



## Memorandum

**To:** Honorable Mayor and Members of Town Council

**Thru:** David Corliss, Town Manager

**From:** Mark Marlowe, P.E., Director of Castle Rock Water  
Mark Henderson, P.E., Assistant Director  
Roy Gallea, P.E., Engineering Manager  
Josh Hansen, P.E., CIP Project Manager Supervisor  
Emily Huth, P.E., CIP Project Manager  
Aaron Stremel, Water Engineer

**Title:** **Resolution Approving a Services Agreement between the Town of Castle Rock and Consor North America, Inc., for Castlewood 1 Lift Station Upgrade Design Services** [*Castlewood 1 Lift Station*]

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### Executive Summary

The purpose of this memo is to request Council approval of a Resolution approving a Services Agreement (**Attachment A**) with Consor North America, Inc. (Consor) for design engineering and bid support services for upgrades to or replacement of the existing Castlewood 1 Lift Station (CW1). This lift station moves sewer flows from the Castlewood Ranch development area to Mitchell Creek Lift Station and ultimately to the gravity sewer system feeding into Plum Creek Water Reclamation Authority's wastewater treatment plant. The lift station, which was installed in 2002, has a failing foundation and other aspects that are in need of full replacement or rehabilitation. An alternatives analysis will be performed to determine if an upgrade of the existing facility or a full replacement will be most cost effective over the life cycle of the facility. Staff recommends approval of the agreement between Castle Rock Water (CRW) and Consor for \$393,993 with 10% Town managed contingency for a total authorization of \$433,392.30. Services are expected to begin upon execution of the contract and be completed by October 2026.

### History of Past Town Council, Boards & Commissions, or Other Discussions

On September 24<sup>th</sup>, 2025 CRW Commission voted unanimously 6 to 0 to recommend award of a service agreement in the amount of \$393,993 to Consor along with authorization of \$39,399.30 in staff-managed contingency for Engineering Design Services for the Castlewood 1 Lift Station Upgrade Project.

### Discussion

The Castlewood 1 Lift Station (CW1) was constructed in 2002 within the Castlewood Ranch Development in the Town of Castle Rock to serve more than 100 homes with an ultimate design peak flow of 101 gallons per minute (gpm). Originally built by the developer, the

facility is now owned and operated by the Town. The structure consists of a small concrete masonry unit (CMU) block building on shallow spread footings with dual Gorman-Rupp pumps, a chemical feed system, and a below-grade pigging vault. In 2003, a structural evaluation identified problems related to poor site drainage and foundation settling, including cracking and slab movement. Although warranty repairs were completed, stormwater runoff and continued settlement eventually caused misalignment of the pumps and an operational failure in early 2025. Emergency repairs in the spring of 2025 included foam jacking beneath the slab, realignment and releveling of the pumps, and temporary site improvements such as millings and berm construction to divert runoff away from the building.

The purpose of this project is to evaluate the cost, site constraints, and long-term viability of either upgrading the existing CW1 facility or constructing a replacement lift station to continue serving the Castlewood Ranch Development. The scope of work includes an alternatives analysis to compare upgrade and replacement options, detailed survey and site investigation, identification of property lines and easements, and development of preliminary and final design documents. Additional tasks include preparation of Temporary Erosion and Sediment Control (TESC) plans, technical specifications, and completion of all required permitting. The project will be completed in two phases: (1) Alternatives Analysis and (2) Design. The final deliverable will include a full set of Issued For Bid (IFB) construction drawings and specifications, providing the Town with a complete bid package to move the project forward into construction.

A Request for Qualifications (RFQ) was advertised on Bidnet to procure qualified consultants for the 2025 on-call professional services for various CRW Capital Improvement Projects. A project specific Request for Proposal (RFP) was issued to six (6) pre-qualified consultants for this project; responses were received from four firms. The following table shows the fee proposals received from the consulting firms assuming that full replacement would be required for the lift station.:

<b>Consulting Firm</b>	<b>Total Cost</b>
AE2S	No Proposal
Burns & McDonnell	\$499,842 (Add Alt: \$19,119)
Carollo	\$390,853
CDM Smith	No Proposal
Tetra Tech	\$427,387
Conсор	\$393,993

Conсор was chosen by the selection committee to perform the services for this project and staff has determined the price provided is reasonable. Conсор was the only consultant to propose a third alternative assessment option, which focused on improving the safety of the operating lift station environment by exploring alternative opportunities to utilize existing infrastructure. Although not the lowest-cost consultant, their proposal demonstrated a clear alignment with CRW's vision for the project and emphasized project approach and management. Conсор also identified the importance of Colorado Department of Public Health and Environment (CDPHE) coordination and approvals, as well as effective communication with Town and Home Owner Association (HOA) stakeholders. Conсор has consistently brought forward insightful questions, collaborated efficiently with CRW staff, and is well suited to perform the services in the scope of this project.

### **Budget Impact**

The Consor proposal fee is \$393,993. Staff requests an additional \$39,399.30 (Town-managed 10% contingency) be authorized for a total project authorization of \$433,392.30. The project will be funded from the account shown below. A budget transfer will be completed to transfer \$500,000.00 from Young American Rehab (213-4575-445.79-31) to the Lift Stations Upgrade Project Fund (213-4575.75-61).

Account Name	Account Number	Contract Amount	Contingency	Authorization Amount	2025 Budget (after budget transfer)
Lift Station Upgrades	213-4575-445.75-61	\$393,993	\$39,399.30	\$433,392.30	\$542,104.00

### **Proposed Motion**

*"I move to approve the Resolution as introduced by title."*

### **Alternative Motions**

*"I move to approve the resolution as introduced by title, with the following conditions: (list conditions)."*

*"I move to continue this item to the Town Council meeting on \_\_\_\_\_ date to allow additional time to (list information needed)."*

### **Attachments**

Attachment A: Resolution  
Exhibit 1: Services Agreement  
Attachment B: Location Map

**Attachment A**

**Services Agreement**

## **Attachment B**

### **Location Map**