

**TOWN OF CASTLE ROCK  
SERVICES AGREEMENT  
(Cobblestone Ranch Neighborhood Park – Master Plan)**

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**DATE:** July 1<sup>st</sup>, 2019.

**PARTIES:** **TOWN OF CASTLE ROCK**, a Colorado municipal corporation, 100 N. Wilcox Street, Castle Rock, Colorado 80104 ("Town").

**NORRIS DESIGN**, a Colorado corporation, 1101 Bannock Street, Denver, Colorado 80204 ("Consultant").

**RECITALS:**

- A. Town wishes to engage Consultant to provide the services more fully described in the following Agreement and Exhibits.

**TERMS:**

**Section 1. Scope of Services.** Consultant shall provide professional master plan design services related to the Cobblestone Ranch Neighborhood Park, in accordance with Consultant's proposal attached as *Exhibit 1* ("Services").

**Section 2. Payment.** Consultant shall invoice Town for the Services rendered on a monthly basis in accordance with the rate and fee scheduled identified in *Exhibit 2*. Town shall pay such invoices within 30 days receipt of such invoice. In no event shall the cumulative payment to Consultant exceed \$80,500, unless authorized in writing by Town.

**Section 3. Completion.** Consultant shall commence the Services upon execution of this Agreement and complete the Services not later than December 31, 2019. Consultant shall devote adequate resources to assure timely completion of the Services. Consultant shall perform the Services under this Agreement using a standard of care, skill and diligence ordinarily used by reputable professionals performing under circumstances similar to those required by this Agreement.

Town shall have the right to terminate this Agreement at any time with 30 days written notice to Consultant. The Town's only obligation in the event of termination shall be payment of fees and expenses incurred up to and including the effective date of termination. Consultant shall turn over all work product produced up to the date of termination.

**Section 4. Subcontractors.** Consultant may utilize subcontractors to assist with specialized works as necessary to complete the Services. Consultant will submit any proposed subcontractor and the description of their services to the Town for approval.

**Section 5. Assignment.** This Agreement shall not be assigned by Consultant without the written consent of the Town.

**Section 6. Notice.** Any notice required or permitted by this Agreement shall be in writing and shall be deemed to have been sufficiently given for all purposes if sent by certified mail or registered mail, postage and fees prepaid, addressed to the party to whom such notice is to be given at the address set forth on the first page of this Agreement, or at such other address as has been previously furnished in writing to the other party or parties. Such notice shall be deemed given when deposited in the United States mail.

**Section 7. Prohibition Against Employing Illegal Aliens.** Consultant shall not knowingly employ or contract with an illegal alien to perform work under this contract. Consultant shall not enter into a contract with a subcontractor that fails to certify to the Consultant that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this contract.

Consultant has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under the public contract for services through participation in either the E-verify program or the Department program, as defined in C.R.S. §§ 8-17.5-101(3.3) and 8-17.5-101(3.7), respectively. Consultant is prohibited from using the E-verify program or Department program procedures to undertake pre-employment screening of job applicants while this contract is being performed.

If Consultant obtains actual knowledge that a subcontractor performing work under this Agreement for services knowingly employs or contracts with an illegal alien, Consultant shall:

A. Notify the subcontractor and the Town within three days that the Consultant has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and

B. Terminate the subcontract with the subcontractor if within three days of receiving notice required pursuant to this paragraph the subcontractor does not stop employee or contracting with the illegal alien; except that the Consultant 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.

Consultant shall comply with any reasonable request by the Department of Labor and Employment 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).

If Consultant violates a provision of this Agreement required pursuant to C.R.S. §8-17.5-102, Town may terminate the Agreement for breach of contract. If the Agreement is so terminated, the Consultant shall be liable for actual and consequential damages to the Town.

**Section 8. Insurance.** Consultant agrees to procure and maintain, at his own cost, the following policy or policies of insurance. Consultant shall not be relieved of any liability, claims, demands or other obligations assumed pursuant to this Agreement by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types.

A. Consultant shall procure and maintain, and shall cause each subcontractor of the Consultant to procure and maintain a policy with the minimum insurance coverage listed below. Such coverage shall be procured and maintained with forms and insurers acceptable to the Town. All coverage shall be continuously maintained from the date of commencement of services hereunder. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.

1. Workers Compensation insurance to cover obligations imposed by the Workers Compensation Act of Colorado and any other applicable laws for any employee engaged in the performance of Work under this contract, and Employer's Liability insurance with minimum limits of FIVE HUNDRED THOUSAND DOLLARS (\$500,000) each accident, FIVE HUNDRED THOUSAND DOLLARS (\$500,000) disease-policy limit, and FIVE HUNDRED THOUSAND DOLLARS (\$500,000) disease-each employee.

2. Comprehensive General Liability insurance with minimum combined single limits of ONE MILLION DOLLARS (\$1,000,000) each occurrence and ONE MILLION DOLLARS (\$1,000,000) aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage (including for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations. The policy shall contain a severability of interests provision.

3. Comprehensive Automobile Liability Insurance with minimum combined single limits for bodily injury and property damage of not less than ONE MILLION DOLLARS (\$1,000,000) each occurrence and ONE MILLION DOLLARS (\$1,000,000) aggregate with respect to each of Consultant's owned, hired and/or non-owned vehicles assigned to or used in performance of the services. The policy shall contain a severability of interests provision.

4. Professional Liability insurance with minimum limits of ONE MILLION DOLLARS (\$1,000,000) per claim and ONE MILLION DOLLARS (\$1,000,000) aggregate.

B. The policies required above, except Workers' Compensation insurance, Employers' Liability insurance and Professional Liability insurance shall be endorsed to include the Town, its officers and employees, as an additional insured. Every policy required above, except Workers' Compensation and Professional Liability insurance, if applicable, shall be primary insurance, and any insurance carried by the Town, its officers, or its employees, shall be excess and not contributory insurance to that provided by Consultant. The additional insured endorsement for the Comprehensive General Liability insurance required above shall not contain any exclusion for bodily injury or property damage arising from completed operations. The Consultant shall be solely responsible for any deductible losses under each of the policies required above.

C. Certificates of insurance shall be completed by Consultant's insurance agent as evidence that policies providing the required coverage, conditions and minimum limits are in

full force and effect, and shall be subject to review and approval by the Town. Each certificate shall identify the Project and shall provide that coverage afforded under the policies shall not be cancelled, terminated or materially changed until at least 30 days prior written notice has been given to the Town. If the words "endeavor to" appear in the portion of the certificate addressing cancellation, those words shall be stricken from the certificate by the agent(s) completing the certificate. The Town reserves the right to request and receive a certified copy of any policy and any endorsement thereto.

D. Failure on the part of Consultant to procure or maintain policies providing the required coverage, conditions, and minimum limits shall constitute a material breach of contract upon which at the Town's discretion may procure or renew any such policy or any extended connection therewith, and all monies so paid by the Town shall be repaid by Consultant to the Town upon demand, or the Town may offset the cost of the premiums against any monies due to Consultant from the Town.

E. The parties understand and agree that the Town is relying on, and does not waive or intend to waive by any provision of this contract, the monetary limitations (presently \$350,000 per person, \$990,000 per occurrence) or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, §24-10-101, *et seq.*, C.R.S., as from time to time amended, or otherwise available to Town, its officers, or its employees.

**Section 9. Indemnification.** Consultant expressly agrees to indemnify and hold harmless Town or any of its officers or employees from any and all claims, damages, liability, or court awards including attorney's fees that are or may be awarded as a result of any loss, injury or damage sustained or claimed to have been sustained by anyone, including, but not limited to, any person, firm, partnership, or corporation, to the extent caused by the negligent acts, errors or omissions of Consultant or any of their employees or agents in performing work pursuant to this Agreement. In the event that any such suit or action is brought against Town, Town will give notice within ten (10) days thereof to Consultant.

**Section 10. Delays.** Any delays in or failure of performance by any party of his or its obligations under this Agreement shall be excused if such delays or failure are a result of acts of God, fires, floods, strikes, labor disputes, accidents, regulations or orders of civil or military authorities, shortages of labor or materials, or other causes, similar or dissimilar, which are beyond the control of such party.

**Section 11. Additional Documents.** The parties agree to execute any additional documents or take any additional action that is necessary to carry out this Agreement.

**Section 12. Entire Agreement.** This Agreement represents the entire agreement between the parties and there are no oral or collateral agreements or understandings. This Agreement may be amended only by an instrument in writing signed by the parties. If any other provision of this Agreement is held invalid or unenforceable, no other provision shall be affected by such holding, and all of the remaining provisions of this Agreement shall continue in full force and effect.

**Section 13. Time of the Essence.** Time is of the essence. If any payment or any other condition, obligation, or duty is not timely made, tendered or performed by either party, then this Agreement, at the option of the party who is not in default, may be terminated by the non-defaulting party, in which case, the non-defaulting party may recover such damages as may be proper.

**Section 14. Default and Remedies.** In the event either party should default in performance of its obligations under this agreement, and such default shall remain uncured for more than 10 days after notice of default is given to the defaulting party, the non-defaulting party shall be entitled to pursue any and all legal remedies and recover its reasonable attorney's fees and costs in such legal action.

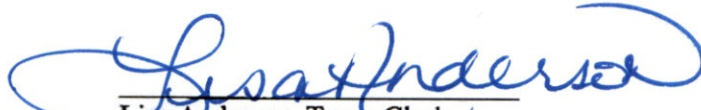
**Section 15. Waiver.** A waiver by any party to this Agreement of the breach of any term or provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach by either party.

**Section 16. Governing Law.** This Agreement shall be governed by the laws of the State of Colorado.

**Section 17. Independent Contractor.** Consultant and Town hereby represent that Consultant is an independent contractor for all purposes hereunder. As such, Consultant is not covered by any worker's compensation insurance or any other insurance maintained by Town except as would apply to members of the general public. Consultant shall not create any indebtedness on behalf of the Town.

**Section 18. No Third Party Beneficiaries.** It is expressly understood and agreed that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to Town and Consultant, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other third party on such Agreement. It is the express intention of the parties that any person other than Town or Consultant receiving services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.

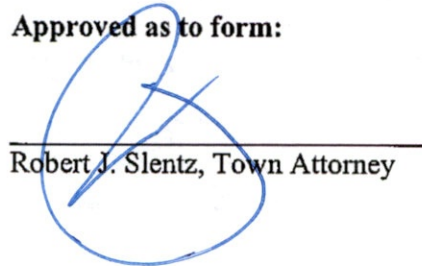
ATTEST:

  
\_\_\_\_\_  
Lisa Anderson, Town Clerk

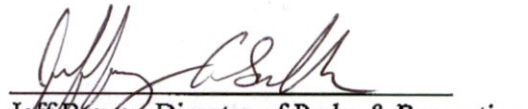
TOWN OF CASTLE ROCK

  
\_\_\_\_\_  
David L. Corliss, Town Manager

Approved as to form:

  
\_\_\_\_\_  
Robert J. Slentz, Town Attorney

Approved as to content:

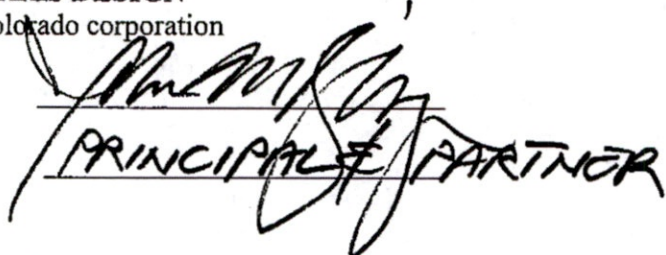
  
\_\_\_\_\_  
Jeff Brauer, Director of Parks & Recreation

CONSULTANT:

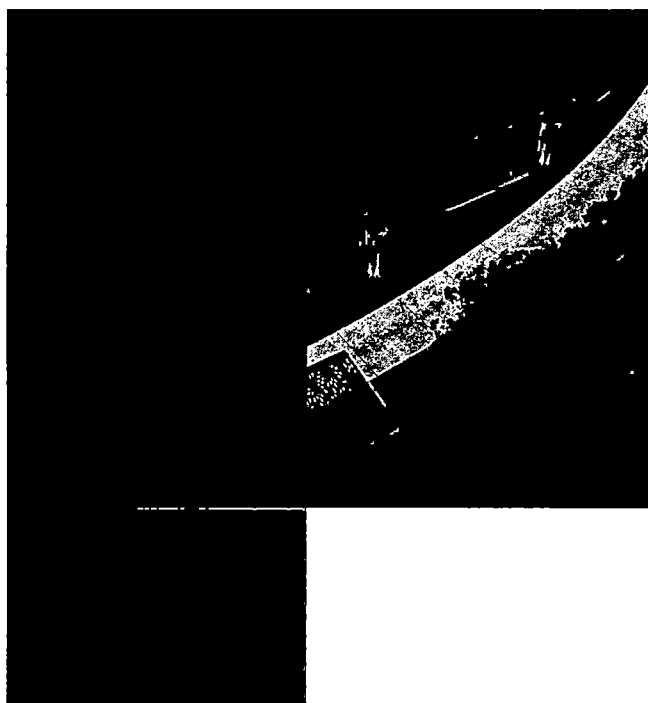
NORRIS DESIGN  
a Colorado corporation

By:

Its:

  
\_\_\_\_\_  
PRINCIPAL PARTNER





**DESIGN SERVICES FOR  
THE TOWN OF CASTLE ROCK  
NEIGHBORHOOD PARK PROJECT**  
RFP NO. 2019-01

Prepared for the  
**Town of Castle Rock**

05.17.19

# THE NORRIS DESIGN APPROACH

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Jeff Smullen, Assistant Parks & Recreation Director  
**The Town of Castle Rock**  
 1375 W. Plum Creek Parkway  
 Castle Rock, CO 80109  
 jsmullen@crgov.com

Re: RFP NO. 2019-01 Proposal:  
 Design Services for Town of Castle  
 Rock Neighborhood Park Project

## NORRIS DESIGN

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Dear Jeff and members of the Selection Committee,

Thank you for the opportunity to submit Norris Design's qualifications for the master planning of Cobblestone Regional Park and design of the first phase Neighborhood Park. We have assembled a strong team of professionals who will combine outstanding service and solutions to provide the Town of Castle Rock with unparalleled value. Our firm has a 34-year history of delivering excellence in park design, and we will listen to the needs of the community and the Town to help create an exceptional master plan vision and first phase Neighborhood Park.

Norris Design has been involved in a number of park, trail and recreation related projects in Castle Rock, including Deputy Zachary Parrish III Park in the Meadows; Wrangler Park and others in Terrain, Castle Rock Regional Park and Douglas County Fairgrounds; Pinnacle Park at Crystal Valley; Mitchell Gulch Park; Meadows Xeriscape Garden; Castle North Park; Town Hall LED Monument Sign; The Downtown Catalytic Design Competition (which we won); Festival Park Planning; Pinnacle Park in Crystal Valley; Meadows Filing 20 Trail and many others.

Additionally, Norris Design has been the Landscape Architect for Cobblestone Ranch since its inception. My business partner Sean Malone has helped to create a community with a strong sense of place which integrates well into the natural beauty of eastern Castle Rock. The setting along Cherry Creek provides a unique opportunity to create a special place to supplement all the beautiful parks within the Town of Castle Rock. We are vested in the community, take pride in helping to make it better and are active members of the Economic Development Council.

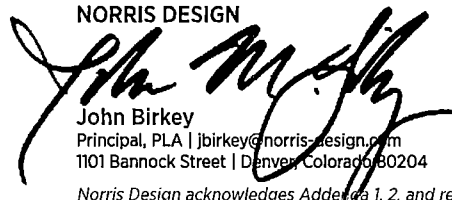
Our team is available to begin immediately and is already familiar with Castle Rock and the Cobblestone site. We have teamed with Martin/Martin, JCAA and Terracon to deliver the project creatively, swiftly and accurately. We are currently working with each of these firms on a variety of park, recreation and public facilities. I will act as the Principal in Charge for the project and have strategically selected Ryan Holdorf, Matt Roth, Chris Stebe and Scott Stoddard as our in-house landscape architecture team. We have worked together on several similar projects. Most recently Ryan, Chris, Scott and I have been working on the Deputy Zachary Parrish III Memorial Park in Meadows Filing 18. As you are aware, the project is nearing completion and we are honored to be an integral part of such a meaningful park from the standpoint of play and active recreation, but also to recognize and honor the life of Deputy Parrish. We also recently completed the Brighton Downtown Plaza, the Brighton Japanese American Association Park and The Water Tower Synthetic Field Complex, and were selected to provide park design services for Denver Parks and Recreation.

Our team will go above and beyond your expectations by preparing a 3D model, similar to those shown throughout this proposal and at [www.norris-design.com](http://www.norris-design.com). As you'll recall, we created models from drone photography for Parrish Park. This will help the staff, Planning Commission and Town Council, nearby residents of Castle Rock and the Cobblestone Ranch community fully understand the master plan and design for the neighborhood park. It is also a valuable tool for marketing, fundraising, graphics and signage, and aids in visualizing the details and complexities of the design.

We look forward to discussing our approach and ideas for the park in an interview May 23rd or 24th. If our firm is invited to interview, we will stay actively involved in the selection process and will not change the staff proposed in the RFP without advance notice in writing and approval by the Town. We look forward to our continued relationship with the Town of Castle Rock. If you have any questions, I can be reached at 303.892.1166 or by email at [jbirkey@norris-design.com](mailto:jbirkey@norris-design.com).

Sincerely,

NORRIS DESIGN

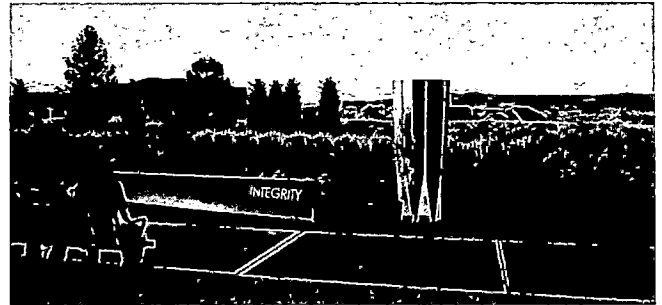
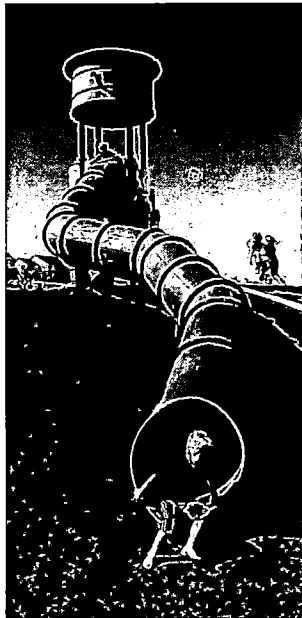
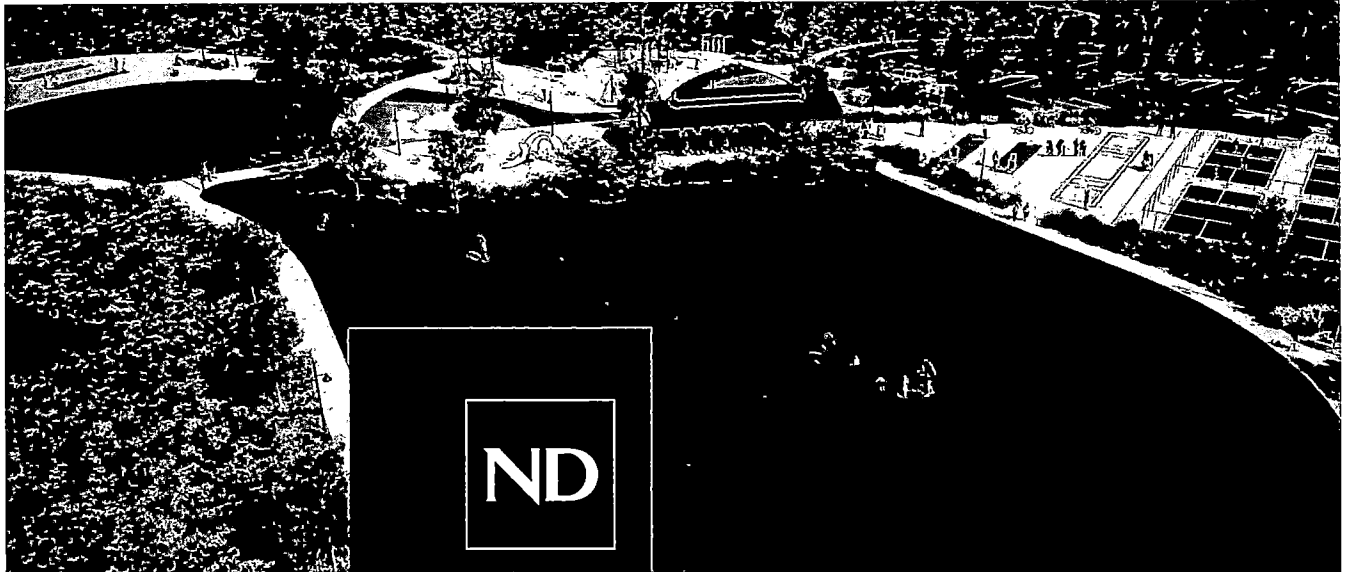


John Birkey  
 Principal, PLA | [jbirkey@norris-design.com](mailto:jbirkey@norris-design.com)  
 1101 Bannock Street | Denver, Colorado 80204

*Norris Design acknowledges Addenda 1, 2, and responses to questions for this solicitation*

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**COMPANY QUALIFICATIONS  
& RELATED EXPERIENCE**



Established in 1985, Norris Design's strategic partnership in planning, landscape architecture and branding encompasses local, regional, national and international projects. We combine responsive service with creative solutions that are grounded in realism to deliver a design that thrives, both today and in the future. Our knowledge and implementation of green building strategies is key to our design process and the success of our projects.

Our designs always reflect our clients' vision, goals and resources. We take great care to ensure that our solutions can be built and built well, not just for an immediate transformation – but a successful continuum that will continue to unfold.

Clients ask us most often if their vision will come to life. At Norris Design we can say "yes" every time.

“We can  
say **YES**  
every time!”

**PLANNING | LANDSCAPE ARCHITECTURE | BRANDING**

## B. RELEVANT EXPERIENCE

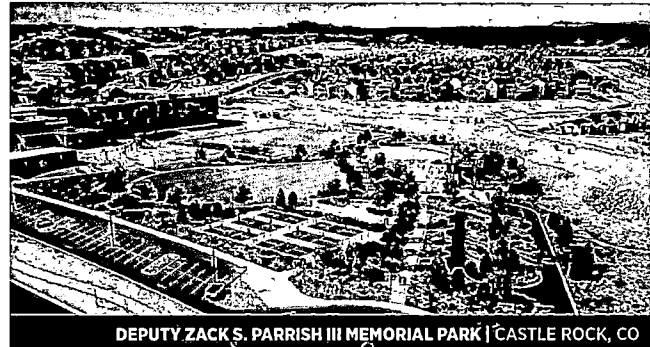
Norris Design has been involved in a number of park, trail and recreation related projects over our nearly 35 years in business. Specifically in Castle Rock, Norris Design has worked on the following relevant projects:

- **Castle North Park**
- **Castle Rock Adventist Medical Campus Community Garden**
- **Castle Rock Regional Park & Douglas County Fairgrounds**
- **Castlewood Ranch Filing II Park**
- **Centennial Park & Recreation Center**
- **Deputy Zack S. Parrish III Memorial Park**
- **Festival Park Planning**
- **Mitchell Gulch Park**
- **Meadows Filing 20 Trail**
- **Meadows Recreation Center**
- **Meadows Xeriscape Garden**
- **Pinnacle Park in Crystal Valley**
- **Red Hawk Ridge Golf Course**
- **The Grange Pool**
- **Terrain Trails Master Plan**
- **Town Hall LED Monument Sign**
- **Wrangler Park**

Most recently, project team members John Birkey, Ryan Holdorf, Chris Stebe, Scott Stoddard and Patsy Sullivan have worked together on the Deputy Zachary Parrish III Memorial Park in Meadows Filing 18. We're honored to be an integral part of such a meaningful park and look forward to applying the knowledge and experience gained while working on this important project.

Notably, Norris Design has been the Landscape Architect for Cobblestone Ranch since its inception — helping to create a community with a strong sense of place which integrates well into the natural beauty of eastern Castle Rock. We have assisted the Town of Castle Rock to integrate the Water Conservation Design Standards into the Town Development Code and have continued to work alongside staff to improve the Code relative to planning and landscape architecture. We are vested in the community and are also members of the Economic Development Council. Lastly, we were participants in the Downtown Catalytic Design Competition which the Norris Design team won.

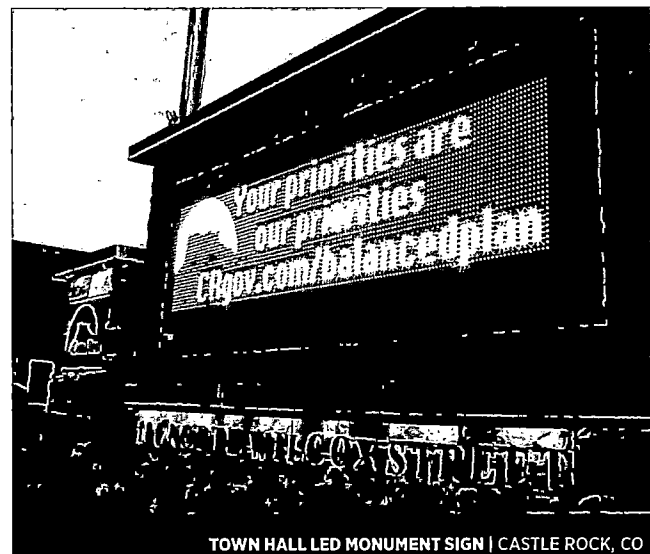
In addition to extensive experience in the Town of Castle Rock, the Norris Design team has been working on a number of parks and recreation facilities in Colorado. We recently completed the Brighton Downtown Plaza, the Brighton Japanese American Association Park and the Water Tower Synthetic Field Complex, and were selected to provide park design services for Denver Parks and Recreation.



DEPUTY ZACK S. PARRISH III MEMORIAL PARK | CASTLE ROCK, CO



WRANGLER PARK | CASTLE ROCK, CO

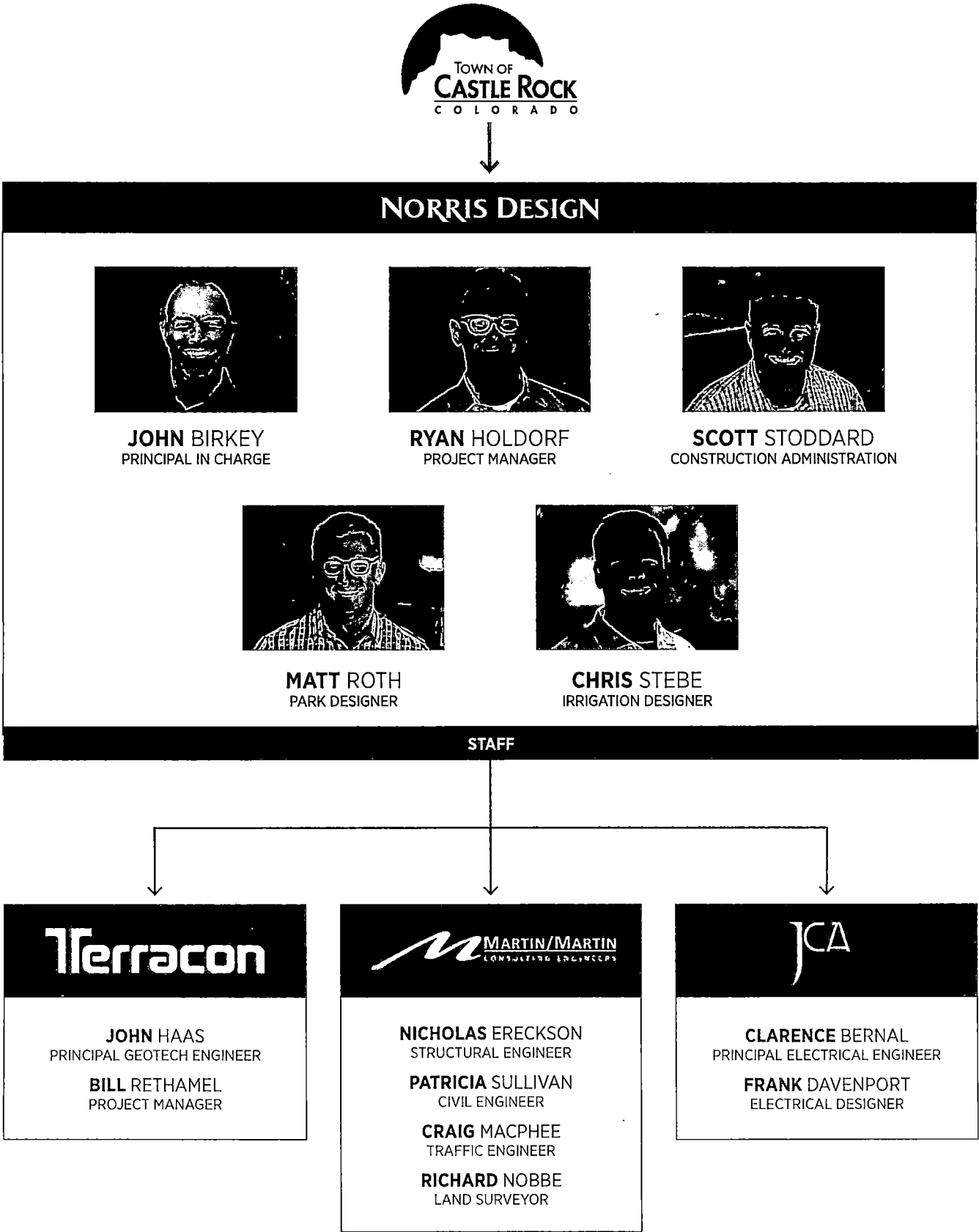


TOWN HALL LED MONUMENT SIGN | CASTLE ROCK, CO

## TEAM QUALIFICATIONS

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A. ORGANIZATIONAL CHART



## NORRIS DESIGN ORGANIZATIONAL APPROACH

John Birkey will be the Principal in Charge. With over 23 years of experience as a licensed landscape architect, a registered Town of Castle Rock professional, John has had the pleasure to be involved in a number of both public and private sector projects in Castle Rock. John's passion for creating parks and places with a strong sense of place for people to enjoy will bring value and great results to the Town of Castle Rock. Ryan Holdorf will be the project manager. He and John will work closely with the Town and team to provide leadership, direction and continual communication throughout all phases of the project. Matt Roth will assist with park design and expertise in grading, recreation elements and planting design. Chris Stebe, our in-house irrigation expert, will provide irrigation design for the project to meet all requirements of the Town of Castle Rock Landscape and Irrigation Performance Standards. Scott Stoddard will provide construction administration as needed and requested to assist the Town with the observation and administration of the improvements through initial and final acceptance and the warranty period. Scott is familiar with the Town of Castle Rock, lives nearby and performed construction administration for Pinnacle Park in Crystal Valley and Crystal Valley Parkway on the south end of Town.

## B. TEAM ROLES & QUALIFICATIONS

### SUBCONSULTANTS

We have chosen Martin/Martin as our partner for four key components of the project: Civil Engineering, Structural Engineering, Survey and Traffic Engineering. We have worked with Martin/Martin on numerous projects during our history in the region. They bring these key services under one roof with extensive experience in parks and recreation and the Town of Castle Rock. The efficiency of having the engineering scope under one roof will ensure we meet the aggressive schedule of the project. Nicholas Ereckson will provide structural engineering as needed for monumentation and signage footings, post-tensioned slabs for sport courts and shelter footings to supplement manufacturers' specifications. Patsy Sullivan will be our Civil Engineer providing expertise in grading, drainage and water quality with a focus on sustainability and preservation of natural resources. Craig MacPhee will provide expertise as the traffic engineer for the project. Rick Nobbe will provide survey with strong experience working with local and regional Park and Recreation Districts and the National Park Service.

JCAA will provide electrical, mechanical and plumbing design for the project. We do not anticipate a large role for mechanical and plumbing other than irrigation service and accommodating for potential future plumbed restrooms. Electrical engineering will be led by Clarence Bernal and Frank Davenport for the lighting design and photometric plan, irrigation power source and other electrical improvements. JCAA worked with Norris Design recently on the Brighton Japanese American Association Park, providing electrical/lighting design.

Terracon will be the Geotechnical Engineer to provide studies for the park. John Haas and Bill Rethamel will lead this effort to ensure we understand and accommodate for soil conditions through every detail of the improvements.

### MARTIN/MARTIN EXPERIENCE WORKING WITH NORRIS DESIGN

**Deputy Zack S. Parrish III Memorial Park**  
 Castle Rock, Colorado

**Abilene Station**  
 Aurora, Colorado

**Adams County Justice Center Expansion**  
 Brighton, Colorado

**Arapahoe Centrepont Plaza**  
 Aurora, Colorado

**Arapahoe County Fairgrounds**  
 Arapahoe County, Colorado

**Arapahoe County Sheriff & Coroner**  
 Centennial, Colorado

**Arista**  
 Broomfield, Colorado

**Avaya**  
 Westminster, Colorado

**Bishop Machebeuf High School**  
 Denver, Colorado

**Delta Youth Sports Complex**  
 Delta, Colorado

**Dick's Sporting Goods Park**  
 Commerce City, Colorado

**Douglas County Fairgrounds  
 & Castle Rock Regional Park**  
 Castle Rock, Colorado

**Douglas County Health  
 & Human Services Building**  
 Castle Rock, Colorado

**Emily Griffith Hotel Renovation**  
 Denver, Colorado

**Forsberg Iron Spring Park**  
 Lakewood, Colorado

**High Point at DIA**  
 Aurora, Colorado

**Huntington Park**  
 Greenwood Village, Colorado

**Louisville Police & Recreation Campus**  
 Louisville, Colorado

**Mayeda Park**  
 Brighton, Colorado

**Moorhead Recreation Center**  
 Aurora, Colorado

**Pioneer Park**  
 Commerce City, Colorado

**Roosevelt Park**  
 Longmont, Colorado

**Southshore**  
 Aurora, Colorado

**Storm Soccer Complex**  
 Aurora, Colorado

**Westminster Station**  
 Westminster, Colorado

## MARTIN/MARTIN SUMMARY OF QUALIFICATIONS

Martin/Martin is a full-service civil and structural engineering firm supported by survey, investigative engineering, and construction management/owner's representative services. We have extensive experience in the civil and structural design of neighborhood and community parks and open space areas, many of which feature playgrounds, picnic areas, trails, roadway access and parking, sports and recreation areas. Martin/Martin has completed more than 30 projects with Norris Design and the firms share a strong relationship.

## JCAA EXPERIENCE WORKING WITH NORRIS DESIGN

**Brighton Japanese American Association Park**  
Brighton, Colorado

**Prairie Gateway**  
Commerce City, Colorado

## JCAA SUMMARY OF QUALIFICATIONS

JCAA Consulting Engineers, LLC is a full service MEP Engineering firm offering design and consulting services. We have the team to take this project from conception to construction to completion. We excel at listening to our clients and providing the right product or design to best fit their needs. Whether it's designing an energy efficient new building or remodeling an existing space, we deliver.

Although JCAA is a relatively new (nine years old) company, members of our team have been in the engineering industry for decades. Several members of our staff have worked together for over 20 years, first at Alber Engineering, then at JBA Consulting Engineers and finally at JCAA. Longevity is a common theme with our employees. Other members of our staff have been designing and managing projects for over 20 years. The common thread that ties all of our employees together is our ability to deliver quality projects and designs on time to our clients. JCAA has completed the design for dozens of parks, including those with and without illuminated ball fields, a skate park, basketball and tennis courts, synthetic turf multi-purpose athletic fields, soccer fields and splash pads. The electrical and lighting design was created with dual comparable designs to ensure competitive pricing from at least two sports lighting manufacturers when requested by the owner.

## TERRACON EXPERIENCE WORKING WITH NORRIS DESIGN

**Deputy Zack S. Parrish III Memorial Park**  
Castle Rock, Colorado

**Brighton Downtown Plaza**  
Brighton, Colorado

**Superior Marketplace**  
Superior, Colorado

**Arista**  
Broomfield, Colorado

**Colorado Station**  
Denver, Colorado

**Westminster Station**  
Westminster, Colorado

**Brighton City Hall**  
Brighton, Colorado

**Clear Creek Trail**  
Colorado

**Wind Crest Senior Living**  
Highlands Ranch, Colorado

## TERRACON SUMMARY OF QUALIFICATIONS

Norris Design and the Town of Castle Rock can rely on Terracon's qualified personnel. The project team members we have proposed for this project have an average of 14 years of experience and our Denver geotechnical team has worked on projects for over 60 parks along the Front Range, including several parks for the Town of Castle Rock. They are proficient in developing geotechnical recommendations and use deductive reasoning and judgment when making critical decisions. Our geotechnical team brings to every project a locally-derived expertise reinforced by a national network of leading geotechnical resources. Our firm has recorded data on existing conditions for decades, creating a database that our Denver team can access in order to build better assessments of geotechnical conditions and designs.

All fieldwork and laboratory testing are conducted in-house using our internal drilling fleet and specialized laboratory equipment. This means that Norris Design and the Town of Castle Rock will save both time and money by selecting Terracon for this project.

Our Authorized Project Reviewer (APR) program promotes quality performance – getting it right the first time, every time. Terracon's APR program aids in providing our clients with accurate, comprehensive reports. Terracon will save Norris Design and the Town of Castle Rock time and money by using internal measures to reduce error. In addition, our unique quality assurance program will verify that our field work is being performed in accordance with the scope of work and project requirements. Scott Myers will be responsible for this element of our internal quality program.

## RESUMES

Resumes for the proposed key personnel are presented on the following pages. John Birkey, as a Principal of Norris Design, Principal in Charge for this project and signer of this proposal, acknowledges that if selected to interview the Norris Design team will remain actively engaged in the selection process and will not change the staff proposed unless approved in advance and in writing by the Town of Castle Rock.



**JOHN BIRKEY PRINCIPAL IN CHARGE**

jbirkey@norris-design.com

**EDUCATION****Master of Landscape Architecture**

University of Colorado-Denver, with honors, 1997

**Bachelor of Studio Fine Arts**

University of Colorado-Denver, with honors, 1993

**WORK EXPERIENCE****Norris Design**

1996 - Present

**Volunteers for Outdoor Colorado**

Technical Advisor

1998 - Present

**PROFESSIONAL CERTIFICATION**

Registered Landscape Architect, Colorado, #655

**PROFESSIONAL AFFILIATIONS****Town of Castle Rock Landscape Design Professional, #5123,**  
2005 - Present**American Society of Landscape Architects, 1995 - Present****Colorado Chapter ASLA Executive Committee;** President,  
2004 - 2005; President Elect, 2003; Vice President of  
Education, 2002; Secretary, 2001; Volunteer Project  
Coordinator, 2000**Jane Silverstein Ries Foundation;** Board of Directors,  
2003 - Present; Vice President, 2005, President, 2013 - 2016,  
Board of Directors, 2017**Volunteers for Outdoor Colorado** Leadership Committee,  
2000 - Present

John Birkey has been involved with talented teams designing a number of municipal parks, recreation centers, trails, natural areas, and civic campuses. John has a passion for art, the environment and landscape heritage, and possesses dexterity in drawing, painting and photography. He serves as a photographer, creating images of designed and built projects for the firm as well as for clients' use in sales and marketing. He has extensive knowledge of trail design and parks and recreation work, and is dedicated to influencing people's lives in a positive way. He believes that environmental protection and economic development are complementary rather than antagonistic processes. He aims for sustainability in his work and his landscape architectural designs express sense of place and regionalism.

**SELECT RELEVANT PROJECT EXPERIENCE**

Deputy Zack S. Parrish III Memorial Park, Castle Rock, CO

Brighton Japanese American Association Park, Brighton, CO

Adams County Natural Park, Adams County, CO

APEX Indoor Soccer Facility, Arvada, CO

APEX Secrest and Fitsmoris Recreation Centers, Arvada, CO

APEX Tennis Facility, Arvada, CO

Brighton Baseball &amp; Soccer Complexes Master Plan, Brighton, CO

Brighton Downtown Plaza Master Plan, Brighton, CO

Brighton Oasis Family Aquatics Park, Brighton, CO

Brighton Water Tower Synthetic Field Complex, Brighton, CO

Carmichael Park &amp; Brighton City Hall, Brighton, CO

Castle North Park, Castle Rock, CO

Castle Rock Catalytic Design Competition Winner, Castle Rock, CO

Castle Rock Regional Park &amp; Douglas County Fairgrounds, Castle Rock, CO

Castle Rock Town Hall LED Monument Sign, Castle Rock, CO

Castlewood Ranch, Castle Rock, CO

City of Lakewood Trail Inventory and Connectivity Assessment, Lakewood, CO

City of Northglenn Justice Center, Northglenn, CO

Crystal Valley, Castle Rock, CO

Eagle View Adult Recreation Center, Brighton, CO

Eaton Area Community Center &amp; Ball Fields, Eaton, CO

Festival Park Planning, Castle Rock, CO

Forsberg Iron Spring Park, Lakewood, CO

Golden Heights Park, Golden, CO

Green Valley Ranch 22-Acre Park &amp; Recreation Center, Denver, CO

Hobbs Health, Wellness &amp; Learning Center, Hobbs, NM

Ken Mitchell Park &amp; Open Space, Brighton, CO

Liberty Ranch Regional Park, Mead, CO

Louisville Playgrounds, Louisville, CO

Mead Open Space, Parks and Trails Master Plan, Mead, CO

Meadows Filing 20 Open Space Trail Expansion, Castle Rock, CO

Parker Fieldhouse, Parker, CO

Peak to Peak Charter School Ball Fields &amp; Tennis Courts, Lafayette, CO

Phillip &amp; Dorcas Jensen Memorial Park, Meeker, CO

Pinnacle Park at Crystal Valley, Castle Rock, CO

Roosevelt Park, Longmont, CO

Roxborough State Park Trail &amp; Restoration, Douglas County, CO

Royal Gorge Bridge &amp; Park Renovation, Cañon City, CO

Sanderson Hills Park, Meeker, CO

Snowmass Village Community Connectivity Plan, Snowmass, CO

South Parker Road Design Guidelines/Master Plan, Parker, CO

Sulphur Gulch Regional Trail, Parker, CO

Windsor Community Recreation Center, Windsor, CO

Wrangler Park, Castle Rock, CO

**RYAN HOLDORF PROJECT MANAGER**

rholdorf@norris-design.com

**EDUCATION**

**Master of Landscape Architecture**  
University of Minnesota, 2004

**Bachelor of Environmental Design**  
University of Minnesota, 2001

**WORK EXPERIENCE**

**Norris Design**  
2014 – Present

**LAI Design Group**  
2013 – 2014

**DHM Design Corporation**  
2006 – 2013

**University of Minnesota College of Landscape Architecture**  
2004 – 2005

**Minnesota Great River Greening**  
2004

**PROFESSIONAL AFFILIATIONS**

**American Society of Landscape Architects**, 2013 – Present  
**City & County of Denver Preservation Commission**,  
Commissioner, Denver Landmark, 2012 – 2018

**REVIEW BOARDS & JURIES**

**City & County of Denver City Park Design Advisory Committee**,  
ASLA Colorado Chapter Representative, 2019 – Present  
**Five Points Historic Cultural District**, Design Standards &  
Guidelines Working Group, 2016  
**McNichols Public Art Design Review Jury**, 2015

Ryan has worked to build lasting and memorable spaces throughout the Colorado Front Range for over a decade. Driven by his passion to create functional and lasting designs, he is proud to work in urban and rural landscapes throughout Colorado, helping to create spaces for generations to come.

Ryan is noted by his professional peers for his ability to champion large and small scale projects with practical and innovative design solutions. He is a member of the American Society of Landscape Architects, an appointed Commissioner for the Denver Landmarks Commission and is active in his community.

**SELECT RELEVANT PROJECT EXPERIENCE**

Deputy Zack S. Parrish III Memorial Park, Castle Rock, CO  
Miller's Landing, Castle Rock, CO  
Brighton Japanese American Association Park, Brighton, CO  
APEX Park & Recreation District, Arvada, CO  
APEX Fitzmorris Recreation Center & Pool, Arvada, CO  
APEX Secrest Recreation Center, Arvada, CO  
Arvada Skate Park, Arvada, CO\*  
Benedict Fountain Park Landscape & Site Renovation, Denver, CO\*  
Brighton Downtown Plaza Master Plan, Brighton, CO  
Brighton Sports Complexes, Brighton, CO  
City of Thornton Police & Fire Facility, Thornton, CO  
Commerce City Multi-Modal Active Transportation Plan, Commerce City, CO\*  
Bison Ridge Recreation Center, Commerce City, CO  
Eaton Area Community Recreation Center & Ballfields, Eaton, CO  
Fairfax Park Renovation (E. 69th & Hwy. 2), Commerce City, CO\*  
Hobbs, Health Wellness & Learning Center, Hobbs, NM  
Ken Mitchell Park & Open Space Master Plan Phase I, Brighton, CO  
Long Lakes Ball Field Complex, Arvada, CO  
Lutz Ball Field Complex, Arvada, CO  
Lutz Reservoir, Brighton, CO  
Museum of Outdoor Arts, Greenwood Village, CO  
Northern Range Loop Trail Master Plan, Commerce City, CO\*  
O'Fallon Park Trailhead & Parking Lot Redesign, Kittredge, CO  
Palisade Park Filing IV, Broomfield, CO  
Pecos Streetscape 52nd Avenue to 58th, Adams County, CO  
Pioneer Park | Phase IIB/IIC, Commerce City, CO\*  
Rocky Mountain Arsenal National Wildlife Refuge Perimeter Trail,  
Commerce City, CO\*  
Rocky Mountain Sports Park, Windsor, CO  
Second Creek Greenway Trail, Commerce City, CO\*  
Skyline Neighborhood Park, Arvada, CO\*  
Urban Drainage Flood Control District Study, Parker, CO  
Wolf Neighborhood Park, Arvada, CO\*  
\*completed prior to joining Norris Design



**SCOTT STODDARD** CONSTRUCTION ADMINISTRATION  
 sstoddard@norris-design.com

**EDUCATION**

**Bachelor of Landscape Architecture**  
 Kansas State University, 1999

**WORK EXPERIENCE**

**Norris Design**  
 2016 – Present

**The Brickman Group**  
 2004 – 2016

**Powell-Tyler Associates**  
 2001 – 2004

**DHM Design**  
 1999 – 2001

**Norris Dullea**  
 Internship  
 1998

A landscape architect with nearly 20 years of experience throughout Colorado, Scott's expertise is working with all members of a team to ensure the project envisioned becomes a reality. He is experienced in all phases of landscape design, construction and maintenance and his experience with design/build methods is a valuable resource for resolving issues during project construction. Scott is skilled at project management, cost estimation and quality control. His practical understanding of landscape maintenance practices helps teams create a sustainable project for the long run.

**SELECT RELEVANT PROJECT EXPERIENCE**

Deputy Zack S. Parrish III Memorial Park, Castle Rock, CO  
 Anthology, Parker, CO  
 Christian Living Campus, Denver, CO\*  
 Crescendo at Central Park, Highlands Ranch, CO  
 Crystal Valley Parkway, Castle Rock, CO  
 Clermont Park, Denver, CO\*  
 Holly Creek, Denver, CO\*  
 Midtown, Denver, CO  
 Park Meadows Metropolitan District, Lone Tree, CO\*  
 Pinnacle Park, Castle Rock, CO  
 Sierra Ridge, Parker, CO, 2016  
 Skyridge Medical Campus, Lone Tree, CO\*  
 Stonegate Metropolitan District, Parker, CO\*  
 The Meadows, Castle Rock, CO  
 Tresana, Highlands Ranch, CO  
 Village Center, Greenwood Village, CO  
 \*completed prior to joining Norris Design



## MATT ROTH PARK DESIGNER

mroth@norris-design.com

### EDUCATION

**Master of Landscape Architecture**  
University of Colorado–Denver, 2016

**International Study**  
Helsinki, Finland, 2014

**Bachelor of Environmental Science**  
Creighton University, 2012

**International Study**  
Rome, Italy, 2010

### WORK EXPERIENCE

**Norris Design**  
2017 – Present

**Stan Clauson Associates**  
2016

**Colorado Center for Community Development**  
Intern  
2015 – 2016

### PROFESSIONAL AFFILIATIONS

**American Society of Landscape Architects**, 2013 – 2016

Since joining Norris Design in 2017, Matt Roth has worked on a variety of master planned community, multifamily and streetscape projects. Previously, he focused on high-end residential design. Matt is experienced in creating conceptual site plans, site development plans, concept designs, graphics, and participating in meetings with clients and municipalities. He is skilled in using AutoCAD, Adobe Photoshop and InDesign software.

With a background in environmental science, Matt is dedicated to designing healthy spaces for people to enjoy that also increase wildlife habitat and address stormwater. He loves looking for landscape inspiration while traveling throughout the United States and abroad.

### SELECT RELEVANT PROJECT EXPERIENCE

217 S. Third Street Residence, Aspen, CO\*  
Avilla Buffalo Run, Commerce City, CO  
Brito Residence, Aspen, CO\*  
Edgewood Lane Residence, Snowmass Village, CO\*  
Evergreen Nine Mile, Erie CO  
Finkle Residence, Aspen, CO\*  
Fox Crossing Residence, Aspen, CO\*  
Garden City Main Street Redesign, Garden City, CO\*  
Garden Place Academy Playground Conceptual Design, Denver, CO\*  
Lasley Community Park Concept, Lakewood, CO\*  
Lookout Mountain Youth Services Center, Golden, CO  
Mainstreet Parking & Alley Activation Study, Woodland Park, CO\*  
Montaine, Castle Rock, CO  
Rock & Rail Monaghan Materials Facility, Aurora, CO  
Sawaf Residence, Aspen CO\*  
Tanner G. Duckrey Elementary Schoolyard Redesign, Philadelphia, PA\*  
University of Colorado–Denver North Classroom Solar Green Roof, Denver, CO\*

\* completed prior to joining Norris Design



## **'CHRIS STEBE IRRIGATION DESIGNER**

cstebe@norris-design.com

### **EDUCATION**

#### **Bachelor of Landscape Architecture**

University of Arizona, 1997

### **WORK EXPERIENCE**

#### **Norris Design**

2013 – Present

#### **Chris Stebe LA & Construction**

2005 – 2013

#### **Design Collaborations**

2008 – 2009

#### **SAGE Landscape Architecture & Environmental**

2001 – 2005

#### **Julia Lundy Associates**

1997 – 2001

### **PROFESSIONAL CERTIFICATION**

Registered Landscape Architect, Arizona, #36936

As a landscape architect, Chris Stebe leads the irrigation design for Norris Design's seven offices. Chris has over fifteen years of experience in landscape architecture, master planning, streetscape design, and design-build landscape contracting projects. Attention to details and finding sustainable, real-world solutions that will last can be attributed to Chris' construction design-build experience. He designs efficient cost-effective irrigation systems that meets the unique plant water requirements for every project. Chris is able to utilize his knowledge to develop functionally sound designs that incorporate the project goals and client's objectives on time and within budget.

### **SELECT RELEVANT PROJECT EXPERIENCE**

Deputy Zack S. Parrish III Memorial Park, Castle Rock, CO  
 Brighton Japanese American Association Park, Brighton, CO  
 5280 Senior Residences, Denver, CO  
 71st & Federal, Westminster, CO  
 Abilene Station, Aurora, CO  
 Apothecary, Frederick, CO  
 Avilla Eastlake, Thornton, CO  
 Beck Catalyst, Denver, CO  
 Bella Vista, Evans, CO  
 Boys & Girls Club, Commerce City, CO  
 Broadstone RiNo Apartments, Denver, CO  
 Colorado Golf Club Pool & Clubhouse, Parker, CO  
 Commerce City Recreation Center, Commerce City, CO  
 Denison Placer Affordable Housing, Breckenridge, CO  
 Denver Connection, Denver, CO  
 Embrey Arvada Ridge II, Arvada, CO  
 Embrey Boulevard One, Denver, CO  
 Embrey Castle Rock, Castle Rock, CO  
 Embrey Mile High, Denver, CO  
 Encore Evans Station, Denver, CO  
 Forest Trace, Aurora, CO  
 Indian Peaks, Lafayette, CO  
 Iliff Station, Aurora, CO  
 Ken Caryl Apartments, Littleton, CO  
 Lincoln Station, Lone Tree, CO  
 Louisville City Arboretum Park Expansion, Louisville, CO  
 Mainstreet Loveland, Loveland, CO  
 Maryland Creek Ranch, Silverthorne, CO  
 Modera Observatory Park, Denver, CO  
 Noble Energy Field Phase III, Greeley, CO  
 Normandy Gardens, Lamar, CO  
 Riva Cherry Creek, Denver, CO  
 Rock Creek Ranch, Superior, CO  
 Ronald McDonald House, Denver, CO  
 St. Mary's Academy Community Center, Cherry Hills Village, CO  
 Stone Mountain, Northglenn, CO  
 Serenity Ridge, Aurora, CO  
 Sopris Elementary School Play Yard, Glenwood Springs, CO  
 The Parking Spot, Aurora, CO  
 Thorncreek Commons, Thornton, CO  
 Village at Westerly Creek 3, Aurora, CO  
 Washington Center Senior Living, Thornton, CO  
 West Park Elementary School Playground, Leadville, CO  
 Willow Bend Park, Thornton, CO  
 Views at The Ridge Parkway, Arvada, CO  
 \*completed prior to joining Norris Design



## PATRICIA J. SULLIVAN, PE, LEED AP

### ASSOCIATE, CIVIL ENGINEERING

Patsy manages a variety of site civil engineering projects with a focus in parks and recreation. She has specific expertise in drainage, athletic fields, synthetic turf, parking, water, sanitary, park amenities, and cost estimating. Her past experience provides particular insights to charrette design, shared facilities, phasing, sustainability, preservation of natural resources, attention to operation and maintenance, and designing with the visitor's experience in mind. Patsy's sustainable drainage design experience includes porous landscaping detention, sand filters, flow spreaders, and rain gardens, as well as various urban water quality and detention solutions.

### EDUCATION

BS, Civil Engineering, University of Illinois at Champaign-Urbana, 1991

### REGISTRATIONS

Professional Engineer – CO  
No. 33931

LEED AP

### AFFILIATIONS

Society of Women Engineers

### Select Project Experience

Castle Rock Meadows 18 Neighborhood Park | Castle Rock, CO

Foothills Park and Recreation District Due Diligence | Littleton, CO

City and County of Denver Parks and Recreation On-Call | Denver, CO

Paco Sanchez Park | Denver, CO

Saint Charles Recreation Center Park Site Improvements | Denver, CO

Ray Ross Park | Lakewood, CO

Walker Branch Neighborhood Park Master Plan | Edgewater, CO

Metzger Farm South Trail | Westminster, CO

Highlands Ranch Community Association Backcountry Archery Facility | Littleton, CO

Broomfield Community Center | Broomfield, CO

Charles Whitlock Recreation Center Master Plan | Lakewood, CO

Downtown Children's Water Table (park feature) | Denver, CO

Adams County Regional Park Master and Utility Plans | Brighton, CO

Boyd Lake and Eleven Mile State Park Civil Engineering | Loveland, CO

Saint Vrain Greenway Trailheads | Longmont, CO

Thomas Reservoir Fishing Area | Erie, CO



## NICHOLAS J. ERECKSON, PE

### ASSOCIATE, STRUCTURAL ENGINEERING

Nick leads the structural design of both new buildings and the renovation of existing facilities for a variety of projects including primary and secondary education, mixed-use, medical, residential, and sports and recreation facilities. Particularly, he has managed the structural design of a variety of long-span sports venues, arenas, recreation and wellness centers, open air amphitheaters, and performing arts venues. His design expertise includes reinforced concrete (cast-in-place, precast, and post-tensioned), structural steel, reinforced masonry, and wood. As the structural production manager, Nick develops and maintains department graphic standards and is dedicated to staying abreast of the latest technical standards and products.

### EDUCATION

MS, Civil Engineering – Structural Emphasis, Missouri University of Science and Technology, 2004

BS, Civil Engineering, Missouri University of Science and Technology, 2001

### REGISTRATIONS

Professional Engineer – CO  
 No. 41674

### AFFILIATIONS

American Institute of  
 Steel Construction

### Select Project Experience

Adams County Riverdale Animal Shelter | Brighton, CO

Denver Botanic Gardens | Denver, CO

Dillon Amphitheater | Dillon, CO

Rocky Mountain Sports Park | Windsor, CO

Bison Ridge Recreation Center | Commerce City, CO

Southeast Aurora Parks, Recreation, and Open Space Recreation Center | Aurora, CO

Louisville Recreation Center | Louisville, CO

Goodson Recreation Center Locker Room Renovation | Centennial, CO

Johnstown Recreation Center | Johnstown, CO

Auraria Higher Education Center Event Center Improvements | Denver, CO

South Suburban Parks and Recreation District Fieldhouse, Ice Arena, and Administration Facility | Littleton, CO

1stBank Center (Broomfield Event Center) | Broomfield, CO

Commerce City Recreation Center | Commerce City, CO

Switchbacks Stadium | Colorado Springs, CO

Castle Rock Brewery | Castle Rock, CO



## CRAIG A. MACPHEE, PE

### SENIOR PROJECT ENGINEER, CIVIL ENGINEERING

Craig is a full-time contract employee at Martin/Martin and founder of CivTrans Engineering. He has 19 years of experience in traffic and transportation operations analysis and land development design. He offers expertise in traffic impact studies, parking studies, site circulation, and traffic control. Craig has completed the analysis, and written and managed studies for numerous local and national parks, recreation centers, and event facilities. He also has expertise in roadway design and intersections including traffic signals, channelization, signing, striping, and roundabouts.

### EDUCATION

BS, Civil Engineering, University of Idaho, 2000

### REGISTRATIONS

Professional Engineer – CO  
No. 40642

### AFFILIATIONS

Institute of Transportation Engineers

### Select Project Experience

Adams County Regional Park Master Plan | Brighton, CO

Town of Palisade Skatepark | Palisade, CO

South Suburban Parks and Recreation District Golf Clubhouse | Centennial, CO

South Suburban Parks and Recreation District Highlands 460 Trail | Centennial, CO

Moorhead Recreation Center Renovation | Aurora, CO

City of Aurora Public Safety Training Center | Aurora, CO

Candelas Traffic Signal Design | Arvada, CO

Woodland Park Infrastructure | Woodland Park, CO

Woodland Park Aquatic Center | Woodland Park, CO

The Inn at Furnace Creek Winding Road Development | Death Valley, CA

Thornton Trail Winds Recreation Center | Thornton, CO

Englewood Recreation Center Entry Addition | Englewood, CO

Adams County Justice Center | Brighton, CO

University of Colorado Student Recreation Center | Boulder, CO

Stout Street Health Center | Denver, CO





## **RICHARD A. NOBBE, PLS**

### **ASSOCIATE, SURVEY MANAGER**

Rick is the Martin/Martin survey manager, directly responsible for easements, boundary, topographic, street layout, lot layout, design, and drainage surveys. He also has expertise in construction staking including earthwork, water, curb and gutter, and structure layout. Rick manages Martin/Martin's in-house survey crews as well as our outside survey consultants, who participate as a part of the firm's project teams. He has completed extensive utility surveying and has prior experience working with parks and recreation districts and regional parks, as well as the National Parks Service.

### **EDUCATION**

College Coursework, University of Colorado at Denver, 1976-1978

### **REGISTRATIONS**

Professional Land Surveyor – CO  
 No. 23899

### **AFFILIATIONS**

Central Chapter of Professional Land Surveyors

Professional Land Surveyors of Colorado

### **Select Project Experience**

Lionstone Community Park | Denver, CO

Pleasant View Community Park | Golden, CO

Longmont Parks Playgrounds | Longmont, CO

Saint Joseph Humboldt Park | Denver, CO

Sloan's Lake Trails | Denver, CO

Metzger Farm South Trail | Westminster, CO

Cobblestone Neighborhood Park | Westminster, CO

Walker Branch Neighborhood Park | Lakewood, CO

Adams County Regional Park Utility Plan | Brighton, CO

Sandstone Ranch Park | Longmont, CO

Hyland Hills Park and Recreation District Hidden Lake Park | Arvada, CO

South Suburban Parks and Recreation Willow Creek Park | Lone Tree, CO

Thomas Reservoir Fishing Area | Erie, CO

Denver Botanic Gardens | Denver, CO

Children's Museum of Denver Joy Park | Denver, CO

Cherry Creek Schools Arapahoe Park | Aurora, CO

High Point Park | Aurora, CO

## Clarence Bernal PRINCIPAL

### Employment:

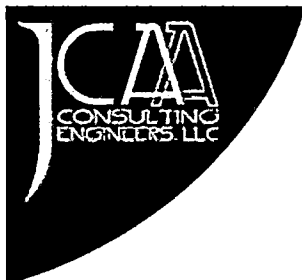
JCAA Consulting Engineers  
2010 to Present

JBA Consulting Engineers  
2008 to 2010

Alber Engineering, Inc  
1987 to 2008

### Professional Registrations:

In process of obtaining LEED certification



As Principal of JCAA Consulting Engineers, Mr. Bernal is responsible for managing multiple engineers, designers and multiple projects on a day to day basis. He has over 30 years of experience in the electrical engineering industry.

Mr. Bernal began his career in 1978 with RMH Group. In 1987, Mr. Bernal joined Alber Engineering as a senior associate providing expertise in electrical design of large and small commercial, educational and industrial projects throughout the country.

Mr. Bernal's electrical design and project management experience has been extensive and diverse. His extensive experience in all aspect of electrical design leads to an intimate knowledge of the intense coordination required between the electrical designer and virtually every discipline and specialty consultant involved with the project.

### DESIGN EXPERIENCE:

**Arrowhead Golf Course, Clubhouse**  
Littleton, CO

**Boulder Country Club, Fitness Center Remodel**  
Boulder, CO

**Fox Hollow Golf Course, Clubhouse**  
Lakewood, CO

**Kissing Camels Golf Club, Clubhouse**  
Colorado Springs, CO

**Lakewood Country Club, Pool House**  
Lakewood, CO

**Saddle Rock Golf Course, Clubhouse**  
Aurora, CO

**Sanctuary Golf Course, Clubhouse**  
Sedalia, CO

**West Woods Golf Club, Clubhouse**  
Arvada, CO

## Frank L. Davenport, JR LIGHTING CONSULTANT

### Education:

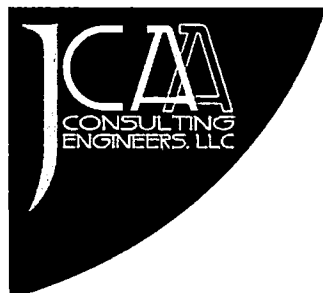
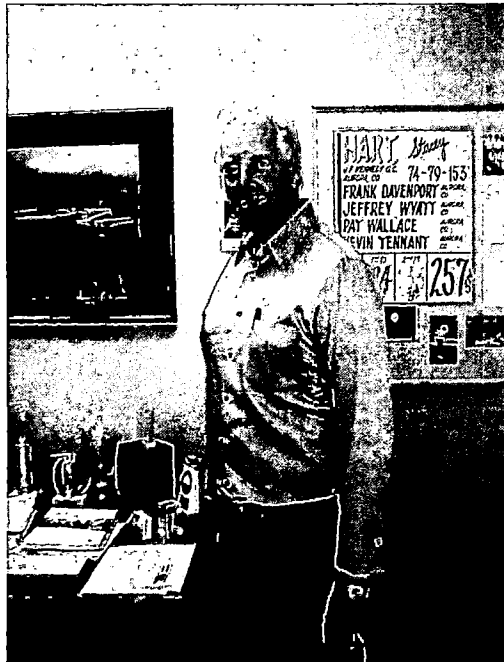
B.S. Business Administration/Marketing,  
 University of Colorado

### Employment:

JCAA Consulting Engineers LLC  
 2010 to Present

JBA Consulting Engineers  
 2008 to 2010

Alber Engineering, Inc  
 1986 to 2008



Commencing with his sales and training duties for Lightolier, Inc (a renowned manufacturer of innovative lighting) in 1974 and working at Alber Engineering, JBA Consulting Engineers and now JCAA Consulting Engineers, Mr. Davenport brings over 40 years experience in the realm of streetscape, landscape, parks and exterior sports lighting.

### EXTERIOR LIGHTING:

STREETSCAPE, LANDSCAPE, SITE (COMMERCIAL), SPORTS (FLOODLIGHTING) AND PARK/RECREATIONAL FACILITIES.

The diversity of the esthetic lighting challenges met can be seen in projects such as the landscape lighting for the site of the 2.5 acre Vosburgh Residence and the 6.0 acre Buford Residence; the park lighting associated with portions of Wembley, Skyline and Pioneer parks. As the commercial park/site lighting for Signature Centre Office Building and the Wild Life Experience addition; the streetscape lighting projects in Wheat Ridge and Brush; the sports lighting associated with the baseball fields and ice rink at Pioneer Park; the multiple soccer/rugby fields at Prairie Gateway Sports Complex designed (with dual-level lighting controls) to accommodate lighting levels for recreational and competitive play, the Skateboard Park incorporated into Pioneer Park and Arvada Skate Park. The design for all of the above projects included integral lighting control systems geared toward energy conservation.

### PARKS PROJECTS

Ralston /Creek Park  
 Arvada, CO

Arvada Center for Arts  
 Arvada, CO

Wolff Park  
 Arvada, CO

56<sup>th</sup> Ave & Wadsworth  
 Arvada, CO

Congress Park Ball Fields  
 Cheyenne, WY

Arvada Skate Park  
 Arvada, CO

Skyline Park  
 Arvada, CO

Pioneer Park  
 Commerce City, CO

Sunrise Park  
 Arvada, CO

Fairfax Park  
 Commerce City, CO

Wolff Park  
 Arvada, CO

## John Haas, P.E.

### GEOTECHNICAL DEPARTMENT MANAGER/ PROJECT ENGINEER

#### PROFESSIONAL EXPERIENCE

Mr. Haas is a project engineer and the Geotechnical Department Manager for Terracon's Denver office. He has nearly ten years of industry experience and specializes in shallow and deep foundation design for buildings, deep foundation design for bridges, and pavement design for street and utility projects. He has served as a construction materials technician, so he has a deep understanding of every component of a building project. Mr. Haas also has experience performing laboratory tests on soil samples to determine soil properties, strengths, composition, etc. He is familiar with USCS, AASHTO and USDA soil classification requirements.

#### PROJECT EXPERIENCE

##### **Proposed Trail Winds Recreation Center – Thornton, CO**

Mr. Haas is the project manager providing geotechnical engineering services for the construction of a new two-story, approximately 84,000 square feet in plan area recreation center. The construction will include adjacent parking and drive areas, pedestrian sidewalks, an aquatics area, a fitness area, and a learning center.

##### **Pedestrian Bridge Foundation Improvements – Denver, CO**

Mr. Haas was the project manager for the 2015 evaluation of this existing pedestrian bridge on 17<sup>th</sup> Street in Denver. The site consisted of a pedestrian bridge between two buildings over a courtyard about 8 feet below the existing street / sidewalk. The project consisted of observing subsurface soils to provide shallow foundation recommendations and subgrade stabilization recommendations.

##### **Landslide Evaluation of North Walnut Creek Slump – Rocky Flats, Jefferson County, CO**

Mr. Haas performed the slope stability analysis for the evaluation and conceptual stabilization design of a landslide located at Rocky Flats. He was responsible for the engineering analysis of global stability as well as modeling and determining the feasibility of optional stabilization alternatives. This evaluation included assessing initial construction costs and projected maintenance costs over a 75-year design life. The landslide was approximately 5-acres and extended to depths of approximately 40 feet.

##### **Proposed Denver Country Club Addition – Denver, CO**

Mr. Haas served as the project manager for the subsurface exploration and the laboratory testing in preparation of the Denver Country Club dining room renovations and patio improvements. Construction of new interior foundation elements were anticipated, requiring a geotechnical analysis of the existing soil conditions.

##### **Thornton Active Adult Recreation Center – Thornton, CO**

Mr. Haas served as the project manager overseeing geotechnical engineering services for construction of a new Active Adult Center for the City of Thornton. The project will include a new single-story building which will include a reception area, catering kitchen, dry and large classrooms, a Life Long Learning Center, and a senior fitness area. Additionally, construction will include adjacent parking areas, a retaining wall and a stormwater detention area in the southeast area of the site. As part of our subsurface exploration, 21 borings were drilled at the site to depths of about 15 to 60 feet below existing site grade. Due to the presence of existing fill materials and expansive claystone bedrock, Terracon recommended the proposed building be constructed on a drilled pier foundation system.

##### **Proposed Future Flatirons Academy – Broomfield, CO**

Mr. Haas assisted in performing engineering analyses and co-authored the geotechnical engineering report for this project, which consisted of a future expansion to the existing campus. The future development included a 60,000 square foot building with associated parking and athletic fields, with future phases of the project totaling on the order of an additional 100,000 square feet of additions/expansion.



#### EDUCATION

Bachelor of Science, Aerospace Engineering, Missouri Institute of Science & Technology, 2005

#### REGISTRATIONS

Professional Engineer: Colorado, Wisconsin, Minnesota

#### CERTIFICATIONS

Certified Soil Tester, State of Wisconsin (USDA soil classification, Munsell Color identification, soils structure determination)

## William D. Rethamel, P.E.

### SENIOR PROJECT ENGINEER

#### PROFESSIONAL EXPERIENCE

Mr. Rethamel is a senior project engineer for Terracon's Denver office. He directs field and laboratory personnel in performing geotechnical investigations for infrastructure, recreation, and commercial projects. He has more than 18 years of experience in the area that includes conducting commercial and residential explorations in the Denver Metropolitan/Front Range area and across Wyoming. He prepares geotechnical reports that include field collection of data and samples, assignment and organization of laboratory testing and develops recommendations for foundation systems.

In addition, Mr. Rethamel performs analyses and develops recommendations for pavement thickness, pavement conditions assessments, lateral earth pressures, seismic classification, slope stability and expansive soil mitigation. Mr. Rethamel also works closely with Terracon's Construction Materials Engineering and Testing group, performing secondary review of design documents and construction observation reports for concrete placement, in-place density testing, reinforcement and drilled pier installation.

#### PROJECT EXPERIENCE

##### **Proposed Prospect Park Improvements – 11300 West 44th Avenue, Wheat Ridge, CO**

Mr. Rethamel was the senior project engineer for a geotechnical engineering exploration conducted to support the design and construction of a large-scale park renovation. The renovation includes new landscaping and park structures which will consist of a small pavilion and standalone portable restroom shelter. As part of the subsurface exploration, twelve borings were drilled at the site to depths of about 6 to 10 feet below existing site grade.

##### **Proposed Roxborough Park Dewatering Project – Littleton, CO**

Mr. Rethamel was the senior project engineer for a geotechnical engineering exploration performed to evaluate current conditions and determine the probable causes of water seepage and to provide conceptual mitigation recommendations based on the evaluation at Roxborough Park. As part of the subsurface exploration, four borings were drilled at the site to depths of about 25 feet below the existing grade. Temporary piezometers were also installed within three borings to determine groundwater levels after drilling.

##### **Proposed Denver Waldorf School Playground Percolation Evaluation – Denver, CO**

Mr. Rethamel was the project manager for a percolation evaluation for a recently-completed storm drainage system for a new playground at the Denver Waldorf School. He performed percolation verification testing on three drywells within the stormwater surface drainage system on behalf of compliance requirements with the City and County of Denver.

##### **Castle Rock Zip Line Tour @ Phillip S. Miller Park –Castle Rock, CO**

Mr. Rethamel served as project manager responsible for overseeing the helical pile load testing and observation of a park zip line tour. The tour consisted of nine zip lines, each consisting of towers with guy lines anchored by a total of 20 helical piles.

##### **Proposed Water Tower Park Improvements -Brighton, CO**

Mr. Rethamel served as the project manager for the geotechnical engineering exploration of the proposed Water Tower Park. The park included three existing sports fields that were planned to be reconstructed as synthetic turf fields, with surrounding fences. As part of the subsurface exploration, three borings were drilled at the site to depths of about 15 feet below existing site grade.

#### Published Articles

"Comparison of Constant Volume and Oedometer Swell Pressures" co-authored with Thompson, R.W. and Perko, H.A. (2006), Proceedings of UNSAT 2006, American Society of Civil Engineers, Phoenix, AZ



#### EDUCATION

Master of Science, Mining and Earth Systems Engineering, Colorado School of Mines, 2012

Bachelor of Science, Civil Engineering, University of Wyoming, 1996  
 ASFE Fundamentals of Professional Practice, 2004

#### REGISTRATIONS

Professional Engineer:  
 Colorado, No. 36508  
 Wyoming, No. 9478

#### CERTIFICATIONS

Nuclear Density Gauge Safety Training

OSHA 10 hour Construction Safety

OSHA 30 hour Construction Industry Outreach Training

#### AFFILIATIONS

Colorado Association of Geotechnical Engineers

Tau Beta Pi

## C. CURRENT & PROJECTED WORKLOADS

NAME	ROLE	AVAILABILITY (%)
<b>NORRIS DESIGN</b>		
JOHN BIRKEY	PRINCIPAL IN CHARGE	20%
RYAN HOLDORF	PROJECT MANAGER	25%
SCOTT STODDARD	CONSTRUCTION ADMINISTRATION	20%
MATT ROTH	PARK DESIGNER	35%
CHRIS STEBE	IRRIGATION DESIGNER	20%
<b>MARTIN/MARTIN CONSULTING ENGINEERS</b>		
NICHOLAS ERECKSON	STRUCTURAL ENGINEER	25%
PATRICIA SULLIVAN	CIVIL ENGINEER   PROJECT MANAGER	25%
CRAIG MACPHEE	TRANSPORTATION & TRAFFIC ENGINEER	25%
RICHARD NOBBE	LAND SURVEYOR	25%
<b>JCAA CONSULTING ENGINEERS, LLC</b>		
CLARENCE BERNAL	PRINCIPAL ELECTRICAL ENGINEER	95%
FRANK DAVENPORT	ELECTRICAL DESIGNER	95%
<b>TERRACON CONSULTANTS, INC.</b>		
JOHN HAAS	PRINCIPAL GEOTECHNICAL ENGINEER	10%
BILL RETHAMEL	SENIOR PROJECT ENGINEER	20%

## D. TOTAL NUMBER OF EMPLOYEES

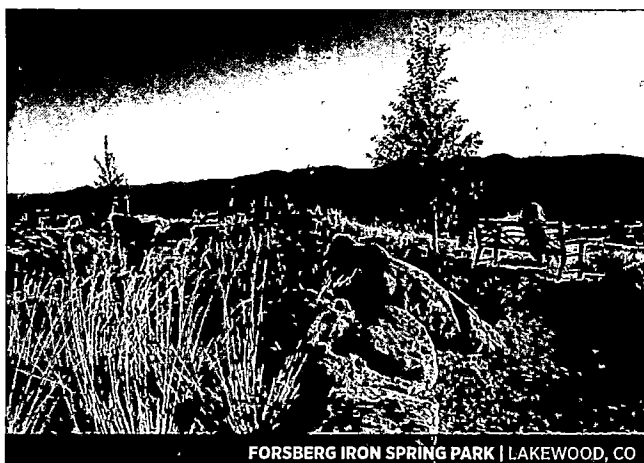
The majority of the work will be performed from Norris Design's Denver office, which currently has a total staff of 96.

## PROJECT UNDERSTANDING

## PROJECT UNDERSTANDING

It is our understanding that the Norris Design team will be working with the Town of Castle Rock Parks Department to lead the public process, design and approvals for the master plan of a 168-acre parcel and first phase 8-10-acre neighborhood park. The site is located between Cobblestone Ranch and Cherry Creek, north of Castle Oaks Drive in Castle Rock, Douglas County, Colorado. The site for the neighborhood park is located outside of the Cherry Creek Floodplain and adjacent to Castle Oaks Drive to minimize first phase development costs. The budget for the first phase of the project is four million dollars exclusive of soft costs. The proximity to Cherry Creek opens great opportunities for a park that celebrates and enhances this unique asset in eastern Castle Rock. We understand that the master plan process will set the groundwork for the entire 168 acres and that the Town would like to develop 8-10 acres as a neighborhood park for the first phase. We understand that a concept was developed in 2005 prior to the development of Cobblestone Ranch, however our team will begin new with public input relative to the program elements for the Park.

The public process shall include a minimum of two public meetings with the citizens of Castle Rock. The exact scope of the park is yet to be determined through staff and public input. The park elements will be strongly focused around established themes through close collaboration with the local community and staff. Elements will complete the themes while enhancing the sense of place and sustainability of the parks. We will approach the projects with our passion and experience for park and municipal design and our strong knowledge of the Town's needs, codes and requirements while creating places for recreational use and enjoyment by citizens and visitors. The program for the park will have typical Town of Castle Rock Neighborhood park amenities, but the specific programming will be integrated based on the public input process. The master plan components for the park may include synthetic turf multi-purpose athletic fields, synthetic baseball / softball fields, picnic pavilions, restrooms, universally accessible playground, game courts, electrical and lighting, off-street parking, landscape and irrigation, drainage structures, concrete and unpaved pathways and hardscape, signs and identification, future indoor facilities and other amenities.



FORSBERG IRON SPRING PARK | LAKEWOOD, CO



CARMICHAEL PARK | BRIGHTON, CO

The master plan will incorporate a future indoor facility from a site planning, parking and cost standpoint to consider for future implementation. The footprint for the indoor facility will be approximately 120,000 square feet. Concept design beyond this level is not anticipated. The restrooms will most likely be a prefabricated type structure with two men's and two women's toilets. A potential for additional restroom facilities should be planned for future phases. Water service is located in Castle Oaks Drive and Arabella. Sanitary Sewer is located within the unimproved roadway that runs north to south along the eastern edge of the parcels. A survey of the entire site is anticipated in order to provide good information for development of the master plan and the construction documents for the 8-10-acre parcels. The site is relatively flat which will allow for good feasibility of sport courts, fields, parking and other park elements.

We recognize that the Town would like the park to have a unique themed identity clearly recognizable as a Town of Castle Rock park. The theme will focus on respecting history, resources and the environment, through strong design aspects, best management practices and physical connections to the community and overall trail system, as deemed appropriate through the process. We will integrate strong trail connections into and within the park site from adjacent properties and neighborhoods. We will complete and study traffic reports, review existing conditions, current issues and potential future concerns. The master plan, fields, structures, playgrounds, site amenities and other program elements will be strongly focused around the theme through close collaboration with the local community and staff. These elements will enhance the sense of place, wildlife habitat and the sustainability of the park.



Norris Design will lead coordination and review meetings with the project team and include Town staff with the Town project manager as the main point of contact. We will prepare meeting agendas and meeting minutes and hold these meetings on a bimonthly basis, or more frequently as needed.

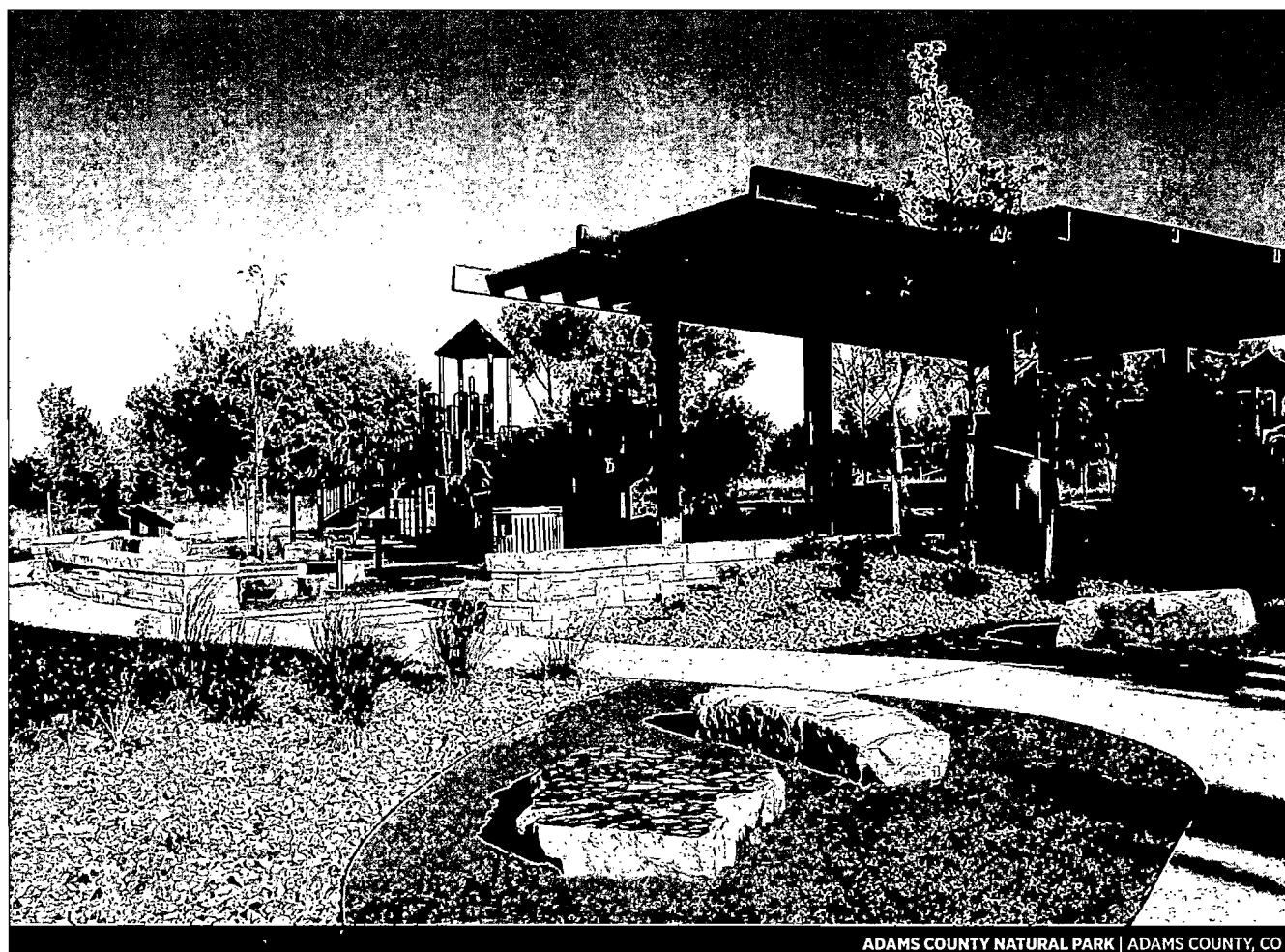
We will assist the Town with bidding services and selection of a contractor via a short list. We will attend pre-bid meeting(s) including both site walk throughs and interviews of the shortlisted contractors, prepare bid tabulations and letter(s) recommending award.

ADA accessibility will be important to integrate ensuring that all areas of the park and playgrounds are universally accessible to the public. It is important to activate the space as well as provide safety and comfort at night with appropriate lighting elements and easy access for parks staff and law enforcement.

The design approach will result in a sustainable solution that enhances the sense of place of the Town of Castle Rock—linking together its outstanding and diverse parks and recreation system. Our team will explore elements and design details that will help make visitors and residents want to experience Castle Rock and all that it has to offer again and again.

We will approach the project with our passion and experience for park design and strong knowledge of the Town's needs and requirements. We understand that November of 2020 is the goal to avoid extending the project until the spring/summer of 2021 when contractor pricing is typically higher due to simple supply and demand. A fairly aggressive master planning, design, input and review process will be essential. We have the horsepower to make this happen. We take an 'all hands-on deck' approach to developing our master plans and construction documents to ensure that all deadlines are met and expectations are exceeded. We will assist with permitting of the project and our strong relationship with Town staff and knowledge of the codes and requirements will help expedite this process.

Each step of the overall approach will be conducted using a thorough quality assurance process that includes identifying objectives, accomplishing the intended action, internal team reviews and revision, internal team quality control and production of deliverables that provides information for decisions to be made and provides for future direction. Ultimately, problems or issues that do arise will be resolved in a timely manner with the interests of the Town of Castle Rock at the forefront. Our team has the experience and resources to meet all proposed deadlines outlined in our schedule and action plan.



ADAMS COUNTY NATURAL PARK | ADAMS COUNTY, CO

## ACTION PLAN & SCHEDULE

A. DESIGN & CONSTRUCTION SCHEDULE

	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV
	2019	2019	2019	2019	2019	2019	2019	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020
PROJECT KICKOFF & INFORMATION GATHERING																		
SITE SURVEY & GEOTECHNICAL STUDY	*																	
MASTER PLANNING																		
PUBLIC OUTREACH   DESIGN CHARETTES 1&2		*																
PUBLIC OUTREACH   OPEN HOUSES 1&2																		
PRELIMINARY MASTER PLAN		*																
FINAL MASTER PLAN   3D MODEL SIMULATION			*															
DESIGN DEVELOPMENT																		
PREPARATION OF DD LEVEL DRAWINGS			*															
CONSTRUCTION DOCUMENTS & DEVELOPMENT REVIEW PROCESS																		
60% CONSTRUCTION DOCUMENTS				* •														
90% CONSTRUCTION DOCUMENTS					* •													
100% CONSTRUCTION DOCUMENTS						* •												
PREPARATION OF BID DOCUMENTS																		
100% CONSTRUCTION DOCUMENTS																		
CONSTRUCTION BIDDING																		
ISSUE BID DOCUMENTS																		
CONTRACTOR SELECTION & MOBILIZATION											*	*						
CONSTRUCTION MANAGEMENT																		
CONSTRUCTION ADMINISTRATION											*	*	*	*	*	*	*	***

★ RIBBON-CUTTING   \* TEAM MEETINGS WITH TOWN OF CASTLE ROCK STAFF   ● REVIEW BY TOWN OF CASTLE ROCK STAFF

## B. DESIGN PROCESS NARRATIVE

### SCOPE OF WORK

#### PROJECT STARTUP

At the beginning of the project, the project design team will meet with Town staff to go over the baseline site information, confirm assumptions, review project schedule, budget, and the goals and objectives the Town has for the project.

We propose that the team visit the site together again to review existing conditions (in the field) so that all members of the team are familiar with the key issues that will influence the design and construction of the park amenities. At the conclusion of the start-up meeting, Norris Design will prepare minutes and a refined project schedule, program description and budget detail.

We understand that traffic will be a concern as the project site develops during its current phase and for future full-build out. The design team will obtain existing traffic studies and perform an updated traffic study in accordance with Town requirements to accommodate increased visitation with the construction of the neighborhood park.

#### CREATIVE PROCESS/MEETING PREPARATION

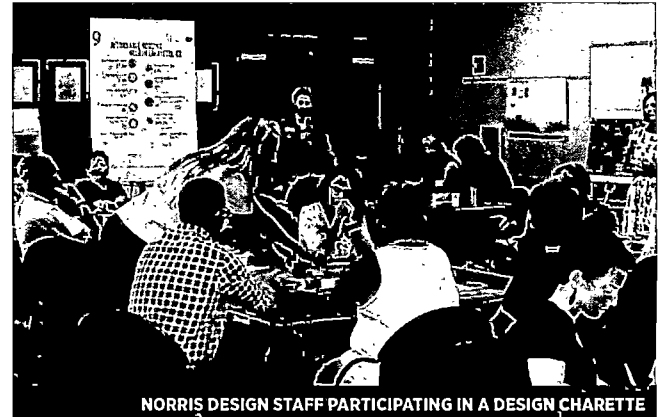
Prior to beginning the Design Charrette phase of the project, Norris Design will develop a series of exhibits that show existing conditions, opportunities and constraints related to the overall site. These exhibits are helpful in facilitating discussion and are used as a point of reference for both the design charrette and open house. All exhibits, concepts and plans will be shared with the Town for review and approval prior to public presentation.

#### DESIGN CHARETTE 1: OVERALL MASTER PLAN

We value the opportunity to facilitate a design charrette and view it as a way to listen and engage with residents, the Town and other community members to collaborate on a vision for the overall master plan. We will ensure the charrette process is organized to encourage participation. Our goal is to provide all participants enough information to make good decisions during the intensive planning process.

The charrette would begin with introductions and a brief history of the project provided by Town staff. Norris Design would then outline overarching goals, the format of the charrette and answer any questions. Next, we would divide participants into groups of four to six people. Each group would be led by one consultant team member.

Color-coded blocks will be used to represent program elements (intentionally without a definable scale). Working collaboratively, each group would place blocks on the plan through a consensus building process. We would encourage Town staff to move among tables to observe the process and answer questions. At the end of the session, a community member at each table will be elected to present the concept and discuss the opportunities and challenges their group identified. Members of the design team will record questions and answers. The information will then be formatted into a spreadsheet and shared with the Town for review and feedback.



NORRIS DESIGN STAFF PARTICIPATING IN A DESIGN CHARETTE

Each team's concept will be photographed, recorded and a copy included with the team's list of pros/cons and general questions.

Following the charrette, a brief follow-up discussion with the Town will be made to confirm assumptions and select a preferred concept. The design team will then move the block plan to a more refined illustrative master plan concept and prepare for Open Houses 1 and 2.

#### DESIGN CHARETTE 2: NEIGHBORHOOD PARK

Based on community-driven feedback and direction from the Town, the programmatic layout of the overall master plan will inform the general location of the neighborhood park. Norris Design will then work with the Town to develop progress exhibits that outline the preferred area (per Design Charrette 1), as well as an exhibit that refers back to the preferred overall concept master plan and bubbled neighborhood park location.

The charrette would begin with Town staff providing introductions, a brief history of the project, a recap of outcomes from Design Charrette 1, and progress update. Norris Design would then outline overarching goals, the format of the charrette and answer any questions. We would again divide participants into groups of four to six people. Each group would be led by one consultant team member.

Color-coded blocks will be used to represent neighborhood park program elements, each made to scale. Working collaboratively, each group would place blocks on the plan through a consensus building process. We would encourage Town staff to move among tables to observe the process and answer questions. At the end of the session, a community member at each table will be elected to present the concept and discuss the opportunities and challenges their group identified. Members of the design team will record questions and answers. The information will then be formatted into a spreadsheet and shared with the Town for review and feedback. Each team's concept will be photographed, recorded and a copy included with the team's list of pros/cons and general questions.

Following the charrette, a brief follow-up discussion with Town to confirm assumptions will be made and narrow down to a preferred concept. The design team will then move the block plan to a more detailed neighborhood park concept and develop a preliminary estimate and prepare for Open Houses 1 and 2.



## PUBLIC OPEN HOUSE 1

Community input meetings enable us to gather pertinent information on the needs of partners, citizens and recreation user groups. The Norris Design team includes professional facilitators that have led hundreds of public input meetings for parks and recreation agencies, of which many were in Castle Rock.

At the first meeting, the preliminary concept for both the overall master plan and the park plan, schedule, and budget will be presented to neighbors with multiple opportunities for input. We also propose holding the meetings at the Cobblestone Ranch Community Center to review the preliminary design and solicit public input, desire and concerns. Norris Design will coordinate and help facilitate the meeting, provide hand-outs for playground equipment and other amenities, and share themes to consider. Estimated costs for construction will also be addressed by reviewing the preliminary cost estimate.

At the conclusion of Open House 1, Norris Design will write a report to summarize the meeting, the public comments, and the ultimate direction and outcomes of the meeting. We will work with the Town to create an online survey format for those who cannot attend the public meetings to ensure everyone with an interest in the development of the park is heard.

## PUBLIC OPEN HOUSE 2

At Open House 2, Norris Design will present the revised concept to the neighborhood in the form of a 3D model photo simulation from drone photography and a color rendered site plan. We will always have the Town's interests and needs at the forefront. Cost estimates for construction of the project will be prepared throughout the process at 60%, 90% and 100% to ensure the project is on budget and realistic. At the conclusion of the second Open House, Norris Design will write a report to summarize the meeting, public comments, and the ultimate direction and outcomes of the meeting.

## SOILS REPORT

Following the second Open House, and after public input has been received, the design team will confirm final layout of the desired program elements with Town staff. Based on final input, the design team will coordinate with Terracon to drill soil borings and to gain a clear understanding of the engineering characteristics of the various soil and bedrock that exist and what structural measures will need to be taken to build the proposed parking lot, sport courts, synthetic turf field, playground and picnic shelter.

Drilling and sampling will be done with multiple exploratory borings with a 4-inch diameter truck-mounted auger drill. The borings will be drilled to depths of 5 to 25 feet. Underground utilities will be located prior to drilling. We will locate borings with GPS and elevations with a field level instrument.

Laboratory testing will be done on typical samples to determine swell or consolidation characteristics, strengths, and other pertinent engineering properties. We will summarize the results of field and laboratory investigations and present results of the analysis in a letter report which will include the following data and recommendations:

- A site plan showing the locations of the borings
- Descriptions of existing site conditions and the proposed construction
- Graphical logs of the borings indicating soil types and ground water levels (if any)
- Laboratory test results in graphic or tabular form
- Discussion of site development alternatives, risk of differential movement, and recommended mitigation techniques to enhance performance of improvements
- Discuss the foundation support alternatives for picnic shelters, play fields, sports courts, and design criteria for the recommended foundation systems
- Discuss the recommended design and construction criteria for retaining walls
- Discussion of alternative methods of flatwork support and recommended construction details for slab construction
- Discussion of post-tensioned concrete design criteria for sports courts and synthetic turf fields
- Discussion of pavement alternatives for the access roads, parking lots and trails
- Recommend compaction criteria for site grading fill and backfill and subsurface drain details

We will provide three copies of the report upon completion of the investigation, signed by a Professional Engineer registered in the State of Colorado. We will also provide a .pdf version of the signed report.

## CIVIL & TRAFFIC ENGINEERING | MASTER PLAN

We understand that a full ALTA/NSPS Land Title Survey will be needed as part of this project. Martin/Martin will prepare the necessary information to meet the needs of the Town and the project which includes a topographic Design Survey and ALTA/NSPS Land Title Survey for 168 acres (parcels 2349-223-01-004 and 2349-281-05-001) including location of site features horizontally, elevations at 1-foot contours and roadways.

The survey will be done to 2016 ALTA Standards. Survey includes the length of Castle Oaks Drive that abuts the parcel(s) as well as area up to the water surface of Cherry Creek. This will include flood hazards, and any other information necessary to design and construct the project.

Martin/Martin will obtain utility mapping, including public and regulated utilities for the Master Plan area. We will perform a site walk to observe general site conditions. Utilities requiring additional research, potholing, or survey verification will be identified.

A general inventory and assessment narrative will be prepared for inclusion in the Master Utility report. Martin/Martin will assist with preparation the Master Plan including existing and proposed utilities needed to support planned park amenities. Effort includes preparation of a Utility Plan and Master Utility Study.

We will review existing drainage reports and meet with staff to confirm required improvements for the park site. MM will work with the consultant team to integrate drainage considerations into the park master plan including consideration for water quality and detention as well as coordination with Town Engineering. A Master Drainage report is included and will be prepared in accordance with AHJ requirements.

We understand that any Master Plan and/or Phase 1 improvements will be outside of the floodplain such that floodplain assistance is limited to obtaining the FEMA map and including the floodplain boundary in the Survey base file.

A traffic impact study will be completed for the project and submitted to the Town of Castle Rock for review and approval. The study will contain trip generation and distribution analysis for the anticipated short-term and build-out scenarios of the site, capacity analysis of the site accesses (locations to be determined), parking demand, site circulation, and future traffic volume projections for developing conclusions and recommendations related to the proposed project. Data collection will include turning movement traffic counts at one (1) existing intersection during weekday AM and PM peak hours as well as 24-hour counts along two roadway segments within the study area. The data, methodologies, and analysis results will be compiled into a traffic impact study, which will be provided to the project team for review prior to submittal to the Town of Castle Rock.

Martin/Martin will provide cost opinion data for drainage and utility improvements for the proposed Master Plan. An earthwork estimate will be conducted to estimate the approximate amount of excavation and fill needed for the master plan area.

We assume that the Town will provide current title commitments for the property with all supporting documents (B2 Exceptions) including the vesting deed(s) for the subject property. Martin/Martin will also obtain existing drainage reports from the Town for the site.

## FINAL DESIGN

During this portion of the work, Norris Design will meet frequently with staff to ensure the design conforms to specific Town of Castle Rock criteria and maintenance concerns. The Final Park Design and 3D graphics will be formatted for easy use by the Town for presentations and/or in mounted foam core board format. Norris Design and team will work with the Town to gain proper review and approvals as required.

## PRELIMINARY DRAWING LIST

At this stage of the process, Norris Design and team will prepare the following construction documents necessary to bid and construct the proposed improvements.

- Existing Conditions & Demolition Plan - 2 sheets
- Layout Plans - 4 sheets @ 1" = 30'
- Grading Plans - 4 sheets @ 1" = 30'
- GESC Plans - 2 sheets @ 1" = 30'
- Utility Improvement Plans - 2 Sheets @ 1"= 30'

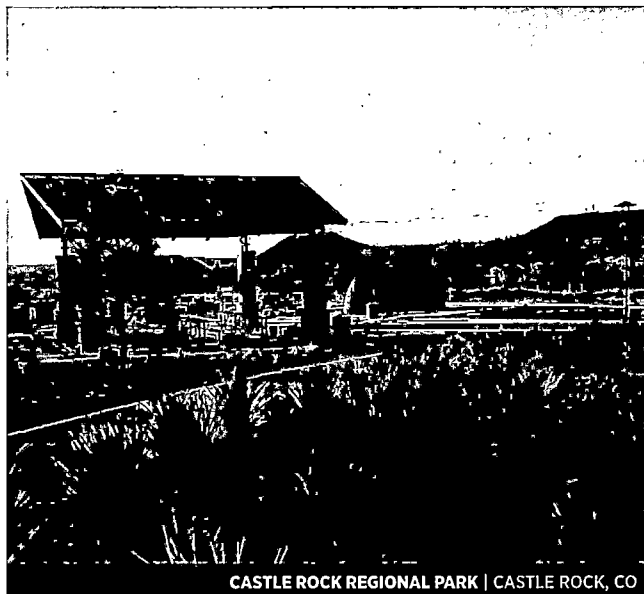
- Landscape Plans - 4 sheets @ 1" = 30' (2 sheets Landscape Notes, Plant Schedule and Planting Details)
- Landscape Site Details - 3 sheets
- Electrical/Photometric Plans - 4 sheets @ 1" = 30'
- Mechanical Plans - 2 sheets @ 1" = 30' (1 sheet notes and details)
- Structural Details - 2 sheets (notes and details)
- Irrigation Plans - 2 sheets @ 1" = 30' (2 -3 sheets notes, legend, & details)
- Site Details (Synthetic turf Multi-Purpose Athletic Fields, Synthetic Baseball/Softball Fields, Picnic Pavilions, Accessible Playgrounds, Game Courts, Site Lighting, Off-Street Parking, Landscape Details, Drainage Structures, Hard/Soft Surface pathways, Signage and Identification, Restrooms, etc. Portions of these details, will be prepared by various design team members)
- Technical Specifications
- Final Cost Estimate
- Public Works Construction Documents

## CIVIL ENGINEERING | PHASE I

Martin/Martin will prepare the Public Works Construction Document Package and work closely with the team and Town to ensure that the civil aspects of the project are coordinated properly.

- A drainage analysis and report for the Project, which will include analysis of historic flows, developed flows, routing of developed flows, water quality features, detention pond volumes and locations, and release rates. This report will be prepared in accordance with AHJ requirements.
- Detailed Grading, Erosion, and Sediment Control Plans (GESC), report and drainage plan will be prepared for the 8 to 10-acre site
- Earthwork estimate
- Design of proposed drainage improvements including storm sewers, inlets, manholes, sidewalk chases, concrete pans, water quality features, detention ponds, and outlet structures
- Site utility plan for the private water and sanitary sewer service, roof drains and underdrain discharge pipes from main lines
- Site layout plan showing the horizontal location of proposed curb and gutter, utilities, drainage, and buildings
- Design Data for the detention pond
- Detailed technical specifications and construction details for the above civil site improvements
- Bidding services, response to contractor questions
- Provide "Record Drawings" in electronic and drafted format

During the course of the work, we anticipate reviews by the staff at 60%, 90% and 100% completion. We will aggressively move our design schedule in order to provide the maximum amount of time for bidding, project notification of award and contractor mobilization.



## STRUCTURAL | PHASE I

Martin/Martin will prepare the Public Works Construction Document Package and work closely with the team and Town to ensure that the structural aspects of the project are coordinated properly.

- Structural Design of a monument sign
- Structural design of cast-in-place seat walls and minor seat walls under 30" in height
- Structural design of pre-engineered restroom building foundations
- Structural design of custom restroom building superstructure and foundations
- Structural foundation design of pre-engineered shelter foundations
- Structural design and documentation of post-tension sport courts

## ELECTRICAL & LIGHTING | PHASE I

JCAA will coordinate with the consultant team throughout the design process, to furnish a complete set of construction documents and specifications to include:

- Lighting for Courts to include poles, wiring, fixtures and controls
- Supply power for new irrigation system/controller as requested
- Review power and lighting for pre-fab restroom building
- Supply power and lighting to shelters as required
- Provide power, lighting and controls for parking lots and pedestrian walkways
- Includes the design for electrical distribution systems as required for 8-10 acre site
- Provide/coordinate photometrics for site lighting
- Provide cost estimate assistance

## MECHANICAL & PLUMBING | PHASE I

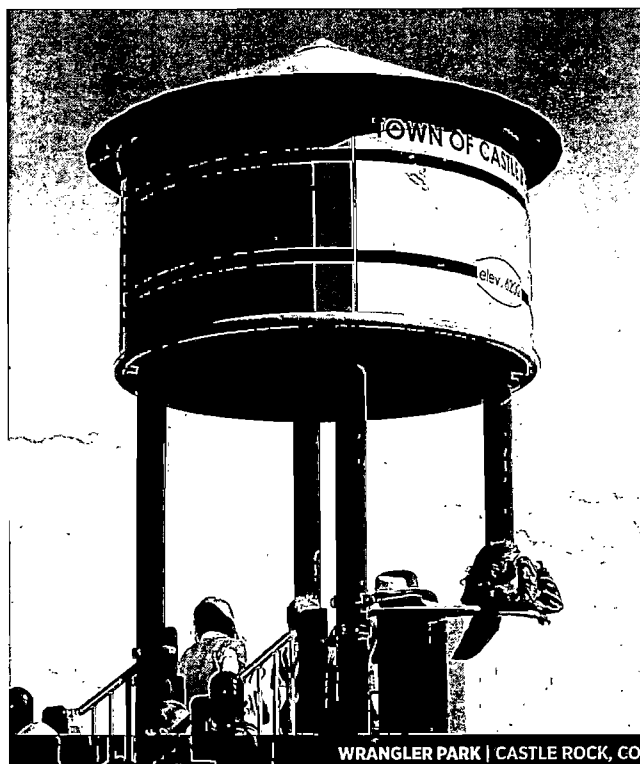
JCAA will coordinate with the consultant team throughout the design process to develop an efficient, functional and easy to maintain mechanical and plumbing system. JCAA will furnish a complete set of construction documents to include:

- Review HVAC and Plumbing Design for pre-fab restroom building
- Size any gas lines required for ancillary equipment like fire pits (selected by others) with all routing shown on civil engineers drawings
- Size any water lines required for ancillary equipment like drinking fountains (selected by others) with all routing shown on civil engineer's drawings
- Provide cost estimate assistance

## CONSTRUCTION BIDDING & ADMINISTRATION

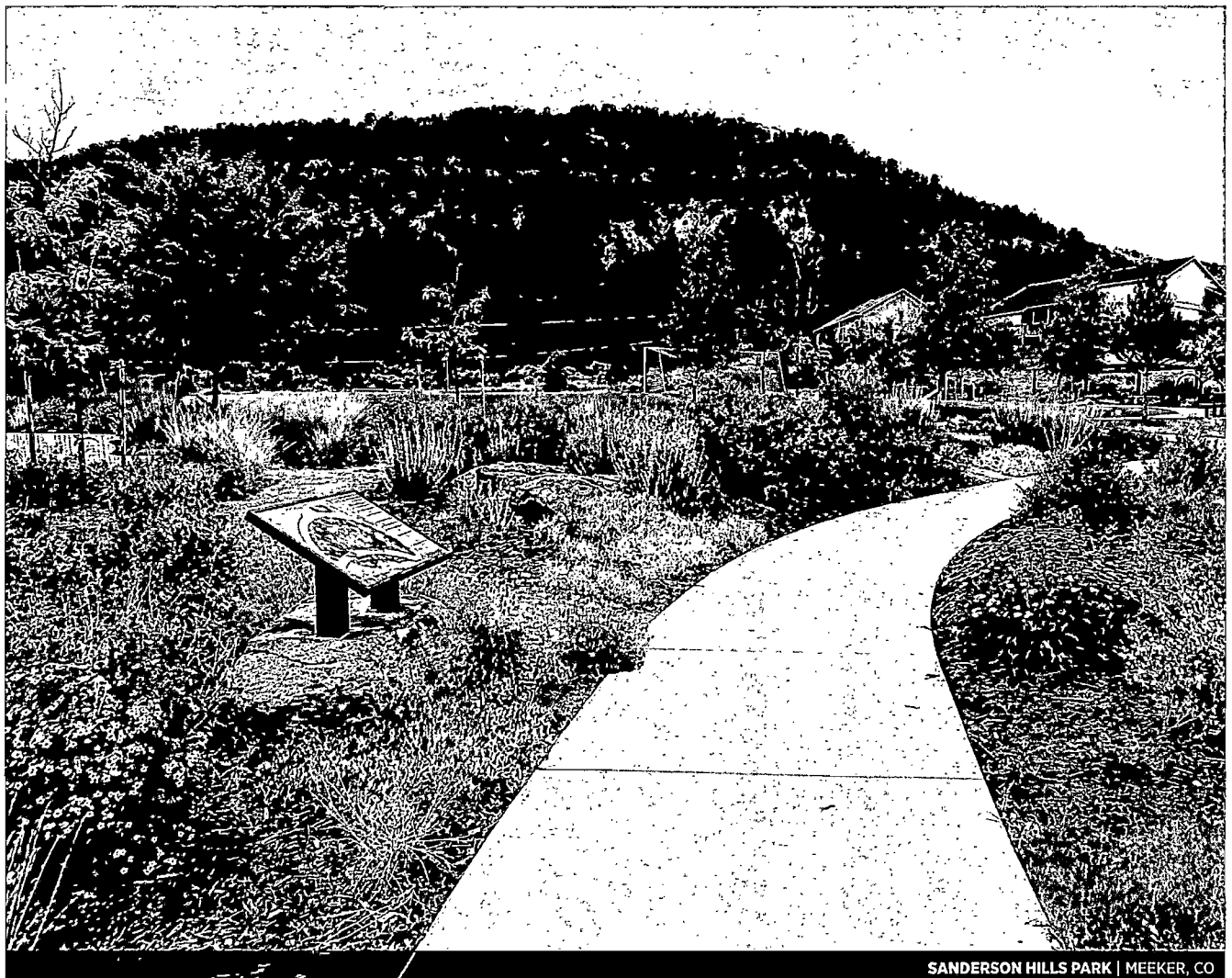
Our team will be available as requested to provide services well beyond the design phase of the project that continue through completion of construction and subsequent warranty period. Our support services will include but are not limited to construction administration related services, including submittal review, answering RFIs, issuing bulletins or other design changes, change order review, and shop drawing review.

Our construction services are comprehensive, and the consistency of staff enables us to provide the continuity necessary for successful project implementation. Our ability to work with contractors during construction, while always looking ahead for potential conflicts, results in a proactive approach. Solutions are generated in a timely fashion and conflicts are resolved quickly, enabling the project/s to progress in an efficient manner to meet the needs of the Town of Castle Rock.



## C. PRELIMINARY DRAWING LIST

- Schematic design concept
- 3D composite plan graphic
- Colored master plan graphic
- Existing conditions and demolition plan
- Layout plans
- Grading plans
- GESC plans
- Utility improvement plans
- Landscape plans, notes, plant schedule, details
- Site details (park shelter, playground, synthetic turf, court games, trails, parking lot, site furnishings, park signage, lighting, etc.)
- Electrical plan/photometrics
- Mechanical plan
- Structural plan
- Irrigation plan
- Technical specifications
- Construction documents at 60%, 90% and 100%
- Final cost estimate
- Public works construction documents





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**PROJECT EXPERIENCE**

## Deputy Zack S. Parrish III Memorial Park

Castle Rock, Colorado | Completed Winter 2018 (design); Summer 2019 (construction)

The 5.5-acre park, at the intersection of Low Meadow Boulevard and Red Hawk Drive, is planned to include infrastructure for active use areas which include pickle ball, bocce ball, cornhole and horseshoes. Passive use areas include a hammock and slack-line area, soft surface trail and glow-in-the-dark walk pathways. A playground, picnic shelters, trails and a multi-use field round out the major planned amenities. On Oct. 2, 2018, Town Council approved a resolution to name the park Deputy Zack S. Parrish III Memorial Park. Town staff gathered input on the name, and more than 700 suggestions were collected via an online questionnaire. Overwhelmingly, the suggestions preferred a name honoring Zack S. Parrish III, the Douglas County Sheriff's Deputy and former Castle Rock Police Officer who was killed in the line of duty on Dec. 31, 2017. Both a Town staff naming committee and the Parks and Recreation Commission agreed with the suggestion. Construction of the park commenced mid-October of 2018 and is expected to be completed in July of 2019.

### CLIENT REFERENCE

Jeff Smullen | Town of Castle Rock  
303.660.1036 | jsmullen@crgov.com

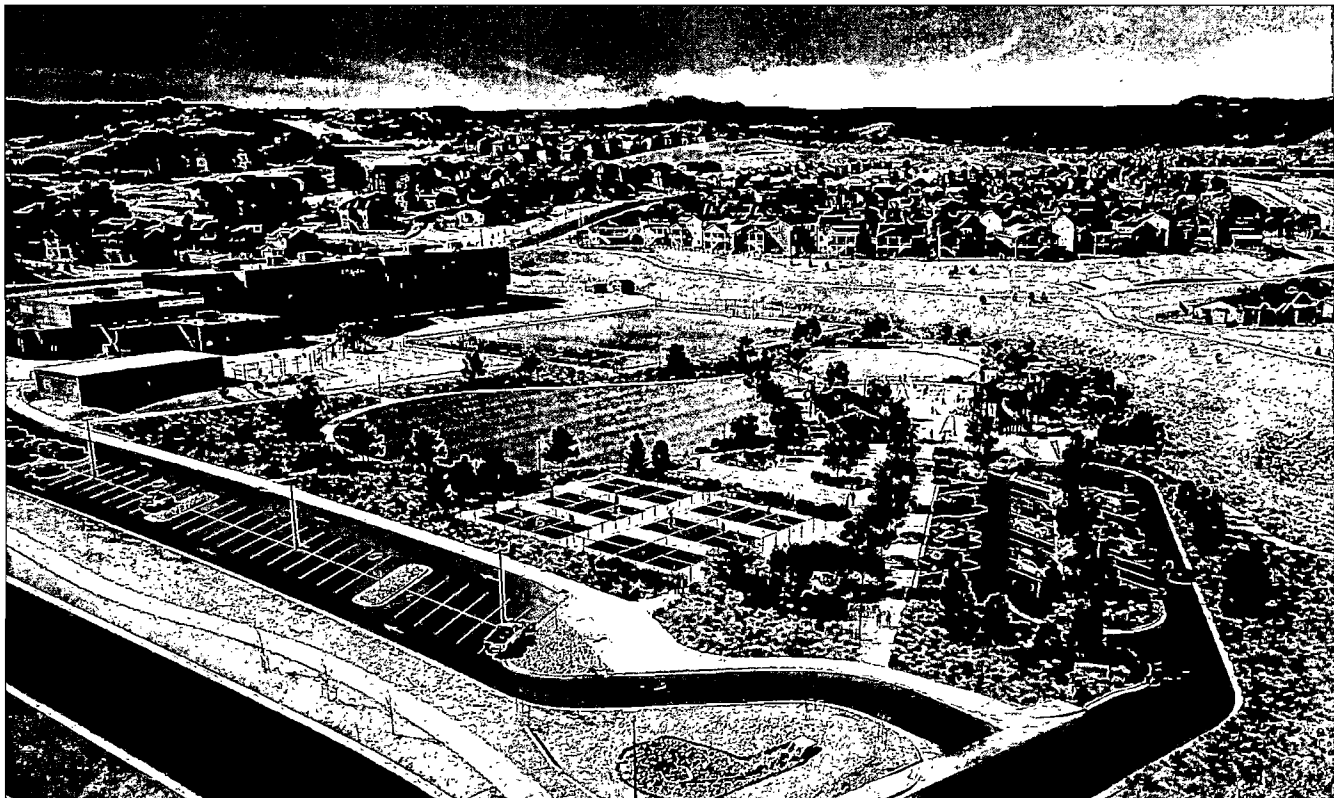
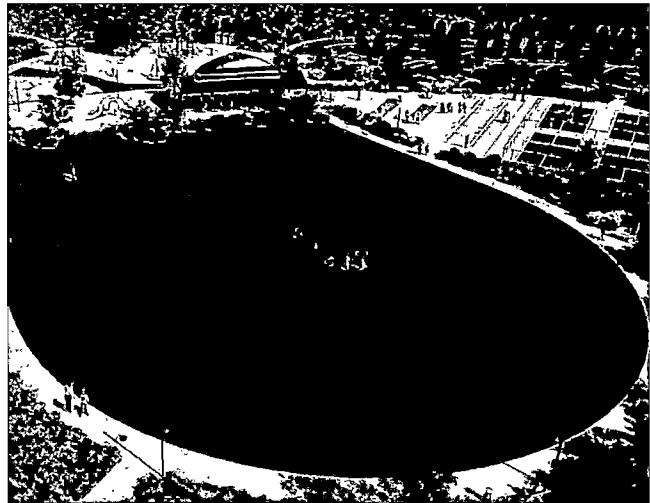
**SIZE:** 5.5 acres

### SERVICES PROVIDED

- Landscape Architecture
- Conceptual Design
- Construction Documents
- Construction Services
- Cost Estimating
- Irrigation
- Schematic Design
- 3D Visualizations

### PROJECT TEAM

- John Birkey | Principal in Charge
- Ryan Holdorf | Project Manager
- Scott Stoddard | Construction Administration
- Chris Stebe | Irrigation Design



## Brighton Japanese American Association Park

Brighton, Colorado | Completed Winter 2018

Brighton Japanese American Association Park (BJAA) is an existing 6-acre baseball park in Brighton, Colorado. Dedicated in 1958, BJAA Park was hand-built by members of the community and is still used to this day. Features include a baseball diamond, flag football fields, small playground, park shelter and tennis courts. Due to its long-standing and continued use, The City of Brighton saw a need to improve the park for its residents. Norris Design aimed to maintain its athletic functionality while enhancing its aesthetics and embracing BJAA Park's history. A landmark characteristic of the park is the intriguing, bright red Japanese gateway torii. Norris Design decided to keep and integrate torii into the park's design to preserve its visual identity. The redesign of BJAA Park serves to honor the history behind the Brighton Japanese American Association and its members, endeavoring to uphold the BJAA's vision for the park while also improving it for the surrounding residents.

### CLIENT REFERENCE

Gary Wardle | City of Brighton  
 303.655.2135 | G.Wardle@brightonco.gov

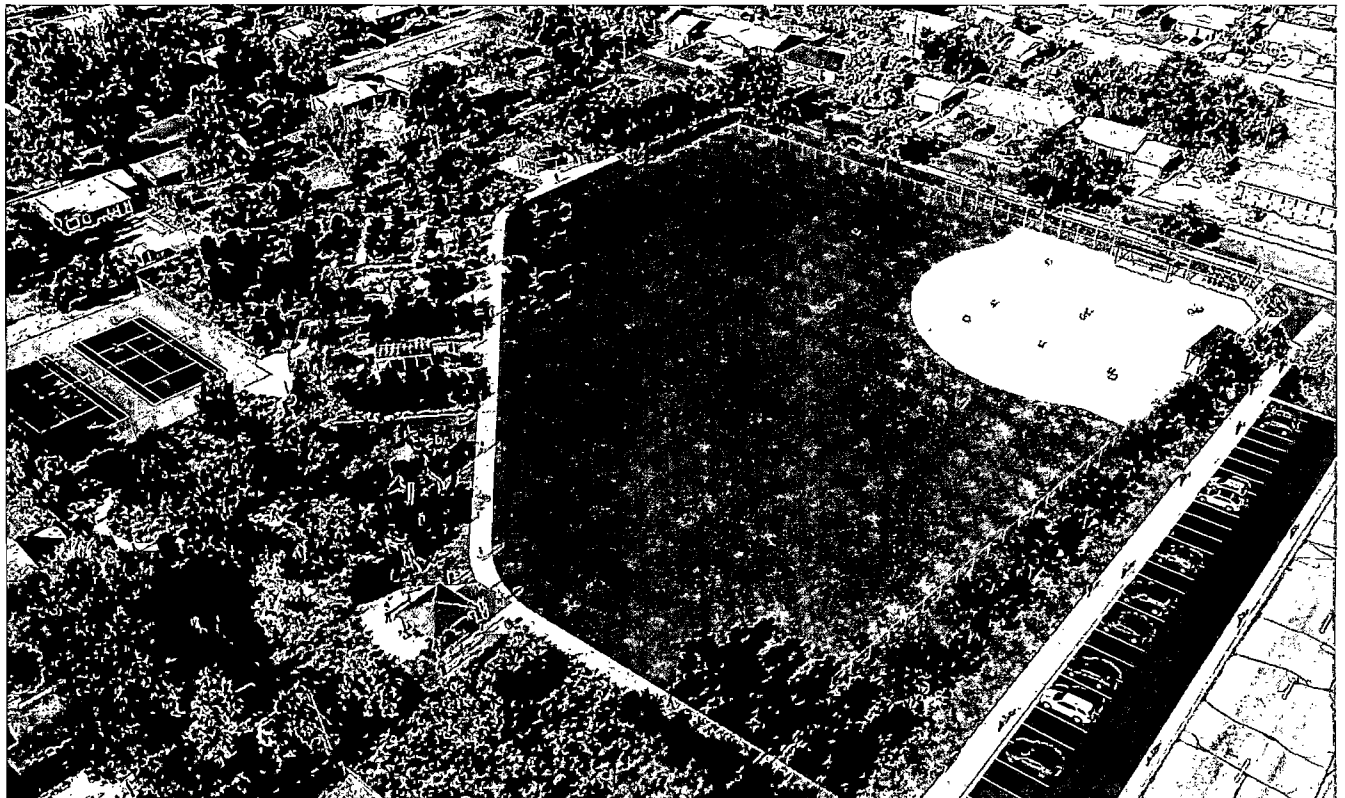
**SIZE:** 6 acres

### SERVICES PROVIDED

- Landscape Architecture
- Conceptual Design
- Construction Documents
- Construction Services
- Cost Estimating
- Irrigation
- Landscape Architecture
- Parks & Recreation Planning
- Schematic Design
- 3D Visualizations

### PROJECT TEAM

- John Birkey | Principal in Charge
- Ryan Holdorf | Project Manager
- Chris Stebe | Irrigation Design



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**QUALITY OF DOCUMENTS**

## QUALITY OF DOCUMENTS

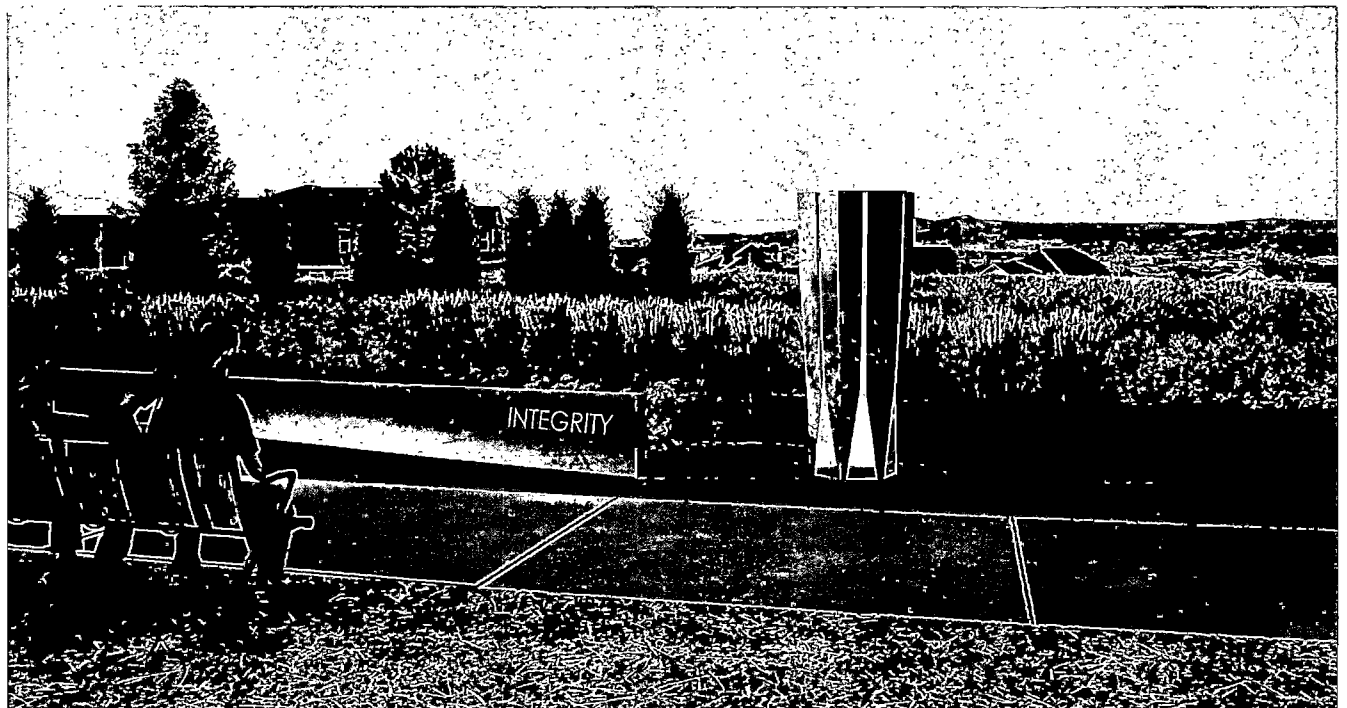
Norris Design takes great pride in our ability to complete accurate and exceptional construction documents on time and on budget. We lead many large teams as planning, entitlement and development coordination consultants in addition to our landscape architecture expertise. Of course, collaboration and communication are the most important elements to ensure success.

We understand that firms can tend to work in a vacuum, and we want to make sure that this does not happen and that all trades are well coordinated. We will have periodic 'face to face' meetings with our team as phone conference and email coordination can tend to allow things to get lost in translation.

When the project is out to bid, contractors look for inconsistencies and they are all too often incentivized to exclude items from their bid that are not included or unclear in the plans. This is because in a competitive bidding process, they know that all the other contractors bidding the project are likely doing the same thing. Our in-house construction administration specialist Scott Stoddard will review plans produced by Norris Design and our team members. Scott will not be involved in the design or production of the drawings but will be our in-the-field construction manager. Scott's 19 years of experience working as both a landscape contractor and architect has given him a keen eye and understanding of what can cause change orders and other issues in the field if the drawings and specifications are not well-coordinated and complete. John, as Principal in Charge, will also review all drawings compiled to ensure there are no inconsistencies and that the project is implementable with no potential for change orders, errors or omissions.

## QUALITY PROCESS SUCCESS STORY

We believe the construction of Zachary S. Parrish Park is a testament to the quality of our process. During construction, The Town asked Norris Design to develop a concept integrating a memorial to law enforcement within the park. Norris Design was honored at the opportunity and quickly developed a conceptual plan and 3D Graphics for review and feedback. The feedback was collaborative, positive and synergistic in that Norris Design and Town were aligned on vision and quickly arrived at a representative design. After receiving concept approval, we worked quickly to develop drawings so that the park contractor could price the horizontal work and also sent the vertical monument element out for pricing and shop drawing production. Calling on strong relationships with our consultant team, sign fabricators and contractors, we demonstrated the experience and flexibility to quickly provide accurate pricing that was shared with the Town for review. After budget approval, the drawings and sign fabrication were integrated into the construction schedule — all while park construction, submittal review and bi-monthly inspections run concurrently.



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**FEES & ATTACHMENTS**

## ATTACHMENT B - FEE PROPOSAL

Attachment B - Fee Proposal is provided separate as requested both digitally in an Excel document and printed in a separate sealed envelope labeled "RFP 2019-01 – Fee Schedule."

## ATTACHMENT C - BILLABLE RATES

### ATTACHMENT C

#### COBBLESTONE RANCH PARK BILLABLE RATES 4/29/2019

ITEM NO.	FIRM	TITLE	INDIVIDUAL NAMES	HOURLY BILLABLE
1	NORRIS DESIGN	PRINCIPAL	JOHN BIRKEY, PLA	\$ 140.00 -
2	NORRIS DESIGN	SENIOR ASSOCIATE	RYAN HOLDORF	\$ 95.00 -
3	NORRIS DESIGN	SENIOR ASSOCIATE	SCOTT STODDARD	\$ 97.00 -
4	NORRIS DESIGN	PROJECT MANAGER	MATT ROTH	\$ 80.00 -
5	NORRIS DESIGN	SENIOR ASSOCIATE	CHRIS STEBE, PLA	\$ 85.00 -
6	MARTIN/MARTIN	ASSOCIATE	NICK ERECKSON, PE	\$ 180.00 -
7	MARTIN/MARTIN	ASSOCIATE	PATRICIA SULLIVAN, PE, LEED® AP	\$ 180.00 -
8	MARTIN/MARTIN	ASSOCIATE	RICHARD NOBBE, PLS	\$ 125.00 -
9	MARTIN/MARTIN	TRAFFIC ENGINEER	CRAIG MACPHEE	\$ 110.00 -
10	MARTIN/MARTIN	PRINCIPAL	MARK THORNBROUGH, PE, CFM	\$ 210.00 -
11	MARTIN/MARTIN	PRINCIPAL	TIM LACK, PE	\$ 210.00 -
12	MARTIN/MARTIN	PRINCIPAL	PAT HORN, PE, CFM	\$ 210.00 -
13	JCAA	PRINCIPAL	CLARENCE BERNAL	\$ 190.00 -
14	JCAA	ENGINEER	FRANK DAVENPORT	\$ 150.00 -
15	TERRACON	DEPARTMENT MANAGER	JOHN HAAS, PE	\$ 135.00 -
16	TERRACON	SENIOR ENGINEER	BILL RETHAMEL, PE	\$ 155.00 -
17	TERRACON	SENIOR REGIONAL	SCOTT MYERS	\$ 165.00 -
18		CONSULTANT		\$ -
19				\$ -
20				\$ -
21				\$ -
22				\$ -
23				\$ -
24				\$ -
25				\$ -

#### NOTES:

1	List all Engineer Staff and all subconsultants.
2	Add additional rows as required.
3	State any possible adjustments to rates that may apply for the duration of this project.
4	It is understood that you will plan your work effort in a manner that overtime rates will not apply.

## ATTACHMENT D - REIMBURSABLE EXPENSES

### ATTACHMENT D

#### COBBLESTONE RANCH PARK REIMBURSABLE EXPENSES 4/29/2019

ITEM NO.	DESCRIPTION	QUANTITY	UNIT OF MEASURE	UNIT COST	TOTAL COST
1	PHOTOCOPIES	1050	COPY	\$ 0.20 -	\$ 210.00 -
2	COLOR XEROX 8 1/2 X 11	450	COPY	\$ 1.55 -	\$ 700.00 -
3	XEROX 11 X 17	1120	COPY	\$ 0.45 -	\$ 505.00 -
4	COLOR XEROX 11 X 17	285	COPY	\$ 2.80 -	\$ 800.00 -
5	BLACK & WHITE PLOTS	3200	SQ. FT.	\$ 0.50 -	\$ 1600.00 -
6	COLOR PLOTS	230	SQ. FT.	\$ 6.00 -	\$ 1200.00 -
7	NORRIS DESIGN - TRAVEL	2600	MILE	\$ 0.535 -	\$ 1391.00 -
8	MARTIN/MARTIN - TRAVEL	240	MILE	\$ 0.58 -	\$ 140.00 -
9	JCAA - TRAVEL	120	MILE	\$ 0.50 -	\$ 60.00 -
10	TERRACON - TRAVEL	60	MILE	\$ 0.73 -	\$ 44.00 -
11				\$ -	\$ -
12				\$ -	\$ -
13				\$ -	\$ -
14				\$ -	\$ -
15				\$ -	\$ -
16				\$ -	\$ -
17				\$ -	\$ -
18				\$ -	\$ -
19				\$ -	\$ -
20				\$ -	\$ -
21				\$ -	\$ -
22					
23	TOTAL REIMBURSABLE EXPENSES				\$6,650.00

<b>NOTES:</b>	
1	Provide all anticipated Reimbursable Expenses.
2	Add additional rows as required.
3	Assume that you will provide copies of design documents for the Owner at each design evolution. (Assume seven sets for each phase, including 60%, 90% and 100%). Additional bid documents will not be included within these reimbursable expenses. If required by the Owner,
4	Note that these expenses will be contracted at actual costs with a not-to-exceed amount.



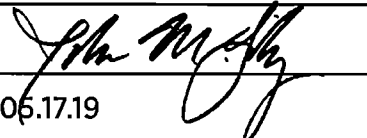
## ATTACHMENT E - SUBCONSULTANT LIST

**COBBLESTONE RANCH PARK  
ATTACHMENT E  
SUBCONSULTANT  
LIST  
4/29/19**

**THE FOLLOWING LIST IS REQUIRED INFORMATION:**

**1. Lead Landscape Architectural Firm:**

Firm Name: NORRIS DESIGN Phone# 303.892.1166

Principal: JOHN BIRKEY, PLA  
 Signature:   
 Date: 05.17.19

**Landscape Architect's Team Members:**

Lead Designer: JOHN BIRKEY, PLA  
 Project Manager: RYAN HOLDORF  
 Others: SCOTT STODDARD  
 Others: MATT ROTH  
 Others: CHRIS STEBE, PLA

**2. Civil Engineering Firm:**

Firm Name: MARTIN/MARTIN CONSULTING ENGINEERS Phone# 303.431.6100

**Engineering Team Members:**

Principal in Charge: MARK THORNBROUGH, PE, CFM  
 Lead Designer: \_\_\_\_\_  
 Project Manager: PATRICIA SULLIVAN, PE, LEED® AP  
 Others: \_\_\_\_\_  
 Others: \_\_\_\_\_

**3. Structural Design Firm:**

Firm Name: MARTIN/MARTIN CONSULTING ENGINEERS Phone# 303.431.6100

**Structural Team Members:**

Principal in Charge: TIM LACK, PE

Lead Designer: \_\_\_\_\_

Project Manager: NICK ERECKSON, PE

Others: \_\_\_\_\_

Others: \_\_\_\_\_

Others: \_\_\_\_\_

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**4. Mechanical & Plumbing Design Firm:**

Firm Name: JCAA CONSULTING ENGINEERS, LLC Phone # 303.985.3260

**4. Mechanical & Plumbing Team Members:**

Principal in Charge: JOSEPH GAUMOND, LEED® AP

Lead Designer: \_\_\_\_\_

Project Manager: PATRICK LEONARD, PE

Others: \_\_\_\_\_

Others: \_\_\_\_\_

Others: \_\_\_\_\_

**5. Electrical Design Firm:**

Firm Name: JCAA CONSULTING ENGINEERS, LLC Phone # 303.985.3260

Principal in Charge: CLARENCE BERNAL

Lead Designer: \_\_\_\_\_

Project Manager: FRANK DAVENPORT

Others: \_\_\_\_\_

Others: \_\_\_\_\_

Others: \_\_\_\_\_

**Firm Name:** MARTIN/MARTIN CONSULTING ENGINEERS **Phone #** 303.431.6100

Principal in Charge: PAT HORN, PE, CFM

Lead Designer: \_\_\_\_\_

Project Manager: RICHARD NOBBE, PLS

Others: \_\_\_\_\_

Others: \_\_\_\_\_

Others:

**Firm Name:** TERRACON CONSULTANTS, INC. Phone # 303.423.3300

Principal in Charge: JOHN HAAS, PE

Lead Designer: \_\_\_\_\_

**Project Manager:** BILL RETHAMEL, PE

Others: SCOTT MEYERS, PE

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**AGREEMENT**

## **AGREEMENT**

Norris Design acknowledges the "Sample Professional Services Agreement" included as Addendum 2 to the RFP. Norris Design has no specific changes or exceptions to this agreement for the Town of Castle Rock to consider.



1101 Bannock Street  
Denver, CO 80204

P 303.892.1166

Austin | Dallas | Denver | Flagstaff | Fort Collins | Frisco | Phoenix | Tucson

[www.norris-design.com](http://www.norris-design.com)

  
**NORRIS DESIGN**