



BOARD OF COUNTY COMMISSIONERS BUSINESS MEETING
TUESDAY, MARCH 25, 2025
AGENDA

Tuesday, March 25, 2025

1:30 PM

Hearing Room

Invocation –Jason Van Divier

1:30 PM

1. Call to Order

- a. Pledge of Allegiance
- b. Attorney Certification of Agenda
- c. Commissioners Disclosure for Items on This Agenda

2. Ceremonies/Proclamations

- a. Resolution Declaring March 2025 as Developmental Disabilities Awareness Month.
Maureen Waller, Special Projects Manager — *County Administration*
On February 26, 1987, to celebrate and recognize people with disabilities, President Ronald Reagan officially declared Proclamation 5613 making March “National Developmental Disabilities Awareness Month.”

The Board of County Commissioners wishes to recognize March 2025 as Developmental Disabilities Awareness month in Douglas County.

Attachments: [2025 Resolution Developmental Disabilities Awareness Month](#)

3. Consent Agenda

- a. Approval of Business Meeting Minutes from March 3, 2025.

Attachments: [Minutes Business Meeting 03.11.2025](#)

- b. Approval of Land Use/Public Hearing Minutes from March 11, 2025.

Attachments: [Minutes LU PH Meeting 03.11.2025](#)

- c. Approval of Vouchers March 11, 2025

Andrew Copland, Director of Finance — *Finance Department*

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

Vouchers	\$ 3,802,403.83
Electronic Funds Transfers	\$
Handwritten Checks	\$ 107,282.99
Purchasing Card Charges	\$ 747,214.76
Election Judges	\$
TOTAL:	\$ 4,656,901.58

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.

Attachments: [03.11.25 BOCC](#)

d. Approval of Vouchers March 18, 2025

Andrew Copland, Director of Finance — *Finance Department*

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

Vouchers	\$ 3,808,766.31
Electronic Funds Transfers	\$
Handwritten Checks	\$ 3,377,713.58
Purchasing Card Charges	\$
Election Judges	\$
TOTAL:	\$ 7,186,479.89

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.

Attachments: [03.18.25 BOCC](#)

e. Approval of Vouchers March 25, 2025

Andrew Copland, Director of Finance — *Finance Department*

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

Vouchers	\$ 1,748,572.62
Electronic Funds Transfers	\$
Handwritten Checks	\$ 5,438,509.13
Purchasing Card Charges	\$
Election Judges	\$
TOTAL:	\$ 7,187,081.75

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

Attachments: [03.25.25 BOCC](#)

- f. Following the Recommendation of Assessor's Office to Settle BAA Appeal

Jeff Garcia — *County Attorney*

The Assessor's Office has requested a reduction in value for the following property. The values of the subject property has been appealed from the Board of County Commissioners ("BOCC") sitting as the Douglas County Board of Equalization ("BOE") to the State Board of Assessment Appeals ("BAA"). This case may not be settled without approval of the BOCC. The Attorney's Office will need settlement authority from the BOCC before signing the stipulation with the taxpayer. The information in this memo is a summary of the settlement justification offered by the Assessor's Office.

Attachments: [Board Memo 3.25.25](#)

- g. Resolution Approving the Abatement Settlement Recommendations of the Assessor's Office

Ashley Chamberlain, Paralegal — *County Attorney*

The Assessor has reviewed the petitions requesting adjustment to the properties' valuations submitted by the Petitioners listed in the attached resolutions. In those instances where a taxpayer's petition for refund or abatement of property taxes to the Board has been reviewed by the Douglas County Assessor and recommended for approval or partial approval, the Board has the authority to settle all such appeals and accept the recommendations of the Assessor. The Assessor is requesting that the Board approve the recommendations and direct the Clerk to the Board to issue a resolution ordering adjustment in value for the subject property.

Attachments: [Abatement Settlement Approval Resolution - March 2025.doc](#)
[Abatement Settlement Approval Attachment.pdf](#)

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

Ashley Chamberlain, Paralegal — *County Attorney*

On March 19, 2025, Referee Jeffrey Hamilton conducted abatement hearings on behalf of the Board of County Commissioners pursuant to the authority granted by Resolution No. R-008-083. The attached resolution approves the referee's recommendations and orders a separate resolution be prepared for each abatement petition and to notify the petitioners of the Board's decision.

Attachments: [Abatement Approval Resolution - March 2025.doc](#)
[Abatement Approval Resolution Docs](#)

- i. Resolution Making Appointments to the Douglas County Board of Health.
Douglas County Commissioners — *County Administration*
The Board of Health was established, and primary members appointed September 7, 2021 by resolution R-021-095. Resolution R-021-095 also authorized the appointment of up to five (5) Board of Health alternates to act in the absence of the Board of Health member to which they will be designated. This Resolution makes those appointments and designations

Attachments: [Board of Health Resolution Appointment March 2025](#)

- j. Resolution Making Appointments to the Douglas County Open Space Advisory Committee.
Douglas County Commissioners — *County Administration*
Douglas County has a number of citizen advisory boards and commissions. Some of these citizens represent specialized fields or interests on their respective board or commission. Members of boards and commissions provide an invaluable service to the County. They advise the Board of County Commissioners and County staff on a wide variety of subjects by making recommendations on important policy matters.

Attachments: [Resolution Making Appointment to COSAC March 2025](#)

- k. Resolution Making an Appointment to the Douglas County Cultural Council.
Douglas County Commissioners — *County Administration*
Douglas County has a number of citizen advisory boards and commissions. Some of these citizens represent specialized fields or interests on their respective board or commission. Members of boards and commissions provide an invaluable service to the County. They advise the Board of County Commissioners and County staff on a wide variety of subjects by making recommendations on important policy matters.

Attachments: [Resolution Making an Appointment to Cultural Council March 2025](#)

- l. Colorado State Department of Local Affairs 2024 Homeless Resolution Program Grant Agreement in the Amount of \$40,000.00 with a Required \$20,000.00 Match for a Project Total of \$60,000.00.
Steven Dodrill, Community Programs Administrator — *Community Services*
The Colorado State Department of Local Affairs (DOLA) has awarded Douglas County \$40,000.00 in Homeless Resolution Program (HRP) grant funds to provide homeless prevention services. This grant requires a \$20,000 match for a project total of \$60,000.00.

Attachments: [Staff Report HRP 2024 Contract Combined](#)

- m. FY 2025 DOLA Gray and Black Marijuana Enforcement Grant Program Award in the Amount of \$39,500.00.

Division Chief Michael McIntosh, — *Sheriff*

On October 8, 2024, the Board of County Commissioners approved the submission of a grant application for the Gray and Black Marijuana Grant Program. The purpose of the funding is to provide financial assistance to local law enforcement agencies and district attorneys through the local governments for the investigation and prosecution costs associated with unlicensed marijuana cultivation or distribution operations.

DOLA notified Douglas County that \$39,500 was awarded for the grant period ending May 31, 2026. Per the grant requirements, the grant funds will be spent only on costs associated with the investigation and prosecution (including large-scale operations, organized crime, and operations that divert marijuana outside of Colorado) of unlicensed marijuana cultivation or distribution operations conducted in violation of state law. The Douglas County Sheriff's Office and District Attorney's Office will continue to work together to ensure that funds are made available to the District Attorney as well for costs associated with prosecution of unlicensed marijuana cultivation or distribution operations conducted in violation of state law.

Acceptance of the funding essentially entails only a request for payment through DOLA's online portal system, so there are no documents to sign.

Attachments: [GBMJ-25-111 Douglas County EXECUTED 11 19 2024 AAA](#)

- n. Purchase Order to TransWest Truck, Trailer, & RV in the Amount of \$247,989.00 Utilizing Sourcewell Contract #032824-NAF.

Brian Franklin, Fleet Services Manager — *Facilities and Fleet & Emergency Support Services*

The Fleet Services Division of Facilities, Fleet and Emergency Support Services Department is requesting approval for a purchase order to TransWest Truck, Trailer, & RV from account 21700.474350 for the acquisition of a new/additional Office of Emergency Management Wildland fire truck as approved in the 2025 Douglas County Adopted budget.

2025 Adopted Budget \$290,000

Attachments

- TransWest Truck & Trailer Quote \$247,989.00
- Sourcewell-Caterpillar Contract #032824-NAF

Attachments: [DOUGLAS 4X4 CREW M2 SUMMIT_Proposal_20250306113805](#)
[National Auto Fleet Contract 032824](#)

- o. Purchase Order to Peak Office Furniture, Inc. for the Approved 2025 Clerk & Recorder Remodel at the Wilcox Building, Phase II, in the Amount of \$160,566.79. Award IFB #048-23.

Troy Bahr, Facilities Manager — *Facilities and Fleet & Emergency Support Services*

Douglas County Facilities, Fleet & Emergency Support Services (FFESS) received funding approval in the 2025 Adopted Budget to remodel the Clerk & Recorder Office at the Wilcox Building.

In January 2024, an Invitation for Bid process was completed, and IFB #048-23 was awarded to Peak Office Furniture, Inc. as one of the successful bidders.

A Purchase Order totaling \$160,566.79 has been submitted to Douglas County Purchasing for processing to complete this furniture purchase.

Attachments: [Clerk Recorder Recording office quote](#)

- p. Purchase Order to Strong Contractors for Phase V Roof Replacement Project at the Robert A. Christensen Justice Center, in the Amount of \$286,000.00. Award IFB #027-22.
Troy Bahr, Facilities Manager — *Facilities and Fleet & Emergency Support Services*
Douglas County Facilities, Fleet & Emergency Support Services (FFESS) received funding approval in the 2025 Adopted Budget to continue the phased replacement of the roofing system at the Robert A. Christensen Justice Center. This request is for Phase V of the project to replace the existing 27-year-old roof by building sections.

In September 2022, an Invitation for Bid process was completed, and IFB #027-22 was awarded to Strong Contractors as one of the successful bidders.

A purchase order request for \$286,000.00 has been submitted to Douglas County Purchasing for processing to complete Phase V of the Roof Replacement Project.

Attachments: [Silicone Roof Coating Proposal - Justice Center - Phase V](#)

- q. Purchase Order to Automated Building Solutions Inc. for Area A 2nd & 3rd Level Building Automation System Hardware Upgrades at the Robert A. Christensen Justice Center, In the Amount of \$121,800.00. Award RFQ #014-21.
Troy Bahr, Facilities Manager — *Facilities and Fleet & Emergency Support Services*
Douglas County Facilities, Fleet & Emergency Support Services (FFESS) received funding approval in the 2025 Adopted Budget to complete Area A, 2nd, and 3rd Levels of the Building Automation System Hardware Upgrades at the Robert A. Christensen Justice Center. This request is to upgrade the outdated automation control hardware in these levels.

In 2021, an RFQ process was completed and awarded to Automated Building Solutions Inc. RFQ #014-21.

A purchase order request for \$121,800.00 has been submitted to Douglas County Purchasing for processing to complete the Area A 2nd & 3rd Level of the Building Automation System Hardware Upgrades.

Attachments: [1013-05-53 DCJC Honeywell BAS system Area A \(2nd & 3rd levels\) FPVAV-VAV box controls upgrade](#)

- r. Purchase Orders to C3 Interiors, LLC. for Carpet Replacement DA 3rd Floor at the Robert A. Christensen Justice Center, in the Amount of \$106,905.64. Award IFB #008-24.
Troy Bahr, Facilities Manager — *Facilities and Fleet & Emergency Support Services*
Douglas County Facilities, Fleet & Emergency Support Services (FFESS) received funding approval in the 2025 Adopted Budget to complete Carpet Replacements in the DA 3rd Floor area at the Robert A. Christensen Justice Center. This request is to replace the 19-year-old carpet in this area.

In 2024, an Invitation for Bid process was completed, and IFB #008-24 was awarded to C3 Interiors, LLC as the successful bidder.

A purchase order request for \$106,905.64 has been submitted to Douglas County Purchasing for processing to complete the Carpet Replacement in the DA 3rd Floor area.

Attachments: [24993 DC Justice - DA's 3rd Floor](#)

- s. First Amendment of Contract and Purchase Order to Security Central, Inc. for 2025 Scheduled Facility Alarm Monitoring Services to Douglas County Locations, in the Amount of \$30,000.00. Award of IFB #048-21.
Jason Petalas, Security Manager — *Facilities and Fleet & Emergency Support Services*
Douglas County Facilities, Fleet & Emergency Support Services (FFESS) received funding approval in the 2025 Adopted Budget to continue the alarm monitoring services for the County buildings.

In December 2021, an Invitation for Bid process was completed, and Security Central Inc. was awarded IFB #048-21 as the successful bidder. Based on the Term, the Parties agreed to, and the County paid to the Contractor \$33,528.99 for fiscal year 2023 and \$33,528.99 for fiscal year 2024.

Now, both Parties agreed to amend the Contract for the first time by increasing the Maximum Contract Expenditure. The First Amendment is for Thirty Thousand Dollars and Zero Cents (\$30,000.00) for fiscal year 2025.

With the addition of this First Amendment to the Contract of Thirty Thousand Dollars and Zero Cents (\$30,000.00), the total allocation for services is One Hundred Thirty Thousand Five Hundred Eighty-Six Dollars and Ninety-Seven Cents (\$130,586.97) for services outlined in the contract.

Attachments: [2025 DC - PCS - Security Central First Amendment 3.3.2025](#)

- t. Purchase Order to Peak Office Furniture, Inc. for the Approved Lansing Point Satellite Space Furniture to Support the 23rd Judicial District and Douglas County Health Department Located at 11045 East Lansing Circle, Englewood, CO 80112 in the Amount of \$767,000.86. Troy Bahr, Facilities Manager — *Facilities and Fleet & Emergency Support Services* Douglas County Facilities, Fleet & Emergency Support Services (FFESS) respectfully requests approval of a Purchase Order totaling \$767,000.86 (BU19200) for the procurement and installation of office furniture on the 2nd and 3rd floors of the new 23rd Judicial District satellite facility. This space will serve the District Attorney's Diversion Program, Probations, Douglas County Health Department (DCHD), and Community Justice Services.

In January 2024, an Invitation for Bid process was completed, and IFB #048-23 was awarded to Peak Office Furniture, Inc. as one of the successful bidders.

A purchase order request totaling \$767,000.86 has been submitted to Douglas County Purchasing for processing to complete this furniture purchase.

Attachments: [Lansing Point quote](#)

- u. Construction Contract for the Palmer Divide Ave Phase 3 Project to HCG Construction LLC, in the Amount of \$1,294,872.00 and \$100,000.00 as a Contingency Fund, for a Total Amount of \$1,394,872.00, Douglas County Project Number CI 2023-013.

Brian Schultz, Engineering Construction Manager — *Department of Public Works Engineering*

This project consists of extending the asphalt roadway east on Palmer Divide Avenue from the current end of the existing pavement by approximately ¾ mile to approximately two hundred and thirty linear feet east of the South East Cherry Creek Rd intersection. The Project is on the specific section of Palmer Divide Avenue that is currently maintained by Douglas County. The project will also replace five (5) existing culvert crossings with new twenty-four (24) inch RCP crossings and flared end sections.

Bids were accepted on Tuesday, March 4, 2025, at 2:30 p.m. Nine (9) bids were accepted and read. HCG Construction LLC was the low bidder. The low bid has been reviewed and determined to be in compliance with Douglas County's contract requirements. Bid results are as follows:

<u>CONTRACTOR</u>	<u>TOTAL BID</u>
HCG Construction LLC	\$ 1,294,872.00
Chavez Construction	\$ 1,474,213.50
Kiewit Infrastructure	\$ 1,476,423.00
West Fork Construction	\$ 1,497,497.50
Brannan Sand and Gravel	\$ 1,544,374.00
Elite Surface Infrastructure	\$ 1,549,622.35
Pyramid Construction	\$ 1,704,976.29
Native Sun Construction	\$ 1,823,729.26
JARCCO Construction	\$ 2,293,465.00
Engineer's Estimate	\$ 1,565,785.00
Average of Nine (9) Bidders	\$ 1,628,796.99

Staff is recommending entering a contract with HCG Construction LLC for the amount of \$1,294,872.00, for the 2025 Palmer Divide Ave Phase 3 Project. Staff also recommends approval of an additional \$100,000.00 (approximately 10% of the bid amount) as a contingency fund. The total amount of the contract, including contingency, is \$1,394,872.00.

Funding for this project will come from Business Unit 800100.478200, in Fund 200, for a total amount of \$1,394,872.00, which includes the 10% contingency amount of \$100,000.00.

Attachments: [AGREEMENT - Palmer Divide](#)

- v. Public Contract for Services with B2P, Inc. dba Basis Partners (Basis) for the Hilltop Road Project - Segment 1, Douglas County Project Number CI 2020-029, in the Amount of \$970,000.00.

Cori Cowan, P.E., Capital Improvements Project Manager — *Department of Public Works Engineering*

The County intends to construct improvements to the existing Hilltop Road, between Legend High School and the Crestview Drive/Village intersection on Hilltop Road. The project will consist of widening and realigning Hilltop Road within the project limits. The new roadway will be widened to 4-lanes with curb and gutter, and a raised median. A roundabout will be constructed at the Crestview Drive/Village Road intersection on Hilltop Road, replacing the existing two-way stop- controlled intersection. Additionally, this project also includes a new storm sewer system that will outlet into permanent water quality ponds located adjacent to the roadway. This project is currently out to bid with bid alternates for concrete and asphalt pavement.

This proposed PCS will utilize construction-oriented staff from Basis to augment Douglas County Engineering Staff to oversee construction activities related to the Hilltop Road Project - Segment 1. Using a consultant construction management team allows for a full-time presence on the construction site and ensures the construction is performed in accordance with the contract documents minimizing risk to the County. The professional services associated with this PCS include construction inspection, construction materials testing, and other construction related professional services as needed during construction.

Basis was chosen through a competitive selection process, administered by Douglas County Engineering Staff, based on the criteria provided in the Request for Proposals (RFP). The process to select a consultant took place in February 2025. The Request for Proposals (RFP) was sent to five consultants from the 2025-2026 Douglas County Shortlist in the “Construction Management & Inspections” division. The following firms provided proposals:

AtkinsRealis

Basis

Emprise Concepts

RockSol

RS&H

Proposals were evaluated by four Douglas County Engineering staff members based on the following criteria with a total of one hundred points possible:

1. Firm qualifications, project team, and relevant experience 30 Points
2. Project approach and understanding of critical issues 35 Points

- 3. Staffing plan with narrative 25 Points
- 4. Estimated Fee 10 Points

Each of the four evaluators submitted their rankings confidentially which were then combined to determine the overall ranking as shown below.

Consultant Teams Submitting a Proposal Overall Ranking

Basis	1
AtkinsRealis	2
RockSol	3
Emprise Concepts	4
RS&H	5

Douglas County Engineering Staff believes utilizing Basis to perform the construction management and materials testing services will be a successful route for the project.

Construction costs for this project is currently estimated to be \$14,435,665.80 and this PCS for construction management and materials testing represents about 7% of the total construction costs. The proposed PCS with Basis is for an amount not to exceed \$970,000.00 using funds set aside in Fund 230, Business Unit 800156.

Attachments: [PCS - Basis Partners - Hilltop Rd](#)

- w. Revision of the Subdivision Improvements Agreement and Inter-Governmental Agreement for Sterling Ranch Filing No. 7A - Project File DV2023-410

Ken Murphy, PE, Senior Development Review Engineer — *Department of Public Works Engineering*

The purpose of the agreement is to provide for the completion of the subdivision improvements including, but not limited to: all on-site and off-site grading, stormwater and water quality facilities, water and sanitary sewer facilities and off-site stormwater and roadway facilities necessary to serve the development. The SIA-IGA is between Sterling Ranch Development Company, Sterling Ranch Community Authority Board, Dominion Water and Sanitation District, and Douglas County.

Attachments: [Amended SIA and IGA - Sterling Ranch - KM 3.25](#)

- x. Construction Contract with Lighthouse Transportation Group for the Kendrick Castillo Way/Plum Valley Lane Intersection Signal Project, in the Amount of \$912,345.50, with an Additional \$136,000.00 as a Contingency Fund, for a Total of \$1,048,345.50, Douglas County Project Number TF 2021-026.

Karl Lucero, Engineer III — *Department of Public Works Engineering*

This project consists of installing a new traffic signal and making upgrades to meet current ADA requirements at the intersection of Kendrick Castillo Way and Plum Valley Lane.

Bids were accepted on Tuesday, February 18, 2025, at 2:00 p.m. Six (6) bids were accepted and read. Sturgeon Electric Company Inc. was the low bidder, but after review of their bid documents it was determined that they did not submit a complete bid and was rejected. The next low bid submitted by Lighthouse Transportation Group has been reviewed and determined to be in compliance with Douglas County’s contract requirements.

Bid results are as follows:

<u>CONTRACTOR</u>	<u>TOTAL BID</u>
Sturgeon Electric Company Inc.	\$ 874,849.00
Lighthouse Transportation Group	\$ 912,345.50
Adiona Transportation Solutions, LLC	\$ 988,110.14
Morton Electric Inc.	\$ 991,500.59
Advance Electrical Contracting	\$ 1,083,483.51
RDZ Build	\$ 1,301,291.00

Engineer’s Estimate	\$ 1,151,480.00
Average of Six (6) Bidders	\$ 1,025,263.29

Staff is recommending entering into a Construction Contract with Lighthouse Transportation Group for the amount of \$912,345.50, for the Kendrick Castillo Way/Plum Valley Lane intersection Signal Project.

Staff also recommends approval of an additional \$136,000.00 (approximately 15% of the Bid Amount) as a contingency fund. The total amount of the contract, including contingency, is \$1,048,345.50.

Funding for this project will come from Business Unit 800833.473800, in Fund 230, for the amount of \$1,048,345.50.

Attachments: [Construction Contract Agmt Lighthouse Transportation](#)

- y. Temporary Road Closure of Roxborough Park Rd Between Roxborough Dr and City of Aurora Easement for the Placement of Class 6 Material and Grading the Road after the Installation of Water Lines for Roxborough Water and Sanitation District; Douglas County Project Number DV2024-305

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

This Temporary Road Closure is located on Roxborough Park Road just east of Roxborough Drive for approximately 2,200 feet. This road closure is for the placement of Class 6 material and grading the road after the installation of water lines. The freshly-graded road will serve the residents in that area of Northern Douglas County.

Attachments: [Resolution - Temp Rd Closure Rox Park Rd](#)

- z. Acceptance of a Secondary Storm Drainage Easement from South Suburban Park and Recreation District, for 400 West County Line Road to Provide Access to the Private Stormwater System to Perform Maintenance in the Event the Owner Fails to Adequately Maintain said Facilities, Douglas County Project No. DV 2024-280.

Chuck Smith, Engineer III — *Department of Public Works Engineering*

This Storm Drainage Easement is located at 400 West County Line Road and swales, pipes, and a detention/water quality pond. The stormwater infrastructure serves the site improvements. This Storm Drainage Easements will provide Douglas County access to the private stormwater system to perform maintenance in the event the owner fails to adequately maintain said facilities.

Attachments: [So Suburban Drainage Easement](#)

- aa. Quitclaim to the Town of Castle Rock of Any Interest Douglas County May Have in an Approximately 0.83-Acre Tract of Residual Right-of-Way for Old Ridge Road Located Adjacent to Founders Parkway.

Dirk Zender, Real Property Acquisition Specialist II — *Department of Public Works Engineering*

The Town of Castle Rock (the “Town”) owns two parcels of real property totaling approximately 5-acres (the “Town Property”) located adjacent to Founders Parkway north of the Castle Oaks Estates Subdivision. The Town Property is bisected by an approximately 30-foot wide tract of residual right-of-way for Old Ridge Road owned by the County that travels approximately 700-feet to the north, then rotates 90 degrees and travels approximately 700-feet to the west (the “ROW Tract”). There are no current uses or improvements associated with the ROW Tract due to the construction of Founders Parkway. The Town has asked that the County quitclaim any interest it may have in the ROW Tract so that the Town’s ownership of the Town Property can be contiguous. Public Works staff has reviewed this request and supports the quitclaim of the ROW Tract to the Town.

Attachments: [Quit Claim Deed - Town of CR - Old Ridge Rd DZ](#)

- ab. Grant of Utility Easement to CORE Electric Cooperative to Accommodate the Installation of an Underground Electrical Transmission Line Near the Tomah Road/I-25 Frontage Road Intersection.

Dirk Zender, Real Property Acquisition Specialist II — *Department of Public Works Engineering*

CORE Electrical Cooperative (“CORE”) is in the process of relocating a current electrical line adjacent to Tomah Road from overhead to underground to improve service and safety to its customers (the “Project”). CORE plans to transition from the underground electric line back to an existing overhead electric line located north of Tomah Road and adjacent to the I-25 Frontage Road. In order to tie into the overhead electric line, CORE needs to install approximately 300-feet of the underground electric line across a parcel of real property owned by the County to reach an existing electric distribution pole that is also located on the County’s property. Public Works staff has reviewed this request and supports the Grant of Utility Easement (the “Easement) to CORE to accommodate the Project improvements.

Attachments: [I-25 Frontage Rd.CORE Electric Line Esmnt](#)

- ac. ANM Cisco Network Equipment Purchase for Lansing in the Amount of \$113,316.56.

Jim Brown, Chief Technology Officer — *Information Technology and County Administration*

Advanced Network Management, Inc. (ANM) is a preferred partner for Douglas County for network hardware. We are seeking approval to purchase CISCO hardware for \$101,975.38, and Vertiv Backup Battery (UPS) for \$11,341.18 for the Lansing Circle facility, 2nd and 3rd floors. The total cost of \$113,316.56 was budgeted from County Administration business unit, 19200.

Attachments: [ANM Lansing Circle 121816.56 QT000081457 QT000090053](#)

- ad. Beacon Communications Lansing Point Conference Rooms Project in the Amount of \$308,422.94

Jim Brown, Chief Technology Office — *Information Technology and County Administration*
Beacon Communications will supply and install new audiovisual presentation and control systems in the newly constructed conference rooms on the 2nd and 3rd floors. These rooms will be equipped for video conferencing, audio conferencing, and video presentations, adhering to Douglas County's standardized room configurations. During this phase, multiple departments, including the Public Health Department, Criminal Justice Services, and DA23 Diversion, will utilize this technology. The funding source for this project has been budgeted from the County Administration, 19200.

Attachments: [Beacon SOSA 2025-43 308,422.94 Lansing Point](#)

- ae. Cornerstone OnDemand Annual Renewal in the Amount of \$218,854.48.

Mike Wise — *Information Technology*

Renewal Invoice for Cornerstone OnDemand for 2025 is \$218,854.48 due end of March. This includes all Cornerstone licenses, modules and support that the County uses needing maintenance support for 2025. This has been budgeted in account 18900.444500 and awaiting board approval.

Attachments: [Cornerstone 2025 \\$218,854.48 Q-108357 2025-03-05 01-45-49Z](#)

- af. Computronix Sustainment Annual Renewal in the Amount of \$60,000.00.
Mike Wise, Sr. Manager Application Services — *Information Technology*
Computronix provides the POSSE/Winchester workflow management solution, which supports the operational needs of the Public Works Engineering and Community Development departments. This contract funds Computronix professional services to implement system updates in response to evolving business requirements, conduct technical analyses, and resolve high-priority issues as they arise. The total funding request is \$60,000, which will be allocated from the IT Technology Fund to ensure continued system reliability and alignment with County business processes.

This needs to go to BOCC because this engagement takes us over the \$100,000 threshold for BOCC approval for the year.

Attachments: [Computronix SOSA 2025-04 60,000 App Sustainability](#)

- ag. Crowe, LLP WorkSMART Microsoft Dynamics Implementation in the Amount of \$2,131,000.00
Mike Wise, Sr. Manager Application Services — *Information Technology*
Microsoft Dynamics 365 for Finance/Budget/Procurement is being implemented by Crowe as part of the WorkSMART program. This SOSA completes implementation of the application and effects transition to Microsoft Dynamics 365. The total request is for \$2,131,000.00 budgeted from the IT Tech Fund: 800900.

Attachments: [Crowe LLP SOSA 2025-03 2,131,000.00](#)

- ah. DevIQ First Amendment of the BITS Replatform Project in the Amount of \$64,800.00, Cumulative \$164,135.00.
Mike Wise, Sr. Manager Application Services — *Information Technology*
Replatform the BITS application off the OutSystems platform to Douglas County's standard cloud application framework. This effort will avoid significant contract/license renewal fees for OutSystems and Login Radius, estimated at more than \$400,000 for upcoming 2025 renewals. The standardized replacement system will have substantially lower maintenance costs for the Douglas County IT department while continuing to provide the Election Office with a key application used in their election management process.

The request is to amend DevIQ SOSA 2025-06 by adding additional budget of \$64,800.00, bringing the total project cost to \$164,135.00, budgeted from the Tech Fund: 800900.

Attachments: [DevIQ SOSA 2025-06 Amend1 03.03.25 clean](#)

- ai. Northwoods Electronic Content Management System Renewal in the Amount of \$148,024.00.

Mike Wise, Sr. Manager Application Services — *Information Technology*

Human Services uses the Compass Pilot application to manage documents and tasking. The renewal is needed to maintain the Northwoods software used by Human Services within Douglas County. The cost for 2025 is \$148,024.00 and funding is from IT Maintenance fund, 18900.444500.

Attachments: [Northwoods 2025 148,024.00 QUOTE 5.1.25 - 4.30.26](#)

- aj. 2026 Application for the Rocky Mountain High Intensity Drug Trafficking Area (RMHIDTA) Grant in the Amount of \$2,576,391.00.

Andrew Copland, Director of Finance — *Finance Department*

Douglas County serves as the fiscal agent for the Rocky Mountain High Intensity Drug Trafficking Area (RMHIDTA) and as such is required to accept the annual grant award as well as any modifications to the original grant award made by the national HIDTA program.

Since 1997, Douglas County has applied for funding through the Office of National Drug Control Policy (ONDCP). The 2026 application for Douglas County totals \$2,576,391.00. Breakdown of initiatives will be included in the official award letter.

Application requires the approval of the Board of County Commissioners. The funding for these initiatives will be appropriated in the 2026 Adopted Budget.

Attachments: [SF 424 packet](#)

- ak. Resolution To Give Full And Timely Notice of a Public Meeting on The Douglas County Public Website, As The Official Public Place For Posting of Public Notices For the Meetings of The Board of County Commissioners and All Local Public Bodies Established and Created By The Board of County Commissioners Pursuant To Section 24-6-402(2)(c)(I), C.R.S., and Subsection (2)(c)(III).

Jeffrey Garcia, County Attorney — *County Attorney*

Pursuant to C.R.S. § 24-6-402(2)(c)(I) and C.R.S. 24-6-402(c)(III), the Board is to designate a public place for the posting of public notices of meetings of the Board, including any boards, commissions, committees, authorities, or other advisory, policy-making, and rule-making public bodies that are established by the Board.

Attachments: [Resolution Posted Notice for 2025](#)

- al. Resolution Adopting County Revitalization Authority Policy.
Jeff Garcia, County Attorney — *County Attorney*
Resolution adopting standards and policy for county revitalization authorities.

Attachments: [Resolution CRA](#)
[Douglas County - County Revitalization Authority Administrative Policy 3.13.25](#)

4. Regular Agenda

- a. Contract for Service With River North Transit LLC for Microtransit Services in the Amount of \$2,901,410.00.
Ryan Arthur, Community Program Coordinator — *Community Services*
Douglas County is seeking to provide microtransit services in the Highlands Ranch area. Staff has prepared a Contract for Services between Douglas County and River North LLC, a subsidiary of Via Transportation Inc. (Via), for microtransit services in the amount of \$2,901,410.

Attachments: [Staff Report 03192025 VIA Contract For Services](#)

- b. Amendment of Resolution R19-029 Resolution for the Control and Licensing of Household Pets, Douglas County Colorado.
Commander Alan Stanton — *Sheriff*
Requesting an amendment to Resolution R19-029; Resolution for the Control and Licensing of Household Pets due to animal control definition changes and control and licensing procedural changes related to animal control services provided for Douglas County.

Attachments: [DC Resolution Amended Animal Control Clean 021825 b](#)

- c. 2025 Master Services Agreement with Tessa for Domestic Violence Safehouse Operation in the Amount of \$350,000.00.
Steven Dodrill, Community Programs Administrator — *Community Services*
In October 2024, a Request for Information (RFI) was released to identify a provider to operate a Domestic Violence (DV) safehouse in Douglas County. After a comprehensive review process, staff recommends Tessa, a nonprofit organization based out of Colorado Springs, as the operator for the safehouse. The 2025 Master Services Agreement (MSA) with Tessa for domestic violence safehouse operation in the amount of \$350,000 has been drafted for consideration by the Board of County Commissioners (BCC).

Attachments: [Staff Report DV Safehouse Operation Contract Combined](#)

5. Citizen Comments / Organization Comments - If Time Allows

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

6. Commissioner Comments

7. Other Business

8. County Manager

- a. County Manager Report.

Attachments: [County Manager Report 3.25.25](#)

9. Adjournment

The Next Business Meeting Will be Held on Tuesday, April 8, 2025 @ 1:30 p.m.