



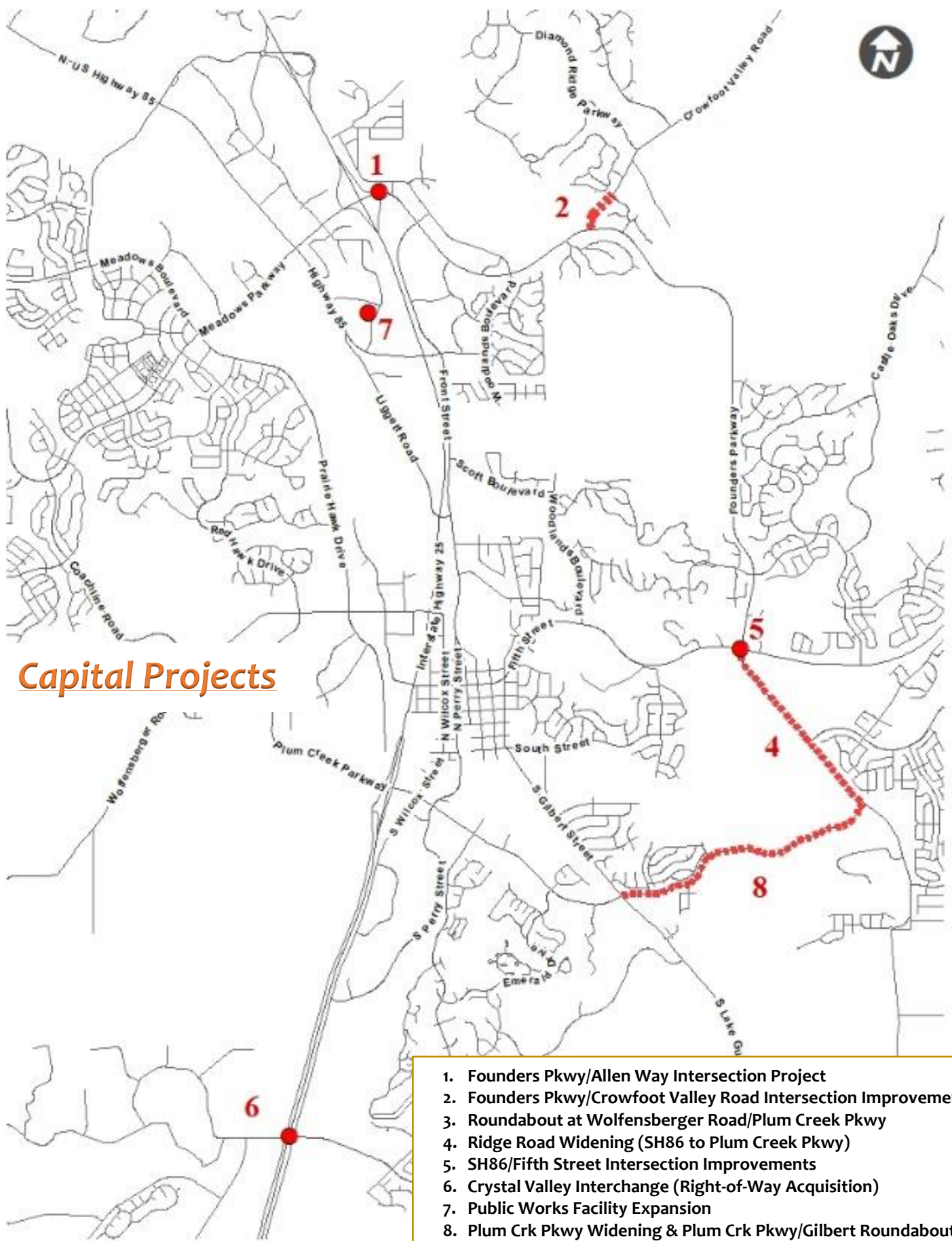
Monthly Report

November 2019



The Public Works Department operates under the CAN DO philosophy – We are committed to doing the job right with a positive attitude while staying dedicated to meeting the needs of our Town values and continually searching for opportunities to improve.

PW Mission: To provide outstanding service, safety and support for transportation infrastructure and maintenance.



Capital Projects

1. **Founders Pkwy/Allen Way Intersection**

Improvement Project – This project will address the need for the following improvements:

- An additional eastbound left turn lane from Founders Parkway to Allen Way
- A dedicated right turn lane from Founders Parkway to Allen Way
- An additional southbound right turn lane from Allen Way to westbound Founders Parkway
- An additional I-25 northbound on-ramp lane
- A second through lane at Allen Way and Allen Street

Phase: Construction – Close out phase. The following is a summary of the construction activities that took place during this month:

- The contractor continued to work the Traffic Signal, addressing issues with the detection system, and cycles.
- The contractor continues to work on punch list items, as weather permits.

Budget: \$2.64M

Construction Completion: 4th Quarter 2019

2. **Founders Pkwy (SH86)/Crowfoot Valley Road Intersection Improvement Project and Crowfoot Valley Road Widening Project** – This project will address the need for the following improvements:

- An additional eastbound left turn lane from Founders Parkway to Crowfoot Valley Road
- An additional northbound lane on Crowfoot Valley Road between Founders Parkway and Knobcone Drive
- A southbound free right turn lane from Crowfoot Valley Road to westbound Founders Parkway
- Widen Founders Parkway both eastbound and westbound between the Crowfoot Valley Road and Woodlands Boulevard
- Widen Crowfoot Valley Road from Founders Parkway to Knobcone Drive

Phase: Construction, Intersection Improvements:

- The contractor continues constructing retaining wall on the west side of Crowfoot.
- The contractor paved the lower lifts of asphalt on the east side of Crowfoot 3 of 4; pending temperatures to place top lift, need 50 degrees and rising, especially for PG78-28 binder

- The project is currently on schedule with a completion date of December 16, 2019, pending weather; if final lift not doable, then may look to place temporary striping until final lift can be placed.

Budget: \$3,550,000

Construction Completion: Winter 2019

3. **Wolfensberger Road/Plum Creek Parkway Roundabout Project** - This project will

accomplish the design and construction of a roundabout at this intersection to improve operations and minimize potential accidents.

Phase: Construction – Substantial completion was issued in Spring 2019. Punch list items are complete, with the exception of submitting as-built plans. The Town is working with the adjacent property owners to complete the final landscape tie-ins and adjustments. Town reviewing costs for payment to CRDC to finalize adjacent property irrigation.

Budget: \$1.14M

Construction Completion: Spring 2019

4. **Ridge Road Widening** –Ridge Road will be widened from two to four lanes between the Founders Parkway (SH86)/Fifth Street/Ridge Road intersection and Plum Creek Parkway. The goal is to reduce traffic congestion on the Ridge Road corridor.

Phase: Design -100% plans have been provided. The consultant continues to work on ROE's, and get survey staking done. Staff is working with IREA to initiate agreements to have their facilities relocated.

Budget: \$400,000

ROW Acquisition: Early 2020

Founders Parkway (SH86)/Fifth Street Intersection

"Four Corners" Improvements – With new traffic studies submitted, the Town, and CDOT will continue to investigate multiple alternatives to address safety concerns and capacity issues at this intersection.

Phase: Design –

- The DRCOG grant was awarded to the Town.
- Project will be designed per Federal requirements/standards.

- Negotiations with CDOT to design and manage the project continues to move forward
- CDOT to select a PM in early summer 2020

Budget: \$340,000

Design Completion: Pending award

5. **Crystal Valley Interchange – Right-of-Way**

Acquisition – The purpose of this project is to achieve acquisition of remaining right-of-way and set aside future project funding allowing potential funding partnerships to assist with advancing construction.

Phase: Right-of Way Acquisition

- Appraisal Services – Working on Appraisals
- Acquisition Services
 - East Side of I-25 – Continued initial appraisal discussion
 - East Side of I-25 – Continue to work on offer letters.
 - West Side of I-25 – Town received approval from CDOT and FHWA on the Access Line Locations. Continued initial appraisal discussions
 - Received letter of support from Congressman Ken Buck to US DOT Acting Under Secretary for Policy requesting consideration of CVI, dated November 26, 2019

Budget: Development Escrow

Completion: Fall 2020

6. **Public Works Facility Expansion** – This project consists of the addition and renovation of the Service Center building.

Summary: The renovation construction of the existing office space has begun which is the last phase of construction. Once this phase is completed, the Streets Department will be relocated from the trailer into the building.

Renovation of Existing Office Space: As mentioned above, this is the last and final phase of the construction project. The demo of the walls and floor has been completed and rebuilding has begun! This phase is moving quickly. The underground plumbing for the two added restrooms and break room have been completed and concrete placed back. The walls have been framed and drywalled. The tile installation is near completion.

Landscape: On the exterior of the building, the bike racks and landscape rocks have been placed near the main entrance. The coconut straw blankets have also been placed to keep the native seed in place through the winter months. All irrigation modification have been installed and tested.

Upcoming Work: The existing office renovation will continue with laying of finishing of drywall, laying of carpet, installation of ceiling and all final inspections.

The project was initially scheduled to be completed by the end of March but will be completed in mid-January.

Budget: \$4,960,349

Construction Finish: Spring 2020

7. **Plum Creek Parkway Widening and Plum Creek Parkway/Gilbert Street Roundabout Project** – This project will address the need for the following improvements:

- Convert Plum Creek Parkway/Gilbert Street intersection into a roundabout
 - Reconstruct the existing 2-lane section of Plum Creek Pkwy from Gilbert to Eaton streets
 - Widen Plum Creek Parkway from Gilbert Street to Eaton Street
 - Widen Plum Creek Parkway from Eaton Street to Ridge Road

Phase: Design and ROW Acquisition – Kimley-Horn is the consultant for this project. The following is a summary of design activities performed this month:

- Continued working on the Widening of Plum Creek Pkwy from Eaton St. to Ridge Road design package.
 - Continued development of construction plans for the widening, including roundabouts between Gilbert St. and Eaton St.
 - Continued development of construction plans for the widening between Eaton St. and Ridge Rd., and the roundabout at Ridge Rd.
 - Continued the development of the project specifications and bid package.
 - Continued utility coordination for utility relocations

- Right of Way Acquisition / Appraisal
 - Acquisition Services
- Continued coordination with property owners

Budget: \$794,375

Design & ROW Completion: Winter 2019

Phase 1A: Drainage design package

The contractor has starting excavating on Gilbert St., installing the waterline lowering to allow for the installation of the new storm sewer pipes **Budget:** \$1,158,300

Construction Completion: Spring 2020

Traffic Signal System Upgrades (Phase 3) –This project is the third phase of a multi-year signal system upgrade project that was first approved as part of the 2015 budget process. The two main components of the Phase 3 project are the installation of closed circuit television (CCTV) and travel time monitoring devices at key intersections.

- Town Staff and CDOT are working on an agreement about travel time device installations on CDOT signals. The current plan is that the Town will purchase the devices and CDOT will install and maintain the devices. Data from the devices would be shared which would allow the Town and CDOT to perform analytics.
- In November staff used the new Traffic Operation Center (TOC) located in the Service Center during the Town's Starlighting event to help manage traffic. The center incorporates a four panel monitor wall with images coming in from the closed circuit TV cameras installed with the Phase 3 project. The TOC features fiber optic connectivity to signal controllers in the field and travel time monitoring device information. See photo (cover page) of monitoring wall in-action below during Starlighting.

Budget: \$520,000

Construction Completion: Winter 2019

2019 Intersection Signalization Construction Projects

This project constructed one new signal at Meadows Boulevard / Future Street and one replacement traffic signal at Factory Shops Boulevard / New Memphis Court. In November, all punch-list items were complete and the project is in a one-year warranty period. This project is now complete.

Budget: \$667,000

Construction Completion: Fall 2019

2019 Illuminated Street Name Sign Project –This project will be installing illuminated street name signs at several signalized intersections in Town along the major “ring” road that loops around the Town of Castle Rock.

- The Town has procured all of the signs to be installed in 2019.
- CDOT began construction project work at I-25 northbound and southbound off-ramps at Meadows / Founders Parkway. Their signal contractor will be installing signs at this location as a part of this project and have been in contact with staff regarding pickup of the sign materials.
- CDOT began construction work at I-25 / Plum Creek Parkway, when the phase at Meadows / Founders Pkwy is complete, the CDOT contractor will be installing signs at this location as a part of this project.

Budget: \$55,000

Install Completion: Winter 2019

Engineering Division

2019 Pavement Maintenance Program (PMP)

— All major projects, other than Miscellaneous Concrete, for this year's PMP work is complete. This year saw a large portion of the West area (Meadows subdivision) have pavement maintenance such as reconstruction, restoration, slurry, full depth reclamation and extensive curb, gutter and sidewalk replacement.

The 2019 Miscellaneous Concrete Replacement project continues. This contract is providing the Town a means to repair concrete infrastructure, such as sidewalk, curb and gutter throughout the Town as well as work on Americans with Disabilities Act (ADA)



compliance. This project addresses damaged concrete to improve drainage and improve safety.

Public notification planning and web site updates are continuing with assistance from the contractor and the Community Relations team.

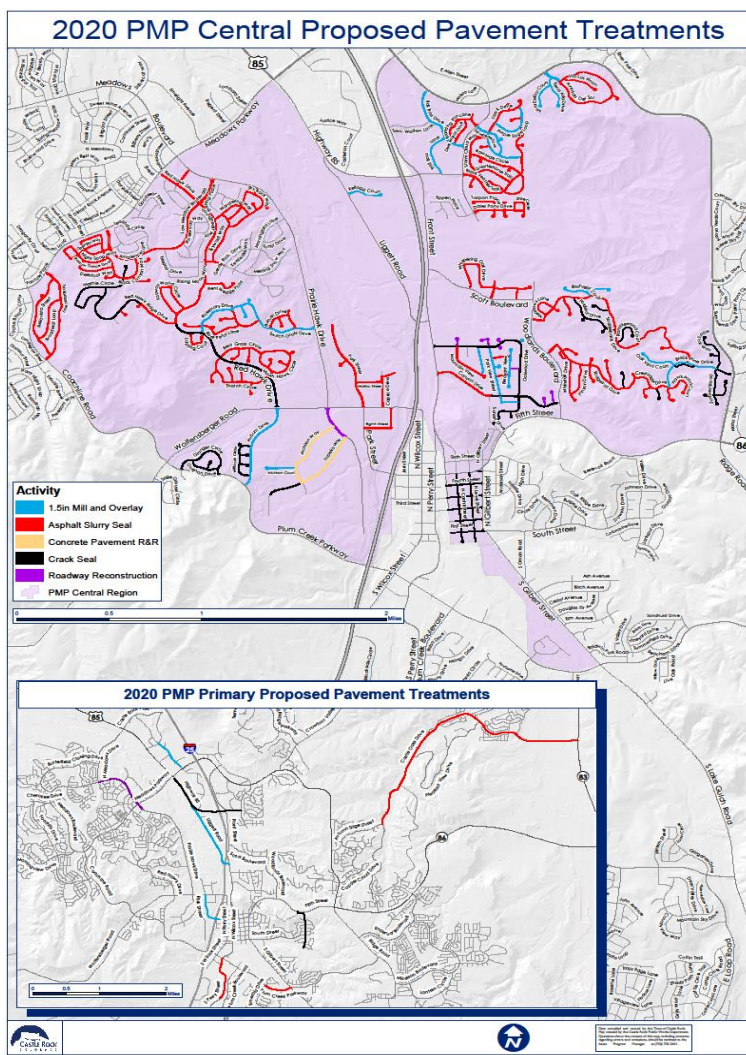
2020 Facilities Parking Lot

Improvements Program - The PMP team has begun working on the field reconnaissance for the 2020 Town Facility Parking Lot Improvements Program. Changes in the proposed facilities may occur due to current evaluation taking place and/or actual bid pricing received that may require some modifications.

2020 PMP

The PMP team continues with working on the field reconnaissance for the 2020 PMP. This consists of the Central PMP area, and scheduled primary streets, which include; Meadows Blvd. between Prairie Hawk Rd. and Fell Mist Dr., Castle Oaks Drive between Autumn Sage St., and Hwy 83, and Plum Creek Pkwy between Fairgrounds Drive and Lake Gulch Road. The purpose of the field reconnaissance is to quantify curb, gutter, and sidewalk as well as pavement areas, which are in need of repair prior to the application of the final maintenance surface treatments such as slurry seal, asphalt overlay, or pavement reconstruction.

The PMP map (shown below) indicates the proposed scheduled treatments for street within the South PMP area and Primary Streets. This map may change based on maintenance treatments and resources available.



2020 BMP

The consultant has provided a bid package for the 5th Street Bridge. The bid packet, design and construction plans are being completed for competitive bidding.

Other

Small Cell Deployment Approvals in the Public ROW

- Establishing an approval process for Small Cell deployment
- From MLA receipt to ROW Permit and construction

On-Call Professional Services RFQ

- The RFQ for On-Call Professional Services is under review for selection
- Selections to be made by mid-December

Position Hiring: Project Manager

- Andrew Focht started on Monday, December 2nd

Development Review and Permitting

Development Review - All 40 reviews were completed on or before the due date by the PW Development Services Team.

Permitting – 23 right-of-way permits were issued.

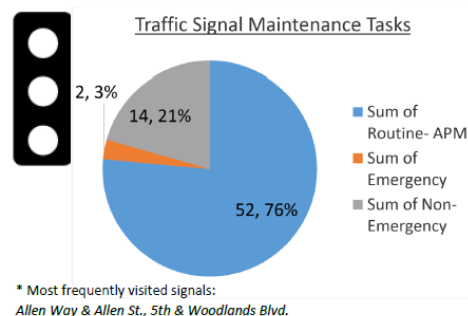
Transportation Planning & Traffic Engineering Division

Taxi Voucher Program

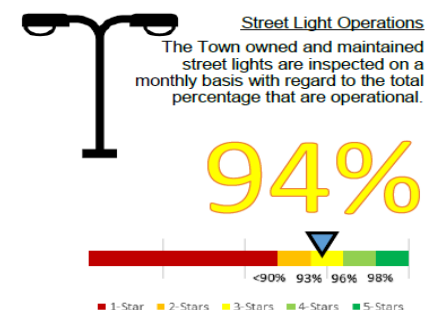
For the month of November, the Taxi Voucher Program funded 130 rides; this was less than last November's total of 151 rides. Ridership this month is up 4 rides from last month. Transportation services are provided for Castle Rock citizens who cannot drive, have a disability that prevents them from driving, or do not have access to a vehicle. In November, 19 individuals used the Town's Taxi service. Of those that used the service, 58% of the rides were for work, 17% were for grocery shopping trips, and 25% for medical appointments. Two new people registered for the service. The Castle Rock Senior Center provided a total of 638 rides in November.

Traffic Engineering and Operations

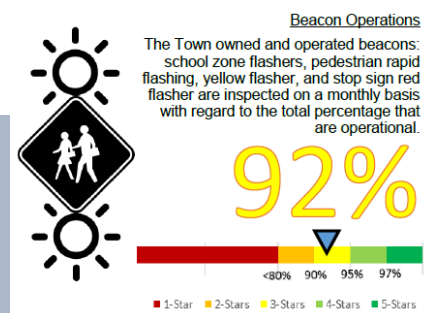
Traffic Signal Operations and Maintenance



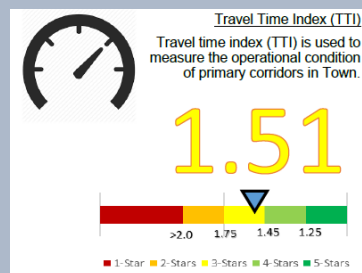
Street Light Operations



Beacon



Operations



Street Signs and Pavement Marking Maintenance

During the month of November, the crew accomplished 199 tasks. Of these tasks 162 of them were sign work activities related to fabrication, install, repairs, replacements, etc. The team responded to and assisted the Streets Division with snowplow operations during the month. The team worked to get the new sign shop setup with the new building and got the new sign printer equipment setup and received training. The team also completed parking lot painting for the Red Hawk Golf Course and the new parking on South Street west of Wilcox Street. Finally, the team had several special events tasks completed associated with Starlighting.

Transportation Planning

Neighborhood Traffic Calming Program (NTCP):

The NTCP exists to verify and address resident speeding and/or cut-through concerns on local neighborhood streets and certain collector roadways. There were no new inquiries in November.

Homeowners along Manobrier Circle in Crystal Valley neighborhood turned in their initial support petitions. Town staff is waiting for a good stretch of weather to conduct the speed and volume test. Homeowners on Ridge Oaks Drive near the Founders neighborhood have not returned in their support petitions.

There are two streets that are currently active in the traffic-calming program:

- Diamond Ridge Pkwy: residents in the study area have developed a conceptual traffic-calming plan that includes a chicane and center median. Town staff will be conducting a demonstration project to determine if the proposed plan achieves the necessary reduction in speed prior to accepting the plan.
- Bittern Street / Loon Circle: notification materials for a neighborhood meeting set to occur on December 12 were sent out to the Skyview neighborhood in November. There is interest from residents in the neighborhood to potentially replace the existing traffic calming circles with another device.

DRCOG 2021 – 2023 Transportation Grant Funding Applications:

In October, the DRCOG Board of Directors approved the Town's grant application for the Downtown Alley Master Plan. The project was awarded \$180,000 in federal grants with a local Town match of \$40,000. The funding will be available over fiscal years 2020 – 2022. Unfortunately, the phase 1 construction grant application for constructing phase 1 did not receive funding due to a timing concern with the development of the alley plan. The construction project can be re-submitted in two years when the next call for projects is released.

Castle Rock Transit Feasibility Study:

Town staff continues to conduct the public outreach component of the study. The first Focus Group and Technical Advisory Committee (TAC) meetings were held in November. In addition, several stakeholder meetings were held including, the Downtown Alliance, Douglas County Transit Solutions Committee, and Miller's Landing development team. There were also several public meetings held in November, such as the first open house as well as booths at the Castle Rock Craft Show, and Starlighting events. Public input continues to be gathered on the project webpage.

Fleet Services



As you drive around Castle Rock and see many different departments providing first-class service, you will notice how they rely on their Town-issued vehicles. The Fleet Division takes great pride in knowing that those vehicles are reliable and safe to operate.

Fleet Services Division was busy "Keeping Castle Rock on the Move" in November 2019. The entire Fleet Division made it in on November 26th the Town snow day to keep snow removal equipment up and running. Fleet technicians completed 25 work orders related to that storm. The new fleet-bay additions added to our efficiency by allowing us to keep the heavy trucks and

equipment in those bays and let us have the smaller bays available for other vehicles.



New plow truck for the Streets Division.

The Fleet Division billed out \$58,000 of parts and labor and met the following objectives and benchmarks:

Objective/Benchmark: Complete at least 75% of our Work orders within 24-hours of coming to shop.

Outcome: Fleet team completed 84.7% of the work orders within 24-hours of opening repair requests or service requests. This benchmark number shows how quick the Fleet Division is working on vehicles to get them back on the road.

Objective/Benchmark: Town vehicles and equipment available for use 95% of time.

Outcome: Town vehicles and equipment were available 98.3% of the time. This high fleet availability rate means that Town vehicles and equipment are ready when they are called upon to perform.

Objective/Benchmark: Technician productivity percentage of 70% (APWA standard)

Outcome: Technician productivity was 72%. This was above our benchmark of 70% compared to the standard set by the American Public Works Association (APWA).

Overall we completed 160 work orders and processed \$58,000 in parts and labor and another 28,000 in fuel transactions. The fleet parts division was busy getting the inventory ready for the year end inventory count before the end of 2019. Two fleet technicians Caleb

Wood and Rod Claassen completed air brake inspector training as well. Fleet also received two new CDL plow trucks and was able to put one into service for the storm on the 26th. Fleet also received a 2020 Chevrolet 1500 truck for the Fire Department.



New 2020 truck for the Fire department

Street Operations & Maintenance Division

During the month of November, the Street Operations & Maintenance Division (SO&MD) performed work maintenance operations:

- Snow and Ice Control
- Crack Seal Operations
- Special Operations
- Sweeping

Snow and Ice Control

The Streets Division, in conjunction with Development Services, Traffic, Water Dept. and Parks Dept. successfully responded to three snow events during the month of November. The cleanup operations and widening of the roadways were completed for each of these events in under 6.5 hours. Removal of excess snow from the downtown area during the 25 Nov storm was completed within 18 hours of cessation of snowfall. In total 7616 miles were driven during plow operations and in excess of 1800 cubic yards of snow were removed from the downtown.

Special Operations

Crews were able to complete the construction of an alternative parking lot for Town Hall in anticipation of the Encore building project. Crews also assisted the Engineering Department in creating a temporary road surface for utility repairs along Gordon Drive.

PMP Crack Seal operations

Pavement Maintenance Program (PMP) crack seal operations were wrapped up during the early half of November with the completion of the final 8 miles of roadway. In this final stretch just over 8,890 pounds of rubberized crack seal was applied.

Sweeping

Crews have begun the Fall sweeping program and are working this operation in conjunction with post storm sweeping. With the majority of leaves having fallen the Fall sweeping program will be effective and will be progressed when conditions allow. Presently, about 33% of the town has been completed for the Fall Sweep program. The downtown and business areas were also swept for the Starlighting event and in anticipation of Black Friday.

Looking Ahead

Looking into the month of December, Streets crews will continue to respond to Snow and Ice events as the weather presents them. Fall sweeping and post storm sweeping operations will also continue. Equipment maintenance and Pothole repair operations are expected to remain a high priority. Streets Division is also anticipating on boarding two additional operators to fill positions left vacant by internal promotions.