## STUDY SESSION AGENDA
**TUESDAY**  
August 2, 2022

*ALL TIMES LISTED ON THIS AGENDA ARE SUBJECT TO CHANGE*

<table>
<thead>
<tr>
<th>Time</th>
<th>Attendee(s)</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>11:15</td>
<td>Alisha Reis</td>
<td>Administrative Item Review / Commissioners Communication</td>
</tr>
<tr>
<td>11:45</td>
<td>Byron Fanning</td>
<td>BNSF Whitewater Project on Clear Creek</td>
</tr>
<tr>
<td>12:15</td>
<td>Brian Staley / Janet Lundquist</td>
<td>Public Works Operations Update</td>
</tr>
<tr>
<td>12:45 - 12:55</td>
<td>Break</td>
<td></td>
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<tr>
<td>12:55</td>
<td>Eddie Valdez / Nick Ingmire / Kat Herrera</td>
<td>Human Services A/V Update</td>
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<tr>
<td>1:25</td>
<td>Eddie Valdez / Meg Pickens</td>
<td>Friends First Overview</td>
</tr>
<tr>
<td>1:55</td>
<td>Eddie Valdez / Meg Pickens</td>
<td>WBC Subsidized Employment Program-Express Staffing Budget Breakdown</td>
</tr>
<tr>
<td>2:25 P.M. – 2:35 P.M.</td>
<td>Break</td>
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<tr>
<td>2:35 P.M.</td>
<td>Doug Edelstein</td>
<td>Executive Session Pursuant to C.R.S. 24-6-402(4)(b) for Legal Advice and Update Regarding Treasurer Litigation</td>
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</tbody>
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(AND SUCH OTHER MATTERS OF PUBLIC BUSINESS WHICH MAY ARISE)

***AGENDA IS SUBJECT TO CHANGE***
STUDY SESSION ITEM SUMMARY

DATE OF STUDY SESSION: 8/2/22

SUBJECT: Clear Creek BNSF Whitewater Park

OFFICE/DEPARTMENT: County Manager/PW

CONTACT: Byron Fanning

FINACIAL IMPACT: Potentially $4M out of General Fund

SUPPORT/RESOURCES REQUEST: Can staff use General Fund dollars in the amount of $4M to support this project

DIRECTION NEEDED: Direction on approach for funding

RECOMMENDED ACTION: Approval to move forward with this project

DISCUSSION POINTS:

On 7/19, at Study Session, the BOCC asked staff to further investigate alternative funding streams to move this project forward in light of the $7.8M General Fund request on the table. Staff has had conversation with BNSF, the Mile High Flood District, and several potential grant funders to better understand options for funding this project. Staff feels confident that funding up to $3.8M can be contributed to this project from sources other than the General Fund, thus reducing the General Fund ask to $4M with the potential for that number to be decreased if more grants can be obtained to support the project. Staff asks that the BOCC support this project with $4M from the General fund in addition to the other funding sources discussed during the presentation.

- The project is short budget
- The project is about 90% designed
- Additional costs to the project are not anticipated at this time
- Staff has sourced a few alternate funding sources to lessen the impact on the General Fund
- Staff has researched alternative projects and determined that this project is the best way to achieve this kind of impact on the community, especially given safety concerns, the community it is planned for, and the partnerships that have come together to move this project forward
Clear Creek Trail and Drop Structure Project with MHFD and BNSF

August 2, 2022
Proposed Conditions
Previous BoCC Actions

• July 2018 – Executed IGA with MHFD.
• May 2019 – Approved $3M Open Space Grant.
• November 2019 – 1st Amendment to IGA.
• October 2020 – 2nd Amendment to IGA.
• October 2021 – 3rd Amendment to IGA.
### Agency Contributions

<table>
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<tr>
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<tbody>
<tr>
<td>BNSF</td>
<td>$2,250,000</td>
<td>$4,250,000</td>
</tr>
<tr>
<td>Public Works</td>
<td>$750,000</td>
<td>$750,000</td>
</tr>
<tr>
<td>Parks &amp; Open Space</td>
<td>$4,100,000</td>
<td>$6,000,000</td>
</tr>
<tr>
<td>MHFD</td>
<td>$1,000,000</td>
<td>$2,375,000</td>
</tr>
<tr>
<td>CWCB</td>
<td>$100,000</td>
<td>$200,000</td>
</tr>
<tr>
<td><strong>Total Funding Identified</strong></td>
<td><strong>$8,200,000</strong></td>
<td><strong>$13,575,000</strong></td>
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<tr>
<td><strong>Project Cost Estimate</strong></td>
<td><strong>$10,200,000</strong></td>
<td><strong>$21,310,000</strong></td>
</tr>
<tr>
<td><strong>(Min. Funding Shortfall)</strong></td>
<td><strong>$2,000,000</strong></td>
<td><strong>$7,735,000</strong></td>
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</tbody>
</table>
Factors to Consider

• There are several partnering agencies for this project:
  ▪ CDOT has donated 2.9 acres of land
  ▪ BNSF has never partnered with MHFD previously
  ▪ CWCB has provided grant support
  ▪ An AdCo Open Space Grant has been awarded
  ▪ MHFD has supported this project out of the Adams County contribution
  ▪ Parks & Public Works have partnered on this project
Factors to Consider

- This project addresses safety concerns
  - The drop structure is unsafe and not likely to be addressed if AdCo doesn’t fund the project
- BNSF has agreed to a trail connection under their bridge (may not if we pull out)
- A water rights issue at Little Dry Creek Lake will be addressed by this project (partial filling of the lake/reduce surface area)
Factors to Consider

• Based on consultation with MHFD, a similar project cannot be done for less money
• Projects in other areas would not have the partnership funding we have on this one
• We could do smaller water access projects in other areas but not with this impact
• This project is close to Goat Hill, an area without many recreation options
Potential Funding Sources

Realistic Options

• Public Land Dedication Fees $2.0M
• Clay St. Trail OS Grant – leftover funds $0.7M
• New AdCo Open Space Grant $1.0M

Other Options

• Natural Resources Damages Funding request for Rocky Mtn. Arsenal $1.0M
• GOCO Legacy Grant Request $1.0M
Staff Analysis

• BNSF is not going to provide any further financial support
• The project is at 90% design with a large contingency built in, we feel that current cost estimates are accurate
• It is realistic to assume that we can leverage at least $3.7M out of existing funding sources and reduce the GF request to $4M, maybe less
Ask of the BOCC

Does the Board support moving forward with this plan and allocating $4,000,000 out of the General Fund to complete the project as designed?
Questions?
STUDY SESSION ITEM SUMMARY

<table>
<thead>
<tr>
<th>DATE OF STUDY SESSION:</th>
<th>August 2, 2022</th>
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<tbody>
<tr>
<td>SUBJECT:</td>
<td>Public Works Operations Update</td>
</tr>
<tr>
<td>OFFICE/DEPARTMENT:</td>
<td>Public Works</td>
</tr>
<tr>
<td>CONTACT:</td>
<td>Brian Staley; Janet Lundquist</td>
</tr>
<tr>
<td>FINACIAL IMPACT:</td>
<td>None</td>
</tr>
<tr>
<td>SUPPORT/RESOURCES REQUEST:</td>
<td>N/A</td>
</tr>
<tr>
<td>DIRECTION NEEDED:</td>
<td>N/A</td>
</tr>
<tr>
<td>RECOMMENDED ACTION:</td>
<td>N/A</td>
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DISCUSSION POINTS:

- An update regarding the current programs, projects, and work performed by Public Works Operations Working Group Divisions.
Public Works Staff:
Adam Ingalls, Operations Administration Manager
Matt Fightmaster, Maintenance Manager District 1
Greg Fisher, Maintenance Manager District 2
David Tuttle, Maintenance Manager District 3
Janet Lundquist, Deputy Director
Brian Staley, Director
Maintenance Service Areas

Gravel Roads

Pavement

Drainage

Mowing

Alleys

Litter Control

Street Sweeping

Traffic Signals

Traffic Signs

Pavement Markings

Snow & Ice Control

Emergency Operations

Special Projects

Community Events
Public Works Work Plans

- Process Improvements
  - Procurement Documentation
  - Operations Management Plan (2023 – 2028)
  - Safety Training

- Sustainable Initiatives
  - Effective and sustainable use of materials

- Valuing Employees
  - Employee Development Plan & Progression Plans
  - Improve staff equipment
Gravel Road
Surface Toolbox
Pavement Maintenance
Route Optimizations
Building Relationships

- Municipalities
- CDOT
- Arapahoe County
- Weld County
- City & County of Denver
Diversity, Equity, & Inclusion

- Diversity Hiring
- Creating a Sense of Belonging
- All Voices Matter
## STUDY SESSION ITEM SUMMARY

<table>
<thead>
<tr>
<th>DATE OF STUDY SESSION: August 2, 2022</th>
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<tbody>
<tr>
<td>SUBJECT: Human Services A/V Updates</td>
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<tr>
<td>OFFICE/DEPARTMENT: Human Services</td>
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<tr>
<td>CONTACT: Human Services</td>
</tr>
<tr>
<td>FINACIAL IMPACT: $455,406.54</td>
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<tr>
<td>SUPPORT/RESOURCES REQUEST:</td>
</tr>
<tr>
<td>DIRECTION NEEDED:</td>
</tr>
<tr>
<td>RECOMMENDED ACTION: Approval of awarding contract to High Country Low Voltage</td>
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### DISCUSSION POINTS:

- The Adams County Finance Depart, Purchasing Division in collaboration with the Human Services, Fleet & Facilities, and the Information Technology & Innovation Departments released RFP 2022.526 to find providers to provide A/V upgrades to the Human Services Center conference rooms.
- After reviewing the single proposal that was submitted to RFP 2022.526, the evaluation recommends awarding the contract to High Country Low Voltage.
- The purpose of this project is to provide a hybrid meeting environment, throughout the building, for Human Services staff to better support the community.
- The scope ranges from installing webcams and cable management, to integrating hybrid solutions with existing large-scale conference room management systems. Within the Human Services building, there are approximately 26 individual rooms and two conference rooms that can be separated into four smaller conference rooms that will be in scope for this project.
- The total contract not to exceed amount will be $455,406.54, which will consist of PC, Keyboards/Mice Cost for Red Team rooms, as well as outlet relocations.
HUMAN SERVICES CENTER
AUDIO VISUAL SYSTEM UPGRADE
DISCUSSION ITEMS

• Background
• Request for Proposal (2022.526)
• Next Steps
BACKGROUND

- Hybrid Work Schedules/Operations
- Current HSC Conference Rooms A/V Capabilities
- Red Teams Rooms in the CFS Division
- Updated Technology
Request for Proposal (2022.526)
A/V System Upgrade Services:

- A formal Request for Proposal (RFP) was posted on BidNet on March 30, 2022
- Bids were opened on April 26, 2022, with one (1) supplier submitting a response
- After reviewing the single proposal that was submitted to RFP 2022.526 the evaluation committee recommends awarding the contract to High Country Low Voltage

- **High Country Low Voltage Highlights:**
  - Leading A/V integrator since 2011
  - 11 years experience shaping technology systems in major regions across our state
  - AVIXA certified engineers, programmers, and technicians
INTENT TO AWARD

High Country Low Voltage

• Recommendation is to award the contract to High Country Low Voltage.
• They have proposed a four-step process to complete this project, which includes:

- Planning
- Installation
- Commissioning
- Ongoing Support Phases

• This will make our technology across the Human Service Center not only top of the line but meet our staff hybrid schedule needs and improve customer experience in a state-of-the-art conference center.
• These updates will align with our vision to be an employer of choice.
The proposed cost for this project will be for the amount not to exceed Three Hundred and Fifty-Nine Thousand Seventy-Five Dollars and Eighty-One Cents. ($359,075.81).

Total project budget will be $455,406.54, with additional costs outside of High-Country Low Voltage

1. PC Cost for Red Team Rooms - $15,341.70
2. Keyboards/Mice for Red Team - $167.94
3. Outlet Relocation - $4,920.00
• Request approval for BoCC and ELT with awarding contract to High Country Low Voltage
• Present this item at public hearing on Tuesday August 9, 2022
• Once approved, we can start the process of ordering materials and working with HCLV on a project launch plan
Questions
<table>
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<tbody>
<tr>
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<tr>
<td><strong>SUBJECT:</strong> Friends First Overview</td>
</tr>
<tr>
<td><strong>OFFICE/DEPARTMENT:</strong> Human Services</td>
</tr>
<tr>
<td><strong>CONTACT:</strong> Eddie Valdez / Meg Pickens</td>
</tr>
<tr>
<td><strong>FINACIAL IMPACT:</strong> yes</td>
</tr>
<tr>
<td><strong>SUPPORT/RESOURCES REQUEST:</strong> Approving Amendment One to the Agreement between Adams County and Friends First in the Amount of $331,808.38</td>
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<tr>
<td><strong>DIRECTION NEEDED:</strong></td>
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<tr>
<td><strong>RECOMMENDED ACTION:</strong></td>
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**DISCUSSION POINTS:**

- Requested program overview of Friends First services and outcomes over the last contract year.
HUMAN SERVICES
FRIENDS FIRST
RFP Process

• In March 2021, Friends First submitted a proposal responding to RFP-2021.610
• In June 2021, a formal agreement was signed by Friends First
• Equity language was put into all county RFP’s (Request for Proposals) in 2021
  Contractor will not discriminate against any employee or qualified participant for services because of age, race, color, religion, marital status, disability, sex, national origin, gender identity, gender expression, or any other characteristic barred by law.
• This language is in both the RFP and the agreement providers sign with purchasing
Our History with Friends First
HISTORY

• Adams County and Friends First have held a professional partnership for 28 years.
• This contract uses 100% TANF funding.
• 2021-2022 Contract was for $331,808.38
• 2022-2023 renewal (year 2) is requesting the same amount of funding.
• Expansion of services to other schools are in the works
FRIENDS FIRST PROGRAM

• Friends First provides educational and mentoring programs designed to empower teens to make positive life choices and develop healthy relationships.

• Programs include the STARS (Students Teaching About Relationship and Success) mentoring program.

• Project AIM (Adult Identity Mentoring) is a positive youth development program.

• They are inclusive of the LGBTQ+ community.
FRIENDS FIRST
PROGRAM HIGHLIGHTS

Friends First Outcomes in the 2021-2022 Contract

• The STARS program served 17 mentors and 48 mentees

• They assisted 52 youth through project AIM at Stuart Middle School.

• They assisted 21 students in the STARS Mentor Life Summit at the University of Colorado, Colorado Springs on March 5, 2022.

• They provided 3 small group workshops/assemblies virtually on pregnancy prevention services- which consisted of approximately 34 youth.
FRIENDS FIRST SUCCESSES

Program success is measured by what the participants have gained during program participation. **This information is gathered by pre, and post surveys distributed by Friends First.**
QUESTIONS
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<td>WBC Subsidized Employment Program-Express Staffing Budget Breakdown</td>
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<td>Human Services</td>
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<td>CONTACT:</td>
<td>Eddie Valdez / Meg Pickens</td>
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<td>FINACIAL IMPACT:</td>
<td>yes</td>
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<td>SUPPORT/RESOURCES REQUEST:</td>
<td>Overview and budget review of the subsidized employment program within the workforce &amp; business center.</td>
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<tr>
<td>DIRECTION NEEDED:</td>
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<tr>
<td>RECOMMENDED ACTION:</td>
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### DISCUSSION POINTS:

- Human Services staff will present detailed subsidized employment information and will provide a budget overview of how this program is budgeted for and how leftover funds are utilized/transferred to other TANF programs.
ADAMS COUNTY
COLORADO WORKS/
TANF ALLOCATION
COLORADO WORKS/
TANF ALLOCATION

- 30% Contracts and Supportive Services
- 41% Basic Cash Assistance payments
- 29% Operating Costs
SUBSIDIZED EMPLOYMENT

Express Professional
PROGRAM OVERVIEW

• Subsidized Employment is a structured, time limited and paid learning experience at a worksite.
• Employment occurs within the private for-profit sector, the non-profit sector, or the public sector.
• Express Professional Agency is the employer of record for all participants.
PROGRAM OVERVIEW

- Pilot program was started in April 2022.
- The Subsidized Employment Program is for Adams County TANF eligible residents.
- Income with participation does not affect their cash assistance allotment

TANF ELIGIBLE

- Make less than $75,000
- Have children under 18
- Live in Adams County
FINANCIAL INFORMATION

• $60,701 was spent in the initial year of this contract on the 16 participants enrolled in the subsidized employment program
• Since July 1, 2022, there have been 6 new participants enrolled
• SE Clients have been placed with the following companies:
  ✓ VSO – Administrative Assistant,
  ✓ Village Exchange- Food Pantry Assistant
  ✓ City Of Northglenn- Greeter
  ✓ Adams County Workforce And Business Center- Career Services
  ✓ Adams County Community Safety And Well Being- Graffiti Removal
  ✓ Adams County Child And Family Services – Front Desk
  ✓ Hope Montessori – Early Childhood Teacher
  ✓ Adams County CCAP- Admin
  ✓ Almost Home – Case Manager, Almost Home – Front Desk
  ✓ H&R Block – Tax Assistant, Auto Glass Colorado Inc
  ✓ Access Housing – Intake Clerk

• In our employer bank we have 18 employers with 139 job opportunities
# FINANCIAL INFORMATION

<table>
<thead>
<tr>
<th>Contract Year</th>
<th>Program Participants</th>
<th>Average Pay Rate</th>
<th>Average Mark Up</th>
<th>Average Bill Rate</th>
<th>Max Hours Worked Per Program Participant</th>
<th>Total Cost Estimate</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>100</td>
<td>$20.00/hr</td>
<td>39%</td>
<td>$27.80/hr</td>
<td>480</td>
<td>$1,334,400.00</td>
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<tr>
<td>2</td>
<td>50</td>
<td>$20.00/hr</td>
<td>39%</td>
<td>$27.80/hr</td>
<td>480</td>
<td>$667,200.00</td>
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Year 1 (2021-2022)- Contract amount was $1,334,400.00
Total amount spent = $60,701.00
Amount not used from the TANF Allocation= $1,273,699.00
QUESTIONS