

## PURCHASE OF SERVICE AGREEMENT

THIS AGREEMENT ("Agreement") is made this 10<sup>th</sup> day of JUNE 2016, 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 RNL Design, located at 1050 17<sup>th</sup> Street, Suite A200, Denver, Colorado 80265 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 2016.207 B and the Contractor's response to the RFP 2016.207 B 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 through November 30, 2018.

### 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: Seven hundred fifty-nine thousand three hundred thirty dollars (\$759,330.00.)

- 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.

### 5. INDEPENDENT CONTRACTOR: In providing services under this Agreement, the Contractor acts as an independent contractor and not as an employee of the County. The Contractor shall be solely and entirely responsible for his/her acts and the acts of his/her

employees, agents, servants, and subcontractors during the term and performance of this Agreement. No employee, agent, servant, or subcontractor of the Contractor shall be deemed to be an employee, agent, or servant of the County because of the performance of any services or work under this Agreement. The Contractor, at its expense, shall procure and maintain workers' compensation insurance as required by law. **Pursuant to the Workers' Compensation Act § 8-40-202(2)(b)(IV), C.R.S., as amended, the Contractor understands that it and its employees and servants are not entitled to workers' compensation benefits from the County. The Contractor further understands that it is solely obligated for the payment of federal and state income tax on any moneys earned pursuant to this Agreement.**

**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.~~

omit  
M. M. M.  
RNL

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. WARRANTY:**

~~9.1. 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.~~

omit  
M. M. M.  
RNL

**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 Facility and Planning Operations  
Contact: Sean Braden  
Address: 4430 South Adams County Parkway  
City, State, Zip: Brighton, Colorado, 80601  
Phone: 720-523-6003  
E-mail: [sbraden@adcogov.org](mailto:sbraden@adcogov.org)

Department: Adams County Purchasing  
Contact: Jennifer Tierney  
Address: 4430 South Adams County Parkway  
City, State, Zip: Brighton, Colorado 80601  
Phone: 720-523-6049  
E-mail: [jtierney@adcogov.org](mailto:jtierney@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: RNL Design  
Contact: Merlin Maley, AIA, NCARB, LEED AP BD+C  
Address: 1050 17<sup>th</sup> Street  
City, State, Zip: Denver, Colorado, 80265  
Phone: 303-575-8497  
E-mail: [merlin.maley@rnldesign](mailto:merlin.maley@rnldesign)

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.

The 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**

Steven J. Dennis  
Chair

6/21/16  
Date

**RNL Design**  
[Signature]  
Signature

3 JUNE 2016  
Date

MARVIN MALEY  
Printed Name

ASSOCIATE PRINCIPAL  
Title

**Attest:**

Stan Martin, Clerk and Recorder  
[Signature]  
Deputy Clerk

Approved as to Form: [Signature]  
Adams County Attorney's Office

**NOTARIZATION OF CONTRACTOR'S SIGNATURE:**

COUNTY OF Denver)

STATE OF Colorado)SS.

Signed and sworn to before me this 3<sup>rd</sup> day of June, 2016,

by Debra I. Rinde,

[Signature]  
Notary Public

**DEBRA I. RINDE  
NOTARY PUBLIC  
STATE OF COLORADO  
NOTARY ID 20034001336  
MY COMMISSION EXPIRES 01/13/2019**

My commission expires on: 1/13/2019

**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:**

RNL DESIGN  
Company Name

3 JUNE '16  
Date

  
Signature

MERUN MALEY  
Name (Print or Type)

ASSOCIATE PRINCIPAL  
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

- 5.3. **Pricing MUST be sealed separately with each proposal submission. Please provide two copies of submitted pricing in a sealed clearly marked envelope with the RFP number, Project Title, firms name, address, phone number and contact. Do NOT submit any pricing directly into the RFP.**
- 5.4. The proposal opening time shall be according to our clock.
- 5.5. Proposals will be publicly opened and the names of the companies submitting proposals will be read aloud.
- 5.6. Proposals may be mailed or delivered in person and **must be** in a sealed envelope clearly labeled with Company Name, Proposal Number, and Project Title.
- 5.7. No proposals will be accepted after the time and date established above except by written addenda.
- 5.8. The proposal must be submitted on a CD or flash drive in a single PDF file not to exceed 30 pages for each proposal. Proposers may submit one CD/flash drive for all three proposals, however the proposals MUST be separate folders on the submitted CD/flash drive. Brochures or other supportive documents may be included with the proposal narrative.
- 5.9. Proposals shall be structured/formatted to follow the layout and required information identified in this Statement of Work. Do not include materials that are of little or no relevance. At a minimum, please provide the following in a clear and concise manner:
- Fonts in proposals shall be “Times New Roman”, “Arial”, or “Helvetica” font no less than 12 point for main body of text.
  - Proposals shall be bound.
  - Cover Letter / Statement of Interest: *(1 Page Maximum)*
  - General Information about the Firm: *(2 Pages Maximum)*
    - History and Business Profile
    - Business Organization (i.e. Corporation, Partnership, etc.)
    - Name of Owners, Principals and/or Officers
    - Statement of Firm’s Financial Status *(1 Page Maximum)*
  - Firms Financial Statement through Fiscal Year 2014/2015 is **not** required to be submitted with proposal, but shall be furnished upon County’s request.
  - Firm’s Qualifications: *(Qualification Summary plus 12 Pages Maximum)*
    - The firm/person must have successfully completed a minimum of three (3) relevant projects of similar scope to the Project. List *all* similar and relevant government facility projects (based on size, cost, or scope), which your firm or yourself is presently engaged or has completed in the past 10 years. Include general descriptions of the projects, name of owners, owner’s contact persons, addresses, email, and telephone numbers. Adams County may visit the sites to view quality of work.



- Provide licensure and accreditations, including verification of professional licensing in Colorado. Provide a project team organizational chart and resumes of the proposed key project team members. The firm shall also identify that they are able to provide support staff (where necessary). Indicate the number or personnel and breakdown of roles/titles.
- As part of the proposal, provide the name, address, telephone and fax number, and email address of the firm/person responding to this Request for Proposal. Please designate a single representative or prime contact through whom the Owner may communicate.
- Provide a list of proposed sub-consultants, identify how they will incorporate into the team organizational chart, the resumes of key personnel, and identify the relationship with the sub-consultant (e.g. identify how many times you have worked together, how many times the key personnel have worked together, etc.). Provide this information for each sub-consultant. *Additional pages (no more than 4) may be added for each sub-consultant*
- Adams County reserves the right to review sub-consultants independent of the overall project team, to contract independently with sub-consultants, or to identify opportunities for overall design team strengthening.
- Provide resumes of the proposed key project team members. Identify a project history, their present assignments and workload, and client references. Substitution or changes to personnel will be limited to those beyond the firm's control and not out of convenience.
- Indicate any potential conflicts of interest. It is the County's expectation that the Firm will have no financial interest or fiduciary relationship to other firms/vendors/contractors who are or will be providing services or products in the design and construction of the facility.
- Scope of Services: *(6 Pages Maximum)* Provide, in your own words, a description of the work scope and the intent of the project.
  - Provide an outline of the work plan and process for delivering the services requested. Describe the various phases of work, responsibility of the Firm, the County, Contractors or other Stakeholders. Identify all challenges and opportunities perceived, anticipated mitigation, and methodology for approaching the work.
  - Provide an anticipated staffing plan, based on each phase of the project, focusing primarily on key personnel (Project Executive, Project Architect, Project Manager, etc.)
  - Summarize what services the Firm proposes to provide and what services are excluded.
  - Indicate the Firm's ability to design projects within a defined timeline and within a defined budget, including but not limited to:
    - Percentage of Change Order (high, low, and average)
    - Owner directed changes
    - Construction Necessitated Changes
    - Errors or Omissions
    - Percentage of projects completed within Original Budget
    - Value Engineering activities

- Schedule Management
- Proposed Fee: *(Form of Proposal, Fee Schedule & 1 Additional Page)*
  - Utilize the Form of Proposal and Fee breakdown.
  - ***Estimated hours are not contractual and are to be used for reference purposes only.***
  - Provide no more than one page (if any) description or clarifications to the fee proposal.
  - Provide a Fee Schedule (Hourly Rate) by position title, and a Not-to-Exceed percentage markup for any Sub-consultant work.
- General Items: *(2 Pages Maximum)*
  - Include any other items describing the Firm and why it is advantageous for Adams County to hire the Design Professional.
  - Any clarifications or assumptions for the scope of services.

5.9 The two 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. These are the **last two pages of the RFP**.

5.10 Proposals may not be withdrawn after 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 (12) months from the date of this opening.

5.11 In submitting the proposal, the vendor agrees that acceptance of any or all proposals by the Purchasing Manager 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 Division.

5.12 The County assumes no responsibility for late deliveries of mail on behalf of the United States Post Office or any other delivery system.

5.13 The County assumes no responsibility for a proposal being either opened early or improperly routed if the envelope is not clearly marked on the outside:

**PROFESSIONAL DESIGN SERVICES FOR RFP 2016.207-A  
COMMUNITY CORRECTIONS RESIDENTIAL CENTER  
--- or ---  
PROFESSIONAL DESIGN SERVICES FOR RFP 2016.207-B  
FLEET/TRANSPORTATION FACILITY  
--- or ---  
PROFESSIONAL DESIGN SERVICES FOR RFP 2016.207-C  
ANIMAL SHELTER**

5.14 In the event of a situation severe enough to cause the Adams County Board of Commissioners to close the County offices for any reason, the Purchasing Manager 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 Board of Commissioners to close the County offices.

- 5.15 Proposal must be submitted in the format supplied and/or described by the County. Failure to submit in the format provided may be cause for rejection of the proposal. Proposals must be furnished exclusive of taxes.
- 5.16 No award will be made to any person, firm, or corporation, which is in arrears upon any obligation to the County.
- 5.17 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.
- 5.18 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 firms who lack experience or financial responsibility, or,
  - Proposals which are not made to form.
- 5.19 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.
- 5.20 Issuance of this solicitation does not commit the County to award any Agreement or to procure or Agreement for any equipment, materials or services.
- 5.21 If a formal Agreement is required, the Contractor agrees and understands that a Notice of Award does not constitute an Agreement or create a property interest of any nature until an Agreement is signed by the Awardee and the Board of County Commissioners and/or their authorized designee.
- 5.22 Only sealed proposals received by the Purchasing Division of the Finance Department will be accepted; proposals submitted telephone, E-mail, or facsimile machines are not acceptable.
- 5.23 Adams County is an equal opportunity employer.
- 5.24 The County ensures that disadvantaged business enterprises will be afforded full opportunity to submit bids in response to all invitations and will not be discriminated

against on the grounds of race, color, national origin, age, gender, or disability in consideration for an award.

## 6 **List of Attachments:**

Adams County Sample Agreement / Supplementary Conditions / D&C Handbook

## 7 **Project Schedule:**

The listed schedules are currently estimated but provide the general intent for completion of the Design and Construction activities associated with these projects. The final schedule will be reviewed and updated with the selected Design Professional during the design process, and verified with the Contractor (or CM/GC) upon bidding and award of the work.

### ***A/E RFP Process for all Three Projects:***

- RFP Issued for Design Professional Services 1/13/16
- **Mandatory** Pre-Proposal Meeting for Design Professional Services 1/19/16
- Proposals for Design Professional Services Due 2/4/16
- Possible Interviews (TBD – if required) week of 2/22/16
- Anticipated Award for Design Professional 3/8/16
- Commencement of Design Activities by 3/14/16

### ***Community Corrections Residential Center***

- Program Validation Complete 4/29/16
- Schematic Design (SD) Complete 5/27/16
- RFQ & RFP process for CMGC 11/18/15 to 3/8/16
- GMP Established (Part I) 6/28/16
- GMP Established (Part II) 9/6/16
- Construction Commences (Part I) 7/5/16
- Construction Commences (Part II) 9/12/16
- Construction Complete 3/31/17

### ***Fleet / Transportation Facility***

- Program Validation Complete 5/27/16
- Site Location / Conceptual Layouts 7/28/15
- SD, DD, and CD (to be determined) 3/31/17
- RFQ & RFP process for CMGC 8/1/16 to 11/15/16
- GMP Established 1/31/17
- Construction Commences 4/3/17
- Construction Complete (Certificate of Occupancy) 4/27/18

### ***Animal Shelter***

- Program Validation Complete / Site Selection Assistance 4/29/16
- SD, DD, and CD (to be determined) 9/30/16



- RFQ & RFP process for CMGC 2/1/16 to 4/26/16
- GMP Established 8/30/16
- Construction Commences 10/3/16
- Construction Complete (Certificate of Occupancy) 9/29/17

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

- Commercial General Liability Insurance: to include products liability, completed operations, contractual, broad form property damage and personal injury.
  - Each Occurrence \$2,000,000
  - General Aggregate \$2,000,000
  - Umbrella \$2,000,000
- Comprehensive Automobile Liability Insurance: to include all motor vehicles owned, hired, leased, or borrowed.
  - Bodily Injury/Property Damage \$1,000,000 (each accident)
  - Personal Injury Protection Per Colorado Statutes
  - Workers' Compensation Insurance: Per Colorado Statutes
- Professional Liability Insurance: to include coverage for damages or claims for damages arising out of the rendering, or failure to render, any professional services.
  - Each Occurrence \$2,000,000
  - General Aggregate \$2,000,000
  - Umbrella \$3,000,000
- Sub Consultants: may be allowed, if approved in writing by the Owner, to have lesser values for Professional Liability Insurance as follows:
  - Mechanical and Electrical Engineering Consultants: Same as Design Professional
  - Landscape or Civilian Consultants: No less than \$2,000,000
  - Special Consultants who's services are for work valued at less than \$1,000,000: No less than \$1,000,000
- 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:
  - 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.
  - The insurance companies issuing the policy or policies shall have no response against the County for payment of any premiums due or for any assessments under any form of any policy.
  - Any and all deductibles contained in any insurance policy shall be assumed by and at the sole risk of the Contractor.

- 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.
- 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.
- At any time during the term of this Agreement, the County may require the Contractor to provide proof of the insurance coverage's or policies required under this Agreement.
- The Contractor shall not commence work under this contract until they have submitted to the County and received approval thereof, certificates of insurance showing that they have complied with the foregoing insurance.
- All referenced insurance policies and/or certificates of insurance shall be issued to include Adams County as an "additional insured." The name of the proposal or project must appear on the certificate of insurance.
- 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 covered by the described insurance.
- The clause entitled "Other Insurance Provisions" contained in any policy including the County as an additional insured shall not apply to The County.
- If any of the said policies shall be or at any time become unsatisfactory to the County as to form or substance, or if a company issuing any such policy shall be or at any time become unsatisfactory to the County, the Contractor shall promptly obtain a new policy, submit the same to the Purchasing Manager of Adams County for approval and thereafter submit a certificate of insurance as herein above provided. Upon failure of the Contractor to furnish, deliver and maintain such insurance as provided herein, this contract, at the election of the County, may be immediately declared suspended, discontinued or terminated.
- 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.
- 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

5/13/08, the Contractor shall meet the following requirements prior to signing this Agreement (public contract for service) and for the duration thereof.

- 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.
- The Contractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
- 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.
- 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.
- 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.
- If 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 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 days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.
- 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).
- The County may require additional insurance coverage or limits, including professional liability insurance, in excess of that normally carried by the Architect and the Architects consultants. In the event the County does not require additional insurance pursuant to

this paragraph, the Architect shall be entitled to reimbursement from the County for the cost of any additional insurance premiums required.

- 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.

**End General Information**

The remainder of this page is left blank intentionally.



## 9. Scope of Work

### 9.1 PROJECT DESCRIPTIONS:

#### 9.1.1: COMMUNITY CORRECTIONS RESIDENTIAL FACILITY:

Background: The contract for community corrections services at the facility known as the Phoenix Center was not renewed in July 2015. The operator ceased to provide services on August 28, 2015. In an effort to re-establish those services for the criminal justice system as a whole and the local judicial system and its offenders, Adams County is purchasing the existing facility. The intent is to renovate the existing facility for the same use, and to make functional and physical improvements during that renovation.

The project intent is to provide:

- General improvements to comply with current codes and standards (ADA, Building Code, etc.) as well as compliance with the various Authorities Having Jurisdiction [Health Department, Building Department, Division of Criminal Justice (DCJ), Prison Rape Elimination Act (PREA), etc.]
- 180 to 200 total beds, dormitory style with group sleeping rooms, with appropriate group separations. Subsets may include:
  - 140 beds or more for male population and male sex offenders
  - 40 beds (or more) for female population and female sex offenders
  - Opportunity for smaller sleeping rooms may be considered (2 to 4 people)
- Associated amenities and staff support per the current requirement of the Division of Criminal Justice standards. Minimum requirements may be found at: <http://dcj.state.co.us/>
  - The Office of Community Corrections standards may be found at: <https://drive.google.com/file/d/0B67htTDuFr48R3RJWkdsVXpMSnM/edit?pref=2&pli=1>
- Conscious design to support:
  - The treatment, care, safety, and security of the offender population.
  - Functional and operational improvements to the layout
  - Focus on maintenance and building operations to ensure long term viability of the facility.
  - Aesthetics to support a residential appearance is required, but must be balanced with the ability to maintain and care for the building.

The project is anticipated to be completed in two (or more) phases to allow operations to occur on the property (within the building) during construction. The phasing is planned as follows:

- Phase 0: Adams County will occupy a small portion of the facility, near the main entrance, to conduct Community Corrections activities.
- Phase I: Renovation of a rear wing (approximately 40-60 beds) to an operable condition (not final condition) to allow residential occupancy of the facility.
- Phase II: Renovation of the majority of the facility (unoccupied in this area).

- Phase III: Completion of the area renovated in Phase I to the same level as work completed in Phase II.

This phasing is subject to change based on the collaborative efforts of the Design Professional, the CM/GC, and Adams County. The intent is to provide basic services until renovation of the rear wing (40-60 beds) is occupiable. The second phase is to renovate the majority of the unoccupied facility, with the third phase the renovation of the rear wing to final condition. The County is also considering alternate options, such as temporary buildings (trailers) to allow streamlining of the project/phasing.

Due to the nature of a phased, occupied, renovation, it is expected that the Design Professional will provide regular on-site and field inspection services as a normal part of business in coordination with the County and CM/GC to develop the overall project scope, budget, and schedule.

Building Location: 8031 U.S. 85 Service Road (also I-76 Service Road)  
Henderson, Colorado 80640

Existing Building: The existing facility was opened in 1988, and has had 4 additions and several interior renovations. The current facility is approximately 27,800 square feet and was intended to house over 200 offenders. Associated staff for care, programs, security, and support staff have dedicated work space within the facility. The residential facility also provided appropriate classroom, restroom, laundry, and kitchen amenities to support 24/7 operations.

Project Budget: The final construction budget will be developed between Adams County and the successful prime consulting Design Professional, and where applicable, the Construction Manager. This budget may evolve throughout the course of the design phase. Anticipated total Construction Cost estimate is \$3,000,000 to \$3,750,000.

### **9.1.2: FLEET/TRANSPORTATION FACILITY:**

Background: The existing Fleet/Transportation facility (also identified as Public Works) is an existing two story, framed construction facility that has met the end of its useful life. The project is to build a new, or renovate an existing facility into a current standard facility for the care and operation of the County's fleet vehicles.

The project intent is to provide a two-part approach. The first will be to assist the County in selecting the most appropriate site (including consideration of the current location):

- Assistance in site selection (including the existing location) by determining:
  - Adequacy of size, functions, utilities, and roadway access
  - Potential to separate / relocate Probation offices and functions (likely)
  - Development of each departments Program and the site compatibility with Program needs

Following the final site selection, provide all services necessary (see section 9.3 below) for design and construction administration of a new or renovated Fleet / Transportation Facility.

- Administrative office space, including locker, shower, and break facilities for staff.
- New outbuildings / storage facilities for wash bays, indoor vehicle storage (some or all), equipment and accessories, maintenance bays, workshops, etc.
- Potential to provide separate project (at the County's discretion) to provide separate services for Probation facility.

Building Location: 4955 East 74<sup>th</sup> Avenue  
Commerce City, Colorado 80022

Existing Building: The existing facility was opened in the early 1980's, and has had several interior renovations. The current facility is approximately 38,500 square feet and currently includes both office areas for Fleet staff, but also includes Probation functions. The site has outbuildings in poor condition including storage and maintenance functions.

Project Budget: The final construction budget will be developed between Adams County and the successful prime consulting Design Professional, and where applicable, the Construction Manager. This budget may evolve throughout the course of the design phase. Anticipated total Construction Cost, not inclusive of new property costs, is an estimate is \$6,000,000 to \$10,000,000, depending on inclusion of Probation functions and ultimate building size.

### **9.1.3: ANIMAL SHELTER:**

Background: Adams County has an existing Animal Shelter, but has chosen to find a new location and provide additional amenities to the community and the animals under care. The existing facility will not be renovated for this purpose.

The project intent is to provide a two-part approach. The first will be to assist the County in selecting the most appropriate site, if a site has not already been selected by time of project commencement:

- Assistance in site selection (including the existing location) by determining:
  - Adequacy of size, functions, utilities, and roadway access
  - Development of each departments Program and the site compatibility with Program needs

Following the final site selection, provide all services necessary (see section 9.3 below) for design and construction administration of a new or renovated Animal Shelter.

- Meet and/or exceed the design requirements and standards of care defined by the Pet Animal Care and Facilities Act (PACFA). Reference information may be obtained direct from PACFA. Courtesy resource info is also available at: <https://www.colorado.gov/pacific/aginspection/pacfa>

- Examples of similar style and representative facilities may include:
  - Foothills Animal Shelter
  - Larimer Humane Society
  - Humane Society of Boulder Valley
- Administrative office space, including locker, shower, and break facilities for staff.
- Indoor and Outdoor animal care spaces, including sleeping quarters, play areas, clinics, medical and surgical room(s), etc.
- Multi-purpose rooms for:
  - Training and/or classroom space(s) for both animals and people
  - Adoption and outreach events
- Animal shelter for stray, loose, lost, and/or emergency housing

Building Location: New Site Location TBD  
 Existing Facility to be replaced is located at:  
 10705 Fulton Street, Brighton, Colorado 80601

Project Budget: The final construction budget will be developed between Adams County and the successful prime consulting Design Professional, and where applicable, the Construction Manager. This budget may evolve throughout the course of the design phase. Anticipated total Construction Cost estimate is \$9,000,000 to \$12,000,000.

**9.2 CONTACT WITH OTHER ENTITIES:**

Consultants have not been procured for these projects however information from previous operators, similar facilities and their staff is not part of this RFP. Any questions or requests for information must be given to the Adams County Purchasing Department. Contact with other entities, consultants, or facilities may constitute a non-responsive proposal and therefore be rejected.

**9.3 SCOPE OF SERVICES for ALL PROJECTS:**

The Scope of Services included in this package describes the services to be delivered by the Design Professional. Although it is comprehensive, the Scope of Services listed herein may not represent all issues that could arise. So long as there are normally associated business practices of similar design projects, it is the County’s expectation that these elements are the responsibility of the Design Professional.

During the RFP phase, if the Design Professional identifies issues or scope specifically not included, the proposer shall notify the County Contract Administrator in writing. If the County determines the issue is valid, the County will issue a written addendum to all Proposers.

*General Description of Services Required:* The selected firm is expected to be responsible for the complete and comprehensive Architectural and Engineering professional services for the successful completion of the Project. This firm is also expected to work in a collaborative manner with the County staff and other Contractors or Vendors to develop a project that

represents the goals of Adams County and maintain a design and budget within the established parameters. Services and responsibilities shall include, but are not limited to:

- Architectural (including Kitchen and/or Clinic Planning)
- Interior Design
- Site/Civil Engineering (including Surveying)
- Landscape Architect
- Structural Engineering
- Mechanical Engineering
- Fire Protection Systems
- Electrical Engineering
- Sustainability Design, as defined elsewhere in the Scope of Work
- Project Administration (Cost Estimating, Scheduling, Construction Administration, etc.)

*Coordination of other Owner's Consultants:*

The Design Professional will be required to Coordinate with the Owner's other consultants providing services for this project. The County expects that appropriate drawings and specifications are included in the construction documents to achieve a complete and operational building. Other Owner's consultants at the time of this RFP may include a construction testing agent (TBD), Commissioning agent (TBD), or consultants as needed.

In the event that additional consulting services are required, the Owner may contract these directly, or request the Design Professional to procure these services at an additional cost. Percentage mark-up of sub-consultants cost shall be included in the proposal.

*Professional Design and Consultation Services by Stage/Phase:* Services are expected to be provided for all stages of the work, including but not limited to:

- Pre-Design: Services consist of those technical architectural/engineering activities that encompass early project development. Activities generally included in pre-design are project programming and/or verification, space schematic/flow and bubble diagrams, existing facilities surveys, economic and feasibility analysis, project budgeting, scheduling and coordination with Owner to identify and confirm project needs. In addition, any field verification, investigations, condition assessments and associated elements necessary to provide a complete, accurate, and operational design must be included. Hardcopy drawings of existing facilities may exist, but CAD files should not be assumed to be available.
- Design: Services consist of those technical architectural/engineering activities which take a project programming statement and develop it through contract documents and permitting. Phases shall include Schematic, Design Development and Construction Documents.
- Design Reviews: Conducted with the Owner, at a minimum of each milestone phase, perform a "page-turn" and allow a reasonable time (approximately 1 week) for review and response. Each item identified during the review will be responded to by the Design Professional in writing.



- Construction Estimates and Budgeting: Design Professional shall provide, at each stage of design, an Opinion of Probable Cost, broken down into major trades or work scopes by division (not just square foot costs).
- Bidding and Procurement: Services consist of those consulting activities to prepare and issue documents for bidding, assist the Owner in the bidding process including attend pre-bid meetings and walk-through's, review and respond to RFI's, issue addenda, attend and record bid information, assist in evaluation of bids or proposals, and make recommendations for award.
- Construction Administration: Services include those technical architectural/engineering activities to conduct pre-construction meetings, attend progress and construction meetings (OAC), review of submittals (shop drawings, cut sheets, proposed product substitutions, etc.), review GMP and Sub-contractor bids, review change orders, respond to field inquiries, RFI's, coordinate project close-out, provide construction observation and documentation, and review/negotiation of proposed changes or modifications.
- Closeout: Project Closeout and Commissioning services include review of closeout documentation from contractor(s), check warranties, guarantees, and service contracts, review/approval of O&M manuals and as-builts, punchlist, facility acceptance/rejection, commissioning of major systems (pre-functional and functional testing, TAB, review of test and inspection reports, etc.), and post occupancy services (1-yr. warranty inspection, user survey(s), etc.).
- Construction Delivery: The County anticipates that the project will be delivered based on the Design-Bid-Build with a Construction Manager – General Contractor (CM at Risk) methodology. This is subject to change as the design develops and the selected consultant Design Professional may have input on this delivery method.

All projects are planned for a CM/GC (CM at Risk) delivery, and as part of that delivery method the Designer of Record will be responsible for:

- Producing independent cost estimates at each stage of design
- Design schedules for their work (critical path)
- Assisting in the assessment of the CM's construction schedule.
- Coordination with the CM at each design phase for constructability, logistics, and design reviews.
- Hosting or participating in team meetings with the CMGC to review and resolve design issues, value engineering, risk assessments, or other design development, refinement, or conflict resolution.
- Correction of documents at no additional cost to the County for conflict issues and clarifications/RFI's after the GMP and subcontractor bidding as a compiled "Construction" set of documents.
- Fast tracking, except where phasing is identified as part of the work scope, is not currently planned as part of the project, however there may be a need for early release bid packages to accommodate long lead times and/or permitting/ODP approvals.

*Project Specific Requirements:*

- Site Plan Review / ODP Amendment(s): Compliance with local jurisdictions site plan approvals (and/or ODP's where necessary) will be required.

- IT related work scope: Coordination with FF&E (systems furniture, A/V systems, etc.) will be required, as well as with Adams County IT/MIS departments for equipment requirements at data/phone rooms. Infrastructure (power, conduit, cabling, etc.) is part of the Design Professionals responsibility. Servers, switches and other equipment shall be by Adams County IT/MIS.
- Adams County does not plan to certify these facilities as LEED buildings, however endeavors to achieve a design quality meeting or exceeding LEED Silver, especially in consideration of energy and water use. The Design Professional shall design and document these efforts accordingly.

#### **9.4 EVALUATIONS:**

Proposals shall be evaluated based on a series of criteria/categories, which may include, but not be limited to:

- Professionalism: May include proposal's appearance, presentation, completeness, accuracy, following instructions, and responsiveness.
- Understanding of the Project: May include the understanding of the project, scope of services and work plan, scheduling and planning, and services provided.
- General Project Experience: May include the general experience of the Design Professional and sub-consultants, quantity of work performed, and general industry standing.
- Specific (Similar) Project Experience: May include experience in project of similar size, cost, quality, schedule, delivery, or use. May include special qualifications or certifications related to the project needs.
- Design Team: May include organizational chart, collaboration internally and externally (with sub-consultants), key personnel experience and qualifications, adequate staff, and evidence of teamwork.
- General Items: May include exclusions or exceptions with the contract terms, and miscellaneous items not falling within the other criteria.
- Fee Proposal: Will include the fee proposal, hourly rates, and mark-up percentages. May also include pricing exclusions, missing services, or similar impacts to proposed fee.
- Interview / Oral Presentation (if required): May include any and all items identified in the Evaluations List above.

#### **9.5 INTERVIEWS:**

In addition to the qualifications and fee proposal, it may be required that the Firm gives a presentation and is interviewed by Adams County and/or their consultants. Site visits of completed similar facilities may also be conducted. Interviews or site visits, if required, will be scheduled by Adams County for any or all Firms selected.

Interviews shall not be considered opportunity to provide additional information (hardcopy or otherwise) not included in the Proposal. Adams County expects the Proposals to be comprehensive and complete, and not subject to significant modification.

Due to the brief nature of interviews, Adams County may elect to provide questions for the Design Professional to respond, in writing, prior to the actual interview. This option may allow for clarifications or general questions to be answered and not take up time in the interview.

## **End of Scope of Work**

### **Submittal Checklist**

- Response to RFP- Please note ALL requirements of Proposal Submission in section 5 of RFP
- Vendor Information Form
- W-9
- Contractor's Certification of Compliance
- Proposal Form
- References
- One Original and 8 copies of each project your firm is proposing on.
- One CD or flash drive of submitted proposal in a single PDF document
- Form of Proposal Fee Breakdown
- Summary of Qualification Form

**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

\_\_\_\_\_  
Name (Print or Type)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
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



**PROPOSAL FORM**  
2016.XXX Professional Design Services

**VENDOR'S STATEMENT**

I have read and fully understand all the special conditions herein set forth in the foregoing paragraphs, and by my signature set forth hereunder, I hereby agree to comply with all said special conditions as stated or implied. In consideration of the above statement, the following proposal is hereby submitted.

WE, THE UNDERSIGNED, HEREBY ACKNOWLEDGE RECEIPT OF

Addenda # \_\_\_\_\_ Addenda # \_\_\_\_\_  
If None, Please write NONE.

_____	_____
Company Name	Date
_____	_____
Address	Signature
_____	_____
City, State, Zip Code	Printed Name
_____	_____
County	Title
_____	_____
Telephone	Fax
_____	_____
E-mail Address	_____

**Community Corrections Residential Center - Form of Proposal / Fee Breakdown:**

Break down the fee proposal, with all lump sum costs for these services as not to exceed the amounts, for the work as follows:

<u>Service/Work Scope</u>	<u>Estimated Hours</u>	<u>Lump Sum Fee</u>	<u>% of Total</u>
PRE-DESIGN:	_____	\$ _____	_____ %
DESIGN: SD	_____	\$ _____	_____ %
DD	_____	\$ _____	_____ %
CD	_____	\$ _____	_____ %
(Includes Bidding & Permit Documents and Coordinated Construction Documents)			
BIDDING	_____	\$ _____	_____ %
CONSTR. ADMIN. (Includes Closeout)	_____	\$ _____	_____ %
REIMBURSABLES	_____	\$ _____	_____ %
<b>GRAND TOTAL</b>	_____	\$ _____	_____ 100 %

**Additional Certifications:**

We agree to contractually guarantee the personnel proposed for this project: \_\_\_\_ Yes \_\_\_\_ No

**Fee Proposal Clarifications:**

- A. All Bids must be furnished exclusive of taxes.
- B. Reimbursable expenses shall be a Not-To-Exceed value billed only as expended.
- C. Special services may be requested by the Owner for work not included in this project. Work under this provision requires prior authorization by Owner. Provide a Fee Schedule for the possibility of such work identifying project personnel, titles, and hourly rates. To be included with the Hourly Fee Schedule, indicate your percentage markup for sub-consultants that the firm may employ or utilize in the performance of the project. Fee schedule shall not be adjusted once a bidder is selected on this bid, including for personnel promotions.

\_\_\_\_\_  
Name and Title Printed

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**Community Corrections Residential Center - Summary of Qualifications:**

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

**Business / Corporate Information:**

Current Name of Firm: \_\_\_\_\_ Place of Incorporation: \_\_\_\_\_

Other Names / Previous Names: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Number of Years in Business: \_\_\_\_\_

Number of Employees: \_\_\_\_\_ Number of Local Employees: \_\_\_\_\_

Principals/ Owners: \_\_\_\_\_ VP/Directors: \_\_\_\_\_ Project Managers: \_\_\_\_\_

Architects: \_\_\_\_\_ Engineers: \_\_\_\_\_ Support Staff: \_\_\_\_\_

**Project Information (through the past 10 years):**

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: \_\_\_\_\_

Total number of Community Corrections Projects: \_\_\_\_\_

Number of Projects Valued \$2,000,000 to \$5,000,000 in Construction Cost: \_\_\_\_\_

Number of Projects for Governmental Agencies (State, County, Municipal): \_\_\_\_\_

Total Number of Projects for Adams County: \_\_\_\_\_

Value of Work Currently Under Contract: \$ \_\_\_\_\_

Number of Projects completed with Sub-consultant / Primary Design lead: \_\_\_\_\_

*Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.*

**Verification of Qualifications Summary:**

\_\_\_\_\_  
Name and Title (Printed)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Fleet Facility - Form of Proposal / Fee Breakdown:**

Break down the fee proposal, with all lump sum costs for these services as not to exceed the amounts, for the work as follows:

<u>Service/Work Scope</u>	<u>Estimated Hours</u>	<u>Lump Sum Fee</u>	<u>% of Total</u>
PRE-DESIGN: (Site Selection & Programming)	_____	\$ _____	_____ %
DESIGN: SD	_____	\$ _____	_____ %
DD	_____	\$ _____	_____ %
CD (Includes Bidding & Permit Documents and Coordinated Construction Documents)	_____	\$ _____	_____ %
BIDDING	_____	\$ _____	_____ %
CONSTR. ADMIN. (Includes Closeout)	_____	\$ _____	_____ %
REIMBURSABLES	_____	\$ _____	_____ %
<b>GRAND TOTAL</b>	_____	\$ _____	100 %

**Additional Certifications:**

We agree to contractually guarantee the personnel proposed for this project: \_\_\_\_ Yes \_\_\_\_ No

**Fee Proposal Clarifications:**

- D. All Bids must be furnished exclusive of taxes.
- E. Reimbursable expenses shall be a Not-To-Exceed value billed only as expended.
- F. Special services may be requested by the Owner for work not included in this project. Work under this provision requires prior authorization by Owner. Provide a Fee Schedule for the possibility of such work identifying project personnel, titles, and hourly rates. To be included with the Hourly Fee Schedule, indicate your percentage markup for sub-consultants that the firm may employ or utilize in the performance of the project. Fee schedule shall not be adjusted once a bidder is selected on this bid, including for personnel promotions.

\_\_\_\_\_  
Name and Title Printed

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Fleet Facility - Summary of Qualifications:**

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows *(also provide qualifications summary for each Sub-Consultant)*:

**Business / Corporate Information:**

Current Name of Firm: \_\_\_\_\_ Place of Incorporation: \_\_\_\_\_

Other Names / Previous Names: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Number of Years in Business: \_\_\_\_\_

Number of Employees: \_\_\_\_\_ Number of Local Employees: \_\_\_\_\_

Principals/ Owners: \_\_\_\_\_ VP/Directors: \_\_\_\_\_ Project Managers: \_\_\_\_\_

Architects: \_\_\_\_\_ Engineers: \_\_\_\_\_ Support Staff: \_\_\_\_\_

**Project Information (through the past 10 years):**

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: \_\_\_\_\_

Total number of Fleet Facility Projects: \_\_\_\_\_

Number of Projects Valued \$5,000,000 to \$10,000,000 in Construction Cost: \_\_\_\_\_

Number of Projects for Governmental Agencies (State, County, Municipal): \_\_\_\_\_

Total Number of Projects for Adams County: \_\_\_\_\_

Value of Work Currently Under Contract: \$ \_\_\_\_\_

Number of Projects completed with Sub-consultant / Primary Design lead: \_\_\_\_\_

*Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.*

**Verification of Qualifications Summary:**

\_\_\_\_\_  
Name and Title (Printed)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Animal Shelter Facility - Form of Proposal / Fee Breakdown:**

Break down the fee proposal, with all lump sum costs for these services as not to exceed the amounts, for the work as follows:

<u>Service/Work Scope</u>	<u>Estimated Hours</u>	<u>Lump Sum Fee</u>	<u>% of Total</u>
PRE-DESIGN: (Site Selection & Programming)	_____	\$ _____	_____ %
DESIGN: SD	_____	\$ _____	_____ %
DD	_____	\$ _____	_____ %
CD (Includes Bidding & Permit Documents and Coordinated Construction Documents)	_____	\$ _____	_____ %
BIDDING	_____	\$ _____	_____ %
CONSTR. ADMIN. (Includes Closeout)	_____	\$ _____	_____ %
REIMBURSABLES	_____	\$ _____	_____ %
<b>GRAND TOTAL</b>	_____	\$ _____	100 %

**Additional Certifications:**

We agree to contractually guarantee the personnel proposed for this project: \_\_\_\_ Yes \_\_\_\_ No

**Fee Proposal Clarifications:**

- G. All Bids must be furnished exclusive of taxes.
- H. Reimbursable expenses shall be a Not-To-Exceed value billed only as expended.
- I. Special services may be requested by the Owner for work not included in this project. Work under this provision requires prior authorization by Owner. Provide a Fee Schedule for the possibility of such work identifying project personnel, titles, and hourly rates. To be included with the Hourly Fee Schedule, indicate your percentage markup for sub-consultants that the firm may employ or utilize in the performance of the project. Fee schedule shall not be adjusted once a bidder is selected on this bid, including for personnel promotions.

\_\_\_\_\_  
Name and Title Printed

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Animal Shelter Facility - Summary of Qualifications:**

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

**Business / Corporate Information:**

Current Name of Firm: \_\_\_\_\_ Place of Incorporation: \_\_\_\_\_

Other Names / Previous Names: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Number of Years in Business: \_\_\_\_\_

Number of Employees: \_\_\_\_\_ Number of Local Employees: \_\_\_\_\_

Principals/ Owners: \_\_\_\_\_ VP/Directors: \_\_\_\_\_ Project Managers: \_\_\_\_\_

Architects: \_\_\_\_\_ Engineers: \_\_\_\_\_ Support Staff: \_\_\_\_\_

**Project Information (through the past 10 years):**

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: \_\_\_\_\_

Total number of Animal Shelter Projects: \_\_\_\_\_

Number of Projects Valued \$10,000,000 to \$15,000,000 in Construction Cost: \_\_\_\_\_

Number of Projects for Governmental Agencies (State, County, Municipal): \_\_\_\_\_

Total Number of Projects for Adams County: \_\_\_\_\_

Value of Work Currently Under Contract: \$ \_\_\_\_\_

Number of Projects completed with Sub-consultant / Primary Design lead: \_\_\_\_\_

*Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.*

**Verification of Qualifications Summary:**

\_\_\_\_\_  
Name and Title (Printed)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**INTENT TO RESPOND FORM  
RFP-2016.??? DESIGN PROFESSIONAL SERVICES**

Please complete and return this form via email even if you do not intend to submit a response in regard to this solicitation. This form does not need to be included in the hard copy response.

This Intent to Respond Form must be received on or before 2:00 p.m. (MT), January 19, 2016, and should be emailed to: [jtierney@adcogov.org](mailto:jtierney@adcogov.org).

CONTRACTOR NAME: \_\_\_\_\_  
CONTRACTOR ADDRESS: \_\_\_\_\_  
CITY, STATE, ZIP: \_\_\_\_\_

CONTRACTOR key contacts assigned to this project initiative:

Name/Title of Contacts	Phone Number	Email address

**Proposal participation response information:**

Please place an "X" on the line in front of the applicable statement below:

- Yes, we intend to respond to this solicitation directly to Adams County
- No, we do **not** intend to directly respond to or participate in this solicitation. Please provide a brief explanation as to why for you will not directly respond or participate:

IN WITNESS WHEREOF, my signature below certifies that I am an authorized representative empowered to execute this form on behalf of:

CONTRACTOR: \_\_\_\_\_

Signed: \_\_\_\_\_

Name (print): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Received: \_\_\_\_\_ Date \_\_\_\_\_ Time: \_\_\_\_\_



## FEE APPROACH

RNL's team fees are based on an overall \$8 million construction budget. Our fees are based on a very comprehensive scope of work and also includes Maintenance Design Group as the facility programming and equipment design expert. The budget will be further clarified during the programming phase, once the site acreage, building square footage, quality of construction, and desired fleet maintenance equipment are all more clearly defined. As stated in our proposal, quality of construction, energy efficiency and acceptable life cycle costs will also contribute to the budget number.

We are open to the idea of initially contracting for only the Pre-Design + Schematic Design services. By doing this, it allows your stakeholders and our key project leadership team, which includes Merlin Maley, Jonathan Flager, and Ken Booth, to establish the overall scope and intent of the project through the conceptual design level. We can then engage an independent cost estimator to provide their opinion of project costs including a 20%-25% design contingency. The contingency is critical because at schematic design, there are still a lot of unknowns and intelligent assumptions that are made during cost estimating.

If the project is on target for an \$8 million construction budget, then we can proceed with a change order for the remainder of the fees included in this proposal. If the cost estimate deviates (either high or low), then it allows us to renegotiate based on the value of the project.

## VALUE ADDED – ADDITIONAL SERVICES

Fueling Design, Irrigation Design, FF&E, Security, Enhanced Commissioning, Life Cycle Cost Analysis, Energy Modeling, Facility Maintenance Plan, Public Outreach/Involvement: Under our optional team qualifications, we have included Ambient Energy, Fuel Solutions, and Hines Irrigation. RNL has a deep rooted history with all three of these firms. Their services are not necessary to deliver your project, however their value added services improve projects, and often times their fees can be absorbed over the life cycle cost of the facility. Ambient Energy will improve the energy efficiency of the building through energy modeling. Through enhanced commissioning, they ensure that all systems are operating as designed after construction is complete. We have worked with both Fuel Solutions and Hines Irrigation on previous projects to develop full design drawings and specifications for bidding.

## HOURLY RATES

Billing Categories:	\$/Hour		
<b>RNL</b>		<b>Huitt Zollars</b>	<b>Monroe &amp; Newell</b>
Principal/Project Executive	\$ 175	<i>Engineering/Architecture</i>	Senior Principal \$ 185
Architect/Designer Sr	\$ 170	Sr. Project Manager	Principal Project Manager \$ 185
Project Manager	\$ 145	Project Manager	Project Engineer \$ 130
Sustainability Director	\$ 140	Sr. Civil Engineer	CADD/Revit Technician \$ 90
Landscape Arch Sr	\$ 135	Civil Engineer	Support \$ 60
Specifications Writer	\$ 145	Engineer Intern	
Architect/Designer	\$ 125	Sr. CADD Technician	
Interiors Sr	\$ 125	CADD Technician	
Architectural Intern 2	\$ 100	<i>Administrative</i>	
Interiors	\$ 100	Sr. Project Support	\$ 80
Landscape	\$ 100	Project Support	\$ 60
Architectural Intern 1	\$ 90	<i>Survey</i>	
Graphics	\$ 90	Survey Manager	\$ 160
Project Administration	\$ 80	Survey Technician	\$ 95
Visualization	\$ 70	<i>Survey Crews</i>	
<b>Maintenance Design Group (MDG)</b>		1-Person Survey Crew-GPS	\$ 120
Facility Design Principal	\$ 248	2-Person Survey Crew-GPS	\$ 155
Senior Facility Design Manager	\$ 200	3-Person Survey Crew	\$ 210
Senior MEP Engineer	\$ 213	<b>MEP Engineering</b>	
Facility Design Manager	\$ 175	Principals:	\$ 155
MEP Engineer	\$ 150	Quality Control Engineers:	\$ 135
Senior Facility Designer	\$ 150	Registered Engineers:	\$ 105
MEP Designer	\$ 121	Graduate Engineers:	\$ 95
Facility Designer	\$ 121	Project Designers:	\$ 85
Project Coordinator	\$ 92	CAD Drafters:	\$ 75
Project Assistant	\$ 83	Admin/Clerical:	\$ 65

\* RNL's mark-ups on consultant fees and expenses = 0%

\* All hourly rates are subject to annual adjustment

**Fleet Facility - Form of Proposal / Fee Breakdown:**

Break down the fee proposal, with all lump sum costs for these services as not to exceed the amounts, for the work as follows:

<u>Service/Work Scope</u>	<u>Estimated Hours</u>	<u>Lump Sum Fee</u>	<u>% of Total</u>
PRE-DESIGN: (Site Selection & Programming)	<u>420</u>	<u>\$ 46,800</u>	<u>6.16 %</u>
DESIGN: SD	<u>950</u>	<u>\$ 105,090</u>	<u>13.84 %</u>
DD	<u>1675</u>	<u>\$ 184,360</u>	<u>24.28 %</u>
CD (Includes Bidding & Permit Documents and Coordinated Construction Documents)	<u>1870</u>	<u>\$ 205,500</u>	<u>27.06 %</u>
BIDDING	<u>96</u>	<u>\$ 10,600</u>	<u>1.40 %</u>
CONSTR. ADMIN. (Includes Closeout)	<u>1520</u>	<u>\$ 166,980</u>	<u>21.99 %</u>
REIMBURSABLES		<u>\$ 40,000</u>	<u>5.27 %</u>
<b>GRAND TOTAL</b>	<u>6531</u>	<u>\$ 759,390</u>	<u>100 %</u>

**Additional Certifications:**

We agree to contractually guarantee the personnel proposed for this project:  Yes  No

**Fee Proposal Clarifications:**

- D. All Bids must be furnished exclusive of taxes.
- E. Reimbursable expenses shall be a Not-To-Exceed value billed only as expended.
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Merlin Maley, AIA - Associate Principal  
Name and Title Printed

  
Signature

2/4/16  
Date

## FEE APPROACH

RNL's team fees are based on an overall \$8 million construction budget. Our fees are based on a very comprehensive scope of work and also includes Maintenance Design Group as the facility programming and equipment design expert. The budget will be further clarified during the programming phase, once the site acreage, building square footage, quality of construction, and desired fleet maintenance equipment are all more clearly defined. As stated in our proposal, quality of construction, energy efficiency and acceptable life cycle costs will also contribute to the budget number.

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Billing Categories:

\$/Hour

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Sustainability Director	\$ 140
Landscape Arch Sr	\$ 135
Specifications Writer	\$ 145
Architect/Designer	\$ 125
Interiors Sr	\$ 125
Architectural Intern 2	\$ 100
Interiors	\$ 100
Landscape	\$ 100
Architectural Intern 1	\$ 90
Graphics	\$ 90
Project Administration	\$ 80
Visualization	\$ 70

### Maintenance Design Group (MDG)

Facility Design Principal	\$ 248
Senior Facility Design Manager	\$ 200
Senior MEP Engineer	\$ 213
Facility Design Manager	\$ 175
MEP Engineer	\$ 150
Senior Facility Designer	\$ 150
MEP Designer	\$ 121
Facility Designer	\$ 121
Project Coordinator	\$ 92
Project Assistant	\$ 83

### Huitt Zollars

*Engineering/Architecture*

Sr. Project Manager	\$195
Project Manager	\$ 180
Sr. Civil Engineer	\$ 170
Civil Engineer	\$ 130
Engineer Intern	\$ 105
Sr. CADD Technician	\$ 90
CADD Technician	\$ 70

*Administrative*

Sr. Project Support	\$80
Project Support	\$60

*Survey*

Survey Manager	\$160
Survey Technician	\$95

*Survey Crews*

1-Person Survey Crew-GPS	\$120
2-Person Survey Crew-GPS	\$155
3-Person Survey Crew	\$210

### MEP Engineering

Principals:	\$ 155
Quality Control Engineers:	\$ 135
Registered Engineers:	\$105
Graduate Engineers:	\$95
Project Designers:	\$85
CAD Drafters:	\$75
Admin/Clerical:	\$65

### Monroe & Newell

Senior Principal	\$ 185
Principal Project Manager	\$ 185
Project Engineer	\$ 130
CADD/Revit Technician	\$ 90
Support	\$60

\* RNL's mark-ups on consultant fees and expenses = 0%

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<b>GRAND TOTAL</b>	<u>6531</u>	<u>\$ 759,390</u>	<u>100 %</u>

**Additional Certifications:**

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Merlin Maley, AIA - Associate Principal  
Name and Title Printed

  
Signature

2/4/16  
Date

REN



PROPOSAL FOR

ADAMS COUNTY FLEET/TRANSPORTATION  
PUBLIC WORKS FACILITY



SUBMITTAL FOR 2016.207  
DESIGN PROFESSIONAL SERVICES

FEBRUARY 4, 2016



February 4, 2016

Adams County Government Center  
1st Floor Lobby Receptionist  
4430 South Adams County Parkway,  
Brighton, Colorado 80601

**Reference: Adams County Fleet/Transportation Services Facility-2016.207**

Dear Mr. Braden and Members of the Selection Committee:

RNL truly values our previous working relationships with Adams County and the Adams 12 Five Star School District. Both the County and RNL have similar values, including sustainability, functionality, forward thinking planning, and service delivery to our clients. For the past 30+ years, one of our core markets has been operations and maintenance (O&M) facilities for municipalities, school districts, utilities and transit agencies. RNL has partnered with many municipalities up and down the Front Range working on these specific types of facilities.

This year RNL celebrates 60 years being a full service design firm. Headquartered in downtown Denver, our 135 person staff is a diverse and energetic group. We have programed, master planned and/or designed over 140 of these facility types during this time period. Within the past three years, RNL has completed 8 similar O&M projects nationwide, 4 of which are located within the Front Range.

For your project, RNL's team is not only experienced in O&M facility planning and design, but also has a history of delivering similar successful facilities together. Our core team includes the following firms: Maintenance Design Group (MDG), Huitt Zollars (HZ), MEP Engineering (MEPE), Monroe and Newell Structural Engineers. Additionally, we are proposing to add Ambient Energy, Fuel Solutions, and Hines Irrigation who have been key consultants for us on previous projects. Our team is excited about this project and would welcome the opportunity to work with the Adams County again! This project is exactly the type that the RNL team excels on because of the following:

- The RNL team is one of long standing relationships, not only as individual firms but more so as experienced teams. To date RNL, MDG and HZ have collaborated on 4 projects together which includes a new 250 CNG bus maintenance and operations facility in downtown Los Angeles for LA Metro. RNL, MDG and MEPE have collaborated on 3 projects together including the Town of Parker's recently completed Public Works Operations Center.
- RNL's process is extremely collaborative with our user groups and the community, when needed, to ensure that all ideas, project goals, and community engagement meetings are highly successful.
- We design facilities that put your people first by providing highly functional and long term sustainable facilities. Our focus is your team's goals!
- RNL has a team of over a dozen individuals who have chosen to specialize in this project type. This includes Merlin Maley, RNL's Western Region Transportation Director, and Ken Booth, MDG's Mountain Region Manager. They have been collaborating on projects together for the past nine years and have grown together into their current firm leadership positions.

We believe that we have assembled the right team to assist Adams County to successfully complete and implement the new facility. We are keenly aware of how we as architects, landscape architects, planners and interior designers shape the world we live in, and we are deeply committed to ensuring a more sustainable future through our work.

Sincerely,

Merlin Maley, AIA, NCARB LEED AP BD+C  
Associate Principal  
merlin.maley@rnl.design.com  
t 303-575-8497 c 303-921-8708

**DENVER**  
1050 17TH STREET  
SUITE A-200  
DENVER CO 80265  
T 303 295 1717  
F 303 292 0845  
**LOS ANGELES**  
**PHOENIX**  
**ABU DHABI**  
**WASHINGTON, DC**



## RNL FIRM INFORMATION & BACKGROUND

### Background

RNL is an international architecture, interiors, landscape, and planning firm with more than 130 professionals in offices located in Denver, Los Angeles, Phoenix, Washington, DC, and Abu Dhabi, UAE. The recipient of hundreds of awards since it was founded in 1956, RNL ranked among the Top 50 architecture firms in the U.S. from 2011 to 2014 (Architect magazine). Our focus is on providing transformational design solutions that exceed our clients' aspirations through collaboration and understanding. We're passionate about creating sustainable, innovative projects that create tremendous value for our clients. Our awards are a testament to our commitment to our clients, our staff and the environment we live in and our passion is the driver behind these results. In addition, RNL is one of the few architecture and design firms to have achieved Certified B Corporation status, as a validation of our commitment to improving the quality of life for both our employees and the communities we serve.



*Adams 12 Five Star School District  
Service Center*

RNL's practice includes 5 primary studios which focus on Public Architecture (transportation/ public works/utility infrastructure facilities, civic architecture, transportation planning, higher education), Private Architecture (private development, transit oriented design), Urban Design/Landscape Architecture, Corporate Interiors, and Lighting Design. The Denver staff totals 98 individuals. Our Public Architecture staff is currently 32 architects and designers and growing. Our depth and diversity of staff ensures that we can staff your project and meet the project's schedule.

### Business Organization

RNL was incorporated in 1970 and is an employee owned company (ESOP). Our leadership team is comprised of our five-member Board of Directors: Josh Gould, John Yonushewski, Dominic Weilminster, Rich von Luhrte, and Andrew Irvine; four Principals: Carl Hole, Steve Pearson, Pat McKelvey, AnneMarie Dienstbach; and five Associate Principals: Merlin Maley, Matt Shawaker, Ken Anderson, Cindy Harvey, and Ed Carfagno.

### Statement of Financial Status

RNL is an well established, for-profit company celebrating its 60th year. In 2015 we had \$26.5 million in Gross fees. We are in excellent financial standing as well as with the State of Colorado. We are happy to provide a bank reference letter and our State Certificate of Good Standing upon request (identity number 19871223153).

### Operations and Maintenance Facilities

RNL is the nation's leading architectural firm specializing in the planning and design of operations and maintenance facilities. With over 35 years of experience, RNL has built a major practice with over 75 public works operations and maintenance facilities or corporate yards completed for cities, counties and special districts across the U.S., and over 55 bus or rail maintenance facilities. RNL's core team of dedicated market specific professionals approach every project as a unique design opportunity that must respond to each individual client's overall needs, opportunities, constraints, but mostly their overall vision for the project. Our design process is centered around collaboration and specifically tailored to engage the stakeholders from the very start. This process utilizes the design charrette as the collaboration incubator which enables long term strategic thinking, and creates strong communication and dialog from the very start. It also breaks down barriers thus empowering all individuals on the project to participate in the design and creation process.

Often times, this project type was viewed as requiring engineered driven solutions revolving around the needs of the vehicles. RNL has broken this mold and excelled at the national level by creating a design philosophy centered on making these projects about the people that work in these facilities, maintain the vehicles, and provide the valuable municipal services to their communities. These projects are civic in nature, and just as important to communities as their libraries, city halls, post offices, and schools.



*Denver Central Platte Campus,  
Public Works*



*Golden Public Works*

## 1. GENERAL INFORMATION

---

Design aesthetics, sustainability, neighborhood compatibility and community acceptance therefore play a vital role in the design of all of RNL's municipal public works projects. RNL designed the first LEED Gold, LEED Platinum and Net Zero Energy certified Operations and Maintenance Facilities in the Country. Now we're establishing the "What's Next" which includes meeting the Well Building Standards, focusing on health and wellness, and bringing regenerative design to our clients and these facilities.

### **Conflict of Interest Statement**

RNL has no conflict of interest with Adams County Government. We have no financial interest or fiduciary relationship to other firms/vendors/contractors who are or could be providing services or products in the design and construction of the facility.

### **Current Relevant Workload**

<b>Client</b>	<b>Project</b>	<b>% Complete</b>
Boulder Valley School District	New Transportation Maintenance and Operations Facility - Design	10%
CO Department of Transportation	New Region 1 Headquarters - Design	5%
Denver Water	New Operations Facilities - Design	85%
Denver Water	New Administration Building - Design	40%
City of El Paso, TX	New Intermodal Transit Facility - Design	95%
State of Colorado	Department of Human Services - Master Plan	85%
Air Force Academy	Cadet Gymnasium Remodel - Construction	50%



**ADAMS 12 FIVE STAR SCHOOL DISTRICT SUPPORT SERVICES CENTER**

THORNTON, COLORADO

**PROFESSIONAL SERVICES**

Programming  
 Master Planning  
 Feasibility Analysis  
 Architecture  
 Interior Design  
 Landscape Architecture

**CLIENT**

Adams 12 Five Star School District  
 Thornton, Colorado

**PROJECT SIZE**

4 Buildings  
 59,674 sf  
 Site Area: 24.36 acres

**CONSTRUCTION COST**

\$15,926,827

**RNL and MDG** were retained by Adams 12 5 Star School District to design the new Support Services Center. The completed facility consists of four primary buildings (Outside Services Building, Transportation Building, Fleet Maintenance Building and Wash Building) plus associated smaller storage buildings/areas and considerable parking for buses, outside service vehicles, employee and visitors. The multiple structures are arranged to attractively screen the large bus parking and service areas and a large landscaped buffer helps screen the whole complex from the adjacent residential neighborhoods.

A consistent and attractive skin of mostly concrete tilt up panels is used throughout the multiple buildings with metal panels and trim used as colorful accents. The muted warm gray and sand colors used on the "primary" exterior surfaces are intended to be subdued colors typical of the muted native rocks and soil. The cinnamon (burnt orange) accent color used on trim elements and the limited amounts of metal panel complement the primary colors and recalls without mimicking the more primary colors of the buses this facility serves. The entire complex was designed and oriented with the goal of "green" sustainable performance. Multiple strategies for saving energy were incorporated through the Xcel Energy Design Assistance Program which also generated considerable financial incentives for the project.

Eddie Coronado, Senior Construction Project Manager, Facilities Construction  
 Adams 12 Five Star Schools, 1500 East 128th Avenue, Thornton, CO 80241  
 Voice 720-972-4216 Fax 720-972-4398 Cell 303-918-4816  
 Email: Eddie.Coronado@adams12.org

## 2. FIRM QUALIFICATIONS



### PARKER PUBLIC WORKS OPERATIONS FACILITY

PARKER, COLORADO

#### PROFESSIONAL SERVICES

Architecture  
Landscape Architecture  
Lighting Design

#### CLIENT

Town of Parker  
Parker, Colorado

#### PROJECT SIZE

Operations Facility 33,000 sf  
Project Size 13.7 acres

#### CONSTRUCTION COST

\$13,037,385

#### AWARDS

APWA Colorado Medium Structure, 2015

**RNL and MDG** were retained to design the new Parker Public Works Operations Facility, is located at the intersection of Hess Road and Tammy Lane, and provides for the Department's increased space needs in response to the Town's recent and anticipated future growth. The 13.7 acre facility includes a 32,000 square foot Operations/Administration Building providing office, workshop, and storage space for the Stormwater Utility, Streets Maintenance, and Traffic Services Divisions, as well as indoor vehicle storage and vehicle wash bays; outdoor covered and uncovered vehicle parking; bulk material storage bins; a decant basin; and deicer storage and dispensing facilities shared with Douglas County. This new facility allows the Public Works to essentially double in size to meet the Town's growing population.

The facility features natural daylighting throughout all shop and administrative spaces when combined with the LED lighting fixtures will reduce the overall energy by approximately 60% as compared to the regional energy use index average for this project type. The sloping site required extensive grading. The end result is a relatively flat site at the level of the roads, with a higher area of retained earth at the north and west sides. Approximately half the site will be paved, with the rest divided between gravel and landscaped areas. Stormwater runoff will flow south and east across the site and be captured in two detention ponds along Hess Road which will be landscaped using native plant materials and will serve as a gracious street frontage along a busy corridor connecting the Town to Interstate 25.

Mike Sutherland, Director of Public Works  
msutherland@parkeronline.org  
303.840.9546  
Direct: 303-805-3205



**SUMMIT COUNTY FLEET MAINTENANCE AND ROAD/BRIDGE FACILITY**  
FRISCO, COLORADO

**PROFESSIONAL SERVICES**

Planning  
Architecture  
Landscape Architecture

**CLIENT**

Summit County  
Breckenridge, Colorado

**PROJECT SIZE**

Total Building Area	42,225 sf
Maintenance Bldg	24,000 sf
Wash Building	3,150 sf
Site Area	16 Acres

**CONSTRUCTION COST**

Maintenance/Wash Bldg	\$8,903,088
Site	\$1,000,000

**CONTRACT DATES**

Start Date: Nov 2007  
Completion Date: Sept 2011

**RNL and MDG** with Adolfson and Peterson were retained as the Design/Bid/Build team for the new Summit County Fleet Maintenance, Wash Building and Fueling Island additions to the County's existing industrial site. The site houses the Summit Stage, CDOT, Search and Rescue, and County Vehicle Maintenance Operations. The new design incorporated sustainable site and building design strategies to increase operational efficiency and reduce long term operating costs.

Site improvements include on site storm detention, 10kW photovoltaic array, native vegetation and one-way counterclockwise traffic flow to improve safety and operational efficiency. A new storm sewer collects snow melt and directs runoff to the detention area.

The building design incorporates green technology strategies for an energy efficient building and a healthy work environment for employees and visitors. Big picture strategies include daylighting, super insulated thermal envelope, a radiant slab heating in maintenance and snow melt building apron, and a south facing passive solar preheat wall panel system. The new buildings are state of the art maintenance and operations facilities for all Summit Stage and County Fleet vehicles.

Scott Vargo, Assistant County Manager, Summit County Government  
PO Box 68 Breckenridge, CO 90424  
(970) 453-3404  
scottv@co.summit.co.us



## 2. FIRM QUALIFICATIONS



### CITY OF LOVELAND SERVICE CENTER

LOVELAND, COLORADO

#### PROFESSIONAL SERVICES

Campus Planning  
Architecture

#### PROJECT SIZE

Total Building Area	77,178 sf
Office & Crews Eldig	34,930 sf
Heated Vehicle Storage & Cart Wash	4,153 sf
Canopy	18,050 sf
Vehicle Wash	9,385 sf
Existing Heated Storage	10,660 sf

#### USGBC LEED CERTIFICATION

Pursuing LEED Certification

#### CONTRACT DATES

Start Date: Sept. 2012  
Completion Date: Oct. 2014

#### CONSTRUCTION COST

\$13,268,553

#### AWARDS

PCI Design Top Project award, Best Warehouse/Storage/Distributions Center category

RNL was the original master planner for the City of Loveland's Service Center, located at 1st and Wilson, which occurred in 1983. In 1986 and again in 1993, RNL was hired to design the architecture for the Service Center. These components include facilities for Loveland Power and Water, Fleet Maintenance, and Parks. The latest phase of the project was designed by **RNL** and **MDG** and added facilities for Loveland's Public Works (PW) Solid Wastes, Stormwater, and Streets departments, and consolidated the City's entire City Services components onto one campus. Construction began in September 2013 and was completed in the fall of 2014.

The new facility is designed to have a minimum 50 year lifespan and to improve the City's bottom line through increased efficiencies in PW operations. LEED certification is desired. Daylight is delivered to all interior shops, administrative, and training room spaces. High efficiency is achieved through the use of insulated pre-cast concrete wall panels, radiant heating, and modular workstations with minimal private offices.

Ken Cooper, CFM, LEED GA  
Project Manager/Facilities Operations Manager  
City of Loveland Public Works Department  
P: 970-962-2635 C: 970-420-8523  
coopek@ci.loveland.co.us





**CITY OF LOUISVILLE CITY SERVICES FACILITY**

LOUISVILLE, COLORADO

**PROFESSIONAL SERVICES**

- Programming
- Master Planning
- Architecture
- Landscape Architecture

**PROJECT SIZE**

Total Building Area 46,000sf

**CLIENT**

City of Louisville  
Louisville, CO

**CONSTRUCTION COST**

\$11,678,000

**RNL** and **MDG** were selected to provide planning and design services for the City of Louisville's City Services Facility. This new facility includes shop and administrative spaces for the Public Works, Streets, Facilities Maintenance, Parks and Open Space departments, as well as Vehicle Maintenance to service the City's fleet and equipment.

The design team performed a number of site feasibility studies to help the City develop a 7.6 acre parcel in the Colorado Technology Center and conform to stringent design requirements. The team provided full services including Programming, Concept Design, Construction Documents, and Construction Administration.

The facility's design features energy efficiency through the use of extensive daylighting, radiant floors throughout all areas, LED lighting, and occupancy sensors. A large, heated vehicle storage building protects all of Streets and Parks' vehicles and equipment.

Kurt Kowar, Director of Public Works  
kurtk@louisvilleco.gov  
(303) 419-7445

## 2. FIRM QUALIFICATIONS

### ALL RELEVANT COLORADO GOVERNMENT AND PUBLIC WORKS FACILITIES – LAST 10 YEARS

#### **Adams 12 Five Star Service Center**

Thornton, Colorado  
See project sheet above

#### **Aspen Facilities Master Plan**

Aspen, Colorado  
20- year facilities master plan for all City functions. 100k sf.  
Jack Wheeler, Capital Asset Mgr,  
City of Aspen, 130 S Galena St.  
Aspen, CO 81611

#### **Boulder County Open Space & Transportation Complex**

Longmont, Colorado  
Planning and Architecture for a new 44,500 sf Road Maintenance Facility and Park Department Yard and Shops.  
Dan Hershman, Road Maint. Mgr,  
Boulder County 5201 St. Vrain Rd, Bldg 5  
Longmont, CO 80503  
303-441-3962  
dherhman@co.boulder.co.us

#### **City of Broomfield PW Program and Master Plan**

Programming and Master Planning for the remodel of their existing facility and a new satellite facility.  
Ronda Jo Ackerman-Alford, CIP PM  
One Descombes Drive Broomfield, CO  
80020 (303) 464-5807  
ralford@broomfield.org

#### **Colorado Springs Downtown Transit Station**

Colorado Springs, Colorado  
RNL was engaged to recommend a preferred site and to create concepts for the station and the joint transit-oriented development.  
Sherre Ritenour,  
former Transportation Director  
719-577-4253, sdritenour@comcast.net

#### **Denver Central Platte Public Works Campus**

Denver, Colorado  
Design of a new 105k sf Campus including space for the Streets, Solid Waste, Traffic, Right-of-Way, and Fleet Maint. divisions.  
Michael Sheehan, Project Manager  
City and County of Denver  
201 West Colfax, 5th Floor  
Denver, CO 80202, 720-865-2664  
Michael.Sheehan@denvergov.org

#### **Golden Public Works Maintenance Facility**

Golden, Colorado  
Planning and design services for the City's 70k sf Public Works facility.  
Anne Beierle  
Deputy Director Utilities & Environmental  
City of Golden  
1445 Tenth Street, Golden, CO 80401  
303-384-8153

#### **Greeley Evans Transit Center**

Greeley, Colorado  
Building addition and site modification for the existing Bus Admin and Maint. Facility originally designed by RNL in 1982.  
Will Jones, Transit Manager, City of Greeley  
1200 A Street Greeley, CO 80631  
970-350-9751  
will.jones@greeleygov.com

#### **Greenwood Village Public Works Facility and Master Plan**

Programming and Conceptual Design for existing and additional space.  
Greenwood Village, Colorado  
John Sheldon, PE  
Public Works Director  
10001 E Costilla Ave  
Greenwood Village CO 80112  
(303) 708-6136

#### **Loveland Service Center**

Loveland, Colorado  
See project sheet above

#### **Louisville Public Works**

Louisville, Colorado  
See project sheet above

#### **Parker Public Works Facility**

Parker, Colorado  
See project sheet above

#### **Pitkin County Facilities Master Plan**

Aspen, Colorado  
New 17,216 sf service center facility for the county.  
Jodi Smith, Project Manager, Pitkin County  
Public Works, 76 Service Center Road,  
Aspen, CO 81611, 970-920-5396

#### **Summit County Fleet Maint. Facility**

Frisco, Colorado  
See project sheet above

#### **Summit County Facilities Master plan**

Frisco, Colorado  
20 year facilities master plan.  
Scott Vargo, Assistant County Manager  
PO Box 68 Breckenridge, CO 90424  
(970) 453-3404  
ScottV@co.summit.co.us

#### **Summit County Frisco Transit Center**

Frisco, Colorado  
Comprehensive master plan for a 6.2 acre multi-modal transit center.  
Thad Noll, Assistant County Mgr  
PO Box 68 Breckenridge, CO 90424  
(970) 453-3438  
thadn@co.summit.co.us

#### **CO Capitol Complex Masterplan**

Denver, Colorado  
Comprehensive master planning services for 1M sf.  
Larry Friedberg, AIA, State Architect  
Office of the State Architect  
1525 Sherman St, Ste 112  
Denver, CO 80203 303-866-3079  
larry.friedberg@state.co.us

#### **CO Mental Health Institute Master Plan-Pueblo/Ft. Carson**

Master plan for 2 state facilities.  
Gargi Duttgupta, Mgr. of Planning & Design  
Colorado Offices of Administrative Solutions  
P (303) 866-7841 C (720) 467-6660  
gargi.duttgupta@state.co.us

#### **High Security Forensic Institute**

Frisco, Colorado  
20 bed maximum and medium forensics facility.  
Charles Bennett, Ph.D., Director  
Institute of Forensic Psychiatry  
Colorado Department of Human Services  
719.546.4838



**KEY CONSULTANTS**

Our proposed list of subconsultants for the Adams County Fleet and Transportation Facility project is as follows:

**Maintenance Design Group (MDG): Programming lead, Planning, Equipment**

RNL and MDG have a 20 year history together. MDG is a proven national leader in maintenance facility programming/programming and equipment design with over 500 projects in their 20 year history. Over 150 of these have been with RNL.

**Huitt Zollars (HZ): Civil Engineering**

This year HZ is celebrating their 40th anniversary as a national engineering firm. HZ has completed 6 previous projects with RNL including the City of Louisville's new O&M Facility.

**MEP Engineering (MEPE): MEP Engineering**

This year MEPE is celebrating 11 years as a mechanical, electrical and plumbing engineering firm located in Centennial, CO. MEPE has completed over 40 O&M facility projects, 3 of those with RNL, as well as the design for the new Greeley Evans Transit Center. MEPE has completed 31 projects with RNL.

**Monroe and Newell Engineers: Structural Engineering**

M&N has been providing structural engineering services for over 25 years. They have completed 35 plus projects with RNL, including 15 Maintenance and operations facilities.

**PROPOSED CONSULTANTS**

**Ambient Energy: Energy modeling, MEP review, Commissioning**

AEt is a third-party consulting firm specializing in energy analysis, sustainable design, commissioning and occupant engagement. We have provided commissioning, energy and/or sustainability services for 23 vehicle maintenance projects; of which 15 have been with RNL. RNL and AE worked on the first LEED Platinum certified vehicle maintenance at TRANSPO in South Bend, IN.

**Fuel Solutions (FS): Fuel Infrastructure**

FS has been working with RNL since 2000 and was founded in 1994. FS specializes in fuel system design of diesel, unleaded, and CNG systems and facilities. They are a national leader in fueling-infrastructure design, having completed more than 25 diesel/unleaded, and 130 CNG facilities.



Recent Project Experience Matrix	RNL	MDG	MEP Engineers	Huitt Zollars	Monroe & Newell
Adams 12 5 Star School District Service Center	●	●			
Parker Public Works Operations Facility	●	●	●		●
Summit County Fleet Maintenance Road/Bridge Facility	●	●	●		●
City of Loveland Services Center	●	●			●
City of Louisville City Services Facility	●	●		●	
Denver Central Platte Campus	●	●			
Golden Public Works Maintenance Facility	●	●			●
Greenwood Village Public Works	●	●			●
Greenwood Village Light Rail Station Designs	●				
Greeley Evans Transit Center	●		●		
Aspen Facilities Master Plan	●				●
Boulder County Open Space & Transportation Complex	●	●			
Colorado National Guard Field Maintenance Shop	●				
Colorado Springs Downtown Transit Station	●				
Pitkin County Facilities Master Plan	●				
Broomfield Public Works	●	●		●	

## 2. FIRM QUALIFICATIONS



### Client References

City of Denver Public Works Dept.  
201 W. Colfax, Dept. 506  
Denver, CO 80202  
Michael Sheehan, PE, LEED AP  
Manager-Major Projects Office  
(720) 865-2664  
michael.sheehan@denvergov.org  
Project: Denver Central Platte Cam-  
pus

Denver Water  
1600 West 12th Avenue  
Denver, CO 80204  
Jeremy Ross  
303.893.2444  
Jeremy.Ross@denverwater.org  
Project: Denver Water Operational  
Complex

Town of Windsor  
301 Walnut Street, Windsor, CO  
80550  
Kelly Arnold, Town Manager  
970-674-2400  
karnold@windsor.gov  
Project: Town of Windsor Public  
Works Facility



**Monroe & Newell**  
Engineers, Inc.  
Structural Engineers  
1944 - 1999

### Client References

Axel Russel  
The Wells Partnership  
7200 S. Alton Way, suite A-170  
Centennial, Co 80112  
303-892-6662  
axel@wellspartnership.com  
Project: Strata Vail

Robert Meserve  
The Neenan Company  
3325 S. Timberline Rd, suite 100  
Fort Collins, Co 80525  
303-710-1809  
bob.meserve@neenan.com  
Project: CDOT Region 2

### Firm Profile

**Maintenance Design Group** is a specialty consulting firm that focuses exclusively on the planning and design of public works, utility, educational, transit, and other governmental operations and maintenance facilities. MDG has helped owners and operators improve the safety, efficiency, and sustainability of maintenance facilities around the world, and is considered the leading maintenance facility planning and design firm in the US. Involvement in the planning and design of more than 650 facilities, including the City of Denver Public Works Central Platte facility, Greenwood Village, CO Public Works Facility, Loveland, CO Public Works Service Center, City of Golden, CO Service Center, Louisville, CO Service Center, City of Longmont Equipment and Vehicle Fleet Center, and City of Commerce City Municipal Service Center, means unparalleled experience applied to your project. Recognizing that each project is unique in its requirements, challenges, and opportunities, we tailor solutions to meet the needs of all stakeholders.

### Current Workload

Town of Windsor	New Public Works Facility - Design	15% complete
Denver Water	Operations Facilities - Design	85% Complete
Lincoln Electric	System Operations Center - Design	15% complete
Boulder Valley School District	Transportation and Maintenance Operations Facility - Design	10% complete
Saskatoon Transit	Civic Operations Center - Construction	50% complete

### Firm Profile

**Monroe & Newell Engineers, Inc.** is a full service structural engineering consulting firm with offices in Avon and Denver, Colorado. The firm was founded in 1991 by Mr. William Newell, P.E. and Mr. Peter Monroe, P.E. with the consolidation of Design Structures, Inc. and Monroe Engineering Consultants, Inc. Since that time Monroe & Newell Engineers, Inc. has become one of Colorado's largest structural engineering firms. The firm's principals and senior project managers are involved on a daily basis in project design and construction administration bringing the firm's outstanding experience directly to every project.

### Current Workload

<b>Peter Monroe, PE</b>		
Project	Client	Completion
Strata Vail	The Wells Partnership	98%
Homestake Bridge	Mr. Denis Beaudin	50%
Canyons Lodge	Replay Resorts	40%
Boulder Valley Transportation Center	RNL	13%
Element Hotel -Des Moines	Silverwest LLC	85%
UIA Apartments	Trinity Development	15%
Vasil Cascade Resort	Laurus Corporation	45%
CDOT Region 2	Colorado Dept of Transportation	5%
<b>Dave Kast, PE</b>		
Project	Client	Completion
The Edge	Loveland Affordable Housing	85%
Tiger exhibit	Denver Zoo	90%
Telluride High School Addition	Telluride School District	99%
5700 West 28th Avenue	Dana Crawford	20%
Sixth & Sable Aurora, Colorado	Aman Steam Academy	10%
Environmental Land Works	Mandil, Inc.	30%





Firm Profile

**Huitt-Zollars, Inc.** is a full-service engineering firm, headquartered in Dallas, Texas with 19 offices located in eight states. Established in 1975, the firm has a staff of more than 470 professional, technical, and support personnel with diversified skills, capable of handling highly complex multidiscipline assignments. The firm is continually ranked among the nation's top design firms by Engineering News-Record.

The strength of Huitt-Zollars lies in its people and their ability to provide expertise in engineering disciplines. In-house lines of communication are firmly established and maintained, resulting in smoother project progression, and encouraging efficient designs that provide balance, function, and aesthetics while incorporating our client's objectives. Huitt-Zollars has the proven ability to handle a project from the initial study through the design process, and to construction management. Huitt-Zollars is an employee-owned firm, therefore, each employee has a vested interest in the quality of their work and in how their work is accepted or perceived. As stated in the firm mission statement:

"We are people committed to understanding and meeting the needs of our clients with quality and integrity."

Huitt-Zollars' Denver office employs a diverse group of transportation, structural, drainage, utility, and construction administration professional engineers and technicians. The firm has successfully completed numerous projects for the City and County of Denver, the cities of Aurora, Greenwood Village, Arvada, Greeley, Castle Rock, Thornton, Erie, Bennett, and Colorado Springs as well as for Adams, Douglas, and Boulder Counties. The firm has experience with Public Works Departments and working with a complex client with very specific needs. From this experience, Adams County will not only benefit from our proven understanding of municipal review processes but from our strong commitment to obtaining our clients' satisfaction by delivering high quality, timely and cost-efficient designs.

Client References

Jennifer W. Shi, PE, Project Engineer  
 Adams County  
 4430 South Adams County Pkwy., Ste. W2000B  
 Brighton, CO 80601  
 720-523-6968  
 Email: jshi@adccogov.org

Pete Brezall, Project Manager  
 City of Thornton  
 9500 Civic Center Drive  
 Thornton, CO 80229  
 720.977.6251  
 Email: pete.brezall@cityofthornton.net

Jim Barwick, PE, Project Manager  
 City and County of Denver  
 201 W. Colfax Avenue  
 Denver, CO 80202  
 720.913-4535  
 Email: james.barwick@denvergov.org

David A. Baskett, PE  
 City of Lakewood  
 Public Works Department  
 480 S. Allison Pkwy  
 Lakewood, CO 80226  
 303.987.7900  
 Email: davbas@lakewood.org  
 Cory Granrud

Denver Regional Transportation District (RTD)  
 1600 Blake Street  
 Denver, CO 80202  
 303.299.2310  
 Email: cory.granrud@RTD-Denver.com

Current Workload

Client	Project	% Complete
Adams County	Lowell Blvd. Improvements	95%
	60 <sup>th</sup> Ave. Improvements	98%*
Greenwood Village	Long Road Improvements	90%
City of Aurora	Intersection Improvements	98%*
	South Satellite Maintenance Facility Retaining Wall	98%*
Commerce City	Tower Rd. Improvements	95%**
Fort Collins	N College Pedestrian Gap Closure	10%
University of Colorado at Boulder	Newton Ct. Residence Pedestrian Bridge Upgrades	75%
Bradburn Townhome Assoc.	Bradburn Townhome Repairs	25%

## 2. FIRM QUALIFICATIONS



### Firm Profile

**MEP Engineering, Inc.** is a new generation engineering firm established in 2004 and centrally located in Denver Colorado. The principals Roger Crawford and Tom Lolley have an overall combined 40 years of experience providing mechanical, electrical, and plumbing design engineering services for clients locally and nationwide. The company has been built on the principle of providing the absolute best customer service to each and every client. We have a staff of highly experienced professionals that want to see each and every project successful and that requires meeting the needs of the client. Providing multiple engineering disciplines at a single location allows for us to maintain an ease of organization and communication on all projects and ultimately simplifying the design process for our clients. Our firm is small enough to provide personal client attention while still large enough to accommodate projects of varying size and complexity and completing them with a high level of quality and efficiency. Each and every employee from administration to production strives for excellence.

As a new generation firm we stay on the cutting edge of design utilizing the latest technology and resources. We are on the forefront of sustainable design and actively suggest "Green Building" design approaches whenever possible. MEP Engineering, Inc. provides engineering, analysis, and related services with a staff experienced in new construction, expansion and renovation of residential, commercial, health-care, educational, government, and industrial projects. We have provided engineering services to many public and private clients for projects in Colorado and around the country, and now expanding into the international arena. Our staff currently holds professional licensors in multiple states throughout the U.S. and is SBE certified with the Federal Government and Regional Transportation District (RTD). We are a financially stable company and covered by professional and general liability insurance.

### Client References

Anne Feeser-Olesen  
 Property Project Manager  
 Property Management  
 Colorado Department of Transportation  
 P 303.512.5522  
 F 303.512.5550  
 15285 South Golden Road  
 Building 47, Golden, CO 80401  
 anne.feeser@state.co.us  
 www.coloradodot.info  
 www.cotrip.org

Frank Melehan  
 Construction Project Manager  
 Property Management  
 Colorado Department of Transportation  
 P 303.512.5533  
 F 303.512.5550  
 C 561.267.1444  
 15285 South Golden Road,  
 Building 47, Golden, CO 80401  
 Frank.Melehan@state.co.us  
 www.codot.gov.  
 www.cotrip.org

### Current Workload

Client	Project	% Complete
State of Colorado	1881 Pierce St - Phase 1 HVAC Replacement	100% - In Construction Administration
MOA Architecture	Adams State University – East Campus Building SD	20%
Hord Coplan Macht	Brighton Elementary School: 27J ES #12:DD	50%
Richard Weingardt Consultants, Inc	CDOT KOA: Motor Pool:CD	65%
Richard Weingardt Consultants, Inc	CDOT KOA: Sign Shop Building: CD	65%
KTGY Group, Inc.	Grand Monarch Senior Living: SD	20%
Intergroup Architects	KM Labs: CD	85%
Lantz-Boggio Architects, P.C.	Morningstar Assisted Living – Ridgeway	100% - In Construction Administration
Holland Construction	Parkside Multifamily - DD	50%



**ADAMS COUNTY**  
**COLORADO**

**TEAM LEADERSHIP**

**Merlin Maley**  
PROJECT EXECUTIVE  
RNL

**Jonathan Flager**  
PM / PA  
RNL

**LEAD DESIGNERS AND ENGINEERS**

**RNL**  
ARCHITECTURE DESIGN

*Rachelle Fitzgerald*  
LIGHTING DESIGNER  
*Brian Nicholson*  
LANDSCAPE DESIGN  
*Nancy Ingres AIA*  
INTERIOR DESIGN  
*Max McClekey*  
INTERN ARCHITECT

**MDG**  
FACILITY DESIGN

*Ken Papan*  
SR FACILITY DESIGNER

**HUITT ZOLLARS**  
CIVIL ENGINEERING

*Wendy Amann*  
CIVIL PROJECT MANAGER  
*Sean Lonodky*  
SR CIVIL/  
TRANSPORTATION  
ENGINEER

**MONROE & NEWELL**  
STRUCTURAL ENGINEERING

*Paul Monroe*  
PRINCIPAL/STRUCTURAL  
ENGINEER  
*Dave East*  
PRINCIPAL/STRUCTURAL  
ENGINEER

**MEP**  
MEP ENGINEERING

*Roger Crawford*  
PRINCIPAL  
*Aaron Dickerson*  
SR ME ENGINEER  
*Kevin Przytarski*  
SR ELECTRICAL ENGINEER  
*Mark Brown*  
SR ME / PLUMBING  
ENGINEER

**DESIGN AND ENGINEER SUPPORT**

**RNL**  
ARCHITECT  
LANDSCAPE  
LIGHTING  
INTERIORS

**MDG**  
EQUIPMENT

**HUITT ZOLLARS**  
CIVIL ENGINEERING

**MONROE & NEWELL**  
STRUCTURAL ENGINEERING

**MEP**  
MEP ENGINEERING

**JOHAN KEMP**  
COST ESTIMATING

**SUGGESTED OPTIONAL SUPPORT**

**AMBIENT ENERGY**  
ENERGY ENGINEERING

*Tracey Whaley*  
COMMISSIONING TEAM  
LEAD

*Kayla Patti*  
COMMISSIONING ENGINEER

*Matthew Stein*  
BUILDING PERFORMANCE  
ENGINEER

**FUEL SOLUTIONS**  
FUEL INFRASTRUCTURE

*Ken Quiring*  
CNG PM

**HINES IRRIGATION**  
IRRIGATION DESIGN

*Nate Hines*  
OWNER

**PRIME CONTACT AND REPRESENTATIVE:**

Merlin Maley, AIA, NCARB, LEED AP BD+C  
Associate Principal  
merlin.maley@rnidesign.com  
t 303-575-8497 c 303-921-8708





### **Merlin Maley, AIA, NCARB, LEED AP BD+C**

ASSOCIATE PRINCIPAL/WESTERN REGION TRANSIT DIRECTOR

#### **CURRENT ASSIGNMENTS & WORKLOAD**

Market Leadership (50%)  
Boulder Valley School District (5%)

#### **EDUCATION**

Master of Architecture:  
University of Colorado, 2003  
Master of Landscape Architecture, University of Colorado, 2003  
Bachelor of Environmental Design  
University of Colorado, 1998

#### **REGISTRATIONS**

Registered Architect, Colorado # 402104,  
Indiana, Texas, Utah, Wisconsin and Wyoming.  
Applications submitted for Missouri and Oregon  
LEED Accredited Professional,  
Building Design + Construction  
National Council of Architectural Registration  
Boards (NCARB)

#### **AFFILIATIONS**

Southwest Transit Association (SWTA), Board  
Member  
American Public Transit Association (APTA)  
Colorado Association of Transit Agencies  
(CASTA)  
Denver Chamber of Commerce  
American Institute of Architects  
National Center for Intermodal Transportation  
Green Building Certification Institute  
Downtown Denver Partnership  
Association of Corporate Growth (ACG)

#### **PROFESSIONAL ACTIVITIES**

Leadership APTA Graduate, 2013  
APTA Bus & Paratransit Planning Committee  
2014–Present  
SWTA Conference Planning Committee, 2015–  
Present  
RNL Leadership University, 2015  
APTA State Affairs Committee,  
2010–Present  
IMPACT Leadership Program, 2012  
AIA Denver COTE Committee Chair, 2010  
APTA Land Use & Economic Development  
Committee, 2010–Present  
ACG Leadership 20 Graduate, 2010  
Citizen's Academy, Graduate, 2009

Merlin Maley is RNL's Western Region Transit Director and an Associate Principal. He joined the firm in 2005. For the past 10 years, Merlin has focused predominantly on the transportation industry, working on numerous maintenance and operations facilities, multi-modal stations and facility master plans across the United States. Merlin is a Leadership APTA class of 2013 graduate. Over the course of his 19 year career, Merlin has experience in the field of architecture, landscape design and green construction. He has served as a project principal, project manager, project architect, designer, construction administration, project coordinator and sustainability champion on over 40 projects during his 11 year tenure with RNL.

#### **RELEVANT EXPERIENCE**

City of Loveland Service Center Expansion, Loveland, Colorado—Project Manager  
Town of Parker Public Works Facility, Parker, Colorado—Project Manager  
City of Greenwood Village Public Works, Greenwood Village, Colorado—Planner  
Denver Public Works Central Platte Campus, Denver, Colorado—Team Architect  
Louisville City Services Facility, Louisville, Colorado—Principal in Charge, Planner  
Summit County Fleet Maintenance Facility, Frisco, Colorado—Project Manager  
Summit County Facilities Master Plan—Frisco, Colorado—Project Principal, Planner  
Greeley Evans Transit Center—Greeley, Colorado—Project Principal  
National Guard Field Maintenance Shop #3—Grand Junction, Colorado—Project  
Coordinator  
UTA Central Bus Operations, Maintenance and Administration Facility—Salt Lake City,  
Utah—Design Manager  
Emil "Lucky" Reznick Administration, Maintenance and Operations Facility (TRANSP0)—  
Project Manager, Sustainability Champion, and Construction Administrator  
START Master Planning, Programming and Concept Design—Jackson, Wyoming—Project  
Manager, Construction Administrator and Sustainability Champion  
Harrisonburg Fleet Maintenance & Operations Facility, Harrisonburg, Virginia—Team  
Architect  
RTC Transit Sunset Maintenance Facility—Las Vegas, Nevada—Project Coordinator  
WTA Transit Administration, Operations and Maintenance Facility—Hesperia, California—  
Project Coordinator/Landscape Designer  
RTC Transit Sunset Maintenance Facility—Las Vegas, Nevada—Project Coordinator  
Madison Metro Transit Facility—Madison, Wisconsin—Project Coordinator Commerce City  
Civic Center—Commerce City, Colorado—Team Architect  
Institute of Forensic Psychiatry—Pueblo, Colorado—Project Coordinator/Construction  
Administration/Project Manager



### CURRENT ASSIGNMENTS & WORKLOAD

Denver Water Operations Facility (100% through March 2016)

### EDUCATION

Master of Architecture  
Judson College, Elgin, Illinois, 2006

Bachelor of Arts in Architecture  
Judson College, Elgin, Illinois, 2004

### REGISTRATIONS

Registered Architect, Colorado  
# 00403751

### COMMUNITY ACTIVITY

Design After Dark, 2010

Cleworth Architectural Legacy (CAL) Project  
Denver Architectural Foundation, 2010

### Jonathan Flager, RA, NCARB

ASSOCIATE/PROJECT ARCHITECT

Jonathan Flager joined RNL as an Intern Architect in 2008. He is currently a Project Architect with strong skills in design, project coordination and documentation through the use of BIM (Building Information Modeling), client liaison, construction administration and quality control / assurance. Jonathan believes that architecture is the thoughtful crafting of form and space that produces an environment of sustainable purpose and meaning. Since joining the firm, Jonathan has worked on the following RNL projects.

### RELEVANT EXPERIENCE

Denver Water Campus Redevelopment—Denver, Colorado—Project Architect

Frisco Transit Center Master Plan—Frisco, Colorado—Project Architect

Loveland Service Center Expansion—Loveland, Colorado—Project Architect/Construction Administration

Greeley Evans Transit Transfer Station—Greeley, Colorado—Project Designer/Architect

Utah Transit Authority, Depot District Technology Center—Salt Lake City, Utah—Team Architect

START Bus Maintenance and Operations Facility—Jackson, Wyoming—Team Architect

Adams 12 Support Services Center—Thornton, Colorado—Project Coordinator

Summit County Maintenance Facility—Frisco, Colorado—Project Coordinator

Victor Valley Transit Authority (VTA) Administration, Operations and Maintenance Facility—Hesperia, California—Project Coordinator

Sacramento Municipal Utility District, East Campus Operations Center—Sacramento, California—Project Coordinator



### EDUCATION

Bachelor of Science in Architectural  
Engineering  
University of Colorado-Boulder

### REGISTRATIONS

LEED Accredited Professional, Building Design  
+ Construction

Professional Member of the International  
Association of Lighting Designers (IALD)

Member of the Illuminating Engineering Society  
of North America (IESNA)

Lighting Certified (I.C.) by the National Council  
on Qualifications for the Lighting Professions

### AWARDS

2014 IESNA Illumination Award of Merit — UCD  
College of Architecture

2013 IESNA Illumination Award of Merit for  
Energy & Environmental Design — NREL  
Information Commons

2012 Brilliance Awards, Award of Honor for  
Exterior — NREL RSF & Expansion

### Rachel Fitzgerald, LC, IESNA, IALD, LEED AP BD+C

SENIOR ASSOCIATE/LIGHTING DESIGNER

Rachel Fitzgerald has been with RNL since 2003. She has over 15 years of experience providing exterior and interior lighting designs for hospitality, mixed-use, retail, corporate interiors, civic/government, religious facilities, and recreation projects. Her experience includes site photometric plans, and detailed lighting calculations, renderings and analysis to ensure lighting designs provide appropriate levels of illumination and are compliant with local lighting and energy codes. She takes special care in ensuring lighting designs integrate seamlessly with the architecture and interior design of the space and enhance the overall design and ambiance of the project.

### RELEVANT EXPERIENCE

Summit County Fleet Facility—Frisco, Colorado—Lighting Design

City of Golden Public Works Facilities—Golden, Colorado—Lighting Design

Littleton City Center Expansion—Littleton, Colorado—Lighting Design

Commerce City Civic and Justice Center—Commerce City, Colorado—Lighting Design/  
Daylighting Coordination

Colorado State Capitol Lighting Upgrade—Denver, Colorado—Lighting Design

US Department of Energy, National Renewable Energy Laboratory, Research Support  
Facility, Expansion, Cafe, Parking Structure, Ingress&Egress, Infrastructure —Golden,  
Colorado—Lighting Design

Exposition Metro Line Light Rail Operations & Maintenance Facility—Santa Monica,  
California—Lighting Design & Daylight Studies

## 2. FIRM QUALIFICATIONS – RESUMES

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# RNL

### EDUCATION

Illinois Institute Of Technology, Chicago, IL  
Master Of Architecture, 2012

University Of Colorado, Boulder, CO, Bachelor of  
Environmental Design, emphasis in Architecture,  
2006

### AFFILIATIONS

American Institute of Architects, Associate  
Member

Chicago Architecture Foundation, Saturday's in  
the Studio volunteer

Chicago Center For Green Technology,  
Resource Center volunteer

### Max McCloskey, LEED GA

ARCHITECTURAL INTERN

Max McCloskey joined RNL in 2013 as an Architectural Intern with a background in sustainability and urbanism. Prior to joining RNL Max worked in Chicago where he focused on mixed-use and single-family residential projects. His professional skill set includes 3D visualization, digital modeling and technical drawing. Max is interested in designing sustainable-human environments that emphasize craft, material, and place.

### RELEVANT EXPERIENCE

Louisville Public Works–Louisville, Colorado–Project Coordinator/Construction Administrator

Parker Public Works–Parker, Colorado–Intern Architect

Detroit Streetcar–Detroit Michigan–Intern Architect

Aurora Water Transportation & Distribution Programming Study–Aurora, Colorado–Intern Architect

Denver Water Campus Redevelopment Design Competition–Denver, Colorado–Intern Architect

# RNL

### EDUCATION

Bachelor of Science in Horticulture, Landscape  
Design & Construction, Colorado State  
University

Master of Landscape Architecture, University of  
Colorado at Denver

### REGISTRATIONS

Registered Professional Landscape Architect in  
Colorado #LA 0000984

### AWARDS AND HONORS

2011 CCASLA Design Honor Award - Land  
Stewardship Designation - NREL RSF

2011 AIA National - COTE Top Ten Green  
Project - NREL RSF I

2010 Landscape Architecture Foundation,  
xtreme LA Challenge, Selected Participant

### Brian Nicholson, RLA, GRP, LEED AP BD+C

ASSOCIATE/LANDSCAPE ARCHITECT

Brian Nicholson, has 7 years of practice in sustainable landscape design and over 15 years of experience in construction and client management. His passion for sustainability has led to the successful implementation of award winning projects. Brian is committed to strong client relationships, creating innovative design solutions and construction coordination. Specific experience includes documentation for Sites and numerous LEED projects, sustainable input on projects that include international community master plans, institutional campuses, federal and municipal buildings and residential developments.

### RELEVANT EXPERIENCE

Parker Public Works Facility–Parker, Colorado–Landscape Architect

Louisville City Services Facility–Louisville, Colorado–Landscape Architect

Loveland Municipal Service Center–Loveland, Colorado–Landscape Architect

Denver Central Platte Campus Landscape Architecture–Denver, Colorado–Senior Landscape Designer

Kansas City Streetcar Maintenance Facility–Kansas City, Missouri– Landscape Architect

Sustainable SITES Initiative Pilot Project NREL Research Support Facility I & II–Golden, Colorado–Project Manager

# RNL

### EDUCATION

Associate of Applied Science, Interior Design–  
Arapahoe Community College, 1990

Associate of Arts in Human Services  
Psychology/Mental Health Emphasis–Edinboro  
University, Pennsylvania, 1981

Parks & Recreation Studies–Pennsylvania State  
University at New Kensington, 1978-79

### AFFILIATIONS

International Facilities Management Association  
(IFMA), Professional Member

### Nancy Hughes-Allen

SENIOR ASSOCIATE

Nancy Hughes-Allen joined RNL in December 1992 as an Interior Designer. She has more than 24 years of experience including project coordination, interior design, design development, programming, space planning, furniture specification, facilities management/move/furniture on-site coordination for a variety of project types.

### RELEVANT EXPERIENCE

Adams 12 Support Services Center–Thornton, Colorado–Interiors Project Coordinator/  
Interior Designer

Colorado Springs Utilities Service Centers–Colorado Springs, Colorado–Interiors Project  
Coordinator/Interior Designer

Emil "Lucky" Reznik Administration, Maintenance and Operations Facility–South Bend,  
Indiana–Interiors Project Coordinator/Interior Designer

RTC Sunset Maintenance Facility #3–Las Vegas, Nevada–Interiors Project Coordinator/  
Interior Designer



**EDUCATION**

Bachelor of Environmental Design, 1996.  
University of Colorado at Boulder, Colorado

**Ken Booth**

SENIOR FACILITY DESIGN MANAGER

Ken Booth, Maintenance Design Group's Senior Project Manager in Denver, builds relationships with clients through a balance of design and function. He has been with the firm for 18 years, and his principle responsibilities include programming and equipment industrial design.

Ken's ambition is to design functional facilities that are efficient and flexible for future generations, and his enthusiasm for robust design is evidenced in the 150+ successful projects he has completed throughout the United States and Canada.

Ken's project experience includes facilities for transit agencies, municipalities, universities and colleges, and the military. Ken believes the foundation of any maintenance facility begins with an accurate space needs program based on operational needs and industrial standards.

**RELEVANT EXPERIENCE**

- Town of Parker Public Works Facility, Parker, Colorado: Project Manager
- City Service Center, Louisville, Colorado: Project Manager
- Denver Water Operational Complex, Denver, Colorado: Project Manager
- City of Golden Public Works Facility, Golden, Colorado: Project Manager
- Summit County Facilities Master Plan, Frisco, Colorado: Facility Designer
- Greenwood Village Public Works Facility Expansion/Renovation, Greenwood Village, Colorado: Project Manager
- Beaver Creek Village Operations Facility, Beaver Creek, Colorado: Project Manager
- City Public Works Facility Master Plan, Alamosa, Colorado: Project Manager
- Town of Avon Facility Needs Assessment, Avon, Colorado: Project Manager
- Beaver Creek Metro District Operations and Maintenance Facility, Beaver Creek, Colorado: Project Manager
- Beaver Creek Metropolitan District, Beaver Creek, Colorado: Facility Designer
- City of Arvada Vehicle Maintenance Utilization Analysis, Arvada, Colorado: Project Manager
- Town of Windsor Public Works Facility, Windsor, Colorado: Project Manager
- Greenwood Village Public Works Facility Concept Design, Greenwood Village, Colorado: Project Manager
- Arapahoe County Fleet Management Facilities Assessment, Littleton, Colorado: Project Manager
- Ken Caryl Metropolitan District, Littleton, Colorado: Facility Designer
- City of Longmont Fleet Expansion, Longmont, Colorado: Project Manager

## 2. FIRM QUALIFICATIONS – RESUMES

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**Monroe & Newell**  
Engineers, Inc.  
Structural Engineers  
Vail • Denver

### EDUCATION

University of North Dakota  
Bachelor of Science, Civil Engineering, 1969

### REGISTRATIONS

Colorado License No. 12082

Peter is licensed in several other states. Full licensing information available upon request.

### AWARDS

American Institute of Architects Professional Affiliate

Colorado State Board of Licensure for Architects, Professional Engineers and Professional Land Surveyors- Past Chairman

American Council of Engineering Companies/ Colorado- Past President

### **Peter Monroe, PE**

PRINCIPAL / STRUCTURAL ENGINEER

Peter Monroe is a founding Principal of Monroe & Newell Engineers, Inc. Since 1987, the firm he has lead has provided structural engineering on the majority of the projects completed in Eagle County. His primary role as a consultant is to provide creative solutions to the architect and to the owner that satisfy each project's needs. Delivering successful projects has enabled him to maintain long-term clients for many years and multiple projects.

### RELEVANT EXPERIENCE

Loveland Municipal Center—Loveland, Colorado

Parker Maintenance Center—Parker, Colorado

Debeque Fire Station—De Beque, Colorado

Summit County Maintenance Facility—Frisco, Colorado

West Vail Fire Station—Vail, Colorado

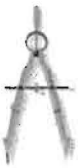
Glenwood Springs Fire Station—Glenwood Springs, Colorado

Garfield County Fairgrounds Addition—Rifle, Colorado

Swift Gulch Maintenance Facility—Avon, Colorado

Eagle County Maintenance Facility—Gypsum, Colorado

Jackson START Bus Maintenance and Operations Facility—Jackson, Wyoming



**Monroe & Newell**  
Engineers, Inc.  
Structural Engineers  
Vail • Denver

### EDUCATION

Bachelor of Science in Civil Engineering/  
Structural Specialty, University of Pittsburgh,  
1996

### REGISTRATIONS

Colorado License No. 42170

### YEARS EXPERIENCE

15 Years Total

11 Years with Monroe & Newell Engineers, Inc

### **Dave Kast, PE**

PRINCIPAL / STRUCTURAL ENGINEER

As Project Engineer at the firm Dave Kast has been providing services to architects, contractors and owners including design development, construction documents, and construction administration. A recent project includes the Rolling Hills Golf Clubhouse, Golden, CO.

Dave also was the Project Engineer for the Summit County Fleet Maintenance, Frisco, CO. This 50,000 sq. ft. maintenance complex comprising three structures: a Vehicle Wash Building, Fueling Canopy and a Fleet Maintenance Building that includes a repair garage, lower level work area, tire shop, parts room, chassis wash, fabrication shop with an over head crane, and administration offices. The Complex uses a variety of structural materials including steel framing with bar joist, load bearing masonry walls, precast framing and concrete flat plat slab. This project received the largest American Recovery and Reinvestment transportation grant for the State of Colorado.

### RELEVANT EXPERIENCE

Loveland Service Center—Loveland, Colorado

Summit County Fleet Maintenance—Frisco, Colorado

Parker Public Works Facility —Parker, CO

Golden Public Works Facility—Golden, CO

Breckenridge Transit Bus Maintenance Building—Breckenridge, Colorado

Town of Jackson START Bus Maintenance & Operations Facility—Jackson, WY

# HUITT-ZOLLARS

## WENDY LEE AMANN, PE

QUALITY MANAGER

### EDUCATION

Bachelor of Science Mechanical Engineering,  
Computer Science Minor, Colorado School of  
Mines

Graduate Study in Structures, University of  
Colorado at Denver

Graduate Study in Start-up and  
Entrepreneurship, Denver Chamber of  
Commerce

### REGISTRATIONS

Professional Engineer/Structural, 1997 /  
Colorado / #32040

### PROFESSIONAL ASSOCIATIONS

Member of American Council of Engineering  
Companies

Member of Society of American Military  
Engineers

Civil Exam Committee for NCEES (National  
Council of Examiners for Engineers and  
Surveyors)

Wendy Amann serves as a project manager as well as a quality control manager, actively participating in various projects for developers, special districts, municipalities, and private clients. Mrs. Amann has been involved in the analysis, design and construction of various structures for a wide range of industries including educational facilities, commercial/ industrial buildings, maintenance/warehouse facilities, retail buildings, mixed-use facilities, and renovation/re-use projects. This experience gave Mrs. Amann the ability to work well with any team designing a project, as well as meeting the client's requirements in an economical and timely manner. She has demonstrated tremendous flexibility and willingness to work with field personnel to facilitate the construction process. Her personal attention to every client assures the successful completion of the project for everyone involved.

### RELEVANT EXPERIENCE

Louisville City Shops Facility – Louisville, Colorado

Tri-State Generation & Transmission Association, Inc. – Frederick, Colorado

Tri-State Generation & Transmission Association, Inc. – Brush, Colorado

Douglas County Road & Bridge Support Facility – Unincorporated Douglas County, Colorado

Douglas County Maintenance Facility - Castle Rock, Colorado

Indian Peaks Maintenance Building - Lafayette, Colorado

Thornton Maintenance Facility – Thornton, Colorado

Foothills Maintenance Facility – Littleton, Colorado

Tri-State Facility Renovation – Rio Rancho, New Mexico

Table Mesa Pedestrian Bridge for RTD – Boulder, Colorado

# HUITT-ZOLLARS

## SEAN LEHOCKY, PE

SENIOR CIVIL /TRANSPORTATION ENGINEER

### EDUCATION

Bachelor of Science, Engineering, Civil  
Emphasis & "Area of Special Interest" in  
Economics, Colorado School of Mines, Golden,  
Colorado

### REGISTRATIONS

Professional Engineer, 2011 /  
Colorado/#45384

### ORGANIZATIONS

ACEC

APWA

Sean Lehocky's professional experience includes eight years with local municipalities. Sean has been with Huitt-Zollars for one year. He served as Project Engineer for both the City of Aurora Public Works Department and the City of Commerce City Public Works Department. During his tenure with the City of Aurora, he provided project management for multi-modal, drainage, and bridge projects. While with the City of Commerce, he performed civil engineering project management for complex Capital Improvement and Development Projects, emphasizing roadway and drainage. He brought these projects in on time and under budget. He helped develop long-range CIP goals, objectives, and action plans including cost estimates, project scope, and funding recommendations. Since joining Huitt-Zollars, Sean has worked primarily on multi-modal roadway projects that provide bike lanes and emphasize increased walkability for pedestrians through improved sidewalk connectivity.

### RELEVANT EXPERIENCE

Broomfield Public Works--Broomfield, Colorado

Lowell Blvd Improvements-- Adams County, Colorado

Bike Plan Improvements – Aurora, Colorado

Long Road Improvements – Greenwood Village, Colorado

Tower Road Widening – Commerce City, Colorado

Toll Gate Creek Trail and CLOMR – Aurora, Colorado

13th Avenue Pedestrian Bridge – Aurora, Colorado



## 2. FIRM QUALIFICATIONS – RESUMES

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### **Roger Crawford, PE**

PRINCIPAL

As one of three founding Principals with MEP Engineering, Inc., Roger has 15 years of experience in the engineering consulting field, with an emphasis on electrical, fire alarm, and telecom building systems. Roger is responsible for the design of systems including production of construction plans, specifications and system cost analysis, as well as coordination between various disciplines, clients, and owner representatives. His wide range of project experience, including mechanical HVAC design and plumbing design, has enabled him to bring many different approaches to projects whether it is an approach to solve a budget consideration or to provide unique design solutions to a project.

#### **EDUCATION**

BS in Architectural Engineering University of CO  
Boulder, CO

#### **REGISTRATIONS**

Arizona, California, Colorado, Florida, Kansas,  
Massachusetts, Minnesota, Mississippi,  
Missouri, Montana, Nebraska, Nevada, New  
Mexico, North Dakota, Texas, Utah, Wyoming

#### **RELEVANT EXPERIENCE**

Sand Creek Maintenance Bldg.-Lab  
Remodel, Commerce City, CO

Vehicle Maintenance Facility, Trinidad, CO

Knight Transportation, Aurora, CO

Vehicle Storage Facility, Ouray, CO

Sand Storage Facility, Grandby, CO

Vehicle Storage Facility, Gunnison, CO

Vehicle Storage Facility, Longmont, CO

Vehicle Storage Facility, Fort Lupton, CO

Vehicle Storage Facility - Rangely, CO

Kittredge Vehicle Storage Facility, Kittredge,  
CO

6 Bay Vehicle Storage Facility, Norwood, CO

Vehicle Storage Facility Office Addition,  
Pueblo West,

CO Vehicle Storage Facility Expansion,  
Debeque, CO

Vehicle Storage Facility Expansion, Rifle, CO

8 Bay Vehicle Storage Facility, Divide CO

16 Bay Vehicle Storage Facility, Fairplay CO



### **Kevin Przytarski**

SENIOR ELECTRICAL ENGINEER

Kevin brings over 17 years of electrical engineering experience to our team. He acts as the Electrical Operations lead and is responsible for all daily operations of the company. Kevin also performs the coordination, production, and design of power distribution, lighting, and fire detection systems to satisfy client/building objectives while maintaining building code requirements. Kevin's design experience includes production of construction plans, system specifications, and coordination between various disciplines, clients and owner representatives on a variety of projects.

#### **EDUCATION**

Associate of Applied Science Degree Front  
Range Community College, Colorado

#### **RELEVANT EXPERIENCE**

Rifle Maintenance Facility, Rifle, CO

Summit County Fleet Maintenance Facility,  
Summit County, CO

Maintenance Facility Restroom Remodel,  
Empire, CO

Knight Transportation, Olive Branch, MI

West Star Airplane Hangar, Grand Junction,  
CO

Colorado Biolabs, Fredricks, CO

Coors - Central Distribution Center, North  
Building Expansion, Denver, CO

Missoula Air Traffic Control Tower, Missoula,  
MT

Nestle Waters North America Bottling  
Manufacturing, Denver, CO

Colorado Department of Transportation-  
Multiple projects, Multiple locations



**EDUCATION**

Associate of Science Degree-Engineering  
Drafting College, Lakewood, CO

**Mark Brown**

SENIOR MECHANICAL/PLUMBING ENGINEER

Mark is one of our Senior Mechanical/Plumbing Engineers. He is responsible for the design of mechanical, plumbing and fire protection systems including the production of construction plans, specifications and system cost analysis, as well as coordination between the various disciplines, clients, and owner representatives. Mark has over 25 years of experience in mechanical/plumbing building systems design for many types of facilities.

**RELEVANT EXPERIENCE**

Sand Creek Maintenance Bldg. - Lab Remodel, Commerce City, CO	Kittredge Vehicle Storage Facility, Kittredge, CO
Vehicle Maintenance Facility, Trinidad, CO	Vasquez Pump Station, Denver, CO
Maintenance Facility Restroom Remodel, Empire, CO Wash Bay, Boulder, CO	6 Bay Vehicle Storage Facility, Norwood, CO
Knight Transportation, Aurora, CO	Building Addition, Johnson Village, CO
Vehicle Storage Facility, Ouray, CO	Vehicle Storage Facility Office Addition, Pueblo West, CO
Sand Storage Facility, Grandby, CO	Vehicle Storage Facility Expansion, Debeque, CO
Vehicle Storage Facility, Gunnison, CO	Vehicle Storage Facility Expansion, Rifle, CO
Vehicle Storage Facility, Longmont, CO	8 Bay Vehicle Storage Facility, Divide CO
Vehicle Storage Facility, Fort Lupton, CO	16 Bay Vehicle Storage Facility, Fairplay CO
Vehicle Storage Facility - Rangely, CO	GSA -- Assessments -- Multi Building

**EDUCATION**

B.S. in Mechanical Engineering, Walla Walla University College Place, WA

Mathematics Minor, Walla Walla University College Place, WA

**REGISTRATIONS**

Colorado:

**Aaron Dickerson, PE**

SENIOR MECHANICAL ENGINEER

Aaron has twelve years of mechanical engineering experience in various fields ranging from manufacturing, machine design, to mechanical systems design. His wide range of experience allows him to bring a creativity and unique perspective to projects. Aaron performs production and design of mechanical, plumbing, and engineering systems while ensuring code compliance and client satisfaction. Aaron's design experience includes production of construction plans, specifications, coordination between the design team, client and owner interaction, and construction administration services.

**RELEVANT EXPERIENCE**

Parker Public Works Facility – Parker, CO	Remodel, Centennial, CO
Mountain Metropolitan Transit, Colorado Springs, CO	FBI Office - 1st Floor Bruice M. Sickle Bldg, Minot, ND
Metro Transit I & II - Colorado Springs, CO	GSA; ICE, Douglas County, CO
City of Aurora Wash Facility, Aurora, CO	GSA; Provo Utah Federal Building FBI Project, Provo, UT
Transwest Mega Mall, Brighton, CO	Ken Caryl Community Recreation Center Renovation, Ken Caryl Ranch, CO
CDOT – VSF Expansion, Twin Lakes, CO	March AFB, Building 650 Room #113, Riverside County, CA
1881 Pierce St – Denver, CO	MHCD Child & Family Community Center, Denver, CO
CO Springs Auditorium, Colorado Springs, CO	Eaton Aerospace, Broomfield, CO
Colorado Housing and Finance Authority Remodel, Denver, CO	J&L Hangar, Englewood, CO
DMVA, Building 268 – JFHQ Office	

**PROJECT DESCRIPTION AND INTENT**

Adams County's existing Fleet/Transportation facility is approximately 48,000 square feet and is located at 4955 East 74th Avenue in Commerce City. The existing facility contains the County's Fleet Maintenance and Probation operations. The facility is a 2 story wood framed structure which was constructed in the early 1980s and its usefulness has become obsolete. The intent of this project will be to remodel the existing facility or build an entirely new Fleet/Transportation facility either on the existing site or on a new site. It is anticipated that the existing probation operations will also be affected, however at this time it is unclear as to how these County services will be affected.



*Summit County Fleet Maintenance Facility*

This will be a two phased project which includes Programming and Master Planning as Phase I and Final Design and Construction as Phase II. In Phase I, the intent will be to develop a long range program of the existing operations which will document the existing, short term, and long term expansion needs to meet the anticipated growth of the County and final approved master plan. The program will identify the required site/acreage needs as well as the square foot requirements for an operationally functional, safe, efficient, and sustainable facilities.

Phase II's intent will entail final design along with the selection of a CM/GC partner to assist the County and the RNL team with preconstruction services prior to construction. By including a CM/GC partner on the team during final design, a Guaranteed Maximum Price will be delivered to the County prior to the County's agreement of a separate construction contract.

The project needs to meet LEED Silver minimum standards, but the County will not register and certify the project.

**TEAM ROLES, RESPONSIBILITIES & EXPECTATIONS**

**RNL**

The lead consultant for this project will be RNL located in Denver, Colorado. RNL will hold the prime contract with Adams County & will subcontract directly with our consultant team, including civil, structural, mechanical, plumbing, and electrical engineering, maintenance and wash equipment design, fueling system design (if necessary). RNL's core services include architectural design, landscape design, interior design, lighting design and primary project management duties for the design consultant team.

As the prime consultant, RNL's Project Manager, Jonathan Flager will be the primary point of contact for the County's Project Manager. We will coordinate and conduct all programming, master planning, and design meetings with the County and our consultants. We will conduct quality control/quality assurance (QA/QC) reviews at the completion of each phase of design in conjunction with the County's reviews. We will conduct bi-weekly project updates with the County at minimum, however as described in more detail in our process description, our process is very hands on with our owners, especially during the initial phases of design. We will fully document these meetings through complete and accountable meetings minutes, which not only assign responsibility but also necessary completion dates for each sub-task.

As necessary, RNL will present the project to the County's elected officials. It is anticipated that there will be 4-6 of these presentations.

**SERVICES PROVIDED BY RNL's TEAM**

Project Management, Architecture, Landscape Architecture, Interior Design, Lighting Design, Daylighting Analysis, Civil Engineering, Structural Engineering, MEP Engineering, Low Voltage, Fire Alarm, Equipment Design, Specifications, Fire Suppression Design/Build Specifications

**OPTIONAL SERVICES BY RNL (NOT INCLUDED IN OUR FEE PROPOSAL)**

Fueling Design, Irrigation Design, FF&E, Security, Enhanced Commissioning, Life Cycle Cost Analysis, Energy Modeling, Facility Maintenance Plan, Public Outreach/Involvement.



*Master Plan Charrette*



*Emil "Lucky" Reznik Bus Maintenance & Operations Facility-LEED-NC Platinum*

### 3. SCOPE OF SERVICES



Adams 12 Five Star School District  
Support Services Center

#### **Adams County**

The County is responsible for sharing their project goals, desires, vision, functional needs and their necessary deliverable dates and expectations to maintain the project schedule and milestones. If necessary, the County will lead communication with other property owners. The County's roles and responsibilities throughout the project will be to schedule meetings between the end users and the design team at RNL's request and/or the County's request. Feedback reviews will need to be completed within a two week time period after receipt of milestone deliverables. The project's construction budget is currently stated to be between \$6 - \$10 million. If this changes during the overall design process, this needs to be communicated to RNL immediately so that we ensure we are meeting your overall project goals.

#### **SERVICES PROVIDED BY THE COUNTY (if needed, RNL can add these services)**

Survey, Geotechnical Engineering, Traffic Impact Studies, Environmental Testing, Entitlements including Land Evaluation/Acquisition Services, Construction Testing and Inspections

#### **CM/GC**

The selected CM/GC partner's role and responsibility during the preconstruction phases will include providing vetted and timely updated pricing information and constructability reviews to the design team to ensure that the design is on target with the overall project budget. Pricing information should include outreach to the subcontracting community, and if necessary, the use of historical data to help determine costs. Additionally, the Superintendent of the project needs to be involved in the preconstruction phases to provide constructability reviews while working with the County and the design team for alternative systems analysis, construction schedule impacts, and availability of materials.

#### **SERVICES PROVIDED BY THE CM/GC PARTNER**

Cost estimating, constructability reviews, construction schedule impacts and opportunities

#### **ANTICIPATING THE UNEXPECTED**

All facility construction projects come with unanticipated challenges that lead to new opportunities. Our core team's overall depth of experience will be a true asset for the County, because we have dedicated our professional careers to this type of work and personally take our projects through all phases from pre-design through construction. Our mitigation methodology starts at the beginning, in programming and continues through all phases of design and through construction. It is a constant process, so that the unanticipated does not occur. By keeping our team leadership intact from project start to project completion ensures that project history knowledge and decision making remains intact throughout the life of the project.

#### **Challenge & Anticipated Mitigation #1 – Save or Build New:**

The challenges on this project will start in the initial phases in determining if the existing facility can be saved and remodeled, or replaced. Our proven programming methodology will mitigate this risk, by using proven industry standards for facility design to determine the overall needs and sizes of spaces that provide superb operational functionality, safety, and 20+ year growth needs.

#### **Challenge & Anticipated Mitigation #2 - Budget :**

Per Addendum #1, the County currently maintains a fleet of over 500 vehicles. This will certainly increase when looking at the long life growth projections during the programming process. During the programming process, we will establish overall cost per square budget analysis utilizing recent similar constructed projects' costs, and present this to the County's stakeholders during these initial phases, before master planning and concept design. This ensures that an entire project is master planned and designed through schematic design, but if necessary to meet budget, the construction scope is reduced to meet project budget while ensuring some intermediate growth potential exists within a new facility.

#### **Challenge & Anticipated Mitigation #3 – Buried Site Treasures:**

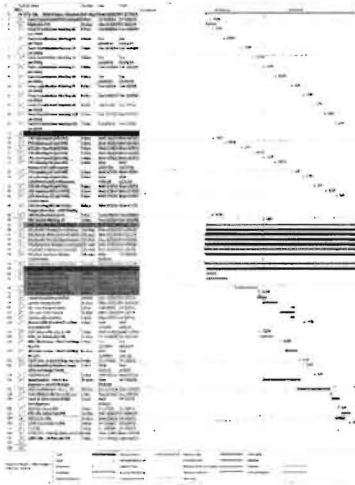
Often times, our projects are built on previously developed sites. By taking the time early in design to understand the history of a site we can make better informed decisions of how and where to investigate further if necessary.



Greenwood Village Public Works  
Facility Expansion

**EXPERIENCE DESIGNING WITHIN A DEFINED TIMELINE**

Designing within a defined timeline starts by creating a detailed schedule with input and agreement by all team members. Our schedule will not only include milestones, but sub-tasks, meetings, presentations and interim deliverables within the project milestones. Ultimately, your ideal desired construction start date drives the schedule & we build the schedule backwards which includes timelines for planning approvals and permitting. For your project, we anticipate the following milestone and subtask completion schedule.



Example - Detailed RNL Project Schedule

**Anticipated Award  
Commencement of Design Activities**

- Project Kickoff and Visioning Sessions
- Program Questionnaires
- Program Interviews
- Interim Program Reviews
- Final Program Review

**Early March, 2016  
Mid March to Late May, 2016**

Late March  
Mid April  
Late April  
Mid May  
Late May

**Site Location / Conceptual Layouts**

- Master Plan Charrette
- Master Plan Refinement
- Concept Design Charrette
- Concept Design Refinement

**Early June to Late July, 2016**

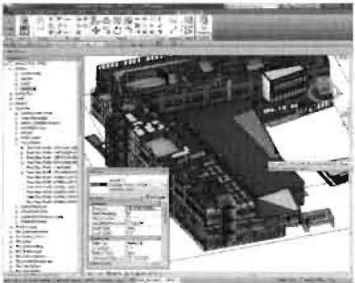
Early June  
Mid June to Early July  
Early July  
Late July

**SD  
DD  
CD**

**RFQ & RFP process for CMGC**

**GMP Established  
Permitting  
Construction Commences  
Construction Complete**

**August through September, 2016  
October through December, 2016  
January through March, 2017  
August through Mid-November, 2016  
Late January, 2017  
April, 2017  
April, 2017  
April, 2018**



BIM - Revit technology

**EXPERIENCE DESIGNING WITHIN A DEFINED BUDGET**

Our 8 regional maintenance and operations facility projects over the past 10 years are illustrated below. These projects were delivered hard bid, design build, and CM/GC. Project budget is dependent upon three critical factors; program, quality of materials, and efficiency. Since 2005, our regional (Colorado, Utah, and Wyoming) maintenance and operations facilities projects include the following; 1) Design Build, (5) Hard Bid, (3) CM/GC.

- Percentage of change orders:** High: 7%, Low: 0%, Average: 3.5%
- Owner directed changes:** High: 4%, Low: 0%, Average: 2%
- Construction necessitated changes:** High: 5%, Low: 1%, Average: 3%
- Errors or Omissions:** High: 5%. Low: 1%, Average: 3%
- Percentage of projects completed within original budget:** 12.5%

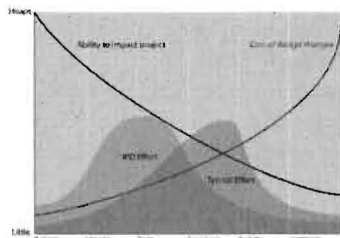
**VALUE ENGINEERING**

We firmly believe in the benefits of utilizing the Life Cycle Cost Analysis (LCA) approach on projects combined with Value Engineering. Often times, value engineering looks at the immediate costs, however LCA integrates a long term value and payback analysis into making cost cutting decisions. At the core of the LCA process is the utilization of energy modeling to analyze different building and systems components to engage a long life analysis discussion.

**PROGRAMMING AND MASTER PLANNING - DESIGN VALUES**

**Functionality**

First and foremost, the programming and concept design for this project must be functional. Our entire approach is centered around developing facilities that will be functional and designed specifically for your staff and users based upon their desired operating and maintenance procedures. To do this our design team will spend the necessary time to understand how your departments operate as well as share how similar organizations operate and the latest innovative design solutions that can be incorporated to create a more functional, safe and efficient facility and operation.



BIM Process Diagram

### 3. SCOPE OF SERVICES

#### Safety

Ensuring that your master plan creates an overall efficient yet safe environment is our top priority. Public Works facilities naturally combine many employees along with many types and sizes of vehicles. Operations vary between each municipality but all require delivery of bulk materials throughout the year, and in the case of severe weather, operations can become 24 hour operations for multiple days on end. Safe master plans create ideal traffic flow patterns, right sized drive widths, and separate employee parking from fleet vehicle parking.

Ensuring that the site functions properly with regards to stormwater conveyance, stormwater detention/retention, and providing sufficient snow storage areas are also key safety aspects that need to be addressed during the master planning phase.

#### Sustainability and Energy Efficiency

All of the RNL Team's projects are designed to be sustainable. Our goal is to design exceptional places and facilities that help improve people's lives and work environments by being responsible stewards of the earth, and by addressing the triple bottom line of energy efficiency, healthy facilities, and respect for the environment. These values are inherent from master planning through final design, and are core to RNL's mission.



Golden Public Works Facility

### WORK PLAN

#### PRE-DESIGN

##### A. Site Tours and Project Visioning Session(s)

This initial phase of the project is a critical first step, and one that we have utilized for over a decade. Before our team and your stakeholders begin talking about their facility needs and the workspaces they're accustomed to working in everyday, we like to start by taking a day long field trip with them to see recent similar projects. These tend to be eye opening, but more so start to build the relationships between our team with your stakeholders. By seeing our completed work, it establishes trust and also helps your staff begin to envision what they need more clearly.

We follow this up with a morning or afternoon session with the stakeholder group talking about what they liked and disliked on the tours, and making this into a visioning session for their project, and often times include energy efficiency goals, environmental goals, public outreach goals, establishing acceptable life cycle cost goals, etc. These are just a few examples, but the point is to tie the project to how it fits within the public realm, and to show how the use of tax payer money is being used efficiently and intelligently.

##### B. Programming

Our program not only defines how much vertical building area is required, but also how much horizontal site area is needed for vehicle parking, circulation, and material + equipment storage. These numbers equate to an overall site acreage required versus what is available or needs to be acquired.

This programming process integrates a complete and thorough immediate and long term analysis of fleet maintenance, administration, operations, heated storage, covered storage, solid + liquid deicer, covered parking, uncovered parking, yard storage, and employee parking needs.

This phase starts with a questionnaire for each department that will participate in the project. During this phase we will conduct interviews with your various staff groups after which we will prepare the programming document and distribute for your review. We will then conduct a follow up meeting(s) for your approval of the program.

The program will identify necessary spaces, relationships, and square footage requirements for the following:



Summit County Facilities Master Plan



Open house/Charrette





Boulder County Open Space & Transportation Complex

Fleet Maintenance	Fueling Station
Transportation	Wash Facilities
Sheriff's Office	Covered bulk material storage
Facilities	Uncovered bulk material storage
Human Services	Employee Parking
Administration	Fleet Parking

**C. Master Planning**

After acceptance of the final program verification, the RNL Team will conduct a four to five day on site charrette. We have used this process for over 30 years and find it highly successful in identifying your goals and can confidently say that this process allows you to be assured of the right solution. We will focus on a balanced design approach of quality, functionality, and sustainability. We will work collaboratively and present our concepts to your team each day to ensure that we have met your criteria of:

1. Space Flexibility / Technological Flexibility
2. Blending Changes with the Built Environment (structures and campus)
3. Future Growth Requirements for Involved Work Teams
4. Adequate Training Space for Combined Team Meetings
5. Environmental Responsibility – Potential Green Roof Application, Potential Creative Use of Waste, Potential Recycled Oil for Heat, etc.
6. Security Challenges – Customer Friendly Reception with Required Security
7. Possible Physical Fitness Training Space & Equipment

**DESIGN AND CONSTRUCTION**

**D. Concept and Schematic Design**

For this phase, the RNL team will utilize the design charrette to further develop the approved master plan into conceptual design of the site buildings and structures. This charrette will be a three to four day effort to define overall volumes, internal space plans, and architectural forms which respond to the specific site characteristics. This process will engage overall storm water conveyance and storage, existing utility impacts, functional design, initial exterior material assemblies, interior material design intent narratives, systems narratives, and an initial equipment list.

**E. Design Development Phase**

For this phase, the RNL team will collaborate with the County and the CM/GC. Value engineering combined with constructability reviews, lifetime maintenance costs, and systems replacement/maintenance costs are all vital in the decision making process early in this phase. Completion of this phase will result in 40-50% design and conclude with an additional cost estimate by the CM/GC based on the increased design information.

**F. Construction Documents**

For this phase, the RNL team will collaborate with the County and the CM/GC to review their Design Development cost estimate. This phase will include an 85% design deliverable of drawings and specs to the CM/GC for their preparation of the GMP. Constructability reviews and construction schedule reviews with the County and the CM/GC will be vital throughout this phase to ensure that the final GMP includes all necessary construction scope items. Completion of this phase will result in 100% design drawings and specifications.

**G. Deliverables:**

Table G. 1 highlights what the final Contract Document package will entail. Throughout all phases of the project, we build towards this list, adding more and more detail with each drawing package. During the SD and DD phases, we will supplement typical black and white construction type drawings with 3D renderings, rendered site and floor plans, interior and exterior materials boards.



Denver Central Platte Public Works Campus – Main Entry – LEED-NC GOLD



Denver Central Platte Public Works Campus – Fleet Maintenance – LEED-NC GOLD

### 3. SCOPE OF SERVICES

#### H. Bidding/Permitting

The team will work with the authorities having jurisdiction and answer all questions and address any comments from their review for permit. Additionally, the team will work with the County and the CM/GC to expedite all necessary permit reviews.

#### I. Construction Administration

Weekly Owner, Architect, Contractor meetings will be held at the jobsite. The estimated construction timeline is 52 weeks. Each week we will conduct site & construction reviews after which we will issue site reports. The RNL team will review materials and testing reports, contractor's RFIs, submittals, and contractor's pay applications.

**TABLE G.1**

Site Plan	Exterior Wall Sections	Site Electrical Plan
Code Plans	Plan Details	Site Lighting Plan
Site Plan and Details	Section Details	Electrical Plans
Utility Plans	Interior Details	Electrical One-Line Diagram
Plan & profile drawings	Interior Elevations	Electrical Panel Schedules
Grading Plans	Casework Plans	Electrical Details
Spot grading plans	Casework Elevations	Fire Alarm Plans
Paving plans	Casework Details	Security Plans
Paving details	Door + Hardware Schedule	Low Voltage Plans
Misc. Civil details	Door + Frame Types	A/V plans
Landscape Plan	Door Details	Schedules
Landscape Plant Materials	Window Schedule	Lighting Plans
Landscape Details	Glazing Types	Luminaire Schedules
Foundation Plans	Window Details	Equipment Plans
Framing Plans	Room Finish Schedule	Equipment Schedules
Structural Details	Finish Plans	Process Piping Plans
Building Plans	Site Mechanical Plan	Equipment Details
Enlarged Building Plans	Mechanical Plans	Process piping details
Site Structures Plans	Mechanical Schedules	Equipment Plans
Roof Plans	Mechanical Details	Equipment Schedules
Building Elevations	Plumbing plans	Edited 3 Part Specifications
Building Sections	Plumbing details	

#### STAFFING PLAN

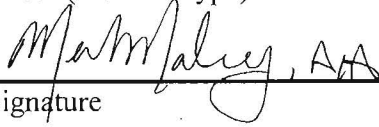
	PRE-DESIGN	SCHEMATIC DESIGN	DESIGN DEVELOPMENT	CONSTRUCTION DOCUMENTS	PERMITTING	CONSTRUCTION ADMINISTRATION
Merlin Maley Project Executive	25%	40%	20%	10%	5%	10%
Jonathan Flager PM & PA	50%	100%	100%	100%	25%	50%
Max McCloskey Intern Architect		100%	100%	100%		25%
Landscape Architect		15%	15%	20%		5%
Interior Design			15%	20%		5%
Lighting			15%	15%		5%
Specs			20%	40%		5%



**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:

RNL Design, Inc	2/4/16
_____ Company Name	_____ Date
Merlin Maley, AIA	
_____ Name (Print or Type)	
	
_____ Signature	
Associate Principal	
_____ 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



**PROPOSAL FORM**  
2016.XXX Professional Design Services

**VENDOR'S STATEMENT**

I have read and fully understand all the special conditions herein set forth in the foregoing paragraphs, and by my signature set forth hereunder, I hereby agree to comply with all said special conditions as stated or implied. In consideration of the above statement, the following proposal is hereby submitted.

WE, THE UNDERSIGNED, HEREBY ACKNOWLEDGE RECEIPT OF

Addenda #   1   Addenda #   2    
If None, Please write NONE.

RNL Design	2/4/16
Company Name	Date
1050 17th Street, Suite A200	<i>Merlin Maley, AIA</i>
Address	Signature
Denver, CO 80265	Merlin Maley, AIA
City, State, Zip Code	Printed Name
Denver	Associate Principal
County	Title
303-295-8497	303-292-0845
Telephone	Fax
merlin.maley@rnldesign.com	
E-mail Address	

## Request for Taxpayer Identification Number and Certification

**Give Form to the  
 requester. Do not  
 send to the IRS.**

Print or type  
 See Specific Instructions on page 2.

<b>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</b> <div style="text-align: center; font-family: cursive;">RNL Design Inc</div>	
<b>2 Business name/disregarded entity name, if different from above</b>	
<b>3 Check appropriate box for federal tax classification; check only one of the following seven boxes:</b> <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <b>Note.</b> For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	<b>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</b> Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
<b>5 Address (number, street, and apt. or suite no.)</b> <div style="text-align: center; font-family: cursive;">1050 17<sup>th</sup> St, Ste A-200</div>	<b>Requester's name and address (optional)</b>
<b>6 City, state, and ZIP code</b> <div style="text-align: center; font-family: cursive;">Denver CO 80265</div>	
<b>7 List account number(s) here (optional)</b>	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

<b>Social security number</b>												
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or												
<b>Employer identification number</b>												
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">8</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">4</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">-</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">1</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">4</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">3</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">9</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">4</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">5</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">3</td> </tr> </table>	8	4	-	1	4	3	9	4	5	3		
8	4	-	1	4	3	9	4	5	3			

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ <u>2016</u>
------------------	----------------------------	--------------------

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

#### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (Interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued);
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

**Fleet Facility - Summary of Qualifications:**

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

**Business / Corporate Information:**

Current Name of Firm: RNL Design, Inc Place of Incorporation: Denver, CO  
Other Names / Previous Names: N/A  
Type of Business: Corporation Number of Years in Business: 60 total, 45 since incorporation  
Number of Employees: 132 Number of Local Employees: 98  
Principals/ Owners: 9 VP/Directors: 8 Project Managers: 10  
Architects: 70 Engineers: NA Support Staff: 10 Admin

**Project Information (through the past 10 years):**


Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: 2,500+  
Total number of Fleet Facility Projects: 75  
Number of Projects Valued \$5,000,000 to \$10,000,000 in Construction Cost: 100+/-  
Number of Projects for Governmental Agencies (State, County, Municipal): 65  
Total Number of Projects for Adams County: 6  
Value of Work Currently Under Contract: \$ 39 Million (Gross)  
Number of Projects completed with Sub-consultant / Primary Design lead: 2,500+

*Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.*

**Verification of Qualifications Summary:**

Merlin Maley, AIA - Associate Principal  
Name and Title (Printed)

  
Signature

2/4/16  
Date

**Fleet Facility - Summary of Qualifications:**

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

**Business / Corporate Information:**

Current Name of Firm: Maintenance Design Group, LLC Place of Incorporation: N/A

Other Names / Previous Names: N/A

Type of Business: LLC Number of Years in Business: 20

Number of Employees: 36 Number of Local Employees: 18

Principals/ Owners: 1-Principal/5-Owner VP/Directors:                      Project Managers: 8

Architects:                                      Engineers: 2 Support Staff: 10

**Project Information (through the past 10 years):**

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: 209

Total number of Fleet Facility Projects: 73

Number of Projects Valued \$5,000,000 to \$10,000,000 in Construction Cost: 30

Number of Projects for Governmental Agencies (State, County, Municipal): 71

Total Number of Projects for Adams County: 1

Value of Work Currently Under Contract: \$ 32,777,313

Number of Projects completed with Sub-consultant / Primary Design lead: 23

*Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.*

**Verification of Qualifications Summary:**

Ken Booth  
Name and Title (Printed)

  
Signature

02/03/16  
Date

**Fleet Facility - Summary of Qualifications:**

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

**Business / Corporate Information:**

Current Name of Firm: Huitt-Zollars, Inc. Place of Incorporation: Texas

Other Names / Previous Names: n/a

Type of Business: Engineering, Architecture Number of Years in Business: 40

Number of Employees: 488 Number of Local Employees: 6

Principals/ Owners: 1 VP/Directors: 77 Project Managers: 110

Architects: 97 Engineers: 252 Support Staff: 70

**Project Information (through the past 10 years):**

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: 10,500

Total number of Fleet Facility Projects: 22

Number of Projects Valued \$5,000,000 to \$10,000,000 in Construction Cost: 5,000

Number of Projects for Governmental Agencies (State, County, Municipal): 3,500

Total Number of Projects for Adams County: 5


Value of Work Currently Under Contract: \$ 300M

Number of Projects completed with Sub-consultant / Primary Design lead: 6

*Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.*

**Verification of Qualifications Summary:**

Kim Kemper, Vice President  
Name and Title (Printed)

  
Signature

2/2/2016  
Date

**Fleet Facility - Summary of Qualifications:**

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

**Business / Corporate Information:**

Current Name of Firm: MEP Engineering, Inc. Place of Incorporation: Denver, CO

Other Names / Previous Names: N/A

Type of Business: Engineering Consulting Number of Years in Business: 11.5 Years

Number of Employees: 52 Number of Local Employees: 52

Principals/ Owners: 4 VP/Directors: 0 Project Managers: 8

Architects: 0 Engineers: 27 Support Staff: 13

**Project Information (through the past 10 years):**

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: 4,700

Total number of Fleet Facility Projects: 25

Number of Projects Valued \$5,000,000 to \$10,000,000 in Construction Cost: 250

Number of Projects for Governmental Agencies (State, County, Municipal): 125\*

\*Excludes School District Work

Total Number of Projects for Adams County: 0

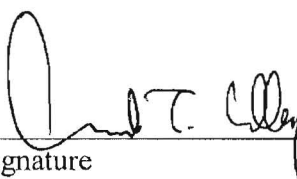
Value of Work Currently Under Contract: \$ 4,500,000

Number of Projects completed with Sub-consultant / Primary Design lead: \_\_\_\_\_

*Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.*

**Verification of Qualifications Summary:**

Gerald T. Colley  
Name and Title (Printed)

  
Signature

2/1/2014  
Date



**Fleet Facility - Summary of Qualifications:**

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

**Business / Corporate Information:**

Current Name of Firm: Monroe & Newell Engineers, Inc. Place of Incorporation: Colorado

Other Names / Previous Names: Monroe Engineering Consultants Inc./Design Structures Inc.

Type of Business: Consulting Structural Engineering Number of Years in Business: 29

Number of Employees: 31

Number of Local Employees: 31

Principals/ Owners: 8 (Engineers) VP/Directors: -

Project Managers: -

Architects: -

Engineers: 11

Support Staff: 4

CADD Technicians/Revit Modelers: 8

**Project Information (through the past 10 years):**

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: 3582

Total number of Fleet Facility Projects: 19

Number of Projects Valued \$5,000,000 to \$10,000,000 in Construction Cost: 144

Number of Projects for Governmental Agencies (State, County, Municipal): 93

Total Number of Projects for Adams County: -

Value of Work Currently Under Contract: (Construction Cost) \$192,000,000

Number of Projects completed with Sub-consultant / Primary Design lead: 12

*Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.*

**Verification of Qualifications Summary:**

PETER MONROE, PRINCIPAL  
Name and Title (Printed)  
MONROE & NEWELL ENGINEERS, INC

  
Signature

2/1/16  
Date