

Construction Contract Staff Report

DATE:

AUGUST 29, 2024

TO:

DOUGLAS COUNTY BOARD OF COUNTY COMMISSIONERS

THROUGH:

DOUGLAS J. DEBORD, COUNTY MANAGER

FROM:

TERENCE T. QUINN, AICP, DIRECTOR OF COMMUNITY DEVELOPMENT

CC:

BRITTANY CASSELL, CURATOR

LAUREN PULVER, PLANNING SUPERVISOR

KATI CARTER, AICP, ASSISTANT DIRECTOR OF PLANNING RESOURCES

SUBJECT:

CONSTRUCTION CONTRACT WITH EMPIRE CARPENTRY IN THE AMOUNT OF

\$162,284 WITH A COUNTY CONTRIBUTION OF \$46,033

BOARD OF COUNTY COMMISSIONER BUSINESS MEETING: SEPTEMBER 10, 2024 @ 1:30 PM

I. EXECUTIVE SUMMARY

This is a request to execute a contract between the Board of County Commissioners (Board) and Empire Carpentry (Empire) for \$162,284. The contract is to continue preservation work on the exterior of the Miksch-Helmer Cabin. The project was awarded a State Historical Fund (SHF) grant in 2024. The County was awarded \$116,251 in SHF grant funds and will provide a \$46,033 cash match from the 2024 Parks, Trails, Historic Resources, and Open Space Sales Tax fund.

II. REQUEST

Approval of a public contract with Empire for preservation work.

III. BACKGROUND

In August 2018, Douglas County contracted with Empire to perform stabilization work on the Miksch-Helmer Cabin. In 2019, the County was awarded a State Historical Fund (SHF) grant to further restore and stabilize the cabin. Simultaneously with the grant work, the County self-funded creating a dry zone around the cabin and building a retaining wall.

On June 3, 2024, the SHF notified staff that the County was awarded a grant in the amount of \$116,251 to continue exterior restoration work on the Miksch-Helmer cabin. The County will provide a cash match of \$46,033.

This phase of work will continue exterior restoration including windows, doors, and reconstruction of the historic porch. Empire is familiar with the structure from previously completed project work and is uniquely qualified for the next phase of restoration work due to familiarity with the structure and property. Empire's portion of the project will cost approximately \$138,898, with a contract not to exceed amount of \$162,284 due to additional contingency costs that may be required for this project.

IV. RECOMMENDED ACTION

Staff recommends approving the construction contract for services between Empire and the Board for \$162,284 as it complies with all County approval standards and policies.

ATTACHME	NTS
-----------------	-----

Construction	Contract	3-1	9
	COILLI act		

CONSTRUCTION CONTRACT

2024 MIKSCH-HELMER CABIN EXTERIOR REHABILITATION PROJECT

THIS CONTRACT made and entered into this 14th day of August 2024, by and between

the Board of County Commissioners of the County of Douglas, State of Colorado, hereinafter

referred to as the "County," and Empire Carpentry LLC, a corporation organized and existing

under and by virtue of the laws of the State of Colorado, hereinafter referred to as the "Contractor."

WITNESSETH:

WHEREAS, the County advertised that sealed bids would be received for furnishing all

labor, tools, supplies, equipment, materials and everything necessary and required for the

rehabilitation of the Miksch-Helmer Cabin of Douglas County, located at 8817 N Rampart Range

Rd, Littleton, Colorado; and

WHEREAS, bids from said advertisement have been received by the County, and it has

been recommended that a contract for said work be made and entered into with the above-named

Contractor who was the lowest, responsive, responsible, qualified bidder therefore; and

WHEREAS, said Contractor is now willing and able to perform all of said work in

accordance with the Contract Documents and its bid;

NOW, THEREFORE, for and in consideration of the compensation to be paid the

Contractor, the mutual agreements hereinafter contained, and subject to the terms hereinafter

stated, it is mutually agreed as follows:

ARTICLE I – CONTRACT DOCUMENTS: It is agreed by the parties hereto that the

following list of instruments, drawings and documents which are attached hereto and bound

herewith or incorporated herein by reference constitute and shall be referred to either as the

Contract Documents or the Contract, and all of said instruments, drawings and documents taken

Construction Contract
Miksch Helmer Cabin Grant Project
Board of County Commissioners Staff Report - Page 3 of 19

together as a whole constitute the Contract between the parties hereto, and they are as fully a part

of and incorporated into this Agreement as if they were set out verbatim and in full herein:

Contract

Performance Bond

Payment Bond

Notices to Proceed

General Contract Conditions (Standard Specifications for Construction)

Invitation to Bid

Contractor Bid

Technical Specifications (if any)

Special Conditions (if any)

Addenda (if any)

Contract Drawings (if any)

Change Directives (if any)

Change Orders (if any)

Shop Drawings (if any)

ARTICLE II – SCOPE OF WORK: The Contractor agrees to and shall furnish all labor

and tools, supplies, equipment, superintendence, materials and everything necessary for and

required to do, perform and complete all of the work described, drawn, set forth, shown and

included in said Contract Documents.

ARTICLE III - TERMS OF PERFORMANCE: The Contractor agrees to begin the

performance of the work required under this Contract within ten (10) days after being notified to

commence work by the County's Authorized Representative pursuant to a Notice to Proceed and

agrees to substantially complete said work in its entirety by August 14, 2026 exact number of

days for completion to be determined upon Notice to Proceed. This period of performance is also

referred to as the Contract Time. The Contractor is not authorized to commence work prior to its

receipt of the Notice to Proceed.

ARTICLE IV – LIQUIDATED DAMAGES: There will be no liquidated damages for

this Contract.

ARTICLE V – TERMS OF PAYMENT: The County agrees to pay the Contractor for

the performance and completion of all of the work as required by the Contract Documents, and the

Contractor agrees to accept as its full and only compensation therefore, subject to additions and

Miksch Helmer Cabin Grant Project Board of County Commissioners Staff Report - Page 4 of 19 deletions pursuant to Change Order and other provisions of the Contract Documents, the total lump

sum amount of One Hundred and Thirty-Eight Thousand, Eight Hundred and Ninety-Eight

and 00/100 dollars (\$138,898.00) payable pursuant to the Contract Documents. Any work

accomplished and put in place by the Contractor above and beyond the appropriated and allocated

funds for each budget year will be done at the Contractor's risk. The maximum contract

expenditure is not to exceed One Hundred and Sixty-Two Thousand, Two Hundred and

Eighty-Four and 00/100 dollars (\$162,284.00), however, any expenditure exceeding

\$138,898.00 will require the County's approval of a Change Order.

ARTICLE VI – ANNUAL APPROPRIATIONS:

This appropriation is for the fiscal year ending December 31, 2024. The County is not under

obligation to make any future apportionment or allocation to this Contract. Any work performed

in excess of amounts appropriated shall be solely the risk of the Contractor. Notwithstanding any

other term of this Contract, it is expressly understood and agreed that: (1) any County financial

obligation, whether direct or contingent, for all or any part of the work under this Contract, shall

extend only to monies duly and lawfully appropriated and budgeted by the County and encumbered

for the purposes of this Contract; (2) County does not by this Contract irrevocably pledge present

cash reserves for payments in this or future fiscal years; (3) this Contract is not intended to create

a multiple-fiscal year direct or indirect debt or financial obligation of County; (4) the obligation of

County for expenditure obligations, if any, arising during any subsequent fiscal year in which this

Contract could be extended and be in effect shall only extend to utilization and payment of monies

appropriated and budgeted and encumbered for the purpose of this Contract in the fiscal year in

which obligations arise; and (5) no change order may be issued requiring compensation work

which causes the aggregate amount payable under the Contract to exceed the amounts

appropriated, budgeted and encumbered for the payment of this Contract in the fiscal year in which

Construction Contract
Miksch Helmer Cabin Grant Project
Board of County Commissioners Staff Report - Page 5 of 19

such obligations arise, unless the Contractor is given written assurance by the County that lawful

appropriations to cover the cost of the additional work have been made or unless such work is

covered under a remedy-granting provision in the Contract. Any work completed for this Contract

shall be secured from harm until future moneys are appropriated so that additional work may

commence. In the event a future appropriation is made by the County, County will inform

contractor in writing of any amounts appropriated for work proposed herein.

ARTICLE VII - GOVERNING LAW; VENUE: This Agreement shall be deemed to

have been made in, and construed in, accordance with the laws of the State of Colorado. Venue

for any action hereunder shall be in the District Court, County of Douglas, State of Colorado.

Contractor expressly waives the right to bring any action in or to remove any action to any other

jurisdiction, whether state or federal. All of the work performed under this Agreement by the

Contractor shall comply with all applicable laws, rules, regulations and codes of the United States

and the State of Colorado. 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 Agreement.

ARTICLE VIII - CONTRACT BINDING: It is agreed that this Contract shall be

binding on and inure to the benefit of the parties hereto, their heirs, executors, administrators,

assigns and successors.

ARTICLE IX – SEVERABILITY: If any part, portion or provision of this Contract shall

be found or declared null, void, or unenforceable for any reason whatsoever by any court of

competent jurisdiction or any governmental agency having authority thereover, only such part,

portion or provision shall be affected thereby and all other parts, portions and provisions of this

Contract shall remain in full force and effect.

Construction Contract
Miksch Helmer Cabin Grant Project
Board of County Commissioners Staff Report - Page 6 of 19

ARTICLE X – ASSIGNMENT: The Contractor shall not assign the whole or any part

of its duties, rights and interest in this Contract without first obtaining the written consent of the

County.

ARTICLE XI – JOINT VENTURE: If the Contractor is a Joint Venture, the partners to

the Joint Venture shall be jointly and severally liable to the County for the performance of all

duties and obligations of the Contractor which are set forth in the Contract.

ARTICLE XII - 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.

ARTICLE XIII - 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 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.

ARTICLE XIV - INDEPENDENT CONTRACTOR: Contractor is an independent

contractor. Notwithstanding any provision of this Contract, all personnel assigned by Contractor

to perform work under this Contract shall be and remain at all times, employees of Contractor for

all purposes. It is not intended nor shall it be construed that the Contractor, its employees or

volunteers are agents, employees or officers of the County for any purpose whatsoever.

ARTICLE XV – OWNERSHIP OF DOCUMENTS: Drawings, specifications,

guidelines and any other documents prepared by Contractor in connection with this Agreement

shall be the property of the County.

Construction Contract Miksch Helmer Cabin Grant Project ARTICLE XVI - INSURANCE: The Consultant shall be required to maintain the

insurance requirements provided in Exhibit C, attached hereto and incorporated herein by

reference.

ARTICLE XVII - POLITICAL CONTRIBUTIONS PROHIBITED: Pursuant to

Section 15 of Article XXVIII of the Colorado Constitution, there is a presumption of impropriety

between contributions to any campaign and sole source government contracts. Therefore, the

Consultant agrees, that in the event Consultant is awarded sole source contracts by the State or any

of its political subdivisions exceeding One Hundred Thousand Dollars (\$100,000.00) cumulatively

from any and all governmental entities within a calendar year, Consultant shall, for the duration of

this Agreement and for two (2) years thereafter, cease making, causing to be made, or inducing by

any means, a contribution, directly or indirectly, on behalf of any political party or for the benefit

of any candidate for any elected office of the State or any of its political subdivisions. Further,

pursuant to Section 16 of Article XXVIII of the Colorado Constitution, in the event that the

Consultant is awarded sole source contracts in excel of the amounts discussed herein, Consultant

shall promptly prepare and deliver to the executive director of the Colorado Department of

Personnel, a true and correct "Government Contract Summary," for this Agreement in a form

acceptable to that office.

ARTICLE XVIII - 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.

Construction Contract Miksch Helmer Cabin Grant Project ARTICLE XIX - 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.

ARTICLE XX - 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.

IN WITNESS WHEREOF, the County and Contractor have executed this Contract as of the above date.

EMPIRE CARPENTRY LLC

BY:	ATTEST: (if a corporation)
Printed Name:	
Title:	Title:
DATE:	
Signature of Notary Public Required:	
STATE OF COLORADO)	
COUNTY OF)	
The foregoing instrument was acknowledg	ged before me this day of
Witness my hand and official seal	
Notary Public	
My commission expires:	

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

BY:	
BY:	
ATTEST:	
Clerk to the Board	_
APPROVED AS TO CONTENT:	APPROVED AS TO FORM:
Douglas J. DeBord, County Manager	Terence T. Quinn, Director Department of Community Developmen
Date:	Date:
APPROVED AS TO FISCAL CONTENT:	APPROVED AS TO LEGAL FORM:
Andrew Copland, Director of Finance	Chris Pratt, Asst. County Attorney
Date:	Nate:

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the un	ndersigned Empire Carpentry
LLC., a corporation organized under the laws of the State of C	Colorado, hereinafter referred to as
the "Contractor" and	a corporation
organized under the laws of the State of	
authorized to transact business in the State of Colorado, herein	
and firmly bound unto the COUNTY OF DOUGLAS, a politic	
Colorado, hereinafter referred to as the "COUNTY", in the per	
Sixty-Two Thousand, Two Hundred and Eighty-Four and	
lawful money of the United States of America, for the paymen	
Surety bind themselves and their heirs, executors, administrate and severally by these presents.	ors, successors and assigns, jointly
WHEREAS, the above Contractor has on the day of	
into a written contract with the County for furnishing all labor	· • • · · · · · · · · · · · · · · · · ·
superintendence, and other facilities and accessories for the co	
, in accordance with the all Contract	
incorporated herein by reference and made a part hereof, and a	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.

(End of Page)

this day of	OF , said Contractor and said Surety have executed these presents as of,
	CONTRACTOR
	By: President
	SURETY
	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.)

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned Empire
Carpentry, LLC., a corporation organized under the laws of the State of Colorado
hereinafter referred to as the "Contractor" and
[Bonding company name], a corporation
Bonding company name], a corporation organized under the laws of the State of Bonding 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 One Hundred and Thirty-Eight Thousand, Eight Hundred and Ninety-
Eight and 00/100 dollars (\$138,898.00) 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 Contract
No, in accordance with 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

[END OF PAGE]

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.

esents as of this day of	·
	CONTRACTOR
	By: President
	SURETY
	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.)

EXHIBIT A

Scope of Services

I. Purpose: The purpose of this project is exterior rehabilitation and porch reconstruction at the Miksch Helmer Cabin in Roxborough, Colorado.

II. Scope of Work is as follows:

- A. Preservation Activities
 - 1. Exterior Rehabilitation
 - a. Remove non-original board and batten siding at frame addition
 - b. Install and paint new vertical board siding at frame addition
 - c. Remove deteriorated trim around doors and windows and install and paint new to match historic
 - d. Remove non-original attic access at the east elevation of the frame addition and contemporary utility lines prior to residing the building
 - e. Remove non-original asphalt siding at gable ends of log cabin
 - f. Install and paint new building paper and new 5" exposure horizontal board siding at gable ends to match the historic
 - g. Install and paint new rake board at the gable ends of log cabin to match the historic where missing
 - 2. Window and Door Restoration
 - a. Demolish non-original bathroom on the interior to rehabilitate east elevation window
 - b. Rehabilitate windows extant to building
 - c. Install replica windows as approved where missing or deteriorated
 - d. Install storm windows
 - e. Restore historic vertical board door and paint
 - f. Construct new vertical board door to match historic and paint
 - g. Install replica door hardware
 - 3. Porch Reconstruction
 - a. Reconstruct historic porch per approved construction documents and historic photographs
- B. Architectural and Engineering Services
 - 1. Architectural Services
 - a. Perform construction administration
 - b. Review shop drawings, mockups, submittals
 - c. Assist with change orders as needed
 - 2. Engineering Services
 - a. Perform construction administration
 - b. Review shop drawings, mockups, submittals

C.

EXHIBIT B

Fee Schedule

BUDGET

TASK A. Preservation Activities	AMOUNT \$90,570
B. Architectural and Engineering Services	\$16,467
C. Overhead and Profit	\$9,057
D. General Conditions	\$13,585
E. Bonding	\$4,529
F. Permits	\$750
PROJECT SUBTOTAL	\$134,958
Contingency †	\$20,407
PROJECT TOTAL	\$155,365
Grant Award (74.82%)	\$116,251
Cash Match (25.18%)	\$39,114

Grant payments are based off the **Project Subtotal**. Total payments will equal Grant Award percentage of **Project Subtotal** up to a maximum of the Grant Award Amount should contingency be requested and approved.

† Contingency - Must receive written approval from SHF Staff prior to use.

EXHIBIT C

INSURANCE REQUIREMENTS

- 1. The Contractor agrees to procure and maintain with insurers with an A- or better rating as determined by Best's Key Rating Guide, at its own expense, the following policies of insurance:
- (a) Workers' Compensation insurance to cover obligations imposed by applicable laws for any employee engaged in the performance of work under this contract, and Employers' Liability insurance with the following limits:

Workers' Compensation: Statutory Employers' Liability: \$1,000,000

- (b) Commercial General Liability insurance with minimum combined single limits of ONE MILLION DOLLARS (\$1,000,000) each occurrence and TWO MILLION DOLLARS (\$2,000,000) aggregate. The policy will be applicable to all premises and operations. The policy will include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations. The policy will include coverage for explosion, collapse and underground hazards. The policy will contain a severability of interests provision.
- (c) Commercial Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than ONE MILLION DOLLARS (\$1,000,000) each occurrence with respect to each of Contractor's owned, hired and non-owned vehicles assigned to or used in performance of the services. The policy will contain a severability of interests provision.
- 2. The required Commercial General Liability and Commercial Automobile Liability policies will be endorsed to include Douglas County as a Certificate Holder and name Douglas County, its officers and employees as additional insureds. The required Workers' Compensation policy will be endorsed to include Douglas County as a Certificate Holder. Douglas County reserves the right to request and receive a certified copy of any policy and any endorsement thereto.

3. The certificates of insurance will be provided to Douglas County by the Contractor's insurance agent or carrier as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and effect. The completed certificates of insurance and any notices, within 20 days of cancellation, termination, or material change will be sent to:

Megan Datwyler Douglas County Risk Management 100 Third Street Castle Rock, Colorado 80104

- 4. 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.
- 5. Failure on the part of the Contractor to procure or maintain policies providing the required coverages, conditions and minimum limits will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.
- 6. 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 contract, the monetary limitations (presently \$150,000 per person and \$600,000 per occurrence) or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, Sections 24-10-101 et seq., C.R.S., as from time to time amended, or otherwise available to Douglas County, its officers, or its employees.

Approved by:	
	Megan Datwyler
	Risk Manager