



Public Works Commission Meeting Minutes - Final

Gio DiDomenico, Chair
Joel Wood, Vice-Chair
Charles Fletcher
Greg Meyers
Brad Patton
Kevin Raasch
Katheryn Wille

Monday, June 5, 2023

5:30 PM

**Castle Rock Service Center
4175 N. Castleton Court
Castle Rock, CO 80104**

This meeting is open to the public. Please note that all times indicated on the agenda are approximate and interested parties are encouraged to be present earlier than the posted time. Three or more Council members may also attend this meeting, during which the items listed herein will be discussed.

Present 5 - Commissioner Charles Fletcher, Commissioner Joel Wood, Commissioner Brad Patton, Chair Gio DiDomenico, and Commissioner Greg Meyers

Not Present 2 - Commissioner Kevin Raasch, and Commissioner Katheryn Wille

Dinner and Informal Discussion

Call To Order

Present 5 - Commissioner Charles Fletcher, Commissioner Joel Wood, Commissioner Brad Patton, Chair Gio DiDomenico, and Commissioner Greg Meyers

Not Present 2 - Commissioner Kevin Raasch, and Commissioner Katheryn Wille

Attendance 9 - Ryan Hollingshead, Dan Sailer, Brian Kelley, Daniel Lord, Jacob Vargish, Andrew Focht, Aaron Monks, Spencer Raish, and Monica Cammalleri

Public Comment on Items Not on the Agenda

There were no public comments.

Action Items

[PWC 2023-024](#) Introduction of New Commission Members and Election of New Chair and Vice Chair

This item is being moved to next months meeting as a request from Commissioner DiDomenico due to lack of attendance.

[PWC 2023-025](#) April 3, 2023 Public Works Commission Meeting Minutes

A motion made by Commissioner Patton and seconded by Commissioner Meyer to approve the minutes form the April 3, 2023. Motion passed 5-0.

[PWC 2023-026](#) Equipment and Goods Purchase Agreement with Envirotech Services, Inc. approving the purchase of 2,900 tons of Ice Slicer

This request is to purchase 2,900 tons of Ice Slicer from Envirotech Services Inc. This product is the granular salt product presently approved for use in the Town's Snow and Ice control program. Approximately 3,500 tons of material is anticipated to be needed to ensure supply for a typical snow season between November and April. This amount continues to rise with added

roadways within the Town.

The following questions were asked by the Commission:

1. What is the product? It's ice slicer?
 - a. Ice Slicer is a unique salt that is pretreated by the supplier with a two percent Magnesium Chloride Solution to enhance brining capabilities. It is naturally colored, allowing plow drivers to see applications to help prevent wasted applications. Minerals found within the product allows for effective melting of ice at lower temperatures than with plain Sodium Chloride.
2. Is it standard for items to have the condition to the lower price on when they deliver in it in the contract compared to when we order the product?
 - a. Yes, this is very common for this industry.
3. When receiving so much product how much do we lose from wind and where is it stored?
 - a. None, the product is stored out of the elements in a covered shed designed for this purpose.
4. When estimating the usage of this product how much is being used on the main arteries, side streets and residential areas?
 - a. Primary roadways (defined as priority one and two routes) are routinely treated with the material. Residential roadways are not generally treated on a routine basis. If a residential road has circumstances deemed a safety concern and would warrant routine treatment then it is reviewed and possibly changed to a priority two route.

A motion made by Commissioner DiDomenico and seconded by Commissioner Patton to approve the Equipment and Goods Purchase Agreement with Envirotech Services, Inc. approving the purchase of 2,900 tons of Ice Slicer. Motion passed 5-0.

Yes: 5 - Commissioner Fletcher, Commissioner Wood, Commissioner Patton, Chair DiDomenico, and Commissioner Meyers

Not Present: 2 - Commissioner Raasch, and Commissioner Wille

[PWC 2023-027](#) Resolution Approving a Service Agreement Between the Town of Castle Rock and Olsson for the Design of the Downtown Pedestrian Lighting Project

The downtown area of Castle Rock is a tight knit, well-traveled location both by motorists and pedestrians. The Downtown area is bordered on the west by Interstate 25, north by Wolfensberger Road, east by Perry Street and south by Plum Creek Parkway. Within these boundaries, various locations have been identified as "low lit" areas which are in need of lighting improvements for visibility and accessibility.

The following questions were asked by the Commission:

1. How much does the percentage come from DRCOG?
 - a. 80% of the project total will be reimbursed from DRCOG for a total of \$480,000 for the entire project (design and construction).
2. How did you choose the project areas?
 - a. Town staff identified low-light areas in the Downtown Castle Rock area. This was completed at night. Olsson will perform lighting infrastructure (Illuminance levels) data collection in the design process to verify lights are installed in low-lit areas and will achieve lighting level improvement.
3. What type of impact on traffic?
 - a. Will have to shift impact on traffic and business parking. The design process has very minimal impact on traffic - including pedestrians. During construction parking areas and some driving lanes will require temporary closures. These closures will be communicated with posted signage and communications to affected businesses. This project will have a low impact to businesses, motorists, and pedestrians - therefore will consist primarily of social media and website posts ahead in addition to traffic control notices during construction.
4. What about residential area?
 - a. This project will have minimal impact on residential areas during design and construction and will increase safety of the Downtown area due to the increase in lighting.
5. Olsson doesn't have public outreach in their scope, how is the Town planning to communicate with the public and getting their input?
 - a. Town staff has completed a communication plan to receive public input. The public input will be limited in scope as the design process will recommend light locations and prioritize light locations based on numerous factors. Other input collected will be used to develop future projects. Outreach efforts will also include a "know as you go" information campaign including social media posts and mailers for the affected businesses.
6. Stylistically will they be changing the look?
 - a. No. The Town standard acorn light will be utilized for all light locations.
7. Has this gone to DDA and/or Design Review Board?
 - a. Yes, the DDA has been involved in the project process. The DDA and DMA provided a letter of support to the grant

application.

8. Having the majority of grant money how will the money be divided between construction and design?
 - a. The project is roughly a 50/50 split between design and construction. The total project cost (design and construction) is \$600,000 with CDOT/DRCOG responsible for \$480,000 (80%) and the Town responsible for \$120,000 (20%). The design contract with Olsson is for \$279,788 with an additional \$13,989 in staff managed contingency leaving \$306,233 of funding remaining for procurement and construction. Town plans to procure the street light hardware to help reduce cost of federalized construction.

A motion made by Commissioner Wood and seconded by Commissioner DiDomenico to approve the Resolution Approving a Service Agreement Between the Town of Castle Rock and Olsson for the Design of the Downtown Pedestrian Lighting Project. Motion passed 5-0.

Yes: 5 - Commissioner Fletcher, Commissioner Wood, Commissioner Patton, Chair DiDomenico, and Commissioner Meyers

Not Present: 2 - Commissioner Raasch, and Commissioner Wille

[PWC 2023-028](#) Resolution recommending Town Council approve an Intergovernmental Agreement with the Board of County Commissioners of the County of Douglas, State of Colorado for the Crowfoot Valley Road Widening Project

Crowfoot Valley Road is a major arterial connecting local and regional travel between the north easterly portions of Town, Douglas County and I-25. Roadway and pedestrian improvements for Crowfoot Valley Road have been identified within the 2017 Transportation Master Plan (TMP) that will maintain adequate capacity, enhance multimodal travel experiences, improve safety, and ensure efficient road network connections as traffic volumes increase. The improvements will include additional vehicle travel lanes, auxiliary lanes, signal construction at Sapphire Point Boulevard, bike lanes and complete sidewalk(s) along the corridor. The project scope will also include replacement of existing asphalt pavements (full-depth reclamation).

A motion made by Commissioner DiDomenico and seconded by Commissioner Wood to approve the Resolution recommending Town Council approve an Intergovernmental Agreement with the Board of County Commissioners of the County of Douglas, State of Colorado for the Crowfoot Valley Road Widening Project. Motion passed 4-1.

Yes: 4 - Commissioner Wood, Commissioner Patton, Chair DiDomenico, and Commissioner Meyers

No: 1 - Commissioner Fletcher

Not Present: 2 - Commissioner Raasch, and Commissioner Wille

[PWC 2023-029](#) Resolution recommending Town Council approve a Service Agreement Between the Town of Castle Rock and Alfred Benesch & Company for the design of the Crowfoot Valley Road Widening Project

Crowfoot Valley Road is a major arterial connecting local and regional travel between the north easterly portions of Town, Douglas County and I-25. Roadway and pedestrian improvements for Crowfoot Valley Road have been identified within the 2017 Transportation Master Plan (TMP) that will maintain adequate capacity, enhance multimodal travel experiences, improve safety, and ensure efficient road network connections as traffic volumes increase. This is a joint project with Douglas County. A separate Intergovernmental Agreement regarding funding split for both the preconstruction and construction phases.

The following questions were asked by the Commission:

1. What is the relationship between the County & Town?
 - a. The ROW belongs to both the County & Town, and both entities share not just ROW but also adjacent residential users of the roadway
2. How does this schedule align with Fifth Street?
 - a. Crowfoot Valley construction is projected to be completed in 2024, while Fifth Street Widening Project is planned for 2025 construction in the revised 5-year CIP plan
3. Would PW do both projects at the same time?
 - a. No. the revised 5-year CIP has Crowfoot Valley Road Widening Project in 2024 and Fifth Street Widening Project in 2025 for construction
4. Does the County only have a certain amount of funds to put towards this project?
 - a. Correct. The IGA specifies the amount that Douglas County will share in the project cost
5. With eight other bidders why and how did you choose Benesch?
 - a. Benesch provided the best value to the Town with respect to both qualifications and cost. Further, by way of checking references, Benesch demonstrated a solid track record of performance on other similar projects

A motion made by Commissioner DiDomenico and seconded by Commissioner Meyer to approve the Resolution recommending Town Council approve a Service Agreement Between the Town of Castle Rock and Alfred Benesch & Company for the design of the Crowfoot Valley Road Widening Project. Motion passed 5-0.

Yes: 5 - Commissioner Fletcher, Commissioner Wood, Commissioner Patton, Chair DiDomenico, and Commissioner Meyers

Not Present: 2 - Commissioner Raasch, and Commissioner Wille

[PWC 2023-030](#) Resolution Recommending Town Council Approve a Construction Contract between the Town of Castle Rock and Kraemer North America for the Crystal Valley Interchange Package 1 Project

The Crystal Valley Interchange will improve access to I-25 by connecting the east side frontage road and Crystal Valley Parkway over I-25 to Territorial Road on the west side including interstate access ramps for one of the fastest growing areas of Castle Rock. The interchange includes the construction of the following improvements: a bridge over I-25, North and South Bound on & off ramps, bridge over the BNSF Railroad, and relocation of the East and West side frontage roads. The project will also reduce existing and future congestion at the Plum Creek Parkway interchange by redistributing traffic to this new interchange, and improve safety by removing an at-grade railroad crossing on the west side of I-25.

The following questions were asked by the Commission:

1. What is the breakdown to fund this project? The Town is fully funding Package
 - a. PW is borrowing funds from the General Fund in the amount of \$10M, Transportation fund in the amount of \$9M, and Wastewater fund in the amount of \$10.5. These loans are to cover Package 1 construction and provide PW the Town's portion of Package 2. The remaining funding sources are Dawson Trails Metro District - \$50M, DRCOG Grant - \$8.5M, Douglas County - \$24M and CORE Electric \$1.7M.
2. If Kramer was high could the Town go out to bid?
 - a. Yes. If the Town and Kraemer could not reach an agreed price, per the contract with Kraemer the Town has the option to go out to bid.

A motion made by Commissioner Patton and seconded by Commissioner Wood to approve the Resolution Recommending Town Council Approve a Construction Contract between the Town of Castle Rock and Kraemer North America for the Crystal Valley Interchange Package 1 Project. Motion passed 5-0.

Yes: 5 - Commissioner Fletcher, Commissioner Wood, Commissioner Patton, Chair DiDomenico, and Commissioner Meyers

Not Present: 2 - Commissioner Raasch, and Commissioner Wille

[PWC 2023-031](#) Resolution Recommending Town Council Approve an Intergovernmental Agreement with Douglas County for the Crystal Valley Interchange Project

To approve an Intergovernmental Agreement (IGA) with the Board of County Commissioners of Douglas County ("County") to share in the construction funding of the Crystal Valley Interchange Project. The County is a major stakeholder in the project and has budgeted funds to contribute to the construction of the project. The County will contribute a total of \$34,000,000 for the project, \$24,000,000 for construction of the interchange and \$10,000,000 for the construction of Dawson Trails Blvd in unincorporated Douglas County

The following questions were asked by the Commission:

1. If the Town is getting grants for this project does the Town have to refund the money if the project is less than expected?
 - a. My understanding is no. if the Town were to get big grants and we able to cover it's cost, we could refund to be good partners.

A motion made by Commissioner DiDomenico and seconded by Commissioner Meyer to approve the Resolution Recommending Town Council Approve an Intergovernmental Agreement with Douglas County for the Crystal Valley Interchange Project. Motion passed 5-0.

Yes: 5 - Commissioner Fletcher, Commissioner Wood, Commissioner Patton, Chair DiDomenico, and Commissioner Meyers

Not Present: 2 - Commissioner Raasch, and Commissioner Wille

[PWC 2023-032](#) Resolution Recommending Town Council Approve the First Amendment to Town of Castle Rock Services Agreement between Jacobs Engineering Group for Design of the Crystal Valley Interchange Project

To approve an amendment to the Service Agreement between the Town and Jacobs Engineering Group for design services on the Crystal Valley Interchange Project.

The following questions were asked by the Commission:

1. What is the difference between Package and Phase?
 - a. Typically, a phase is within a work zone, you phase the construction of roundabouts to accommodate traffic. Typically, Packages are portions of a project that can be a standalone utility and is priced separately.
2. What does FHWA stand for?
 - a. Federal Highway Administration
3. No additional budget just time how is the coordinated with BNSF?
 - a. At this time, we are not seeing the need to increase the Service Agreement with Jacobs. We are making good progress with the BNSF. Our team is drafting the O&M agreement, which will

allow us to have a document that is specific to our project.

A motion made by Commissioner DiDomenico and seconded by Commissioner Patton to approve the Resolution Recommending Town Council Approve the First Amendment to Town of Castle Rock Services Agreement between Jacobs Engineering Group for Design of the Crystal Valley Interchange Project. Motion passed 5-0.

Yes: 5 - Commissioner Fletcher, Commissioner Wood, Commissioner Patton, Chair DiDomenico, and Commissioner Meyers

Not Present: 2 - Commissioner Raasch, and Commissioner Wille

[PWC 2023-034](#) Request to change July 3rd meeting

A motion made by Commissioner DiDomenico and seconded by Commissioner Wood to approve the request to move the Public Works Commission meeting from July 3, 2023 to July 10, 2023. Motion passed 5-0.

Yes: 5 - Commissioner Fletcher, Commissioner Wood, Commissioner Patton, Chair DiDomenico, and Commissioner Meyers

Not Present: 2 - Commissioner Raasch, and Commissioner Wille

Informational / Discussion Items

[PWC 2023-033](#) Project Updates

Dan Sailer, Public Works Director gave an overview of the current Public Works projects/programs which was provided to the Commission in their packet.

Town Council Liaison Comments

Councilperson Hollingshead was not present, no updates given.

Commissioner Comments / Questions

Adjourn

There being no further business, the meeting was adjourned at 7:34 p.m.