ADAMS COUNTY
PROFESSIONAL SERVICE AGREEMENT
For ENGINEERING SERVICES FOR THE YORK STREET, 78TH AVE TO 88TH AVE PROJECT

THIS AGREEMENT ("Agreement") is made this 24 day of JULY 2018, by and between the Adams County Board of County Commissioners, located at 4430 South Adams County Parkway, Brighton, Colorado 80601, hereinafter referred to as the "County," and RockSol Consulting Group, Inc., located at 12076 Grant Street, Thornton, CO 80241, hereinafter referred to as the "Contractor." The County and the Contractor may be collectively referred to herein as the "Parties."

The County and the Contractor, for the consideration herein set forth, agree as follows:

1. SERVICES OF THE CONTRACTOR:

   1.1. All work shall be in accordance with the attached RFP 2018.620 and the Contractor’s response to the RFP 2018.620 attached hereto as Exhibit A, and incorporated herein by reference. Should there be any discrepancy between Exhibit A and this Agreement the terms and conditions of this Agreement shall prevail.

   1.2. Emergency Services: In the event the Adams County Board of County Commissioners declares an emergency, the County may request additional services (of the type described in this Agreement or otherwise within the expertise of the Contractor) to be performed by the Contractor. If the County requests such additional services, the Contractor shall provide such services in a timely fashion given the nature of the emergency, pursuant to the terms of this Agreement. Unless otherwise agreed to in writing by the parties, the Contractor shall bill for such services at the rates provided for in this Agreement.

2. RESPONSIBILITIES OF THE COUNTY: The County shall provide information as necessary or requested by the Contractor to enable the Contractor's performance under this Agreement.

3. TERM:

   3.1. Term of Agreement: The Term of this Agreement shall be for one-year from through August 15, 2019.

   3.2. Renewal Option: The County, at its sole option, may offer to renew this Agreement as necessary for up to one year renewals providing satisfactory service is given and all terms and conditions of this Agreement have been fulfilled. Such renewals must be mutually agreed upon in writing by the County and the Contractor.
subcontractors' performance or failure to perform pursuant to the terms of this Agreement.

8. **INSURANCE:** The Contractor agrees to maintain insurance of the following types and amounts:

8.1. **Commercial General Liability Insurance:** to include products liability, completed operations, contractual, broad form property damage and personal injury.

- 8.1.1. Each Occurrence: $1,000,000
- 8.1.2. General Aggregate: $2,000,000

8.2. **Comprehensive Automobile Liability Insurance:** to include all motor vehicles owned, hired, leased, or borrowed.

- 8.2.1. Bodily Injury/Property Damage: $1,000,000 (each accident)

- 8.2.2. Personal Injury Protection: Per Colorado Statutes

8.3. **Workers' Compensation Insurance:** Per Colorado Statutes

8.4. **Professional Liability Insurance:** to include coverage for damages or claims for damages arising out of the rendering, or failure to render, any professional services, as applicable.

- 8.4.1. Each Occurrence: $1,000,000

8.4.2. This insurance requirement applies only to the Contractors who are performing services under this Agreement as professionals licensed under the laws of the State of Colorado, such as physicians, lawyers, engineers, nurses, mental health providers, and any other licensed professionals.

8.5. **Adams County as "Additional Insured":** The Contractor's commercial general liability, and comprehensive automobile liability, insurance policies and/or certificates of insurance shall be issued to include Adams County as an "additional insured" and shall include the following provisions:

8.5.1. Underwriters shall have no right of recovery or subrogation against the County, it being the intent of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses resulting from the actions or negligence of the Contractor.

8.5.2. The insurance companies issuing the policy or policies shall have no recourse against the County for payment of any premiums due or for any assessments under any form of any policy.

8.5.3. Any and all deductibles contained in any insurance policy shall be assumed by and at the sole risk of the Contractor.
8.6. **Licensed Insurers:** All insurers of the Contractor must be licensed or approved to do business in the State of Colorado. Upon failure of the Contractor to furnish, deliver and/or maintain such insurance as provided herein, this Agreement, at the election of the County, may be immediately declared suspended, discontinued, or terminated. Failure of the Contractor in obtaining and/or maintaining any required insurance shall not relieve the Contractor from any liability under this Agreement, nor shall the insurance requirements be construed to conflict with the obligations of the Contractor concerning indemnification.

8.7. **Endorsement:** Each insurance policy herein required shall be endorsed to state that coverage shall not be suspended, voided, or canceled without thirty (30) days prior written notice by certified mail, return receipt requested, to the County.

8.8. **Proof of Insurance:** At any time during the term of this Agreement, the County may require the Contractor to provide proof of the insurance coverage or policies required under this Agreement.

9. **DAMAGES ARISING FROM BREACH OF PERFORMANCE OBLIGATIONS**

9.1. Notwithstanding anything else set forth in this Agreement, if Contractor fails to comply with all terms of this contract, including but not limited to, its obligation to perform its work in a workmanlike manner in accordance with all codes, plans, specifications and industry standards, Contractor shall be liable to County for all damages arising from the breach, including but not limited to, all attorney fees, costs and other damages.

10. **TERMINATION:**

10.1. **For Cause:** If, through any cause, the Contractor fails to fulfill its obligations under this Agreement in a timely and proper manner, or if the Contractor violates any of the covenants, conditions, or stipulations of this Agreement, the County shall thereupon have the right to immediately terminate this Agreement, upon giving written notice to the Contractor of such termination and specifying the effective date thereof.

10.2. **For Convenience:** The County may terminate this Agreement at any time by giving written notice as specified herein to the other party, which notice shall be given at least thirty (30) days prior to the effective date of the termination. If this Agreement is terminated by the County, the Contractor will be paid an amount that bears the same ratio to the total compensation as the services actually performed bear to the total services the Contractor was to perform under this Agreement, less payments previously made to the Contractor under this Agreement.
11. **MUTUAL UNDERSTANDINGS:**

11.1. **Jurisdiction and Venue:** The laws of the State of Colorado shall govern as to the interpretation, validity, and effect of this Agreement. The parties agree that jurisdiction and venue for any disputes arising under this Agreement shall be with Adams County, Colorado.

11.2. **Compliance with Laws:** During the performance of this Agreement, the Contractor agrees to strictly adhere to all applicable federal, state, and local laws, rules and regulations, including all licensing and permit requirements. The parties hereto aver that they are familiar with § 18-8-301, et seq., C.R.S. (Bribery and Corrupt Influences), as amended, and § 18-8-401, et seq., C.R.S. (Abuse of Public Office), as amended, the Clean Air Act (42 U.S.C. 7401-7671q), and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended, and that no violation of such provisions are present. The Contractor warrants that it is in compliance with the residency requirements in §§ 8-17.5-101, et seq., C.R.S. Without limiting the generality of the foregoing, the Contractor expressly agrees to comply with the privacy and security requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

11.3. **OSHA:** The Contractor shall comply with the requirements of the Occupational Safety and Health Act (OSHA) and shall review and comply with the County’s safety regulations while on any County property. Failure to comply with any applicable federal, state or local law, rule, or regulation shall give the County the right to terminate this agreement for cause.

11.4. **Record Retention:** The Contractor shall maintain records and documentation of the services provided under this Agreement, including fiscal records, and shall retain the records for a period of three (3) years from the date this Agreement is terminated. Said records and documents shall be subject at all reasonable times to inspection, review, or audit by authorized Federal, State, or County personnel.

11.5. **Assignability:** Neither this Agreement, nor any rights hereunder, in whole or in part, shall be assignable or otherwise transferable by the Contractor without the prior written consent of the County.

11.6. **Waiver:** Waiver of strict performance or the breach of any provision of this Agreement shall not be deemed a waiver, nor shall it prejudice the waiving party's right to require strict performance of the same provision, or any other provision in the future, unless such waiver has rendered future performance commercially impossible.

11.7. **Force Majeure:** Neither party shall be liable for any delay or failure to perform its obligations hereunder to the extent that such delay or failure is caused by a force or event beyond the control of such party including, without limitation, war,
embargoes, strikes, governmental restrictions, riots, fires, floods, earthquakes, or other acts of God.

11.8. **Notice:** Any notices given under this Agreement are deemed to have been received and to be effective:

1) Three (3) days after the same shall have been mailed by certified mail, return receipt requested;

2) Immediately upon hand delivery; or

3) Immediately upon receipt of confirmation that an E-mail was received. For the purposes of this Agreement, any and all notices shall be addressed to the contacts listed below:

   **Department: Adams County Public Works**  
   **Contact:** Jennifer w. Shi, PE Senior Transportation Engineer  
   **Address:** 4430 South Adams County Parkway  
   **City, State, Zip:** Brighton, CO 80601  
   **Phone:** 720.523.6968  
   **E-mail:** jshi@adcogov.org

   **Department: Adams County Purchasing**  
   **Contact:** Shannon E. Sprague, CPPB  
   **Address:** 4430 South Adams County Parkway  
   **City, State, Zip:** Brighton, Colorado 80601  
   **Phone:** 720.523.6052  
   **E-mail:** ssprague@adcogov.org

   **Department: Adams County Attorney's Office**  
   **Address:** 4430 South Adams County Parkway  
   **City, State, Zip:** Brighton, Colorado 80601  
   **Phone:** 720.523.6116

   **Contractor: RockSol Consulting Group, Inc.**  
   **Contact:** Matt Wessell, PE  
   **Address:** 12076 Grant Street  
   **City, State, Zip:** Thornton, CO 80241  
   **Phone:** 303.962.9300  
   **E-mail:** wessell@rocksol.com

11.9. **Integration of Understanding:** This Agreement contains the entire understanding of the parties hereto and neither it, nor the rights and obligations hereunder, may be changed, modified, or waived except by an instrument in writing that is signed by the parties hereto.
11.10. **Severability:** If any provision of this Agreement is determined to be unenforceable or invalid for any reason, the remainder of this Agreement shall remain in effect, unless otherwise terminated in accordance with the terms contained herein.

11.11. **Authorization:** Each party represents and warrants that it has the power and ability to enter into this Agreement, to grant the rights granted herein, and to perform the duties and obligations herein described.

11.12. **Confidentiality:** All documentation related to this Agreement will become the property of Adams County. All documentation maintained or kept by Adams County shall be subject to the Colorado Open Records Act, C.R.S. 24-72-201 et seq. ("CORA"). The County does not guarantee the confidentiality of any records.

12. **AMENDMENTS, CHANGE ORDERS OR EXTENSIONS:**

12.1. **Amendments or Change Orders:** The County may, from time to time, require changes in the scope of the services of the Contractor to be performed herein including, but not limited to, additional instructions, additional work, and the omission of work previously ordered. The Contractor shall be compensated for all authorized changes in services, pursuant to the applicable provision in the Solicitation, or, if no provision exists, pursuant to the terms of the Amendment or Change Order.

12.2. **Extensions:** The County may, upon mutual written agreement by the parties, extend the time of completion of services to be performed by the Contractor.

13. **COMPLIANCE WITH C.R.S. § 8-17.5-101, ET. SEQ. AS AMENDED 5/13/08:**

Pursuant to Colorado Revised Statute (C.R.S.), § 8-17.5-101, et. seq., as amended May 13, 2008, the Contractor shall meet the following requirements prior to signing this Agreement (public contract for service) and for the duration thereof:

13.1. The Contractor shall certify participation in the E-Verify Program (the electronic employment verification program that is authorized in 8 U.S.C. § 1324a and jointly administered by the United States Department of Homeland Security and the Social Security Administration, or its successor program) or the Department Program (the employment verification program established by the Colorado Department of Labor and Employment pursuant to C.R.S. § 8-17.5-102(5)) on the attached certification.

13.2. The Contractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.

13.3. The Contractor shall not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
13.4. At the time of signing this public contract for services, the Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this public contract for services through participation in either the E-Verify Program or the Department Program.

13.5. The Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this public contract for services is being performed.

13.6. If the Contractor obtains actual knowledge that a subcontractor performing work under this public contract for services knowingly employs or contracts with an illegal alien, the Contractor shall: notify the subcontractor and the County within three (3) days that the Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to the previous paragraph, the subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.

13.7. Contractor shall comply with any reasonable requests by the Department of Labor and Employment (the Department) made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. § 8-17.5-102(5).

13.8. If Contractor violates this Section, of this Agreement, the County may terminate this Agreement for breach of contract. If the Agreement is so terminated, the Contractor shall be liable for actual and consequential damages to the County.

REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY
IN WITNESS WHEREOF, the Parties have caused their names to be affixed hereto:

Board of County Commissioners

Mary Chey
Chair

Date
7/23/18

RockSol Consulting Group, Inc.

Signature

Date
7/16/18

Saeid Saeb
Printed Name
President
Title

Attest:
Stan Martin, Clerk and Recorder

Deputy Clerk

Approved as to Form:

Adams County Attorney's Office

NOTARIZATION OF CONTRACTOR'S SIGNATURE:

COUNTY OF Adams

STATE OF Colorado SS.

Signed and sworn to before me this 16th day of July, 2018,

by Saeid Saeb

Notary Public

My commission expires on: May 16, 2020
York Street, 78th Ave. to 88th Ave.
Professional Engineering Services
Adams County

Project No. IMP2018-00004
May 15, 2018
Shannon Sprague, CPPB  
Adams County Government Center  
Purchasing Division  
4430 South Adams Parkway  
Brighton, Colorado 80601

Subject: Professional Engineering Services York Street, 78th Ave to 88th Ave  
Project Number IMP2018-00004 | Adams County

May 15, 2018

Dear Ms. Sprague and Selection Committee:

RockSol Consulting Group, Inc. (RockSol) is pleased to submit this proposal to provide engineering design services under the subject contract. We are a local DBE firm dedicated to providing high quality transportation engineering services to federal, state, and local government agencies. Our guiding work approach is to provide exceptional attention to the needs of our clients. Thus, we have assembled a comprehensive design team with a firm grasp of this project's challenges and are prepared to act as an extension of the Adams County staff.

In addition to RockSol, our team includes staff members from our hydraulics subconsultant, Ultieig, as well as our survey team at Ascent and our utility coordinators at Goodbee. Our full team brings an integrated design approach to best meet the County's needs. We offer:

<table>
<thead>
<tr>
<th>Integrated design services</th>
<th>Our design offers an integrated approach to the primary disciplines vital to the completion of this project: roadway design, hydraulics, and structure design. All of these components, in addition to our geotechnical and environmental services, will be completed by RockSol and Ultieig engineers who regularly collaborate on project. Our survey and utility/landscape architecture services will be completed by our subconsultants – Ascent and Goodbee – who each have established working relationships with RockSol engineers on similar projects. Apex Design has been brought on to perform traffic engineering, and lighting design will be handled by PK Electrical.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adams County Experience</td>
<td>Our team brings experience coordinating with the BNSF railroad, having worked with their staff on projects in the past. In addition, our lead structure engineer, Martin Merklinger, has recently worked closely with Adams County on a project involving a grade separation of Pecos Street, as well as two bridge scour projects.</td>
</tr>
<tr>
<td>Commitment to client satisfaction through responsiveness and accessibility to our client</td>
<td>The RockSol team is committed to providing superior performance. Our main office is located only 8 miles away from the project site. We excel at responding quickly to client requests, developing the right teams for multidiscipline projects, and executing the scope of services under each task order to meet the needs of our clients. We manage projects centered on our client’s goals, and we treat each project with focused dedication.</td>
</tr>
</tbody>
</table>

Combined, these qualifications demonstrate RockSol’s ability to produce excellent work for Adams County. We appreciate the opportunity to provide this proposal. The information contained in this proposal, including all attachments, is true and complete to the best of our knowledge. Please contact Matt Wessell at 303.962.9338, via e-mail at wessell@rocksol.com, or via fax at 303.962.9350, if we can be of any assistance.

Sincerely,

Matt Wessell, PE  
Project Manager

RockSol Consulting Group, Inc.  
12076 Grant Street, Thornton, CO 80241  Ph 303.962.9300  Fax 303.962.9350  Web www.rocksol.com
Pursuant to Colorado Revised Statute, § 8-17.5-101, et. seq., as amended 5/13/08, as a prerequisite to entering into an Agreement for services with Adams County, Colorado, the undersigned Contractor hereby certifies that at the time of this certification, Contractor does not knowingly employ or Agreement with an illegal alien who will perform work under the attached Agreement for services and that the Contractor will participate in the E-Verify Program or Department program, as those terms are defined in C.R.S. § 8-17.5-101, et. seq. In order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the attached Agreement for services.

RockSol Consulting Group, Inc.
Contractor Name

Matt Wessell, PE
Printed or Typed Name

Signature

Senior Transportation Manager
Title

05/15/2018
Date

Note: Registration for the E-Verify Program can be completed at: https://www.vis-dhs.com/employerregistration. It is recommended that employers review the sample “memorandum of understanding” available at the website prior to registering.
I have read and fully understand all the conditions herein set forth in the foregoing paragraphs, and by my signature set forth hereunder, I hereby agree to comply with all said conditions as stated or implied. In consideration of the above statement, the following Bid is hereby submitted.

If any of the documents listed on the cover page are missing from this package, contact Adams County Purchasing. If you require additional information, call the Purchasing Division contact person.

The undersigned hereby affirms that (1) he/she is a duly authorized agent of the Contractor, (2) he/she has read all terms and conditions and technical specifications which were made available in conjunction with this solicitation and fully understands and accepts them unless specific variations have been expressly listed in his/her Bid, (3) the Bid is being submitted on behalf of the Contractor in accordance with any terms and conditions set forth in this Solicitation, and (4) the Contractor will accept any awards made to it as a result of the Bid submitted herein for a minimum of 120 calendar days following the date of submission.

WE, THE UNDERSIGNED, HEREBY ACKNOWLEDGE RECEIPT OF

Addenda (list all):  Addendum No. 1  05/15/2018

RockSol Consulting Group  
Contractor Name

Matt Wessell  
Signature

Senior Transportation Manager  
Title

12076 Grant St  
Address

Thornton, CO 80241  
City, State, Zip Code

303.962.9338  
Telephone

wessell@rocksol.com  
Email

Adams County Finance Department  
Purchasing Division  
4430 South Adams County Parkway  
Brighton, Colorado 80601  

REQUEST FOR PROPOSAL  
CONTRACTOR’S STATEMENT  

Matt Wessell, PE  
Printed Name
Contractors shall furnish the names, addresses and telephone numbers of a minimum of three (3) firms or government organizations for which the Contractor has provided similar projects:

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Town of Erie</th>
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<tbody>
<tr>
<td>Address</td>
<td>645 Holbrook St, Erie, CO 80516</td>
</tr>
<tr>
<td>Reference Name</td>
<td>Wendi Palmer</td>
</tr>
<tr>
<td>Reference Email Address</td>
<td><a href="mailto:wpalmer@erieco.gov">wpalmer@erieco.gov</a></td>
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<tr>
<td>Telephone Number</td>
<td>303.926.2875</td>
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<td>Project Name</td>
<td>Erie Parkway over Coal Creek</td>
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<td>Value</td>
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<thead>
<tr>
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<th>Adams County</th>
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<tbody>
<tr>
<td>Address</td>
<td>4430 S Adams County Pkwy, Brighton, CO 80601</td>
</tr>
<tr>
<td>Reference Name</td>
<td>Rene Valdez</td>
</tr>
<tr>
<td>Reference Email Address</td>
<td><a href="mailto:rvaldez@adco.gov">rvaldez@adco.gov</a></td>
</tr>
<tr>
<td>Telephone Number</td>
<td>720.523.6961</td>
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<tr>
<td>Project Name</td>
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<td>Value</td>
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<tbody>
<tr>
<td>Address</td>
<td>Town Hall Room 100 170 MacGregor Ave, Estes Park, CO 80517</td>
</tr>
<tr>
<td>Reference Name</td>
<td>Greg Muhonen, PE</td>
</tr>
<tr>
<td>Reference Email Address</td>
<td><a href="mailto:gmuohon@estes.org">gmuohon@estes.org</a></td>
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<td>Telephone Number</td>
<td>970.577.3581</td>
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<td>Value</td>
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REQUEST FOR PROPOSAL
TERM OF ACCEPTANCE FORM

Request for Proposal # 2018.620

I, on behalf of the Contractor identified below, hereby certify that I have read a copy of the sample Agreement attached to the RFP and understand the terms and provisions contained in that Agreement. I further hereby certify that it is the Contractor’s intent to comply with each and every term and provision contained in the sample Agreement and propose no modifications to the sample Agreement except as follows:

1) N/A

2) N/A

3) N/A

I understand that the modification stated above, if any, are offered for discussion purposes only and that Adams County reserves the right to accept, reject or further negotiate any and all proposed modification to the sample Agreement.

RockSol Consulting Group
Contractor Name

Authorized Signature
Matt Wessell
Printed Name
Senior Transportation Manager
Title
05/15/2018
Date
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFER NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
USI Colorado, LLC Prof Lab
P.O. Box 7050
Englewood, CO 80155
800 873-8500

INSURED
RockSol Consulting Group, Inc.
12076 Grant Street
Thornton, CO 80241

COVERAGES

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<tr>
<th>TYPE OF INSURANCE</th>
<th>ADD SUBLIMES/EXCESS LIMIT</th>
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<td>BODILY INJURY (Per Accident)</td>
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<td>UMBRELLA LIABILITY</td>
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<td>E.L. DISEASE - POLICY LIMIT</td>
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: RFP-SS-2018.620 York Street.

As required by written contract or written agreement, the following provisions apply subject to the policy terms, conditions, limitations and exclusions: The Certificate Holder and owner are included as Automatic Additional Insured's for ongoing and completed operations under General Liability; Designated Insured under (See Attached Descriptions)

CERTIFICATE HOLDER
Adams County
4430 S. Adams County Pkwy, Ste C4000A
Brighton, CO 80601

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Please note that Additional insured status does not apply to Professional Liability or Workers’ Compensation.
STATEMENT OF QUALIFICATIONS
A. Project Team

RockSol has assembled a complete project team with extensive roadway, drainage, traffic, and structure design experience.

Over the past 22 years, RockSol has proven its ability to provide high-quality services for a wide range of design, construction management, inspection, and materials testing projects. Our key personnel selected for the York Street design are able to work effectively as a unit from day one, having developed strong working relationships with one another on past projects we have completed together. RockSol is supported by our hydraulics subconsultant Ulteig, with whom we have a long history of teaming together, as well as our survey team at Ascent, utility coordinators at Goodbee, traffic engineers from Apex, and PK Electrical’s lighting design team.

Understanding Adams County requires a highly qualified team with extensive knowledge of roadway design, utilities, drainage, stakeholder coordination, and structure design expertise, we have assembled a team with experience and significant understanding of design and construction. Our team is led by Matt Wessell, offering the knowledge and experience that Adams County can depend on. Matt will ensure all work performed meets the high quality RockSol is known for.

Matt Wessell, PE: Project Manager | 21 years experience | <1 with RockSol | 55% Available

Matt’s 21 years of experience includes all aspects of project development including leading and managing projects, programs, contracts, and people. His experience runs the gamut from project engineer to division manager, where Matt was responsible for developing and managing roadway and highway designs, planning and feasibility studies, environmental documents, scoping-level project delivery plans, and public involvement programs. Mr. Wessell has the ability to communicate effectively with his project team, various clients, Local Agency staff, contractors, and other stakeholders.

Martin Merklinger, PE: Lead Bridge Engineer | 37 years experience | 11 with RockSol | 60% Available

Martin’s experience includes bridge/wall design and structural solutions. He has conducted project management and bridge task management functions, including coordination with other disciplines and directing the work of engineers and CAD technicians. He provides structural advisory assistance, such as on the Pecos over I-70 bridge. Martin will lead our bridge team, bringing extensive knowledge of federal, state, and local specifications as well as experience working with Adams County.

Helen Peiker, PE: Lead Design Engineer | 33 years experience | 1 with RockSol | 60% Available

Helen’s extensive experience includes 11 years as a design engineer and a project manager with CDOT, working on a variety of interdisciplinary projects. Her recent experience has included completing roadway, bikeway, and drainage design, traffic control, construction phasing, developing plan sheets, specifications and cost estimates (PS&E), and signing and striping plans. Helen has proved adept at coordinating and facilitating communication between City, County, State, consultants, Federal entities, and private citizens throughout the course of her employment.

Rick Archer, PE, CFM: Lead Hydraulics Engineer | 20 years experience | 9 with Ulteig | 65% Available

Rick is a Senior Engineer with more than 20 years of hydrology and hydraulic experience. His experience also includes working with large roadway drainage projects and extensive knowledge in river channel hydraulics and drainage. His many years of working with dams have carried over to river channel hydraulics and floodplain studies, enabling him to manage, from start to finish, various FEMA floodplain mapping projects and individual road drainage projects. He has been responsible for the technical analyses and direction of various hydrologic, hydraulic projects and alternative analyses.
Elissa Roselyn, CPG: Utility Manager | 33 years experience | 21 with Goodbee | 60% Available
Elissa has experience as a utility investigator and environmental scientist with extensive experience in utility coordination, corridor and site assessments, regulatory compliance, jurisdictional coordination and public involvement. Her work experience includes conducting utility inventories and coordinating utility relocations; working with designers, contractors and utility companies regarding utility impacts, conflicts, services, agreements and utility clearance and scheduling for construction.

Don Hunt, PE: Lead Geotechnical Engineer | 29 years experience | 9 with RockSol | 40% Available
Don is a licensed professional engineer with 29 years of geotechnical engineering experience. His diverse background includes providing field, laboratory, and technical evaluations for various public and private sector geotechnical engineering projects in Colorado, Wyoming, Montana, and Utah. As Senior Geotechnical Engineer, Don has participated in all phases of geotechnical investigations, from fieldwork through report completion. He has participated in geotechnical evaluations for design and construction for a variety of roadways, bridges, and retaining wall structures in Colorado.

Jennifer Gorek: Lead Environmental Manager | 18 years experience | 2 with RockSol | 35% Available
Jennifer specializes in natural resources management and environmental compliance. During her tenure with CDOT Region 4, she managed the Water Quality Program, overseeing all aspects of water quality permitting and compliance. Jennifer was the environmental project manager for several CDOT flood recovery projects within Boulder County, coordinating with key regulatory agencies such as FEMA, FHWA, Army Corps of Engineers, Local Agencies, State Historic Preservation Officers (SHPO), US Forest Service, and Colorado Parks and Wildlife.

Jerry Johnson, PLS: Survey and Right of Way Manager | 30 years experience | 1 with Ascent | 50% Available
Jerry has more than 30 years of technical and project management experience in the field of land surveying. Jerry is involved in the day to day management of the transportation related projects, field crews for control and topographic surveys, and verifying the delivery of survey data for the transportation projects. Primary functions include the QA/QC of daily and final survey deliverables, researching highway Right of Way records, ensuring Federal, State, County, and Local requirements are met, and the signing and sealing of survey related documents for recording.

Jeff Ream, PE, PTOE: Transportation Engineer | 26 years experience | 5 with Apex Design | 40% Available
Jeff Ream, PE, PTOE is a senior transportation engineer with 26 years of experience managing traffic engineering, transportation and transit planning, and travel demand modeling projects. He has completed a wide variety of traffic operations studies throughout his career, including traffic circulation analyses, signal warrant analyses, signal design, signal coordination studies, work zone traffic control plan development and field inspections, travel time and speed studies, accident analyses and pedestrian safety studies.
Experience on Similar Projects as a Team

Below is a representative list of projects conducted by our project team members, illustrating the exceptionally strong working relationships that will enable us to work as a cohesive team from day one. Each of these projects involved roadway design work as well as structure selection and design. All were also completed for local municipalities, demonstrating our ability to modify deliverables to meet client needs.

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>CLIENT</th>
<th>SCOPE</th>
<th>PERSONNEL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Erie Parkway Bridge over Coal Creek</td>
<td>City of</td>
<td>Geometric Design, Structural Design, Geotechnical Engineering</td>
<td>Matt Wessell, Martin, Brendan, Dennis, Don, Ryan, Jennifer</td>
</tr>
<tr>
<td>Morgan County Cooper Bridge Deck</td>
<td>Morgan County</td>
<td>Bridge Design, Geometric Design, Construction Management</td>
<td>Martin, Steven, Brendan, Jennifer, Dennis</td>
</tr>
<tr>
<td>Airport Road over Plum Creek Bridge</td>
<td>Douglas County</td>
<td>Bridge Design, Geometric Design, Geotechnical Engineering</td>
<td>Martin, Steven, Brendan, Don, Ryan</td>
</tr>
<tr>
<td>Riverdale Road over Todd Creek</td>
<td>Adams County</td>
<td>Bridge Design, Geometric Design Environmental Services</td>
<td>Martin, Dennis, Brendan, Derek, Jennifer</td>
</tr>
<tr>
<td>96th Avenue over Bijou Creek</td>
<td>Adams County</td>
<td>Bridge Design, Geometric Design Environmental Services</td>
<td>Martin, Dennis, Brendan, Derek, Jennifer</td>
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FIRM CAPABILITIES

RockSol Consulting Group, Inc. is a Colorado-based DBE firm that provides engineering services for the analysis, design and construction of roadways, bridges, structures, retaining walls, pavements, foundations, underground excavations, and rock slopes. Established in 1996, our capabilities include roadway design; geotechnical, structural, civil engineering, and environmental services; and full construction management services, including inspection and materials testing.

<table>
<thead>
<tr>
<th>ROCKSOL SOFTWARE</th>
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<tbody>
<tr>
<td>Text: Word, Excel, Outlook</td>
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<tr>
<td>Bridge Design &amp; Load Rating: CSI Bridge, BrR, BRASS, Conspan, L-Pile, FB-Multipier, MathCAD</td>
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<tr>
<td>Seepage: GeoStudio SEEP/W</td>
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<tr>
<td>Stress: GeoStudio SIGMA/W, SoilWorks</td>
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<tr>
<td>Slope Stability: GeoStudio SLOPE/W, SoilWorks</td>
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</tbody>
</table>

Ulteig has over 74 years of experience in the engineering industry and offers a wide range of services including hydrologic and hydraulic engineering, transportation design, and construction management. Ulteig has a long history of providing transportation services for roads and highways, and focus their approach on understanding the client’s vision and objectives and working closely with communities to preserve their resources and unique characteristics. Ulteig tirelessly strives to grow their presence and contribution to the industry, all while setting a high bar for excellence.

Ascent Geomatics specializes in collecting, analyzing, and delivering geospatially accurate data so their customers can make more accurate and timely business decisions. They provide boundary surveys, ALTA/NSPS surveys, topographic surveys, control surveys, improvement surveys, aerial surveys with survey-grade UAV’s (unmanned aerial vehicles), construction surveys, corridor surveys, utility location surveys, subdivisions, as-built surveys, HDS terrestrial scanning, land survey plans, easements, property descriptions, right of way (plats), border grading, and other survey related services.

Apex Design (Apex) is a civil engineering consulting firm specializing in transportation planning and engineering. We have a staff of 39 transportation professionals – of which 14 are PEs and 6 are PTOEs. We have delivered some of Colorado’s most innovative, complex, and visible transportation projects. Apex strives to create successful transportation systems from plans built on strong technical analysis and understanding of the existing and future multi-modal operations. Apex is committed to developing a design for York Street that is built from a thoughtful and detailed multi-modal study and attentive incorporation of community guidance and input. Our designs incorporate the most current multi-modal standards and industry practices, including MUTCD, HCM, AASHTO, NACTO, FHWA, PROWAG, and ITE guidance.

Goodbee & Associates is a full-service utility design and coordination, landscape architecture, and technical consulting firm and has worked on all phases of transportation projects statewide. Goodbee specializes in utility design and coordination, landscape and irrigation design, urban design, bridge and wall aesthetics, public involvement, and environmental services.

PK Electrical, Inc. is a self-performing electrical engineering firm, established in 1996. This woman-owned small business provides complete electrical services including system designs for power and lighting. PK Electrical has extensive experience with lighting and power designs for roadway, street, highway, maintenance facilities and parking garages. The firm utilizes the most current technology to perform lighting calculations, short circuit and load flow calculations, generator sizing, computer-aided drafting and accounting. All projects are produced using REVIT, AutoCAD or Bentley MicroStation V8.

FIRM CAPACITY

RockSol’s office is located in Adams County, allowing our staff members to meet with the County and to regularly visit the project site during design to ensure practical alternatives. The graph on the following page shows our teams capacity.
C. Past Performance
Over the last five years, RockSol has provided exceptional design services to our clients.

**Erie Parkway Bridge over Coal Creek | Town of Erie**
Wendi Palmer | Project Manager | 303.926.2875 | wpalmer@erieco.gov

RockSol is providing engineering design services for the Erie Parkway Bridge over Coal Creek. The project involves designing a new bridge over FEMA floodplain and developing a new alignment for the 4 lane major arterial roadway. The design also includes utility mapping, modeling, and relaying within the project limits. | **RockSol Cost**: within budget | **Schedule**: on schedule | **Quality**: RockSol also performed geotechnical analysis and pavement design, and obtained the 404 permits.

**Pecos Street Grade Separation | Adams County**
René Valdez | Infrastructure Manager | 720.523.6961 | rvaldez@adcogov.org

This $37 million project consisted of constructing a grade separation to replace an at-grade crossing of Pecos Street and the Union Pacific Railroad (UPRR) and the BNSF Railway for Adams County. RockSol provided structural support, including conducting structural reviews of major bridge revisions, reviewing shop drawings, permits, and evaluating bridge construction. | **RockSol Cost**: within budget | **Schedule**: on schedule | **Quality**: RockSol’s structural team was asked to conduct reviews of the Osage Street bridge revision. Most recently, our team was called on to design the rehabilitation of the 60° RCP within the project limits.

**Moraine Avenue Bridge Replacement | Town of Estes Park**
Greg Muhonen, PE | Director of Public Works | 970.577.3581 | gmuhonen@estes.org

The Town of Estes Park undertook the Moraine Avenue bridge replacement project after the 2013 flood to increase flow capacity. RockSol managed a team of four subconsultants to complete this bridge replacement project. RockSol conducted structure design, roadway design, geotechnical investigation, utilities relocation and coordination, erosion control plans, and detour plans. The project involved significant coordination with CDOT, COE, and SHPO. | **RockSol Cost**: on budget | **Schedule**: on schedule | **Quality**: RockSol is providing the Town of Estes Park traffic engineering services to time not only the intersection signal within the original project limits, but most of the Town.

**Airport Road over Plum Creek Bridge Replacement | Douglas County**
Art Griffith, PE | Capital Improvements Manager | 303.660.7490 | agriffith@ dougals.co.us

This Douglas County project included the design of a bridge to replace the existing Airport Road (Douglas County Road 16) bridge structure over Plum Creek and improved hydraulics. RockSol managed this bridge replacement design project and coordinated the work of several subconsultants. In addition to project management, RockSol’s scope of work included bridge engineering, geotechnical engineering, detour paving plans, and construction-phase services on this project. | **RockSol Cost**: on budget | **Schedule**: on schedule | **Quality**: RockSol’s performance on this project earned our project manager, Martin, a letter of commendation from Douglas County.
WORK PLAN
A. Project Goal
The RockSol Team members bring extensive experience in design and widening projects. Our team members have worked closely with each other and Adams County in the past.

- Collaborate with Adams County and affected agencies. Coordinate closely with the Adams County Project Manager, Jennifer Shi.
- Prepare a traffic study to accommodate 2040 traffic volumes, and evaluate intersection revisions, traffic signal configurations, lane and turn lane geometry, and trail connections.
- Effectively coordinate the design team, including the survey, utility locations, geotechnical study, traffic study, roadway design, hydraulics, drainage, structures design, and associated plans development.
- Coordinate with irrigation companies operating the Lower Clear Creek Canal and Colorado Ag Ditch, and determine modifications needed to accommodate the roadway improvements.
- Evaluate drainage and design drainage improvements.
- Evaluate providing the full 120-foot-wide right-of-way identified for the Minor Arterial (Urban) road classification, and evaluate alternatives that could accommodate the basic typical section with a reduced right-of-way width. After collaboration with Adams County regarding the right-of-way evaluation, determine the proposed right-of-way acquisition and easements needed, and prepare right-of-way plans. Provide information to parcel owners.
- Conduct three public meetings.
- Understand environmental constraints and impacts and their associated clearance and permitting processes—for both the project delivery schedule and mitigation.
- Ensure utility mapping and conflicts are thoroughly identified to either avoid impacts through the design process or determine relocations and associated costs.
- Improve corridor mobility, safety, and pedestrian facilities.
- Meet schedule and budget.

Effective Project Management
Managing a multi-discipline team requires comprehensive coordination and schedule management to complete the plans and specifications that define the proposed facilities. Our Project Manager, Matt Wessell, understands the importance of effectively coordinating the multiple team members and the various disciplines to accomplish an integrated design. Matt will coordinate the discipline-specific designs into an integrated solution through a collaborative design process that includes conference calls, project coordination meetings, interactive calls with screen sharing, and regular communication with the County.

Cost Control Management
Budget Management | RockSol is committed to providing clients with superior quality projects—under budget and on schedule—through the use of effective communication of costs spent to date. We proactively work to resolve design challenges early, allowing us to develop timely solutions for the client which ultimately results in reduced costs. Our project costs reflect the actual needs of the project, with most projects being completed with unspent funds remaining on the projects—funds that can then be used to support other agency projects.

Controlling Design Costs | Matt has extensive experience tracking and controlling costs on projects, and he is dedicated to ensuring all design costs are documented. Within our Project Management System, every task order is assigned a unique project number. Therefore, costs charged to each task order can be tracked daily and will be reviewed by Matt. Each month, invoices and progress reports will be provided to the Adams County Project Manager, Ms. Shi.

Quality Controls
As a quality-conscious organization, RockSol strives to provide the highest quality service to all clients. We are committed to excellence with an emphasis in quality assurance for all disciplines of service offered to Adams County.

Quality Management System (QMS) | RockSol utilizes a comprehensive QMS to ensure that our services meet or exceed client expectations and that our work is completed correctly the first time. To ensure work is performed in a cost-effective, documented, and controlled manner, the QMS incorporates our Quality Assurance/Quality Control (QA/QC) program with a focused look at customer satisfaction, planning, and integration into our work processes. Our QMS has recently earned us ISO 9001 certification, illustrating our commitment to quality.
RockSol has established checking procedures to ensure multiple people review and edit all deliverables. Having these established procedures allows for the delivery of superior quality products to our clients.

**SCHEDULE MANAGEMENT**

**Project Schedule** | Meeting and exceeding project schedules is paramount to delivering a successful project. Matt will manage the project schedule, ensuring milestones are met and tasks are delivered on time. He will work to deliver tasks ahead of schedule whenever possible.

**Personnel Resources** | The combined resources of the RockSol team allow us to assign sufficient staff to meet the project schedule. Matt will work closely with Ms. Shi to accommodate changing project developments. Our staff is flexible and able to adapt to shifting schedules, especially in order to meet accelerated design time frames.

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### C. Critical Issues

The RockSol team has conducted preliminary analysis to determine the issues most critical to the success of this project.

<table>
<thead>
<tr>
<th>ISSUE:</th>
<th>APPROACH:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Irrigation Ditch Coordination and Approvals</td>
<td>Lower Clear Creek Canal and Colorado Ag Ditch cross the road corridor, and will require coordination to achieve irrigation company approvals. Colorado Ag Ditch is currently aligned close to a portion of existing York Street and portion of existing Welby Road, resulting in potential impacts due to the roadway widening. The design team will evaluate solutions, such as conveying the ditch in a structure under the widened roadway, relocating the Colorado Ag Ditch to the east, or shifting the widened roadway to the west.</td>
</tr>
<tr>
<td>Stakeholder Coordination and Public Involvement</td>
<td>This project involves numerous, varied stakeholders. RockSol will take a proactive public involvement approach to keep all interested parties apprised of project happenings. The RockSol team will ensure their voices are heard during our design process by engaging with residents and businesses.</td>
</tr>
<tr>
<td>Right-of-Way Width for Typical Section</td>
<td>The 120-foot-wide right-of-way identified for the Minor Arterial (Urban) road classification would result in significant right-of-way acquisition, and affect many property owners. RockSol will evaluate full-width configurations and alternatives involving less right-of-way acquisition, and after decisions by Adams County, prepare right-of-way plans and associated documents of necessary acquisitions and easements.</td>
</tr>
</tbody>
</table>

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### D. Discipline Approaches

The RockSol team has worked together on numerous projects. Each of the disciplines works together to ensure we submit only high quality deliverables.

- Project manager will **coordinate the discipline-specific designs into an integrated solution**, and coordinate closely with the Adams County Project Manager;
- Assist Adams County with **stakeholder coordination** as needed, and develop estimated costs and schedules for use in project delivery as funding becomes available;
- **Right-of-way** team will research parcel ownership, title work, and associated easements, prepare ownership mapping for use in design, and once parcel impacts are finalized by the design team, complete right-of-way authorization plans;
- **Environmental** team will collaborate with the design team, recommend integrated solutions, and coordinate with environmental review agencies to understand project approval processes;
- **Utility** team will research available mapping, locate utilities horizontal and vertical as needed, and coordinate with affected utility companies;
- Surveyors will conduct field work to **survey** the existing site, map horizontal utilities, prepare mapping for the design team;
- **Roadway** team will evaluate alternative alignments, and then design the York Street, Welby Road, and Devonshire Blvd roadway, including grading, drainage, trails, intersections, and associated roadway elements;
- **Drainage** team will develop an overall drainage approach for the corridor, then develop storm drain layouts and conveyances, prepare a Drainage Report, and prepare drainage plans.
Hydraulics team will determine the design flows, conduct a hydraulic analysis of the existing conveyances (Niver Creek, Colorado Ag Ditch, Lower Clear Creek Canal, and Hoffman Drainageway), conduct hydraulic analyses of feasible alternatives, size the conveyance opening width and height, prepare a Hydraulic Report, and develop plans for any improvements. Coordinate with Adams County regarding the proposed improvements to Hoffman Drainageway, which crosses Devonshire Blvd.

Structural team will evaluate structure configurations for widenings or replacements of existing bridges, consider bridge span length, structure depth, and structure types. The Niver Creek structure likely will require widening, rather than replacement. Replacement, widening, and rehabilitation will be evaluated for the other structures. The structural team will recommend the most efficient bridge configuration and document the evaluation in the Structure Selection Report, conduct bridge design of the selected bridge configuration, prepare structure layout plan, and determine preliminary costs for feasible alternatives.

Trail design will consider connections to the trail along Niver Creek and other trails, and provide connectivity.

Geotechnical team will conduct subsurface investigation, develop foundation recommendations, design pavement, and prepare geotechnical report.

Traffic engineering team will conduct traffic analysis of roadway to accommodate the future traffic, and conduct traffic analysis of intersection lane configurations, signals, stop controlled locations, access locations, truck movements and turning templates, signing and striping.

Entire team will contribute to the evaluation of alternatives during preliminary design, and contribute to final design and development of the bid package.

Overall, our objective is to emphasize quality through our design, while minimizing construction costs, completing the complete plan package, and achieving project goals.

Conducting Initial Work Concurrently

RockSol and the other team members have identified important activities to accomplish early in the project in order to achieve the schedule. Our team knows that preliminary design tasks are dependent on initial information, and our team knows that conducting initial work concurrently is key to making progress on the project, and facilitating the preliminary and final design work. At the start of the project, we will perform the following tasks concurrently:

- Survey the roadway corridor, intersections, cross drainages upstream and downstream, existing features, and marked existing utilities, then develop mapping.
- Conduct right-of-way and ownership research.
- Gather hydrology information for design flows, and develop the hydraulic model of the existing condition.
- Identify, research, locate, and survey utilities.
- Conduct the geotechnical subsurface investigation.
- Summarize design criteria.

Our traffic, roadway, drainage, right-of-way, and pavement design team will work concurrently to develop the most efficient alternatives for the roadway typical section and pavement. Where Colorado Ag Ditch is adjacent to a portion of York Street and portion of Welby Road, the team will evaluate alternatives, such as conveying Colorado Ag Ditch in a structure under the widened road, moving Colorado Ag Ditch to the east, or shifting the widened road to the west. Drainage solutions will be integrated with the roadway design. The pavement design team will evaluate and determine if some of the existing pavement could remain in place as sub-grade, resulting in potential construction cost savings. The RockSol team understands the inter-relationships of these disciplines, and we are dedicated to close coordination as we develop the most efficient roadway solution.
Design schedules are important to guide the multi-discipline design process, understand the relationships of concurrent work, identify the tasks that control the critical path, and work as a tool to achieve deadlines. RockSol evaluated the multi-discipline aspects of the York Street project, and developed a schedule that achieves the one-year design duration identified in the Request for Proposals. Based on our experience with similar projects and using the capable team we assembled for the project, we are confident the schedule will be accomplished to provide the complete bid package within one year. The RockSol schedule is below:

<table>
<thead>
<tr>
<th>ID</th>
<th>Task Name</th>
<th>Duration</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>2019</th>
<th>Jun</th>
<th>Jul</th>
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<tbody>
<tr>
<td>1</td>
<td>Notice to Proceed</td>
<td>0 days</td>
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<td>2</td>
<td>Initial project meeting</td>
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<td>3</td>
<td>Topographic Survey (includes private utility locates)</td>
<td>40 days</td>
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<td>4</td>
<td>Geotechnical Investigation</td>
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<td>5</td>
<td>Utility Coordination</td>
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<td>6</td>
<td>Obtain utility mapping from utility owners</td>
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<td>7</td>
<td>Early utility potholing</td>
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<tr>
<td>8</td>
<td>Initial utility owner meetings</td>
<td>20 days</td>
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<td>9</td>
<td>Remaining utility potholing</td>
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<td>Final design utility owner meetings</td>
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<td>11</td>
<td>Finalize utility agreements</td>
<td>20 days</td>
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<td>Right of Way Documents and Plans</td>
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<td>13</td>
<td>Research parcel information and boundary survey</td>
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<td>Develop ownership mapping</td>
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<td>15</td>
<td>Develop ROW Authorization Plans</td>
<td>80 days</td>
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<tr>
<td>16</td>
<td>Begin appraisals, negotiations, and acquisitions</td>
<td>0 days</td>
<td></td>
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<tr>
<td>17</td>
<td>Wetland delineation</td>
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<td>18</td>
<td>Hazardous materials research</td>
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<td>20</td>
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<td>21</td>
<td>Collect traffic counts</td>
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<td></td>
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<td>22</td>
<td>Traffic analysis</td>
<td>20 days</td>
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<td>30</td>
<td>Submit preliminary plans and opinion of cost</td>
<td>0 days</td>
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<td>32</td>
<td>Preliminary Design Review Meeting</td>
<td>0 days</td>
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<tr>
<td>33</td>
<td>Final Design (FOR)</td>
<td>85 days</td>
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<tr>
<td>40</td>
<td>Submit final plans, specifications, and opinion of cost</td>
<td>0 days</td>
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<td>41</td>
<td>Adams County review</td>
<td>10 days</td>
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<tr>
<td>42</td>
<td>Final Design Review Meeting</td>
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<tr>
<td>43</td>
<td>Advertisement Documents</td>
<td>35 days</td>
<td></td>
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<td>44</td>
<td>Project Advertisement</td>
<td>0 days</td>
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<td></td>
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</tr>
</tbody>
</table>

- **6/11**: Initial project meeting
- **11/21**: Adams County review
- **4/10**: Adams County review
- **4/24**: Advertisement Documents
- **6/12**: Advertisement Documents
HOURLY RATES OF SERVICE
Adams County
RockSol’s Schedule of Hourly Rates
For January 1 to December 31, 2018

RockSol Standard Fee Schedule

<table>
<thead>
<tr>
<th>Employee Classification/Years of Experience</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Project Manager</td>
<td>$189.00</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$159.80</td>
</tr>
<tr>
<td>Senior Project Engineer</td>
<td>$159.80</td>
</tr>
<tr>
<td>Project Engineer/Geologist</td>
<td>$116.20</td>
</tr>
<tr>
<td>Junior Engineer/Junior Geologist</td>
<td>$88.90</td>
</tr>
<tr>
<td>Inspector IV (20 to 25 yrs or PE 15 yrs)</td>
<td>$133.20</td>
</tr>
<tr>
<td>Inspector III (10 yrs to 20 yrs or PE 7 yrs)</td>
<td>$112.50</td>
</tr>
<tr>
<td>Inspector II (3 to 10 yrs)</td>
<td>$89.80</td>
</tr>
<tr>
<td>Inspector I (Less than 3 yrs)</td>
<td>$71.50</td>
</tr>
<tr>
<td>Technician III (Lab or Field Manager)</td>
<td>$99.80</td>
</tr>
<tr>
<td>Technician II (2 to 15 years)</td>
<td>$79.30</td>
</tr>
<tr>
<td>Technician I (Less than 2 yrs)</td>
<td>$59.50</td>
</tr>
<tr>
<td>Senior Design Technician</td>
<td>$98.80</td>
</tr>
<tr>
<td>Design Technician</td>
<td>$86.90</td>
</tr>
<tr>
<td>Project Control and Admin</td>
<td>$78.60</td>
</tr>
</tbody>
</table>

- Mileage: Federal Government Rate
- Travel: At Cost
- Federal Express: At Cost
- Courier Services: At Cost
- Drilling: At Cost
- Outside Services: At Cost
Hourly Rate Schedule
Effective Date: 01/01/2018

<table>
<thead>
<tr>
<th>Engineer</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Engineer</td>
<td>$100.00</td>
</tr>
<tr>
<td>Design Engineer</td>
<td>$110.00</td>
</tr>
<tr>
<td>Engineer</td>
<td>$147.00</td>
</tr>
<tr>
<td>Lead Engineer</td>
<td>$165.00</td>
</tr>
<tr>
<td>Senior Engineer</td>
<td>$180.00</td>
</tr>
<tr>
<td>Principal Engineer</td>
<td>$194.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Survey</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Survey Technician Intern</td>
<td>$74.00</td>
</tr>
<tr>
<td>Survey Technician</td>
<td>$82.00</td>
</tr>
<tr>
<td>Lead Survey Technician</td>
<td>$102.00</td>
</tr>
<tr>
<td>Senior Survey Technician</td>
<td>$112.00</td>
</tr>
<tr>
<td>Land Surveyor-in-Training</td>
<td>$117.00</td>
</tr>
<tr>
<td>Land Surveyor</td>
<td>$132.00</td>
</tr>
<tr>
<td>Lead Land Surveyor</td>
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</tr>
<tr>
<td>Senior Land Surveyor</td>
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</tr>
<tr>
<td>Principal Land Surveyor</td>
<td>$190.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Drafter &amp; Technician</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>CADD Technician I</td>
<td>$86.00</td>
</tr>
<tr>
<td>CADD Technician II</td>
<td>$92.00</td>
</tr>
<tr>
<td>Engineering Technician</td>
<td>$102.00</td>
</tr>
<tr>
<td>Lead Engineering Technician</td>
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</tr>
<tr>
<td>Senior Engineering Technician</td>
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</tr>
<tr>
<td>Senior Designer</td>
<td>$148.00</td>
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<table>
<thead>
<tr>
<th>Construction Management</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Observer I</td>
<td>$98.00</td>
</tr>
<tr>
<td>Field Observer II</td>
<td>$108.00</td>
</tr>
<tr>
<td>Field Observer III</td>
<td>$123.00</td>
</tr>
<tr>
<td>Field Coordinator</td>
<td>$110.00</td>
</tr>
<tr>
<td>Senior Field Coordinator</td>
<td>$125.00</td>
</tr>
<tr>
<td>Construction Manager</td>
<td>$142.00</td>
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<tr>
<td>Senior Construction Manager</td>
<td>$162.00</td>
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</table>

<table>
<thead>
<tr>
<th>Project Management</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Coordinator</td>
<td>$38.00</td>
</tr>
<tr>
<td>Associate Project Manager</td>
<td>$113.00</td>
</tr>
<tr>
<td>Project Controls Specialist</td>
<td>$126.00</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$144.00</td>
</tr>
<tr>
<td>Senior Project Manager</td>
<td>$175.00</td>
</tr>
<tr>
<td>Program Manager</td>
<td>$180.00</td>
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</table>

<table>
<thead>
<tr>
<th>Other Classification</th>
<th>Rate</th>
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</thead>
<tbody>
<tr>
<td>Planner</td>
<td>$122.00</td>
</tr>
<tr>
<td>Clerical</td>
<td>$50.00</td>
</tr>
<tr>
<td>Staff Support</td>
<td>$75.00</td>
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<table>
<thead>
<tr>
<th>Reimbursable Expenses</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Subcontractors/Subconsultants</td>
<td>Cost</td>
</tr>
<tr>
<td>Survey Vehicle</td>
<td>$0.75 / Mile</td>
</tr>
<tr>
<td>Car/Pickup</td>
<td>IRS Rate / Mile</td>
</tr>
<tr>
<td>All Terrain Vehicle</td>
<td>$166.00 / Day</td>
</tr>
<tr>
<td>Utility Vehicle</td>
<td>$202.00 / Day</td>
</tr>
<tr>
<td>Meals (Per Diem)</td>
<td>$60.00 / Day</td>
</tr>
<tr>
<td>Travel and Other Misc, Out-of-Pocket</td>
<td>Cost</td>
</tr>
<tr>
<td>Pipeline Locator</td>
<td>$20.00 / Hour</td>
</tr>
<tr>
<td>GPS Rover (1 Unit/1 Controller)</td>
<td>$26.00 / Hour</td>
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<tr>
<td>GPS Rover (2 Units/1 Controller)</td>
<td>$49.00 / Hour</td>
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<tr>
<td>Robotic Total Station</td>
<td>$39.00 / Hour</td>
</tr>
<tr>
<td>Staking: Hubs</td>
<td>$0.65 / Each</td>
</tr>
<tr>
<td>Staking: Lath</td>
<td>$0.70 / Each</td>
</tr>
<tr>
<td>Staking: Posts</td>
<td>$5.00 / Each</td>
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<tr>
<td>Staking: Rebar</td>
<td>$1.50 / Each</td>
</tr>
<tr>
<td>Staking: Rebar/Caps</td>
<td>$2.00 / Each</td>
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Apex Design, PC  
Standard Billing Rate Schedule by Category  
2018

A. Applicable Rates

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Hourly Rate</th>
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<tbody>
<tr>
<td>Principal</td>
<td>220.00</td>
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<tr>
<td>Senior ITS Engineer III</td>
<td>208.00</td>
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<tr>
<td>Senior Transportation Engineer III</td>
<td>194.00</td>
</tr>
<tr>
<td>Senior Transportation Planner II</td>
<td>146.00</td>
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<tr>
<td>Senior Transportation Planner</td>
<td>130.00</td>
</tr>
<tr>
<td>Senior Transportation Engineer II</td>
<td>154.00</td>
</tr>
<tr>
<td>Senior ITS Engineer II</td>
<td>140.00</td>
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<tr>
<td>Senior ITS Engineer</td>
<td>134.00</td>
</tr>
<tr>
<td>Senior Transportation Engineer</td>
<td>134.00</td>
</tr>
<tr>
<td>Engineering Technician</td>
<td>132.00</td>
</tr>
<tr>
<td>Transportation Engineer</td>
<td>116.00</td>
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<tr>
<td>Construction Engineer</td>
<td>116.00</td>
</tr>
<tr>
<td>Senior Construction Inspector</td>
<td>110.00</td>
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<tr>
<td>Construction Inspector</td>
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<tr>
<td>EIT</td>
<td>92.00</td>
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<tr>
<td>Transportation Planner</td>
<td>88.00</td>
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<tr>
<td>Financial Manager</td>
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<tr>
<td>Project Administrator</td>
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<td>Administrative Assistant</td>
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<tr>
<td>Intern</td>
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B. Other Direct Costs

<table>
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<tr>
<th>Description</th>
<th>Unit Cost</th>
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<tr>
<td>Mileage</td>
<td>At current GSA Rate</td>
</tr>
<tr>
<td>Lodging</td>
<td>At current GSA Rate</td>
</tr>
<tr>
<td>Mailing</td>
<td>At actual reasonable cost</td>
</tr>
<tr>
<td>Supplies</td>
<td>At actual reasonable cost</td>
</tr>
<tr>
<td>Courier</td>
<td>At actual reasonable cost</td>
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# Ascent Geomatics Solutions: 2018 Rate Sheet

## Staff Rates

<table>
<thead>
<tr>
<th>Position</th>
<th>Rate</th>
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</thead>
<tbody>
<tr>
<td>Field Technician I</td>
<td>$86</td>
</tr>
<tr>
<td>Field Technician II</td>
<td>$95</td>
</tr>
<tr>
<td>Field Technician III</td>
<td>$104</td>
</tr>
<tr>
<td>Crew Chief</td>
<td>$108</td>
</tr>
<tr>
<td>Sr. Crew Chief</td>
<td>$113</td>
</tr>
<tr>
<td>Field Coordinator</td>
<td>$122</td>
</tr>
<tr>
<td>Survey Manager</td>
<td>$135</td>
</tr>
<tr>
<td>Professional Land Surveyor</td>
<td>$162</td>
</tr>
<tr>
<td>1-Person Crew</td>
<td>$86</td>
</tr>
<tr>
<td>2-Person Crew</td>
<td>$162</td>
</tr>
<tr>
<td>3-Person Crew</td>
<td>$198</td>
</tr>
<tr>
<td>CAD Technician I</td>
<td>$86</td>
</tr>
<tr>
<td>CAD Technician II</td>
<td>$104</td>
</tr>
<tr>
<td>CAD Technician III</td>
<td>$117</td>
</tr>
<tr>
<td>CAD Technician IV</td>
<td>$126</td>
</tr>
<tr>
<td>CAD Designer</td>
<td>$140</td>
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<tr>
<td>Lead CAD Designer</td>
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</tr>
<tr>
<td>Engineer I</td>
<td>$90</td>
</tr>
<tr>
<td>Engineer II</td>
<td>$104</td>
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<tr>
<td>Engineer III</td>
<td>$117</td>
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<td>Engineer IV</td>
<td>$126</td>
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<td>Civil Engineer</td>
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<tr>
<td>Sr. Civil Engineer</td>
<td>$162</td>
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<tr>
<td>GIS Specialist I</td>
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<td>GIS Specialist II</td>
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<tr>
<td>GIS Specialist III</td>
<td>$95</td>
</tr>
<tr>
<td>GIS Specialist IV</td>
<td>$104</td>
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<tr>
<td>GIS Analyst</td>
<td>$122</td>
</tr>
<tr>
<td>GIS Manager</td>
<td>$131</td>
</tr>
<tr>
<td>GIS Programmer</td>
<td>$167</td>
</tr>
<tr>
<td>Permitting Technician I</td>
<td>$86</td>
</tr>
<tr>
<td>Permitting Technician II</td>
<td>$95</td>
</tr>
<tr>
<td>Permitting Technician III</td>
<td>$104</td>
</tr>
<tr>
<td>Regulatory Analyst</td>
<td>$131</td>
</tr>
<tr>
<td>Sr. Regulatory Analyst</td>
<td>$149</td>
</tr>
<tr>
<td>Regulatory Consultant</td>
<td>$167</td>
</tr>
<tr>
<td>Administrative Support</td>
<td>$50</td>
</tr>
<tr>
<td>Project Administrator</td>
<td>$68</td>
</tr>
<tr>
<td>Sr. Project Administrator</td>
<td>$59</td>
</tr>
<tr>
<td>Project Coordinator</td>
<td>$104</td>
</tr>
<tr>
<td>Sr. Project Coordinator</td>
<td>$113</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$140</td>
</tr>
<tr>
<td>Sr. Project Manager</td>
<td>$149</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Position</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Manager</td>
<td>$158</td>
</tr>
<tr>
<td>Sr. Program Manager</td>
<td>$167</td>
</tr>
<tr>
<td>On-Site Consulting</td>
<td>1.5 x the applicable Rate</td>
</tr>
</tbody>
</table>

## Other Direct Costs

### Equipment

- **GPS** ............................................. $25/hr
- **Robotic Total Station** .......................... $35/hr
- **HDS – High Definition Scanner** .......... $1,200/day
- **Class I UAV (Light Commercial Drone)** .......................... $500/day
- **Utility Locator** ................................ $100/day
- **Other Sensors** .................................. Per Project Quote
- **Class 2 & Greater UAV** ........................... Per Project Quote
- **Mobile LIDAR** .................................... Per Project Quote
- **Special Software/Tools** ........................ Per Project Quote

### Travel

- **Survey Truck** ................................ $1/Mile
- **UTV** ........................................ $120/Day
- **Mileage** ................................ $0.535/Mile
  *(Or current allowable Federal rate)*
- **Parking** ....................................... Actual Costs
- **Lodging/Airfare** ................................. Actual Costs
- **Per Diem** ...................................... Actual Costs

### Plots

- **Paper** ........................................... $2.00/sq ft
- **Mylar** .......................................... $4.00/sq ft

### Other Miscellaneous Costs

All other project related expenses billed at cost plus 10%

## Notes:

- The hourly rates apply to all “Time and Materials” contracts.
- Billings will be accrued in 15 minute increments
- Ascent Geomatics Solutions reserves the right to adjust rates up to 10% per annum

### Financial Disclosure:

Accounts are due in full 30 days from the date of invoice. If payment is not received within 30 days of invoice date, unpaid balance will be subject to a service charge, computed at a "periodic" rate of 1.5% per month, which is an annual percentage rate of 18% (minimum service charge $1.00). Should suit be necessary to collect payment on this account, reasonable attorney's fees, plus cost of suit shall be awarded.
Goodbee & Associates, Inc.
Fiscal Year 2018

<table>
<thead>
<tr>
<th>Personnel Classification</th>
<th>Rate per hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>President/Principal</td>
<td>$185</td>
</tr>
<tr>
<td>Project Manager III</td>
<td>$150</td>
</tr>
<tr>
<td>Project Manager II</td>
<td>$135</td>
</tr>
<tr>
<td>Project Manager I</td>
<td>$125</td>
</tr>
<tr>
<td>Landscape Architect (Principal)</td>
<td>$160</td>
</tr>
<tr>
<td>Landscape Architect II</td>
<td>$120</td>
</tr>
<tr>
<td>Landscape Architect I</td>
<td>$100</td>
</tr>
<tr>
<td>Designer III</td>
<td>$115</td>
</tr>
<tr>
<td>Designer II</td>
<td>$110</td>
</tr>
<tr>
<td>Administrator</td>
<td>$110</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>$ 80</td>
</tr>
<tr>
<td>CADD II / EIT II</td>
<td>$100</td>
</tr>
<tr>
<td>CADD I / EIT I</td>
<td>$ 80</td>
</tr>
<tr>
<td>Marketing Assistant</td>
<td>$ 80</td>
</tr>
</tbody>
</table>

Reimbursable Expenses
The additional expenses of the Consultant reimbursable by client shall include:

1. Actual cost of reproduction of drawings and specifications.
2. Vendor provided services such potholing, traffic control, and private locates.

The Consultant will be required to submit a complete list of reimbursable items for all of the Consultant charges. A typical list of reimbursable items is noted herein and can be modified by the Consultant to conform to the present needs and operations.

List of Expenses

<table>
<thead>
<tr>
<th>Item</th>
<th>Charge Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mileage</td>
<td>$0.545/mile or current IRS OR allowable agency rate</td>
</tr>
<tr>
<td>Computer</td>
<td>N/A</td>
</tr>
<tr>
<td>Xerox type, copies (8 ½ x 11&quot; and 8 ¾ x 14&quot;)</td>
<td>If out sourced, $ at cost</td>
</tr>
<tr>
<td>Blueline copies, Mylar copies, Sepias</td>
<td>$ at cost</td>
</tr>
<tr>
<td>Private locate, potholing, and traffic control</td>
<td>$ at cost</td>
</tr>
</tbody>
</table>

Lisa A. Goodbee, P.E.
President
Goodbee & Associates, Inc.

1/2/2018
PK ELECTRICAL, INC.
2018 SCHEDULE OF APPROVED HOURLY RATES

PRINCIPALS
Compensation for services rendered by the following named key personnel of the ENGINEERING CONSULTANT shall be based on the following fixed hourly rate:

Karen D. Purcell, P.E. $215.00
Alan Wiskus, LEED AP $215.00

DIRECT PERSONNEL EXPENSES
Compensation for services rendered by employees of the ENGINEERING CONSULTANT shall be on the following applicable range of current hourly rates:

<table>
<thead>
<tr>
<th>Position</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering Manager</td>
<td>$190.00</td>
</tr>
<tr>
<td>Senior Project Engineer</td>
<td>$185.00</td>
</tr>
<tr>
<td>Senior Project Manager</td>
<td>$175.00</td>
</tr>
<tr>
<td>Engineering Designer 3</td>
<td>$150.00</td>
</tr>
<tr>
<td>Engineering Designer 2</td>
<td>$140.00</td>
</tr>
<tr>
<td>Engineering Designer 1</td>
<td>$130.00</td>
</tr>
<tr>
<td>Technology Manager</td>
<td>$185.00</td>
</tr>
<tr>
<td>Fire Alarm Engineer/Designer</td>
<td>$165.00</td>
</tr>
<tr>
<td>Electrical Inspection Services</td>
<td>$150.00</td>
</tr>
<tr>
<td>Production/BIM Manager</td>
<td>$125.00</td>
</tr>
<tr>
<td>Production / Drafter 3</td>
<td>$95.00</td>
</tr>
<tr>
<td>Production / Drafter 2</td>
<td>$90.00</td>
</tr>
<tr>
<td>Production / Drafter 1</td>
<td>$85.00</td>
</tr>
<tr>
<td>Accounting Manager</td>
<td>$100.00</td>
</tr>
<tr>
<td>Clerical/administration</td>
<td>$80.00</td>
</tr>
</tbody>
</table>

These rates include costs for individual direct salary and of mandatory and customary benefits such as statutory employee benefits, insurance, sick leave, holidays, vacations, pensions, and similar benefits plus general and administrative overhead and profit.

The above rates are subject to periodic adjustments as mutually agreed to by the client and ENGINEERING CONSULTANT to reflect reasonable increases in employees' direct salaries and changes in company overhead rates.

REIMBURSABLE EXPENSES
Reimbursable Expenses (transportation, subsistence, equipment rental, reproduction, shipping, postage, etc.) will be compensated for actual cost.
### ACTUAL COSTS

<table>
<thead>
<tr>
<th>Item</th>
<th>Charge Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Black &amp; White Copies (8 ½ x 11&quot;)</td>
<td>$0.06/each</td>
</tr>
<tr>
<td>Color Copies (8 ½ x 11&quot;)</td>
<td>$0.30/each</td>
</tr>
<tr>
<td>Black &amp; White Copies (8 ½ x 14&quot;)</td>
<td>$0.11/each</td>
</tr>
<tr>
<td>Color Copies (8 ½ x 14&quot;)</td>
<td>$0.60/each</td>
</tr>
<tr>
<td>Black &amp; White Copies (11 x 17&quot;)</td>
<td>$0.12/each</td>
</tr>
<tr>
<td>Color Copies (11 x 17&quot;)</td>
<td>$0.60/each</td>
</tr>
<tr>
<td>Red-lined Copies</td>
<td>$0.75/sf</td>
</tr>
<tr>
<td>Large Scale Copies (24x36&quot;, 18x24&quot;, 30x42&quot;, 36x48&quot;)</td>
<td>$2.25/sf</td>
</tr>
<tr>
<td>File Processing Fee for CAD Drawings</td>
<td>$0.20/each</td>
</tr>
</tbody>
</table>

### METERING SERVICES

The rates shown below do not include travel costs or time associated with travel.

- Electric Metering Device – 24 Hour Recording Per Load: $575.00 each
- Electric Metering Device – 7 Day Recording Per Load: $965.00 each
- Electric Metering Device – 30 Day Recording Per Load: $1,475.00 each
FEES OF SERVICE
### PRICING FORM

#### I. Engineering Project Service Fees:

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Management and Coordination</td>
<td>$28,700.00</td>
</tr>
<tr>
<td>Environmental Task</td>
<td></td>
</tr>
<tr>
<td>Phase I Environmental Assessment</td>
<td>$2,600.00</td>
</tr>
<tr>
<td>404 Permits</td>
<td>$3,800.00</td>
</tr>
<tr>
<td>Stormwater Management Plans</td>
<td>$12,100.00</td>
</tr>
<tr>
<td>Traffic Engineering</td>
<td>$57,200.00</td>
</tr>
<tr>
<td>Soil Investigation/Pavement Design</td>
<td>$16,000.00</td>
</tr>
<tr>
<td>Survey</td>
<td>$41,300.00</td>
</tr>
<tr>
<td>ROW Documents and Plans</td>
<td>$40,900.00</td>
</tr>
<tr>
<td>Major and Minor Structure Design</td>
<td>$43,100.00</td>
</tr>
<tr>
<td>Hydrology and Hydraulic Engineering</td>
<td>$69,900.00</td>
</tr>
<tr>
<td>Including Floodplain Development Permit (Approved) and No-Raise Certification (Approved)</td>
<td></td>
</tr>
<tr>
<td>Utility Coordination and Utility Plans</td>
<td>$41,800.00</td>
</tr>
<tr>
<td>Landscape Design</td>
<td>$18,900.00</td>
</tr>
<tr>
<td>Street Lighting Design</td>
<td>$23,600.00</td>
</tr>
<tr>
<td>Roadway Design</td>
<td></td>
</tr>
<tr>
<td>FIR</td>
<td>$41,400.00</td>
</tr>
<tr>
<td>FOR</td>
<td>$43,200.00</td>
</tr>
<tr>
<td>Advertisement/Bid Documents</td>
<td>$11,600.00</td>
</tr>
<tr>
<td><strong>Total Project Fee</strong></td>
<td>$469,100.00</td>
</tr>
</tbody>
</table>

If tasks are identified in Scope of Work, but not listed in the table, the costs will be considered incidental to the project.

#### II. Cost of Services – Sub-consultant Standard Fee Markup*:

0 %

*The standard fee markup shall not exceed 15% for any sub-consultant services.

#### III. Standard Hourly Rates of Services and Fees of Services:

1. Pricing fee schedule of billing rates for personnel must include Professional Wage Hourly Rates per Position Title:
   - Position Title
   - Regular Rate
   - Overtime Rate

2. Pricing fee schedule of billing rates for subcontractors and reimbursable expenses must be include Professional Wage Hourly Rates per Position Title.
OPTIONAL SECTION
May 16, 2018

Shannon Sprague, CPPB
Adams County Government Center
Purchasing Division
4430 South Adams Parkway
Brighton, Colorado 80601

Subject: Professional Engineering Services York Street, 78th Ave to 88th Ave
Project Number IMP2018-00004 | RFP-SS- 2018.620 | Adams County

Dear Ms. Sprague:

RockSol submitted a proposal for the subject contract on yesterday, May 15. It has now come to our attention that there was a clerical error in our pricing form. The total project fee is listed as $469,100.00 and should have been shown as $496,100.100, the actual total for all listed discipline areas.

We offer our heartfelt apology for this error, and hope that you accept this correction. If you have any questions or concerns regarding the matter, please don’t hesitate to contact me at 303.962.9338 or wessell@rocksol.com.

Thank you for your consideration,

Matt Wessell, PE
Project Manager
OFFICE OF THE SECRETARY OF STATE OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Wayne W. Williams, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,
ROCKSOL CONSULTING GROUP, INC.

is an entity formed or registered under the law of New Mexico, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 19991027813.

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 07/04/2018 that have been posted, and by documents delivered to this office electronically through 07/09/2018 @ 10:29:18.

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 07/09/2018 @ 10:29:18 in accordance with applicable law. This certificate is assigned Confirmation Number 10994906.

Secretary of State of the State of Colorado

End of Certificate

Notice: A certificate issued electronically from the Colorado Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's Web site, http://www.sos.state.co.us/biz/CertificateSearchCriteria.do entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our Web site, http://www.sos.state.co.us/ click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."
REQUEST FOR PROPOSAL
COVER SHEET

Adams County Finance Department
Purchasing Division
4430 South Adams County Parkway
Brighton, Colorado 80601

RFP ISSUE DATE: APRIL 23, 2018
RFP NUMBER: 2018.620
PROJECT NUMBER: IMP2018-00004
PROJECT ID: 30561802
RFP TITLE: PROFESSIONAL ENGINEERING SERVICES
YORK STREET – 78th AVE. TO 88th AVE.
RFP QUESTIONS DUE: MAY 1, 2018
ADDENDUM DUE: MAY 7, 2018
PROPOSAL DUE: MAY 15, 2018, 11:00 A.M. MT

4430 South Adams County Parkway, Front Lobby
Brighton, Co 80601

CONTACT: Shannon E. Sprague, CPPB CONTRACT SPECIALIST
720-523-6052
EMAIL ADDRESS: ssprague@adcgov.org

DOCUMENTS IN THIS PACKAGE:
INVITATION FOR PROPOSALS
SCOPE OF WORK (SOW)
PROPOSAL INSTRUCTIONS
PRICING FORM
SUBMISSION CHECK LIST
CONTRACTOR’S CERTIFICATION OF COMPLIANCE
CONTRACTOR’S STATEMENT
REFERENCE FORM
TERM OF ACCEPTANCE FORM
SAMPLE AGREEMENT FOR SERVICES
APPENDICES
Appendix A – Vicinity Map
Appendix B – Urban Typical Cross Sections
Appendix C – General Roadway Design Data/Criteria
Appendix D – Major and Minor Structures Map
INVITATION FOR PROPOSALS

1. The Adams County Board of Commissioners by and through its Contract Administrator is accepting proposals for Professional Engineering Services for the York Street – 78th Avenue to 88th Avenue (Project).

2. The only representative of the County with the authority to provide additional information, clarification, or interpretation regarding the RFPs and any other contract documents or requirements is the Contract Administrator.

3. Contract Administrator:

   Shannon E. Sprague, CPPB
   Adams County Government Center, Finance Department
   4430 S. Adams County Parkway, 4th Floor, Suite C4000A
   Brighton, CO 80601
   Phone: 720-523-6052
   Email: ssprague@adcogov.org

4. All documents related to this RFP will be posted on the Rocky Mountain Bid System (BidNet) at: http://www.bidnetdirect.com/colorado/solicitations/open-bids

   4.1. Interested parties must register with this service to receive these documents. Review and print copies of the information provided from your local computer, as necessary.

5. Questions must be submitted in writing, via emails to Shannon E. Sprague, CPPB, at ssprague@adcogov.org, through May 1, 2018. Questions shall be clearly marked with the RFP ID and name in emails.

6. An Addendum will be provided by the County’s Contract Administrator on May 7, 2018.

7. SUBMISSION OF PROPOSALS: The proposal must be received before 11:00 a.m., May 15, 2018 as specified in this solicitation. The Contractor is responsible for addressing the envelope as indicated below. Proposals may be mailed or delivered in person, but must be in a sealed envelope. No proposal will be accepted after the time and date established above, except by written addenda. If the submittal arrives late, it may be returned unopened. Address the envelope as follows:

   Mailing Address:
   Adams County Government Center
   Purchasing Division
   4430 South Adams County Parkway, C4000A
   Brighton, CO 80601
   ATTN: Shannon E. Sprague, CPPB
   RFP-SS-2018.620

   Hand Deliveries accepted:
   Adams County Government Center
   First Floor Central Lobby Receptionist
   4430 South Adams County Parkway,
   Brighton, CO 80601
   ATTN: Shannon E. Sprague, CPPB
   RFP-SS-2018.620

9. SPECIAL INSTRUCTIONS

9.1.1. The proposal must be submitted on two (2) CDs or flash drives in PDF Format with five (5) hard copies. Brochures or other supportive documents may be included with the proposal narrative.

9.1.2. All proposals must be signed.

9.1.3. The proposal signature pages “CONTRACTOR’S CERTIFICATION OF COMPLIANCE” Pursuant to Colorado Revised Statute (C.R.S.), § 8-17.5-101, et. seq., as amended 5/13/08 and the “PROPOSAL FORM” acknowledging the receipt of addendum(s) must be signed and included as hard copy with the CD/flash drive.

9.1.4. Proposals may not be withdrawn after the date and hour set for closing. Failure to enter contract or honor the purchase order will be cause for removal of supplier’s name from the Vendor’s List for a period of twelve months from the date of this opening.

9.1.5. In submitting the proposal, the vendor agrees that acceptance of any or all proposals by the Contract Administrator within a reasonable time or period constitutes a contract. No delivery shall become due or be accepted unless a purchase order shall first have been issued by the Purchasing Department.

9.1.6. The County assumes no responsibility for late deliveries of mail on behalf of the United States Post Office or other mail services.
INVITATION FOR PROPOSALS

9.1.7. In the event of a situation severe enough to cause the Adams County Board of Commissioners to close Adams County Offices for any reason, the Contract Administrator has the prerogative of rescheduling the proposal opening time and date. No proposal will be considered above all other proposals by having met the proposal opening time and date requirements to the exclusion of those who were unable to present their proposal due to a situation severe enough to cause the Commissioners to close the Adams County Offices.

9.1.8. Proposals must be furnished in the format described by Adams County. Failure to submit a proposal in the format provided may be cause for rejection of the proposal. Proposals must be furnished exclusive of taxes.

9.1.9. No award will be made to any person, firm or corporation that is in arrears upon any obligation to the County.

9.1.10. If submitting a joint venture proposal or a proposal involving a partnership arrangement, articles of partnership stating each partner’s responsibilities shall be furnished and submitted with the proposal.

9.1.11. The County reserves the right to waive any irregularities or informalities, and the right to accept or reject any and all proposals, including but not limited to any proposal which does not meet bonding requirements, or proposals which do not furnish the quality, or offer the availability of materials, equipment or services as required by the specifications, description or scope of services, or proposals from offerors who lack experience or financial responsibility, or proposals which are not made to form. The County reserves the right not to award proposals to the lowest and most responsive and responsible offeror, and may require new proposals.

9.1.12. METHOD OF AWARD - It is the intent of the County to award an Agreement to the Contractor who provides the best value for Adams County.

9.1.12.1. The top Contractors may be asked to provide a proof of concept demonstration of the proposed solution. The proof of concept demonstration should include, but not limited to addressing the requirements stated in the RFP.

9.1.12.2. Evaluation criteria, other than costs, are evaluated first. After rating the written Responses, costs are then considered against trade-offs such as satisfaction of requirements in the Solicitation, qualifications and financial condition of the Contractor, risk and incentives.

9.1.12.3. If it is in the best interest of the County, the Evaluation Committee may invite a limited number of Contractors to provide an oral presentation.

9.1.13. The Contractor(s) must deal directly with any governmental agency concerning the placement of purchase orders/agreements, freight/delivery charges, Contractual disputes, invoices, and payments. Adams County shall not be liable for any costs or damages incurred by any other entity.

9.1.14. BUDGET: Budget will not be disclosed.

9.1.15. DEBARMENT: By submitting this proposal, the Contractor warrants and certifies they are eligible to submit a proposal because their company and/or subcontract(s) is/are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in a transaction by any Federal, State, or local department or agency.

9.1.16. The Board of County Commissioners may rescind the award of any proposal within one week thereof or at its next regularly scheduled meeting; whichever is later, when the public interest will be served thereby.

9.1.17. If a formal contract is required, the Proposer agrees and understands a Notice of Award does not constitute a contract or otherwise create a property interest of any nature until an Agreement is signed by the awardee and the Board of County Commissioners.

9.1.18. Only sealed proposals received by the Purchasing Department will be accepted; proposals submitted by telephone, telegram or facsimile machines are not acceptable.
SCOPE OF WORK

I. PROJECT SPECIFIC INFORMATION

A. PROJECT BACKGROUND

The overall objective of this project is to improve roadway capacity, safety, mobility, pedestrian access facilities, drainage system, and median/landscaping amenity on York Street, Welby Road, and Devonshire Boulevard between 78th Avenue and 88th Avenue.

York Street, Welby Road, and Devonshire Boulevard are classified as minor arterial (urban) roads and one of major transit corridor in unincorporated Adams County. The project site is located east of 1-25 and north of I-76. The length of the project is approximately one and half (1.5) center lane miles. A project site vicinity map is included in Appendix A.

The project includes roadway widening to four (4) lanes, turning lanes, raised median, curbs, gutters, sidewalks, bike lanes, street lights, landscape amenity on both sides of the corridor, utilities relocations, irrigation ditches relocations and structures improvements, bridge widening, culverts extension or replacements as needed, based on evaluation of structure conditions and hydrology/hydraulic analysis, removal and replacement or reset of traffic signals at intersection of York Street and 78th Avenue and intersection of Devonshire Boulevard and 88th Avenue, installing pedestrian signals as needed, based on the traffic and mobility study and design, improving storm drainage system, and collaborations with all affected stakeholders. A typical cross section as shown in Adams County Transportation Plan is included in Appendix B for reference. The typical cross section for this project shall be determined through analysis, recommendations, and final concurrence of Adams County.

This project will initially focus on identifying distinct alternatives (up to 6), for alignments, intersection configurations, roadway transitions, typical sections, sidewalks, bicyclist mobility, landscapes, utility relocations, modifications to structures and modifications to irrigation facilities, with minimum impact on adjacent properties and right-of-way acquisitions. Once feasible alternatives are developed and accepted through a collaborative process, the conceptual design will be made to incorporate road improvements from existing developments into the final design of this project.

B. PROJECT GOALS

The project goals are to produce the following improvements, but not be limited to:

1. Facilitate and foster collaboration, communication, and partnerships among all members of the project. Maintain close coordination with the County/PM.
2. Expedite the design such as the traffic study, environmental study, geotechnical study, existing utility research and relocation design, survey, drainage analysis and design, roadway design, structure designs, irrigation canal designs, and any necessary designs associated with this project.
3. Conduct three public meetings.
4. Formulate a plan to improve safety, capacity, drainage, utility, and traffic operation in the project vicinity.
5. Maintain accesses.
6. Design a quality project.
7. Design is economical, durable, simple, fast to construct, and requires minimum maintenance.
8. Design is sufficient to accommodate future projected traffic volumes (Year 2040).
9. Improve overall traffic, bicycle, pedestrian facilities, roadway safety and capacity.
10. Improve storm drainage system and water quality improvements.
11. Provide pedestrian sidewalks and ramps in compliance with the Americans With Disability Act (ADA).
12. Improve corridor: safety, lighting, aesthetics, and amenities.
SCOPE OF WORK

C. PROJECT LIMITS
This project is located on York Street, Welby Road, and Devonshire Boulevard between and including the 78th Avenue and 88th Avenue intersections.

D. WORK DURATION
Work shall not commence until a written Notice-To-Proceed (NTP) is issued by the County. The design effort, described in this scope, shall be completed within one year after a NTP including time for review by the County and all stakeholders.

E. PROJECT FUNDING
This is a Capital Improvement Project funded by Adams County.

F. PERSONNEL QUALIFICATIONS
All tasks assigned to the Consultant must be approved by the County. Certain tasks must be done by Colorado-Licensed Professional Engineer (PE), or Colorado-Licensed Professional Land Surveyor (PLS).

All tasks assigned to the Consultant must be conducted by a person on the Consultant team that is qualified and has specific expertise in that task. The qualified person is a professional with the necessary education, certifications (including registrations and licenses), skills, experience, qualities, or attributes to complete a particular task. Design of any special project features must be directed, completed, and overseen by a professional engineer with significant experience in design of those special project features.

G. WORK PRODUCT
The Consultant work products shall include, but not be limited to:

A. Reports and Design Analysis/Calculations
B. Environmental Documents
C. Field Inspection Review (FIR) Plans and Estimates
D. Final Office Review (FOR) Plans, Specifications, and Estimates
E. Advertisement/Bid Plans, Specifications, Cost Estimate
F. Construction Plan Package, including CAD files
G. Project Coordination
H. Permits
I. Schedules
J. Meeting Minutes
K. Professional Engineer Stamped Record Sets
L. Design Support During Construction

Requirements are further described in the sections that follow. All work required to complete this Scope of Work requires the use of English Units.

H. WORK PRODUCT COMPLETION
All submittals must be accepted by the County.
SCOPE OF WORK

II. PROJECT MANAGEMENT AND COORDINATION

A. Project County Contact

After the project has been awarded the Adams County Project Manager in charge of the project is:

Jennifer W. Shi, P.E.
Senior Transportation Engineer
Adams County Public Works
Adams County Government Center
4430 S. Adams County Parkway, Suite W2000B
Brighton, CO 80601-8218
(720) 523-6968; jshi@adcogov.org

B. Project Coordination

The working contact will be with Adams County’s Project Manager (County/PM) and the Consultant’s Project Manager (Consultant/PM). Coordination will be required with the following known agencies, but not limited to:

- Adams County
- City of Thornton
- Irrigation Ditch Companies (Lower Clear Creek Ditch Company, Colorado Agricultural Ditch Company)
- U.S. Army Corps of Engineers (USACE)
- Urban Drainage & Flood Control District (UDFCD)
- Utilities Companies
- Fire Protection District
- Water and Sanitation Districts
- Colorado Department of Public Health and Environment (CDPHE)
- Adjacent Property Owners
- Local Neighborhood and Business Representatives

The Consultant should anticipate that a design which affects an entity (agency/individual/business) will have to be accepted by that entity prior to its acceptance by the County. Submittals to affected entities shall be coordinated with the County/PM.

The Consultant/PM will:

1. Maintain regular working communications and contact with the County/PM.
2. Conduct three (3) Public Meetings
3. Facilitate all design activities, meetings, conversations with the County, agencies, utility companies, affected property owners, etc.
4. Provide written memorandums for communications both by telephone and in person.
5. Create exhibits for meetings with other agencies, property owners or business representatives.
6. Participate in meetings with property owners/business representatives.

C. Design Decisions

The Consultant is responsible for using the design criteria and ensuring compliance with current design and construction standards in accordance with required project specifications. Any conflicts involving design decisions, construction materials, or construction methods, between the listed references and design criteria will be resolved with concurrence from the County.
D. Progress Reports

The Consultant shall document work progress and project meetings through monthly progress reports submitted to the County/PM as part of the monthly billing procedure.

E. Progress Payment

The Consultant will be paid monthly, based on work completed. Payment will be contingent on completion of the work in a manner acceptable to the County and for the specified pay period. All contract work will be subject to approval by the County. Payment approval will be withheld on all unsatisfactory work by the County. All such work shall be corrected without additional cost to the County.

III. EXISTING FEATURES

The known features in the project area are listed in this section. It should not be considered as complete, and should include, as appropriate, information from Project Management and Coordination. The Consultant should be alert to the existence of other possible conflicts.

1. Structures

MNR5.0N-78.026 – Minor Structure (existing one-cell concrete rigid frame), York Street over Lower Clear Creek Canal, just north of 78th Avenue. Consultant may be required to provide design for to replace the entire length of structure in E 78th Avenue, private property and York Street.

MNR078-04.9025 – Minor Structure (existing one-cell concrete rigid frame), E. 78th Avenue over Lower Clear Creek Canal, just west of York Street.

Tie-in, removal, reconstruction, open channel design, or other requirement needed to address the section of the Lower Clear Creek Canal between East 78th Avenue and York Street shall be included in the design. Designs, details and specifications (acceptable to the irrigation facility owner) for each headgate, flume, lateral, etc. shall be included in the project scope.

ADA79.9-05.0034 - Major Structure (existing one-span double tee girder bridge), York Street over Niver Creek, just north of Coronado Parkway South (partial original plans available.)

MNR5.0N-81.334 – Minor Structure (existing one-cell concrete box culvert), Trail Underpass at York Street, just north of Coronado Parkway South

MNR5.0N-82.033 – Minor Structure (existing one-cell concrete box culvert), York Street over Colorado Agricultural Canal, just south of Coronado Parkway North

MNR5.2N-85.09 – Minor Structure (existing CMP culvert), Devonshire Boulevard over Lower Hoffman Drainageway, 1252-R south of 88th Avenue. (Note: Currently UDFCD and Adams County are constructing the Lower Hoffman Drainageway Improvements project. The existing minor structure is being replaced with a major structure, new three-cell concrete box culvert, as part of the drainageway project.)

Refer to Appendix D for the above mentioned structures locations.

Some culverts, cross culverts, and existing structures may be needed, or are impacted by the project. If a structure is needed, or will be impacted by the project, the selected consultant shall provide the design, plans, details and specifications for the improvements.

2. Utilities

Contact Utility Notification Center of Colorado (U.N.C.C.) at 1-800-922-1987 or 811 for utility locations, prior to geotechnical field investigations and surveying. The utility location marks provided for the geotechnical field investigations along with the actual locations of the geotechnical field investigations shall be accurately field surveyed horizontally and vertically.

3. Irrigation Ditches

Lower Clear Creek Canal and Colorado Agricultural Canal.
SCOPE OF WORK

4. Railroads
   None

5. Others
   Waterways - Niver Creek

IV. PROJECT GENERAL REQUIREMENTS

A. Project Design Standards and References

   The Consultant shall use the following design standards, criteria, or references (using latest approved versions):

   11. "Cost Item Book," Colorado Department of Transportation. All bid items shall match the item numbers and names listed.
   15. "City of Thornton Standards and Specifications", City of Thornton (for the traffic signal at the intersection of 88th Avenue and Devonshire Boulevard)
   16. "LRFD Bridge Design Specifications", American Association of State Highway and Transportation Officials (AASHTO)
   17. "Bridge Design, Detailing, and Rating Manuals” by the Colorado Department of Transportation (CDOT)
   18. "Water and Sewer Districts Standards and Specifications", as needed for minor adjustments to their facilities, if needed.

B. Project Software Requirements

   The Consultant shall utilize the most recent County adopted software. The primary software used by the County is as follow:

   a. AutoCAD Civil 3D – All design drawings shall be in AutoCAD format, Civil 3D 2018, or later.
   b. Microsoft Office 2007 – Word, Excel, Outlook, PowerPoint

2-5
SCOPE OF WORK

c. AutoTURN 10.2 or accepted by the County

d. Scheduling – Microsoft Project version 2010

V. PROJECT INITIATION AND CONTINUING REQUIREMENTS

The Consultant shall attend an on-site field reconnaissance with the County, and identify significant physical features, constraints, and special areas of interest prior to beginning work.

The Consultant shall perform or supply all necessary design services to bring this project to a successful conclusion. Table 1 established the individual task responsibilities. The Consultant shall maintain the ability to perform all work tasks which are indicated below by an “X” in the consultant column, in accordance with the forms and conditions contained herein, and the applicable County standards.
### SCOPE OF WORK

#### TABLE 1

<table>
<thead>
<tr>
<th></th>
<th>County</th>
<th>Consultant</th>
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<tbody>
<tr>
<td><strong>A. Project Meetings</strong>&lt;br&gt;The types and numbers of meetings shall be flexible and determined by an interactive process as approved by the County/PM.</td>
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</tr>
<tr>
<td><strong>1. Initial Project Meeting</strong>&lt;br&gt;Schedule and facilitate initial project kick-off meeting. All appropriate disciplines should be included in the scoping meeting. Create an invitation list, send notices with a draft agenda prior to the meeting, and provide meeting minutes to all those invited. Whenever possible, the Initial Project Meeting will include an on-site inspection to familiarize the entire project team with the character and conditions of the area. The Initial Project Meeting will also be used to clearly identify scope elements, responsibilities and coordination necessary to complete the work.</td>
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<tr>
<td><strong>2. Progress Meetings</strong>&lt;br&gt;County and Consultant team will meet periodically as required (typically at two-week intervals). The meetings will review activities required to be complete since the last meeting, problems encountered/anticipated and potential solutions, project schedule update, action items, and coordination required with other agencies.</td>
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<td><strong>3. Public Meetings</strong>&lt;br&gt;The Consultant shall provide the presentation aids, and conduct the meeting.</td>
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<tr>
<td>a. <strong>Small Group Meetings</strong> (one-on-one) assume 3 per property on average&lt;br&gt;Meet with property and business owners or others directly affected by the project work to identify likely impacts and discuss possible mitigation or resolutions.</td>
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<tr>
<td>b. <strong>Public Review Meetings</strong> (3 meetings)&lt;br&gt;These meetings are intended to disseminate project progress information to the public and representatives of local entities. Notices will be mailed at least 7 days in advance of these meetings to those on the “contact list.”</td>
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<td><strong>4. Preliminary Concepts, FIR and FOR Meetings</strong>&lt;br&gt;The Consultant shall schedule and facilitate and identify milestone meetings.</td>
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<tr>
<td><strong>5. Meeting Minutes</strong>&lt;br&gt;Project meeting minutes shall be completed by the Consultant and provided to the County within one week of the actual meeting. When a definable task is discussed during a meeting, the minutes will identify the “Action Item”, the party responsible for accomplishing it, and the proposed completion date.</td>
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<tr>
<td><strong>6. Contact List</strong>&lt;br&gt;Establish and maintain a computerized list of all appropriate interested parties for the communication process.</td>
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<tr>
<td><strong>7. Public Notices/Advertisements</strong>&lt;br&gt;Publicize the proposed project in accordance with the County policies and procedures. Copies of the publication shall also be mailed to the individuals on the “contact list.”</td>
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<td>X</td>
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<tr>
<td><strong>8. Communication Aids</strong>&lt;br&gt;Graphics Support – provide graphics for presentations and project documents. This may include slides, overhead projector slides, maps and plan views of conceptual design, computerized presentations and other displays for visual presentations at meetings.</td>
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<tr>
<td><strong>9. Develop Project Schedule and Assign Tasks</strong>&lt;br&gt;The Consultant is responsible for coordinating the required work schedule for project design. Prepare initial project schedule for review by the County and refine to provide detail as required. Modifications will be made as necessary in collaboration with the County and appropriate justification.</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td><strong>B. Project Management</strong>&lt;br&gt;At the Initial Project Meeting, or shortly thereafter, create and provide an approach for managing the project (i.e. involved staff, key team positions), including task orders, a schedule, document and agency reviews, and other project needs.</td>
<td></td>
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</tbody>
</table>
TABLE 1

C. Develop Project Schedules with Assign Tasks
The Consultant is responsible for coordinating the required work schedule for tasks accomplished by the County and other agencies. Prepare the initial project schedule for review by the County and consultant team, and refine to provide detail as requested. Modifications will be made as necessary in collaboration with the County and appropriate justification.

D. Quality Assurance/Quality Control (QA/QC)
Prepare and submit a QA/QC plan as part of the planning documents noted above, and commit to adhering to the QA/QC process throughout the project.

E. Obtain Necessary Right-of-Entry
Some activities may require work on land not controlled by County. In such cases the Consultant shall obtain the necessary written permission to enter the premises. Written permission shall be coordinated with other County staff and consultants that may need right-of-entry such as geotechnical and environmental personnel. Included in this written permission will be the names and telephone numbers of persons to contact should notification prior to entry be necessary.

1. Signature Copies
Permissions apply to the County personnel as well as Consultant personnel. Signed copies of written permission will be submitted to the County prior to entering private property for survey work.

F. Permits
The Consultant must obtain all necessary permits. This activity is concurrent with final design and must be completed prior to the advertisement for construction. Coordinate between the agencies and the County. Prepare and submit application and design information to the County including the following permits, but not limited to:

1. 404 Permit Process (Individual Dredge and Fill)
   a. Determine impacts
   b. Coordinate with the U.S. Army Corps of Engineers, Region and Staff Design
   c. Incorporate permit stipulations into the final plans
2. Floodplain Development Permit (Approved),
3. No-Raise Certification (Approved)

VI. PROJECT WORK TASK DESCRIPTIONS

1. Phase I Environmental Assessment
The Consultant shall:

1. Prepare a Phase I Environmental Site Assessment according to the Code of Federal Regulations Title 40 Chapter 1 Subchapter J Part 312 (40 CFR 312) Subpart C - Standards and Practices (§312.20-312.31).
2. Complete a standard research study intended to gather sufficient information to assess the environmental condition of the property and adjacent property which may become right-of-way through this design process.
3. Identify actual or potential areas where hazardous substances may have been released to the environment.
4. Qualified Environmental Professional(s) conducting the Phase I Environmental Site Assessment must meet the definition in 40 CFR 312.10, as summarized below:
5. Professional Engineers or Professional Geologists with 5 years of experience,
6. Environmental practitioners having a Baccalaureate or higher degree in engineering or science with 5 years of experience, and/or
7. Environmental practitioners with 10 years of experience in the environmental field
8. Incorporate results of the Phase I Environmental Site Assessment into the design as needed.
9. Should hazardous substances be found, its associated mitigation, removal and/or relocation cost shall be negotiated and paid for separately.
SCOPE OF WORK

2. Traffic Control
Consultant field activities that interfere with traffic operations within existing roadways will require traffic control. The Consultant shall plan and provide any required traffic control for surveying, testing, potholing, or the design process.

3. Traffic Engineering
Develop a traffic feasibility analysis study including recommended improvements based on traffic analysis. The traffic circulation and planning design shall address all intersections and access driveways on York Street from 78th Avenue to 88th Avenue. The Traffic Study shall be stamped and signed by a Colorado Registered Professional Engineer (PE) with a Professional Traffic Operations Engineer (PTOE) certification. Additional guidelines for County Traffic Impact Studies (TIS) may be found in the Development Standards and Regulations, Chapter 8, Section 02.

The Consultant shall:

a) Document existing traffic patterns and roadway conditions in the project area, including speed limits, traffic control devices, pedestrian and bicycle facilities.

b) Collect and document daily traffic volume counts, peak hour turning movement, and pedestrian volume counts.

c) Develop 2040 future traffic volume projections based on the latest Denver Regional Council of Governments (DRCOG) travel demand model forecasts for the area.

d) Prepare a traffic analyses for existing conditions and 2040 conditions.

e) Plot property boundaries of the area and locate all the building structures on a map. In addition, show existing right-of-way.

f) Identify and prepare a summary of vehicle, pedestrian and bicycle problems, constraints and opportunities in the project area.

g) Coordinate this project with the County, City of Thornton, DRCOG and other stakeholders as required, and incorporate the comments into the final project plans and specifications.

h) Analyze the proposed project design with the traffic projection data.

i) Recommend the appropriate geometry (i.e., number of lanes, auxiliary lanes, storage lengths, weaving distances, pedestrian, bicycle amenities, etc.). Traffic engineering shall be in accordance with the current version of Highway Capacity Manual.

j) Use traffic data appropriate to the anticipated construction timing in developing proposed detour route alternatives.

k) Develop the total ESAL for feasible pavement section design life and submit to the County for the pavement design.

l) Submit the traffic data and initial recommendations to the County/PM for review.

m) Develop roadway improvement alternatives for the study area that addresses the identified existing and future vehicle, pedestrian and bicycle issues.

n) Evaluate each alternative using criteria such as operational level of service, cost, right-of-way, impact to properties, etc.

o) Prepare and submit permanent signing/pavement marking plans to the appropriate agencies for review and approval.

p) Review locations and perform traffic operations analysis and/or the safety assessment report to determine which safety improvements will be incorporated into the project.

q) Prepare traffic control plans and submit to the appropriate agencies for review and approval.

r) Signalized intersections:
   i. Inspect and analyze the existing traffic signal poles structural conditions.
   ii. Prepare and provide an evaluation of existing traffic signal devices.
   iii. Prepare and provide a signal warrant study for each intersection as required.
   iv. Prepare and provide plan sheet(s) of intersection improvements, required traffic signal designs, and documentation of the agency review, comment, and approval process. Prepare 1 inch to 20 foot scale intersection plan sheet for each intersection for which traffic signal designs are required.

1. Signalized intersection designs shall follow appropriate agency design standards and specifications.

2. Signalized intersection designs shall ensure all pedestrian facilities are compliant with the appropriate agency’s ADA Transition Plan as well as current State and Federal design guidelines for ADA compliance.
SCOPE OF WORK

v. Prepare and provide the construction traffic control plans, details, specifications and quantities for Adams County and City of Thornton approval.

s) Meet with adjacent property owners/businesses representatives to determine and address their concerns.

i) Document and deliver the Traffic Study to the County. The County will be the final authority to approve the study. Upon approval of the study by the County, a notice to proceed with the final construction and right-of-way plans will be issued to the Consultant. Traffic improvement plans will be provided by the Consultant for those intersections with recommended improvements.

u) Prepare and provide permanent signing/pavement marking plans for review and approval.

4. Geology & Soil Investigation Report and Pavement Design

A complete soils investigation report shall be furnished to the County by the Consultant and shall include, but not limited to the following:

a) Determine test hole locations (horizontal and vertical) and coordinate with the County. Locations shall include test hole locations in travel lanes and near right of way lines.

b) Collect soil samples and test for: Subgrade – Soil classification, Moisture/Density Relationship and Resistance Value; Base - Thickness, gradation, Plasticity Index, and Liquid Limit, Resistance Value, Strength Coefficient; Pavement – Thickness, Strength Coefficient, and Sulfate resistivity.

c) Analyze the test data to determine the soil structural capability. Provide foundation type options and related design parameters and recommendations for all structures. Include bedrock coring, analysis, and design information. Provide soil and bedrock scour potential information, if needed to assist Hydraulics Engineer with scour protection design.

d) Prepare and submit a soils investigation report with recommendations to the County for review.

e) The soils investigation of the roadway shall provide all information and recommendations necessary to design and construct the roadway pavement, retaining walls, and storm drainage system.

f) Ground Water Control Design: The Consultant team shall be prepared to propose solutions for the potential high ground water that maybe encountered within the project site. The Consultant shall:

   1) Perform the necessary subsurface investigation and collect samples as required.
   2) Perform the appropriate laboratory tests and analyze the data.
   3) Perform lateral and stability analyses.
   4) Proposed alternatives for ground water control during and after construction and recommend an alternative to be used for the project, should this course of action be recommended.
   5) Conduct a construct-ability analysis for the recommended alternative and include construction phasing, and construction cost estimate.

g) Submit the Ground Water Control Report to the County/PM for review and approval.

h) The soils report shall be stamped and signed by a Colorado Registered Professional Engineer competent in the field of soil mechanics.

i) In addition, the Professional Engineer shall investigate and recommend solutions to the problems of:

   a. Expansion of cohesive soils.

   b. Frost heave in silty soils.

   c. Minimum cut and fill slopes, and slope stability.

   d. Any other matter that may adversely affect the design and life span of the pavement, retaining walls, and storm drainage system.

j) Maximum spacing of boreholes for roadway design shall be 250 feet. Test holes for structures shall be as required for each foundation design; a minimum of two will be required for each major structure number, and one for each minor structure number. Bores shall be taken wherever unusual conditions are noted in the field. If more than one soil type is encountered, it shall be logged and tested separately.

k) The Professional Engineer shall determine the final number of bore holes required.

l) Soil samples shall be taken at the proposed subgrade elevation and shall be representative of the subgrade.

m) Pavement design shall be according to the “2015 M-E Pavement Design Manual”, Colorado Department of Transportation.

5. Survey

A field survey shall be conducted by a Colorado Registered Professional Land Surveyor (PLS) to provide all the information, data, drawings, etc. necessary for the roadway construction design and for the proposed right-of-way acquisition. Permanent survey monument requirements are included in the Appendix.
SCOPE OF WORK

The survey shall include the following work:

a) Secure available data that will aid in the survey.

b) Secure additional property ties and additional topography where the roadway improvement may affect improvements adjacent to the Right-of-Way. This additional topography should include:
   a) Proximate buildings, underpass, shed, retaining walls, etc.
   b) Underground cables and conduits
   c) Irrigation ditches and systems
   d) Septic tanks, cesspools, and leaching fields
   e) Landscaping
   f) Other

c) Identify or establish at least six (6) permanent monuments along the project site for construction purposes. Monument elevations shall be North American Vertical Datum-1988. Horizontal control shall be tied to the Public Land Survey System monuments.

d) Land Survey/Boundary Survey: Tie aliquot property and other land monuments to the control survey. Prepare a Land Survey Control Diagram showing graphical representation of all found aliquot property, property, and land monuments and their relationship to the project control. Tabulate the coordinates and physical description of all found monuments and other physical evidence. Identify the location of existing property corners necessary for the establishment of right-of-way. Colorado Land Survey Monument Records shall be deposited according to Colorado Revised Statutes for land corners and monuments with copies provided to the County. Any section/aliquot corners that are destroyed during construction shall be re-established.

e) Identify property owners and obtain necessary written permission to enter private land for surveying purposes. Field locates all existing property corners and property line features.

f) Gather topographic and utility data sufficient for the design of all improvements. Coordinate survey with utility locations needed for geotechnical investigations. Be sure to require all utilities be marked throughout survey boundary.

g) Survey the required project control (centerline/baselines and elevation reference) as required. Prepare a control survey diagram showing graphical representation of all property lines, corners and monuments used for control. Tabulate coordinates and physical descriptions of all found monuments and other physical evidence.

h) Obtain roadway cross-sections at 50-foot intervals unless field conditions merit subsidiary stations. Cross-sections shall be a minimum of 100 feet each side of the existing roadway centerline or the proposed roadway alignment, and a minimum 20 feet past the proposed cut or fill slope lines if applicable. Cross sections also shall be obtained at all entrances to properties.

i) Obtain intersection configurations and cross-sections. Topographic data collection shall be extended at least 300 feet at each leg.

j) Map the existing contours at one-foot intervals in the vicinity of the project as directed by the County and/or selected Consultant.

k) Drawings shall show permanent survey monuments, existing and proposed right-of-way, adjacent property ownership, relationship of right-of-way to the proposed roadway centerline, section lines, section corners with ties to the roadway, existing drainage way crossing locations, drainage way channels, utilities, all existing easements and all necessary information to bring this project to a successful completion.

l) Coordinate with the design engineer to identify the additional temporary and permanent easements and right-of-way to be acquired for project construction.

m) Obtain all subdivision and land survey plats in the project area.

n) Obtain a title commitment or policy on all adjacent properties to identify encumbrances (i.e. financial documents, easements, agreements, etc.) burdening the property with copies of the encumbrances.

o) Provide copies of all survey drawings, plats, and legal descriptions for required right-of-way or easements. Land Survey Plat drawings shall be drawn on 18" x 24" mylar and deposited with the Community and Economic Development Department. (Consultant shall include the required fees in this Project Scope).

p) Copies of all survey field books, maps, cross-sections, electronic drawing files, etc. shall be furnished to the County.

q) The survey shall obtain all necessary information to design the road, drainage system, and property rights acquisition.
6. **Right-of-Way Documents and Plans**

The right-of-way plan set shall comply with the most current Colorado Department of Transportation (CDOT) standards for Plan Set Requirements in the Right of Way Manual. The Right-of-Way Documents shall include Authorization Plans, Title Sheet, Right-of-way Tabulation of Properties sheet(s), Project Control Diagram sheet(s), Land Survey Control Diagram sheet(s), Monumentation sheet(s), Tabulation of Road Approach sheet(s), Legal Descriptions with exhibits, Right-of-Way Plan sheet(s), and Final Right-of-Way Ownership Map(s).

a) Initiate ROW authorization process
   Coordinate with the County/PM to initiate the ROW authorization process.

b) Ownership Maps

c) Authorization Plan:

i. Integrate toes of slopes and other design details such as lane lines, culverts, road approaches, etc. into ownership map (base map for ROW plans)

ii. Determine new Right-of-Way requirements, access control, and easements from design plans following the FIR and plot on ownership/base maps. Normal scale, 1"=50' in urban areas, 1"=100' in rural areas. Revise numbering of ownerships to correspond to ROW acquisitions.

iii. Calculate areas of parcels, easements, and remainders

iv. Prepare Right-of-Way Title Sheet

v. Prepare ROW plan sheets

vi. Prepare legal descriptions of parcels, easements and access control

vii. Prepare tabulation of properties sheet

viii. Incorporate the Control Survey and Monumentation Sheets into the plans

ix. On the Monumentation Sheet, list the ROW, Easement, Control, etc., points to be set and the aliquot corners to be reset

7. **Utility Coordination**

The Consultant shall:

a) Obtain utility location maps from Utility Companies prior to performing any test holes for soil investigation field work.

b) Requests and receipt of maps will be coordinated with the County/PM

c) Conduct field reviews and utility investigations with the County and Utility companies, as required, to ensure correct horizontal and vertical utility data. When possible, this will be done utilizing non-destructive investigative techniques. The horizontal and vertical locations shall be field surveyed and shown on the FIR plans and cross sections. When “poholing” is required, the Consultant shall be responsible for all necessary excavations.

d) Differentiate existing and proposed utilities.

e) Relocation recommendations: Submit necessary information for the relocation or adjustments of affected utilities to the County. The Consultant shall provide requested support to the County in processing the required agreements with utility companies. Identify utility conflicts and propose feasible solutions.

f) **Ditch Company Coordination**: Contact ditch companies and coordinate ditch requirements and restrictions. Develop the plans for the necessary irrigation structures and submit to Ditch Companies and the County for review and approval.

The selected consultant will need to identify irrigation facilities in the affected project area. The known irrigation ditches in the project vicinity are Lower Clear Creek Canal and Colorado Agricultural Canal. The same measures listed above will apply for the irrigation facilities. Irrigation facilities located in the project area will need to withstand at a minimum, AASHTO LRFD HL-93 live loading. Any irrigation facilities may need to be extended, or relocated, as a result of this project, or replaced if they are unable to withstand the design load conditions. The selected consultant will be responsible for evaluating, designing, and providing plans and specifications for the irrigation facilities affected by the project. The selected consultant will be responsible for preparing exhibits and applications for agreements between the County and irrigation ditch companies. Consultant shall include the
SCOPE OF WORK

required fees in this Project Scope. Design of irrigation canal realignments shall be performed as determined by preliminary design.

g) Submit preliminary plans to utility owners for review and comments

h) Initiate the re-location process of utilities.

i) Incorporate the solutions into the design.

j) Incorporate the comments into the final project plans and specifications.

k) Following the finalization of the roadway horizontal alignment and profile grade and the horizontal and vertical location of drainage structures, sewers, and other underground structures, coordinate and resolve any conflicts to finalize utility clearances.

l) Prepare and provide final utility plans:

i. The final utility plans shall be prepared following the resolution of the FIR comments, the completion of the final hydraulic design.

ii. The final utility plans shall include all horizontal and vertical locations of the existing and proposed utilities and any other details which would indicate possible utility conflicts.

iii. The new or revised utility locations will be added to the plan topography. Conflicts will be resolved, and appropriate pay items and specifications added.

The cost of potholing and utility subsurface location shall be included in the RFP based upon the Consultant’s experience on similar projects as well as the extents of this project.

8. Hydrology and Hydraulic Engineering

The Consultant shall prepare a Drainage Study that will comply with the Adams County Development Standards and Regulations. The study components are:

➢ Data collection and Hydrology

a) Establish drainage basin data: delineate, determine size, waterway geometric, vegetation cover, land use, peak flow runoff values. Establish the basins and sub-basins using an appropriate contour map.

b) Collect historic data: research flood history and previous designs in the proximity; and obtain data from other sources (eg: UDFCD, CDOT and other entities, including local agencies).

c) Complete a project site visit to evaluate channel/overbank roughness coefficients, channel stability, vegetation, condition/adequacy of existing structures, Ordinary High Water, allowable high water, etc. Document the site visit with photos.

d) Select a design storm frequency based on the established criteria.

e) Complete a hydrological analysis using existing studies or approved methods. Determine the roadway hydraulic conveyance and drainage collection system elements.

f) Analyze peak flows using calculate run-off and design flow rates. Create runoff hydrograph as if storm routing is necessary. The Rational Method or the CUHP computer hydrology model when appropriate.

➢ Hydraulics

i. Complete design of minor drainage structures:

   i) Determine locations, sizes, and alignment based on preliminary hydraulic design. Identify locations by highway station or coordinates, as appropriate.

   ii) Determine the allowable headwater.

   iii) Assess the degree of sediment and debris problems to be encountered.

   iv) Assess abrasion and corrosion levels based on CDOT Pipe Material Selection Policy.

ii. Complete design of major drainage structures:

   a) Complete hydraulic analysis and water surface profiles.

   b) Determine required hydraulic size/skew of major structures/channels.

   c) Determine design storm and 100-year water surface elevations.

   d) Prepare and provide structure cross-section and determine elevations, flow lines, slopes and length of the structures.

   e) Assess channel erosion and scour protection for structures; determine 500-year scour depth/limits for structures.
SCOPE OF WORK

f) Prepare and provide hydraulic design report in accordance with the Adams County “Development Standards and Regulations.”

g) Prepare and provide construction plans that include: Drainage Plan Sheets, Profiles and Details

h) Appendix shall contain: Drainage Basin Maps, Hydrology/hydraulic work sheets, inlets and pipes calculations, Temporary Water Quality and Permanent Water Quality analysis and worksheets.

iii. Prepare Final Floodplain Report

   c) Include the Floodplain Information Sheet in 11x17 or smaller, and all other hydraulic mapping information relevant to requisite permits and certifications.

   b) List and identify all applicable ordinance or code, and describe how those specific standards were addressed and resolved.

   c) Discuss all alternatives analyzed, analysis results, recommendations, and final design direction.

   d) Record all relevant current effective floodplain information, like community number, panel number(s), effective date(s), waterway names, cross sections, BFEs, and contact name and information for local floodplain administrators contacted for the project.

   e) Provide a copy of approved floodplain development permits, such as LOMR/CLOMR, no-rise certifications appropriate to the project.

   f) Identify all construction and as-built stipulations required from approved permits and certifications.

   g) Provide all background survey information on 11x17 or smaller.

   h) Identify future actions required prior to County project close-out.


The Storm Water Management Plans shall comply with the most current Colorado Department of Transportation (CDOT) standards for Plan Set Requirements and Adams County “Development Standards and Regulations”.

The Consultant shall identify the water quality impacts and provide a plan to mitigate the impact. The mitigation plan shall include conclusions of effects, permanent best management practices (BMPs), temporary/construction BMPs, erosion and sediment control measures, and definition of maintenance responsibilities.

The Storm Water Management Plans shall be in accordance with:

   i) Adams County’s Municipal Separate Storm Sewer Systems (MS4) Permit
   ii) CDPHE’s Construction Discharge Permit System requirements
   iii) CDOT’s Erosion Control and Storm Water Quality Guide
   iv) Adams County SWMP/GESC/EC requirements
   v) CDOT’s Standard Specifications
   vi) CDOT Standard Plans
   vii) Other appropriate documents

In the event that there is a more recent revision/edition of the above listed references, the most recent version shall be used.

Prepare Permanent Water Quality (PWQ) plans

   i) Determine PWQ requirements
   ii) Develop PWQ alternatives that will meet CDOT and local agency MS4 requirements
   iii) Identify right-of-way requirements and utility impacts for alternatives
   iv) Identify all entities and Other appropriate documents
   v) Prepare water quality report as an appendix to the Hydraulic Design Report to include PWQ Evaluation and Tracking Forms, cost estimate, etc.

Complete design for permanent water quality and outlet structures with details as needed. Evaluate and identify Low Impact Development (LID) opportunities. Adequate detail should be included in the FIR construction plan set if FIR-level decisions are required with respect to right-of-way, easements, maintenance, etc. to move to final design.

The Consultant shall submit a Drainage Study, to include the roadway drainage report, hydraulic design report and the necessary plans in support of the studies and report. The studies, reports and plans shall be well written, legible and appropriately scaled. The study shall have incorporated, or addressed all County comments. This study will also need to address changes to the adopted UDFCD master plan. When the County approves the Drainage Study, the Consultant shall incorporate all the proposed roadway drainage facilities in the final construction plans, details, and specifications. The consultant shall also be responsible to obtain approval from other jurisdictions if the drainage system enters into other quasi-governmental or governmental jurisdictions.

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SCOPE OF WORK

10. Landscape Design

The Consultant shall provide landscape design service for medians and unpaved areas affected by the project. This would include the following:

a. Determine the most economical and beneficial landscape alternatives.
b. Provide the landscape plan.
c. Provide quantity estimates of landscape structures, native seeding, mulching and/or sod.
d. Coordinate ROW and drainage requirements.
e. Verify availability of plant materials and certify that designated plants are available and allowable for the site.
f. Evaluate the impact of changed or newly landscaped areas on maintenance workloads, energy costs, water conservation and the budget.
g. Raised median design meeting typical section.
h. Coordination and design of the “Tree Amenity Program” (trees to be installed in private property).

Other landscape architect related tasks, as directed by the County.

11. Street Lighting Design

The consultant shall facilitate a presentation to the appropriate County staff and interested stakeholders of lighting options available. Consultant shall include consideration of community opinion, area aesthetics, corridor consistency, County goals, initial cost, and cost of maintenance. Sufficient information shall be presented for easy comparison and selection of a lighting system. The consultant shall incorporate the following into their presentation: 1) use of Xcel Energy’s standard galvanized light pole and luminaires; 2) use of Xcel Energy’s standard galvanized light pole and LED’s; 3) use of solar powered system. Once a lighting system is selected, Consultant shall provide final street lighting design and details. Consultant shall coordinate with the County and Xcel Energy for meter and street light locations, as necessary. The work shall also include calculation, design of panel schedule, One-Line Diagram and any associated tasks with the street lighting design. The lighting design will be completed with the following information shown on the plan sheets:

a. Circuit type and voltage of power source
b. Location of power source (coordinated with the County and utility company)
c. Luminaire type and lumens
d. Light standard type and mounting height
e. Bracket arm type and length
f. Foundation details
g. Size and location of electrical conduit
h. Locations of power sources(s)/lighting control center(s) (if appropriate)
i. Location of direct burial cable
j. Size of wiring and/or direct burial cable

The design shall present the standard light poles and luminaries installed and maintained by Xcel Energy.

12. Major and Minor Structural Design

Major structures are bridges and culverts with a total length greater than twenty feet or retaining walls with a total length greater than one hundred feet and a maximum exposed height at any section of over five feet. This length is measured along centerline of roadway for bridges and culverts, and along the top of wall for retaining walls. The known structures have been listed in Section 11- Existing Features. One minor structure MNR078-04.9025 on E. 78th Avenue just west of York Street shall be included in the structural data collection, evaluation and recommendation.

1) Structural Data Collection

a. Obtain the structure site data. The following data, as applicable, shall be collected: typical roadway section, roadway plan and profile sheets showing all alignment data, topography, utilities, preliminary design plan, Right-of-Way restrictions, preliminary hydraulics and geology information, environmental constraints, lighting requirements, guardrail types, recommendations for structure type, and architectural recommendations.

b. Obtain data on existing structures. When applicable, collect items such as existing plans, inspection reports, structure ratings, foundation information, and shop drawings. A field investigation of existing structures will be made with notification to the County.
SCOPE OF WORK

2) Structural Selection and Layout
   a. Review the structure site data to determine the requirements that will control the structure size, layout, type, and rehabilitation alternatives. On a continuing basis, provide support data and recommendations as necessary to finalize the structure site data.
   b. Determine the structure layout alternatives. For bridges, determine the structure length, width, and span configurations that satisfy all horizontal and vertical clearance criteria. For walls, determine the necessary top and bottom of wall profiles.
   c. Determine the structure type alternatives. For bridges, consider precast and cast-in-place concrete and steel superstructures and determine the spans and depths for each. For walls, determine the feasible wall types.
   d. Determine the foundation alternatives. Consider piles, drilled caissons, spread footings, and mechanically stabilized earth foundations based on geology information from existing structures and early estimates from the project geologist. To obtain supporting information, initiate the foundation investigation as early as possible during the preliminary design phase.
   e. Determine the rehabilitation alternatives. Continued use of all or parts of existing structures shall be considered as applicable. The condition of existing structures shall be investigated and reported. Determine the modifications and rehabilitation necessary to use all or parts of existing structures and the associated costs.
   f. Develop the staged construction phasing plan, as necessary for traffic control and detours, in conjunction with the parties performing the roadway design and traffic control plan. The impact of staged construction on the structure alternatives shall be considered and reported on.
   g. Compute preliminary quantities and preliminary cost estimates as necessary to evaluate and compare the structure layout, type, and rehabilitation alternatives.
   h. Evaluate the structure alternatives. Establish the criteria for evaluating and comparing the structure alternatives that, in addition to cost, encompass all aspects of the project’s objectives. Based on these criteria, select the optimum structure layout, type, and rehabilitation alternative, as applicable, for recommendation to the County.
   i. Prepare preliminary general layout for the recommended structure. Prepare structure layouts in accordance with current standards. Special detail drawings and a detailed preliminary cost estimate shall accompany the general layout. The special detail drawings shall include the architectural treatment. Perform an independent design and detail check of the general layout.

3) Structure Selection Report

Prepare a structure selection report to document, and obtain approval for, the structure preliminary design. By means of the structure general layout, with supporting drawings, tables, and discussion, provide for the following:

   a. Summarize the structure site data used to select and layout the structures. Include the following:
      (1) Existing structure data, including sufficiency rating and whether or not the structure is on the “select list.”
      (2) Project site plan
      (3) Roadway vertical and horizontal alignments and cross sections at the structure
      (4) Construction phasing
      (5) Utilities on, below, and adjacent to the structure
      (6) Hydraulics:
         (a) Channel size and skew, design year frequency, minimum low girder elevation, design year and 500-year high water elevations, estimated design year and 500-year scour profiles, and channel erosion protection.
      (7) Preliminary geology information for structure foundation
      (8) Architectural requirements

   b. Report on the structure selection and layout process. Include the following:
      (1) Discuss the structure layout, type, and rehabilitation alternatives considered
      (2) Define the criteria used to evaluate the structure alternatives and how the recommended structure was selected
      (3) Provide a detailed preliminary cost estimate and general layout of the recommended structure
SCOPE OF WORK

c. Obtain acceptance by the County on the recommended structure and its layout. Allow approximately two weeks for review of the structure selection report. The associated general layout, with the revisions required by the County review, will be included in the FIR plans. The structure selection report, with the associated general layout, must be accepted in writing by the County prior to the commencement of further design activities.

d. Foundation Investigation Request

Initiate the foundation investigation as early in the preliminary design phase as is practical. On plan sheets showing the project control line, its stations and coordinates, utilities, identify the test holes needed and submit them to the project geologist. The available general layout information for the new structure shall be included in the investigation request.

13. Construction Phasing Plan

A construction phasing plan shall be developed for this project which integrates the construction of all the project work elements into a practical and feasible sequence. This plan shall accommodate the existing traffic movements during construction (detours). A preliminary traffic control plan will also be developed which will be compatible with the phasing plan.

14. Roadway Design and Roadside Development

The existing and proposed roadway and intersection configurations with the required number of through and turn lanes shall be determined as defined by the Traffic Study and shown by the Consultant. The Consultant shall Prepare and provide final roadway design plans incorporating all input from applicable County specialties and outside entities.

➢ Preliminary Design (Field Information Review – FIR)

The project design concept will include the following:

Evaluate design alternatives within the project limits, which shall include vertical and horizontal alignments. The road alignment will need to minimize the need for right-of-way acquisition.

1) Evaluate each alternative design for its economy, technical merit, and overall project impact. The selected consultant will need to provide a cost estimate for each alternative, determine right-of-way needs, and recommend the preferred alternative. The County may direct the consultant to evaluate additional alternatives not originally proposed by the consultant for the project.

2) Conduct a traffic study, and evaluate different intersection layouts and access needs. Each alternative layout will need to be evaluated for cost and overall impact.

3) Present the design alternatives to the County. The County will have the final authority in selecting the final design.

4) Input, check, and plot survey data

5) Verify the project specific coordinate system to identify the horizontal locations of key points. The coordinate systems used for roadway design and ROW shall be compatible.

6) Pavement design shall include pavement rehabilitation and new pavement structure analysis and recommendation. New pavement designs for widening shall be compatible with adjacent rehabilitated existing pavement.

7) Provide existing structures and foundation condition investigation and report. Submit the structures report to the County for review and approval.

8) Present the conceptual design to the public for their input and comments.

9) Input and check horizontal and vertical alignments against all design criteria. Necessary variances and/or design decisions will be identified with justification and concurrence by the County.

10) Roadside Development: For roadside items including but not limited to, guardrails, delineators, ditches, PWQ, landscaping, sprinkler systems, bike paths, sidewalks, lighting, curb ramps, and rest areas provide the following layouts in the plans:

a. Critical locations in the plans for irrigation sleeves and other utility conduits underneath the proposed roadways.

b. Coordinate the roadside items with the Storm Water Management Plan (SWMP).

11) Provide a drainage design for the project.

The roadway design steps shall include:
SCOPE OF WORK

1) Draw the plan and profile design on a maximum scale of 1" = 40' horizontal and 1" = 4' vertical (11" x 17" drawing size). The County may direct the consultant to use different scales.

2) Check and plot survey data.

3) Design and plot the proposed horizontal and vertical roadway alignments. The proposed alignment shall have a minimum impact on the adjacent properties, and balanced cut and fill quantities, if possible.

4) Plot catch points and determine preliminary right-of-way requirements, if applicable.

5) Show all utilities on plans and identify conflicts. Coordinate with utility companies to solve utility conflicts.

6) Show Lighting Design on plans.

7) Incorporate the roadway drainage report into the plans and indicate all proposed drainage improvements.

8) If retaining wall or other structural will be required for this project, the layout and details shall be included in the Project.

9) Incorporate the intersection and traffic signal designs into the project.

10) Prepare a set of preliminary plans that include a summary of approximate quantities, cost estimate, typical sections, general notes, roadway plan and profiles, proposed right-of-way plans, intersection layouts, roadway drainage plans and details, hydrologic/hydraulic/drainage sheet, geology and geologic features sheet, and erosion and sediment control plans.

11) Prepare vehicular traffic control, detour, and construction phasing plans.

12) Coordinate with the affected properties regarding access and crossing requirements.

Final Design (Final Office Review – FOR)

The Consultant shall:

1) Review comments and information from Adams County, utility companies, irrigation companies/owners, and affected parties developed under the FIR and FOR phase, and incorporate them into the Final Design of the roadways. Provide written responses to all comments.

2) Perform final roadway design, and provide coordination to arrange for utility relocation prior to construction, if possible. Get written commitment from all utility companies addressing the utility effort needed for this project.

3) Prepare any supplemental specifications applicable to the project.

4) Identify all required construction permits from the utility companies, state, federal agencies, and other affected entities.

5) Complete permits and submit them to the County.

6) Prepare final major and minor structural design. Perform the structural analysis. Provide structure design and document the design with design notes, detail notes, and computer outputs. Perform final design check from design and detail notes. Prepare and provide the Structural Plans and Specifications, including any revisions identified during the independent check. Independent design, detail and quantity check.

7) Prepare the construction plans on half size (11" x 17") paper, and electronic files for each phase. The final plans will include:
   a. Title Sheet
SCOPE OF WORK

b. Standard Plan List
c. General Notes
d. Typical Sections
e. Summary of Approximate Quantities
f. Tabulation of Quantities
g. Survey Control Diagram and Tabulation
h. ROW Plan
i. Existing Conditions Plan (Surface features and known utilities)
j. Engineering Geology, Boring Log, Boring Plan and Legend
k. Geometric Data
l. Earthwork Summary
m. Removals, Resets, and Adjustments Plans
n. Roadway Plan and Profile Sheets and Details
o. Intersection Traffic Signal Plans
p. Intersection Curb Ramps Plans and Details (1”=10’) with spot elevations
q. Signing and striping plans
r. Traffic control and construction phasing plans
s. Storm Water Improvements Plan and Profile
t. Storm Water Management Plans (Erosion and Sediment Control Plan)
u. Structural design plans and details
v. Street Lighting Plan
w. Utility Relocation Plans
x. Special Details
y. Cross-sections

8) Prepare final Right-of-Way documents.
   a. Right-of-Way plans
   b. Right-of-Way tabulation sheet
   c. File required Monument Records
   d. Cost estimates for the acquisition of needed property rights
   e. Property rights acquisition documents for: acquisition, permanent and temporary easements
      (metes and bounds descriptions with exhibits).

9) Prepare final estimated quantities and construction cost estimates based upon the Colorado Department
   of Transportation (CDOT) Standard Specifications for Road and Bridge Construction. Use only
   descriptions and code numbers listed in Item Code Book.

10) Prepare modifications and/or additions to the construction specifications, and special conditions to
    accommodate Adams County’s comments.

11) Prepare all necessary legal descriptions, boundaries, and plats for right-of-way and easement
    acquisition.

12) Determine contract time, through development of anticipated construction schedule.
SCOPE OF WORK

13) Submit the final design plans and specifications to the County for review and final comments. The Consultant shall incorporate the comments into the final construction plans.

14) Attend the pre-bid conference meeting to answer questions, assist the County staff, and prepare addenda.

➢ Advertise Documents

The bid plan construction contract package shall consist of the revised FOR plans and will completely describe the work required to build the project including project special provisions and detailed quantities.

15. Post Design Services – After Design

The Consultant shall anticipate providing Post Design Services for the project although not part of this RFP. During the construction phase of the project, the Consultant shall appoint a responsible member of the firm to be the contact person for this phase of the Project. That person should be available until the end of construction to coordinate the following:

1) Attend the pre-construction conference meeting to answer questions, assist the County staff, and clarify plans as needed.

2) Review the contractor’s shop drawings for conformance and compliance with the contract documents.

3) Maintain a log of all submittals which includes: Submittal description, data received, date transmitted back to the sender

4) Make any necessary revisions to the construction plans, details, and specifications.

5) Technical assistance – provide technical assistance to the County in answering questions, and resolving problems raised by the construction contractor, utility companies, affected citizens, etc.

6) Help provide information, clarification, or interpretation regarding the project plans and specifications.

7) Help the County and the construction contractor to resolve any dispute during construction.

8) Conduct site visits, as needed, during project construction.

9) Provide drawings for field changes that may be required.

10) Generate “As-Built” plans from field changes and contractor redlines

11) Closeout Walk-through – includes an initial and follow up site walkthrough as well as preparation of an initial and final punch-list.

The Consultant shall provide an estimated budget for Post Design Services. The estimated budget will be based on the Consultants (and necessary sub-consultants) experience on similar projects in conjunction with the anticipated scope above. The estimated budget will not be included in the design fees total. This estimate will be used to aid the County in anticipated costs for Consultant Services during construction. Prior to construction, Post Design Services may be added to the Consultants services if the County determines this to be in its best interests. The County reserves the right to utilize, or not utilize, the Consultant, or sub-consultants, for Post Design Services.

It should be noted that the consultant is responsible for any changes in the plans which may be required as a result of errors or oversights in the design at no cost to the County. Although not a part of this RFP, the Post Design Services expectations are being listed for future consideration.
PROPOSAL INSTRUCTIONS

Consultants will use these guidelines in preparing its proposals for engineering services. The consultant is encouraged to follow the outline and page distribution indicated in these instructions. The selection panel members will have limited time to review the proposals. If the panel has difficulty finding the desired information, they may consider the proposal as non-responsive and/or a lower score may result.

The purpose for these guidelines is to assure consistency in format, and content in the proposals prepared by Consultants and submitted to Adams County.

It is very important that submittals are clear and concise in the recommended format, so they can be evaluated in an objective manner by Adams County.

Five (5) copies and two (2) CDs (or flash drives) of the submittal are required.

The Proposal should contain the following elements:

i. Cover Letter (1 page limit – 8 ½” X 11” paper)
ii. Statement of Qualifications Section (5 page limit – 8 ½” X 11” paper)
iii. A Work Plan Section (4 page limit – 8 ½” “X 11” paper)
iv. Standard Hourly Rates of Services – (no limit – 8 ½” X 11” paper)
  v. Fees of Services (3 page limit – 8 ½” X 11” paper)
  vi. An Optional Section (5 page limit – 8 ½” X 11” paper, only graphic map can be 11”X17”)

I. Cover Letter

i. Address the cover or introductory letter to the Purchase Agent listed in Invitation for Proposals
ii. The cover letter should express your interest in the project.
iii. Statement that the firm is qualified to do the work, and recount any summary information on the project team or yourself that may be useful or informative to the County.
iv. Certification that the information and data submitted is true and complete to the best knowledge of the individual signing the letter.
v. Name and telephone number, e-mail address, and fax number of the individual to contact regarding the Proposal submittal.
vi. It should clearly identify the Project number, project location for project specific contracts.

vii. The County requires an original signature signed in ink, by an authorized principal, partner, or officer of the firm.

viii. No evaluation points are assigned to this section; however, failure to submit the letter will cause for rejection of a proposal.

II. Statement of Qualifications (SOQ)

The following outline is to assist you in preparing your SOQ. Your responses to the elements of this outline should demonstrate the knowledge and expertise your firm brings to the project.

1. Project Team or Consultant

   The evaluation will consider the qualifications, experience, and availability of the members of the consultant’s project team.

   1) Identify your:
      (a) Project Principal
      (b) Project Manager
      (c) Key Staff
      (d) Sub-consultants

   2) Present a brief discussion regarding how the team’s qualifications and experience on seminar projects.

   3) Identify the key members who will be involved in the project and their responsibilities.

   4) Include the following:
      (a) Principal’s level of involvement in the project.
      (b) Qualifications and relevant individual experience of prime and sub-consultant team members.
      (c) Unique knowledge of team members related to the project.
      (d) Commitment of time and availability of key staff members.
      (e) Length of time with the firm for each key team member.
      (f) Experience on similar projects as a team.
PROPOSAL INSTRUCTIONS

5) A project team organization chart must include sub-consultants and their staff assigned to the project.

2. Firm Capability

The evaluation will consider the qualifications, experience, and availability of the members of the consultant’s project team.

1) Provide Firm’s project specific organizational structure, flexibility, and the disciplines of technical staff.

2) Include the firm’s relevant experience and accomplishments as a Prime Consultant that are not listed in the project team section. The project manager must be the primary contact for the duration of the project and must be located locally (generally considered within 50 miles or an hour’s drive of the County Government Center during normal business hours for the duration of the project). A change of the project manager will result in re-evaluation of the contract.

3) Outline firm’s location, production facilities, technical disciplines and capabilities.

4) Indicate the consultant’s availability to do the project concurrency with existing and projected workloads.

5) Consider including the following items:
   a. Graphs depicting the firm’s capacity to do the project.
   b. Information on the sub-consultant’s role.
   c. The sub-consultant’s function and integration into the team.
   d. Match of personnel to the existing and future work load.

3. Past Performance on Similar Projects or a Similar Team

The evaluation will consider the project management structure for completion of the project.

1) List current and past projects completed within the past four years with the County, or other agencies.

2) Demonstrate your firm’s and team’s ability to do the following on the projects:
   a. Control cost of team’s services
   b. Control overall project costs
   c. Meet schedules
   d. Provide quality work

3) Include the project name, project manager’s name and telephone number for all projects listed above.

4) Describe your firm’s role for all the projects listed above.

4. Work Plan Section

The evaluation will consider that key work elements of this project will be done by the prime consultant and the sub-consultants.

1) Project Goal
   a) Your firm’s clear understanding of the project goals and services required in this RFP.
   b) A list of deliverables required on the project.

2) Project Management
   a) List the names of staff members responsible for the following items and describe how they plan to manage them.
   b) Cost control – Control consultant’s contract costs.
   c) Quality control – ensure that the County procedures are followed and the project plans, specifications and estimates are error free and meet the federal, state, county, and local agencies’ regulations.
   d) Scheduling – managing the required work to meet the established schedule.

3) Critical Issues (Problems and Solutions)
   a) Present an analysis of the most significant issues that you believe you will have to address in order to successfully complete this contract.
   b) Are major problems identified?
   c) Are the problems significant?
   d) Are solutions reasonable?
PROPOSAL INSTRUCTIONS

4) Project Concept and Approach
   Briefly describe the actions you plan to take to achieve the project’s goals and objectives. Consider the following:
   a) Have you formulated a successful approach to the project?
   b) Are possible design alternatives suggested?
   c) Have you demonstrated a clear and concise understanding of the project based on the data which has been provided?
   d) Have you exhibited sensitivity to general public concerns?

5) Schedule
   Provide a schedule to demonstrate how your firm and team complete the project.

III. Cost of Services
   The Consultant shall fill out Pricing Form attached in this RFP. If some items are not listed in Price Form, but will be required by the project and performed by the Consultants identified in this RFP, they will not be paid for separately but shall be included in the Project. The prime consultant shall indicate the standard fee markup on a sub-consultant’s fees.

IV. Standard Hourly Rates of Services and Fees of Services
   The Consultant shall submit a fee schedule of billing rates for personnel on an hourly basis including subcontractors and reimbursable expenses.

V. Miscellaneous Section (Optional)
   This section provides the Consultant with the opportunity to submit additional information:
   a) Resumes
   b) Graphs
   c) Charts
   d) Photographs

The Proposal should be clear and concise, and it should provide the County with an understanding of the Consultant’s ability to provide the requested services.

The Consultant shall be responsible to ensure that all personnel proposed under this RFQ are qualified through training, experience, and appropriate certification for the tasks assigned and shall have a working knowledge of Adams County’s standard practices.

The Consultant shall conform to all applicable federal and state regulations.

Statements become the property of Adams County, are treated as privileged documents, and are disposed of according to County policies. The statement of the successful Consultant shall be open to the public. Statements from Consultants who are not awarded contracts shall not be open to public inspection.

The Consultant will be paid monthly based on the fee schedule and specific assignment for work completed. Payment will be contingent on completion of the work in a manner acceptable to the County and for the specified pay period. All contract work will be subject to approval by the County/PM. Payment will be withheld on all unsatisfactory work. All such work shall be corrected without additional cost to the County.

The Consultant must agree to release, defend, indemnify and save harmless the County, their officers, agents and employees for, from and against any and all claims, damages, suits, costs, expenses, liability, actions or procedures of any kind or nature, including worker’s compensation claims of or by anyone whosoever in any way resulting from or arising out of, directly or indirectly, its negligent operations in connection therewith, or its use or occupancy in a negligent manner of any portion of public or private property hereunder, and including negligent acts or omissions of the consultant’s officers, employees, representatives, suppliers, invitees, contractors and agents. Provided, however, the Consultant need not release, indemnify or save harmless the County, its officers, agents and employees, from damages resulting from the sole negligence of the County’s officers, agents, and employees.

3-3
PRICING FORM

I. **Engineering Project Service Fees:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Project Management and Coordination</td>
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<td>Environmental Task</td>
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<td><em>Phase 1 Environmental Assessment</em></td>
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<td><em>404 Permits</em></td>
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<td><em>Stormwater Management Plans</em></td>
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<td>Traffic Engineering</td>
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<td>Soil Investigation/Pavement Design</td>
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<td>Survey</td>
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<td>ROW Documents and Plans</td>
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<td>Major and Minor Structure Design</td>
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<td>Hydrology and Hydraulic Engineering</td>
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<td>Including Floodplain Development Permit (Approved) and No-Raise Certification (Approved)</td>
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<td>Utility Coordination and Utility Plans</td>
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<td>Landscape Design</td>
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<td>Street Lighting Design</td>
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<td>Roadway Design</td>
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<td><em>FIR</em></td>
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<td><em>FOR</em></td>
<td>$</td>
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<tr>
<td><em>Advertisement/Bid Documents</em></td>
<td>$</td>
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<tr>
<td><strong>Total Project Fee</strong></td>
<td>$</td>
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If tasks are identified in Scope of Work, but not listed in the table, the costs will be considered incidental to the project.

II. **Cost of Services – Sub-consultant Standard Fee Markup*: **%**

*The standard fee markup shall not exceed 15% for any sub-consultant services.

III. **Standard Hourly Rates of Services and Fees of Services:**

1. Pricing fee schedule of billing rates for personnel must include Professional Wage Hourly Rates per Position Title:
   - Position Title
   - Regular Rate
   - Overtime Rate

2. Pricing fee schedule of billing rates for subcontractors and reimbursable expenses must be include Professional Wage Hourly Rates per Position Title.
**REQUEST FOR PROPOSAL**

**SUBMISSION CHECK LIST**

**SUBMISSION:** It is imperative you address your submittal envelope as follows:

<table>
<thead>
<tr>
<th>Mailing Address:</th>
<th>Hand Deliveries accepted:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adams County Government Center</td>
<td>Adams County Government Center</td>
</tr>
<tr>
<td>Purchasing Division</td>
<td>First Floor Central Lobby Receptionist</td>
</tr>
<tr>
<td>4430 South Adams County Parkway, C4000A</td>
<td>4430 South Adams County Parkway,</td>
</tr>
<tr>
<td>Brighton, CO 80601</td>
<td>Brighton, CO 80601</td>
</tr>
<tr>
<td>ATTN: Shannon E. Sprague, CPPB</td>
<td>ATTN: Shannon E. Sprague, CPPB</td>
</tr>
<tr>
<td>RFP-SS-2018.620</td>
<td>RFP-SS-2018.620</td>
</tr>
</tbody>
</table>

| Does your Proposal comply with all the terms and conditions of this Solicitation? | YES | NO |
| Does your Proposal provide proposed revisions to the attached Sample Agreement and identified on the Term of Acceptance Form? | YES | NO |
| Does your Proposal meet or exceed all specifications, including minimum service requirements? | YES | NO |
| Requirements met and response included? Certificate of Incorporation or other formal documentation Meeting the requirement of years in business | YES | NO |
| May any other governmental entity avail itself of this Agreement and purchase any and all items specified? | YES | NO |
| Have all the addendums been acknowledged and enclosed? | YES | NO |
| Original and the number of copies specified enclosed including electronic copy? | YES | NO |
| Has a duly authorized agent of the contractor signed the Contractor's Statement? | YES | NO |
| Is pricing form enclosed in a separate sealed envelope? | YES | NO |
Pursuant to Colorado Revised Statute, § 8-17.5-101, _et.seq._, as amended 5/13/08, as a prerequisite to entering into an Agreement for services with Adams County, Colorado, the undersigned Contractor hereby certifies that at the time of this certification, Contractor does not knowingly employ or Agreement with an illegal alien who will perform work under the attached Agreement for services and that the Contractor will participate in the E-Verify Program or Department program, as those terms are defined in C.R.S. § 8-17.5-101, _et seq._ in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the attached Agreement for services.

Contractor Name

Printed or Typed Name

Signature

Title

Date

Note: Registration for the E-Verify Program can be completed at: https://www.vis-dhs.com/employerregistration. It is recommended that employers review the sample “memorandum of understanding” available at the website prior to registering.
I have read and fully understand all the conditions herein set forth in the foregoing paragraphs, and by my signature set forth hereunder, I hereby agree to comply with all said conditions as stated or implied. In consideration of the above statement, the following Bid is hereby submitted.

If any of the documents listed on the cover page are missing from this package, contact Adams County Purchasing. If you require additional information, call the Purchasing Division contact person.

The undersigned hereby affirms that (1) he/she is a duly authorized agent of the Contractor, (2) he/she has read all terms and conditions and technical specifications which were made available in conjunction with this solicitation and fully understands and accepts them unless specific variations have been expressly listed in his/her Bid, (3) the Bid is being submitted on behalf of the Contractor in accordance with any terms and conditions set forth in this Solicitation, and (4) the Contractor will accept any awards made to it as a result of the Bid submitted herein for a minimum of 120 calendar days following the date of submission.

WE, THE UNDERSIGNED, HEREBY ACKNOWLEDGE RECEIPT OF

<table>
<thead>
<tr>
<th>Addenda (list all):</th>
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</thead>
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<table>
<thead>
<tr>
<th>Contractor Name</th>
<th>Date</th>
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<tbody>
<tr>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Signature</th>
<th>Printed Name</th>
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</table>

<table>
<thead>
<tr>
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<table>
<thead>
<tr>
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<tbody>
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</table>

<table>
<thead>
<tr>
<th>City, State, Zip Code</th>
<th>County</th>
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</thead>
<tbody>
<tr>
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</table>

<table>
<thead>
<tr>
<th>Telephone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

<table>
<thead>
<tr>
<th>Email</th>
</tr>
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<tbody>
<tr>
<td></td>
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</tbody>
</table>
Contractors shall furnish the names, addresses and telephone numbers of a minimum of three (3) firms or government organizations for which the Contractor has provided similar projects:

<table>
<thead>
<tr>
<th>Company Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Reference Name</td>
<td></td>
</tr>
<tr>
<td>Reference Email Address</td>
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<td>Telephone Number</td>
<td></td>
</tr>
<tr>
<td>Project Name</td>
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</tr>
<tr>
<td>Value</td>
<td>$</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Company Name</th>
<th></th>
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<tbody>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Reference Name</td>
<td></td>
</tr>
<tr>
<td>Reference Email Address</td>
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<tr>
<td>Project Name</td>
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<td>Value</td>
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<table>
<thead>
<tr>
<th>Company Name</th>
<th></th>
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<tbody>
<tr>
<td>Address</td>
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</tr>
<tr>
<td>Reference Name</td>
<td></td>
</tr>
<tr>
<td>Reference Email Address</td>
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<tr>
<td>Project Name</td>
<td></td>
</tr>
<tr>
<td>Value</td>
<td>$</td>
</tr>
</tbody>
</table>
Request for Proposal # ____________

I, on behalf of the Contractor identified below, hereby certify that I have read a copy of the sample Agreement attached to the RFP and understand the terms and provisions contained in that Agreement. I further hereby certify that it is the Contractor's intent to comply with each and every term and provision contained in the sample Agreement and propose no modifications to the sample Agreement except as follows:

1) __________________________________________________________________________

2) __________________________________________________________________________

3) __________________________________________________________________________

I understand that the modification stated above, if any, are offered for discussion purposes only and that Adams County reserves the right to accept, reject or further negotiate any and all proposed modification to the sample Agreement.

Contractor Name

Authorized Signature

Printed Name

Title

Date
ADAMS COUNTY
COLORADO

Adams County Finance Department
Purchasing Division
4430 South Adams County Parkway
Brighton, Colorado 80601

REQUEST FOR PROPOSAL
SAMPLE AGREEMENT FOR SERVICES

1. The Sample Agreement for Services is included in this solicitation for informational and reference purposes only.

ADAMS COUNTY
PROFESSIONAL SERVICE AGREEMENT

THIS AGREEMENT ("Agreement") is made this ___ day of _____________ 2018, by and between the Adams County Board of County Commissioners, located at 4430 South Adams County Parkway, Brighton, Colorado 80601, hereinafter referred to as the "County," and Company Name, located at Address 123, hereinafter referred to as the "Contractor." The County and the Contractor may be collectively referred to herein as the "Parties".

The County and the Contractor, for the consideration herein set forth, agree as follows:

1. SERVICES OF THE CONTRACTOR:

1.1. ALL WORK SHALL BE IN ACCORDANCE WITH THE ATTACHED RFP XXXXX AND THE CONTRACTOR'S RESPONSE TO THE RFP XXXXX ATTACHED HERETO AS EXHIBIT A, AND INCORPORATED HEREIN BY REFERENCE. SHOULD THERE BE ANY DISCREPANCY BETWEEN EXHIBIT A AND THIS AGREEMENT THE TERMS AND CONDITIONS OF THIS AGREEMENT SHALL PREVAIL.

1.2. Emergency Services: In the event the Adams County Board of County Commissioners declares an emergency, the County may request additional services (of the type described in this Agreement or otherwise within the expertise of the Contractor) to be performed by the Contractor. If the County requests such additional services, the Contractor shall provide such services in a timely fashion given the nature of the emergency, pursuant to the terms of this Agreement. Unless otherwise agreed to in writing by the parties, the Contractor shall bill for such services at the rates provided for in this Agreement.

2. RESPONSIBILITIES OF THE COUNTY: THE COUNTY SHALL PROVIDE INFORMATION AS NECESSARY OR REQUESTED BY THE CONTRACTOR TO ENABLE THE CONTRACTOR'S PERFORMANCE UNDER THIS AGREEMENT.

3. TERM:

3.1. TERM OF AGREEMENT: THE TERM OF THIS AGREEMENT SHALL BE FOR ONE-YEAR FROM DATE THROUGH DATE.

3.2. RENEWAL OPTION: THE COUNTY, AT ITS SOLE OPTION, MAY OFFER TO RENEW THIS AGREEMENT AS NECESSARY FOR UP TO TWO, ONE YEAR RENEWALS PROVIDING SATISFACTORY SERVICE IS GIVEN AND ALL TERMS AND CONDITIONS OF THIS AGREEMENT HAVE BEEN FULFILLED.
SUCH RENEWALS MUST BE MUTUALLY AGREED UPON IN WRITING BY THE COUNTY AND THE CONTRACTOR.

4. PAYMENT AND FEE SCHEDULE: THE COUNTY SHALL PAY THE CONTRACTOR FOR SERVICES FURNISHED UNDER THIS AGREEMENT, AND THE CONTRACTOR SHALL ACCEPT AS FULL PAYMENT FOR THOSE SERVICES, THE SUM OF:

4.1. Payment pursuant to this Agreement, whether in full or in part, is subject to and contingent upon the continuing availability of County funds for the purposes hereof. In the event that funds become unavailable, as determined by the County, the County may immediately terminate this Agreement or amend it accordingly.


6. NONDISCRIMINATION:

6.1. THE CONTRACTOR SHALL NOT DISCRIMINATE AGAINST ANY EMPLOYEE OR QUALIFIED APPLICANT FOR EMPLOYMENT BECAUSE OF AGE, RACE, COLOR, RELIGION, MARITAL STATUS, DISABILITY, SEX, OR NATIONAL ORIGIN. THE CONTRACTOR AGREES TO POST IN CONSPICUOUS PLACES, AVAILABLE TO EMPLOYEES AND APPLICANTS FOR EMPLOYMENT, NOTICES PROVIDED BY THE LOCAL PUBLIC AGENCY SETTING FORTH THE PROVISIONS OF THIS NONDISCRIMINATION CLAUSE. ADAMS COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER.

6.1.1. The Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

7. INDEMNIFICATION: THE CONTRACTOR AGREES TO INDEMNIFY AND HOLD HARMLESS THE COUNTY, ITS OFFICERS, AGENTS, AND EMPLOYEES FOR, FROM, AND AGAINST ANY AND ALL CLAIMS, SUITS, EXPENSES, DAMAGES, OR OTHER LIABILITIES, INCLUDING REASONABLE ATTORNEY FEES AND COURT COSTS, ARISING OUT OF DAMAGE OR INJURY TO PERSONS, ENTITIES, OR PROPERTY, CAUSED OR SUSTAINED BY ANY PERSON(S) AS A RESULT OF THE
CONTRACTOR'S PERFORMANCE OR FAILURE TO PERFORM PURSUANT TO THE TERMS OF THIS AGREEMENT OR AS A RESULT OF ANY SUBCONTRACTORS' PERFORMANCE OR FAILURE TO PERFORM PURSUANT TO THE TERMS OF THIS AGREEMENT.

8. INSURANCE: THE CONTRACTOR AGREES TO MAINTAIN INSURANCE OF THE FOLLOWING TYPES AND AMOUNTS:

8.1. COMMERCIAL GENERAL LIABILITY INSURANCE: TO INCLUDE PRODUCTS LIABILITY, COMPLETED OPERATIONS, CONTRACTUAL, BROAD FORM PROPERTY DAMAGE AND PERSONAL INJURY.

8.1.1. EACH OCCURRENCE: $1,000,000

8.1.2. GENERAL AGGREGATE: $2,000,000

8.2. Comprehensive Automobile Liability Insurance: to include all motor vehicles owned, hired, leased, or borrowed.

8.2.1. Bodily Injury/Property Damage: $1,000,000 (each accident)

8.2.2. Personal Injury Protection: Per Colorado Statutes

8.3. Workers' Compensation Insurance: Per Colorado Statutes

8.4. Professional Liability Insurance: to include coverage for damages or claims for damages arising out of the rendering, or failure to render, any professional services, as applicable.

8.4.1. Each Occurrence: $1,000,000

8.4.2. This insurance requirement applies only to the Contractors who are performing services under this Agreement as professionals licensed under the laws of the State of Colorado, such as physicians, lawyers, engineers, nurses, mental health providers, and any other licensed professionals.

8.5. Adams County as "Additional Insured": The Contractor's commercial general liability, and comprehensive automobile liability, insurance policies and/or certificates of insurance shall be issued to include Adams County as an "additional insured" and shall include the following provisions:

8.5.1. Underwriters shall have no right of recovery or subrogation against the County, it being the intent of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses resulting from the actions or negligence of the Contractor.

8.5.2. The insurance companies issuing the policy or policies shall have no recourse against the County for payment of any premiums due or for any assessments under any form of any policy.

8.5.3. Any and all deductibles contained in any insurance policy shall be assumed by and at the sole risk of the Contractor.

8.6. Licensed Insurers: All insurers of the Contractor must be licensed or approved to do business in the State of Colorado. Upon failure of the Contractor to furnish, deliver
and/or maintain such insurance as provided herein, this Agreement, at the election of the County, may be immediately declared suspended, discontinued, or terminated. Failure of the Contractor in obtaining and/or maintaining any required insurance shall not relieve the Contractor from any liability under this Agreement, nor shall the insurance requirements be construed to conflict with the obligations of the Contractor concerning indemnification.

8.7. **Endorsement:** Each insurance policy herein required shall be endorsed to state that coverage shall not be suspended, voided, or canceled without thirty (30) days prior written notice by certified mail, return receipt requested, to the County.

8.8. **Proof of Insurance:** At any time during the term of this Agreement, the County may require the Contractor to provide proof of the insurance coverage or policies required under this Agreement.

9. **DAMAGES ARISING FROM BREACH OF PERFORMANCE OBLIGATIONS**

9.1. Notwithstanding anything else set forth in this Agreement, if Contractor fails to comply with all terms of this contract, including but not limited to, its obligation to perform its work in a workmanlike manner in accordance with all codes, plans, specifications and industry standards, Contractor shall be liable to County for all damages arising from the breach, including but not limited to, all attorney fees, costs and other damages.

10. **WARRANTY:**

10.1. The Contractor warrants and guarantees to the County that all work, equipment, and materials furnished under the Agreement are free from defects in workmanship and materials for a period of one year after final acceptance by the County. The Contractor further warrants and guarantees that the plans and specifications incorporated herein are free of fault and defect sufficient for Contractor to warrant the finished product after completion date. Should the Contractor fail to proceed promptly in accordance with this guarantee, the County may have such work performed at the expense of the Contractor. This section does not relieve the Contractor from liability for defects that become known after one year.

11. **TERMINATION:**

11.1. **For Cause:** If, through any cause, the Contractor fails to fulfill its obligations under this Agreement in a timely and proper manner, or if the Contractor violates any of the covenants, conditions, or stipulations of this Agreement, the County shall thereupon have the right to immediately terminate this Agreement, upon giving written notice to the Contractor of such termination and specifying the effective date thereof.

11.2. **For Convenience:** The County may terminate this Agreement at any time by giving written notice as specified herein to the other party, which notice shall be given at least thirty (30) days prior to the effective date of termination. If this Agreement is terminated by the County, the Contractor will be paid an amount that bears the same ratio to the total compensation as the services actually performed bear to the total services the Contractor was to perform under this Agreement, less payments previously made to the Contractor under this Agreement.

12. **MUTUAL UNDERSTANDINGS:**
12.1. **Jurisdiction and Venue:** The laws of the State of Colorado shall govern as to the interpretation, validity, and effect of this Agreement. The parties agree that jurisdiction and venue for any disputes arising under this Agreement shall be with Adams County, Colorado.

12.2. **Compliance with Laws:** During the performance of this Agreement, the Contractor agrees to strictly adhere to all applicable federal, state, and local laws, rules and regulations, including all licensing and permit requirements. The parties hereto agree that they are familiar with § 18-8-301, et seq., C.R.S. (Bribery and Corrupt Influences), as amended, and § 18-8-401, et seq., C.R.S. (Abuse of Public Office), as amended, , the Clean Air Act (42 U.S.C. 7401-7671q), and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended, and that no violation of such provisions are present. The Contractor warrants that it is in compliance with the residency requirements in §§ 8-17.5-101, et seq., C.R.S. Without limiting the generality of the foregoing, the Contractor expressly agrees to comply with the privacy and security requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

12.3. **OSHA:** The Contractor shall comply with the requirements of the Occupational Safety and Health Act (OSHA) and shall review and comply with the County’s safety regulations while on any County property. Failure to comply with any applicable federal, state or local law, rule, or regulation shall give the County the right to terminate this agreement for cause.

12.4. **Record Retention:** The Contractor shall maintain records and documentation of the services provided under this Agreement, including fiscal records, and shall retain the records for a period of three (3) years from the date this Agreement is terminated. Said records and documents shall be subject at all reasonable times to inspection, review, or audit by authorized Federal, State, or County personnel.

12.5. **Assignability:** Neither this Agreement, nor any rights hereunder, in whole or in part, shall be assignable or otherwise transferable by the Contractor without the prior written consent of the County.

12.6. **Waiver:** Waiver of strict performance or the breach of any provision of this Agreement shall not be deemed a waiver, nor shall it prejudice the waiving party's right to require strict performance of the same provision, or any other provision in the future, unless such waiver has rendered future performance commercially impossible.

12.7. **Force Majeure:** Neither party shall be liable for any delay or failure to perform its obligations hereunder to the extent that such delay or failure is caused by a force or event beyond the control of such party including, without limitation, war, embargoes, strikes, governmental restrictions, riots, fires, floods, earthquakes, or other acts of God.

12.8. **Notice:** Any notices given under this Agreement are deemed to have been received and to be effective: 1) Three (3) days after the same shall have been mailed by certified mail, return receipt requested; 2) Immediately upon hand delivery; or 3) Immediately upon receipt of confirmation that an E-mail was received. For the purposes of this Agreement, any and all notices shall be addressed to the contacts listed below:

Department: Adams County (department name)
Contact:
Address:
City, State, Zip:
Phone:
12.9. **Integration of Understanding:** This Agreement contains the entire understanding of the parties hereto and neither it, nor the rights and obligations hereunder, may be changed, modified, or waived except by an instrument in writing that is signed by the parties hereto.

12.10. **Severability:** If any provision of this Agreement is determined to be unenforceable or invalid for any reason, the remainder of this Agreement shall remain in effect, unless otherwise terminated in accordance with the terms contained herein.

12.11. **Authorization:** Each party represents and warrants that it has the power and ability to enter into this Agreement, to grant the rights granted herein, and to perform the duties and obligations herein described.

12.12. **Confidentiality:** All documentation related to this Agreement will become the property of Adams County. All documentation maintained or kept by Adams County shall be subject to the Colorado Open Records Act, C.R.S. 24-72-201 et seq. ("CORA"). The County does not guarantee the confidentiality of any records.

**13. AMENDMENTS, CHANGE ORDERS OR EXTENSIONS:**
13.1. Amendments or Change Orders: The County may, from time to time, require changes in the scope of the services of the Contractor to be performed herein including, but not limited to, additional instructions, additional work, and the omission of work previously ordered. The Contractor shall be compensated for all authorized changes in services, pursuant to the applicable provision in the Solicitation, or, if no provision exists, pursuant to the terms of the Amendment or Change Order.

13.2. Extensions: The County may, upon mutual written agreement by the parties, extend the time of completion of services to be performed by the Contractor.

14. COMPLIANCE WITH C.R.S. § 8-17.5-101, ET. SEQ. AS AMENDED 5/13/08: Pursuant to Colorado Revised Statute (C.R.S.), § 8-17.5-101, et. seq., as amended May 13, 2008, the Contractor shall meet the following requirements prior to signing this Agreement (public contract for service) and for the duration thereof:

14.1. The Contractor shall certify participation in the E-Verify Program (the electronic employment verification program that is authorized in 8 U.S.C. § 1324a and jointly administered by the United States Department of Homeland Security and the Social Security Administration, or its successor program) or the Department Program (the employment verification program established by the Colorado Department of Labor and Employment pursuant to C.R.S. § 8-17.5-102(5)) on the attached certification.

14.2. The Contractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.

14.3. The Contractor shall not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.

14.4. At the time of signing this public contract for services, the Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this public contract for services through participation in either the E-Verify Program or the Department Program.

14.5. The Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this public contract for services is being performed.

14.6. If the Contractor obtains actual knowledge that a subcontractor performing work under this public contract for services knowingly employs or contracts with an illegal alien, the Contractor shall: notify the subcontractor and the County within three (3) days that the Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to the previous paragraph, the subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.

14.7. Contractor shall comply with any reasonable requests by the Department of Labor and Employment (the Department) made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. § 8-17.5-102(5).

14.8. If Contractor violates this Section, of this Agreement, the County may terminate this Agreement for breach of contract. If the Agreement is so terminated, the Contractor shall be liable for actual and consequential damages to the County.

Remainder of this page is left blank intentionally.
IN WITNESS WHEREOF, the Parties have caused their names to be affixed hereto:

Board of County Commissioners

_____________________________  ____________________________
Chair                                      Date

_____________________________  ____________________________
Contractor

_____________________________  ____________________________
Signature                                      Date

_____________________________  ____________________________
Printed Name                                      Title

Attest

Stan Martin, Clerk and Recorder

_____________________________
Deputy Clerk

Approved as to Form: ________________________________
Adams County Attorney's Office

NOTARIZATION OF CONTRACTOR'S SIGNATURE:

COUNTY OF _______________________

STATE OF ______________________  )SS.

Signed and sworn to before me this ___ day of ______________________, 2017,

by ________________________________

_____________________________
Notary Public

My commission expires on: ________________________________
CONTRACTOR'S CERTIFICATION OF COMPLIANCE

Pursuant to Colorado Revised Statute, § 8-17.5-101, et.seq., as amended 5/13/08, as a prerequisite to entering into a contract for services with Adams County, Colorado, the undersigned Contractor hereby certifies that at the time of this certification, Contractor does not knowingly employ or contract with an illegal alien who will perform work under the attached contract for services and that the Contractor will participate in the E-Verify Program or Department program, as those terms are defined in C.R.S. § 8-17.5-101, et. seq. in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the attached contract for services.

CONTRACTOR:

__________________________________________  ________________
Company Name                                  Date

__________________________________________
Signature

__________________________________________
Name (Print or Type)

__________________________________________
Title

Note: Registration for the E-Verify Program can be completed at: https://www.vis-dhs.com/employerregistration.

It is recommended that employers review the sample "memorandum of understanding" available at the website prior to registering.
Figure 10a. Urban Typical Cross Sections

Regional Arterial/Major Arterial (Urban)

Minor Arterial (Urban)

Major Collector (Urban)
APPENDIX C
GENERAL ROADWAY DESIGN DATA/Criteria

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<tr>
<th>DESIGN PARAMETERS</th>
<th>RECOMMENDED DESIGN CRITERIA</th>
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<tbody>
<tr>
<td>Design Speed</td>
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<tr>
<td>Grade: MAX/MIN</td>
<td>5.0%/0.5%</td>
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<tr>
<td>Street Width &amp; Composition of Cross-Section</td>
<td>TBD by Design/Consultant</td>
</tr>
<tr>
<td>Number of Lanes</td>
<td>Per Approved Traffic Study (A Minimum of Four Lanes)</td>
</tr>
<tr>
<td>At the Intersections</td>
<td>TBD by Design/Consultant</td>
</tr>
<tr>
<td>Lane Width</td>
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<tr>
<td>Through Lane</td>
<td>12-ft/ or approved by the County</td>
</tr>
<tr>
<td>Center Lane (Two-Way for</td>
<td></td>
</tr>
<tr>
<td>Changing Direction</td>
<td>12-ft Minimum</td>
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<tr>
<td>Right Turn Lane</td>
<td>12-ft</td>
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<tr>
<td>Design Vehicle</td>
<td>WB-67</td>
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<tr>
<td>Minimum Intersection Radius</td>
<td>TBD by Design/Consultant</td>
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<tr>
<td>Right-of-Way Width</td>
<td>TBD by Design</td>
</tr>
<tr>
<td>Sidewalk Width</td>
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</tr>
<tr>
<td>Sidewalk Cross Slope</td>
<td>5½-ft (Minimum) – 10-ft Attached; 5-ft detached</td>
</tr>
<tr>
<td>Projected ADT (2040)</td>
<td>1.5% - 0.5% (Design)</td>
</tr>
<tr>
<td></td>
<td>Traffic Study</td>
</tr>
</tbody>
</table>
1. One portion of the RFP text mentions a goal of conducting two public meetings for the projects, but later in the RFP the scope of work references conducting three public meetings. Can you confirm that the expectation of the county is that three public meetings will occur as part of each design project? This will assist us in preparing our submittal.

   a) **There will be three (3) meetings that will be required for this design project.**

2. The scope of work for both projects outline the need for phase 1 environmental assessments, and include a fee category for a 404 permit. Do any of these projects impact waters of the U.S.? In other words, do waters of the U.S. (as officially defined) impact the right of way of either the York or Pecos projects?

   a) **The consultant shall be required to make this determination and as such, a cost should be provided with submittals.**

   Additionally, if the work is not performed or needed, then it will not be paid by the County.

END OF ADDENDUM #1