

AGENDA
BOARD OF TRUSTEES
DATE: June 18, 2024
Regular Meeting 6:00pm
Town Hall – 1010 High Street
Collbran, Colorado

The Public Is Encouraged To Attend

Zoom link available by contacting Town Hall prior to meeting.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Changes or Deletions to Agenda
5. Persons not on the agenda
 - A. Please limit comments to three (3) minutes and address your comments directly to the Mayor.
 - B. Identify yourself by name and address when making comments.
 - C. Comments should be courteous, civil and constructive.
 - D. Town Board will make no decision nor take action, except to direct the Town Manager.
6. Discussion with the Mesa County Sheriff's Office regarding provision of law enforcement services on a contract basis to the Town of Collbran.
7. Consideration of an Intergovernmental Agreement between Mesa County and the Town of Collbran for Cooperative Law Enforcement Services
8. Plateau Valley School Waterline and Lift Station discussion/update
9. Possible motion to direct staff to work with Plateau Valley Schools to prepare and submit an Energy Impact Grant Tier II application to the Colorado Department of Local Affairs for construction of the Plateau Valley School waterline project
10. Consideration of KLJ Task Order 2404-00219-03 for the Water Distribution/Wastewater Collection System Model Update with authorization for the Mayor to sign
11. Consideration of Change Order #1 to Foothills Environmental in the amount of \$5,884.54 with authorization for the Mayor to sign.
12. Approval of request to Office of the Colorado State Auditor for extension of time to file the audit for the year ended 12/31/2023 and authorizing the Mayor to sign the request form
13. Trustee Informational and/or items for future agenda
14. Upcoming Meeting Dates:
 - a. July 16, 2024 - Regular Board Meeting
 - b. Jul 23, 2024 – Comp Plan worksession

- c. Aug 6, 2024 – Regular Board Meeting
- d. Aug 20, 2024

15. Adjournment

NOTICE TO READERS: Town Council meeting packets are prepared several days prior to the meetings. Timely action and short discussion on agenda items does not reflect lack of thought or analysis on the Trustee's part as issues have been discussed by Trustees in workshop or committee meetings which are open to the public. **The Board of Trustees may take action on any of the following agenda items as presented or modified prior to or during the meeting, and items necessary or convenient to effectuate the agenda items.**

PUBLIC INVITED TO ATTEND: The Public will be limited to three minutes each unless prior arrangements have been made with the Town Clerk or Administrator. Town Trustees may not respond to your comments on this evening, rather, they may take your comments and suggestions under advisement and your questions will be directed to the appropriate person or department for follow-up.

**INTERGOVERNMENTAL AGREEMENT FOR COOPERATIVE LAW
ENFORCEMENT SERVICES**

INTERGOVERNMENTAL AGREEMENT FOR COOPERATIVE LAW ENFORCEMENT SERVICES (the "Agreement"), made and entered effective the ___ day of _____, 2024, between the Town of Collbran, Colorado, a municipal corporation, by and through its Board of Trustees (the "Town"); and the County of Mesa, Colorado, a body corporate and politic, by and through its Board of County Commissioners (the "County"). The Mesa County Sheriff's Office (the "Sheriff") will administer this Agreement on behalf of the County and perform the obligations of the County described herein.

WITNESSETH:

WHEREAS, the Town recently lost its Marshall and does not currently have a dedicated law enforcement officer: and

WHEREAS, the Sheriff has previously provided law enforcement services to the Town on a backup basis; and

WHEREAS, the Town and County now enter into an agreement where the Sheriff provides law enforcement services to the Town; and

WHEREAS, such intergovernmental agreements are authorized and provided for under Section 29-1-201, et. seq., C.R.S.

NOW, THEREFORE, it is agreed as follows:

I. Purpose of the Agreement

This Agreement is made between the Town and County to provide for law enforcement services as described herein.

II. Services to be Provided

A. The County shall provide the following law enforcement services, hereinafter the "Law Enforcement Services", by providing two full time employees who will provide seven (7) day coverage to the Town. The standard level of services provided will be the same level of services provided within unincorporated areas of similar population density of Mesa County, The Law Enforcement Services shall include, but not be limited to, the following:

1. The enforcement of Colorado state statutes and county and municipal ordinances which are of the same type and nature as Colorado laws enforced by the County within unincorporated Mesa County; and

2. Patrol services in the corporate limits of the Town, including but not limited to, general traffic enforcement, business checks by foot patrol or vehicle, vacation checks of private residences (as requested), development and maintenance of crime prevention programs for commercial and residential use, special events; and
3. Command services, investigation of criminal offenses (including the use of criminal investigators and crime scene technicians), narcotics investigations, court appearances (as set forth in Section III of this Agreement) and VIN checks; and
4. Administrative and records management services; and
5. School resource officer services, to the extent possible based on availability of qualified deputies, for Plateau Valley School.

B. The County will designate two (2) Sheriff's Deputies as "Collbran Deputies" to carry out patrol and school resource services as set forth herein. The Collbran Deputies shall remain employees of the County. The Parties agree and acknowledge that the individuals so assigned may be changed from time to time, and that the Sheriff retains sole discretion in the selection and assignment of the Collbran Deputies.

C. The County acknowledges that personnel assigned to the Town have been notified of their duty to cooperate with state and federal officials with regards to enforcement of state and federal laws regarding immigration and their duties to comply with the provisions of C.R.S. § 29-29-103(2).

D. The Sheriff will not be responsible for animal services calls or code enforcement.

E. Except as otherwise specifically set forth herein, the services shall be those duties and functions coming within the jurisdiction of the County pursuant to Colorado law.

F. The standards of peace officer performances, the discipline of deputies and other matters incident to the performance of law enforcement services and control of personnel so employed, shall remain in and under the sole control of the Sheriff.

G. The Sheriff will take over management of record keeping, evidence collection and retention, and storage of property. The Town shall defend and hold harmless the Sheriff and County against all claims arising from any mishandling of record keeping, evidence collection and retention, and storage of property that occurred prior to the execution of this agreement.

H. From time to time, one or both of the Collbran Deputies may be on leave for vacation, sick leave, FMLA, training, or another lawful purpose. In that instance, there may not be a dedicated Collbran Deputy on shift and calls for service will be handled by Mesa County Sheriff's deputies as assigned by the Sheriff or his designees. If one or both of the

assigned Collbran Deputies are on leave greater than thirty (30) days, the Town will not be obligated to pay the agreed upon monthly cost of the Collbran Deputy(ies) not working during the period of the leave.

III. Municipal and County Court

- A. Sheriff's deputies making arrests or issuing summons to violators for appearance in Municipal Court shall assist Town staff, the Collbran Court Clerk, and the Town prosecutor in the prosecution of such violations, and shall appear at the appointed time and date to give all evidence and testimony required by the court. Sheriff's Deputies shall maintain discretion over whether to issue summons under the Collbran Municipal Codes, Mesa County Ordinances or Colorado State Law. Sheriff's deputies failing to comply with this requirement may be subject to disciplinary action by the Sheriff. The County shall notify the Town if any disciplinary action is taken by the County in the enforcement of this provision in the monthly report submitted pursuant to Section VI (A).
- B. Deputies assigned to the Town will not act as court recorders and are not held responsible for scheduling or monitoring of community service sentenced by the Collbran Municipal Court.

IV. Personnel and Equipment and Facilities

- A. The County shall furnish and supply all labor, supervision, equipment, communication facilities for dispatching, cost of jail detention, and all supplies necessary to perform the Law Enforcement Services, including, but not limited to, body-worn cameras as required by §24-31-902, C.R.S.
- B. The Town will provide access to the Town Hall and/or other Town owned facilities and equipment for administrative use by the County in conjunction with this Agreement.

V. Liability of the Parties and Insurance Requirements

- A. Nothing in this Agreement shall constitute a waiver of any of the rights, remedies or obligations of the Colorado Governmental Immunity Act or other Colorado law.
- B. Any person employed by County for the performance of services and functions pursuant to this Agreement shall remain employees of the County on special assignment to the Town for the purposes of this Agreement, and shall not be considered employees of Town. The Sheriff, retains sole discretion to determine whether the acts and actions of his deputies were lawful, in good faith and/or consistent with the policies, procedures and standards of his Office. No County employee shall have any entitlement to any compensation, workers' compensation coverage, pension, or civil service benefits from the Town. The Town shall not assume any liability for the direct payment of any salaries,

wages or other compensation to any County personnel performing services hereunder for the Town or for any liability other than that specifically provided for in this Agreement. Except for claims under C.R.S. § 13-21-131 arising out of the County's enforcement of the Town's ordinances, or as herein otherwise specified, the Town shall not be liable for compensation or indemnity to any County employee providing services to the Town under this Agreement, for such employee's injury or sickness, whether or not such injury or sickness arises out of services provided to the Town. The County shall to the extent of County insurance cover such liability, defend and hold harmless the Town against any such claims and provide any required workers' compensation insurance program and unemployment insurance coverage for the County employee. Any release, hold harmless and indemnity given hereunder shall not constitute a waiver of any rights or immunities afforded to the County under § 24-10-101, et seq., C.R.S.

- C. The County and the Town shall each provide its own general liability and public officials' errors and omissions insurance coverage for claims arising from this Agreement. Further, the County and the Town, respectively as named insureds, shall include the other respective party, its officers, employees, and agents, as additional insureds under the named insured's insurance policies. The named insured's insurance shall be primary and non-contributory as respects any covered claim against an additional insured arising out of the premises or operations of the named insured. Except for acts or omissions that are willful and wanton, which constitute gross negligence by the County, its agents, officers, or employees, or which the Sheriff determines was not conducted in good faith and reasonable belief that the action was lawful, the parties agree that any claim, including a claim under C.R.S. § 13-21-131, arising out of the County's enforcement of the Town's ordinances in accordance with the terms of this Agreement shall constitute an operation of the Town for purposes of the indemnification requirements under C.R.S. § 13-21-131 and the County's additional insured status under the Town's insurance. A certificate of insurance consistent with the foregoing requirement is attached hereto as Exhibit A.
- D. In the event that insurance coverage is not available for a claim under C.R.S. § 13-21-131(4) for which the peace officer was determined not to have acted upon a good faith and reasonable belief that the action was lawful and the peace officer's portion of the judgment is uncollectable from the peace officer, the Town agrees to assume such liability up to the maximum statutory indemnification requirement of five percent of the judgment or settlement or twenty-five thousand dollars, whichever is less.

VI. Reports Provided to the Town

- A. It is agreed that the Sheriff or designee shall provide a quarterly written report to the Town Manager detailing law enforcement and public services activities provided under

this Agreement. The contents of the report, or portions thereof, shall be released to the public only upon the written authorization of the Sheriff.

- B. It is agreed that the Sheriff or designee may provide an annual report to the Board of Trustees detailing law enforcement and public services activities provided under this Agreement.

VII. Payments for Services Delivered

- A. The Town hereby agrees to pay the County a total of \$350,000.00 for the law enforcement services described herein, for the whole of calendar year 2024. The agreed amount will be prorated at a monthly rate of \$29,167.00 to the date that this agreement goes into effect. The parties agree that this fee has been reasonably calculated to defray the costs of the additional law enforcement services that will be provided under this agreement. Any such price change to this IGA shall be subject to the Town's right to terminate for non-appropriation as set forth in Section XI of this Agreement. The Town will make equal payments quarterly to the Mesa County Sheriff's Office. Payments are due on the 15th of the month in March, June, September, and December.
- B. The Parties agree that in the event of a catastrophic event within the Town boundaries requiring extraordinary law enforcement response and/or resources, including but not limited to an event of large-scale flooding, wildland fire, riot, disease epidemic, acts of terrorism, etc., the parties will work in good faith to negotiate a cost-sharing agreement to fairly apportion between the Parties the additional costs associated with response to said catastrophic event(s).

VIII. Termination of the Agreement

Either party shall have the right to terminate this Agreement at any time provided that the party wishing to terminate provides the other party at least one hundred twenty days (120) written notice of its intention to terminate. In the event that either party elects to terminate this Agreement during its term or fails to agree to renewal as provided in Section VII or Section X, the Town shall be liable for payment in full to the County for its services to the date of the termination of the Agreement.

IX. Liaison Between the Parties

- A. It is agreed that the Sheriff shall have full cooperation of the Town, its officers, agents, and employees, so as to facilitate the performance of this Agreement.
- B. It is agreed that for the purpose of maintaining cooperation, local control, and general information on existing complaints and problems in the Town, each party shall appoint a liaison through which written and oral communication between the parties shall be directed. The Town's liaison shall be the Town Manager. The Sheriff will appoint a

member of his Command staff as the Sheriff's liaison to the Town of Collbran. The Sheriff will also appoint a Sergeant to serve as an intermediate decision maker for routine operational issues specific to the Town of Collbran.

- C. It is agreed that the Town shall have full cooperation of the Sheriff and his representatives in response to pre-existing complaints and/or problems and they shall promptly take steps to resolve the situation in a manner mutually agreeable to the Town and the County, understanding that the Sheriff is the final authority on such issues.
- D. The Sheriff or designee will review this Agreement annually to ensure that all elements of the Agreement are being met, and will meet with the Town Manager to review and discuss the performance of the Agreement.

X. Renewal and Modification of the Agreement

- A. This Agreement may be renewed in a writing signed by the parties. Re-negotiation of the terms, payments, and services provided will be included in any renewal agreement.
- B. For Town budgeting purposes, the Sheriff shall provide to the Town the costs of services for the following calendar year no later than the ___X___ day of ___X___ of the preceding year.
- C. Any changes to this Agreement shall be made only by written amendment signed by the parties.

XI. Term of Agreement

This Agreement shall be effective upon all parties signing this agreement, subject to the board approval by both the County and the Town, (some language about or upon signature of all parties as effective start date) through the thirty-first day of December, 2024. Notwithstanding the foregoing and any other provisions of this Agreement, the terms and obligations of this Agreement are subject to annual appropriations by the parties so as to not create a multiple fiscal year obligation in contravention of Article X, Section 20 of the Colorado Constitution.

XII. Entire Agreement

This written Agreement embodies the whole agreement between the parties hereto and there are no inducements, promises, terms, conditions, or obligations made or entered into either by the County or the Town other than that contained herein.

XIII. Assignment

This Agreement shall be binding upon the respective parties hereto, their successors or assigns, and may not be assigned by anyone without the prior written consent of the

respective parties hereto.

XIV. Severability

All agreements and covenants herein are severable, and in the event that any of them shall be held invalid by a Court of competent jurisdiction, this Agreement shall be interpreted as if such invalid agreement or covenant were not contained herein.

XV. Authority

The Town represents to the County and, likewise, the County represents to the Town that it possesses the legal ability to enter into this Agreement. In the event that a Court of competent jurisdiction determines that either of the parties hereto do not possess the legal ability to enter into this Agreement, this Agreement shall be considered null and void as of the date of such Court determination.

XVI. Termination of Original Agreement

This Agreement amends, supersedes and replaces in its entirety all prior Agreements that may exist between the Town and the County.

II REMAINDER OF PAGE INTENTIONALLY LEFT BLANK II

IN WITNESS WHEREOF, the Town of Collbran, by and through its Board of Trustees, caused this Agreement to be signed by its Mayor and attested by its Town Clerk, and the County of Mesa, by and through its Board of County Commissioners, caused this Agreement to be signed by its Chairman, attested by its Clerk, and approved by its Sheriff, all on the day and year first above written.

Attest:

Bobbie Gross
Mesa County Clerk and Recorder

Janet Rowland, Chair
Mesa County Board of County Commissioners

Attest:

Collbran Town Clerk

Collbran Board of Trustees

Kendall W. Wilcox, Mayor

APPROVED:

BY: _____
Todd Rowell, Sheriff

Town of Collbran and Plateau Valley School District Waterline Meeting, 6/13/2024

Present:

Town of Collbran: Trustee Lorraine Zentz; Trustee Tilda Evans; Administrator Melonie Matarazzo; Finance Manager Karla Distel; Paloma Wilson, KLJ Engineering; Jason Reimer, KLJ Engineering

PVSD: Josh Shepardson, Wendy Nichols, Eric Bevan, Mike Beiser, Trevor Long, Colleen Kenada

Overview and Timeline of Project: School must have water and sewer to receive Certificate of Occupancy on 1/1/2026.

Discussion of Three Options:

- a. **Connecting to Town via new tank;** PV School indicated this is their preferred option. Includes a new 275,000-gallon tank at Mesa County Road and Bridge Shop
- b. **Connecting to Town from 58 ½ Road:**
- c. **Upgrading the School's current system:** Will require a water treatment plant and ongoing operational costs.

Details of these options are included in the "Preliminary Engineering Report - Plateau Valley School, New PK-12 School off-site Water and Sewer Supply and Distribution Alternative Analysis" prepared by West Water Engineering for Plateau Valley School District in January 2024. Copy included in Board packet.

How to coordinate engineering and design teams to maximize efforts: The school will hire engineers to do the design work for PVSD. It may be in the best interests of the Town to have our engineer, KLJ Engineering, to review proposals and design work as it is completed. This work is included in the Task Order that is in the Board's Agenda. The cost for KLJ to review the evaluation of the new water line is \$6,897.00 and cost to evaluate the upgraded lift station is \$9,416.00.

Overview of Grant Process:

Town has a meeting scheduled with DOLA and PV School grant writer for 6/17.

The discussion centered around timelines for DOLA grants. One grant deadline is in August, and one is in December. To have the best possibility of being awarded a grant, the applicant needs to submit a shovel ready project. The school is requesting that the town apply for a 1-million-dollar energy impact grant to assist with construction of the water line. The school will provide 1 million dollars from their construction budget. The town will need to administer the grant and accept the infrastructure as town assets at the end of the project. If an energy impact grant is awarded the town and/or the school district will be responsible for the excess costs.

Update on Capacity Study: The purpose of the study is to assess the Town's current water and wastewater infrastructure and determine if any upgrades need to be made.

The Town has received a DOLA grant of \$25,000 towards the Capacity Study. The work as scoped by KLJ is \$75,000. The Task Order is on the Boards Agenda for consideration for approval. Projected completion of Study is 8/30/2024.

Discussion of Lift-Station: The lift station was discussed briefly. The school's plan is to move it and upgrade it. The Town will need to be involved in the permitting process in order to accept ownership and decommission the current lift station.

Additional Discussion: Representatives of PVSD communicated that they feel the Town is dragging their feet by delaying the Capacity Study.

The design team does not need the Capacity Study to get the design started. The Town encouraged PVSD to have their engineering firm work with KLJ Engineering from the beginning to minimize the necessity for redesign and to keep the project on track.

PVSD seemed frustrated with the timelines for the grant application and the uncertainty of getting the grant.

The draft Memorandum of Agreement (MOA) was brought up. PVSD was told that an MOA is premature at this time. Generally, these types of agreements are done at the time the infrastructure is turned over to the Town. However, given the financial exposure that the town will assume as the responsible entity, if the project costs exceed the current budget numbers, it may be advisable for the cost to be negotiated before the grant is accepted if awarded. We think the timing will work that the new town attorney should be involved in this negotiation.

Lorraine Zentz and Tilda Evans
Trustees

<p>This is Task Order No. 2404-00219-03, consisting of 4 pages.</p>

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated March 1, 2022 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: June 18, 2024
- b. Owner: Town of Collbran
- c. Engineer: KLJ Engineering LLC
- d. Specific Project (title): Water Distribution/Wastewater Collection System Model Update
- e. Specific Project (description): Take the Owner's existing water and wastewater models and provide updates to evaluate current capacity and growth potential. Other items as defined in the services of Engineer.

2. Services of Engineer

- A. The specific services to be provided or furnished by Engineer under this Task Order are as follows:
 1. Project Management
 - a. Project Kick-off: Conduct an initial meeting with key stakeholders to review project objectives, timeline, and deliverables.
 - b. Regular Progress Meetings: Schedule bi-weekly meetings to discuss project status, upcoming tasks, and address any issues.
 - c. Project Reporting: Provide monthly status reports outlining completed tasks, upcoming tasks, budget status, and any risks or issues with mitigation plans.
 2. Water Distribution: Model Data Deep Dive
 - a. Data Collection: Gather recent hydraulic data, as-built drawings, and operational data from the town's water system. Without meter data for the existing town, Colorado Department of Public Health and Environment (CDPHE) criteria will be utilized.
 - b. Data Review and Integration: Assess the quality and completeness of collected data and integrate it into the existing InfoWater model.
 - c. Results Memo: Develop a memo detailing the data review process, findings, data gaps, and initial model adjustments.
 3. Water Distribution: Model Calibration
 - a. Fire Hydrant Flow Testing: Conduct flow tests on selected fire hydrants throughout the town to collect data on flow rates and pressures.
 - b. Model Adjustments: Update the InfoWater model based on test results to better match observed field conditions.
 - c. Calibration Report: Document the calibration process, methods used, results, and any model adjustments made.

Task Order Form

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4. Water Distribution: Scenario Evaluations
 - a. Water Capacity Analysis: Simulate maximum day and peak hour demands to assess the capacity of the existing system.
 - ~~b. Water Age Analysis: Analyze water age throughout the system to identify areas with potential quality issues.~~
 - c. Fire Flow Analysis: Assess the adequacy of fire flows under normal and emergency conditions.
 - d. Scenario Report: Compile the findings from each analysis into a comprehensive report with graphical and tabular data representations.

5. Evaluation of Proposed Water Line Plateau Valley School
 - a. Model Integration and Analysis: Incorporate the new line into the InfoWater model and analyze its impact on system performance.
 - b. New Line Memo: Provide a memo on the new line analysis, including recommendations for optimization and potential issues.

6. Wastewater Collection: Model Development
 - a. Data Collection and Review: Collect and review existing data, including GIS data, as-built drawings, flow monitoring data, and previous studies or reports.
 - 1) Use Town GIS data including elevations of rims and dip sheets for the model development.
 - 2) Additional Survey: Engineer will survey six (6) manhole rims and provide 17 dip sheets
 - b. Town of Collbran - Model Development
 - 1) Base Model Creation: Develop a base model of the existing sewer system using the collected data in Bentley SewerGEMS. Colorado Department of Public Health and Environment (CDPHE) criteria will be utilized without meter data for the existing town. Assess the quality and completeness of collected data and integrate it into the existing models. This effort includes:
 - (i) Using existing manhole rim elevations and dip sheets, manually calculating flowline elevations and inputting elevations for each line segment in the model, estimated at 141 lines per Town GIS data.
 - (ii) Determining flow rates for each line segment based on GIS meter locations and usage meter data or CDPHE criteria, whichever is higher.
 - (iii) These efforts do not include field calibration. If the town requests it, this task can be added as an additional service.
 - (iv) Troubleshooting the Model
 - (v) Quality Control Review of Model
 - 2) Results Memo: Provide a memo summarizing the data review process, findings, data gaps, and initial model adjustments.

7. Wastewater Collection: Evaluate the replacement Plateau Valley School lift station (PVSL)
 - a. Design Review & Meetings: Two (2) meetings with School and assess preliminary designs for the replacement sewer lift station.
 - b. Model Integration and Analysis: Use data from the September 2022 WWTP Preliminary Engineering Report prepared by KLJ Engineering to assess the capacity impacts of the replacement lift station on the performance of the existing water treatment facilities and collection system.

- c. ~~Alternatives Analysis: Develop and evaluate two potential solutions for any deficiencies identified by the addition of the PVSLS to the collections system.~~
- d. Cost Estimation: Prepare feasibility level cost estimates for recommended solutions.
- e. Evaluation Memo: Provide a memo summarizing the findings of the PVSLS replacement lift station analysis and recommendations for optimization and/or solutions for potential issues.

8. Water and Wastewater Systems Report

- a. Findings and Recommendations: Summarize key findings from the data review, calibration, scenario evaluations, and new line analysis. Develop practical recommendations for system improvements and future expansions.
- b. Presentation to Owner: Present the final report and findings to the Owner to aid in decision-making and future planning.

B. Exclusions and Assumptions

- a. Permitting for facilities and infrastructure not included in the scope.
- b. Utilizing existing survey data provided by Town from others.
- c. Function water system base model provided by Town from others.
- d. Assuming Public Works Director is available to help with calibration field work.
- e. PVSLS new lift station design by others will utilize existing force main to WWTP

3. Additional Services

Additional Services that may be authorized or necessary under this Task Order are those services (and related terms and conditions) set forth in Paragraph A2.01 of Exhibit A, as attached to the Agreement referred to above, such paragraph being hereby incorporated by reference.

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following: *N/A*

5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule: ***This task order shall be completed by August 30, 2024.***

6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
Project Management	\$6,000	Hourly Rate
Water Distribution: Model Data Deep Dive, Model Calibration, Scenario Evaluations, Evaluation of New Line to New School	\$32,086	
Wastewater Collection: Model Development, Evaluate the replacement PVSLS	\$29,204	
Water and Wastewater Systems Report	\$7,110	
Total	\$75,000	

Task Order Form

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Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

7. **Consultants retained as of the Effective Date of the Task Order:** None

8. **Other Modifications to Agreement and Exhibits:** None

9. **Attachments:** None

10. **Other Documents Incorporated by Reference:** None

11. **Terms and Conditions**

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

OWNER:

ENGINEER: KLJ Engineering LLC

By: _____

By: _____

Print Name: Kendall D. Wilcox

Print Name: Luke LaLiberty

Title: Mayor

Title: Associate Vice President, Municipal

Firm's Certificate No. (if required): _____
State of: _____

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: _____

Name: Jason Reimer

Title: _____

Title: Hydraulic Group Leader

Address: _____

Address: 1601 Riverfront Dr
Grand Junction, CO 81624

E-Mail Address: _____

E-Mail Address: jason.reimer@kljeng.com

Task Order Form

Phone: _____

Phone: (970) 450-7477

DRAFT

Task Order Form

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This is **EXHIBIT B**, consisting of 3 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition** dated March 1, 2022.

Owner's Responsibilities

Article 2 of the Agreement is amended and supplemented to include the following responsibilities unless expressly stated otherwise in a Task Order.

B2.01 Specific Responsibilities

A. Owner shall:

1. Provide Engineer with all criteria and full information as to Owner's requirements for the Specific Project, including design objectives and constraints, space, capacity and performance requirements, flexibility, and expandability, and any budgetary limitations.
2. Give instructions to Engineer regarding Owner's procurement of construction services (including instructions regarding advertisements for bids, instructions to bidders, and requests for proposals, as applicable), Owner's construction contract practices and requirements, insurance and bonding requirements, electronic transmittals during construction, and other information necessary for the finalization of Owner's bidding-related documents (or requests for proposals or other construction procurement documents), and Construction Contract Documents. Furnish copies (or give specific directions requesting Engineer to use copies already in Engineer's possession) of all design and construction standards, Owner's standard forms, general conditions (if other than EJCDC® C-700, Standard General Conditions of the Construction Contract, 2013 Edition), supplementary conditions, text, and related documents and content for Engineer to include in the draft bidding-related documents (or requests for proposals or other construction procurement documents), and draft Construction Contract Documents, when applicable. Owner shall have responsibility for the final content of (1) such bidding-related documents (or requests for proposals or other construction procurement documents), and (2) those portions of any Construction Contract other than the design (as set forth in the Drawings, Specifications, or otherwise), and other engineering or technical matters; and Owner shall seek the advice of Owner's legal counsel, risk managers, and insurance advisors with respect to the drafting and content of such documents.
3. Furnish to Engineer any other available information pertinent to the Specific Project including reports and data relative to previous designs, construction, or investigation at or adjacent to the Site.
4. Following Engineer's assessment of initially-available Specific Project information and data and upon Engineer's request, obtain, furnish, or otherwise make available (if necessary through title searches, or retention of specialists or consultants) such additional Project-related information and data as is reasonably required to enable Engineer to complete its Basic and Additional Services. Such additional information or data would generally include the following:
 - a. Property descriptions.
 - b. Zoning, deed, and other land use restrictions.
 - c. Utility and topographic mapping and surveys.

Exhibit B– Owner's Responsibilities

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- d. Property, boundary, easement, right-of-way, and other special surveys or data, including establishing relevant reference points.
 - e. Explorations and tests of subsurface conditions at or adjacent to the Site; geotechnical reports and investigations; drawings of physical conditions relating to existing surface or subsurface structures at the Site; hydrographic surveys, laboratory tests and inspections of samples, materials, and equipment; with appropriate professional interpretation of such information or data.
 - f. Environmental assessments, audits, investigations, and impact statements, and other relevant environmental, historical, or cultural studies relevant to the Specific Project, the Site, and adjacent areas.
 - g. Data or consultations as required for the Project but not otherwise identified in this Agreement.
5. Arrange for safe access to and make all provisions for Engineer to enter upon public and private property as required for Engineer to perform services under the Agreement.
 6. Recognizing and acknowledging that Engineer's services and expertise do not include the following services, provide, as required for the Project:
 - a. Accounting, bond and financial advisory (including, if applicable, "municipal advisor" services as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) and the municipal advisor registration rules issued by the Securities and Exchange Commission), independent cost estimating, and insurance counseling services.
 - b. Legal services with regard to issues pertaining to the Project as Owner requires, Contractor raises, or Engineer reasonably requests.
 - c. Such auditing services as Owner requires to ascertain how or for what purpose Contractor has used the money paid.
 7. Provide the services of an independent testing laboratory to perform all inspections, tests, and approvals of samples, materials, and equipment required by the Construction Contract Documents (other than those required to be furnished or arranged by Contractor), or to evaluate the performance of materials, equipment, and facilities of Owner, prior to their incorporation into the Work with appropriate professional interpretation thereof. Provide Engineer with the findings and reports generated by testing laboratories, including findings and reports obtained from or through Contractor.
 8. Provide reviews, approvals, and permits from all governmental authorities having jurisdiction to approve all phases of the Project designed or specified by Engineer and such reviews, approvals, and consents from others as may be necessary for completion of each phase of the Project.
 9. Advise Engineer of the identity and scope of services of any independent consultants employed by Owner to perform or furnish services in regard to the Project, including, but not limited to, cost estimating, project peer review, value engineering, and constructability review.
 10. If more than one prime contract is to be awarded for the Work designed or specified by Engineer, other work is to be performed at or adjacent to the Site by others or by employees of Owner, or if Owner arranges to have work performed at the Site by utility owners, then Owner shall coordinate such work unless Owner designates an individual or entity to have authority and responsibility for coordinating the activities among the various prime Contractors and others performing work. In such case Owner shall define and set forth the duties, responsibilities, and limitations of authority of such individual or entity and the relation thereof to the duties, responsibilities, and authority of Engineer as an attachment to this Exhibit B that is to be mutually agreed upon and made a part of this Agreement before such services begin.

Exhibit B– Owner's Responsibilities

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11. Inform Engineer in writing of any specific requirements of safety or security programs that are applicable to Engineer, as a visitor to the Site.
12. Examine all alternative solutions, studies, reports, sketches, Drawings, Specifications, proposals, and other documents presented by Engineer (including obtaining advice of an attorney, risk manager, insurance counselor, financial/municipal advisor, and other advisors or consultants as Owner deems appropriate with respect to such examination) and render in writing timely decisions pertaining thereto.
13. Advise Engineer as to whether Engineer's assistance is requested in identifying opportunities for enhancing the sustainability of the Project.
14. Furnish to Engineer data as to Owner's anticipated costs for services to be provided by others (including, but not limited to, accounting, bond and financial, independent cost estimating, insurance counseling, and legal advice) for Owner so that Engineer may assist Owner in collating the various cost categories which comprise Total Project Costs.
15. Authorize Engineer to provide Additional Services as set forth in Part 2 of Exhibit A of the Agreement, as required.
16. Perform or provide the following: None

This is **EXHIBIT C**, consisting of 3 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition** dated March 1, 2022.

Payments to Engineer for Services and Reimbursable Expenses

Article 2 of the Agreement is amended and supplemented to include the following agreement of the parties:

ARTICLE 2 – OWNER'S RESPONSIBILITIES

C2.01 Basis of Compensation

- A. The bases of compensation (compensation methods) for Basic Services (including if applicable the bases of compensation for individual phases of Basic Services) and for Additional Services shall be identified in each specific Task Order (see Suggested Form of Task Order, Paragraph 6). Owner shall pay Engineer for services in accordance with the applicable basis of compensation.
- B. The following bases of compensation are used for services under the Task Orders, as identified in each specific Task Order:
 1. Standard Hourly Rates (plus any expenses expressly eligible for reimbursement)

C2.02 Explanation of Compensation Methods

A. Standard Hourly Rates

2. For the specified category of services, the Owner shall pay Engineer an amount equal to the cumulative hours charged to the Specific Project by each class of Engineer's employees times Standard Hourly Rates for each applicable billing class. Under this method, Engineer shall also be entitled to reimbursement from Owner for the expenses identified in Paragraph C2.03 below, and Appendix 1.
3. Standard Hourly Rates include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
4. Engineer's Reimbursable Expenses Schedule and Standard Hourly Rates are attached to this Exhibit as Appendices 1 and 2.
5. The total estimated compensation for the specified category of services shall be stated in the Task Order. This total estimated compensation will incorporate all labor at Standard Hourly Rates, and reimbursable expenses (including Consultants' charges, if any).
6. The amounts billed will be based on the cumulative hours charged to the specified category of services on the Specific Project during the billing period by each class of Engineer's employees times Standard Hourly Rates for each applicable billing class, plus reimbursable expenses (including Consultant's charges, if any).
7. The Standard Hourly Rates and Reimbursable Expenses Schedule shall be adjusted annually (as of January 1) to reflect equitable changes in the compensation payable to Engineer.

C2.03 Reimbursable Expenses

- A. Under the Lump Sum method basis of compensation to Engineer, unless expressly indicated otherwise the Lump Sum amount **includes** the following categories of expenses: transportation (including mileage), lodging, and subsistence incidental thereto; providing and maintaining field office facilities including furnishings and utilities; toll telephone calls, mobile phone services, and courier charges;

Exhibit C – Payments to Engineer for Services and Reimbursable Expenses

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reproduction of reports, Drawings, Specifications, bidding-related or other procurement documents, Construction Contract Documents, and similar Specific Project-related items; and Consultant charges. These expenses are not reimbursable under the Lump Sum method, unless expressly indicated otherwise in C2.02.A.3 above.

- B. Expenses eligible for reimbursement under the Direct Labor Costs Times a Factor and Standard Hourly Rate methods of compensation include the following expenses reasonably and necessarily incurred by Engineer in connection with the performing or furnishing of Basic and Additional Services for the Task Order: transportation (including mileage), lodging, and subsistence incidental thereto; providing and maintaining field office facilities including furnishings and utilities; toll telephone calls, mobile phone services, and courier services; reproduction of reports, Drawings, Specifications, bidding-related or other procurement documents, Construction Contract Documents, and similar Specific Project-related items; Consultant charges; and any other expenses identified in Appendix 1.
- C. Reimbursable expenses reasonably and necessarily incurred in connection with services provided under the Direct Labor Costs Times a Factor and Standard Hourly Rate methods shall be paid at the rates set forth in Appendix 1, Reimbursable Expenses Schedule, subject to the factors set forth below.
- D. The amounts payable to Engineer for reimbursable expenses will be the Project-specific internal expenses actually incurred or allocated by Engineer, plus all invoiced external reimbursable expenses allocable to the Specific Project, the latter multiplied by a factor of one.
- E. Whenever Engineer is entitled to compensation for the charges of its Consultants, those charges shall be the amount billed by such Consultants to Engineer times a factor of one.
- F. The external reimbursable expenses and Consultants' factors include Engineer's overhead and profit associated with Engineer's responsibility for the administration of such services and costs.

C2.05 *Other Provisions Concerning Payment*

- A. *Extended Contract Times:* Should the Contract Times to complete the Work be extended beyond the period stated in the Task Order, payment for Engineer's services shall be continued based on the Standard Hourly Rates Method of Payment.
- B. *Estimated Compensation Amounts*
 - 1. Engineer's estimate of the amounts that will become payable for services are only estimates for planning purposes, are not binding on the parties, and are not the minimum or maximum amounts payable to Engineer under the Agreement.
 - 2. When estimated compensation amounts have been stated in a Task Order and it subsequently becomes apparent to Engineer that a compensation amount thus estimated will be exceeded, Engineer shall give Owner written notice thereof. Promptly thereafter Owner and Engineer shall review the matter of services remaining to be performed and compensation for such services. Owner shall either agree to such compensation exceeding said estimated amount or Owner and Engineer shall agree to a reduction in the remaining services to be rendered by Engineer so that total compensation for such services will not exceed said estimated amount when such services are completed. If Engineer exceeds the estimated amount before Owner and Engineer have agreed to an increase in the compensation due Engineer or a reduction in the remaining services, the Engineer shall give written notice thereof to Owner and shall be paid for all services rendered thereafter.

Exhibit C – Payments to Engineer for Services and Reimbursable Expenses

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This is **Appendix 1 to EXHIBIT C**, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition**, dated March 1, 2022.

Reimbursable Expenses Schedule

Expenses eligible for reimbursement are subject to review and adjustment per Exhibit C. Rates and charges for reimbursable expenses as of the date of the Agreement are:

REIMBURSABLE EXPENSES (IF APPLICABLE)			
ATV, UTV, Snowmobile	Included in Hourly Rate	Special Equipment/Software	Per Project Basis
Survey Equipment	Included in Hourly Rate	Subsistence (Per Diem) - Lodging	Actual Cost
CAD and GIS Work Station	Included in Hourly Rate	Subsistence (Per Diem) - Meals	\$45/Day per
Postage and Routing Printing Cost	Included in Hourly Rate	Misc. Project Related Expenses	Cost plus 15%
Mileage	Included in Hourly Rate	Sub-Contracts	Cost plus 15%

This is **Appendix 2 to EXHIBIT C**, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition** dated March 1, 2022.

Standard Hourly Rates Schedule

The following standard hourly rates are subject to review and adjustment per Exhibit C. Hourly rates for services as of the Effective Date of the Task Order are:



KLJ 2024 Rate Sheet



2024 KLJ Hourly Rates - Municipal

KLJ STAFF TYPE	STANDARD	KLJ STAFF TYPE	STANDARD RATE
Archaeologist Technician	\$89	CAD Technician I	\$93
Archaeologist II	\$108	CAD Technician II	\$104
Archaeologist III	\$127	CAD Technician III	\$127
Archaeologist IV	\$166	GIS Technician	\$78
Environmental Technician	\$97	GIS Analyst I	\$101
Environmental Planner I	\$97	GIS Analyst II	\$114
Environmental Planner II	\$104	GIS Analyst III	\$133
Environmental Planner III	\$149	GIS Analyst IV	\$166
Environmental Planner IV	\$197	Engineering Technician I	\$82
Paleontologist	\$133	Engineering Technician II	\$101
Paleontologist Technician	\$89	Engineering Technician III	\$130
Engineer in Training I	\$114	Engineering Technician IV	\$167
Engineer in Training II	\$130	Associate ROW	\$96
Associate Engineer	\$140	ROW Agent	\$137
Engineer	\$179	ROW Professional	\$149
Senior Engineer	\$238	Senior ROW Professional	\$178
Principal Engineer	\$287	Survey Technician	\$89
Associate Planner	\$101	Crew Chief	\$108
Planner	\$146	Senior Crew Chief	\$130
Senior Planner	\$178	Land Surveyor in Training	\$85
Principal Planner	\$205	Professional Land Surveyor	\$159
Associate Designer	\$114	Principal Land Surveyor	\$215
Designer	\$133	1 Person Survey Crew	\$193
Senior Designer	\$186	2 Person Survey Crew	\$293
Associate Project Manager	\$193	Project Controls Specialist I	\$104
Project Manager	\$234	Project Controls Specialist II	\$197
Senior Project Manager	\$288	Project Assistant I	\$74
Government Relations Specialist I	\$130	Project Assistant II	\$101
Government Relations Specialist II	\$134	Sr Public Engagement Strategist	\$150
Contract Administrator	\$116	Public Engagement / Gov't Relations Mgr	\$212
Landscape Architect	\$126		

Time and Half for Overtime

Included in Hourly Rate

Exhibit C – Appendix 2 – Standard Hourly Rates Schedule

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This is **EXHIBIT K**, consisting of [] pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition** dated March 1, 2022.

Amendment ____ To Task Order No. 2404-00219-03

1. Background Data:

- a. Effective Date of Task Order: June 3, 2024
- b. Owner: Town of Colbran
- c. Engineer: KLJ Engineering LLC
- d. Specific Project: Water Distribution/ Wastewater Collection System Model Update

2. Description of Modifications

[Include the following paragraphs that are applicable and delete those not applicable to this amendment. Refer to paragraph numbers used in the Agreement or a previous amendment for clarity with respect to the modifications to be made. Use paragraph numbers in this document for ease of reference herein and in future correspondence or amendments.]

- a. Engineer shall perform the following Additional Services: []
- b. The Scope of Services currently authorized to be performed by Engineer in accordance with the Task Order and previous amendments, if any, is modified as follows: []
- c. The responsibilities of Owner with respect to the Task Order are modified as follows: []
- d. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation: []
- e. The schedule for rendering services under this Task Order is modified as follows: []
- f. Other portions of the Task Order (including previous amendments, if any) are modified as follows: []

[List other Attachments, if any]

3. Task Order Summary (Reference only)

- a. Original Task Order amount: \$150,000
- b. Net change for prior amendments: \$[]
- c. This amendment amount: \$[]
- d. Adjusted Task Order amount: \$[]

The foregoing Task Order Summary is for reference only and does not alter the terms of the Task Order, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Task Order as set forth in this Amendment. All provisions of the Agreement and Task Order not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is _____.

OWNER:

ENGINEER: KLJ Engineering LLC

By: _____

By: _____

Title: _____

Title: _____

Date _____

Date _____

Signed: _____

Signed: _____

KLJ Project Name:	Water Distrib Model Update
KLJ Project Number:	2404-00219-03

Project Budget

Job Classification:		Senior Project Manager	Engineer in Training II	Engineer in Training I	Engineering Technician I	Engineer	DIRECT LABOR Subtotal	Expenses (person x days)	Reimbursable Rate	REIMBURSABLE EXPENSE ¹ Total	Subconsultant Fee	Bal to: Lump Sum or Agreed Fee	TASK TOTAL
1	Project Management	\$ 288.00	\$ 130.00	\$ 114.00	\$ 82.00	\$ 179.00							
	Project Management	10	24				\$ 6,000.00			\$ -	\$ -		\$ 6,000.00
							\$ -			\$ -	\$ -		\$ -
		10	24				\$ 6,000.00			\$ -	\$ -	\$ -	\$ 6,000.00
2	Water Distribution: Model Data Deep Dive	\$ 288.00	\$ 130.00	\$ 114.00	\$ 82.00	\$ 179.00							
	Data Collection		8			4	\$ 1,756.00			\$ -	\$ -		\$ 1,756.00
	Data Review & Intergration			16		8	\$ 3,256.00			\$ -	\$ -		\$ 3,256.00
	Results Memo	1	12			4	\$ 2,564.00			\$ -	\$ -		\$ 2,564.00
		1	20	16		16	\$ 7,576.00			\$ -	\$ -	\$ -	\$ 7,576.00
3	Water Distribution: Model Calibration	\$ 288.00	\$ 130.00	\$ 114.00	\$ 82.00	\$ 179.00			\$ 150.00				
	Fire Hydrant Flow Testing		16	16			\$ 3,904.00	4		\$ 600.00	\$ -		\$ 4,504.00
	Model Adjustment			16		4	\$ 2,540.00			\$ -	\$ -		\$ 2,540.00
	Calibration Report	1	8			4	\$ 2,044.00			\$ -	\$ -		\$ 2,044.00
		1	24	32		8	\$ 8,488.00	4		\$ 600.00	\$ -	\$ -	\$ 9,088.00
4	Water Distribution: Scenario Evaluations	\$ 288.00	\$ 130.00	\$ 114.00	\$ 82.00	\$ 179.00							
	Water Capacity Analysis		16	20		4	\$ 5,076.00			\$ -	\$ -		\$ 5,076.00
	Fire Flow Analysis		6	7		4	\$ 2,294.00			\$ -	\$ -		\$ 2,294.00
	Scenario Report		8			4	\$ 1,756.00			\$ -	\$ -		\$ 1,756.00
			30	27		12	\$ 9,126.00			\$ -	\$ -	\$ -	\$ 9,126.00
5	Water Distribution: Evaluation of New Line to New School	\$ 288.00	\$ 130.00	\$ 114.00	\$ 82.00	\$ 179.00							
	Model Integration & Analysis		4			16	\$ 3,384.00			\$ -	\$ -		\$ 3,384.00
	New Line Memo		16			8	\$ 3,512.00			\$ -	\$ -		\$ 3,512.00
			20			24	\$ 6,896.00			\$ -	\$ -	\$ -	\$ 6,896.00
6	Wastewater Collection: Model Development	\$ 288.00	\$ 130.00	\$ 114.00	\$ 82.00	\$ 179.00							
	Data Collection and Review	1	6				\$ 1,068.00			\$ -	\$ -		\$ 1,068.00
	Base Model Creation	6	60		150		\$ 21,828.00			\$ -	\$ -		\$ 21,828.00
	Results Memo	4	2	8	4		\$ 2,652.00			\$ -	\$ -		\$ 2,652.00
		11	68	8	154		\$ 25,548.00			\$ -	\$ -	\$ -	\$ 25,548.00
7	Wastewater Collection: Evaluate the replacement PVSLs	\$ 288.00	\$ 130.00	\$ 114.00	\$ 82.00	\$ 179.00							
	Design Review & Meetings	2	2				\$ 836.00			\$ -	\$ -		\$ 836.00
	Model Integration and Analysis		4	6			\$ 1,204.00			\$ -	\$ -		\$ 1,204.00
	Evaluation Memo	2	8				\$ 1,616.00			\$ -	\$ -		\$ 1,616.00
		4	14	6			\$ 3,656.00			\$ -	\$ -	\$ -	\$ 3,656.00
8	Water and Wastewater Systems Report	\$ 288.00	\$ 130.00	\$ 114.00	\$ 82.00	\$ 179.00							
	Findings and Recommendations	7	20			4	\$ 5,332.00			\$ -	\$ -		\$ 5,332.00
	Presentation to Owner	4	2			2	\$ 1,770.00			\$ -	\$ -	\$ 8.00	\$ 1,778.00
		11	22			6	\$ 7,102.00			\$ -	\$ -	\$ 8.00	\$ 7,110.00
		38	222	89	154	66	569	4					
							\$ 74,392.00			\$ 600.00	\$ -	\$ 8.00	\$ 75,000.00

¹ Includes Meals and Lodging : Used for planning purposes only.

² Includes equipment, rental/subscriptions, mileage... etc.

CHANGE ORDER

Contractor agrees to the specific costs herein and waives all rights to any future impact costs directly or indirectly related to or arising from the additional work.

Project Name: Collbran Auditorium Asbestos Abatement Oversight

Contractor Name: Foothills Environmental, Inc.

Staff Resource: Karla Distel

Street: 11099 West 8th Avenue

Original Contract Date: April 9, 2024

City, State, Zip: Lakewood, CO 80215

Change Order Number: 1

The Contract is modified as follows (include cost breakdown): Additional days on site not included in the original proposal, time and travel expense

Justification: Abatement project took longer than anticipated and oversight personnel were required to be available for the duration of the project

The original contract sum was: \$15,030.00

Net change by previous change orders: \$-0-

Contract sum prior to this change order: \$15,030.00

The contract sum will be **X increased** by decreased by \$5,884.54

The new contract sum including this change order is: \$20,914.54

The original completion date for the contract was : May 15, 2024, 2024

The Contract time will be X increased by decreased by 15 days

The date of the completion for the contract therefore is: May 30, 2024

Is Funding Approved in The Budget? Yes X No ___

Requires Approval From? X Board of Trustees Manager: _____

In Witness Whereof, The Parties have executed this Change Order on _____.

CONTRACTOR SIGNATURE

TOWN OF COLLBRAN

BY: _____

Print Name: _____

Print Title: _____

STATE OF COLORADO)
) ss.

COUNTY OF _____)

The foregoing instrument was acknowledged before me on 2024 by _____

My Commission Expires: _____

Witness my hand and official seal.

Notary Public

BY: _____

X Mayor

Town Manager

Project Manager

(Seal)

ATTEST:

Town Clerk



OFFICE OF THE STATE AUDITOR • LOCAL GOVERNMENT AUDIT DIVISION
KERRI L. HUNTER, CPA, CFE • STATE AUDITOR

Request for Extension of Time to File Audit for Year End *December 31, 2023* ONLY

Requests may be submitted via internet portal: <https://apps.leg.co.gov/osa/lg>.

Government Name:	Town of Collbran
Name of Contact:	Karla Distel
Address:	P.O. Box 387
City/Zip Code	Collbran, CO 81624
Phone Number:	(970)487-3751
E-mail	finance@townofcollbran.us
Fiscal Year Ending (mm/dd/yyyy):	December 31, 2023
Amount of Time Requested (in days): (Not to exceed 60 calendar days)	60 days Audit Due: September 30, 2024
Comments (optional):	

I understand that if the audit is not submitted within the approved extension of time, the government named in the extension request will be considered in default without further notice, and the State Auditor shall take further action as prescribed by Section 29-1-606(5)(b), C.R.S.

Must be signed by a member of the governing board.

Signature

Printed Name:

Title:

Date: