
Sales Rep : Joey Jene
Customer #: 5578

Pricing:

Quantity	Price	Price per additional 1000 (for increased quantities only)
154,597	$37,986.10	$238.96

Beginning 03/15/2025, a 2% convenience fee will be imposed for all Credit Card transactions.

Digital (Online) Magazines, mounted posters and case bound books are available at additional cost.
Alterations after the proofing stage will incur additional processing charges.
Please speak to your sales representative for details.

METHOD OF PAYMENT

The Contractor shall submit an invoice to Caroline Frizell at time of printing, for payment within 30 days. For postage, Douglas County will deliver a check made out to the US Postal Service in the determined postage amount prior to mailing.

Exhibit C
INSURANCE REQUIREMENTS

The Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees.

MINIMUM SCOPE AND LIMIT OF INSURANCE
Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance 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 the Contractor has no owned autos, Code 8 (hired) and 9 (non- owned), with limit no less than **$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation:** Insurance as required by the State of Colorado, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$1,000,000** per accident for bodily injury or disease.
4. **Professional Liability (Errors and Omissions)**: Insurance appropriate to the Contractor's profession, with limit no less than **$1,000,000** per occurrence or claim, $2,000,000 aggregate.

The Insurance obligations under this Contract shall be the minimum Insurance coverage requirements and/or limits shown in this Contract; 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 Contract are sufficient to cover the obligations of the Contractor under this Contract.

OTHER INSURANCE PROVISIONS
The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status. The County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form ISO CG 20 01 04 13 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

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Primary Coverage. For any claims related to this contract, the Contractor's insurance coverage shall be primary insurance. Any insurance or self- insurance maintained by the County, its officers, officials, employees, or volunteers shall be excess and non-contributory to the Contractor's insurance.

Notice of Cancellation. Each insurance policy required above shall state that coverage shall not be canceled, except with a 30-day notice to the County.

Waiver of Subrogation. The Contractor hereby grants to the County a waiver of any right to subrogation which any insurer of said Contractor may acquire against the County by virtue of the payment of any loss under such insurance. The Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether the County has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions, Deductibles and Coinsurance. The Contractor agrees to be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention. The County may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the County. The Contractor will indemnify the 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 the 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 Contractor must purchase "extended reporting" coverage for a minimum of three (3) years after completion of Contract work.

Verification of Coverage. The Contractor shall furnish the 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 the County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The County reserves the right, but not the obligation, to review

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and revise any insurance requirement, not limited to limits, coverage, and endorsements. Additionally, the County reserves the right, but not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein. Failure on the part of the Contractor to provide insurance policies within ten (10) working days of receipt of the written request will constitute a material breach of contract upon which the County may immediately terminate this Contract.

The completed certificates of insurance with additional insured endorsements and waivers of subrogation and any notices, within twenty (20) days of cancellation, termination, or material change will be sent via mail or e-mail to:

Douglas County Government
Attn: Risk Management
100 Third Street
Castle Rock, Colorado 80104
risk@douglas.co.us

Subcontractors. The Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and the Contractor shall ensure the 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 the County may immediately terminate this Contract.

Governmental Immunity. The Parties hereto understand and agree that the County is relying on and does not waive or intend to waive by any provision of this Contract, 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 the County, its commissioners, officers, officials, employees or volunteers.

Special Risks or Circumstances. The 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.

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IN WITNESS WHEREOF, the County and the Contractor have executed this Contract as of the above date.

PUBLICATION PRINTERS CORPORATION

BY: _____ **ATTEST: (if a corporation)**

Printed Name _____ **_____**

Title: _____ **Title: _____**

DATE: _____

Signature of Notary Public Required:

STATE OF COLORADO_____)
) ss.
COUNTY OF _____)

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

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

INSTRUCTIONS
Print out this page and then attach the signed and notarized page to this attachment icon.

DRAFT

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

By: _____
, Chair

ATTEST:

By: _____

APPROVED AS TO CONTENT:

By: _____

DATE: _____

APPROVED AS TO FISCAL CONTENT:

By: _____

DATE: _____

APPROVED AS TO LEGAL FORM:

By: _____
Arielle J. Denis
Assistant County Attorney

DATE: _____

APPROVED AS TO INSURANCE REQUIREMENTS:

By: _____
Megan Datwyler
Risk Manager

DATE: _____

DRAFT

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Brad Jackson, PE, Public Works Engineering

DESCRIPTION: Grant of Utility Easement to the Castleview Baptist Church for the Installation of a Sanitary Sewer to Serve the Expansion of the Church Under Use by Special Review US2025-016. Douglas County Project Number DV 2025-579.

SUMMARY: This Grant of Utility Easement (Underground Sanitary Facility) to the Castleview Baptist Church is to facilitate a sanitary sewer connection along Crowfoot Valley Road across County owned park property. The sanitary sewer will be tied into the Canyons South Development which has already been sized to accommodate this project. The purpose of the Utility Easement is to provide a location outside the County ROW so that the future Crowfoot Valley Road expansion can be completed without the need to move this sanitary line.

RECOMMENDED ACTION: Staff recommends acceptance of this Grant of Utility Easement

REVIEW:

Kristina Mann	Approve	1/21/2026
Jeff Garcia	Approve	1/22/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

Cover Page
DC - Utility Easement - Castleview Baptist Church - BJ 1-27

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Brad Jackson, PE, Public Works Engineering

DESCRIPTION: Grant of Utility Easement to the Castleview Baptist Church for the Installation of a Sanitary Sewer to Serve the Expansion of the Church Under Use by Special Review US2025-016. Douglas County Project Number DV 2025-579.

SUMMARY: This Grant of Utility Easement (Underground Sanitary Facility) to the Castleview Baptist Church is to facilitate a sanitary sewer connection along Crowfoot Valley Road across County owned park property. The sanitary sewer will be tied into the Canyons South Development which has already been sized to accommodate this project. The purpose of the Utility Easement is to provide a location outside the County ROW so that the future Crowfoot Valley Road expansion can be completed without the need to move this sanitary line.

RECOMMENDED ACTION: Staff recommends acceptance of this Grant of Utility Easement

REVIEW:

Kristina Mann	Approve	1/21/2026
Jeff Garcia	Approve	1/22/2026
Christie Guthrie	Approve	1/23/2026
Doug DeBord	Approve	1/23/2026

ATTACHMENTS:

DC - Utility Easement - Castleview Baptist Church - BJ 1-27

GRANT OF UTILITY EASEMENT
(Underground Sanitary Sewer Facility)

THIS GRANT OF EASEMENT ("Grant of Easement") is given this _____ day of _____, 2026, by the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS**, **STATE OF COLORADO**, a political subdivision of the State of Colorado, whose address is 100 Third Street, Castle Rock, Colorado 80108 ("Grantor"), to **CASTLEVIEW BAPTIST CHURCH, INC.**, a Colorado nonprofit corporation, whose address is 5054 Crowfoot Valley Road, Castle Rock, Colorado 80108 ("Grantee"). Grantor and Grantee, and their respective successors and assigns, may be referred to collectively herein as the "Parties" and singularly as a "Party."

WITNESSETH:

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.

2. Consideration. Grantor makes this Grant of Easement 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 perpetual non-exclusive utility easement ("Easement") on, over, under, through and across the Easement Property for the installation and continued use, operation, maintenance, construction, repair, alteration, replacement and removal (the "Work") of an underground sanitary sewer service facility, including, but not limited to, underground pipes, mains, ducts, transmission/distribution line systems, conduits, manholes, lift stations and other incidental equipment, provided that any surface mounted appurtenances shall need to be reviewed and approved by Grantor (collectively the "Public Improvements").

4. 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 by this Grant of Easement. Grantor shall have the right to permit and allow use of the Easement Property by additional third party public utility providers and other governmental entities, provided however, Grantor shall obtain the written consent of Grantee prior to granting any additional easements or other rights to use the Easement Property. Grantee agrees it will not unreasonably withhold such consent provided all such proposed uses or improvements shall be reviewed, approved and inspected by Grantee in accordance with Grantee's criteria, standards and regulations, as amended.

5. Relocation. Grantor reserves the right to require Grantee to relocate the Public Improvements if Grantor determines, at its sole discretion, that the relocation of the Public Improvements is necessary to accommodate future roadway and/or storm water drainage improvements to be constructed by Grantor. In the event Grantor shall need to have the Public Improvements relocated, Grantor shall provide written notice to Grantee no later than 180 days before the relocation, and: (i) the Parties agree to cooperate to identify an appropriate new location for the Public Improvements within the Easement Property if adequate space is available; (ii) the Parties agree to cooperate to identify a new adjacent easement area that shall be dedicated by Grantor to Grantee if adequate space is not available within the Easement Property; (iii) Grantee shall remove the Public Improvements from the existing location within

the Easement Property and relocate the Public Improvements to the new location; and (iv) Grantee shall bear all costs associated with the relocation.

6. Prohibited Uses. It is agreed that neither Grantor nor Grantee will take any action that would unreasonably harm the Easement Property in a manner that would impair the rights of the Parties described herein or the Public Improvements, unless relocation of the Public Improvements is necessary. Not withstanding the foregoing, Grantor specifically shall not construct or install any structure or improvement on the Easement Property including, without limitation, any building, hard surfacing improvements such as concrete or asphalt, fencing, streetlight, power pole, yard light, mailbox or sign, whether temporary or permanent, or plant or locate any tree, shrub, woody plant, nursery stock, garden, or other landscaping design feature on any part of the Easement Property without Grantee's prior written consent; however, such limitation shall not preclude the planting of grass and other natural vegetation. Grantee may remove any structure or improvement subsequently placed on the Easement Property at the expense of Grantor (subject to Section 20g); provided, however, that prior to the removal of any such structure or improvement, Grantee will notify Grantor to allow Grantor the opportunity to remove or cure the same.

7. Right to Subjacent and Lateral Support. Grantee shall have and exercise the right of subjacent and lateral support to whatever extent is necessary for the construction, installation, operation, maintenance, repair, and replacement of the Public Improvements. It is specifically agreed that, except as provided in this Grant of Easement, Grantor shall not take any action, which would impair the lateral or subjacent support for the Public Improvements.

8. No Additional Uses. Grantee, its employees, authorized agents and contractors use of the Easement Property shall be for the sole and exclusive purpose of performing the Work, and this Grant of Easement shall not be construed as a fee dedication of the Easement Property or a grant of uses beyond those contemplated herein, and the Parties shall take whatever steps may be necessary to avoid any such additional uses.

9. Access. Grantee shall have the right to access the Easement Property via the adjoining property of Grantor during Grantee's performance of the Work; provided, however, that Grantee's activities shall not unreasonably interfere with Grantor's use and enjoyment of such adjoining premises.

10. Repair and Restoration. Upon the completion of the Work authorized by this Grant of Easement, Grantee shall restore the surface of the Easement Property, and any areas disturbed by Grantee, as nearly as reasonably possible to its original grade and condition, which shall include contouring and stabilizing the surface of the ground, and repairing any depressions, wheel tracks, ruts or other marks left in the ground surface by truck or track-mounted equipment. Grantee shall revegetate any disturbed areas with the seed mixture currently approved by the Douglas County Department of Public Works Engineering.

11. Removal of Equipment. Upon completion of the Work authorized by this Grant of Easement, Grantee shall promptly remove all materials, debris and equipment utilized to perform the Work from the Easement Property, including any construction equipment and materials staged and/or stored within the Easement Property, if any.

12. Fencing. If any permanent fencing located within and/or adjacent to the Easement Property is impacted by Grantee's activities, Grantee shall reset or replace the disturbed permanent fencing with like kind materials at its original location once construction activities are completed, or at a location to be mutually determined between the Parties if it's not possible to reset or replace the disturbed fencing at its original location.

13. Driveways. Any driveways, street entrances and curb cuts located within the Easement Property, which are disturbed by Grantee's construction, maintenance and/or repair activities, shall be replaced with like kind materials by Grantee.

14. Mechanic's and Materialmen's Liens. Grantee shall not allow mechanic's or materialmen's liens to be placed on the Easement Property related in any manner to any activities by or through Grantee or its contractors pursuant to this Grant of Easement; and, if any such liens are placed on any portion of the Easement Property, Grantee shall promptly cause such liens to be discharged of record or bonded against as provided by law.

15. Compliance with Laws. Grantee shall cause all Work on the Easement Property to be performed in compliance with all applicable laws, rules, regulations, orders and other governmental requirements, including all Stormwater Management laws and regulations. Grantee acknowledges and agrees that it shall be responsible for obtaining and maintaining all necessary federal, state and local permits relating to water quality, erosion, drainage, sediment control, grading and stormwater discharge for the performance of the Work.

16. Release. Grantee, for itself and those claiming through Grantee, hereby releases Grantor, its beneficiaries, and its respective commissioners, officers, directors, partners, employees, agents, mortgagees, licensees, contractors, guests, and invitees from any and all liability, loss, claims, demands, damages, penalties, fines, interest, costs, and expenses for damage that may arise from operations on, or use of, the Easement Property by Grantee and its agents, assigns or contractors.

17. Endangered Species Act. The Easement Property may contain habitat for listed "threatened" or "endangered" species under the Endangered Species Act (ESA). Grantee shall be responsible for determining the presence of such habitat and taking measures to comply with the ESA and all other applicable federal laws.

18. Environmental. Grantee shall not cause or permit any Hazardous Material to be brought upon, kept or used in or about the Easement Property by Grantee, its agents, employees or contractors, except those customarily used in typical amounts with regard to the equipment required to perform the Work. Without limiting the foregoing, if the presence of any Hazardous Material on the Easement Property caused or permitted by Grantee results in any contamination of the Easement Property, Grantee shall promptly take all actions, at no expense to Grantor, as are necessary to return the Easement Property to the condition existing prior to the introduction of any such Hazardous Material to the Easement Property, provided that Grantor's approval of such actions shall first be obtained, which approval shall not be unreasonably withheld so long as such actions would not potentially have any material adverse effect on the Easement Property. As used in this Grant of Easement, the term "Hazardous Material" means any hazardous or toxic substance, material or waste that is or becomes regulated by any local governmental authority, the State of Colorado or the United States.

19. Warranties and Disclaimers. Grantor warrants that it is the fee simple owner of the Easement Property and has lawful authority to convey this Grant of Easement. Grantor makes no further warranties or representations with respect to the Easement Property, including, without limitation, the condition and state of repair of the Easement Property, the suitability of the Easement Property for Grantee's intended use, or with respect to any rights which other parties may have, or claim to have, to enter upon the Easement Property by reason of access easements granted by Grantor or otherwise. Nothing in this Grant of Easement shall restrict Grantor's right to transfer title to the Easement Property, subject to the terms of this Grant of Easement.

20. General Provisions.

a. Controlling Law. The interpretation and performance of this Grant of Easement shall be governed by the laws of the State of Colorado.

b. Severability. In the event any of the provisions of this Grant of Easement 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 Grant of Easement, 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.

c. Entire Agreement. This Grant of Easement sets forth the entire agreement of the Parties with respect to the Easement and supersedes all prior discussions, negotiations, understandings or agreements relating to the Grant of Easement, all of which are merged herein.

d. No Third Party Beneficiaries. This Grant of Easement is entered into by and between Grantor and Grantee, is solely for the benefit of Grantor and Grantee and their respective successors and assigns for the purposes set forth herein, and does not create rights or responsibilities in any third parties beyond Grantor and Grantee.

e. Amendment. Any amendment shall be in writing and signed by both Parties.

f. No Waiver of Governmental Immunity. Grantor, its commissioners, officials, officers, directors, agents and employees, are relying on, and do 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, §§ 24-10-101 to 120, C.R.S., as amended.

g. Appropriations. Any financial obligations of Grantor shall extend only to monies duly and lawfully appropriated and budgeted by Grantor and encumbered for the purpose of this Grant of Easement, pursuant to § 29-1-110, C.R.S., as amended.

h. Venue. Venue for any action hereunder shall be in the district court of the County of Douglas, State of Colorado.

i. Recitals. All recitals are hereby incorporated into the Grant of Easement.

j. Counterparts. This Grant of Easement may be executed in two (2) or more counterparts, each of which shall be deemed an original, all of which together shall constitute one and the same instrument.

k. Successors and Assigns. This Grant of Easement shall extend to and be binding upon the heirs, successors and assigns of the Parties hereto and shall run with the land.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS GRANT OF EASEMENT ON THE DATE SET FORTH ABOVE.

GRANTEE:

CASTLEVIEW BAPTIST CHURCH, INC.,
a Colorado nonprofit corporation

By:
Name: TATE THRONDSON
Title: PASTOR

STATE OF COLORADO)
)ss.
COUNTY OF DOUGLAS)

The foregoing instrument was acknowledged before me this 12th day of Jan., 2025, by TATE M THRONDSON as PASTOR of Castleview Baptist Church, Inc., a Colorado nonprofit corporation.

Witness my hand and official seal

SEAL

LAN T COOLEY
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20194001893
MY COMMISSION EXPIRES JANUARY 16, 2027

Notary Public

MY COMMISSION EXPIRES: 01-16-2027

GRANTOR:

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

By:_____
George Teal, Chair

Attest:

By:_____
Hayley Hall,
Deputy Clerk to the Board

S E A L

STATE OF COLORADO)
)ss.
COUNTY OF DOUGLAS)

The foregoing instrument was acknowledged before me this ____ day of _____, 2025, by George Teal as Chair of the Board of County Commissioners of the County of Douglas, State of Colorado and Hayley Hall as Deputy Clerk to the Board.

Witness my hand and official seal

S E A L

_____
Notary Public

My commission expires:_____

EXHIBIT A
LEGAL DESCRIPTION

THAT CERTAIN PORTION OF THE NORTHEAST QUARTER OF SECTION 19, TOWNSHIP 7 SOUTH, RANGE 66 WEST, SIXTH PRINCIPAL MERIDIAN, COUNTY OF DOUGLAS, STATE OF COLORADO, LYING WITHIN THE PARCEL OF LAND DESCRIBED IN THE GENERAL WARRANTY DEED RECORDED JULY 8, 2008 AT RECEPTION NO. 2008047807, IN THE OFFICIAL RECORDS OF SAID COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTH QUARTER CORNER OF SAID SECTION 19;

THENCE ALONG THE NORTH LINE OF SAID NORTHEAST QUARTER, NORTH 89°19’10” EAST, A DISTANCE OF 345.08 FEET TO THE **POINT OF BEGINNING**, SAID POINT BEING ON THE NORTH LINE OF THE PARCEL OF LAND DESCRIBED IN SAID GENERAL WARRANTY DEED;

THENCE CONTINUING ALONG THE NORTH LINE OF SAID NORTHEAST QUARTER AND THE NORTH BOUNDARY OF THE PARCEL OF LAND DESCRIBED IN SAID GENERAL WARRANTY DEED, NORTH 89°14'45" EAST, A DISTANCE OF 21.12 FEET;

THENCE DEPARTING SAID NORTH LINE AND NORTH BOUNDARY, SOUTH 18°00'31" WEST, A DISTANCE OF 651.73 FEET TO THE SOUTH BOUNDARY OF THE PARCEL OF LAND DESCRIBED IN SAID GENERAL WARRANTY DEED;

THENCE ALONG SAID SOUTH BOUNDARY, SOUTH 89°19'11" WEST, A DISTANCE OF 21.11 FEET;

THENCE DEPARTING SAID SOUTH BOUNDARY NORTH 18°00'31" EAST, A DISTANCE OF 651.70 FEET TO THE **POINT OF BEGINNING**.

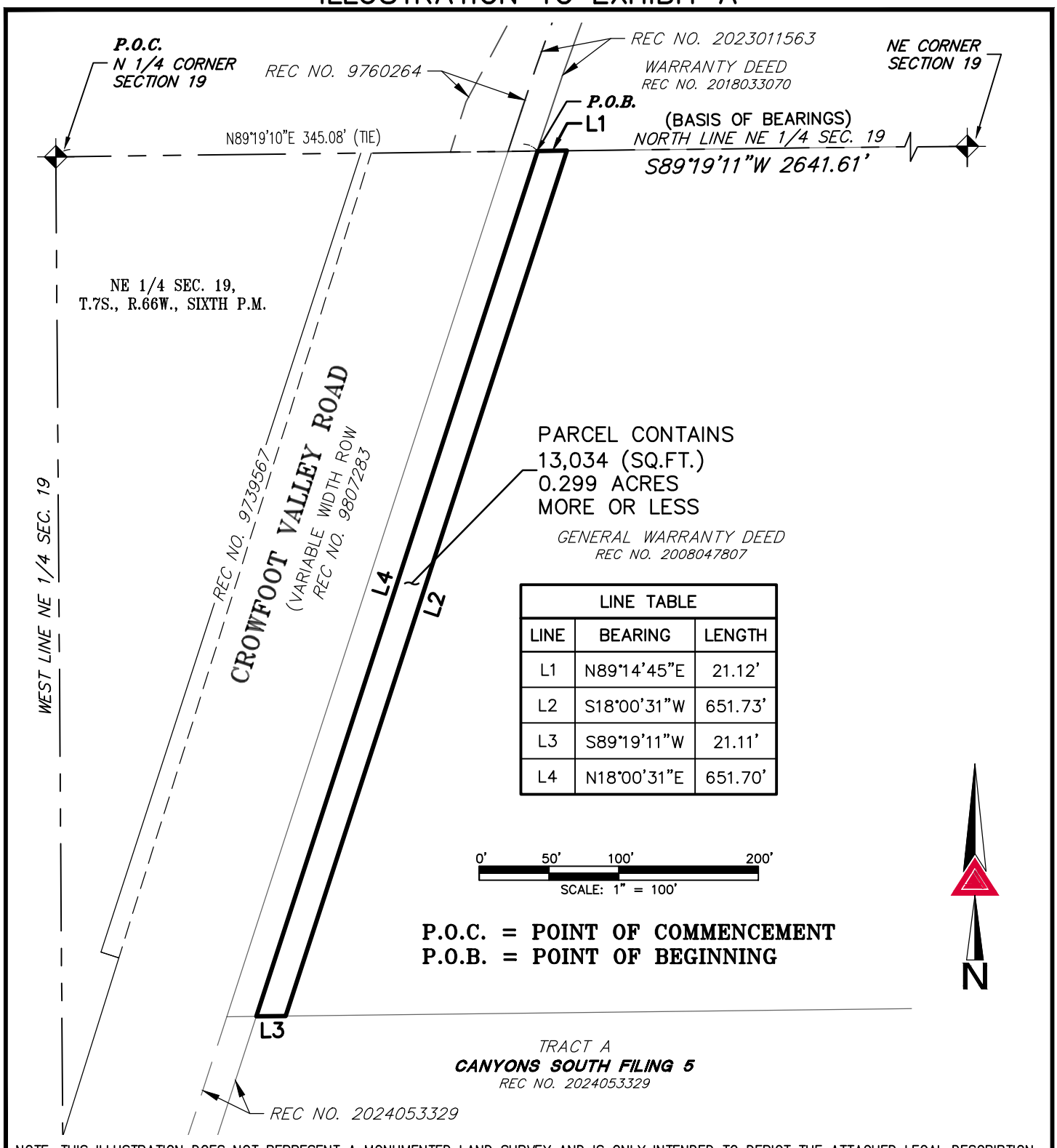
CONTAINING AN AREA OF 0.299 ACRES, (13,034 SQUARE FEET), MORE OR LESS.

ILLUSTRATION ATTACHED AND MADE A PART HEREOF.



DANIEL E. DAVIS, PLS 38256
COLORADO LICENSED PROFESSIONAL LAND SURVEYOR
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1
LITTLETON, CO 80122
JOB NO. 133125-08

ILLUSTRATION TO EXHIBIT A



LINE TABLE		
LINE	BEARING	LENGTH
L1	N89°14'45"E	21.12'
L2	S18°00'31"W	651.73'
L3	S89°19'11"W	21.11'
L4	N18°00'31"E	651.70'

NOTE: THIS ILLUSTRATION DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

AZTEC CONSULTANTS, INC.
300 East Mineral Ave.Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

SANITARY SEWER EASEMENT
NE 1/4 SEC. 19, T.7S. R.66W., SIXTH P.M.
DOUGLAS COUNTY, COLORADO

PATH: Q:\133125-08 – CANYONS SOUTH OFFSITE SEWER ESMT\DWG\EXHIBITS\DOUGCO SAN ESMT.DWG
JOB NUMBER: 133125-08 DATE: 12/30/2025 DWG: DED CHK: RDS 2 OF 2 SHEETS

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Dan Avery, Deputy County Manager

DESCRIPTION: Resolution Making Certain Appointments as Provided by State Statutes or Board Policy.

SUMMARY: The Board of County Commissioners meets as necessary to make certain appointments and reappointments to various statutory boards and commissions.

RECOMMENDED ACTION: Approve Resolution.

REVIEW:

Doug DeBord	Approve	1/22/2026
Jeff Garcia	Approve	1/23/2026

ATTACHMENTS:

Cover Page
Resolution Making Certain Appintments as Provided by State Statutes or Board Policy 2026

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Dan Avery, Deputy County Manager

DESCRIPTION: Resolution Making Certain Appointments as Provided by State Statutes or Board Policy.

SUMMARY: The Board of County Commissioners meets as necessary to make certain appointments and reappointments to various statutory boards and commissions.

RECOMMENDED ACTION: Approve Resolution.

REVIEW:

Doug DeBord	Approve	1/22/2026
Jeff Garcia	Approve	1/23/2026

ATTACHMENTS:

Resolution Making Certain Appintments as Provided by State Statutes or Board Policy 2026

RESOLUTION NO. R-025-

THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS

A RESOLUTION MAKING CERTAIN APPOINTMENTS AS PROVIDED BY STATE STATUTES OR BOARD POLICY

WHEREAS, the Board also desires to make certain appointments; now, therefore,

BE IT RESOLVED, by the Board County Commissioners of the County of Douglas that the following individuals shall be appointed as listed herein:

Board of County Commissioners
George Teal, Chair Kevin Van Winkle, Vice-Chair Abe Laydon, Chair Emeritus

Aging Resources of Douglas County Board
George Teal

Arapahoe County Public Airport Authority, Executive Committee
Abe Laydon John Sieber James Huffman

Arapahoe/Douglas Workforce Development Board
Abe Laydon

Castle Rock AdventHealth Foundation Board
George Teal

Castle Rock Economic Development Council
George Teal

Centennial Airport Community Noise Roundtable
Abel Laydon DJ Beckwith, Alternate
Alison Biggs Mark Adams, Alternate

Chatfield Watershed Authority
Kevin Van Winkle George Teal, Alternate

Cherry Creek Basin Water Quality Control Authority
George Teal

Colorado Counties, Inc. – Steering Committees:
Agriculture, Wildlife & Rural Affairs – George Teal
General Government – Abe Laydon Health &
Human Services - Abe Laydon Justice and
Public Safety – Abe Laydon
Land Use & Natural Resources – George Teal Public
Lands – George Teal
Taxation and Finance – Kevin Van Winkle
Tourism and Economic Development – Kevin Van Winkle
Transportation & Telecommunications – Kevin Van Winkle

Colorado Forest Health Council
Abe Laydon

Community Services Block Grant Tripartite Board
Kevin Van Winkle

Denver Regional Council of Governments Board (DRCOG)
Kevin Van Winkle, Board of Directors
Able Laydon, Alternate

Denver Regional Council of Governments – Subregional Transportation Committee
Abel Laydon, George Teal, Kevin Van Winkle, Members

Denver South Economic Development Partnership Board of Directors
Kevin Van Winkle Abe Laydon, Alternate

Denver South Economic Development Partnership
Abe Laydon, George Teal, Kevin Van Winkle, Members

Denver South I-25 Urban Corridor Transportation Management Authority
Kevin Van Winkle George Teal, Alternate

Developmental Pathways Board of Directors
Kevin Van Winkle

Douglas County Board of Health
George Teal and Kevin Van Winkle, Commissioner Members

Douglas County Community Foundation
Abe Laydon

Douglas County Economic Development Corporation
George Teal Abe Laydon Kevin Van Winkle

Douglas County Emergency Telephone Service (911) Authority
George Teal

Douglas County Homeless Initiative
Abe Laydon

Douglas County Housing Partnership
Kevin Van Winkle Anya Eagan

Douglas County Older Adult Initiative Executive Committee
George Teal

Douglas County Sheriff's Office Forfeiture Board
Kevin Van Winkle

Douglas County Wildfire Action Collaborative
Abe Laydon

Douglas County Youth Initiative Advisory Committee
Abe Laydon

E-470 Public Highway Authority Board
George Teal Kevin Van Winkle, Alternate

Highline Canal Conservancy
Kevin Van Winkle

Metro Area County Commissioners
Abe Laydon George Teal Kevin Van Winkle

Metro Denver Economic Development Corporation
Abe Laydon

Mile High Flood District
George Teal Kevin Van Winkle, Alternate

National Association of Counties (NACo)
Abe Laydon - Justice and Public Safety Policy Steering Committee
Kevin Van Winkle - Transportation Policy Steering Committee

Partnership of Douglas County Governments
Abe Laydon George Teal Kevin Van Winkle

Southern Shooting Partnership
George Teal

Unified Forensic Crime Lab
Kevin Van Winkle

County Leadership and Departments
County Manager, Doug DeBord
County Attorney, Jeff Garcia
Deputy County Manager, Dan Avery
Budget, Martha Marshall
Communications and Public Affairs, Caroline Frizell
Community Development, Kati Carter
Community Services, Jennifer Eby
Community Justice Services, Scott Matson
Finance, Christie Guthrie
Facilities, Fleet, and Emergency Support Services, Tim Hallmark
Information Technology, John Huber
Human Resources, Laura Leary
Human Services, Ruby Richards
Open Space and Natural Resources, Dan Dertz
Parks and Recreation, Steve Schoultz
Public Health, Michael Hill
Public Works, Janet Herman
Strategic Solutions, Holly Carrell

The Vice Chair shall have the authority and duties provided for the Temporary Chairman in Section 30-10-307, C.R.S.

PASSED AND ADOPTED this 27th day of January, 2025, in Castle Rock, Douglas County, Colorado.

THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS

BY: _____
GEORGE TEAL, Chair

ATTEST: _____
Hayley Hall, Clerk to the Board

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Janet Peterson, Engineering Agreements Technician

DESCRIPTION: Resolution Approving the Draw in the Amount of $70,141.95 on Irrevocable Letter of Credit No. 69622454, issued by Simmons Bank, In Connection with Canyons South Filing 2, Phase 1 Pond (DV2021-313) Warranty Performance Security.

SUMMARY: In accordance with the Subdivision Improvements Agreement (SIA) dated February 9, 2022, for Canyons South Filing 2, the owner, HT Canyons South Development, L.P. are responsible for posting and maintaining security for the warranty performance improvements for this project; therefore, security must remain valid until the Engineering Division has inspected and granted Full Term Maintenance of all public improvements of the project.

The Letter of Credit (No. 69622454 - $70,141.95 - Simmons Bank) has an expiration date of February 5, 2026. The developer has been notified (by FedEx 12/22/2025) to extend the Letter of Credit. To date, Engineering has not received the amendment to the Letter of Credit. The County will not draw upon this Letter of Credit if the amendment is received prior to the expiration date of February 5, 2026.

RECOMMENDED ACTION: Approval of a resolution to draw upon Irrevocable Letter of Credit No. 69622454, in the amount of $70,141.95, no later than February 5, 2026. The County shall hold the funds until full-term maintenance has been granted in accordance with the SIA.

REVIEW:

Kristina Mann	Approve	1/15/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Cover Page
Resolution - LOC Simmons Bank - Canyons So

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Janet Peterson, Engineering Agreements Technician

DESCRIPTION: Resolution Approving the Draw in the Amount of $70,141.95 on Irrevocable Letter of Credit No. 69622454, issued by Simmons Bank, In Connection with Canyons South Filing 2, Phase 1 Pond (DV2021-313) Warranty Performance Security.

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The Letter of Credit (No. 69622454 - $70,141.95 - Simmons Bank) has an expiration date of February 5, 2026. The developer has been notified (by FedEx 12/22/2025) to extend the Letter of Credit. To date, Engineering has not received the amendment to the Letter of Credit. The County will not draw upon this Letter of Credit if the amendment is received prior to the expiration date of February 5, 2026.

RECOMMENDED ACTION: Approval of a resolution to draw upon Irrevocable Letter of Credit No. 69622454, in the amount of $70,141.95, no later than February 5, 2026. The County shall hold the funds until full-term maintenance has been granted in accordance with the SIA.

REVIEW:

Kristina Mann	Approve	1/15/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Resolution - LOC Simmons Bank - Canyons So

RESOLUTION NO. R-026-

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

A RESOLUTION APPROVING THE DRAW IN THE AMOUNT OF $70,141.95 ON IRREVOCABLE LETTER OF CREDIT NO. 69622454 ISSUED BY SIMMONS BANK IN CONNECTION WITH THE WARRANTY IMPROVEMENTS FOR PHASE 1 FOR CANYONS SOUTH FILING 2, EXECUTED BY HT CANYONS SOUTH DEVELOPMENT, L.P.,

WHEREAS, on February 5, 2024, Simmons Bank issued its Irrevocable Letter of Credit No. 69622454 ("LOC"), and subsequent amendment, in the amount of $70,141.95; and

WHEREAS, said Letter of Credit was issued on the request of HT Canyons South Development, L.P. ("Developer"), as Phase 1 Warranty Performance Improvements security, of its obligations under the Subdivision Improvements Agreement ("SIA"), for Project No. DV2021-313; and

WHEREAS, said Letter of Credit will expire on February 5, 2026, and, under the terms and conditions of the Subdivision Improvements Agreement ("SIA"), security must remain valid and in full force and effect until all public improvements have been accepted and approved for final acceptance by Douglas County; and

WHEREAS, Douglas County's Engineering Division has determined that those obligations of HT Canyons South Development, L.P. have not been fulfilled; and

WHEREAS, HT Canyons South Development, L.P. is in default in the performance of its obligations under the SIA; and

WHEREAS, HT Canyons South Development, L.P. was provided with a minimum of fourteen days' written notice of Douglas County's intention to draw on said Letter of Credit; and

WHEREAS, HT Canyons South Development, L.P. was provided timely notice of the hearing on this matter; and

WHEREAS, the Board of County Commissioners has concluded that in order to maintain its security for the performance of the obligations of HT Canyons South Development, L.P., under the terms of the SIA, it must draw on said Irrevocable Letter of Credit No. 69622454, in the amount of $70,141.95 now, therefore,

BE IT RESOLVED by the Board of County Commissioners of the County of Douglas, State of Colorado, that the Chair or Vice Chair of the Board of County Commissioners is authorized and directed to draw on said Irrevocable Letter of Credit No. 69622454, issued by Simmons Bank, the amount of $70,141.95, and to execute any statement, draft, or other documents necessary to accomplish said draw on or before February 5, 2026; now, therefore,

BE IT FURTHER RESOLVED, in the event that HT Canyons South Development, L.P. extends said Irrevocable Letter of Credit to February 5, 2027, before such draw is made, this resolution shall have no further effect and such draw on said Irrevocable Letter of Credit shall not be made.

PASSED AND ADOPTED this _____ day of January 2026, in Castle Rock, Douglas County, Colorado.

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

BY:_____
Chair

ATTEST:

_____
Hayley Hall, Clerk to the Board

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Janet Peterson, Engineering Agreements Technician

DESCRIPTION: Resolution Approving the Draw in the Amount of $256,751.00 on Irrevocable Letter of Credit No. 69622454, issued by Simmons Bank, In Connection with Canyons South Filing 3, All Phases Warranty Performance Security, DV 2022-097.

SUMMARY: In accordance with the Subdivision Improvements Agreement (SIA) dated August 16, 2022, for Canyons South Filing 3, the owner, HT Canyons South Development, L.P. are responsible for posting and maintaining security for the warranty performance improvements for this project; therefore, security must remain valid until the Engineering Division has inspected and granted Full Term Maintenance of all public improvements of the project.

The Letter of Credit (No. 69622454 - $256,751.00 - Simmons Bank) has an expiration date of February 5, 2026. The developer has been notified (by FedEx 12/22/2025) to extend the Letter of Credit. To date, Engineering has not received the amendment to the Letter of Credit. The County will not draw upon this Letter of Credit if the amendment is received prior to the expiration date of February 5, 2026.

RECOMMENDED ACTION: Approval of a resolution to draw upon Irrevocable Letter of Credit No. 69622454, in the amount of $256,751.00, no later than February 5, 2026. The County shall hold the funds until full-term maintenance has been granted in accordance with the SIA.

REVIEW:

Kristina Mann	Approve	1/20/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Cover Page
Correspondence - Canyons South Filing 3
Warranty
Resolutiuon - LOC Simmons Bank - Canyons So DV2022-097

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Janet Peterson, Engineering Agreements Technician

DESCRIPTION: Resolution Approving the Draw in the Amount of $256,751.00 on Irrevocable Letter of Credit No. 69622454, issued by Simmons Bank, In Connection with Canyons South Filing 3, All Phases Warranty Performance Security, DV 2022-097.

SUMMARY: In accordance with the Subdivision Improvements Agreement (SIA) dated August 16, 2022, for Canyons South Filing 3, the owner, HT Canyons South Development, L.P. are responsible for posting and maintaining security for the warranty performance improvements for this project; therefore, security must remain valid until the Engineering Division has inspected and granted Full Term Maintenance of all public improvements of the project.

The Letter of Credit (No. 69622454 - $256,751.00 - Simmons Bank) has an expiration date of February 5, 2026. The developer has been notified (by FedEx 12/22/2025) to extend the Letter of Credit. To date, Engineering has not received the amendment to the Letter of Credit. The County will not draw upon this Letter of Credit if the amendment is received prior to the expiration date of February 5, 2026.

RECOMMENDED ACTION: Approval of a resolution to draw upon Irrevocable Letter of Credit No. 69622454, in the amount of $256,751.00, no later than February 5, 2026. The County shall hold the funds until full-term maintenance has been granted in accordance with the SIA.

REVIEW:

Kristina Mann	Approve	1/20/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Correspondence - Canyons South Filing 3
Warranty
Resolutiuon - LOC Simmons Bank - Canyons So DV2022-097

December 22, 2025

HT Canyons South Development, L.P.
Richard Cross
1144 15th Street, Suite 2600
Denver, CO 80202

File No.: DV2022-097

RE: Expiration of Letter of Credit No. 69622454 – Canyons South Filing 3 – All Phases Warranty Performance Security.

Dear Mr. Cross,

Please be advised that the letter of credit in the amount of $256,751.00 held as Warranty Performance security for all phases of the above referenced project expires on **February 5, 2026.** This letter of credit should be amended to extend the expiration date for at least a **one-year period** and submitted to this office no later than *January 26, 2026.* It is the policy of Douglas County to maintain current security for all projects *until the improvements have been inspected and approved for final release* by the Engineering Inspections Division.

We must hear from you by January 26, 2026, or the matter will be heard before the Board of County Commissioners at the regular business meeting on January 27, 2026, for board resolution to approve the process to draw upon the letter of credit and hold the funds until completion of the project.

Per the terms and conditions of the Subdivision Improvements Agreement, dated August 16, 2022, security must remain in full force and effect until such time as the improvements have been inspected and approved for final release by Douglas County Engineering.

Please forward all correspondence concerning the letter of credit to my attention.

Sincerely,

Janet Peterson
Engineering Agreements Technician

Attachments

C: Janet Herman, P.E., Public Works Director
Zeke Lynch, P.E., Assistant Director Public Works Engineering
HT Canyons South Development, L.P., 845 Texas Ave., Stuie 2300, Houston, TX 77002
Simmons Bank, P.O. 7009, Pine Bluff, Arkansas 71611
File

DOUGLAS COUNTY
COLORADO

DOUGLAS COUNTY
FEB 05 2025
ENGINEERING
SERVICES

SUBDIVISION IMPROVEMENT AGREEMENT
(Subdivision Improvement Plan Name and Number)
IRREVOCABLE LETTER OF CREDIT

To: The Board of County Commissioners
of the County of Douglas
100 Third Street
Castle Rock, Colorado 80104

No: 69622454
Date: 02/05/2025

Gentlemen:

We hereby authorize you to draw on Simmons Bank (*Name of Bank*)
P.O. Box 7009 (*Street*), Pine Bluff (*City*), Arkansas (*State*),
71611 (*Zip*), for the account of HT Canyons South Development LP (*Name of Customer*)
2800 Post Oak Boulevard, Suite 400 (*Street*), Houston (*City*), Texas (*State*),
77056 (*Zip*), up to an aggregate amount of Two Hundred Fifty Six Thousand Seven Hundred Fifty One dollars (*Dollars*)
($256,751.00) available by your drafts at sight accompanied by a certificate purportedly signed by the Chairman or the Acting Chairman of the Board of County Commissioners of Douglas County stating:

(1) that Douglas County is entitled to draw under this Letter of Credit pursuant to that certain Agreement dated August 10, 2022 between the Board of County Commissioners of the County of Douglas and ; and HT Canyons South Development LP (*Name of Customer*)

(2) the amount of money to be drawn on this Letter of Credit.

This Letter of Credit shall expire on February 05, 2026. This Letter shall expire prior to said date if Simmons Bank (*Name of Bank*) received a release purportedly signed by the Chairman or the Acting Chairman of the Board of County Commissioners stating that all or a portion of this Letter of Credit is to be released.

COPY

All drafts drawn under this Letter of Credit are to be endorsed hereon and shall bear the clause DRAWN UNDER. Simmons Bank (*Name of Bank - must be drawable within Denver Metro area*).

LETTER OF CREDIT NO. 69622454, DATED February 05, 2025.

We hereby agree with the drawers, endorsers, and bona fide holders of drafts drawn under and in accordance with the terms of this Letter of Credit that said drafts shall be duly honored on presentation to us at our office specified above on or before the expiration date. Further, we agree that all fees associated with this letter of credit shall not be the responsibility of Douglas County.

Subdivision Improvement Plan for Public Development

Simmons Bank
(*Name of Bank*)

By: _____
(*Authorized Signature*)

O:\PW\ENG\FORMS\Agreements\Revised SIA Letter of Credit.doc

Transaction Record

FedEx

TRACKING NO.:	SHIP DATE:	ESTIMATED SHIPPING CHARGES:
887339969786	Dec 22, 2025	8.85 USD

From address

Douglas County
Janet Peterson
100 Third Street
80104 CO Castle Rock
US
Phone: 3036636240
jlpeterson@douglas.co.us

To address

HT Canyons South Development, L.P.
Richard Cross
1144 15th Street, Suite 2600
80202 CO DENVER
US
Phone: 3036636240

Package information

Pieces	Weight	Dimensions (LxWxH)	Carriage value	Package options
1 x	1.00 lb			n/a

Packaging type:
Your Packaging

Service:
FedEx Standard Overnight

Pickup / drop-off type:
I'll drop off my shipment at a FedEx location

Billing information

Bill transportation cost to: ******155
Bill duties, taxes and fees to:
Your reference: DV 22 097
DV 21313

P.O. No.:
Invoice No.:
Department No.:

Please note: This transaction record is neither a statement nor an invoice, and does not confirm shipment tendered to FedEx or payment. FedEx will not be responsible for any claim in excess of $100 per package, whether the result of loss, damage, delay, non-delivery, misdelivery, or misinformation, unless you declare a higher value, pay an additional charge, document your actual loss and file a timely claim. Limitations found in the current FedEx Service Guide apply. Your right to recover from FedEx for any loss, including intrinsic value of the package, loss of sales, income interest, profit, attorney's fees, costs, and other forms of damage whether direct, incidental, consequential, or special is limited to the greater of $100 or the authorized declared value. Recovery cannot exceed actual documented loss. Maximum for items of extraordinary value is $1000, e.g., jewelry, precious metals, negotiable instruments and other items listed in our Service Guide. Written claims must be filed within strict time limits; Consult the applicable FedEx Service Guide for details. The estimated shipping charge may be different than the actual charges for your shipment. Differences may occur based on actual weight, dimensions, and other factors. Consult the applicable FedEx Service Guide or the FedEx Rate Sheets for details on how shipping charges are calculated.

FedEx

Tracking ID: 887339969786

Delivered
Tuesday, 12/23/25 at 11:05 AM

Signed for by: Signature not required

How was your delivery?

GPS delivery location

View more details

Obtain proof of delivery

Report missing package

From
Douglas County
100 Third Street
Castle Rock,CO US 80104

To
HT Canyons South Development, L.P.
1144 15th Street, Suite 2600
DENVER, CO US

OUR COMPANY
About FedEx
Our Portfolio
Investor Relations
Careers
FedEx Blog
Corporate Responsibility
Newsroom
Contact Us

MORE FROM FEDEX
FedEx Compatible
FedEx Developer Portal
FedEx Logistics

LANGUAGE
United States

Transaction Record

FedEx

TRACKING NO.:	SHIP DATE:	ESTIMATED SHIPPING CHARGES:
887340118342	Dec 22, 2025	5.56 USD

From address

Douglas County
Janet Peterson
100 Third Street
80104 CO Castle Rock
US
Phone: 3036636240
jlpeterson@douglas.co.us

To address

HT Canyons South Development, LP
845 Texas Ave., Suite 2300
77002 TX HOUSTON
US
Phone: 3036636240

Package information

Pieces	Weight	Dimensions (LxWxH)	Carriage value	Package options
1 x	1.00 lb			n/a

Packaging type:
Your Packaging

Service:
FedEx Ground

Pickup / drop-off type:
I'll drop off my shipment at a FedEx location

Billing information

Bill transportation cost to: ******155
Bill duties, taxes and fees to:
Your reference: DV 22 097 - TX

P.O. No.:
Invoice No.:
Department No.:

Please note: This transaction record is neither a statement nor an invoice, and does not confirm shipment tendered to FedEx or payment. FedEx will not be responsible for any claim in excess of $100 per package, whether the result of loss, damage, delay, non-delivery, misdelivery, or misinformation, unless you declare a higher value, pay an additional charge, document your actual loss and file a timely claim. Limitations found in the current FedEx Service Guide apply. Your right to recover from FedEx for any loss, including intrinsic value of the package, loss of sales, income interest, profit, attorney's fees, costs, and other forms of damage whether direct, incidental, consequential, or special is limited to the greater of $100 or the authorized declared value. Recovery cannot exceed actual documented loss. Maximum for items of extraordinary value is $1000, e.g., jewelry, precious metals, negotiable instruments and other items listed in our Service Guide. Written claims must be filed within strict time limits; Consult the applicable FedEx Service Guide for details. The estimated shipping charge may be different than the actual charges for your shipment. Differences may occur based on actual weight, dimensions, and other factors. Consult the applicable FedEx Service Guide or the FedEx Rate Sheets for details on how shipping charges are calculated.

FedEx

Tracking ID: 887340118342

Delivered
Wednesday, 12/24/25 at 11:58 AM

Left at office/leasing
Signed for by: Signature not required

GPS delivery location

→ View more details

Obtain proof of delivery

From
Douglas County
100 Third Street
Castle Rock,CO US 80104

To
HT Canyons South Development, LP
845 Texas Ave., Suite 2300
HOUSTON, TX US

OUR COMPANY
About FedEx
Our Portfolio
Investor Relations
Careers
FedEx Blog
Corporate Responsibility
Newsroom
Contact Us

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FedEx Logistics

LANGUAGE
United States

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RESOLUTION NO. R-026-

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

A RESOLUTION APPROVING THE DRAW IN THE AMOUNT OF $256,751.00 ON IRREVOCABLE LETTER OF CREDIT NO. 69622454 ISSUED BY SIMMONS BANK IN CONNECTION WITH THE WARRANTY IMPROVEMENTS FOR ALL PHASES FOR CANYONS SOUTH FILING 3, EXECUTED BY HT CANYONS SOUTH DEVELOPMENT, L.P.,

WHEREAS, on February 5, 2024, Simmons Bank issued its Irrevocable Letter of Credit No. 69622454 ("LOC"), and subsequent amendment, in the amount of $256,751.00; and

WHEREAS, said Letter of Credit was issued on the request of HT Canyons South Development, L.P. ("Developer"), as Warranty Performance Improvements FOR ALL PHASES, of its obligations under the Subdivision Improvements Agreement ("SIA"), for Project No. DV2022-097; and

WHEREAS, said Letter of Credit will expire on February 5, 2026, and, under the terms and conditions of the Subdivision Improvements Agreement ("SIA"), security must remain valid and in full force and effect until all public improvements have been accepted and approved for final acceptance by Douglas County; and

WHEREAS, Douglas County's Engineering Division has determined that those obligations of HT Canyons South Development, L.P. have not been fulfilled; and

WHEREAS, HT Canyons South Development, L.P. is in default in the performance of its obligations under the SIA; and

WHEREAS, HT Canyons South Development, L.P. was provided with a minimum of fourteen days' written notice of Douglas County's intention to draw on said Letter of Credit; and

WHEREAS, HT Canyons South Development, L.P. was provided timely notice of the hearing on this matter; and

WHEREAS, the Board of County Commissioners has concluded that in order to maintain its security for the performance of the obligations of HT Canyons South Development, L.P., under the terms of the SIA, it must draw on said Irrevocable Letter of Credit No. 69622454, in the amount of $256,751.00 now, therefore,

BE IT RESOLVED by the Board of County Commissioners of the County of Douglas, State of Colorado, that the Chair or Vice Chair of the Board of County Commissioners is authorized and directed to draw on said Irrevocable Letter of Credit No. 69622454, issued by Simmons Bank, the amount of $256,751.00, and to execute any statement, draft, or other documents necessary to accomplish said draw on or before February 5, 2026; now, therefore,

BE IT FURTHER RESOLVED, in the event that HT Canyons South Development, L.P. extends said Irrevocable Letter of Credit to February 5, 2027, before such draw is made, this resolution shall have no further effect and such draw on said Irrevocable Letter of Credit shall not be made.

PASSED AND ADOPTED this _____ day of January 2026, in Castle Rock, Douglas County, Colorado.

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

BY:_____
Chair

ATTEST:

_____
Hayley Hall, Clerk to the Board

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Janet Peterson, Engineering Agreements Technician

DESCRIPTION: Resolution Approving the Draw in the Amount of $10,483.55 on Irrevocable Letter of Credit No. 2023-107, issued by Redstone Bank, In Connection with Metzler Castlewood (DV2018-088) Warranty and GESC Permit Performance Security.

SUMMARY: In accordance with the Public Improvements Agreement (PIA) dated August 31, 2023, for Metzler Castlewood, the owner, Gambel Hills, LLC, are responsible for posting and maintaining security for the warranty performance improvements for this project; therefore, security must remain valid until the Engineering Division has inspected and granted Full Term Maintenance of all public improvements of the project.

The Letter of Credit (No. 2023-107 - $10,483.55 - Redstone Bank) has an expiration date of January 30, 2026. The developer has been notified (by certified mail) to extend the Letter of Credit. To date, Engineering has not received the amendment to the Letter of Credit. The County will not draw upon this Letter of Credit if the amendment is received prior to the expiration date of January 30, 2026.

RECOMMENDED ACTION: Approval of a resolution to draw upon Irrevocable Letter of Credit No. 2023-107, in the amount of $10,483.55, no later than January 30, 2026. The County shall hold the funds until full-term maintenance has been granted in accordance with the SIA.

REVIEW:

Kristina Mann	Approve	1/15/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Cover Page
Metzler Castleood Correspondence
Resolutiuon - LOC Redstone Bank - Metzler DV2018-088

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Janet Peterson, Engineering Agreements Technician

DESCRIPTION: Resolution Approving the Draw in the Amount of $10,483.55 on Irrevocable Letter of Credit No. 2023-107, issued by Redstone Bank, In Connection with Metzler Castlewood (DV2018-088) Warranty and GESC Permit Performance Security.

SUMMARY: In accordance with the Public Improvements Agreement (PIA) dated August 31, 2023, for Metzler Castlewood, the owner, Gambel Hills, LLC, are responsible for posting and maintaining security for the warranty performance improvements for this project; therefore, security must remain valid until the Engineering Division has inspected and granted Full Term Maintenance of all public improvements of the project.

The Letter of Credit (No. 2023-107 - $10,483.55 - Redstone Bank) has an expiration date of January 30, 2026. The developer has been notified (by certified mail) to extend the Letter of Credit. To date, Engineering has not received the amendment to the Letter of Credit. The County will not draw upon this Letter of Credit if the amendment is received prior to the expiration date of January 30, 2026.

RECOMMENDED ACTION: Approval of a resolution to draw upon Irrevocable Letter of Credit No. 2023-107, in the amount of $10,483.55, no later than January 30, 2026. The County shall hold the funds until full-term maintenance has been granted in accordance with the SIA.

REVIEW:

Kristina Mann	Approve	1/15/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Metzler Castleood Correspondence
Resolutiuon - LOC Redstone Bank - Metzler DV2018-088

DOUGLAS COUNTY
COLORADO

Department of Public Works
Engineering Services

www.douglas.co.us

December 4, 2025

Gambel Hills, LLC
Matt Bell
P.O. Box 1019
Kiowa, CO 80117

File No.: DV2018-088

RE: Expiration of Letter of Credit No. 2023-107 – Metzler Castlewood - Warranty and GESC Permit Performance.

Dear Mr. Bell,

Please be advised that the letter of credit in the amount of $10,483.55 held as Warranty and GESC Permit Performance security for the above referenced project expires on **January 30, 2026.** This letter of credit should be amended to extend the expiration date for at least a **one-year period** and submitted to this office no later than *January 26, 2026.* It is the policy of Douglas County to maintain current security for all projects *until the improvements have been inspected and approved for final release* by the Engineering Inspections Division.

We must hear from you by January 26, 2026, or the matter will be heard before the Board of County Commissioners at the regular business meeting on January 27, 2026, for board resolution to approve the process to draw upon the letter of credit and hold the funds until completion of the project.

Per the terms and conditions of the Public Improvements Agreement, dated August 31, 2023, security must remain in full force and effect until such time as the improvements have been inspected and approved for final release by Douglas County Engineering.

Please forward all correspondence concerning the letter of credit to my attention.

Sincerely,

Janet Peterson

Janet Peterson
Engineering Agreements Technician

Attachments

C: Janet Herman, P.E., Public Works Director
Zeke Lynch, P.E., Assistant Director Public Works Engineering
Redstone Bank, 15765 E. Arapahoe Rd., Centennial, CO 80111
File

REDSTONE BANK

SUBDIVISION IMPROVEMENT AGREEMENT
(Subdivision Improvement Plan Name and Number)

DOUGLAS COUNTY
FEB 09 2024
ENGINEERING SERVICES

REVISED IRREVOCABLE LETTER OF CREDIT

To: The Board of County Commissioners
of the County of Douglas
100 Third Street
Castle Rock, Colorado 80104

No: 2023-107
Date: 1-30-2024

Gentlemen:

We hereby authorize you to draw on REDSTONE BANK (Name of Bank)
15765 E ARAPAHOE RD (Street), CENTENNIAL (City), CO (State), 80111 (Zip),
for the account of GAMBEL HILLS LLC (Name of customer)
PO BOX 1019 (Street), KIOWA (City), CO (State), 80117 (Zip),
up to an aggregate amount of TEN THOUSAND FOUR HUNDRED EIGHTY THREE DOLLARS AND 55/100 (Dollars)
($10,483.55) available by your drafts at sight accompanied by a certificate purportedly signed by the Chairman or the Acting Chairman of the Board of County Commissioners of Douglas County stating:

(1) that Douglas County is entitled to draw under this Letter of Credit pursuant to that certain Agreement dated JAN 17, 20 24, between the Board of County Commissioners of the County of Douglas and _____ (Name of customer) and ;

(2) the amount of money to be drawn on this Letter of Credit.

This Letter of Credit shall expire on JAN 30, 20 26. This Letter shall expire prior to said date if REDSTONE BANK (Name of bank) received a release purportedly signed by the Chairman or the Acting Chairman of the Board of County Commissioners stating that all or a portion of this Letter of Credit is to be released.

All drafts drawn under this Letter of Credit are to be endorsed hereon and shall bear the clause DRAWN UNDER REDSTONE BANK (Name of bank - must be drawable within Denver Metro area)

LETTER OF CREDIT NO. 2023-107, DATED 1-31-2024.

We hereby agree with the drawers, endorsers, and bona fide holders of drafts drawn under and in accordance with the terms of this Letter of Credit that said drafts shall be duly honored on presentation to us at our office specified above on or before the expiration date. Further, we agree that all fees associated with this letter of credit shall not be the responsibility of Douglas County.

Subdivision Improvement Plan for Public Development

REDSTONE BANK
(Name of bank)

By: Kelly Zamecki
(Authorized signature)

P:\USERS\ENG\Agreements\Forms\LOC for SIA format.doc
Revised January 2000

RESOLUTION NO. R-026-

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

A RESOLUTION APPROVING THE DRAW IN THE AMOUNT OF $10,483.55 ON IRREVOCABLE LETTER OF CREDIT NO. 2023-107 ISSUED BY REDSTONE BANK IN CONNECTION WITH THE WARRANTY AND GESC PERMIT IMPROVEMENTS FOR METZLER CASTLEWOOD, EXECUTED BY GAMBEL HILLS, LLC,

WHEREAS, on August 11, 2023, Redstone Bank issued its Irrevocable Letter of Credit No. 2023-107 ("LOC"), and subsequent amendments, in the amount of $10,483.55; and

WHEREAS, said Letter of Credit was issued on the request of Gambel Hills, LLC ("Developer"), as Warranty Performance Improvements security, of its obligations under the Public Subdivision Improvements Agreement ("PIA"), for Project No. DV2018-088; and

WHEREAS, said Letter of Credit will expire on January 30, 2026, and, under the terms and conditions of the Public Improvements Agreement ("PIA"), security must remain valid and in full force and effect until all public improvements have been accepted and approved for final acceptance by Douglas County; and

WHEREAS, Douglas County's Engineering Division has determined that those obligations of Gambel Hills, LLC have not been fulfilled; and

WHEREAS, Gambel Hills, LLC is in default in the performance of its obligations under the PIA; and

WHEREAS, Gambel Hills, LLC was provided with a minimum of fourteen days' written notice of Douglas County's intention to draw on said Letter of Credit; and

WHEREAS, Gambel Hills, LLC was provided timely notice of the hearing on this matter; and

WHEREAS, the Board of County Commissioners has concluded that in order to maintain its security for the performance of the obligations of Gambel Hills, LLC, under the terms of the PIA, it must draw on said Irrevocable Letter of Credit No. 2023-107, in the amount of $10,483.55 now, therefore,

BE IT RESOLVED by the Board of County Commissioners of the County of Douglas, State of Colorado, that the Chair or Vice Chair of the Board of County Commissioners is authorized and directed to draw on said Irrevocable Letter of Credit No. 203-107, issued by Redstone Bank, the amount of $10,483.55, and to execute any statement, draft, or other documents necessary to accomplish said draw on or before January 30, 2026; now, therefore,

BE IT FURTHER RESOLVED, in the event that Gambel Hills, LLC extends said Irrevocable Letter of Credit to January 30, 32027 before such draw is made, this resolution shall have no further effect and such draw on said Irrevocable Letter of Credit shall not be made.

PASSED AND ADOPTED this _____ day of January 2026, in Castle Rock, Douglas County, Colorado.

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

BY:_____
Chair

ATTEST:

_____
Hayley Hall, Clerk to the Board

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Thomas Kenney, Deputy Director, Emergency Management

DESCRIPTION: Payment in Lieu of Taxes (PILT) Federal Funding Provided to Fire Protection Districts Assisting in Coverage of the Pike National Forest Lands in Douglas County.

SUMMARY: Beginning in 2002 and every year thereafter, Douglas County has provided supplemental funding for fire districts that respond to incidents in the Pike National Forest area of Douglas County. These districts are the Jackson 105 Fire, Larkspur Fire, Mountain Communities Volunteer Fire, North Fork Fire, West Douglas Fire, and West Metro Fire.

For 2026, the County approved $100,000 to be distributed amongst the six (6) districts. These districts responded 172 times to the Pike National Forest in 2025. The 2026 distribution is based on a cost per call set at $581.00. The final numbers were rounded to distribute as follows:

Jackson 105 Fire	34 calls	$19,765.33
Larkspur	11 calls	$ 6,402.33
Mountain Communities	51 calls	$ 29,642.33
North Fork Fire	36 calls	$ 20,927.33
West Douglas Fire	37 calls	$ 21,508.33
West Metro Fire	3Calls	$ 1,754.34
TOTAL		**$100,000.00**

RECOMMENDED ACTION: Approve, acknowledge, and distribute checks to the fire districts represented at the meeting.

REVIEW:

Tim Hallmark	Approve	1/13/2026
Jeff Garcia	Approve	1/16/2026
Christie Guthrie	Approve	1/20/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

Cover Page
2026 PILT Breakdown

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Thomas Kenney, Deputy Director, Emergency Management

DESCRIPTION: Payment in Lieu of Taxes (PILT) Federal Funding Provided to Fire Protection Districts Assisting in Coverage of the Pike National Forest Lands in Douglas County.

SUMMARY: Beginning in 2002 and every year thereafter, Douglas County has provided supplemental funding for fire districts that respond to incidents in the Pike National Forest area of Douglas County. These districts are the Jackson 105 Fire, Larkspur Fire, Mountain Communities Volunteer Fire, North Fork Fire, West Douglas Fire, and West Metro Fire.

For 2026, the County approved $100,000 to be distributed amongst the six (6) districts. These districts responded 172 times to the Pike National Forest in 2025. The 2026 distribution is based on a cost per call set at $581.00. The final numbers were rounded to distribute as follows:

Jackson 105 Fire	34 calls	$19,765.33
Larkspur	11 calls	$ 6,402.33
Mountain Communities	51 calls	$ 29,642.33
North Fork Fire	36 calls	$ 20,927.33
West Douglas Fire	37 calls	$ 21,508.33
West Metro Fire	3Calls	$ 1,754.34
TOTAL		**$100,000.00**

RECOMMENDED ACTION: Approve, acknowledge, and distribute checks to the fire districts represented at the meeting.

REVIEW:

Tim Hallmark	Approve	1/13/2026
Jeff Garcia	Approve	1/16/2026
Christie Guthrie	Approve	1/20/2026
Doug DeBord	Approve	1/21/2026

ATTACHMENTS:

2026 PILT Breakdown

PILT Award for 2026
1/12/2026

FPD	2025 # Calls into Pike	2025 % Calls into Pike	2026 Requests	Distribution Per Call $581.00
Jackson 105	34	20%	$23,000.00	$19,765.33
Larkspur	11	6%	$9,300.00	$6,402.34
Mountain Communities (Chief Brown)	51	30%	$32,500.00	$29,642.33
North Fork (Chief Rogers)	36	21%	$32,500.00	$20,927.33
West Douglas (Chief Oravez)	37	22%	$28,000.00	$21,508.33
West Metro Fire	3	2%	$3,296.73	$1,754.34
TOTAL	**172**		**$128,596.73**	**$100,000.00**

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Steve Shoultz, CPRE, Director of Parks and Recreation

DESCRIPTION: Public Contract for Services in the Amount of $215,150.00 Between Douglas County and Wheeler Lumber, LLC, for the Construction of a Bridge for the Happy Canyon Creek Trail Connection.

SUMMARY: The request is for approval of a Public Contract for Services between Douglas County and Wheeler Lumber LLC, in the amount of $215,150, for the construction of a bridge that will span Happy Canyon Creek and serve as a critical pedestrian connection to Happy Canyon Creek in Lone Tree.

STAFF ASSESSMENT: Staff recommends approval of the Public Contract for Services between Douglas County and Wheeler Lumber LLC in the amount of $215,150 for the construction of a 140-foot pedestrian bridge.

REVIEW:

Steve Shoultz	Approve	1/15/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026
Samantha Hutchison - FYI	Notified - FYI	1/21/2026

ATTACHMENTS:

Cover Page
Staff Report - Wheeler Lumber Contract

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ATTACHMENTS:

Staff Report - Wheeler Lumber Contract

DOUGLAS COUNTY
COLORADO

Public Contract for Services Staff Report

Date:	January 14, 2026
To:	Douglas County Board of County Commissioners
Through:	Dan Avery, Deputy County Manager
From:	Steve Shoultz, CPRE, Director of Parks and Recreation SS
CC:	Rand Clark, CCAP, NCRT, Assistant Director of Community Services
Subject:	**Public Contract for Services for $215,150 between Douglas County and Wheeler Lumber, LLC, for the construction of a bridge for the Happy Canyon Creek Trail Connection**

Board of County Commissioners Hearing: **January 27, 2026 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

Staff requests Board of County Commissioners approval of a Public Contract for Services (PCS) between Douglas County and Wheeler Lumber LLC, in the amount of $215,150, for the construction of a bridge that will span Happy Canyon Creek and serve as a critical pedestrian connection to the Happy Canyon Creek Trail in Lone Tree. The State's Strong Communities Grant will fund bridge construction.

II. PROJECT REQUEST

A. Background

The County partnered with Tall Tales Ranch to support residents with Intellectual and Developmental Disabilities (IDD) by developing 28 affordable rental housing units with on-site supportive services and employment opportunities. In August 2024, Douglas County was awarded a Strong Communities grant from the State to cover a portion of project costs. The total project funding available, including grant and authorized local match, is $1,306,000.

B. Project Description

The bridge is part of a larger trail project that extends from the S. Havana Street sidewalk, adjacent to the proposed Tall Tales Ranch project, to the proposed Happy Canyon Creek Regional Trail on the east side of Happy Canyon Creek. When complete, the trail connection will be approximately 800 feet long, 10 feet wide, 6 inches of concrete, and will include the bridge. The 140-foot pedestrian bridge is essential to span the Happy Canyon Creek floodplain. The pedestrian bridge will be a prefabricated Corten steel structure with a 12-foot-wide concrete deck.

South Suburban Parks and Recreation District (SSPRD) will maintain the bridge after the construction is completed in October 2026.

C. Location

This project is located south of Ridgegate Parkway on the east side of S. Havanna Street in Lone Tree. It is adjacent to the Ridgegate Parkway Light Rail Station and the future Tall Tales Ranch.

D. Process

This project was advertised on Rocky Mountain E-Purchasing with an Invitation for Bid in December 2025. Douglas County received three bids for evaluation. After evaluating the pre-qualification specifications, the project was awarded to Wheeler Lumber, LLC as the lowest qualified bidder.

III. STAFF RECOMMENDATION

Staff recommends approval of the PCS between Douglas County and Wheeler Lumber LLC in the amount of $215,150 for the construction of a 140-foot pedestrian bridge.

ATTACHMENTS **PAGE**

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Site Plan 22

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 **WHEELER LUMBER, LLC,** a corporation authorized to do business in Colorado (the "Contractor"). The County and the Contractor, hereinafter collectively referred to as the "Parties" and individually as a "Party."

RECITALS

WHEREAS, the County is undertaking certain activities related to engineering design, fabrication and delivery of one (1) steel pedestrian bridge; and

WHEREAS, the County desires to engage the Contractor to render certain professional services and assistance in connection with such undertakings of the County; and

WHEREAS, the Contractor 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:** Steve Shoultz, Assistant Director, Parks, Trails and Building Grounds (the "Authorized Representative"), is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Contractor under this Contract.

2. **SCOPE OF SERVICES:** All services described in Exhibit A, attached hereto and incorporated herein, shall be performed by Contractor.

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 Contractor's compensation, which are mutually agreed upon between the County and Contractor, shall be in writing and shall become part of this Contract upon execution.

The Contractor agrees to diligently and professionally perform all the services described herein in a manner satisfactory to the Authorized Representative. It is also understood and agreed that the Contractor shall not, in performing services hereunder, undertake any action or activity prohibited by the terms of any lease, permit, license or other agreement in effect during the term hereof between the Parties for the use and occupancy by the Contractor 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 Contractor, and the Contractor 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 **TWO HUNDRED FIFTEEN THOUSAND ONE HUNDRED FIFTY DOLLARS AND ZERO CENTS ($215,150.00)** for the Term of the Contract. 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 Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

5. **TERM:** It is mutually agreed by the Parties that the term of this Contract shall commence as of 12:01 a.m. on **JANUARY 10, 2026**, and terminate at 12:00 a.m. on **AUGUST 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.

6. **INVOICING PROCEDURES:** Payments shall be made to the Contractor based upon invoices submitted by the Contractor, provided such invoices have been approved by the Authorized Representative. Payments will be made to the Contractor within thirty (30) days or within a mutually agreed upon period after County has received complete invoices from the Contractor. The County reserves the right to require such additional documentation, including monthly activity reports detailing the Contractor's activities and services rendered, as the County deems appropriate to support the payments to the Contractor. The signature of an officer of the Contractor shall appear on all invoices certifying that the invoice has been examined and found to be correct.

7. **CONFLICT OF INTEREST:** The Contractor 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 Contractor 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 Contractor by placing the Contractor's own interests, or the interest of any party with whom the Contractor has a contractual arrangement, in conflict with those of County.

8. **INDEMNIFICATION:** The County cannot and by this Contract does not agree to indemnify, hold harmless, exonerate or assume the defense of the Contractor or any other person or entity whatsoever, for any purpose whatsoever. The 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 Contract; provided, however, that the 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.

9. **INDEPENDENT CONTRACTOR:** The Contractor is an independent contractor and is free to perform services for other clients. Notwithstanding any provision of this Contract, all personnel assigned by the Contractor to perform work under this Contract shall be and remain at all times, employees of the Contractor 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 Contractor 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 Contractor 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 Contractor hereunder.

12. **COUNTY REVIEW OF RECORDS:** The Contractor 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 Contractor 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 Contractor in connection with this Contract shall be the property of the County.

14. **ASSIGNMENT OF COPYRIGHTS:** The Contractor 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 Contractor 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 Contractor 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 Contractor pursuant to this Contract shall become the County's property. The

Contractor 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 Contractor 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 Contractor.

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 Contractor to:	Douglas County Parks, Trails, & Building Grounds Attn: Steve Shoultz, Assistant Director 9651 S Quebec St. Littleton, CO 80130 Ph: (720) 733-6987 E-mail: sshoultz@douglas.co.us
with a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 Ph: (303) 660-7414 E-mail: attorney@douglas.co.us
and by the County to:	Wheeler Lumber, LLC Attn: Nathan Peters 9531 W 78th St Ste 100 Eden Prairie, MN 55344 Ph: (720) 926-1028 E-mail: npeters@wheeler1892.com

Said notices shall be delivered personally during normal business hours to the appropriate office above, or by prepaid first class U.S. mail or other method authorized in writing by the Authorized Representative. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. The Parties may 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 Contractor 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 Contractor expressly

waives the right to bring any action in or to remove any action to any other jurisdiction, whether state or federal.

19. **COMPLIANCE WITH ALL LAWS AND REGULATIONS:** All of the work performed under this Contract by the Contractor shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. The Contractor 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 Contractor, 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 Contractor shall not include any reference to this Contract or services performed pursuant to this Contract in any of Contractor's advertising or public relations materials without first obtaining the written approval of the Douglas County Public Affairs Director. Nothing herein, however, shall preclude the transmittal of any information to officials of the County, including without limitation, the County Manager, Assistant County Manager, and the Board of County Commissioners.

23. **PRIORITY OF PROVISIONS:** In the event that any terms of this Contract and any Exhibit, attachment, or other referenced document are inconsistent, the following order of priority shall control:

1st	This Contract, Sections 1 through 28
2nd	Invitation for Bid IFB-0000000002
3rd	Exhibit C- Insurance Requirements
4th	Exhibit A- Scope of Services
5th	Exhibit B- Method of Payment
6th	Response to Invitation for Bid IFB-0000000002

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 Contractor shall be required to maintain the insurance requirements provided in Exhibit C, attached hereto and incorporated herein by reference. The Contractor 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 Contractor'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 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)

IN WITNESS WHEREOF, the County and the Contractor have executed this Contract as of the above date.

WHEELER LUMBER, LLC

BY:_____ **ATTEST: (if a corporation)**

Printed Name_____ _____

Title:_____ **Title:**_____

DATE:_____

Signature of Notary Public Required:

STATE OF _____)
) **ss.**
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2026, by _____.

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

Exhibit A
SCOPE OF SERVICES

The Contractor shall fabricate one (1) steel pedestrian bridge in accordance with the specifications below and deliver it to the site identified by State Parcel Number 223123200008. The Contractor shall coordinate with the County's Authorized Representative to confirm and finalize delivery details.

PEDESTRIAN BRIDGE

PART 1 GENERAL
1.01 DESCRIPTION

A. The work of this section consists of engineering design, fabrication and delivery of one clear span, welded corrosion-resisting (weathering) structural steel, truss pedestrian bridge with concrete decks and abutment railings.

Installation of the bridge and railings will be under a separate contract as part of the larger trail project.

1.02 ENGINEERING

Provide all engineering to meet the design criteria specified. Design shall be provided for the overall bridge span, all steel bridge members, bearings, anchor bolts, concrete deck, expansion joints, railings, and cover plates at the ends of the bridge. Structural design of the bridge structure(s) shall be performed by or under the direct supervision of a licensed professional engineer and done in accordance with recognized engineering practices and principles. The engineer shall be licensed to practice in Colorado.

1.03 DESIGN

LRFD Guide Specifications for Design of Pedestrian Bridges 2009 with 2015 interim revisions and the AASHTO LRFD Bridge Design Specifications 2014 (7th Ed.) with 2016 Interims shall govern the design, except as specifically modified in this specification section.

1.04 FOUNDATIONS

The bridge design shall be coordinated with the foundation plans to provide proper bridge lengths, support reactions, anchor bolt placement, and other items to ensure proper fit and structural integrity.

1.05 SUBMITTALS

A. Drawings

One digital copy of shop drawings and diagrams shall be submitted to the Owner's Representative for their review. Submittal drawings shall be unique drawings, prepared to

illustrate the specific portion of the work to be done. All relative design information such as member sizes, bridge reactions, and general notes shall be clearly specified on the drawings. Drawings shall have cross-referenced details and sheet numbers. All drawings shall be signed and sealed by a Professional Engineer who is licensed in Colorado.

B. Structural Calculations

Structural calculations for the bridge superstructure shall be submitted by the bridge manufacturer and reviewed by the approving engineer. All calculations shall be signed and sealed by a Professional Engineer who is licensed in Colorado. The calculations shall include all design information necessary to determine the structural adequacy of the bridge. The calculations shall include the following:

1. All AISC allowable stress checks for axial, bending and shear forces in the critical member of each truss member type (i.e. top chord, bottom chord, floor beam, vertical, etc.).

2. Checks for the critical connection failure modes for each truss member type (i.e. vertical, diagonal, floor beam, etc.). Special attention shall be given to all welded tube on tube connections (see section 3.3.2 for design check requirements).

3. All bolted splice connections.

4. Main truss deflection checks.

5. U-Frame stiffness checks (used to determine K factors for out-of-plane buckling of the top chord) for all H-section bridges.

6. Deck design.

NOTE: The analysis and design of triangulated truss bridges shall account for moments induced in members due to joint fixity where applicable. Moments due to both truss deflection and joint eccentricity must be considered.

C. Welder certifications in compliance with AWS standard qualification tests.

D. Welding procedures.

1.06 DELIVERY, STORAGE, AND HANDLING

Coordinate the delivery schedule and location with the trail general contractor. The trail general contractor will unload and install the bridge.

PART 2 MATERIALS AND GENERAL DESIGN FEATURES

2.01 STRUCTURAL STEEL

A. All structural steel shall be new (unused) material. The manufacturer shall provide the Engineer with copies of all certified mill test reports for all structural steel and bolts.
B. All square and rectangular structural steel tubing shall conform to the requirements of ASTM A 847, Cold-Formed Welded and Seamless High Strength, Low Alloy Structural Tubing With Improved Atmospheric Corrosion Resistance.
C. All structural steel shapes and plates shall conform to the requirements of ASTM A 588, High-Strength Low-Alloy Structural Steel.
D. All anchor bolts and nuts shall conform to the requirements of ASTM F 1554 Grade 36, Carbon Steel Bolts and Studs, and shall be galvanized in accordance with the requirements of ASTM A 153. Each anchor bolt shall be provided with two nuts for jamming.
E. All structural steel field connections shall be bolted with high strength bolts. High strength bolts, including suitable nuts and plain hardened washers, shall conform to the requirements of ASTM A 325. Bolts shall be Type 3.
F. Any shop splices shall be full penetration welds in accordance with AASHTO and American Welding Society (AWS) Specifications, including sections 1.1 and 1.5.

2.02 CONCRETE DECK

A. Concrete deck design shall be performed by the bridge manufacturer and shall meet all requirements of CDOT sections 601 and 628.

B. The bridge shall be supplied with preinstalled stay in place deck forms consisting of corrugated steel. The deck forms shall be hot-dip galvanized in accordance with ASTM A123. The bridge shall have a normal weight Concrete (Class D) deck with minimum concrete thickness of four (4) inches above the deck form corrugations. Concrete Class D (Bridge) and reinforcing steel shall be in full conformance with CDOT 2011 Standard Specifications for Road and Bridge Construction Section 601 “Structural Concrete” and Section 602 “Reinforcing Steel”.

2.03 FIELD SPLICES

All bolted field connections shall meet all requirements of CDOT sections 509 and 628, or the ASIC manual for connections in tension.

2.04 WELDING
All welding shall meet the requirements of CDOT sections 509 and 628 and AWSD 1.1 current edition.

2.05 SPAN
The bridge spans shall fit within the abutments that are designed to be 140’-0” apart along the centerline of the bridge (see plans). It is the bridge manufacturer’s responsibility to verify the specific bridge span based on the construction documents.

2.06 WIDTH
Bridge width shall be 12’-0” clear measured from the inside of the railing/structural elements.

2.07 BRIDGE SYSTEM TYPE

Bridges shall be designed as a pedestrian underhung truss bridge system. The structures shall have one (1) diagonal per panel and square, plumb, and vertical end members. Interior vertical members shall be plumb.

The dimension from the top of the concrete deck to the bottom chord shall not exceed 2'-0".

The top chord shall be no less than 3'-6" above the deck, and no more than 4'-4" above the deck.

2.08 ATTACHMENTS

A. Safety Rails

Horizontal safety rails shall be placed on the structure to a height of 3'-6" above the deck surface. The rails shall be spaced so as to prevent a 4" sphere from passing through the railing. All ends of the railing components shall have caps.

The railing system shall be designed for an infill loading of 200 pounds, applied horizontally at right angles, to a one square foot area at any point in the system.

B. Toe Rail

The bridge shall be supplied with a steel toe rail mounted to the inside face of both trusses. The toe rail shall be a minimum of 4 inches high and will be welded to the truss members at a height adequate to provide a 2" gap between the bottom of the rail and the top of the deck. The span of unstiffened flat toe rail (from center to center of supports) shall not exceed 5'-8".

C. Tread Plate

The bridge shall be supplied with a tread plate to cover the gap between the bridge and the abutment.

D. Rubrails

The bridge will be supplied with 5/4 x 6" nominal IPE rub rails.

Rubrails shall be attached flush to the inside face of the bridge truss verticals and fastened with two carriage bolts at each support location. The span of the rubrail from centerline to centerline of support shall not exceed 6'-6".

The top of the rubrail shall be 3'-0" above the top of the deck (measured at the outside edge of the deck).

E. Camber

The bridge shall have a vertical camber dimension at midspan equal to 100% of the full dead load deflection, including the concrete deck.

F. Elevation Difference

The bridge shall be constructed to accommodate the elevations shown on the plans.

2.09 BEARING ASSEMBLIES

Bearing assemblies shall be provided by the bridge manufacturer and shall allow for thermal expansion.

PART 3 EXECUTION

3.01 DESIGN AND ENGINEERING

A. Free Draining: The bridges shall be designed to prevent an accumulation of moisture at any point on the structure, enhancing the longevity and reducing maintenance requirements.

B. The bridge design shall meet all requirements of CDOT section 628 and referenced AASHTO standards, except that the design vehicle load shall be H10 - 20,000 lbs.

3.02 DELIVERY AND ERECTION

The bridge shall be supplied with detailed, written instruction in the proper lifting procedures and splicing procedures (if required).

The bridge manufacturer shall provide written inspection and maintenance procedures to be followed by the bridge owner.

3.03 BEARING DEVICES

Bearing Device: Shall meet all requirements of Type 1 or Type 2 Bearing Devices as specified in CDOT section 512.

3.04 ANCHOR BOLTS

The bridge manufacturer shall determine the number, diameter, minimum grade, finish, and spacing of all anchor bolts. The anchor bolts shall be designed to resist all horizontal and uplift forces to be transferred by the superstructure to the supporting foundations. Engineering design of the bridge supporting foundations are the responsibility of the foundation engineer and are included in the plans.

Information as to bridge support reactions and anchor bolt locations will be furnished by the bridge manufacturer after receipt of order and after the bridge design is complete.

3.05 MEASUREMENT AND PAYMENT

A. Pedestrian Bridge

1. Measurement: The pedestrian bridge will be bid as a lump sum item. No other measurements for payment will be made.

2. Payment: Payment will be made at the lump sum price bid and shall include: design, engineering, preparation of stamped shop drawings, fabrication and delivery of the bridge to the site, coordination with abutment/installation Contractor, furnishing of all materials including anchor bolts, related hardware, and other items necessary to complete the work as shown on the drawings and in accordance with the specifications. The installation of the concrete bridge abutments, bridge, and the concrete deck will be by others.

3.06 WARRANTY

The bridge manufacturer shall warrant their steel structure(s) to be free of design, material and workmanship defects for a period of ten years from the date of delivery.

This warranty shall not include decking or any other items not part of the steel truss structure or cover defects in the bridge caused by abuse, misuse, overloading, accident, improper maintenance, alteration or any other cause not the result of defective materials or workmanship. Repair or replacements by the Contractor shall be the exclusive remedy for the County for any and all defects under this warranty.

Exhibit B
METHOD OF PAYMENT

Compensation shall be paid by the County as follows: twenty-five percent (25%) of the total price of Two Hundred Fifteen One Hundred Fifty Dollars and Zero Cents ($215,150.00) shall be due and payable upon the County's approval of the Contractor's drawings, and the remaining balance shall be due and payable at the time of shipment.

The County shall remit payment within thirty (30) days after receipt of a submitted invoice(s), provided that the work invoiced has been completed to the County's satisfaction.

Exhibit C
INSURANCE REQUIREMENTS

CONSULTANT or CONTRACTOR shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, Contractor, its agents, representatives, or employees.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability** (CGL): Covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury (including coverage for contractual and employee acts) with limits no less than **$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit. $2,000,000.
2. **Automobile Liability:** Insurance Services Office Form covering, Code 1 (any auto), or if CONSULTANT or CONTRACTOR has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of Colorado, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$1,000,000** per accident for bodily injury or disease
4. **Professional Liability** (Errors and Omissions) Insurance appropriate to the CONSULTANT or CONTRACTOR's profession, with limit no less than **$1,000,000** per occurrence or claim, $2,000,000 aggregate.

The Insurance obligations under this agreement shall be the minimum Insurance coverage requirements and/or limits shown in this agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to the COUNTY. No representation is made that the minimum Insurance requirements of this agreement are sufficient to cover the obligations of the CONSULTANT or CONTRACTOR under this agreement.

OTHER INSURANCE PROVISIONS:

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status. Douglas County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT or CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the CONSULTANT or CONTRACTOR's insurance (at least as broad as ISO Form CG 20 10 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

Primary Coverage. For any claims related to this contract, the **CONSULTANT or CONTRACTOR's insurance coverage shall be primary** insurance. Any insurance or self-

insurance maintained by Douglas County, its officers, officials, employees, or volunteers shall be excess and non- contributory to the CONSULTANT or CONTRACTOR's insurance.

Notice of Cancellation. Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to Douglas County**.

Waiver of Subrogation. CONSULTANT or CONTRACTOR hereby grants to Douglas County a waiver of any right to subrogation which any insurer of said CONSULTANT or CONTRACTOR may acquire against Douglas County by virtue of the payment of any loss under such insurance. CONSULTANT or CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not Douglas County has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions, Deductibles and Coinsurance. The CONSULTANT or CONTRACTOR agrees to be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention. Douglas County may require the CONSULTANT or CONTRACTOR to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Douglas County. The CONSULTANT or CONTRACTOR will indemnify Douglas County, in full, for any amounts related to the above.

Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to Douglas County.

Claims Made Policies. If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided ***for at least three (3) years after completion of the contract of work.***
3. If coverage is canceled or non-renewed, and not ***replaced with another claims-made policy form with a Retroactive Dat***e prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of ***three (3)*** years after completion of contract work.

Verification of Coverage. CONSULTANT or CONTRACTOR shall furnish Douglas County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by Douglas County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the CONSULTANT or CONTRACTOR's obligation to provide them. Douglas County reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverage, and endorsements. Additionally, Douglas County reserves the right, but not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein. Failure on the part of the CONSULTANT or CONTRACTOR to provide insurance policies within ten (10) working days of receipt of the written request will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.

The completed certificates of insurance with additional insured endorsements and waivers of subrogation and any notices, within 20 days of cancellation, termination, or material change will be sent via mail or e-mail to:

Douglas County Government
Attn: Risk Management
100 Third Street
Castle Rock, Colorado 80104
risk@douglas.co.us

Subcontractors Consultant or 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.

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

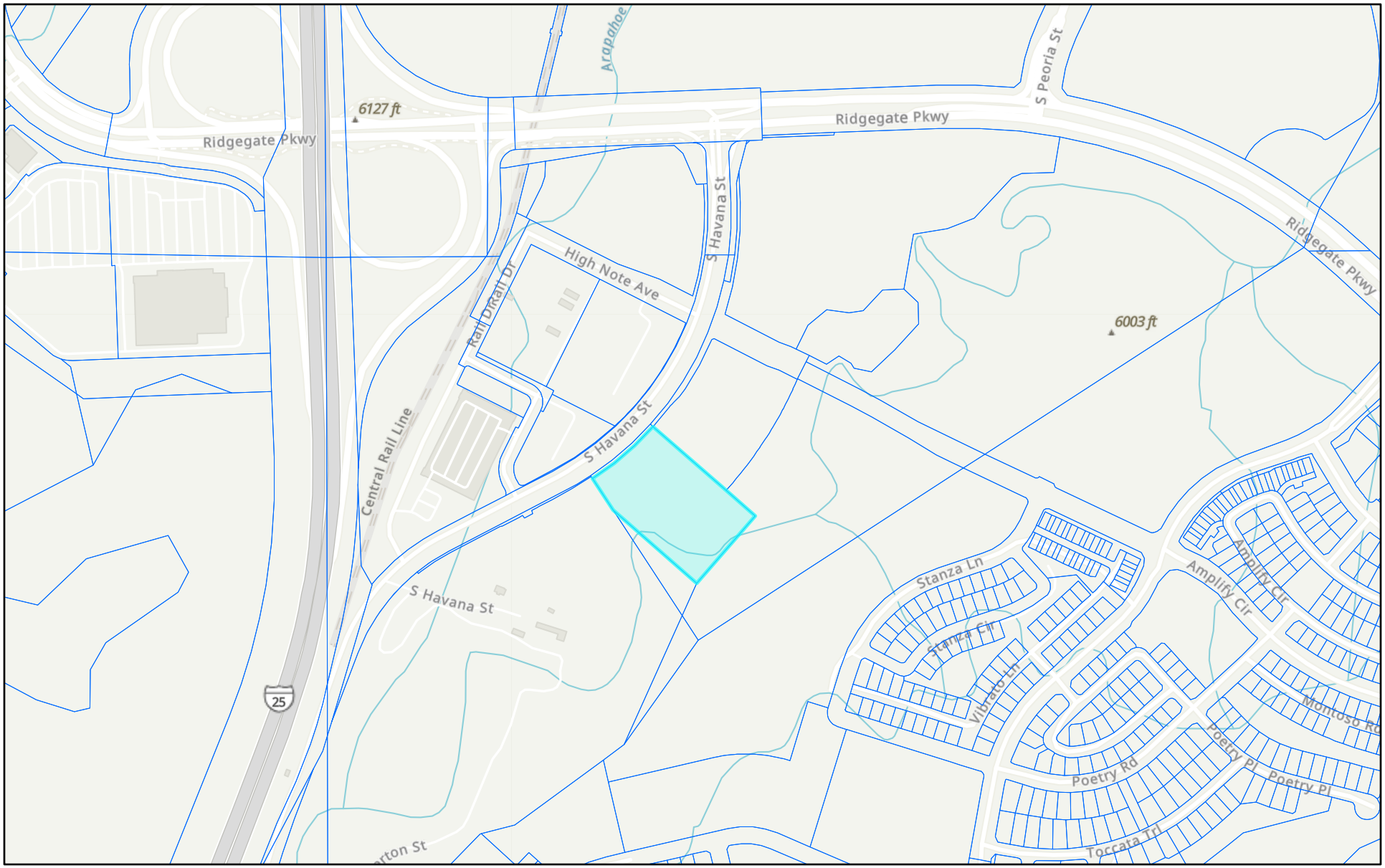
Douglas County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

DOUGLAS COUNTY
COLORADO

IFB-000000000 - Happy Canyon Creek Trail Connection Pedestrian Bridge
Bid Results

	Wheeler Lumber, LLC	TrueNorth Steel	BCS Fabrication
	Nathan Peters 9531 W 78th St Ste 100 Minneapolis, MN 55344 npeters@wheeler1892.com 720-926-1028	**Michael Philpot, PE** 702 13th Avenue E, West Fargo, ND 58078 michael.philpot@truenorthsteel.com 307-871-4537	**Matt Hasseler** 5100 Boyd Lake Ave, Loveland, CO 80538 matt@bcsfab.com 720-472-0736
Bid Lumpsum			
	$215,150.00	**$214,530.00**	**$236,700.00**
Administrative Completeness (Overall)			
Pre-qualified per IFB list	✓ Pre-Qualified	✗ No	✗ No
Submitted required qualifications (name/history + 5 similar bridges)	N/A	✗ No 5 similar bridges	✓ Yes
Signed Bidder Certification	✓	✓	✓
Signed Bid Schedule	✓	✓	✓

Bridge Location



1:8,918

0 0.05 0.1 0.2 mi

0 0.07 0.15 0.3 km

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

TO RTD
LIGHT RAIL STATION

S. HAVANA STREET

39.5
ASSMD
39.2

TALL TALES
RANCH

PARKER WATER &
SANITATION
DISTRICT PARCEL

CONCRETE CONNECTOR TRAIL
- 10' WIDE, 2' SHOULDERS
- MAX. SLOPE 4.9%

PREFAB. PEDESTRIAN BRIDGE
- 12' CLEAR WIDTH, 140' SPAN
- CORTEN STEEL, CONCRETE DECK

PROPOSED HAPPY CANYON CREEK GRADING (UNDER CONSTRUCTION)

HAPPY CANYON CREEK

HAPPY CANYON CREEK REGIONAL TRAIL

NORTH 0' 15' 30' 60'

HAPPY CANYON CREEK CONNECTOR TRAIL

PRELIMINARY TRAIL ALIGNMENT & GRADING PLAN

NOVEMBER 25, 2025

DOUGLAS COUNTY

ARCHITERRA GROUP

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Steven M. Dodrill, Community Programs Administrator

DESCRIPTION: Amendment To The 2025 Scope of Services Agreement with Tessa for Domestic Violence Safehouse Operation in the Amount Of $654,500.00.

SUMMARY: In March of 2025, Douglas County contracted with Tessa to operate a Domestic Violence (DV) safehouse in Douglas County. An Amendment to the Scope of Services Agreement (SOSA) has been prepared for approval by the Board of County Commissioners (BCC) to increase the total amount to $654,500 and extend the term through December 31, 2026.

RECOMMENDED ACTION: The County Attorney's Office has reviewed the Amendment, and it complies with all state requirements and the County's procedural guidelines. Staff recommends approval of the Amendment to the 2025 Scope of Services Agreement made between the Board of County Commissioners and Tessa for operation of the DV safehouse in the amount of $654,500 through December 31, 2026.

REVIEW:

Jennifer Eby	Approve	1/14/2026
Jeff Garcia	Approve	1/21/2026
Christie Guthrie	Approve	1/21/2026
Doug DeBord	Approve	1/21/2026
Jennifer Eby - FYI	Notified - FYI	1/21/2026
Kati Carter	Approve	1/22/2026

ATTACHMENTS:

Cover Page
Staff Report Amendment ot the 2025 SOSA
Tessa

MEETING DATE: January 27, 2026

STAFF PERSON RESPONSIBLE: Steven M. Dodrill, Community Programs Administrator

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ATTACHMENTS:

Staff Report Amendment ot the 2025 SOSA
Tessa

DOUGLAS COUNTY
COLORADO

Scope of Service Agreement Staff Report

Date:	January 13, 2026
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Jennifer L. Eby, AICP, Director of Community Services
CC:	Steven M. Dodrill, Community Programs Administrator Allison E. Cutting, Community Services Supervisor Rand M. Clark, CCAP, NCRT, Assistant Director of Community Services
Subject:	**Amendment to the 2025 Scope of Services Agreement with Tessa for domestic violence safehouse operation in the amount of $654,500.**

Board of County Commissioners' Business Meeting **January 27, 2026 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

In March of 2025, Douglas County contracted with Tessa to operate a Domestic Violence (DV) safehouse in Douglas County. An Amendment to the Scope of Services Agreement (SOSA) has been prepared for approval by the Board of County Commissioners (BCC) to increase the total amount to $654,500 and extend the term through December 31, 2026.

II. REQUEST

Staff requests approval of the Amendment to the 2025 SOSA between the Board of County Commissioners and Tessa for operation of the DV safehouse in the amount of $654,500 through December 31, 2026.

III. BACKGROUND

In March 2025, the BCC approved TESSA as the operator of the Douglas County DV safehouse and approved a SOSA in the amount of $350,000 for the 2025 calendar year. Tessa provides a structured stay of up to seven weeks and trauma-informed transitional services for those staying at the DV safehouse. Tessa provided shelter and support to 15 families and has assisted an additional 4 families with various services in 2025.

IV. DISCUSSION

An amendment to the 2025 SOSA for DV safehouse operations has been prepared to extend funding through the 2026 calendar year. The amendment increases the maximum contract liability to $654,500 for DV safehouse operations and the provision of required supportive services.

Under this agreement, Tessa will continue to operate a trauma-informed DV safehouse program and a 24/7 hotline to support survivors of domestic violence, sexual assault, stalking, and human trafficking. The DV safehouse will provide shelter for individuals and families in imminent danger, offering up to 35 beds. Through a structured, collaborative approach, residents will have access to supportive services that promote safety, stability, and long-term self-reliance. Tessa will help

survivors secure permanent housing through navigation services and connect them with community resources.

Funding for this contract will be supported through a combination of designated American Rescue Plan Act (ARPA) accrued interest, County general funds, and Child Welfare funds.

Funding Source	Amount	
ARPA	$	359,500.00
General Funds 2025	$	135,000.00
General Funds 2026	$	135,000.00
Child Welfare	$	25,000.00
Total	**$**	**654,500.00**

Tessa will provide monthly reports to Douglas County which track program utilization, referrals, and outcomes, ensuring survivors receive the support needed to rebuild their lives.

V. RECOMMENDED ACTION

The County Attorney's Office has reviewed the Amendment, and it complies with all state requirements and the County's procedural guidelines. Staff recommends approval of the Amendment to the 2025 Scope of Services Agreement made between the Board of County Commissioners and Tessa for operation of the DV safehouse in the amount of $654,500 through December 31, 2026.

ATTACHMENTS **PAGE**

Amendment to the 2025 SOSA 3
Scope of Services Agreement 2025 TESSA 8

AMENDMENT TO THE 2025 SCOPE OF SERVICES AGREEMENT MADE BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS AND TESSA.

THIS AMENDMENT is entered into as of_____ day of _____, 2025 ("Effective Date"), by and between the Board of County Commissioners of the County of Douglas, State of Colorado ("County") and Tessa ("Contractor"), each acting by and through its duly authorized officers. The County and the Contractor shall be referred to herein, individually, as a "Party" and, collectively, as the "Parties."

WHEREAS, the County and the Contractor entered into a certain Scope of Services Agreement (SOSA) (Contract ID 1AB12464-8099-4A1B-BABD-DF9691D44C65) dated March 28, 2025 ("Contract");

WHEREAS, the County and the Contractor originally agreed to a Maximum Contract Liability for services in the amount of THREE HUNDRED AND FIFTY THOUSAND DOLLARS ($350,000.00) for calendar year 2025; and

WHEREAS, the County and the Contractor desire to amend the Contract by extending the term of the SOSA to commence on January 1, 2026, and to terminate at 11:59 p.m. on December 31, 2026, and to increase the maximum contract liability to an amount not to exceed SIX HUNDRED AND FIFTY-FOUR THOUSAND, FIVE HUNDRED ($654,500.00) for the duration of this extended term; and

WHEREAS, the County and the Contractor mutually desire to amend the Contract to authorize and incorporate the following staffing positions for the operation of the Safehouse: Safehouse Manager, Safehouse Case Manager, Overnight Safehouse Advocates, Mental Health Professional, Hospital Advocate, and Court Advocate and to allow for the billing of up to 50% of time for a Safehouse Program Director; and

WHEREAS, the County and the Contractor mutually desire to amend the Contract to provide increased flexibility for program operating expenses by removing the parenthetical text '(Groceries and janitorial)' from the line item titled 'Safehouse Supplies'; 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. "**Exhibit A**, SCOPE OF SERVICES AGREEMENT, Item 4 "Term," is hereby amended to include January 1, 2026 and terminating 11:59p.m. on December 31, 2026."

2. **"Exhibit A,** SCOPE OF SERVICES AGREEMENT, Item 3 "Maximum Contract Liability," is hereby amended to provide up to SIX HUNDRED AND FIFTY-

FOUR THOUSAND, FIVE HUNDRED ($654,500.00) in funds for the extended Term defined in this amendment."

3. "**Exhibit 1,** SCOPE OF SERVICES AGREEMENT, Section I ("Operational Requirements"), Subsection 1 ("Staffing"), Item a., is hereby amended to include the following positions, with no specified staffing quantities: Safehouse Manager, Safehouse Case Manager, Overnight Safehouse Advocates, Mental Health Professional, Hospital Advocate, and Court Advocate."

4. "**Exhibit 2,** METHOD OF PAYMENT, Item 2(b), is hereby amended to authorize reimbursement for services provided by a Safehouse Program Director, for up to fifty percent (50%) of the Director's time, in support of the Douglas County Safehouse."

5. "**Exhibit 2,** METHOD OF PAYMENT, Item 2(e), is hereby amended by removing the parenthetical text '(Groceries and janitorial)' from line item (iii) titled 'Safehouse Supplies.'"

6. The remainder of the Contract shall remain in full force and effect.

(Remainder of page intentionally left blank; signature pages follow.)

In witness whereof, the Parties have caused this 1st Amendment to be executed by their duly authorized officers on the dates set forth below. This Amendment is effective upon final execution by both Parties.

BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS

By: _____
Chair

ATTEST:

_____

Deputy Clerk

APPROVED AS TO CONTENT:

_____
Doug DeBord DATE

County Manager

APPROVED:

_____

Jennifer Eby DATE

Director of Community Services

APPROVED AS TO FISCAL CONTENT:

_____

Christie Guthrie DATE

Director of Finance

APPROVED AS TO LEGAL CONTENT:

_____

Andrew Steers DATE

County Attorney

APPROVED AS TO INSURANCE REQUIREMENTS:

_____

Megan Datwyler DATE

Risk Manager

Tessa
Contractor

BY: _____

_____
Printed Name

_____
Title

Date: _____

STATE OF COLORADO)
ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____,

_____ by _____.

My commission expires:_____

Witness my hand and official seal

_____
Notary Public

Docusign Envelope ID: 1AB12464-8099-4A1B-BABD-DF9691D44C65

EXHIBIT A
SCOPE OF SERVICES AGREEMENT 2025
TESSA

THIS SCOPE OF SERVICES AGREEMENT ("SOSA") is made and entered into this 25th day of March 2025, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the "County"), and **TESSA**, authorized to do business in Colorado (the "Contractor"). The County and Contractor are sometimes collectively referred to herein as the "Parties".

WHEREAS, the County has an active Master Services Agreement, (the "MSA") with the Contractor to perform services for the County governed and executed through Scope of Services Agreements (SOSA); and

WHEREAS, the County released a Request for Information (RFI) #040-24 *Domestic Violence Shelter Services* and the Contractor responded; and

WHEREAS, the County selected the Contractor as a preferred vendor during the RFI process; and

WHEREAS, the County has budgeted and appropriated the necessary funds to satisfy the financial obligations set forth in this SOSA.

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 County and Contractor.

2. **SCOPE OF WORK:** All services described in Exhibit 1, attached hereto and incorporated herein, shall be performed by Contractor.

3. **MAXIMUM CONTRACT LIABILITY:** Any other provisions of this SOSA notwithstanding and pursuant to Section 29-1-110, C.R.S., the amount of funds appropriated for this Contract is THREE HUNDRED AND FIFTY THOUSAND DOLLARS ($350,000.00) for the Term. Payment terms are as described in Exhibit 2. 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.

   Federal rule prohibits entities from supplanting, i.e., replacing or substituting, state or local funds with federal funds. Therefore, if the Contractor is already receiving state or local funds for a specific purpose described in Exhibit 1, the Contractor attests by virtue of executing this Public Contract for Services that they will not now use payments made under this Contract (which include federal funds) to cover costs related to those services that were previously covered by state or local funds. Federal funds may be used to supplement existing state or federal funds, but not replace them.

The Contractor will make reasonable efforts to review requirements to become a Medicaid provider and invoice all Medicaid services accordingly should they become a Medicaid provider. The Contractor will reimburse the Department for any funds paid by the Department for a service previously or subsequently paid for by Medicaid.

In the event that third-party payment is available for any service described in Exhibit 1 and the Contractor agrees to accept that payment, said compensation is payment in full. The Contractor will not subsequently invoice the County for any shortfall in third-party payments. Examples of third-party payors include Medicaid or Children's Health Plan from any state, private health insurance, victim's compensation, trust fund or disability trust, or settlement. Amounts paid by third-parties do not count against the Maximum Contract Expenditure.

In select circumstances if the Contractor accepts private insurance for a service described in Exhibit 1 and as mutually agreed upon between the Contractor and the County, should a client co-pay or deductible be due to the Contractor, the County will pay the client's co-pay and/or deductible. Such payments do count against the Maximum Contract Expenditure. Prior to this being considered, the Contractor agrees to verify allowable covered benefits, co-pays, and/or deductibles. The County will provide written approval should this circumstance be approved.

4. **TERM:** It is mutually agreed by the parties that the term of this SOSA shall commence as of 12:01 a.m. on January 1, 2025 and terminate at 11:59 p.m. on December 31, 2025. 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.

5. **BADGE ACCESS TO COUNTY FACILITIES:** This contract requires access to multiple facilities within Douglas County, including law enforcement and judicial buildings that may contain Criminal Justice Information (CJI) material. As such, Douglas County will perform prescreening background checks of Contractor and associated personnel. In addition, Contractor 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, Contractor and associated personnel must set up vendor accounts with the Colorado Bureau of Investigations (CBI): CBI Vendor Account Link. Depending on access requirements, the Contractor and associated personnel may be required to sign an additional CJIS security addendum.

6. The Contractor 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 contract. Only these individuals will be allowed on Douglas County premises to perform services once confirmed to have passed background checks and CJIS Training.

7. **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.

IN WITNESS WHEREOF, the County and the Contractor have executed this Contract as of the above date.

TESSA

DocuSigned by:

BY: Anne Markley
Anne Markley, Chief Executive Officer

DATE: 3/13/2025

ATTEST: (if a corporation)

BY: _____
(Print name and title)

SIGNATURE: _____

DATE: _____

Docusign Envelope ID: 1AB12464-8099-4A1B-BABD-DF9691D44C65

EXHIBIT 1

The Contractor agrees to provide service(s) and deliverables outlined herein. Services provided outside of this Exhibit will be deemed gratuitous and are subject to non-payment by the Department of Human Services' (the "Department") discretion.

Program Summary

TESSA, in collaboration with Douglas County, will provide trauma-informed, client-centered shelter services for survivors of domestic violence, sexual assault, stalking, and human trafficking. These services will prioritize safety, empowerment, and holistic care, tailored to meet the diverse needs of survivors while fostering long-term independence. This partnership combines TESSA's expertise in trauma-informed care with the County's resources to establish a well-coordinated Safehouse that upholds the highest standards of security, accessibility, and comprehensive client support.

The program will feature an efficient intake and referral process developed in partnership with County agencies to ensure individuals in crisis are quickly connected to shelter and wraparound services. TESSA's 24/7 Safeline team will work with County representatives and local referral sources to provide immediate, secure housing, with a focus on high-risk individuals referred by hospitals and law enforcement. This collaborative model minimizes delays, creating a safe and supportive environment where residents can begin their journey to recovery.

Additionally, the program will engage with local nonprofits, civic organizations, healthcare providers, housing programs, educational institutions, and workforce development initiatives. By connecting survivors with these resources, the partnership will support long-term stability and self-sufficiency, reinforcing its commitment to comprehensive, survivor-centered care.

A. General Provisions
    1. The Contractor will comply with all applicable federal and state laws including Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973; Title II of the Americans with Disabilities Act of 1990; the Age Discrimination Act of 1975; and the regulations of the U.S. Department of Health and Human Services issued pursuant to the above statutes at Title 45 Code of Federal Regulations (CFR) Parts 80, 84, and 91, and Title 28 CFR Part 35.
    2. The Contractor will comply with all mandatory child abuse and neglect reporting laws and policies outlined in §§ 19-3-307 and 19-3-304, C.R.S.
    3. The Contractor's staff will attend periodic meetings or calls to discuss overall service delivery, utilization, and specific case issues as requested. The Contractor as listed under the term Notices in paragraph 17 of this Contract, and/or senior member(s) of Contractor's organization, will attend meetings as requested by the Department to review contract performance or related issues should they arise.
    4. If subpoenaed, the Contractor will accept service of the subpoena via e-mail and will sign and return a Waiver of Service regarding the subpoena. The Contractor will provide the Department a curriculum vitae for any person subpoenaed within two (2) business days of receipt of the subpoena.
    5. The Contractor's internal policies do not supersede or replace any terms contained within this Contract.

B. Staff Background Checks

1. Various required checks are outlined in this section. The Department reserves the right to review all background checks at any time. The costs of the background checks are not reimbursable under this Contract. The Contractor accepts the disqualifying offenses as listed in 12 CCR 2509-8 and Colorado Department of Human Services Volume VII, 7.701.33, D. 7. The Contractor will notify the Department within two (2) business days of any staff charged with a disqualifying crime.
2. The Contractor will complete Colorado Bureau of Investigations (CBI) and Federal Bureau of Investigations (FBI) background checks as follows:
   a. The Contactor shall ensure all employees, subcontractors, interns, mentors and volunteers who may have client contact or provide services under this Contract have submitted to and passed a fingerprint-based CBI and FBI criminal background check prior to commencing provision of services under this Contract.
   b. Any items listed in the results of the background checks must be communicated by the Contractor to the Authorized Representative (or their designee) and cleared prior to allowing the subject of the background check to have contact with clients.
   c. Confirmation of results or clearance letters of these criminal background checks must be kept by the Contractor in a secure location as directed by CBI and FBI guidance. Results must be made available for review by the Department upon request and maintained for three (3) calendar years after the date of the Contractor's final payment from the County under this Contract.
   d. Contractors eligible for automatic CBI and FBI updates, i.e., with five (5) or more employees, will timely review updates and inform the Department of any changes. Contractors that are not eligible for or are not receiving automatic CBI and FBI updates for any reason will ensure that every five (5) years an updated fingerprint-based CBI and FBI criminal background check will be run on each employee, subcontractor, intern, mentor and volunteer, and kept in their secure file for review by the Department.
   e. If these conditions cannot be met, the Contractor will immediately notify the County's Authorized Representative.
3. The Contractor will complete Colorado Department of Early Childhood (CDEC) background checks as follows:
   a. The Contractor shall also conduct a Child Abuse and Neglect background check through the Colorado Department of Early Childhood (CDEC), Background Investigations Unit (BIU) on all employees, subcontractors, interns, mentors and volunteers prior to them providing services to Department clients under this Contract.
   b. The Contractor shall notify the Authorized Representative (or their designee) of any employee, subcontractor, or volunteer who has findings of child abuse or neglect; the Authorized Representative will provide a decision on whether the Department will allow that individual to provide services under this Contract.
   c. The Contractor must retain copies of all background check results in the employee, subcontractor, intern, mentor or volunteer secured files; copies must be available for review upon the Department's request and be maintained for three (3) calendar years after the date of the Contractor's final payment from the County under this Contract.

d. The Contractor will ensure that every five (5) years an updated Child Abuse and Neglect background check will be run on each employee, subcontractor, intern, mentor and volunteer.

4. When applicable, Contractor shall retain copies of employee credentialing qualifications from Colorado Department of Regulatory Affairs (DORA) in personnel files and make such records available to the County Representative upon request. The Contractor shall immediately notify the County of any suspension or revocation by DORA of an employee or subcontractor.
5. The Contractor will complete a Sexual Offender Registry check and receive, at minimum, preliminary results before assigning and/or hiring employees, subcontractors, interns, mentors or volunteers to perform under this Contract.
6. The Contractor will ensure staff are appropriately credentialed. This includes: 1) required training, certifications and licenses; 2) insurance; and 3) background checks as required by law and specified in this Contract, to render these services.

C. Staff Assignments and Performance

1. The Department has the right to approve or disapprove the Contractor's employees, subcontractors, interns, mentors or volunteers performing services under this Contract prior to the commencement of the work and shall have the right to review the employment files prior to granting approval. The Contractor will ensure said staff are familiar with the term Conflict of Interest in paragraph 7 of the Master Service Agreement (MSA) prior to commencing work under this Contract.
2. If the Department becomes dissatisfied with the Contractor's performance (inclusive of employees, subcontractors, interns, mentors or volunteers), the Department will notify the Contractor. Disciplinary measures, if any, will be the sole responsibility of the Contractor. However, if the concerns are not resolved to the Department's satisfaction, the Contractor's staff will not be allowed to provide services under this Contract.
3. The Contractor and its employees, subcontractors, interns, mentors or volunteers shall remain in good standing with the appropriate licensing authority(ies) if applicable to performance of service provided. Temporary suspension, permanent loss, or any change of a license status that renders the person ineligible to provide service at any time during this Contract is considered a Breach of Contract, and payment will not be rendered for any services performed when required licensure was not in effect and good standing and may result in Contract termination.

D. Emergency Shelter Services:

1. Contractor will operate a 20-bed shelter with 2 emergency beds (22 beds total), to accommodate survivors, their families and service animals. Contractor will development partnerships with local nonprofits to house pets if needed during a family's shelter stay.
2. Contractor will provide a secure, confidential environment with 24/7 supervision and support.
3. Contractor will implement a structured seven (7) week stay model in the Safehouse. While nineteen (19) days is the average length of stay, the Contractor will remain flexible and with County approval, may offer an extended stay option for those who may need additional support in securing long-term housing or navigating complex legal issues.

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E. Supportive Stay Structure:
    1. Contractor will implement a clear set of rules and policies that establish a safe, respectful, and structured environment and will conduct regular resident meetings, where staff communicate basic Safehouse rules, expectations, and policies to ensure clarity and consistency.
    2. Residents will have the opportunity to engage in individual and group activities designed to promote healing, resilience, and personal growth.
    3. Congregate meals will be offered to foster community among residents.

G. Support Services
    1. Case Management
        a. Risk and Needs Assessment
            i. Upon engaging with the Contractor, each resident will undergo an initial intake process that includes a comprehensive lethality, risk, and needs assessment conducted by a trained case manager. These assessments help identify the resident's immediate risk status, safety needs, as well as long-term goals in areas such as legal assistance, housing, financial stability, health care, and emotional well-being.
        b. Case Plans
            i. Based on the assessment, case managers will work closely with residents to develop individualized case plans that outline specific steps toward achieving their goals. This will ensure that each resident's unique needs are addressed, and they are connected to relevant services within the Contractor's network, such as legal advocacy, therapy, housing support or financial assistance.
    2. Supportive Stay Structure
        a. Legal Services and Advocacy:
            i. Clients in the shelter will be regularly referred to the Contractor's Legal Services Program, which will assist with legal issues that may include, protective orders, custody arrangements, divorce proceedings, and immigration matters. Case managers will ensure clients understand their legal rights and are supported throughout the legal process.
        b. Therapeutic and Counseling Services:
            i. All shelter residents will be offered the opportunity to participate in trauma-informed therapy and counseling sessions, either individually or through group therapy. These services are designed to help survivors process trauma, rebuild self-esteem, and address emotional challenges in a safe, supportive environment.
            ii. Specialized therapy groups will be available for teens who have experienced or witnessed violence.
        c. Children's Programming:
            i. Residents with children will be provided access to safe, trauma-informed childcare services, tailored to meet children's emotional and developmental needs.
            ii. This programming may include structured routines, security measures, behavioral support, and age-appropriate activities designed to foster stability and resilience for children who have experienced or witnessed violence.

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iii. Children will be offered therapeutic support, and families can participate in programs like family nights, which promote bonding and healing.

d. Economic and Employment Assistance:

i. The Contractor's case managers will support shelter residents in improving their economic self-sufficiency by connecting them with workforce development programs, job readiness training, financial literacy workshops, and local resources for employment and financial assistance. These efforts aim to equip clients with tools needed to achieve stability after leaving the shelter.

H. Transitional Services

1. Transitional Housing Support:
   a. As part of their stay, residents will be actively engaged in planning for their transition out of the shelter. The Contractor's housing navigators will work closely with shelter residents to identify and secure safe, affordable housing. Case managers help with housing applications, rental assistance, and identifying long-term housing options, ensuring clients can move toward stability once their shelter stay is complete.
2. Ongoing Case Management and Follow-Up:
   a. After residents leave the shelter, the Contractor will provide ongoing case management and follow-up services. This includes safety planning, access to economic relief programs, and continuous monitoring of their progress. Former shelter residents are encouraged to remain connected with the Contractor's supportive services such as counseling, legal advocacy, and group therapy, ensuring they continue to receive the help they need as they transition to independence.

I. Operational Requirements

1. Staffing:
   a. Contractor will provide the following staff to operate the Safehouse shelter:
      1. One (1) Safehouse Manager
      2. Three (3) Case Managers
      3. One (1) Court Advocate
      4. One (1) Safeline Advocate
   b. Provide overnight and weekend staff to ensure continuous programming and safety.
2. Facility Management:
   a. Contractor will ensure private accommodations for families, communal living areas, and designated quiet spaces.
   b. Contractor will be responsible for all janitorial services
   c. Routine maintenance will be coordinated with Douglas County Facilities staff
   d. Utilities, water, sewer, landscaping, snow removal and security systems will be the responsibility of Douglas County.
3. Facility Requirements
   a. "Facility" refers to the Contractor's use of the County's building designated for the Safehouse shelter. This Contract does not cover any service or expenses related to other buildings utilized by the Contractor.
4. Vacate the Premises Clause

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a. By entering into this contract, the parties mutually agree that the Contractor is permitted to occupy and utilize the County-owned Safehouse facility for the duration of the agreement. In the event that this contract is terminated for any reason, pursuant to the notice requirements outlined in Section 15 of the Master Services Agreement, the Contractor shall vacate the Safehouse facility within thirty (30) calendar days from the effective date of termination.
b. During this 30-day period, the Contractor shall:
    i. Ensure the orderly transition of any ongoing services or resident care to minimize disruption to residents;
    ii. Remove all personal property, equipment, and materials owned by the Contractor while leaving the premises in a clean, orderly, and operable condition;
    iii. Return the facility to similar condition to what is it was in prior to occupancy by tenant; and
    iv. Conduct a joint walkthrough inspection of the facility with a County representative to assess the condition of the property and document any required repairs or outstanding concerns.

5. Failure to vacate the premises within the specific timeframe may result in additional costs or legal actions as determined appropriate by the County. This clause does not absolve either party from fulfilling any remaining obligations or responsibilities outlined in the Master Services Agreement or this contract.
6. Technology:
    a. Contractor will establish computer stations for virtual therapy and court sessions.
    b. Contractor will provide IT support for secure communication systems.
7. Safety and Security:
    a. Contractor will develop a detailed security plan in coordination with the Douglas County Sheriff's Office, ensuring protocols are in place to address a wide range of scenarios, including but not limited to unauthorized access, contraband discovery, and emergency evacuations. This plan must be reviewed and updated annually or as needed.
    b. Maintain strong partnerships with local law enforcement agencies to ensure rapid response capabilities. Regular communication and training sessions with law enforcement will be established to enhance preparedness for potential threats for rapid response and protective services.
    c. Establish comprehensive child safety measures to protect the youngest residents of the shelter including conducting background checks on all staff pursuant to Section B. Staff Background Checks listed above, securing all child play and activity areas with additional barriers and supervision protocols and providing regular child safety training for staff.
8. Cultural Competency:
    a. Contractor will integrate culturally competent and inclusive practices, ensuring all services meet the diverse needs of survivors. Staff will be trained in cultural sensitivity and trauma-informed care.

J. Community Engagement
    1. Contractor will forge partnerships with local organizations, healthcare providers, and educational institutions to expand support networks.
    2. Contractor will leverage volunteer support for legal advice, shelter needs, and donation management.

L. Reporting and Evaluation

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1. Contractor will implement feedback mechanisms, including surveys and partner consultations, to continuously improve services. Reports detailing outcomes and performance metrics will be submitted to Douglas County if requested.
2. Contractor will provide to the Department a monthly report that minimally includes the following:
    a. A cumulative report for the contract term that includes the number of current residents, number of new families referred in that month and date of housing commencement, and number of residents that exited that month.
    b. Reports will be submitted with each month's invoice.
3. The Contractor will provide a report (in Microsoft Word), cumulative of the Monthly Report at the end of this Contract that is suitable for distribution to the Board of County Commissioners and potentially shared at a public Board Business Meeting. No client identifying information may be used. The report is due no later than the date of the final invoice. The report must include:
    a. Summary minimally inclusive of a description of services provided, number of clients served, how service delivery was approached, and how the funds were used,
    b. Number of referrals by source, ie. Law Enforcement, Human Services, Medical Healthcare Providers, Community Organizations, Self-Referrals and Other.
    c. Total number of days stayed by each client and client under the age of 18 years old upon exit from the shelter
    d. Outcome Tracking to include services utilized or declined.
    e. Any additional qualitative goals, measures or information relevant to the services provided.
4. Actionable Steps:
    a. Develop a standardized referral tracking form to collect consistent data from all sources.
    b. Offer training for referral partners on shelter services and eligibility criteria
    c. Conduct periodic meetings with key referral entities to share feedback and discuss collaboration.
    d. Use collected data to adjust outreach efforts and ensure equitable access to services across demographics and regions.

During the course of this Contract, the Department will:

1. Provide clients information regarding rights and fair hearings;
2. Monitor the provision of services which includes various expenditure and outcomes analyses, practice enhancements, and meetings with the Contractor; and
3. Schedule meetings, inclusive of background check reviews, with the Contractor as needed.

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Exhibit 2
METHOD OF PAYMENT

1. Contractor shall invoice monthly for services rendered pursuant to Exhibit A. No pre-payments or advances will be made.

2. Contractor may invoice for any of the following expenses:
   a. Douglas County Safehouse Personnel/Staff salary
   b. Administrative to be as follows:

Staff Title	Percentage
CEO	10% of time for oversight
Finance Director	10% of time for accounting/operations
Development Director	10% of time for outreach/grant writing

   c. Taxes and benefits
   d. Staff mileage at IRS business use mileage rate for corresponding year
   e. Program operating expense for the Safehouse which may include:
      i. Phone/Internet
      ii. Computer Program licenses and subscriptions
      iii. Safehouse Supplies (Groceries and janitorial)
      iv. Household and janitorial supplies
   f. Administrative expenses at a rate of 15% of the total costs incurred under this agreement.

3. Payments under this Agreement shall not exceed the amount in **3. MAXIMUM CONTRACT EXPENDITURE.**

4. Contractor will not charge any fees or co-pays for services to clients or use any part of payment made under this Contract as a co-pay or partial payment to any third-party.

5. In the event that any costs are shared by multiple clients, or a cost is shared across two or more contracts with Douglas County, the Contractor must prorate the expense(s). The Department will only reimburse the portion of the expense incurred for the execution of this Contract.

6. If the Contractor elects to simultaneously use any of the same staff members on this Contract and another contract with the Department, the Contractor must provide documentation that clearly identifies that the Contractor is not receiving more reimbursement for that expense than the appropriate share for each contract.

7. Invoices must be submitted by the 15th of each month after the month in which service(s) were rendered, except June 2025 is due July 7, 2025**.** Invoices cannot be requests for pre-payment. Contractor will post invoices to the County's OneDrive folder.

8. The Department does not receive federal or state reimbursement for delinquent claims. **Contractors are encouraged to reconcile their accounts every sixty (60) days** to ensure all services have been invoiced and paid. **Delinquent invoices are subject to non-payment.**

9. Invoices and back-up documentation may only be sent via:
   a) secure email to HSAccounting@douglas.co.us,
   b) posted to the Department's OneDrive contractor folder, or
   c) mailed to:

   Douglas County Human Services
   Attn: Business Office
   4400 Castleton Court
   Castle Rock, CO 80109

   The Contractor will email HSAccounting@douglas.co.us when new invoices have been added to OneDrive or existing documents edited in OneDrive.

10. Contractor will submit a complete invoice and only complete invoices will be paid. If the invoice is not complete, the Department will reject the invoice by emailing the Contractor's Office Director and delete all documents from the OneDrive folder. The Contractor is responsible for reposting the correct and complete invoice once it is available.

11. A complete invoice shall include the following:
    a) Invoice completed, printed, signed and incorporates all invoicing requirements and deliverables identified in Table 1:

Table 1.

#	**Invoicing Requirements**	**Deliverable**
1	Staff Salary	Expense and proof of payment
2	Staff Benefits	Expense and proof of payment
3	Taxes	Expense and proof of payment
4	15% Administration Costs	Up to 15%
5	Operating Costs • Client food • Household supplies • Phone/Internet • Facilities	Expense and proof of payment
6	Monthly Report	A cumulative report for the contract term that includes the number of current residents, number of new families referred in that month and date of housing commencement, and number of residents that exited that month.

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EXHIBIT B
INSURANCE REQUIREMENTS

The Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees.

MINIMUM SCOPE AND LIMIT OF INSURANCE
Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance 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 the Contractor has no owned autos, Code 8 (hired) and 9 (non- owned), with limit no less than **$1,000,000** per accident for bodily injury and property damage.

3. **Workers' Compensation:** Insurance as required by the State of Colorado, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$1,000,000** per accident for bodily injury or disease.

4. **Professional Liability (Errors and Omissions)**: Insurance appropriate to the Contractor's profession, with limit no less than **$1,000,000** per occurrence or claim, $2,000,000 aggregate.

The Insurance obligations under this Contract shall be the minimum Insurance coverage requirements and/or limits shown in this Contract; 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 Contract are sufficient to cover the obligations of the Contractor under this Contract.

OTHER INSURANCE PROVISIONS
The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status. The County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at

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least as broad as ISO Form ISO CG 20 01 04 13 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

Primary Coverage. For any claims related to this contract, the Contractor's insurance coverage shall be primary insurance. Any insurance or self- insurance maintained by the County, its officers, officials, employees, or volunteers shall be excess and non-contributory to the Contractor's insurance.

Notice of Cancellation. Each insurance policy required above shall state that coverage shall not be canceled, except with a 30-day notice to the County.

Waiver of Subrogation. The Contractor hereby grants to the County a waiver of any right to subrogation which any insurer of said Contractor may acquire against the County by virtue of the payment of any loss under such insurance. The Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether the County has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions, Deductibles and Coinsurance. The Contractor agrees to be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention. The County may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the County. The Contractor will indemnify the 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 the 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 Contractor must purchase "extended reporting" coverage for a minimum of three (3) years after completion of Contract work.

Verification of Coverage. The Contractor shall furnish the 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

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received and approved by the County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The County reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverage, and endorsements. Additionally, the County reserves the right, but not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein. Failure on the part of the Contractor to provide insurance policies within ten (10) working days of receipt of the written request will constitute a material breach of contract upon which the County may immediately terminate this Contract.

The completed certificates of insurance with additional insured endorsements and waivers of subrogation and any notices, within twenty (20) days of cancellation, termination, or material change will be sent via mail or e-mail to:

Douglas County
Government Attn:
Risk Management
100 Third Street
Castle Rock, Colorado
80104
risk@douglas.co.us

Subcontractors. The Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and the Contractor shall ensure the 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 the County may immediately terminate this Contract.

Governmental Immunity. The Parties hereto understand and agree that the County is relying on and does not waive or intend to waive by any provision of this Contract, 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 the County, its commissioners, officers, officials, employees or volunteers.

Special Risks or Circumstances. The 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.

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

Signed by:
By: 2322EA9EBA05429...
Abe Laydon **, Chair**

Douglas County Commissioners

ATTEST:

DocuSigned by:
By: Hayley Hall
166E3E33F00249B...
Hayley Hall

Clerk to the Board

APPROVED AS TO CONTENT:

Signed by:
By: Doug DeBord
B5C95B8DCEAB4AA...
Doug DeBord

County Manager

DATE: 3/28/2025

APPROVED AS TO CONTENT:

DocuSigned by:
By: Jennifer Eby
F0B9C6F4F2C045B...
Jennifer Eby

Assistant Director of Community Services

DATE: 3/13/2025

APPROVED AS TO FISCAL CONTENT:

Signed by:
By: Andrew Copland
19B6927A7A3A4AC...
Andrew Copland

Director of Finance

DATE: **3/28/2025**

APPROVED AS TO LEGAL FORM:

Signed by:
By: DE5CE55F362E4B2...
Andrew C. Steers

Senior Assistant County Attorney

DATE: **3/13/2025**

APPROVED AS TO INSURANCE REQUIREMENTS:

Signed by:
By: Megan Datwyler
33306CF1515540A...
Megan Datwyler

Risk Manager

DATE: **3/28/2025**

MEETING DATE: January 27, 2026

DESCRIPTION: County Manager Report.

ATTACHMENTS:

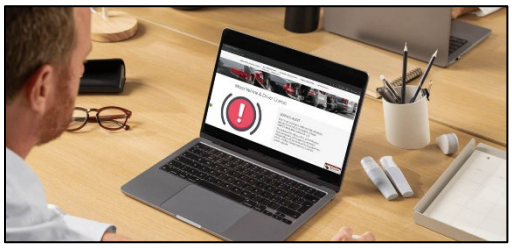
County Manager Report 1.27.26

DOUGLAS COUNTY
COLORADO

TO: The Board of County Commissioners
FROM: Douglas J. DeBord, County Manager
DATE: January 27, 2026
RE: **County Manager Report**

Clerk and Recorder

- **Plan for statewide DMV upgrade and temporary service outage -** If you need motor vehicle or driver license services in January or February 2026, please plan to complete your service early. The Colorado Division of Motor Vehicles (DMV) is upgrading its entire system to provide a simpler, faster, and more secure DMV experience. Customers can look forward to a secure, logged-in customer portal where they can easily manage vehicle registration and driver's license information. The upgraded system will also feature modernized online tools that are intuitive and faster to use on any device. **Visit our webpage to learn more about the temporary service outage beginning Friday, Feb. 13**.



Emergency Management

- **Douglas County announces DougCoAlert to keep community informed during emergency situations**



Information courtesy of the Douglas County Sheriff's Office: Public safety officials in Douglas County announced today that **DougCoAlert** is now available to all residents, replacing the previous CodeRed system. Even if you were signed up for the previous system, you must register with the new platform to get emergency alerts.

DougCoAlert is a free service that allows individuals to receive notifications sent from state and local authorities to stay informed on potentially hazardous situations involving natural disasters (wildfires, floods, severe storms), evacuations and shelter-in-place orders, law enforcement activities, and public safety emergencies. The switch to **DougCoAlert** allows residents to receive alerts via phone, text and email. **Visit our webpage to learn more about the system and to register**.



- Staff facilitated and participated in a regional Wildfire Initiated Community Conflagration (WICC) workshop. This workshop focused on Alert, Warning, and Evacuation during conflagration fires.

- Numerous Emergency Services and Incident Management Team staff attended the Colorado Wildfire and Incident Management Academy. They completed training coursework in preparation for incident command and fire operations positions.

- Staff continue preparing for an upcoming Continuity of Operations exercise with the Sheriff's Office.

Open Space and Natural Resources

- **A gateway to the outdoors and history of Douglas County -** You know that in Douglas County, we are committed to continuously improving and protecting our open spaces. At a Business Meeting on Tuesday, Jan. 13, the Board of County Commissioners unanimously voted to allocate funding to the High Line Canal Conservancy (HLCC) for improvements to the Origins Trailhead. The County will contribute $450,000 toward the project from the Parks, Trails, Historic Resources and Open Space fund, with HLCC providing an additional $150,000 in matching funds. **Visit our webpage to learn more**.



- **New year, new adventures. Explore Douglas County with us in 2026.** Are you looking to kick off a family adventure in 2026? How about exploring Douglas County's 65,000 acres of pristine open spaces and trails while learning about native wildlife and habitats in a fun and interactive way? Embark on a journey with us through the free Agents of Discovery app! Whether you took part in 2025 or are new to the Agents of Discovery program this year, you'll find a new mission each month in 2026. Each experience is carefully crafted by your local outdoor experts – Douglas County Rangers and Douglas Land Conservancy staff. **Visit our webpage to download the free app and get started.**



- **Volunteer Clean-up Day -** On Tuesday, January 20th, OSNR volunteers and staff completed a cleanup along the Front Range Trail south of Columbine Open Space. The team removed debris left by the original property owner, including long planks of lumber, chain-link fencing, wire, cement blocks, metal tubing, and miscellaneous trash.



The abandoned materials posed a hazard to wildlife, particularly the chain-link fence, and were located near a riparian area that is a common travel corridor for mule deer, elk, and beaver. The team filled one open-top dumpster, significantly improving site safety and environmental conditions.

- **Volunteer Weed Warriors -** OSNR has a dedicated group of volunteers called the Weed Warriors. Every week throughout the summer and fall, the Weed Warriors go out into the field to mitigate noxious weeds including mullein, Canada thistle, musk thistle, knapweed, dalmatian toadflax. The Weed Warriors were also working at Sandstone Ranch Open Space on Thursday, January 22nd, mitigating mullein before the snow arrived.



Community Services

Activity Report December 3 – January 8, 2026

- **Could your organization help expand housing services for those with Intellectual and Developmental Disabilities (IDD)? Learn about and apply for new grant program.** Is your organization invested in improving the lives of those with Intellectual and Developmental Disabilities (IDD) in Douglas County and looking to expand services? Consider applying for the County's IDD Housing and Supportive Services Grant.



The purpose of this grant is to promote the development of new housing that combines safe, stable housing with ongoing, person-centered supportive services that foster independence, safety, and community inclusion for individuals with IDD. **Visit our webpage to learn about eligibility and to apply by Jan. 30.**

- **Are you called to create? Share your art with the community in 2026.** Are you a sculptor, with a work in progress or a completed piece that needs to be seen? Consider submitting your artwork to the well-established Douglas County Art Encounters public art program in 2026. Art Encounters is a year-long, outdoor sculpture exhibit showcasing sculptures in various media and styles, displayed in highly visible areas in Castle Rock, Highlands Ranch, Lone Tree, Parker, and Roxborough. Selected sculptures are viewed by thousands of visitors annually. All chosen sculptors receive a $1,500 stipend. Since the program's inception, dozens of pieces have been purchased or donated. **Visit our webpage to learn how you can get involved.**



Projects or Grants:

- **Intellectual and Developmental Disabilities (IDD) Supportive Housing Grant -** Douglas County is accepting applications for the IDD Housing with Supportive Services Grant from January 16-30. The grant will fund one new supportive housing project that expands safe, stable housing and person-centered services for individuals with IDD in Douglas County.

  One project will receive $2.5 million over three years, with annual payments not to exceed $833,333, subject to contract terms and performance. After applications are reviewed, a funding recommendation will be forwarded to the Board of County Commissioners for consideration.

- **Douglas County Youth Initiative (DCYI) -** The DCYI Advisory Board held its first meeting of the year on January 12 to discuss the upcoming year and highlighted the following events:
  - March 5: Youth Leaders meet Adult Leaders Reception
  - May 7: Outstanding Youth Awards
  - Fall 2026: Youth Congress

Human Services

- **Douglas County delivers public assistance programs with accountability and care -** You've likely been hearing a lot in the news about fraud related to public assistance programs, such as food and childcare assistance. Keep reading to learn how Douglas County Human Services supports families in need, while safeguarding every taxpayer dollar.

  When residents face unexpected hardship, state and federal programs such as food assistance (SNAP), medical coverage, childcare support, and temporary financial aid provide an essential safety net. As the local administrator of these programs, Douglas County Human Services is committed to delivering this support accurately, fairly, and with strong accountability – starting from the moment someone applies for assistance. **Visit our webpage to read about the review process for applications and quality control practices in Douglas County.**



Public Works

Activity Report January 12 – January 23, 2026

Active Projects (Cone Zone Webpage)

- **County Line Road Widening and Reconstruction –** Construction on County Line Road began in September 2025. Beginning Tuesday, Jan. 6, 2026, County Line Road will be fully closed for approximately 100 days between Clarkson Street and the U-Haul business access. 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** – Cushing Terrell has begun producing construction plans for both the north and south monument signs. They have submitted the application to CDOT and are following up in its status. Once the County has CDOT approval, the project will move into the construction phase. Approval is expected to take several months.

- **Hilltop Road (Legend High School to Crest View Drive) Improvements Project** – For segment 1 of this project, the construction began on April 16, 2025, and the contractor began implementing public notifications on message boards. This is the first of three projects planned over the next few years to reconstruct and widen the Hilltop Road and Singing Hills Road corridors. The project has a 16-month completion date and is anticipated to be finished 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. We are anticipating that this work will occur Fall 2025 – Spring 2026. These culvert replacements will have roadway impacts and travelers to the area should expect long delays.



- **Highlands Ranch Pkwy Reconstruction, Broadway to Burntwood** - Olsson submitted the 90% design, the geotechnical report, and a cost estimate for the project. County staff is providing feedback and revisions

to the plans and bid documents. The project is planned to bid before April and construction will start summer of 2026.

- **Jones Road** – Matrix Design Group was selected as the design consultant for the design of 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.

- **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. 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.



- **2023 Bannock LID** - The design consultant, TST, is working on the design, with a preliminary design expected by the end of the year. County staff have reviewed the initial roadway design and provided feedback. The consultant is continuing the roadway design and beginning the drainage design. Once the preliminary design is complete, financing will be executed, and plans will be prepared for bidding. (Design work performed in advance of finalizing financing will be reimbursed to the County by the lender as part of the construction loan.)



- **Quebec and Park Meadows Dr Intersection Improvements** – Basis Partners has submitted the concept designs and cost estimates, and County staff met in mid-December to review the designs. The concept design includes improvements from C470 to the lighted intersection south of Park Meadows Dr. The first phase of work is planned for 2026 and may include retiming of signals and upgrades to signs and striping. Basis is also working on a proposal to provide final design for a larger project that includes reconfiguring the lanes, median, and sidewalks as well as reconstruction of the pavement continuing to Palomino Pkwy.

- **2025 Pavement Management Projects**
  - The **2026 Sidewalk Repair Project** was bid on December 9th. 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. The contract is scheduled to go to the Board for approval on January 13th and work is expected to begin in March.
  - The **2026 Asphalt Overlay Project** bid on December 2nd. The apparent low bidder was Martin Mareitta Materials, Inc. with a bid of $10,230.041.55 which was 13% below the engineer's estimate. The contract will go to the Board for approval on January 13th and work is expected to begin in May.
  - The **2026 Guardrail Repair Project** bid on December 16th. The apparent low bidder submitted a bid package that was found to be insufficient; the next low bidder is Cruz Construction. The bid amount from Cruz Construction was $150,090.00 which was 25% under the engineer's estimate. The contract is scheduled to go to the Board for approval on January 13th and work will begin shortly after.



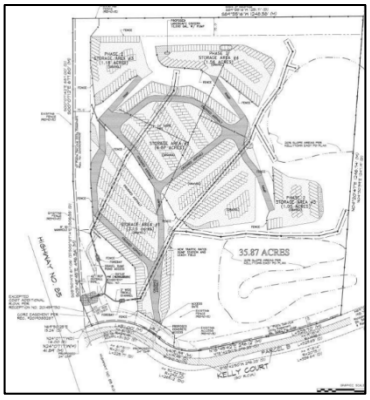


- **2023 Spring Canyon LID** – The design consultant, TST, is nearing the end of preliminary design and will continue into final design. The CDPHE approval process for the proposed lift station continues. CORE and Black Hills Energy continue to work on the designs for electric and gas services. The county has received rough construction cost estimates as well as a proposal for final design work and the project is still on schedule for mid-2026 construction bidding. TST will begin reaching out to property owners in December 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.)



Pavement Management

- **Planning Area 1, Kellytown East (DV2023-463)** - A GESC Permit was issued for the construction of an outdoor RV and boat storage center. (see far right)



- **Sterling Ranch Filing #7-C -** Three Sons is installing storm sewer (DV #2024-410). (see near right)



- **The Canyons Subdivision Filing #5 -** WW Clyde is backfilling sanitary sewer pipe (DV #2021-287). (see far right)



- **Pinery Center Parkway – King Soopers -** Fiore & Sons is installing trench drain and splash block (DV #2018-453). (see near right)



- **Meridian Office Park Filing #1 – Sarah's Place -** Thoutt Brothers and Nicon are installing sidewalk and storm sewer pipe (DV #2021-440). (see far right)



- **Piney Lake Trails Subdivision -** Claystone Construction is installing sanitary sewer infrastructure (DV #2022-517). (see near right)

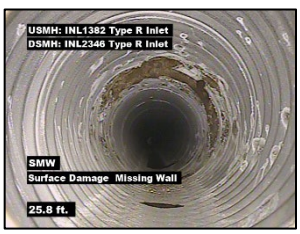


- **The Fields Subdivision Filing #1 -** Liberty Infrastructure is installing storm sewer infrastructure (DV #2024-322). (see far right)



Operations

- **Culvert Inspections**: 75 inspections completed YTD. During this reporting period, 17 inspections were completed in the following locations: Old Schoolhouse Rd, S. Valley Hwy, Interlocken St, Terryl Ave, and Territorial St.
  - 0: Excellent Condition
  - 1: Good Condition
  - 11: Fair Condition
  - 5: Poor Condition
  - 0: Severe Condition



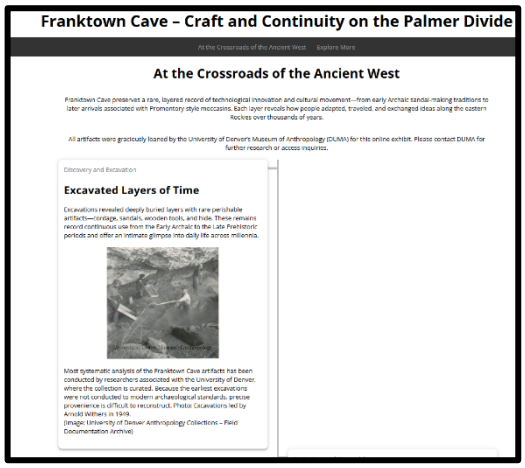
Building

- **Inspections, Permits and Valuations for Jan 8 - 21, 2026**:

Inspections	
Building	547
Electrical	572
Mechanical/Plumbing	339
Roofing	43
Permits	
Accessory Use	21
New Commercial	11
Residential Alteration	0
New Residential	16
Roofing	17
Valuations	
Accessory Use	$637,958
Commercial	$4,111,953
Residential Alteration	$796,273
New Residential	$4,718,999

Community Development

Historic Preservation



- **New Artifact Virtual Showcase: Franktown Cave -** Contractor Todd McMahon with the History Repository created a new showcase exhibit on the County's virtual museum highlighting the Franktown Cave excavation from the 1940s and some of the significant artifacts. The new exhibit can be found on the County virtual museum webpage. The artifacts are housed at DU but were loaned out to the Repository to be photographed for the showcase exhibit. Explore the showcase to learn about one of Douglas County's most significant cultural sites. Please reach out with questions or curiosities!

Facilities, Fleet and Emergency Support Services



- **Summer might feel far away, but Fair & Rodeo season is closer than you think—and tickets are already moving.** Here's what's waiting for you in 2026:
  - **Trace Adkins | Friday, July 24 -** A legendary country artist kicks off the Fair in a big way.
  - **ProRodeo | July 30 – August 2 -** Action-packed rodeo nights, family traditions, and unforgettable moments. Past ticket holders know: the rodeo sells out every year. Get tickets here

Douglas County Fairgrounds and James R. Sullivan Events Center

- **Fairgrounds Events**: Centennial Ball, Denver Feminist Chorus, Parker Trail Riders, Cowboys 4-H Practice, Plum Creek Kennel Club, Lifeline Screening, Clerk and Recorder Meeting, Running Rovers Practice, Active Athletics Gymnastics Tournament, GOP Breakfast, Mile Hi Barrels, Sweet Sixteen Party, RMKS Sankranti Celebration, DC Rabbitears Practice, Public Works Training, Sawgrass HOA Meeting, Colorado Reigned Cow

Horse, Aurora Horseman Banquet, Western Suburban Wrestling League, Fair Foundation Meeting, Castle Rock Winter Ball, RMKS Gathering, Parker Trail Riders, Taekwondo Holiday Party, Victor Marx Rally.

- **Event Spotlight:** On February 1 at 5:00 p.m., the Douglas County Fairgrounds is scheduled to host a political rally for gubernatorial candidate Victor Marx in the Event Center. The event is being organized directly by the campaign and is planned for a minimum attendance of approximately 500 people, with the potential to reach upwards of 1,500 based on the standing-room capacity and day-of interest. As a less typical event type at the Fairgrounds, the rally presents greater variability in expected attendance and operational needs. Fairgrounds staff are coordinating logistics, crowd management, and facility readiness in advance, with the potential for media presence. The event reflects the fairgrounds' flexibility in accommodating a diverse range of rentals while maintaining operational preparedness.



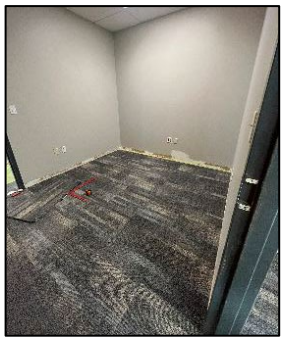
- **Fair & Rodeo Committee Meetings:**
  - Show Management 2/2; Livestock Sale 2/2; Marketing 2/9; Guest Experience 2/9; Entertainment 2/12; Executive 2/12; Fair Board 1/29

Facilities:

- **Fairgrounds:**
  - Premium Seating Deck Skirting: 90% complete (see right)
  - Fire panel replacements: multipurpose barn (100% complete), indoor arena (100% complete)



- **Justice Center**
  - Detention Kitchen Apoxy Floor Reseal (10% complete)
  - BAS Hardware Upgrade (100% complete)
- **LED Lighting Conversions**
  - Substation (25% complete)
  - Wildcat DMV restroom retrofit (100% complete)
- Lansing Point: Phase II (5% complete)
- PMC Clerk & Recorder Remodel: 1st Floor (25% complete) (see right)



Fleet

- **Working On:**
  - Fuel site controller/pedestal upgrades with IT
  - Replacing old diagnostic laptops with newer assets with IT
  - Sheriff's Office Harley Davidson service IFB
  - 2026 asset acquisition specifications
- **Recently Completed:**
  - In-serviced unit 2522 and Search and Rescue units 2602 and 2603 (see right)
  - Decommissioned unit 1831
  - Cold patch asphalt mix tray for Road & Bridge (see below right)



- **Fleet Acquisitions:**
  - 2024 Asset Replacements & ADDs
    - Budgeted (69) – 9 at upfitter, 60 Received.
  - 2025 Asset Replacements & ADDS
    - Budgeted (64) – 38 at upfitter, 26 received.
  - 2026 Asset Replacements & ADDS
    - Budgeted (60) – 60 in Progress



Information Technology

Completed Projects

- **Copilot Use/Rollout Strategy -** The M365 Copilot Use Strategy Project has successfully reached its go-live milestone and transitioned to operational support as of December 19, 2025. This achievement includes configuring and validating the Copilot environment, securing licenses, delivering foundational training, launching the Copilot Champions program, and establishing a scalable rollout and support model. Moving forward, HR and the AI Center of Excellence will lead adoption efforts, while the Infrastructure Team manages licensing and technical support.

- **Onsite Wastewater Treatment Services (OWTS) Archived Septic Permit Upload Initiative -** The OWTS Archived Septic Permit Upload Initiative went live on December 3, 2025, adding over 8,000 historical septic permit records to the County's Geospatial application. This new searchable map layer allows staff and the public to easily locate properties and access legacy permit documents online. The effort improves transparency and provides quick access to historical data, enhancing service for citizens and Public Health staff.

Project Update

- **WorkSMART Program**
  - WorkSMART is Douglas County's **Enterprise Resource Planning (ERP) modernization program**, designed to replace our legacy JDE financial system of 23 years with a modern, platform that supports how the County operates today—and into the future.

  - The WorkSMART program continues to make strong progress. Tailored Procedure Document (TPD) working sessions are now complete, marking a key milestone in validating future-state processes, workflows, security, and system navigation with business subject matter experts. These sessions ensured that the new Finance and Budget system reflects operational needs and identified issues early—before go-live.

  - With TPDs being finalized, the program is now transitioning to our next major milestone, Conference Room Pilot (CRP) sessions!! CRP is a hands-on, iterative validation phase where end-to-end business scenarios are tested in Dynamics 365 to confirm system configuration, data readiness, integrations, security, and overall performance. Findings from each session will be reviewed and refined, ensuring the solution is aligned with Douglas County's requirements before moving into later testing, training, and deployment phases.

  - This progression from design validation to system-wide testing represents a critical step in delivering a reliable, well-aligned solution that supports efficient, countywide financial operations.

New IT Projects

Project Name	Description	Dept/Office
POSSE Mobile	This project will update our mobile app to ensure it remains fully compatible with Apple's latest iOS release. It will prevent service interruptions, improve performance, and make the app easier to maintain in the future. The update will be seamless for users.	IT, Planning, Engineering, Building
Windows Hello Deployment Project	This project aims to strengthen identity security and improve the user sign-in experience by deploying Windows Hello for Business across Douglas County endpoints, enabling modern, phishing-resistant authentication through biometrics and PIN-based credentials.	Enterprise

Bitwarden Password Management Project	This project aims to enhance credential security and reduce password-related risk by implementing Bitwarden as the enterprise password management solution for Douglas County, promoting secure password storage, sharing, and user adoption of strong authentication practices.	Enterprise
Microsoft Purview Security Tools Project	This project aims to improve data governance, compliance, and insider risk visibility by leveraging Microsoft Purview security tools across Douglas County, enabling data classification, sensitivity labeling, and policy-driven protection of county information assets.	Enterprise
Office Monthly Enterprise Channel Modernization Project	This project aims to maintain application security, performance, and feature consistency by standardizing Douglas County on the Microsoft Office Monthly Enterprise Channel, ensuring timely updates while balancing stability and change control across the enterprise.	Enterprise

Active IT Projects

Project Name	Description	Dept/Office
Zoning Statutes Codification Project	This project will implement a modern zoning and subdivision solution to streamline the update and maintenance of municipal codes, enhancing efficiency.	Community Development
.gov Migration Project	This project aims to enhance security and citizen confidence by migrating Douglas County websites, email addresses, county collateral, and processes to a .gov domain (from the CO.US domain).	Enterprise
WorkSMART Budget/Finance	As part of the JDE replacement program, we aim to streamline business processes and enhance data accuracy by implementing efficient data entry and integration across systems. This project aims to modernize the County's outdated finance, accounting, budget, and procurement processes by implementing a modern Enterprise Resource Planning (ERP) system.	Enterprise
Next-Gen Teams and SharePoint	This initiative is designed to streamline collaboration by leveraging Microsoft Teams and SharePoint. With clear guidelines, training, and ongoing support, departments will have the tools to work together more efficiently and securely.	Enterprise
Recreation Opportunity Public Map	Develop a comprehensive, up-to-date map showcasing recreational opportunities across the county. This initiative is designed to improve public access to information about parks, trails, open spaces, and other amenities, making it easier for residents and visitors to explore and enjoy the county's outdoor offerings.	Parks
Tax Roll Phase 2	This project will update the county's tax roll process to comply with new legislative requirements by separating assessments into "school" and "non-school" categories. It will also strengthen financial accuracy through additional reconciliation steps and ensure overall readiness by completing the annual tax roll test.	Assessor, Treasurer, Budget, IT
DC Services Refresh	The DC Services Refresh project is upgrading Douglas County's employee service portal to provide a modern, user-friendly experience. By moving to ServiceNow's Employee Center, employees will gain a centralized place to access services, submit requests, and track approvals across departments. This refresh streamlines navigation, improves usability on any device, and enhances visibility into service delivery—making it easier for staff to get what they need	Enterprise

	while supporting the County's efficiency, transparency, and digital transformation goals.	
FFESS Fuel Management System Replacement	Douglas County is replacing its outdated and unsupported fuel management system with a modern, cloud-based solution to improve efficiency, enhance security, and ensure compliance. The current system, used across nine fuel sites, is unreliable and difficult to maintain, with unresolved issues and limited vendor support. This upgrade will be rolled out in phases over three years, aligning with available budget and minimizing disruption.	FFESS
Geospatial Data Modernization Phase 2	Phase 2 of the Geospatial Data Modernization Program propels our county's data capabilities forward — focusing on operational excellence, smarter workflows, and preparing our datasets for enterprise integration and future AI innovation. Together, we're transforming how Douglas County manages and delivers geospatial data to drive better decisions and better service for our community!	Enterprise
ArcGIS Online Cleanup Phase 1	The ArcGIS Online Cleanup Initiative is an effort to modernize and streamline Douglas County's GIS platform—making it cleaner, faster, and easier to use for everyone! By organizing content, standardizing governance, and improving data integrity, we're creating a stronger foundation for innovation and collaboration across the County.	Enterprise
Gravel Pavement Survey App	The Gravel Pavement Survey App initiative, in partnership with **Public Works** and with the support of our Managed Service Provider **GIS Peace**, enhances how Public Works manages and visualizes community paving input by automating the integration of Survey123 results with the maintenance centerline layer. This will reduce manual effort, improve data accuracy, and enable real-time insights to support better planning and prioritization of pavement projects across the county.	Public Works
Comprehensive Master Plan Interactive Map Phase 1	Preparing and auditing CMP GIS datasets to establish a clean, standardized, and well-documented data framework that will support the future development of an interactive map, improve accessibility, and enable advanced functionality such as point-on-parcel queries.	Community Development – Planning
Server Patching Tool	Douglas County IT is implementing a modern server patching solution to replace legacy tools (SCCM and Ansible) that no longer meet operational or compliance requirements. This initiative will deliver real-time visibility, automated reporting for audits, scheduling flexibility, and improved collaboration during deployments—enhancing security, efficiency, and reliability across the County's server infrastructure.	IT Department

Commissioner Administrative Meeting - January 12, 2026

- **Boards and Commissions Reappointments:** The Board of County Commissioners reviewed and acted on reappointments to multiple county advisory boards and commissions. The Board directed staff to prepare a formal resolution, to be presented at a future business meeting, to complete reappointments for the Cultural Council, Historic Preservation Board, and Open Space Advisory Committee. In addition, The Board agreed to schedule a Fair Board meeting for Commissioners and board members only during the first quarter, directed staff to research whether the Fair Board's 21-member size is capped by resolution, and reviewed internal and external board assignments, requesting an administrative update to reflect a previously changed E-470 representative.

Motion: The Board reappointed members to new terms on the Cedar Hill Cemetery District Board, DD Mill Levy Advisory Board, Fair Board, Parks Advisory Board, Planning Commission, and Water Commission.

- The Board met in executive session to discuss security protocols. Staff were directed to implement the measures discussed in coordination with the Sheriff's Office.

- **Water Resource Management and Cooperation:** The Board met with Castle Rock Water, Highlands Ranch Water, and Parker Water & Sanitation to discuss long-term water planning, conservation, and regional cooperation. Providers agreed that outdoor irrigation accounts for 40–50% of summer water use and offers the greatest conservation opportunity, and they requested county consideration of development regulations promoting water-efficient and native landscaping. The providers expressed willingness to assist smaller districts upon request, citing benefits such as lower costs, access to renewable water, infrastructure rehabilitation, and improved emergency reliability; Parker Water also proposed a wholesale renewable water supply model for smaller districts. The Board offered legislative support through the county's state lobbyist**,** directed providers to review the draft 2050 Water Plan with their governing boards and submit formal input, and discussed a potential future Douglas County Water collaborative entity to support ongoing coordination and policy development.

- **Community Development Regulatory Updates:** The Board of County Commissioners reviewed three Community Development regulatory updates and unanimously directed staff to proceed on all items. The Board supported amendments to streamline site plan requirements for single-family attached residential developments and directed staff to release the proposed changes for a 30-day referral period. The Board also reviewed proposed amendments to align large family home daycare regulations with state law by removing the Use by Special Review process and directed staff to schedule public hearings before the Planning Commission and the Board of County Commissioners. Lastly, the Board reviewed the county's existing administrative review process for electric vehicle charging stations and directed staff to bring forward a resolution at a future business meeting to formally affirm the county's efficient review procedures in compliance with state law.

Commissioner Call with State Lobbyists - Executive Session - January 14, 2026

- The Board of County Commissioners voted to enter executive session to receive confidential updates and provide strategic direction to the county's state lobbyists regarding ongoing legislative negotiations during the 2026 General Assembly session. Following the executive session, the Board discussed the early and highly fluid nature of the 2026 legislative session, noting that many bills remain under active negotiation prior to initial committee hearings. Commissioners expressed strong confidence in the county's state lobbying team, affirming they are well-positioned to advocate effectively on Douglas County's behalf during this period of change. The Board emphasized the importance of continued coordination and monitoring as legislation advances, and conveyed appreciation for the lobbyists' professionalism and strategic engagement on complex policy matters.

Commissioner Work Session - January 20, 2026

- **Community Services:** The Board reviewed progress and next steps for transit, housing stability, and public safety initiatives. The Link On-Demand transit program surpassed 61,000 rides and will expand into Parker and Stonegate in April 2026 and Castle Rock in late summer/early fall 2026, with a projected $6.3 million countywide cost**,** including $400,000 requested from Castle Rock and $250,000 from Parker**,** and $2 million in pending RTD funding requests**.** Staff were directed to continue efforts to establish Douglas County as the direct recipient of approximately $2 million annually in new federal transit funds**,** a process expected to take 12–18 months. The HEART program reported zero encampments and 60 permanent housing placements in 2025, with plans to add two mental health navigator positions in 2026. Commissioners also supported advancing a human trafficking and online child safety education initiative**,** expanded faith-based

outreach, a February "Douglas Has HEART" donation campaign, and planning for a Douglas County Initiative Summit to strengthen cross-program collaboration.

Public Works Bid Calendar

Project Description	Plans Available to Contractors	Contractor Pre-Bid Conference	Project Bid Opening	Tentative BCC Approval Date
2026 Asphalt Overlay Project CI 2026-003	Nov. 10, 2025	Nov. 19, 2025	Dec. 2, 2025 *7 bids received & under review*	Jan. 27, 2026
Placement of hot mix asphalt overlays at various locations throughout Douglas County. Bid items include removal of asphalt mat, hot mix asphalt paving, adjustment of manholes and water valve boxes, replacement of pavement markings, and erosion control.				
2026 Guardrail Repair Project CI 2026-002	Nov. 24, 2025	Dec. 3, 2025	Dec. 16, 2025 *3 bids received & under review*	Jan 27,2026
Repairing or replacing guardrail components within unincorporated Douglas County.				
Pine Drive and Pine Lane Improvements CI 2020-019 and CI 2020-020	Dec. 22, 2025	Jan. 14, 2026	Jan. 27, 2026	Mar. 10, 2026
Extending the 4-lane roadway section north from Lincoln Ave to approximately 700-ft north of the intersection with Pine Ln and includes installing traffic signals at Ponderosa Dr and Pine Ln Intersections; and widening Pine Ln from a 2-lane roadway section (1 through lane in each direction) to include a center 2-way left-turn lane between Dixon Dr and Pine Dr and provide a westbound right-turn deceleration lane at Dixon Dr.				
Crowfoot Valley Road / Macanta Blvd. Temp Signal Project TF 2025-023	Jan. 12, 2026	Jan. 21, 2026	Feb. 3, 2026	Mar. 10, 2026
Repairing or replacing guardrail components within unincorporated Douglas County.				

Planning Services Activity Report

Completed Projects

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	01/07/26	Highlands Ranch Planned Dev, 83rd Amd	Allow an Animal Clinic or Animal Hospital in PA 74 as a Use Permitted by Right.	Planned Dev – Admin Amd	ZR2025-013
3	01/08/26	Sterling Ranch Planned Dev, 14th Amd	Modify planning areas on the Land Use Plan and associated Plan Details.	Planned Dev - Major Am	ZR2025-012
3	01/09/26	Hier Exemption, 1st Amendment, Parcel A2	Town of Castle Rock request for Sewer Lift Station and 12" force main to serve Sedalia.	Location and Extent	LE2025-026
	01/12/26	22339 S Platte River Road	Jefferson County for a rezoning of 2 Ariculture-Two lots to Mtn Residential-Two.	External Referral	RE2026-001
	01/12/26	Jefferson Co Wildfire Resiliency Code	Jefferson County updates to the building code and Wildfire Resiliency Code.	External Referral	RE2025-193
1	01/13/26	Ests At Park Meadows Filing 1, Lot 1, 5th Amd	Dog use area and outdoor amenities for an existing multi-family development.	Admin USR Amendment	US2025-007

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	01/13/26	Highlands Ranch Filing 20, 17th Amd, Lot 2A-4A, 3rd Mod	Request to add a roof top mechanical unit with a screen wall.	SIP Modification	SP2026-001
1	01/14/26	Compark Filing 3, 2nd Amd, 2A2, 7th Mod	Add a new pad and screening for an AHU and dumpster.	SIP Modification	SP2026-002
3	01/14/26	Highlands Ranch Planned Development, 82nd Amendment	Action initiated by the BCC to rezone the undeveloped Eastridge school site within the Nonurban portion of the HR PD.	Planned Development - Major Amd	ZR2025-011
1	01/15/26	13682 A N SH 83, 11th Amd, 2nd Rev, 6th Mod	Modification to equip a cell tower with a generator.	SIP Modification	SP2025-101
3	01/16/26	Highlands Ranch Filing 7, Lot 2, 1st Mod	Request to install outdoor HVAC unit at existing commercial building.	SIP Modification	SP2025-047
2	01/20/26	Bellum Pines, 1st Amendment, Lot 5	No-Build Zone Adjustment to accommodate construction of an accessory building.	Administrative Replat	SB2025-046
2	01/20/26	Dawson Trails Filing 2, Amendment 1	Referral from the Town of Castle Rock for a replat.	External Referral	RE2025-194

Referrals

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	01/20/26	Larkspur Meadows Exemption, 7th Amd	Administrative Exemption Amendment for a building envelopment adjustment.	Exemption	EX2026-001

Upcoming PC Hearings

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	02/02/26	EVOC - Zebulon Infrastructure	Douglas County Public Works Engineering request for grading and infrastructure improvements associated with future EVOC and Zebulon Park development.	Location and Extent	LE2025-023
3	02/02/26	7440 North US Highway 85	Request for two water pump stations and a water storage tank.	Location and Extent	LE2025-027
	02/02/26	2050 Transportation Plan	Adoption of the 2050 Transportation Plan – continued from 12/15/25.	Miscellaneous	MI2025-023
2	02/23/26	Ramblewood Preliminary Plan	Request to subdivide into 70 single-family residential lots and 8 tracts.	Preliminary Plan	SB2025-040
1	02/23/26	Pinery Village Filing 2, Minor Development	Request for a Minor Development to establish 4 commercial lots and six tracts	Minor Dev Non-Res	SB2021-049
	02/23/26	Large Day-Care Homes, DCZR Amd, Section 21	Amend the DCZR to remove the USR requirement for Large Day-Care Homes to comply with state statutes.	Document and Regulation	DR2025-007
3	03/02/26	Highlands Ranch Filing 159	Approval to plat 1 multi-family lot for a future senior apartment development.	Minor Dev Residential	SB2023-022

Upcoming BCC Land Use Hearings or Meetings

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	01/27/26	Sterling Ranch Planned Dev, 15th Amd	Expand the boundary by rezoning 595 acres to PD and the addition of 4,000 units.	Planned Dev - Major Amd	ZR2025-014

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	01/27/26	Construction Contract with Deep Roots Craftsmen	Approval of a contract in the amount of $206,419 for the restoration of windows and doors on the Greenland Post Office.	Construction Contract	
	02/10/26	Resolution of Compliance with Statutory Requirements for Review of Electric Vehicle Charging Stations	Request for approval of a Resolution committing to expeditious review of land use applications for the development and installation of Electric Vehicle charging stations as required by state statute.	Resolution	
2	02/10/26	Hemphill Subdivision, 2nd Amendment	Subdivide Lot 2A to create one additional lot, resulting in Lots 2A-1 and 2A-2.	Replat	SB2025-013
2	03/10/26	Ramblewood Preliminary Plan	Request to subdivide into 70 single-family residential lots and 8 tracts.	Preliminary Plan	SB2025-040
3	03/10/26	Highlands Ranch Filing 159	Approval to plat 1 multi-family lot for a future senior apartment development.	Minor Dev Residential	SB2023-022
	03/10/26	Large Day-Care Homes, DCZR Amendment, Section 21	Amend the DCZR to remove the Use by Special Review requirement for Large Day-Care Homes to comply with state statutes.	Document and Regulation	DR2025-007
1	03/10/26	Pinery Village Filing 2, Minor Development	Request for a Minor Development to establish four commercial lots and six tracts in Pinery Village.	Minor Development	SB2021-049

Pre-submittals

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	01/07/26	Hier Exemption 1st Amd, Parcel 2A and 5201 N SH 67	Rezoning of 2 parcels to mixed use including RR, Sedalia Downtown District and Sedalia Community District.	Rezoning	PS2025-268
2	01/07/26	State Assessor Property in NE ¼ 22-7-66	Core Electric Cooperative proposes to install a feeder cable to serve the new Pinery Meadows and other communities.	Location and Extent	PS2025-269
3	01/07/26	Tract in NE ¼ 5-6-68 S of C-470	Construction of a single building for 165 senior affordable for rent apartments.	Site Imp Plan	PS2025-272
2	01/09/26	Larkspur Meadows, Tract 4	RSP Admin Exemption for a Building Envelope Adjustment to build a 12’ x 48’ lean-to for horses in a better location.	Exemption	PS2026-006
1	01/14/26	8857 E Parker Rd	Rezone 80 acres to ER from A1 for the construction of 212 homes.	Rezoning	PS2026-003
2	01/16/26	9757 Hilltop Rd	Ramblewood PD for 68 single family homes.	Final Plat	PS2026-002
3	01/16/26	Parcel in SW ¼, SE ¼ 12-7-69	City of Aurora proposes to install a 6.5-mile pipeline and new valve house building.	Location and Extent	PS2025-270

Streamline Pre-submittals

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	01/13/26	Pinery Filing 23A, Lot 45	Building Envelope Adjustment to build a storage shed attached to the garage.	Administrative Replat	PS2026-009

New Applications

Dist.	Date	Project Title	Project Description	Project Type	Project No.
1	01/07/26	Compark Filing 3, 2nd Amd, 2A2, 7th Mod	Modification to add a new pad and screening for an AHU and dumpster.	SIP Modification	SP2026-002
3	01/12/26	Highlands Ranch Filing 110F, Tract A (Open Space), 4th Mod	Request for a modification to existing cell site to add a generator.	SIP Modification	SP2026-004
1	01/13/26	Richlawn Hills, Lot 8	47' wireless communications facility.	Site Imp Plan	SP2026-003
2	01/14/26	Pinery Filing 30-B, Lot 5	Building envelope adjustment to build an accessory structure.	Administrative Replat	SB2026-002
2	01/14/26	Westcreek Lakes Filing 1, Block 2, Lot 30 & 31	Request to vacate common lot line between two residential lots.	Administrative Replat	SB2026-001
	01/16/26	Jefferson Co Wildfire Resiliency Code	Jefferson County 2nd referral - updates to their code to meet requirements.	External Referral	RE2026-002
1	01/16/26	Crowsnest Zoning Map	City of Castle Pines - 749-acre mixed use, master planned community zoned PD.	External Referral	RE2026-003
3	01/16/26	River Canyon Filing 2, 5th Amd, Lot 3 & Tract D	Lot Line Adjustment as part of a land swap.	Administrative Replat	SB2026-003
3	01/16/26	River Canyon Filing 2, Lot 3, 2nd Rev	5,856-SF Maintenance Building and a 7,253-SF Cart Storage Building.	SIP Revision	SP2026-005
	01/20/26	Nonfunctional Turf, DCZR Amd, Sections 21, 27, 32, and 36	Proposed County Regulations for Nonfunctional Turf.	Document and Regulation	DR2026-001
2	01/20/26	Larkspur Meadows Ex, 7th Amd	Building envelopment adjustment.	Exemption	EX2026-001

New Miscellaneous Jobs

Dist.	Date	Project Title	Project Description	Project No.
1	01/08/26	Crowsnest Annexation	Notice to adjacent property owners from City of Castle Pines	MI2026-001

New Sign Permits

Dist.	Date	Project Title	Project Description	Project No.
2	01/07/26	Millers Valley, 1st Amd, Lot 2A-1	Christlife Community Church - 5451 E State Hwy 86	SG2026-001
1	01/08/26	Meridian Int'l Business Ctr N Filing 9, Tract E	Peoria Place - 12823 Fisher St	SG2026-002
3	01/14/26	Highlands Ranch Filing 142, Lot 1	Huntington Bank - 9579 University Blvd Bldg #1 Unit #400B	SG2025-158
3	01/14/26	Highlands Ranch Filing 18A, Lot 9	High Country Quilts - 6148 E County Line Rd Unit #B	SG2026-003 – 2026-005
3	01/15/26	Highlands Ranch Filing 133A, Lot 6	Woof Gang Bakery and Grooming - 9555 S University Blvd Unit #101	SG2026-006

Special Event Liquor Permits

Dist.	Date	Event Name	Permittee Name & Event Address	Permit No.
2	01/12/26	PHS 2026 Boots and Suits Gala Fundraiser	Ponderosa Quarterback Club - 7007 Bayou Gulch Rd	LL2026-002

Dist.	Date	Event Name	Permittee Name & Event Address	Permit No.
3	01/14/26	Sterling Ranch Summer Concert Series	Sterling Ranch Community Advisory Board - 8899 Yellowcress St	LL2026-003
3	01/15/26	Sterling Ranch Fall Festival	Sterling Ranch Community Advisory Board - 8158 Monte Vista Cir	LL2026-004
3	01/15/26	Sterling Ranch Stars & Stripes Celebration	Sterling Ranch Community Advisory Board - 8158 Monte Vista Cir	LL2026-005
3	01/16/26	Hunters Gathering	Highlands Ranch Backcountry Wilderness Area Fund - 4800 Mcarthur Ranch Rd	LL2026-010
3	01/16/26	Sterling Ranch Days	Sterling Ranch Community Advisory Board - 8158 Monte Vista Cir	LL2026-006
3	01/16/26	Sterling Ranch Holiday Market	Sterling Ranch Community Advisory Board - 8002 Titan Rd	LL2026-007
3	01/16/26	Sterling Ranch Oktoberfest	Sterling Ranch Community Advisory Board - 8002 Titan Rd	LL2026-008
3	01/16/26	Sterling Ranch Prospect Concert	Sterling Ranch Community Advisory Board - 8158 Monte Vista Cir	LL2026-009