

## SECOND AMENDATORY AGREEMENT

**THIS SECOND AMENDATORY AGREEMENT** (this “Amendment”) is made and entered into as of the Effective Date by and between the **CITY AND COUNTY OF DENVER**, a municipal corporation of the State of Colorado (the “City”) and **ROTH SHEPPARD ARCHITECTS, LLP**, a Colorado limited liability partnership (the “Design Consultant” or the “Consultant”), whose address is 1900 Wazee Street, Suite 100, Denver, Colorado 80202.

### RECITALS

**A.** The City and the Consultant entered into that certain Design Services Agreement, dated January 5, 2021, as amended by the First Amendatory Design Services Agreement, dated January 26, 2022 (the “Agreement”), to provide certain services as described therein.

**B.** The Parties wish to amend the Agreement to extend the Term of the Agreement, add additional Basic Services to be provided by the Consultant, and increase the Maximum Contract Amount.

**NOW, THEREFORE**, the parties hereby amend the Agreement as follows:

**1.** Section 2.10 of the Agreement is hereby amended to read as follows:

The Design Consultant shall provide professional design services for the Project in accordance with the terms and conditions of this Agreement. The Design Consultant's Basic Services shall consist of all of those services described in this Agreement and in **Exhibit A**. From and after the date of this Amendment, the Basic Services to be provided by the Design Consultant shall include the items specified in **Exhibit A** attached to the Agreement and the additional services described in **Exhibit A-1** attached to this Amendment. From and after the Effective Date of this Amendment, all references to **Exhibit A** in the Agreement shall be deemed to mean and refer collectively to the services specified in **Exhibit A** to the Agreement together with and including the services specified in **Exhibit A-1** attached to this Amendment.

2. Section 3.01 of the Agreement is hereby amended to read as follows:

**3.01 Fee for Basic Services.** The City agrees to pay the Design Consultant, as full compensation for its basic services rendered hereunder, a fee not to exceed FOUR MILLION NINE HUNDRED SEVENTY-ONE THOUSAND SEVEN HUNDRED SIXTEEN (\$4,971,716.00), in accordance with the billing rates and project budget stated in **Exhibit B-1**. The amounts budgeted for phases may be increased or decreased, and the amounts allocated for services and expenses adjusted, upon written approval of the Director or his designee, and subject to the Maximum Contract Amount stated in this Section 3. From and after the date of this Amendment, the rates for services provided by the Design Consultant shall be those specified in **Exhibit B** attached to the Agreement for all services described in **Exhibit A** attached to the Agreement and the rates specified in **Exhibit B-1** attached to this Amendment for all services provided by the Design Consultant for the services described in **Exhibit A-1** attached to this Amendment. From and after the Effective Date of this Amendment, all references to **Exhibit B** in the Agreement shall be deemed to mean and refer collectively to the rates specified in **Exhibit B** to the Agreement together with and including the rates specified in **Exhibit B-1** attached to this Amendment.

3. Section 3.02 of the Agreement is hereby amended to read as follows:

**3.02 Reimbursable Expenses.** Except for those reimbursable expenses specifically identified in **Exhibit B** and **Exhibit B-1**, or approved in writing by the City as reasonably related to or necessary for the Design Consultant's services, all other expenses shall be included in the Design Consultant's fee and will not be reimbursed hereunder. The maximum amount to be paid for all reimbursable expenses under this Agreement is ONE HUNDRED THOUSAND SIX HUNDRED NINETY-THREE DOLLARS (\$100,693.00) unless an additional amount is approved by the Director or his designee in writing, subject to the Maximum Contract Amount stated herein. Unless this Agreement is amended in

writing according to its terms to increase the Maximum Contract Amount, any increase in the maximum amount of reimbursable expenses will reduce the Design Consultant's maximum fee amount accordingly.

4. Section 3.03 of the Agreement is hereby amended to read as follows:

**3.03 Additional Services.** If pre-approved additional services are performed by the Design Consultant, the City agrees to pay the Design Consultant for such additional services in accordance with Section 2.08. The maximum amount to be paid by the City for all additional services under this contract is FOUR HUNDRED NINETY-SEVEN ONE HUNDRED SEVENTY-TWO DOLLARS (\$497,172.00).

5. Section 3.05(a) of the Agreement is hereby amended to read as follows:

Notwithstanding any other provision of the Agreement, the City's maximum payment obligation will not exceed **FIVE MILLION FIVE HUNDRED SIXTY-NINE THOUSAND FIVE HUNDRED EIGHTY-ONE DOLLARS AND ZERO CENTS (\$5,569,581.00)** (the "Maximum Contract Amount"). The City is not obligated to execute an agreement or any amendments for any further services, including any services performed by Design Consultant beyond that specifically described in **Exhibit A** and **Exhibit A-1**. Any services performed beyond those set forth therein are performed at Design Consultant's risk and without authorization under this Agreement.

6. Section 4.01 of the Agreement is hereby amended to read as follows:

**4.01 Term.** This Agreement shall commence on **January 5, 2021** and expire, unless sooner terminated, on **December 31, 2025** (the "Term").

7. Except as herein amended, the Agreement is affirmed and ratified in each and every particular.

**8.** This Amendment will not be effective or binding on the City until it has been fully executed by all required signatories of the City and County of Denver, and if required by Charter, approved by the City Council. As used herein, the “Effective Date” shall mean the date set forth on the City’s signature page to this Amendatory Agreement.

**[SIGNATURE PAGES FOLLOW]**

**Contract Control Number:** DOTI-202262815-02[202056473-02]  
**Contractor Name:** Roth Sheppard Architects, LLP

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at Denver, Colorado as of:

**SEAL**

**CITY AND COUNTY OF DENVER:**

**ATTEST:**

By:

\_\_\_\_\_

\_\_\_\_\_

**APPROVED AS TO FORM:**

**REGISTERED AND COUNTERSIGNED:**

Attorney for the City and County of Denver

By:

By:

\_\_\_\_\_

\_\_\_\_\_

By:

\_\_\_\_\_

**Contract Control Number:**  
**Contractor Name:**

DOTI-202262815-02[202056473-02]  
Roth Sheppard Architects, LLP

By:  \_\_\_\_\_  
21746DF8DCCA49D...

Name: Brian Berryhill  
(please print)

Title: Partner  
(please print)

ATTEST: [if required]

By: \_\_\_\_\_

Name: \_\_\_\_\_  
(please print)

Title: \_\_\_\_\_  
(please print)



## A. Proposal Details

Project Name: Police District 6 Replacement

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Reference Number: S\_2033\_22-0315\_DOTI

Revision Number: 01

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Date Submitted: March 29, 2022

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## B. Client Details

Company Name: City and County of Denver

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Contact Person: Tina Wells

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Position/Title: DOTI | Infrastructure Project  
Management: Project Manager

Contact Number: 720.865.3009  
(office) / 720.305.6269 (cell)

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## C. The Project

### General Statement of Work:

The primary goal of this project is to relocate Police Station District 6 from its current location at 1566 North Washington Street into a modern police facility on the Safety Headquarters Campus at 1351 Cherokee Street. The future Police Station District 6 facility was previously occupied by the Pre-Arrestment Detention Facility (PADF) and shares a campus with the Police Administration Building (PAB) and Denver Crime Lab (DCL). This project will result in the complete renovation of the existing PADF building at 1351 Cherokee St. to house a modern police station. The existing Police Station District 6 building has been occupied as a police station since 1995, however the building was originally constructed as a medical building, estimated to be 40 to 50 years old. For the past 27 years, the staff have been housed in a facility that is not sufficient for efficient use as a police station.

This project will be delivered in two Phases. Phase 1 took place in 2021 and included Programming, Conceptual Design and Outreach. Phase 2 of the project is estimated to take place from July 2022 through December 2025.

**Phase 2** – includes cost estimate-budget modeling, design and documentation of the project (SD, DD, CD), permitting, outreach, and CA services during construction. The construction schedule is to be determined by the general contractor. We estimate construction to last 18 months.

The proposed fees for Phase 2 are defined based on Phase 1 outcomes and are based on our current understanding of the scope of work. They are estimated based on the information from the 2019 Studies provided by CCD (PADF Programming Study dated Feb. 8, 2019 & PAB-PADF Plaza Landscape Study dated March 15, 2019), the RSA Space & Parking Needs Assessment Document Draft released in September 2021, along with City response to the RSA document including Programming Reduction and Parking Programming comments provided



## Fee Proposal

on January 21, 2022. Please refer to Attachment A\_DPD6 Fee Worksheet for specific fee break out by discipline.

### D. Phase 2 Fee:

Phase 2	Design Team Fees
<i>Outreach</i>	\$59,9587.50
<i>Schematic Design</i>	\$788,718
<i>Design Development</i>	\$1,143,674
<i>Construction Documents</i>	\$1,372,475
<i>Permitting</i>	\$73,917
<i>Construction Administration</i>	\$1,171,500
<i>Other</i>	\$44,805
<b>Additional Services Contingency</b>	<b>\$459,509</b>
<b>Reimbursables</b>	<b>\$95,693</b>
<b>TOTAL</b>	<b>\$5,150,291</b>

### Phase 2 (Cost Estimate-Budget Modeling, SD, DD, CD, Permitting, Outreach, CA):

- Structural modifications/improvements to existing facility to meet code, to plan for future 5<sup>th</sup> floor expansion, and to accommodate any required floor plate expansion.
- Complete exterior façade (intent is to be similar to Crime Lab, though other options may be considered)
- Interior buildout to suit DPD plus other Safety functions
- New MEP Systems with tie-in to existing shared utilities (shared with DCL and PAB)
- Low voltage (data cabling, security, AV)
- Fire Alarm System Design for PADF (DPD 6) building only
- Renovation of lower parking levels *\*based on current direction*
- Complete exterior and interior demo down to structure (or recommendation based on Phase 1 work).
- XO 123 and LEED Gold
- ADA
- Commissioning



## Fee Proposal

- Survey
- Cost Estimating Concept/SD/DD/65% CD/95% CD
  - Base scope
  - Add Alternates:
    - Justice Center Parking Garage Scope – *\*can provide additional optional fee when scope is further defined.*
    - Traffic Study – *“can provide additional optional fee when scope is further defined.*
- Coordination with the public art process
- Public Outreach (continued effort through CDs):
  - Lead the efforts and prepare visual materials necessary to describe the project. (rendering/spread sheets/ lists/diagrams/ facility comparisons)
  - Help CCD educate community and CCD stakeholders about the project – (leading up to 6 meetings with the community and/or internal CCD stakeholders)
    - We have included CIG on our team to help direct the community and CCD outreach and education.
    - Studio CPG (landscape architect) to support CCD, RSA and CIG at community meetings with site diagrams and staffing when requested to help educate the community and CCD stakeholders.
  - Create presentation content and lead meetings w/ support from CCD (Safety / DOTI)
  - Prep for meetings to be virtual as required
  - Meeting Sequence – (subject to change)
    - Mtg #1 – Present Program Development
    - Mtg #2 – Update on revisions from Mtg 1
  - Creative meeting strategy

### Reimbursables: \$95,693

- \$5,000 milage, parking
- \$15,000 Printing
- \$2,000 Courier Service
- \$4,300 LEED Registration and Certification Fees (based on 48,773 SF) *\*refer to Group 14 Proposal (Attachment D)*
- \$ 4,750 Outreach - includes: Presentation materials, collateral printing, and Telephone Town Hall Moderation *\*refer to CIG Proposal (Attachment D)*
- \$64,643 Plan Review Fee (*Refer to Attachment A – DPD6 Fee Worksheet for calculations*). Plan review fees are based on 50% of the Building Permit Fee for projects over \$1M, with One-Phase of Construction.

A 10% Contingency for Additional Services has been provided.

We have excluded the following services.

Geotechnical Engineering, Hazardous Materials monitoring/Abatement Testing/Remediation



## Fee Proposal

Attachments:

- A - DPD6 Fee Worksheet
- B - DPD6 Fee Proposal (Phase II) – Compiled
- C - Key Personnel - Hourly Rate & Reimbursables
- D – Sub Consultant Proposals
- E – DPD6 Phase II Schedule (Estimate)
- F - Insurance Accord
- G – CIG Certificates

**PHASE II (estimate based on information outlined in RSA Fee Proposal)**

Firm or Subconsultant	Role on Project							Total	Comments
		Schematic Design	Design Development	Construction Documents	Permitting	Construction Administration and Close-Out	Other (Re: Comments)		
Roth Sheppard Architects	Architect/Programming/Subject Matter Expert	432,799.80	698,750	838,500	45,000	838,500	0	2,853,549.80	RSA Outreach efforts included in SD, DD, and CD #s.
Martin/Martin Engineering	Civil Engineering	28,000	40,000	40,000	2,000	15,000	40,005	165,005	Other - Includes survey adjacent to Justice Center Garage entry/exit (\$15,005), Full time Construction Services for Sewer (\$20k), \$5000 record drawings
Martin/Martin Engineering	Structural Engineering	43,000	32,250	86,000	10,750	43,000	0	215,000	
360 Engineering	Mechanical Plumbing Engineering	55,209	110,418	121,460	6,531	74,442	x	368,059.80	
PK Electrical, Inc.	Electrical Engineering	41,780	83,570	111,420	0	41,781.25	0	278,551	Permitting included in CD
Parks & Gardens LLC dba StudioCPG	Landscape Architecture	48,750	38,298	45,743	6,516	18,345	0	157,652	Hydrosystems-KDI subconsultant fees included in totals (re: proposal for breakdown)
Group14 Engineering, PBC	High Performance Building Consultant/LEED/Commissioning	24,998	12,135	31,834	0	73,027	0	141,994	
K2 Audio, LLC	Acoustical/IT/AV/Low Voltage/Security Consultant	19,310	27,095	25,800	3,120	15,705	0	91,030	
Accurate Estimating Services	Cost Estimating	31,515	23,265	10,560	0	0	0	65,340	
CP&Y; Meeting the Challenge	ADA Consulting	\$2,250	3,150	3,750	0	0	4,800	13,950	Other - Site visits & reports, Dates required TBD
Shums Coda Associates, Inc.	Code Consulting	3,400	6,800	5,100	0	1,700	0	17,000	
Studio NYL	Envelope/Facade Consultant	31,500	42,000	36,000	0	50,000	0	159,500	
CIG	Outreach/Education	\$22,606	21,044	16,308	0	0	0	59,957.50	Services requested through CDs only.
We Measure 3D	Building Scan/As Built Model	3,600	4,900	0	0	0	0	8,500.00	
<b>Design Team Fee Total</b>		<b>\$788,718</b>	<b>\$1,143,674</b>	<b>\$1,372,475</b>	<b>\$73,917</b>	<b>\$1,171,500</b>	<b>\$44,805</b>	<b>\$4,595,089</b>	
<b>Additional Services Contingency @ 10%:</b>								<b>\$459,509</b>	
<b>Total Not To Exceed Reimbursable Amount:</b>								<b>\$95,693</b>	Includes \$4300 for LEED Registration and Certification Fees, \$4750 dedicated to Outreach, \$64,643 for plan review fees (based on a \$34M construction budget). Re: Written Proposal for additional breakdown
<b>PHASE 2 TOTAL:</b>								<b>\$5,150,291</b>	

Plan Review Fees: Based on a \$34,000,000 Construction Budget + \$2M Buffer			
<i>Plan review fees are based on 50% of the Building Permit Fee. For projects over \$1M, the building permit fee is: \$5,385.00 for first \$1,000,001.00, plus 3.54 for each additional \$1,000 or fraction thereof. Fees are based on One-Phase Construction Permit. <a href="https://www.denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Community-Planning-and-Development/CPD-Fees">https://www.denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Community-Planning-and-Development/CPD-Fees</a></i>			
<b>First \$1,000,001.00</b>			<b>\$5,385</b>
<b>Each additional \$1000</b>	<b>3.54</b>		<b>\$123,900</b>
<b>TOTAL BUILDING PERMIT FEE:</b>			<b>\$129,285</b>
<b>PLAN REVIEW TOTAL:</b>			<b>\$64,643</b>
			50% of the total Building Permit Fee

## PROFESSIONAL SERVICES FEE PROPOSAL - PHASE II

## ATTACHMENT B

Project Name Denver Police District 6 ReplacementDate 3/29/2022Firm Name Roth SheppardTask Order # N/A

Master On-Call Contract # \_\_\_\_\_

% Complete Invoicing Approved? NoCity Project Manager Tina Wells*\*Hourly rate & Personnel Classification must exactly match master on-call agreement rates*

M/WBE*	Firm Name	Name of Employee	Personnel Classification	Hourly Rate*	Hours	Total (\$)
N	Roth Sheppard Architects	Brian Berryhill	Partner in Charge	\$235.00	800	\$188,000.00
N	Roth Sheppard Architects	Adam Harding	Partner in Charge	\$235.00	250	\$58,750.00
N	Roth Sheppard Architects	TBD	Design Principal	\$215.00	0	\$0.00
N	Roth Sheppard Architects	Herb Roth	PD Programming Specialist	\$215.00	200	\$43,000.00
N	Roth Sheppard Architects	TBD	Senior Project Manager	\$175.00	3000	\$525,000.00
N	Roth Sheppard Architects	Samantha Strang	Project Manager	\$150.00	4000	\$600,000.00
N	Roth Sheppard Architects	TBD	Project Architect	\$135.00	4000	\$540,000.00
N	Roth Sheppard Architects	TBD	Job Captain	\$110.00	4000	\$440,000.00
N	Roth Sheppard Architects	TBD	Project Designer	\$95.00	2500	\$237,500.00
N	Roth Sheppard Architects	TBD	Technician	\$85.00	2574.1153	\$218,799.80
N	Roth Sheppard Architects	TBD	Administration	\$50.00	50	\$2,500.00
N	Martin/Martin - Civil	Mark Thornbrough	Principal	\$235.00	60	\$14,100.00
N	Martin/Martin - Civil	Colin Dinsmore	Associate	\$205.00	150	\$30,750.00
N	Martin/Martin - Civil	Craig MacPhee	Senior Project Engineer	\$185.00	48	\$8,880.00
N	Martin/Martin - Civil	TBD	Senior Building Envelope Specialist	\$185.00	0	\$0.00
N	Martin/Martin - Civil	Mark Sundstrom	Project Engineer	\$155.00	60	\$9,300.00
N	Martin/Martin - Civil	Megan Wells	Project Engineer	\$155.00	150	\$23,250.00
N	Martin/Martin - Civil	TBD	Professional Engineer	\$145.00	0	\$0.00
N	Martin/Martin - Civil	Moises Bonilla	Engineer-in-Training II	\$125.00	100	\$12,500.00
N	Martin/Martin - Civil	Claire Smith	Engineer-in-Training I	\$115.00	100	\$11,500.00
N	Martin/Martin - Civil	Marc Liberati	Senior Designer	\$155.00	100	\$15,500.00
N	Martin/Martin - Civil	TBD	Designer	\$135.00	0	\$0.00
N	Martin/Martin - Civil	TBD	Technician III	\$120.00	0	\$0.00
N	Martin/Martin - Civil	Michelle Marks	Technician II	\$110.00	80	\$8,800.00
N	Martin/Martin - Civil	TBD	Technician I	\$100.00	0	\$0.00
N	Martin/Martin - Civil	TBD	Administrative Assistant	\$80.00	0	\$0.00
N	Martin/Martin - Civil	TBD	Engineering Intern	\$80.00	0	\$0.00
N	Martin/Martin - Civil	Joe Valdez	Sr. Construction Services Rep	\$145.00	135	\$19,575.00
N	Martin/Martin - Civil	TBD	Survey Technician I	\$90.00	0	\$0.00
N	Martin/Martin - Civil	Gary McGrath	Survey Crew (one-man)	\$155.00	70	\$10,850.00
N	Martin/Martin - Str	Paul Doak	Principal	\$235.00	20	\$4,700.00
N	Martin/Martin - Str	Ben Downey	Principal	\$235.00	95	\$22,325.00
N	Martin/Martin - Str	Matt Dezart	Associate	\$205.00	20	\$4,100.00
N	Martin/Martin - Str	Jonathan Oltman	Senior Project Engineer	\$185.00	300	\$55,500.00
N	Martin/Martin - Str	TBD	Senior Building Envelope Specialist	\$185.00	0	\$0.00
N	Martin/Martin - Str	Taylor Madden	Project Engineer	\$155.00	238	\$36,890.00
N	Martin/Martin - Str	Yung Hong	Building Envelope Specialist	\$150.00	0	\$0.00
N	Martin/Martin - Str	Greg Rademacher	Professional Engineer	\$145.00	23	\$3,335.00
N	Martin/Martin - Str	Lindsey Whittington	Engineer-in-Training II	\$125.00	242	\$30,250.00
N	Martin/Martin - Str	Chris Okamoto	Engineer-in-Training I	\$115.00	280	\$32,200.00
N	Martin/Martin - Str	TBD	Senior Designer	\$155.00	0	\$0.00
N	Martin/Martin - Str	Kelly Grippa	Designer	\$135.00	0	\$0.00
N	Martin/Martin - Str	TBD	Technician III	\$120.00	0	\$0.00
N	Martin/Martin - Str	Jon Dalton	Technician II	\$110.00	110	\$12,100.00
N	Martin/Martin - Str	Tyler Reis	Technician I	\$100.00	104	\$10,400.00
N	Martin/Martin - Str	Amanda Keeler	Administrative Assistant	\$80.00	40	\$3,200.00
N	Martin/Martin - Str	TBD	Engineering Intern	\$80.00	0	\$0.00
N	Martin/Martin - Str	N/A	Sr. Construction Services Rep	\$145.00	0	\$0.00
N	Martin/Martin - Str	N/A	Survey Technician I	\$90.00	0	\$0.00
N	Martin/Martin - Str	N/A	Survey Crew (one-man)	\$155.00	0	\$0.00
Y	360 Engineering	Denise Dihle	Principal	\$222.62	80	\$17,809.60
Y	360 Engineering	Taylor Reese	Project Manager	\$181.39	480	\$87,067.20
Y	360 Engineering	Joe Wittenberg	Professional/Project Engineer Level 2	\$138.52	920	\$127,438.40
Y	360 Engineering	James Komperud	Professional/Project Engineer Level 1	\$113.78	1140	\$129,709.20
Y	360 Engineering	Melissa Kisicki	Administration/Clerical	\$100.59	60	\$6,035.40

Y	PK Electrical, Inc.	Alan Wiskus	Principal/Engineer of Record	\$235.00	20	\$4,700.00
Y	PK Electrical, Inc.	Mike Greene, PE	Engineering Manager	\$200.00	82	\$16,400.00
Y	PK Electrical, Inc.	Joey Ganser, PE	Senior Project Engineer	\$195.00	0	\$0.00
Y	PK Electrical, Inc.	Zack Jernigan, PE	Senior Project Manager	\$185.00	615	\$113,775.00
Y	PK Electrical, Inc.	Reid Poling, EI	Engineering Designer 3	\$160.00	0	\$0.00
Y	PK Electrical, Inc.	Tim Castaldy	Engineering Designer 2	\$150.00	403	\$60,450.00
Y	PK Electrical, Inc.	Hayden Schmidt	Engineering Designer 1	\$140.00	0	\$0.00
Y	PK Electrical, Inc.	Rob Bogan	Technology Manager	\$190.00	0	\$0.00
Y	PK Electrical, Inc.	Craig Carroll	Fire Alarm Engineer/Designer	\$175.00	0	\$0.00
Y	PK Electrical, Inc.	Tim Castaldy	Electrical Inspection Services	\$150.00	0	\$0.00
Y	PK Electrical, Inc.	Michael Bellender	Production/BIM Manager	\$130.00	35	\$4,550.00
Y	PK Electrical, Inc.	Hector Sarinana	Production/Drafter 3	\$105.00	680	\$71,400.00
Y	PK Electrical, Inc.	Juan Perez	Production/Drafter 2	\$100.00	0	\$0.00
Y	PK Electrical, Inc.	Dillon Waters	Production/Drafter 1	\$95.00	0	\$0.00
Y	PK Electrical, Inc.	Marcia Hallett	Accounting Manager	\$105.00	35	\$3,675.00
Y	PK Electrical, Inc.	Hannah Rico	Clerical/Administration	\$90.00	40.0139	\$3,601.25
Y	Parks & Gardens LLC dba StudioCPG	Billy Gregg	Principal	\$195.00	110	\$21,450.00
Y	Parks & Gardens LLC dba StudioCPG	Ilene Flax	Senior Project Manager	\$165.00	274	\$45,210.00
Y	Parks & Gardens LLC dba StudioCPG	TBD	Senior Landscape Architect	\$125.00	0	\$0.00
Y	Parks & Gardens LLC dba StudioCPG	Abigail Griffith	Landscape Architect	\$117.00	622	\$72,774.00
Y	Parks & Gardens LLC dba StudioCPG	Brian Pille	Landscape Designer I	\$110.00	0	\$0.00
Y	Parks & Gardens LLC dba StudioCPG	TBD	Landscape Designer II	\$107.00	0	\$0.00
Y	Parks & Gardens LLC dba StudioCPG	TBD	Graphic Designer	\$80.00	0	\$0.00
Y	Parks & Gardens LLC dba StudioCPG	TBD	Intern	\$75.00	0	\$0.00
Y	Parks & Gardens LLC dba StudioCPG	Heather Noyes	Administration	\$75.00	149.9066	\$11,243.00
Y	Hydrosystems-KDI	Jill Bersano	Principal	\$140.00	0	\$0.00
Y	Hydrosystems-KDI	Ken DiPaolo	Senior Associate	\$125.00	39	\$4,875.00
Y	Hydrosystems-KDI	John Keesen	Associate/Designer	\$115.00	0	\$0.00
Y	Hydrosystems-KDI	Hugo Ochoa	Site Personnel	\$105.00	20	\$2,100.00
Y	Group14 Engineering, PBC	Laura Charlier, Matt Cooper, Sue Reilly	Principal	\$203.00	17	\$3,451.00
Y	Group14 Engineering, PBC	Rachelle Macur, Alex Kosis, Scott Tonn, Lauren McNeill, Laura Unrein	Sr. PM / Sr. Eng II	\$178.00	220	\$39,160.00
Y	Group14 Engineering, PBC	Anna McCullough	Sr. PM / Sr. Eng I	\$160.00	182	\$29,120.00
Y	Group14 Engineering, PBC	Sonja Simpson	PM II / Eng III	\$144.00	71	\$10,224.00
Y	Group14 Engineering, PBC	Pachia Moua, Libby Coleman, Annie Kell, Farah Wissinger	PM I, Consultant III, Job Captain II	\$135.00	185	\$24,975.00
Y	Group14 Engineering, PBC	Katie Leiker	Engineer II, Consultant II, Job Captain	\$126.00	108	\$13,608.00
Y	Group14 Engineering, PBC	Celine Hayoz, Kevin Trautman, Thea Diep Ton	Engineer I, Consultant I	\$116.00	108	\$12,528.00
Y	Group14 Engineering, PBC	Sarah Shimizu	Tech Support	\$93.00	96	\$8,928.00
Y	K2 Audio, LLC	Kevin Hodgson	Principal Consultant, AV	\$175.00	10	\$1,750.00
Y	K2 Audio, LLC	Ben Levison	Senior Consultant, Security	\$145.00	6	\$870.00
Y	K2 Audio, LLC	Ben Willt	Senior Consultant, Acoustics	\$145.00	10	\$1,450.00
Y	K2 Audio, LLC	Rick Thompson	Consultant, AV	\$130.00	171	\$22,230.00
Y	K2 Audio, LLC	Rick Thompson	Project Manager	\$130.00	0	\$0.00
Y	K2 Audio, LLC	Dan Allred	Consultant, Security/Telecom	\$130.00	340	\$44,200.00
Y	K2 Audio, LLC	Matt Whitney	Consultant, Acoustics	\$130.00	145	\$18,850.00
Y	K2 Audio, LLC	Zach Harper	BIM Manager	\$105.00	16	\$1,680.00
Y	Accurate Estimating Svcs	John C. ONeill CPE	Principal/CCE	\$165.00	396	\$65,340.00
Y	Accurate Estimating Svcs	Evelyn A ONeill E	Principal/CCE	\$165.00	0	\$0.00





## PROPOSED AGREEMENT FOR SERVICES

**REVISED**

April 7, 2021  
*Revised May 3, 2021*  
*Revised March 11, 2022*  
*Revised March 24, 2022*

Brian Berryhill  
Roth Sheppard Architects  
1900 Wazee Street, Suite 100  
Denver, Colorado 80202

Re: CCD Police District 6 Replacement  
Proposed Agreement for Civil Engineering Professional Services

Mr. Berryhill:

Martin/Martin, Inc. is pleased to submit our Proposed Agreement for Professional Civil Engineering Services to Roth Sheppard Architects in connection with the CCD Police District 6 Replacement Project, located in Denver, Colorado. Our understanding of the Project scope and requirements is based upon emails received from your office, dated September 20, 2020 and September 27, 2020, our email correspondence on October 1, 2020, and October 8, 2020 the Project Request for Qualifications, dated April 27, 2020, including Addendum #1, dated May 19, 2020 (Project Control No. GO2018Bond2019-019), and the PADF Programming Study 100% Report, prepared by Anderson Hallas Architects, dated February 8, 2019. Revisions to the Phase 2 proposal are based on answers to design team questions, and an increase to the construction budget as provided in emails from Samantha Strang from February 8 thru March 8, 2022.

## I. PROJECT DESCRIPTION

The following constitutes our understanding of the Project and is the basis for our scope of services and the proposed fee. Significant changes to size and character of the Project may result in modifications to Martin/Martin, Inc.'s services and fees.

The Project involves renovation of the existing Pre-Arrestment Detention Facility (PADF) for adaptive reuse as a new home for the Denver Police Department District 6 Police Station (referred to herein as the "Project"). The PADF building is an approximately 44,500-square-foot structure, located between Delaware and Cherokee Streets and 13th and 14th Avenues in downtown Denver, Colorado, that was originally constructed in 1976. The existing PADF has four stories of above-grade structure with a rooftop mechanical penthouse and two below-grade levels.

The general scope of building improvements for this adaptive re-use Project includes upgrade of the existing facility to meet Risk Category IV requirements per the International Building Code, removal and replacement of the existing exterior wall system, replacement of the existing building Mechanical/Electrical/Plumbing (MEP) systems, adding an approximately 1,000-square-foot floor area at Level 3 and 9,000-square-foot at Level 5, addition of a new code-compliant elevator full

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height of building, minor reconfiguration of below-grade parking, and construction of a new sally port at Level B1 and entry vestibule at the Plaza Level.

The Civil Engineering scope is separated in two phases. After we completed initial portions of Phase I scope, the City/Ownership deliberated and refined their goals along with the project budget. Subject to our understanding of the updated goals, we have shifted un-finished or un-started components of work from Phase I to Phase II (as defined below and modified in this March 11, 2022 proposal revision). Elements of work substantially completed during Phase 1 are crossed out.

#### A. Phase 1

~~Phase 1 is a preliminary programming, community outreach, concept design, and budgeting effort. The goals for Phase 1 are to establish the Project program, engage the community, clarify Project scope, and define a final Project construction budget.~~

##### Phase 1 Civil Scope:

- ~~1. Complete Improvement Survey Plat (ISP), to include:
 
  - ~~Entire plaza surrounding PADF (Delaware Street to Cherokee Street).~~
  - ~~Extend north to capture paths of travel from 14th/Delaware and 14th/Cherokee to points of access.~~
  - ~~Boundaries, property lines, ex. easements, site obstructions.~~~~
- ~~2. Review applicable zoning requirements and the SDP process.~~
- ~~3. Conduct a site visit to evaluate existing grading/drainage and existing infrastructure needs.~~
- ~~4. Complete a parking analysis and layout review in the lower level of the garage.~~
- ~~5. Attend three to four virtual meetings with Design Team to:
 
  - ~~Discuss perceived deficiencies with building egress points/needed upgrades.~~
  - ~~Discuss ADA compliance to block corners specified in the RFQ/Addendum.~~~~
- ~~6. Assist with the preparation of conceptual drawings/sketches and narrative documenting our findings.~~
- ~~7. Site visit to existing DPD District 6 facility to perform a high-level visual assessment of the facility, review available utility mapping and preparation of a narrative addressing needed improvements to maintain use of the facility. (This scope removed from project entirely. We did coordinate with RSA for potential improvements to the existing DPD District 6 site/building.~~

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## Phase 2

Phase 2 includes Schematic Design (SD), Site Development Plan (SDP) process/submittals, Design Development (DD), Construction Documents (CD), Permitting, and Construction Administration.

### Phase 2 Civil Scope - Base:

1. Attend 3-4 virtual meetings with Design Team to:
  - Coordinate exterior building needs and utility service size upgrades needed.
  - Discuss and alternatives for improvements to the plaza.
  - Discuss potential locations for WQ/detention on the site (likely to be located below grade in the parking structure).
  - Coordinate space for the new generator.
2. Additional survey adjacent to the Justice Center Garage entry and exit points, including the setting of two (2) range points.
3. Review need for improved cross-walk / pedestrian signage across Delaware St. Design for these elements may require additional services.
4. Discussions with CCD to confirm on-site need for WQ/detention.
5. Perform utility mapping research and coordination with the City to determine available service sizes and mainline capacities.
6. Coordinate for steam service connection to an existing Xcel loop in the roadway.
7. Initial Site Development Plan (SDP) submittal and preliminary Transportation Engineering Plan (TEP) for potential right-of-way and limited sidewalk improvements to the west, south and east sides of the block.
8. Design corrective action for ADA access to the three corners of the property (NW, SW, SE).
9. Design existing plaza retrofit and improvements/coordinate with Landscape Architect.
10. Design utility service upgrades to adjacent main lines in the street.
11. Design ADA access upgrades for building egress points.
12. Full time construction observation for sewer line construction, typically required by CCD. An additional 80 hours of construction observation is included.
13. Provide record drawings based on surveyed information provided by the contractor.

### Phase 2 Civil Scope – Optional Services:

1. A Revocable Permit may be required for encroachments into the ROW. The extent and magnitude of the encroachments will not be known until later in the design process.
  2. Dedicating new easements or vacating abandoned easements may be required depending on the final design. The extent of easement coordination will not be known until later in the design process.
  3. SUE Survey for upgraded utility services to their main lines assumed to be in Delaware St., and where conflicts are anticipated. The extent of SUE survey will not be known until later in the design process.
- B. The estimated construction budget for the Project based was increased to \$34 million.

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- C. Phase 2 of the Project will be constructed utilizing a CM/GC. It is anticipated that there will be an early bid package.
- D. The Project will be designed and constructed in accordance with applicable regulations of the following Authorities Having Jurisdiction (AHJ):
  - 1. City or County Standards and Regulations:
    - a. City and County of Denver
  - 2. Special District Regulations:
    - a. Mile High Flood District
- E. The design may not comply with documents other than those required by the AHJ and listed below, unless the Client specifically directs conformance to other references during the design period:
  - 1. City or County Standards and Regulations:
    - a. City and County of Denver
  - 2. Special District Regulations:
    - a. Mile High Flood District

## II. DEFINITIONS

- A. Scope of Site Design: Martin/Martin, Inc.'s Proposed Agreement includes the services listed herein starting 5 feet away from the outside of the building limits and extending to the property lines. No design of elements beyond the property line is included unless specifically identified herein.
- B. Perimeter Drain: Foundation drain placed near the base of the building foundation outside the perimeter foundation wall.
- C. Under Drain: Subgrade drain placed below the lowest level floor slab of the Project within the footprint of the building area.
- D. Deferred Submittals: Elements or components of the Project which are performance specified (as a deferred submittal in accordance with the International Building Code), but not designed by the Engineer-of-Record. Deferred design elements are designed by or under the supervision of a Professional Engineer, registered in the state where the Project is located, and retained by the material or component supplier.
- E. Assumed Conditions: Where existing conditions cannot be verified prior to or during design due to lack of access, Project schedule, or economic constraints, the Contract Documents will be developed based on available information or assumed conditions. Assumed conditions will be identified on the drawings and verified by the Contractor during the construction phase of the Project. Existing condition variations from assumed conditions will be evaluated by

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Martin/Martin, Inc. and may result in Contract Document changes. Such changes may increase the construction schedule and result in additional design and construction costs.

### III. SERVICES

Services will include submittals of required civil engineering plans and reports to the AHJ for a site plan submittal, and design and construction services. Preparation of site plan sheets and processing of the submittal will be by others.

#### A. BASIC SERVICES

1. Topographic survey, including location of site features horizontally, elevations at 1-foot contours, visible utilities, and roadways at the location identified in the Phase 2 scope. Utility locates are included as identified below. Survey will be AutoCAD format. An ALTA survey per ACSM Standards is not included.

Utility Locates: The utility locate services provided herein do not meet the requirements of Colorado Revised Statutes, Title 9. Martin/Martin, Inc. will contact a utility locate service to field locate utilities, based on available mapping and to the extent technically feasible. The field located existing utilities will be shown on the survey. It shall be the Contractor's responsibility to field locate and verify size, material, and horizontal and vertical location of all utilities prior to construction.

2. Setting of Range Points: Typically required by the local jurisdiction, Martin/Martin, Inc. will establish surveyed range points in accordance with City and County of Denver criteria, including locating of range point, coring of roadway surface, installation of monument box, and setting of permanent survey marker.
3. 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 volumes and locations, and release rates. This report will be prepared in accordance with AHJ requirements. A stormwater management report will also be prepared for the construction activities.
4. A detailed grading, erosion control, stormwater management plan (SWMP), and drainage plan will be prepared for the entire site, including 1-foot contours and spot elevations around the buildings and in the parking lots. The grading and drainage plans will be based on criteria (including geotechnical report) established and provided by the Client. The erosion control plan will include items commonly used to mitigate soil erosion during construction.
5. Design of proposed drainage improvements, including storm sewers, inlets, manholes, sidewalk chases, concrete pans, water quality features, detention ponds, and outlet structures.
6. Perimeter Drain and Underdrain Layout Drawings:
  - a. Subject to provisions 1) – 4) below, provide layout plans for perimeter drains and underdrains for the proposed building. The plan will indicate the size, horizontal and vertical position of the pipe, and location of cleanouts for use in layout and installation

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of the drain. Construction details of the drain and cleanouts are defined on documents produced by others.

- 1) The following design parameters shall be provided to Martin/Martin, Inc. in the Project's geotechnical report:
  - a) Anticipated groundwater flow rate into the system and drainage patterns around and below the building.
  - b) Proposed underdrain sizes, materials, and minimum slopes required.
  - c) Construction details of the perimeter drain and underdrain as it relates to the proposed foundation system, including drainage, rock, piping, backfill, drainage boards, and geotextile fabric. Relationship to foundation with dimensions is also required.
  - d) Recommendations for minimum and maximum depth dimension from finish floor to pipe invert.
  - e) Recommendations for spacing and number of cleanouts required for the system.
- 2) If a free drainage outfall for the underdrain system is not available, Martin/Martin, Inc. will coordinate a location for sump pit with the Architect. Design of the pump, electrical, and alarm system will be by others. Pressure outfall line to drainage system will be depicted on Martin/Martin, Inc.'s drainage plan.
- 3) Written approval of the layout plans by the Geotechnical Engineer, identifying any items not in compliance with the recommendations of the geotechnical report for the Project shall be required prior to submittal of final stamped plans by Martin/Martin, Inc.
- 4) The following quality control activities for perimeter drain and underdrain installation, provided by others, will be included as Contract Document requirements:
  - a) Full-time inspection by the Geotechnical Engineer to verify compliance with their design recommendations and the Contract Documents.
  - b) A final survey stamped by the Contractor's surveyor recording the as-built position of the underdrain system with vertical and horizontal control points at each cleanout and distances not exceeding 25 feet.
  - c) Video inspection of the entire length of the system demonstrating free clear flow after building back fill for the Project is completed.
7. A site utility plan for the private water and sanitary sewer service, roof drains, and underdrain discharge pipes from main lines in adjacent streets to within 5 feet of the buildings. A utility study will also be prepared for the site plan review process.
8. A Transportation Engineering Plan (TEP) for required improvements in the adjacent right-of-way.
9. A site layout plan showing the horizontal location of proposed curb and gutter, utilities, drainage, and buildings. Also shown on this plan will be proposed types of pavement and thicknesses of each, as indicated in the soils report supplied by the Client. The initial site plan layout will be furnished by the Architect in CAD.

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10. The design data for the detention pond to meet the provisions of CRS 37-92-602, as amended by Senate Bill 15-212, regarding notification of downstream water rights holders, will be prepared and provided or submitted, as required by the AHJ.
11. Detailed technical specifications and construction details for the above civil site improvements for inclusion in the Project manual prepared by the Project Architect.
12. Included in this scope of work are an estimated 14 design coordination meetings. If additional meetings are required, they will be considered an "ADDITIONAL SERVICE" and billed hourly.
13. LEED: Martin/Martin, Inc. will participate in LEED certification, including up to two strategy/design meetings, and provide documentation for the following LEED credits, if applicable:
  - a. Construction Activity Pollution Prevention
  - b. Storm Water Design – Quantity Control
  - c. Storm Water Design – Quality Control

Due to the nature of the LEED certification process and Colorado Water Laws, Martin/Martin, Inc. cannot guarantee that all credits pursued will be granted by the USGBC. If Martin/Martin, Inc. is asked to assist with other LEED credits, "ADDITIONAL SERVICES" will be requested.

14. Services during the bidding phase by answering the Contractor's questions, as necessary. 16 hours are estimated for this item.
15. Construction Administration services, including review of material submittals, answering the Contractor's questions, and up to five visits, at the request of the Client, to the site during construction to review construction progress.
16. On-Site Construction Observation: If required by the local jurisdiction, Martin/Martin, Inc. will provide on-site construction observation services for private and public sewer lines consistent with the Denver Wastewater Management standards. Up to 80 hours is included in this additional scope of work. Field time will vary depending on the Contractor and field conditions. If, during the course of construction, Martin/Martin, Inc. becomes aware that this amount will be exceeded, notification will be made, and work will proceed only on mutual agreement as to scope and compensation.
17. Record Drawings: Martin/Martin, Inc. will provide "Record Drawings" (based upon information provided to Martin/Martin, Inc. by construction contractors) in electronic and drafted format. A field survey of as-built conditions certified by a Professional Land Surveyor is not currently included.

## B. OPTIONAL SERVICES

1. **Option I – Submittal of a Revocable Permit with the Local Jurisdiction:** Upon request, Martin/Martin, Inc. will prepare legal description and process the submittal of a Tier III revocable permit (formally the MEP permit) through the local jurisdiction associated with the extension of below-grade parking into the adjacent public right-of-way.  
*Martin/Martin, Inc. cannot guarantee this revocable permit will be accepted and approved.* Because the need for a Revocable Permit will not be known until the design progresses and

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scope is further clarified, this service may or may not be required and is included as an Optional Service.

2. **Option II – Easements:** Upon request, Martin/Martin, Inc. will prepare land descriptions (including a graphic representation of the land description) associated with the creation and/or vacation of an easement or similar site encumbrance beyond those included under “BASIC SERVICES.” It is assumed that the creation of the required legal language, documentation, submittals/negotiations, and recording of final agreements will be by others. Because the need for easement work will not be known until the design progresses and scope is further clarified, this service may or may not be required and is included as an Optional Service.
3. **Option III – SUE Survey:** Upon request, Martin/Martin, Inc. will prepare land descriptions (including a graphic representation of the land description) associated with the creation and/or vacation of an easement or similar site encumbrance beyond those included under “BASIC SERVICES.” It is assumed that the creation of the required legal language, documentation, submittals/negotiations, and recording of final agreements will be by others.

#### C. ADDITIONAL SERVICES

Any services not listed under “BASIC SERVICES” or selected/authorized “OPTIONAL SERVICES” above, are considered “ADDITIONAL SERVICES” whether specifically listed below or not. The compensation for these services will be in addition to that for “BASIC SERVICES” and will be billed at the hourly rates listed under “COMPENSATION.” If during the progress of work, Martin/Martin, Inc. determines “ADDITIONAL SERVICES” are recommended or requested, these “ADDITIONAL SERVICES” will be negotiated directly with the Client, or if directed, with the Owner, Developer, or Contractor. “ADDITIONAL SERVICES” include, but are not limited to the following:

1. This proposal anticipates the fees necessary for the initial meetings, design and preparation, and submittal of the application package. Upon receipt of the comments from the review agencies, Martin/Martin, Inc. will review them with the Client and determine if any additional fees are necessary to address comments that are either unwarranted or beyond the scope of this proposal. The Client will be asked to approve these additional fees prior to Martin/Martin, Inc. commencing work. The same process may be necessary upon receipt of subsequent comments. Any comments that are generated by the AHJ, which are a result of Martin/Martin, Inc.’s oversight, omissions, or simply a reasonable clarification of our design intents, will not be included in the request for additional fees.
2. Verifying the accuracy of information furnished by others. Providing additional topographic and boundary surveys beyond what has already been completed or included in “BASIC SERVICES.” Additional survey needs cannot be determined until further site investigations and/or scope is understood.
3. Providing digital data other than those indicated in the “DELIVERABLES” Section of this Agreement.
4. Traffic analysis, including access review and requirements for accel/decel lanes, if required.
5. Preparing cost estimates for the Project.

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6. Providing services in connection with future facilities, systems, or equipment, which are not intended to be constructed as part of this Project.
7. Attending Owner/Architect/Contractor meetings during construction, except as noted under "BASIC SERVICES."
8. Services during construction except as noted under "BASIC SERVICES."
9. To the extent the AHJ requires a certification indicating the constructed facilities meet the intent of the construction plans for which Martin/Martin, Inc. has prepared, and Martin/Martin, Inc.'s scope of services provide for the necessary observations and as-constructed surveys, Martin/Martin, Inc.'s scope of services shall include AHJ Certifications.
10. Design of off-site improvements not listed under "BASIC SERVICES," such as lane widening to adjacent streets or extending utility or drainage mains to the site.
11. FEMA map revisions.
12. Land subdivision-platting services.
13. Retaining wall structural design (will coordinate with Structural design)
14. Structural design of site elements including sign bases, light pole bases, etc.
15. Detailed layout data for landscape features.
16. Coordination of regulated utilities.
17. Design of porous pavements for a water quality feature.
18. Force protection designs.

#### D. CONTINGENT SERVICES

"CONTINGENT SERVICES" are services that arise due to circumstances not known at the time of this proposed Agreement that could not be readily anticipated. The compensation for these services will be in addition to that for "BASIC SERVICES," and will be billed at the hourly rates listed under "COMPENSATION." If during the progress of work, Martin/Martin, Inc. determines "CONTINGENT SERVICES" are recommended or requested, these "SERVICES" will be negotiated with the Client, or if directed, with the Owner, Developer, or Contractor.

"CONTINGENT SERVICES" include, but are not limited to the following:

1. Engineering services resulting from changes in the Project scope beyond Martin/Martin, Inc.'s control.
2. Services in connection with submitting work due to changes in government requirements instituted after the date of this Proposed Agreement.
3. Making revisions to drawings, specifications, or other documents when such revisions are inconsistent with prior approvals or instructions.
4. Providing consultation and professional services in connection with the evaluation or replacement of any work damaged during construction.
5. Services made necessary by the Contractor's default or by defects in the work of the Contractor.
6. Providing more extensive representation and/or observation at the work site during construction (at the request of the Owner, Contractor, or Architect), than listed under "BASIC SERVICES."

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7. Post-construction services.
8. Furnishing of opinions as an expert or serving as an expert witness.
9. Services modifying work performed by Martin/Martin, Inc. to bring the construction cost within any limitation imposed by the Client.

#### IV. CLIENT PROVIDED INFORMATION

Completion of the services identified herein are dependent on the Client providing the following information in a timely fashion that Martin/Martin, Inc. may rely on:

- A. Furnish all soil analysis/reports (including pavement design), subsurface and environmental tests and reports required for design of the Project, except where such tests or reports are specifically listed in the Agreement for Professional Services as to be provided by Martin/Martin, Inc. The Client will require the Project Geotechnical Engineer to review the Design and Construction Documents prepared by Martin/Martin, Inc. for conformance with the geotechnical recommendations and provide written comments prior to finalization of the Martin/Martin, Inc. plans. The Client also accepts that the Martin/Martin, Inc. design services are based upon and relies upon the geotechnical findings and recommendations.
- B. Furnish all field surveys of boundaries, topography, and locations, and staking to enable the layout of the construction and other special field surveys in electronic format, except where such services are to be produced by Martin/Martin, Inc. as a part of its "SERVICES."
- C. Provide design criteria for the Project, including coordination of Building Code and ADA routes, ADA Compliance, and ADA reporting/certification as it relates to site design elements.
- D. Furnish title insurance policy and property descriptions where field survey of boundary is included in Martin/Martin, Inc.'s "SERVICES."
- E. When the Client selects Martin/Martin, Inc.'s scope to not include services needed to attest to the final conditions required for certifications required by the AHJ, Martin/Martin, Inc. shall notify the Client of the elements within the certification that require construction verification by the Project's responsible/knowledgeable individuals, prior to submitting the required AHJ's certification. The Client shall require those knowledgeable individuals to provide Martin/Martin, Inc. written certification of construction's suitability prior to Martin/Martin, Inc. signing the AHJ certification. Client accepts and acknowledges that Martin/Martin, Inc. is relying upon these individual's written representation and is not liable for the accuracy or suitability of the elements that Martin/Martin, Inc. either did not design or designed but did not observe the construction thereof.

#### V. DELIVERABLES

##### **Phase 1**

- A. Survey: Topographic Design Survey. Survey will be in AutoCAD format.

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**Phase 2**

- A. Schematic Design (SD)
- B. Schematic Design and initial SDP Submittal: Includes preliminary drainage study, preliminary grading and drainage plans, preliminary utility plans and utility study, and preliminary TEP.
- C. Design Development and final SDP Submittal: Includes final drainage study, final grading plans, final drainage/storm sewer plans, final utility plans (water and sanitary sewer), and final SWMP and report.
- D. Transportation Engineering Plan Submittal: Includes horizontal layout plan(s), grading plan(s) and site details.
- E. Construction Documents: Includes horizontal layout plan, site details, and specifications.
- F. Record Drawings: Includes updated drawings to reflect constructed conditions, as provided by as-built plans from the contractor.

**VI. PROJECT SCHEDULE**

- A. Martin/Martin, Inc. estimates a minimum of 45 working days to prepare data for initial submittals for review by the AHJ from the date of receipt of the signed Contract, and receipt/completion of design survey, and electronic site plan. It is assumed the design schedule will occur between July 2022 and June 2023.
- B. Subsequent design submittal milestones shall be reviewed and updated with “Client” after initial submittals comments are evaluated.

**VII. TERMS AND CONDITIONS OF SERVICE**

All work directed in writing by the Client and completed by Martin/Martin, Inc. prior to the execution of the Agreement for the Project are subject to the Terms and Conditions noted in Exhibit A. The Terms and Conditions in Exhibit A are incorporated into and become a part of this Proposed Agreement and form the basis of the scope of services and the proposed fee. Martin/Martin, Inc. reserves the right to modify the fee in response to any changes to these terms in the final Agreement.

**VIII. COMPENSATION**

- A. “BASIC SERVICES” will be provided for an hourly basis following the Schedule of Rates and Charges listed below, not to exceed as follows.

**Phase 1**

**Survey:**.....\$13,040

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~~Concept Design (partially completed):~~ ..... \$8,000  
~~Assist with parking garage evaluation:~~ ..... \$3,000  
**(this work complete) PHASE 1 SUBTOTAL: \$24,040**

**Phase 2 (Not to exceed hourly Fees)**

**Survey (Justice Center Parking Garage entry/exit):** ..... \$15,005  
**Schematic Design (completion of concept design & Initial SDP Submittal):** ..... \$28,000  
**Design Development/SDP Completion:** ..... \$40,000  
**Construction Documents:** ..... \$40,000  
**Assist with Permitting:** ..... \$2,000  
**Construction Administration:** ..... \$15,000  
**Full Time Construction Services (For Sewer Construction + 80 Add'l Hours):** ..... \$20,000  
**Post-Construction Record Drawings:** ..... \$5,000  
**PHASE 2 SUBTOTAL: \$165,005**

B. "OPTIONAL SERVICES"

**Option I – Submittal of Revocable Permit with the Local Jurisdiction:** ..... \$4,500/Each  
**Option II - Easement (Each Easement):** ..... \$1,600/Each  
**Option III – SUE Survey:** ..... TBD

If, during the course of the work, Martin/Martin, Inc. becomes aware that this amount will be exceeded, notification will be made, and work will proceed only on mutual agreement as to scope and compensation.

C. Non-labor expense, including printing, plotting, deliveries, and mileage is reimbursable at the rates listed below in addition to the fee stated and is estimated to be **\$200**.

D. "ADDITIONAL SERVICES" and "CONTINGENT SERVICES" will be provided on an hourly basis following the "HOURLY RATES" listed below.

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E. HOURLY RATES:

Principal .....	\$235 per hour	Designer .....	\$135 per hour
Bridge Engr Design Manager ....	\$235 per hour	Technician III .....	\$120 per hour
Associate.....	\$205 per hour	Technician II .....	\$110 per hour
Sr. Project Engineer .....	\$185 per hour	Technician I .....	\$100 per hour
Sr. Bldg. Envelope Specialist.....	\$185 per hour	Sr. Construction Services Rep ...	\$145 per hour
Project Engineer .....	\$155 per hour	Survey Crew (two-man) .....	\$235 per hour
Project Manager .....	\$155 per hour	Survey Crew (one-man).....	\$155 per hour
GPR Certified Invest Engr .....	\$155 per hour	Professional Land Surveyor .....	\$140 per hour
Bldg. Envelope Specialist.....	\$150 per hour	Survey Technician I.....	\$95 per hour
Professional Engineer .....	\$145 per hour	Project Coordinator.....	\$90 per hour
Engineer EIT II.....	\$125 per hour	Administrative Assistant .....	\$80 per hour
Engineer EIT I.....	\$115 per hour	Engineering Intern.....	\$80 per hour
Sr. Designer .....	\$155 per hour		

Rates for personnel above are subject to review each year.

F. If Martin/Martin, Inc. is required to provide services under this Agreement beyond December 2021, compensation will be increased 5% per six-month period beyond that date.

G. REIMBURSABLE EXPENSES

1. Cost of (out-of-town) mileage for travel to and from Project meetings, the Project site, and other travel by automobile required to complete the services will be reimbursable at the current IRS maximum rate.
2. Other consultant or professional services provided by others, but furnished by Martin/Martin, Inc. under this Agreement at a multiple of 1.0 times amount billed to Martin/Martin, Inc.
3. Non-labor expense such as transportation, subsistence, lodging, field office, outside reproduction, and shipping/messenger service at a multiple of 1.0 times amount billed to Martin/Martin, Inc.
4. Funds advanced by Martin/Martin, Inc. for permit fees, applications, and incidental Project fees will be reimbursed to Martin/Martin, Inc. at Martin/Martin, Inc.'s cost plus 10%.

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## ACCEPTANCE AND AUTHORITY

This proposal is based on the Terms and Conditions of the AIA C401-2017 with the additional definitions and terms included in Exhibit 'A.' Variations in the form or contractual terms of the final Agreement between Martin/Martin, Inc. and your firm will be subject to adjustments in the proposed fee.

Please sign below and return to Martin/Martin, Inc. as authorization to proceed.

Martin/Martin, Inc.

"Client": Roth Sheppard Architects

Signature:



Signature:

\_\_\_\_\_

Printed Name:

Mark Thornbrough, PE

Printed Named:

Brian Berryhill

Title:

Principal

Title:

\_\_\_\_\_

Project Manager:

Colin Dinsmore, PE



PROPOSED AGREEMENT FOR SERVICES  
**REVISED**

September 29, 2020  
*Revised October 2, 2020*  
*Revised May 4, 2021*  
*Revised February 14, 2022*  
*Revised March 1, 2022*  
*Revised March 10, 2022*

Brian Berryhill  
Roth Sheppard Architects  
1900 Wazee Street, Suite 100  
Denver, Colorado 80202

Re: CCD Police District 6 Replacement  
Proposed Agreement for Structural Engineering Professional Services

Mr. Berryhill:

Martin/Martin, Inc. is pleased to submit our Proposed Agreement for Professional Structural Engineering Services to Roth Sheppard Architects in connection with the CCD Police District 6 Replacement Project, located in Denver, Colorado. Our understanding of the Project scope and requirements is based upon emails received from your office, dated September 20, 2020 and September 27, 2020, our telephone conversation on September 24, 2020, the Project Request for Qualifications, dated April 27, 2020, including Addendum #1, dated May 19, 2020 (Project Control No. GO2018Bond2019-019), and the PADF Programming Study 100% Report, prepared by Anderson Hallas Architects, dated February 8, 2019. Revisions to the Phase 2 proposal are based on answers to design team questions concerning revised project scope and revised project construction budget as provided in emails from Samantha Strang on February 8, 2022, and February 24<sup>th</sup>, 2022.

## I. PROJECT DESCRIPTION

The following constitutes our understanding of the Project and is the basis for our scope of services and the proposed fee. Significant changes to size and character of the Project may result in modifications to Martin/Martin, Inc.'s services and fees.

The Project involves renovation of the existing Pre-Arrestment Detention Facility (PADF) for adaptive reuse as a new home for the Denver Police Department District 6 Police Station (referred to herein as the "Project"). The PADF building is an approximately 44,500-square-foot structure, located between Delaware and Cherokee Streets and 13th and 14th Avenues in downtown Denver, Colorado, that was originally constructed in 1976. The existing PADF has four stories of above-grade structure with a rooftop mechanical penthouse and two below-grade levels. The PADF existing primary structural system is comprised of a two-way flat-plate post-tensioned concrete slab at Level B1, a two-way post-tensioned concrete waffle slab at the Plaza Level, and a structural steel frame with concrete slab-on-metal deck floors at the elevated levels.

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The Base Scope for this adaptive re-use Project includes upgrade of the existing facility to meet Risk Category IV requirements per the International Building Code, removal and replacement of the existing exterior wall system, replacement of the existing building Mechanical/Electrical/Plumbing (MEP) systems, adding an approximately 1,000-square-foot floor area at Level 3, evaluation and modification of existing structure to accommodate a future 9,000 square-foot build-out at Level 5, addition of a new code-compliant elevator full height of building, reconfiguration of below-grade parking, and construction of a new sally port at Level B1 and entry vestibule at the Plaza Level.

Refer to detailed Phase descriptions below for additional information on anticipated structural scope for the Project.

A. The Project design will be divided into two distinct phases:

**Phase 1 (Completed):**

Phase 1 is a preliminary programming, community outreach, concept design, and budgeting effort. This phase will also include identification of unknowns in the existing building to provide recommended investigations/selective demolition to discover existing conditions that may impact Project scope. The goals for Phase 1 are to establish the Project program, engage the community, clarify Project scope, and define a final Project construction budget.

**Phase 2:**

Phase 2 will include full Schematic Design through Construction Administration services for the Project. The final Phase 2 scope of services will be based on the preliminary programming, concept design, and cost models developed in Phase 1. The Phase 2 structural scope and fee provided in this Proposed Agreement are based on the scope outlined in the PADF Programming Study, prepared by Anderson Hallas Architects, dated February 8, 2019, and updated project scope and construction budget information provided to the design team at the conclusion of Phase 1.

**Phase 2 Structural Scope – Base:**

1. Ground Penetrating Radar (GPR) Scanning.
  - a. Provide GPR scans of representative portions of the existing interior CMU block walls at the stair/elevator cores to determine extent and locations of wall grouting and reinforcing. Walls will be scanned from one or both sides as necessary to obtain results and as limited by site access restrictions. It is our understanding that the walls to be scanned are constructed of 6”-to-8”-thick CMU block. It is anticipated that the testing will be performed during one site visit (up to eight hours maximum site time). The Client should provide safe access to each area. Testing of areas beyond what is described above may result in additional site visits and fees.

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- b. We will locate reinforcing and/or grout within the masonry walls at the proposed locations and note the typical spacing of reinforcing/grout and location of reinforcing in walls for use by the Structural Engineer. The Client shall provide clear access to portions of walls to be scanned as agreed with Martin/Martin, Inc. prior to scheduled GPR services. Areas not ready for scanning upon Martin/Martin, Inc.'s arrival may incur an additional fee.
  - c. We will coordinate the results of the scanning in-house with the Structural Engineer. A daily field report is not included. Post-processing of the data is not included in our fee and is not anticipated.
  - d. GPR Limitations: Sizes of targets, such as reinforcing diameters, cannot be determined using GPR. The equipment must be able to scan directly on the surface of the concrete or masonry substrate. Obstructions, such as rigid insulation or air gaps, hinder the performance of the radar. Concrete with metal fibers or metal lath cannot be scanned using GPR.
2. Conduct up to three site visits to the existing PADF building for limited visual assessments of the existing structure.
3. Structural Schematic Design through Construction Administration Services for the following scope:
- a. Existing lateral system enhancements to upgrade existing structure to meet requirements for a Risk Category IV building.
  - b. Existing roof structural upgrades for:
    - 1) Higher snow loads for building upgrade to Risk Category IV.
    - 2) Higher roof loads for possible green roof and/or PV array to meet Denver Green Roof requirements.
  - c. Modifications to existing primary structural frame due to removal and replacement of exterior wall system.
  - d. Structural design for new elevator full height of building, including existing framing modifications, new shaft construction, elevator guide rail support, and new foundations.
  - e. Level 3 floor plate expansion at southeast corner (approximately 1,000 SF).
  - f. Evaluation and modification of existing structure for a future Level 5 enclosure with new roof construction to provide additional floor area (approximately 9,000 SF). Design of the new enclosure is not included.
  - g. Evaluation and modification of existing structure for new MEP systems, including structural design of new floor/wall openings and evaluation of existing primary structure for new equipment loads.
  - h. Structural design for new sally port at Level B1.
  - i. Structural design for new entry vestibule at Plaza Level.

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Phase 2 Structural Scope – Existing Parking and Plaza Evaluation Add Alternate:

1. Conduct a site visit and provide a due diligence report of the existing parking garage on the southwest corner of 14<sup>th</sup> Ave and Delaware St.
  2. Conduct a site visit and provide a due diligence report of the existing PADF parking garage.
  3. Provide structural evaluation and modification related to Project work at the Plaza Level.
- B. The estimated construction budget for the Project is \$34 million.
- C. The Project will be issued as an integrated single package for bidding.
- D. The following documents are available from the original construction of the Project and will be made available to the Design Team to work from:
1. Contract Design Drawings (plans and details)
- E. The Project will be designed and constructed under the following Authorities Having Jurisdiction (AHJ):
1. Building Department:
    - a. City and County of Denver
- F. The design will not comply with documents other than those required by the AHJ and listed below, unless the Client or the Project Owner specifically directs conformance to other references during the design period:
1. Building Code: International Building Code 2018 Edition, with 2019 Denver Amendments

## II. DEFINITIONS

- A. **Primary Structural System:** The principal framing elements and connections that support the building or other facility, and resist code specified, or Owner-defined loads and forces. This typically consists of foundation elements such as footings, pilings, drilled piers, grade beams, slabs-on-grade, and structural walls; superstructure elements such as floor and roof members including columns, beams, structural walls, slabs, joists, and trusses; and lateral systems.
- B. **Non-Structural Elements:** Elements or components of a building or other facility that are not a portion of the Primary Structural System and are not intended to support applied loads or forces other than their own self-weight and those environmental loads (such as thermal, snow, wind, and seismic) that are applied directly to the elements themselves. Examples are nonbearing partitions, stairs and railings, exterior nonbearing walls, and mechanical or electrical equipment.

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- C. **Deferred Submittals:** Structural elements or components of the Project which are specified (as a deferred submittal in accordance with the International Building Code), but not designed by the Structural Engineer-of-Record. Deferred design elements are designed by or under the supervision of a Professional Engineer, registered in the state where the Project is located, and retained by the material or component supplier.
  
- D. **Assumed Conditions:** Where existing conditions cannot be verified during design due to lack of access, the Project schedule, or economic constraints, the Contract Documents will be developed based on available information or assumed conditions. Assumed conditions will be identified on the drawings and verified by the Contractor during the construction phase of the Project. Variations from assumed conditions will be evaluated by Martin/Martin, Inc. and may result in Contract Document changes. Such changes may increase the construction schedule and result in additional design and construction costs.

### III. SERVICES

#### A. BASIC SERVICES

##### 1. Building Evaluation:

- a. **PADF Building Evaluation:** Review the original Contract Documents for the building and drawings from any subsequent remodels and modifications made available by the Owner. Visit the site and perform visual evaluations of the condition of the existing structural frame. Advise the Owner of any unsafe conditions that would prevent Martin/Martin, Inc. from completing our evaluation.

Summarize findings regarding the structural condition in a single report and recommend any areas of further investigation or structural testing.

Martin/Martin, Inc. has no control over the condition of the existing facilities and shall not be responsible for the costs and delays associated with unacceptable conditions identified either at the time of this evaluation or latent defects that could not reasonably be observed in the existing buildings.

Martin/Martin, Inc.'s evaluation does not include the evaluation of the potential for hazardous materials, environmental pollution, and other nonstructural risks that may be present in the existing facilities.

Martin/Martin, Inc.'s evaluation will be performed in accordance with the Standard of Care as defined in this Agreement. Martin/Martin, Inc. does not represent, warrant, or guarantee that all conditions in the existing facilities will be observed or noted during the evaluations.

- 2. **Code Approval:** Based on the Building Evaluation, meet with the Building Official to discuss a strategy for upgrading the existing facility to applicable current codes when such upgrades

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are required. When required, develop a final report summarizing the strategy agreed to with the AHJ.

3. Schematic Design: Consult on defining the nature and scope of the Project. Identify areas of existing structure that require exploratory demolition by the Owner to enhance the Design Team's understanding of the existing conditions and determine if such limited demolition work will be done during design or if existing conditions will be considered as Assumed Conditions. Provide preliminary structural information for use in preparing a cost estimate. Make up to two site visits to the existing PADF building to document existing conditions relevant to the proposed renovation design. Confirm design criteria for the Project. Consider alternate systems, materials, equipment, and construction methods, and summarize findings in a written narrative. Select Schematic Design solutions and prepare sketches and/or preliminary structural drawings to establish systems.
4. Design Development: Expand conceptual design solutions. Prepare drawings or other documents to describe and fix the size and character of the Project, the relationship of components, and space requirements. Establish Primary Structural Systems and any appropriate dimensions. Size and/or describe major structural components. Identify concepts for selective demolition and temporary and permanent re-support of existing structure. Consult on critical space allowances and clearances. Develop Building Information Modeling (BIM) to include preliminary representations of existing PADF and new structural elements to a Level of Development (LOD) defined in the Project BIM Execution Agreement. Provide preliminary structural information for use in preparing a cost estimate.
5. Construction Documents: Prepare final structural engineering calculations and design drawings for the Primary Structural Systems and assist in the preparation of specifications for the structural portions of the Project. Provide progress drawings and/or post BIM at progress intervals established for the Project. Develop BIM to include representations of existing PADF and new structural elements to a LOD defined in the Project BIM Execution Agreement. Provide stamped copies of Construction Documents for permitting, as indicated under the "DELIVERABLES" section below.
  - a. Identify items that are Assumed Condition elements and indicate what investigation/demolition is required by the Contractor and the time allowance to be included in the Project schedule to allow Martin/Martin, Inc. to finish the evaluation and issue a final design.
  - b. Consult on non-structural elements, which are not part of the Primary Structural Systems. The purpose of consultation is to determine the design forces of these elements on the Primary Structural System and to assist other Design Team members in developing details to be included in their drawings.
  - c. Assist in the preparation of performance-based specifications and drawings that define the system and the design criteria for the following Deferred Submittal elements:
    - 1) Curtain wall systems/exterior metal stud walls (non-load bearing).

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- 2) Temporary excavation shoring systems.
  - 3) Skylight systems.
  - 4) Stairs, guardrails, and handrails.
  - 5) Open-web steel joists or joists girders.
- d. Recommend scope and frequency of structural testing and inspection made by others.
  - e. Respond to the comments from the AHJ regarding documents submitted for permit and update such documents, if necessary.
6. Bidding and Negotiation: Assist in determining the qualifications of structural trade subcontractors. Respond to queries of bidders regarding interpretation of Construction Documents. Provide clarifying addenda. Review and act upon substitution requests for reasonable alternates included as a part of bidders' submittals. Assist with technical aspects of the bid evaluation performed by the Client or Owner upon request.
  7. Construction Administration: Assist in interpretation of the design intent and clarification of technical details of the structural design as follows:
    - a. Review required manufacturers' and suppliers' shop or erection drawings, allied submittals, and samples furnished by the Contractor for structural components of work. This review will be for general conformance with the design concept and will not include checking of dimensions and quantities, nor review of the Contractor's means and methods of doing the work.
    - b. Review Assumed Conditions that have been uncovered or documented by the Contractor. Update the design and issue to the Contractor and to the AHJ, as required.
    - c. Review of Deferred Submittal elements designed by others for specified loads and criteria specified on the structural Contract Documents only. The Supplier and/or Engineer who designed the elements are fully responsible for the design.
    - d. Return one set of shop drawings with the Engineer's comments, either via mail/delivery or by electronic mail.
    - e. Review and respond to the Contractor's Requests for Information (RFIs) when they request clarification to the Contract Documents. RFIs submitted by the Contractor to address conditions of nonconformance will result in "ADDITIONAL SERVICES," as noted below.
    - f. Make up to a maximum of six visits to the construction site for Base Scope and one additional visit for Skybridge Add Alternate Scope to observe the structural elements of the Project and/or attend construction-related meetings. These visits will be timed to observe the structural work at appropriate points based on the judgment of Martin/Martin, Inc. personnel. The purpose of these visits will be to observe the quality of work and the progress of construction. During such visits, and on the basis of these observations, Martin/Martin, Inc. personnel will use their professional judgment to ascertain and develop a professional opinion on whether the work is generally in conformance with the structural design intent. Observation included with this proposed

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Agreement does not satisfy the “Special Inspection” requirements of the International Building Code.

Additional site visits requested or required to address unknown conditions uncovered at the site will be billed as “ADDITIONAL SERVICES.”

8. Post-Construction Services: Martin/Martin, Inc. has included revisions of drawings to include Record Drawing redlines based upon information supplied to Martin/Martin, Inc. by the Contractor. No other post-construction services are included as a part of this proposed Agreement.

#### B. OPTIONAL SERVICES

Proposals can be provided for the following “OPTIONAL SERVICES” upon request:

1. Rooftop Fall Protection and Façade Access System Design.
2. 3D Lidar Scan(s) of Existing Building(s).

#### C. ADDITIONAL SERVICES

Any services not listed under “BASIC SERVICES” above, are considered “ADDITIONAL SERVICES” whether specifically listed below or not. The compensation for these services will be in addition to that for “BASIC SERVICES” and will be billed at the hourly rates listed under “COMPENSATION.” If during the progress of work, Martin/Martin, Inc. determines “ADDITIONAL SERVICES” are recommended or requested, these “ADDITIONAL SERVICES” may be negotiated directly with the Owner, Developer, or Contractor.

“ADDITIONAL SERVICES” include, but are not limited to the following:

1. Investigating existing conditions of facilities or making measured drawings thereof, verifying the accuracy of information furnished by others, or providing field surveys.
2. Additional site visits, engineering, and modifications to the Contract Documents addressing unknown conditions at the construction site uncovered by the Contractor.
3. Preparing documents for alternate bids.
4. Preparing early design/bid packages or out-of-sequence services, except as provided under “DELIVERABLES.”
5. Providing probable construction costs or quantity surveys, or inventories of material, equipment, or labor.
6. Preparing “to scale” Contract Documents beyond normal practice.
7. Providing services for any off-site improvements not listed under “BASIC SERVICES.”
8. Providing services in connection with future facilities, systems, or equipment that are not intended to be constructed as part of this Project.
9. Tenant-related design services, except as provided under “BASIC SERVICES.”

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10. Structural design or review of the Contractor's construction systems or techniques such as formwork, excavations, shoring, bracing, or crane supports.
11. Providing design or detailing for Non-Primary Structural Systems, except as noted under "BASIC SERVICES." Support of mechanical, electrical, and tenant equipment, including seismic bracing, are "ADDITIONAL SERVICES" in this proposed Agreement.
12. Attending Owner/Architect/Contractor meetings during construction, except as noted under "BASIC SERVICES."
13. Providing digital data other than those indicated in the "DELIVERABLES" Section of this Agreement.
14. Special analysis such as blast resistance, defensive design (progressive collapse analysis), floor response for sound transmission, or vibration and dynamic analysis.
15. Design of Fall Protection Systems, except for providing load capacities at specific locations, magnitude, and direction for systems designed by others and provided to Martin/Martin, Inc. at such time that it can be included in the design documents in a logical and sequential fashion.
16. Performing the role of the Special Inspector.
17. Engineering of site structures, exterior, and noncontiguous with buildings (e.g. retaining walls, culverts, tunnels, fountains, signs).
18. Water structures.
19. Conducting or creating an "as-built" or "existing-conditions" survey of the Project.
20. Performing any destructive or invasive testing apart from the visual inspection.
21. Discovering any and all design and construction defects on the Project, including, but not limited to, those outside of the specific specialty of professional engineering services which Martin/Martin, Inc. has agreed to provide on this Project.
22. Additional GPR services beyond scope described under "BASIC SERVICES".

#### D. CONTINGENT SERVICES

"CONTINGENT SERVICES" are services that arise due to circumstances not known at the time of this proposed Agreement that could not be readily anticipated. The compensation for these services will be in addition to that for "BASIC SERVICES" and will be billed at the hourly rates listed under "COMPENSATION." If during the progress of work, Martin/Martin, Inc. determines "CONTINGENT SERVICES" are recommended or requested, these "SERVICES" may be negotiated directly with the Owner, Developer, or Contractor.

"CONTINGENT SERVICES" include, but are not limited to the following:

1. Structural floor-at-grade.
2. Engineering services resulting from changes in Project scope beyond Martin/Martin, Inc.'s control.
3. Services in connection with submitting work due to changes in government requirements instituted after the date of this Agreement.

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4. Revisions to drawings, specifications, or other documents when such revisions are inconsistent with prior approvals or instructions.
5. Consultation and professional services in connection with the evaluation or replacement of any work damaged during construction.
6. Services made necessary by the Contractor's default or by defects in the work of the Contractor.
7. More extensive representation and/or observation at the work site during construction (at the request of the Owner, Contractor, or Architect), than listed under "BASIC SERVICES."
8. Post-construction services.
9. Furnishing of opinions as an expert or serving as an expert witness.
10. Services modifying work performed by Martin/Martin, Inc. to bring the construction cost within any limitation imposed by the Client.

#### IV. DELIVERABLES

- A. Drawings: Structural drawings will be prepared as a combination of plans, sections, and elevations extracted from a three-dimensional BIM and two-dimensional drawings to describe details and connections. Martin/Martin, Inc. will provide progress drawings, at each progress submittal, to the Client for printing and distribution. Provide stamped drawings, as required, by the AHJ. Drawings will be issued formally by Martin/Martin, Inc. in a single, final Construction Document set at the same time all other Drawings for the Project are issued.
- B. Additional drawings or sheets of drawings required for addenda, bulletins, and clarifications will be issued, as required.
- C. Specifications: Martin/Martin, Inc. will prepare specifications for structural sections in MS Word format and will deliver electronic and hardcopies, as requested.
- D. Calculations: Martin/Martin, Inc. will deliver one copy of its final calculations, as required, by the AHJ to support the permit submittals for the Project. Calculations are representative, as required, to indicate application of building code requirements and engineering judgment.
- E. Building Information Modeling (BIM): Martin/Martin, Inc. will deliver BIM for the Primary Structural System in electronic format. We anticipate details of the uses and format of the BIM to be defined in the early stages of the Project as follows:
  1. Digital Data Transfer Agreement (DDTA): It is anticipated that the Owner, Contractor, and Design Team will complete a DDTA similar in format to AIA E202-2007 during the early stages of the Project. For the purposes of this proposed Agreement, Martin/Martin, Inc. has assumed the following with regard to this document:
    - a. BIM will be created using REVIT by AutoDesk. Translation or regeneration of data/models in another software is not included with this proposed Agreement.

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- b. BIM is intended for Martin/Martin, Inc.'s use in preparing Contract Documents. BIM will be released to other parties upon request for their convenience; however, the receiving party will be responsible for verifying that any information used from the model matches information noted on the final paper documents issued for construction.
  - c. Martin/Martin, Inc. is not responsible for information extracted from its model by others without the opportunity for Martin/Martin, Inc. to supervise and check the process and resulting information. Martin/Martin, Inc. has no responsibility for the accuracy of derivative models created using portion of the Project BIM authored by Martin/Martin, Inc. or others.
  - d. BIM may be used for other purposes if identified in writing in an executed DDTA indicating permitted uses for specific parties.
  - e. Transfer of models will be via an FTP site. If the Client does not have an FTP site, Martin/Martin, Inc. will post models on our FTP site.
2. BIM Execution Agreement: It is anticipated that the Owner, Contractor, and Design Team will complete a BIM Execution Plan similar in format and content to AIA 202-2008. For the purposes of this Agreement, Martin/Martin, Inc. has assumed the following with regard to this document:
- a. Structural BIM includes primary structural elements of the building that occupy volume. In general, foundations, columns, beams, slabs, structural walls, braces, and gusset plates are defined. The level of detail in the BIM will be adequate for interference checking with other Design Team consultant BIM in an integrated BIM approach; however, it may not include each and every fastener, trim element, kicker, or other miscellaneous items.
  - b. In general, the structural BIM will not include nonstructural items or performance specified items designed by others.
  - c. LOD of elements in structural BIM is dependent on sufficient LOD in other disciplines model. Early package issue dates will be contingent on LOD in the overall Design Team model.

## V. TERMS AND CONDITIONS OF SERVICE

All work directed in writing by the Owner or Client and completed by Martin/Martin, Inc. prior to the execution of the final Agreement for the Project are subject to the Terms and Conditions noted in Exhibit 'A'. The Terms and Conditions in Exhibit 'A' are incorporated into and become a part of this proposed Agreement and form the basis of the scope of services and the proposed fee.

Martin/Martin, Inc. reserves the right to modify the fee in response to any changes to these terms in the final Agreement.



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- E. If Martin/Martin, Inc. is required to provide services under this Agreement beyond December 2025, compensation will be increased 5% per six-month period beyond that date.
- F. This hourly billing is estimated to equal the following percentage of the total fee at the conclusion of each phase.

Schematic Design .....	20%
Design Development .....	35%
Construction Documents.....	75%
Permitting.....	80%
Construction Administration .....	100%

## VII. ACCEPTANCE AND AUTHORITY

This Agreement, together with the Martin/Martin, Inc. "Terms and Conditions of Service (Exhibit 'A')," and any other Attachments and Exhibits hereto and made a part hereof, represents the entire Agreement and supersedes all prior negotiations, representations, or agreements, whether written or oral. Amendment shall be by written instrument only, signed by all parties.

Please sign below and return to Martin/Martin, Inc. as authorization to proceed.

Martin/Martin, Inc.		"Client":	<u>Roth Sheppard Architects</u>
Signature:	_____	Signature:	_____
Printed Name:	<u>Benjamin W. Downey, PE</u>	Printed Name:	<u>Brian Berryhill</u>
Title:	<u>Principal</u>	Title:	<u>Partner</u>



Roth Sheppard Architects  
Attn: Brian Berryhill  
1900 Wazee Street, Suite 100  
Denver, CO 80202

10 March 2022

Re: City and County of Denver - Denver Police Department  
District 6 Police Station  
Mechanical and Plumbing Engineering

**Three Sixty Engineering, Inc.** ("Consultant") is pleased to provide this proposal based on the RFP dated 4/27/20, Addendum 1 to RFP dated 5/19/20, and the scope of work listed below.

**Proposed Scope:**

- ◆ General scope of work is to provide new mechanical and plumbing systems for a new Police District Station that will be built at the existing PADF building at 1331 Cherokee Street. This proposal is for the second phase of design services, which is design documents and construction phase services, as outlined below. The following is currently assumed for phase 2 scoping:
  - Public Waiting spaces
  - A Community Room
  - Offices in the Public Spaces
  - Secure Office Spaces
  - Secure Conference Rooms
  - Staff Break Room
  - Roll Call Room
  - Armory
  - File Room
  - Fitness Area
  - Locker Rooms
  - Detention Area Cells
  - Detention Area Interview Rooms
  - Sally Port
  - Bike Storage
  - Very limited modification of existing parking garage to convert storage room to 10 parking spaces.

**A. Design Documents & Construction Phase Services:**

- ◆ Anticipated March 2022 start.
- ◆ Perform high level analysis on the adequacy of existing mechanical and plumbing infrastructure.
- ◆ Provide engineering services for a new mechanical system. The building is served by district steam and chilled water. It is understood that portions of the steam service to the building will likely need to be replaced. It is understood that the existing building mechanical systems are beyond their usable lives and are likely not suitable for new building use, so assumed that all new mechanical systems will be designed to support the new building use as described above.
- ◆ New DCC controls for mechanical system compatible with City requirements.
- ◆ Plumbing design to 5'-0" outside the building including all new fixtures, domestic hot water generator, and distribution within the building. It is understood that the water and sanitary services to the building are of adequate size (to be confirmed during phase 1).



- ◆ Performance specifications for fire protection system.
- ◆ Participate in the following meetings/calls for design:
  - (1) Design Kick-off Meeting
  - (1) Schematic Design Review Meeting
  - (1) Design Development Review Meeting
  - Semi-weekly design team coordination calls through design
- ◆ Submittals:
  - Conceptual design narrative
  - Schematic design narrative
  - 90% Design Development drawings and specifications
  - 100% Design Development drawings and specifications
  - 90% review Construction Documents
  - 100% permit/bid/construction documents
- ◆ Energy calculations, LEED Templates assistance, and Revit Model.
- ◆ Construction Phase Services:
  - Participate in (1) Construction Kick-off Meeting
  - Provide review of submittals for mechanical and plumbing equipment.
  - Provide RFI responses during construction.
  - Participate in up to (4) OAC calls during construction as required to address any specific mechanical and plumbing items.
  - Provide (3) field observation reports during construction.
  - Provide one (2) final punches at the substantial completion of the project.

**Assumptions:**

- Comply with Client/Owner Design Standards
- Comply with Client/Owner CAD Standards
- Per current direction from City and County of Denver, this proposal is based on new mechanical system utilizing district steam and campus chilled water for primary heating and cooling means.
- Proposal is based on a construction budget of \$25 million. If the budget increases by more than 10%, fee will need to be revisited.

**Exclusions:**

- Fire Protection Engineering.
- Electrical Engineering.
- Structural Engineering.
- Medical/ Laboratory piping systems.
- Any scope/services associated with any abatement requirements.
- Site observations are limited to non-destructive observations.
- Life cycle cost analysis program.
- BIM asset management/NAVISWorks
- LEED Building Energy Modeling. Energy Modeling by others.
- IgCC Requirements
- Printing (Deliverables will be electronic)
- Any Commissioning and Measurement/Verification services.



**Fee Summary:**

The above noted services will be performed on an Hourly Not to Exceed Basis + reimbursable costs:

<b>Design &amp; Construction Phase Services</b>	
Schematic Design:	\$ 55,208.97
Design Development:	\$110,417.94
Construction Documents:	\$121,459.73
Permitting	\$ 6,531.08
Construction Phase Services:	\$ 74,442.08
<b>SUBTOTAL:</b>	<b>\$368,059.80</b>
<b>Anticipated Total Reimbursables:</b>	<b>\$ 1,000.00</b>

Reimbursable expenses include mileage @ \$0.58/mile, parking at cost, printing at cost, and courier charges at cost.

**Extra Services:**

- A. For services requested outside those stated in this proposal, services can be performed hourly at the rates noted below:

Principal:	\$222.62/hour
Project Manager:	\$181.39/hour
Project Engineer Level 2:	\$138.52/hour
Project Engineer Level 1:	\$113.78/hour
Clerical:	\$100.59/hour



---

Thank you for this opportunity to provide this proposal. Please sign below and return one signed copy to the offices of **Three Sixty Engineering, Inc.**

Sincerely,

A handwritten signature in black ink on a light gray rectangular background.

Denise M. Dihle, P.E.

President

**By signing below, Roth Sheppard Architects, agrees to the scope of work and fee as noted above and to the Terms and Conditions.**

Client:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**PK Electrical, Inc.**  
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# Contract Proposal

## CP20319R4

### Proposal For

Samantha Strang, AIA, LEED Green Assoc.  
Roth Sheppard Architects  
1900 Wazee Street, Suite 100  
Denver, CO 80202  
sstrang@rothsheppard.com

### From

**Alan Wiskus**  
Principal

**March 9, 2022**

### Project

DOTI DPD Police District 6

## Project Description

The primary goal of this project is to relocate Police Station District 6 ("DPD 6") from its current location at 1566 North Washington Street into a modern police facility on the Safety Headquarters Campus at 1331 Cherokee Street. The future Police Station District 6 facility was previously occupied by the Pre-Arrestment Detention Facility ("PADF") and shares a campus with the Police Administration Building ("PAB") and Denver Crime Lab ("DCL"). The existing building is currently unoccupied; however, the facility is being used as storage.

As outlined in RFQ NO. Go2018Bond2019-019 document, DPD6 Programming Reduction Notes 202111007, DPD6 Parking Programming and Q&A from 02-08-2022. The intent of the project is to demolish the existing exterior and interior construction down to structure. Abatement will be required as part of the demolition scope. Based on previous studies, the existing structure is believed to be adequate for renovation into a modern police facility and consist of approximately 48,773 square feet. Some structural improvements are anticipated to meet current building codes as well as to accommodate potential expansion. The exterior is planned to be designed and constructed to an aesthetic like the adjacent Denver Crime Lab.

Phase 2 - Programmatic / Concept, Full Design, Permit, Bid and Construction Services

- Define / verify the Programmatic needs.
- Gather direction from CCD on additional programmatic operations that may be added.
- Identify unknowns with the existing building and determine what level of investigations are necessary to eliminate as many of the unknowns as possible.
- Coordinate with CCD on community outreach events.
- Work independently of CCD on community outreach.
- Cost estimating of concepts and alternates.
- This Phase is to be based on the original Scope of Work identified in the RFQ NO. Go2018Bond2019-019 document, DPD6 Programming Reduction Notes 202111007, DPD6 Parking Programming and Q&A from 02-08-2022 and project Budget of \$34M.
- Phase will include standard A/E full design services to advance the selected Concept Design and Program through SDs, DDs, CDs and Construction.

## Scope of Services

PK Electrical will provide engineering and consulting services to address the electric power and lighting systems, including emergency backup power (generator and UPS) systems and electric utility, XCEL service. Our engineering services will also address the low voltage (Fire Alarm) system.

This is a multi-building campus housing the Police Admin Building (PAB), the Police Detention Facility (PADF), and the Denver Crime Lab (DCL). The other two buildings must remain operational during all work on the new Police District 6 building, currently the PADF. All utilities feeding the PAB and PADF enter in the PAB and are then distributed to the future Police District 6 building. Detailed coordination will be required to refeed electrical services from the PAB to the new Police District 6 building. The backup generator for the building is currently located inside on one of the upper floors. This



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will require special attention during demolition work. The fire alarm system is connected to multiple buildings with the main fire alarm control panel located in the PAB. The RFP states that the FA system shall be replaced and that it will be maintained as a multi-building system. Additional coordination will be required to evaluate the existing FA circuits and devices for operation in a new FACP as well as slave FACP and remote annunciators to satisfy DFD requirements.

Phase 2 – Full A/E Design and Construction Support Services will be provided.

#### SCHEMATIC DESIGN:

- Further site investigation to identify the electric and fire alarm system and shared interconnections between the campus buildings.
- Review existing Utility services to all campus buildings and options to refeed each building and / or campus. • Programming Document updates
- Identify all unknown challenges / opportunities• Further site investigation to identify the electric and fire alarm system and shared interconnections between the campus buildings.
- Review existing Utility services to all campus buildings and options to refeed each building and / or campus.
- Existing Main electric utility service point and equipment will be evaluated for remaining useful life and ability to service new program.
- Existing Fire Alarm system currently serving all building will be evaluated for remaining useful life and best configuration to serve future campus program.
- Demolition Design as needed for equipment to remain
- Electrical System and Fire Alarm system schematic plans.
- Plaza and Parking garage schematic improvements plans.
- Assist in cost estimates to support Schematic plans.
- Meetings:
- Project Kick-Off Mtg, Two Days of on-site field investigation, Three in-person review meetings, and virtual coordination and progress meetings as needed.
- Coordination with XCEL to identify existing conditions and opportunities for new.
- Develop technical specification Table of Contents.

#### DESIGN DEVELOPMENT:

- Development of electric utility services to feed each campus building.
- Finalize Demolition Design Documents
- Coordination and meetings with XCEL to support new service arrangements.
- Develop electric oneline diagram with major electrical equipment.
- Develop & layout main electric and secondary electric rooms.
- Develop backup power systems (generator, UPS) and locations for equipment
- Design lighting, perform light fixture selections and photometric calculations.
- Design major lighting control system components and strategies.
- Perform energy compliance calcs and assist in LEED Points identification,
- Design power systems and locations of receptacles, HVAC and other connections.
- Design UPS and Emergency power systems.
- Design campus Fire Alarm system.
- Design building Fire Alarm system and locate control panels and devices.
- Perform calculations for load, energy, AIC and photometrics.
- Technical specifications for review.
- Meetings: Design coordination meetings with A/E Team and Progress review Meetings with City.

#### CONSTRUCTION DOCUMENTS:

- Finalize electric utility services to feed each campus building.
- Coordination and meetings with XCEL to support new service arrangements.
- Finalize electric oneline diagram with major electrical equipment.
- Finalize layout main electric and secondary electric rooms.
- Finalize backup power systems (generator, UPS) and locations for equipment
- Finalize lighting, light fixture selections and photometric calculations.
- Finalize lighting control system components, strategies add supporting details.
- Perform energy compliance calcs and assist in LEED Points identification,
- Finalize power systems and locations of receptacles, HVAC and other connections.
- Finalize UPS and Emergency power systems.



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- Finalize design of campus Fire Alarm system.
- Finalize building Fire Alarm system, control panels, devices, add circuiting and details.
- Perform calculations for load, energy, AIC and photometrics.
- Technical specifications.
- Meetings: Design coordination meetings with A/E Team and Progress review Meetings with City
- Provide Stamped and Signed Documents.

#### PERMIT & BID PHASE

- Address plan review comments. Issue plan revisions as needed.
- Issue IFB set
- Respond to bidder RFIs.
- Assist in Bid Review.

#### DELIVERABLES:

- Schematic Design - 30% Review Drawings, TOC Technical Specifications, and Calculations
- Design Development – 50% Review Drawings, Technical Specifications and Calculations
- Construction Documents – 90% Review Drawings, Technical Specifications and Calculations, 100% Final Drawings, Technical Specifications and Calculations.
- IFB – Issued for Bid Drawings and Specifications.
- IFP – Issued for Permit
- Additional Submittal Packages and Review Sessions will be considered Additional Scope.

#### CONSTRUCTION SUPPORT SERVICES:

- Pre-Construction Meeting
- Review of Submittals and Shop Drawings
- Construction submittals must be complete, submitted per specification section as a whole and submitted in one set for the project. Partial submittals will be rejected. Submittal reviews will include the initial submittal review plus one additional re-submittal review
- Review and Respond to RFIs
- Evaluate Change Orders
- Construction Observation and Reports up to 5.
- Participate in Virtual Construction Meetings up to 2 per month.
- Perform Pre-Final Construction Punch List with Report.
- Perform Final Construction Punch List with Report
- Review O&M Manuals.
- Produce Record drawings based off Contractor redlines.
- Final Acceptance Letter

#### Schedule Updated 02/08/22

- Public Outreach – Jan 2022 – Feb 2022
- Design Contract – Feb 2022 – June 2022
- CM/GC Procurement – Feb 2022 – Sept 2022
- Design – July 2022 – June 2023
- GMP – March 2023 – June 2023
- Permitting – May 2023 – Aug 2023
- Asbestos Abatement & Demo – Nov 2023 – March 2024
- Construction – March 2024 – Aug 2025
- Closeout – Sept 2025 – Dec 2025

#### Exclusions:

- Design of Voice, DATA, Security Access / Control, CCTV, Audio / Visual, Public Address, Mass Notification, DAS and Detention Monitoring & Control systems
- Site investigation to perform circuit tracing and trace conduit runs.
- Field metering of existing electrical loads.
- Submittals packages beyond what's noted.
- Digital renderings, permit, plan check, and utility fees.
- • Completing Building Department and Utility applications and submitting plans to these agencies.



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- Electrical Selective Coordination and Arc Flash Studies.
- Commissioning and onsite testing.

Architect Supplemental Instructions (ASIs), Design Revisions or Change Orders due to Owner request or project driven post design requirements will be identified as PR's (Proposal Request). PKE will provide separate fee proposal letters for each PR stating the scope and required documentation to be issued.

Bid Alternates are included up to 3 to meet project budget. Additional Bid Alternates and value engineering services will be evaluated on a case by case basis. PKE will provide separate fee proposal to address scope and changes requested.

Submitted fees are based on the RFP Scope of Work and the provided construction budget of \$25 Million. The proposed fee is equally based on the scope of work (level of effort) and the construction budget, therefore an increase in budget or design effort will justify a design fee increase accordingly.

BIM / REVIT services will include LOD (Level of Design) 200. BIM 360 will be utilized for model hosting and sharing. MODEL updates will be provided once per week.

## Fee and Structure

		<b>Amount</b>
PHASE 2 - Schematic Design (SD)	Time & Expense	41,780.00
PHASE 2 - Design Development (DD)	Time & Expense	83,570.00
PHASE 2 - Construction Documents (CD) / Permit & Bid Phases	Time & Expense	111,420.00
PHASE 2 - Construction Administration Support (CA)	Time & Expense	41,781.25
<b>Total Amount</b>		<b>\$278,551.25</b>

## Terms and Conditions

See attached PK Standard Terms and Conditions.

## Authorization and Acceptance

(Acknowledgment of Concurrence with the foregoing)

**Alan Wiskus**  
Principal

**Samantha Strang, AIA, LEED Green Assoc.**  
Project Architect

Date

**March 9, 2022**

Samantha Strang, AIA  
Roth Sheppard Architects  
1900 Wazee Street, Suite 100  
Denver, CO 80202

**Project Name:** City and County of Denver Police District 6  
**Fee Proposal:** Phase 2 Landscape Architectural Services

Dear Samantha,

Thank you for including StudioCPG on the Roth Sheppard team for the Denver Police District 6. StudioCPG has a long history of providing landscape architectural services to the City and County of Denver through Public Works, Parks & Recreation, and Natural Areas. We will collaborate directly with Hydrosystems-KDI as irrigation consultant.

The following Scope of Services outlines our tasks and fees for Phase 2 of the project including Schematic Design, Design Development, Construction Documentation, Bid/Negotiation and Construction Period Services. Our scope is based on our understanding from the Draft Needs Assessment (RSA 9/21) and Landscape Study Documents (MM/MB 3/19) and related correspondence. Our work will include landscape and planting design for the project area as shown in assumptions. StudioCPG will coordinate with the project team in developing grading, drainage, and water quality concepts; strategies for plaza landscape on existing parking structure; and architectural considerations.

**Task A: Schematic Design/Conceptualization and Criteria Design**

StudioCPG will collaborate with the team in developing schematic design plans that effectively create a setting for this community space, including base design, additional area, and green roof plans.

1. Integrate landscape concepts with building design
  2. Design paving systems in collaboration with team including plazas and walkways.
  3. Planting plans will be sustainable, civic-oriented and incorporate the principles of Xeriscape.
  4. Drainage/Water Quality. Coordinate with the Civil Engineer to design drainage on the site in support of water quality and detention requirements.
  5. Conceptual design for site features including the memorial and site furnishings
- Meetings (up to 7)
  - Site visit/Review
  - Grading and Drainage plan--coordinate with Civil
  - Conceptual Landscape Plans
  - Conceptual Landscape Details: fences, gates, walls, curbs, etc.
  - Develop site furnishings palette
  - Irrigation mainline diagram
  - Site Development Plan
  - QR/Project Management/ Team coordination

- Community outreach: Attend up to two meetings, prepare two illustrative graphics
- Deliverables:
  - Coordination Plans
  - Conceptual Landscape Plans and Details
  - Summary of quantities for coordination with project estimator
  - Identify potential site/ landscape LEED credits
  - List of potential add alternates
  - SDP submittal and revision
  - Illustrative plan graphic

**Task B: Design Development/ Detailed Design**

- Meetings (up to 5)
- Grading and Drainage plan--coordinate with Civil
- Landscape Plans
- Landscape Details: fences, gates, walls, curbs, etc.
- Landscape on structure-coordinate with structural
- Green Roof System Details
- Site Furnishings palette
- Outline Specifications
- Irrigation Plans and Specifications
- QR/Project Management/ Team coordination
- Community outreach: Attend one meeting, prepare one plan graphic
- Deliverables:
  - Coordination Plans
  - DD level Landscape Plans and Details
  - Outline specifications
  - Plan graphic

**Task C: Construction Documents/Implementation Documents**

- Meetings (up to 5)
- Grading and Drainage plan--coordinate with Civil
- Landscape Plans
- Landscape Details: fences, gates, walls, curbs, etc.
- Landscape on structure-coordinate with structural
- Green Roof System Details
- Site Furnishings palette
- Specifications--coordinate w/ spec consultant
- Irrigation Plans and Specifications
- QR/Project Management/ Team coordination
- Deliverables:
  - Coordination Plans
  - CD level Landscape Plans and Details (3 submittals)
  - Landscape specifications

**Task D: Bidding/Negotiation**

- Meetings (up to 2)
- Provide bid clarifications and addenda
- QR/Project Management/ Team coordination
- Deliverables:
  - Bid Clarifications

**Task E: Contract Administration/Construction Closeout**

- Attend up to 8 meetings/site visits, prepare field reports
- Review submittals/shop drawings
- Respond to RFIs, provide design construction clarifications
- Irrigation CA, field testing, reports
- As-designed drawings
- QR/Project Management/ Team coordination
- Deliverables:
  - Submittal Review
  - RFI, ASI responses and clarifications
  - As-designed drawings

**Fee Summary**

Phase	StudioCPG	HKDI	Total
SD	\$48,251	\$500	\$48,751
DD	\$37,673	\$625	\$38,298
CD	\$42,243	\$3,500	\$45,743
Bid/Negotiation	\$6,266	\$250	\$6,516
CA	\$16,245	\$2,100	\$18,345
<b>TOTAL</b>	<b>\$150,677</b>	<b>\$6,975</b>	<b>\$157,652</b>

Please contact us if you have questions regarding scope or fees.

Sincerely,

A handwritten signature in black ink that reads "Ilene Flax".

**Ilene Flax**  
**StudioCPG**  
**303-455-3779**

### Personnel Hours Summary

Y	Parks & Gardens LLC dba StudioCPG	Billy Gregg	Principal	\$195	110	\$21,450
Y	Parks & Gardens LLC dba StudioCPG	Ilene Flax	Senior Project Manager	\$165	274	\$45,210
Y	Parks & Gardens LLC dba StudioCPG	Abigail Griffith	Landscape Architect	\$117	622	\$72,774
Y	Parks & Gardens LLC dba StudioCPG	Heather Noyes	Administration	\$75	149.9	\$11,243
Y	Hydrosystems-KDI	Ken DiPaolo	Senior Associate	\$125	39	\$4,875
Y	Hydrosystems-KDI	Hugo Ochoa	Site Personnel	\$105	20	\$2,100

### Assumptions

1. Roth Sheppard Architects (RSA) will provide all survey, existing conditions, geotechnical, and soil data information. Final landscape construction documents will be based on site grading, drainage and layout drawings provided by the RSA team.
2. All final grading and drainage, hardscape, and structure will be designed in collaboration with the design team and documented by RSA and their civil and structural consultants.
3. All documents will be prepared in Adobe Acrobat, AutoCAD, and Microsoft Office formats and transmitted for printing and distribution as PDF files. AutoCAD drawings will be transmitted at project milestones including final 'as-designed' drawings.
4. Project schedule to be determined by RSA, with an anticipated period of up to twenty-four months. Restarting the project following a delay in the design schedule will be considered additional services and billed at an hourly rate. Additional services will not be initiated without approval in writing from RSA.
5. Meetings, supplementary products, preparation of exhibits, or attendance at meetings related to public process or approvals beyond those described above are considered additional services and billed at an hourly rate. Additional services will not be initiated without approval in writing from RSA.
6. StudioCPG phase 2 hourly rates are as follows: Principal: \$195; Senior Project Manager: \$165; Landscape Architect: \$117; Administration: \$75
7. Hydrosystems-SKI phase 2 hourly rates are as follows: Principal: \$140; Senior Associate/ Project Manager: \$125; Associate/ Designer: \$115; Site Personnel/Construction Observation: \$105.
8. Landscape design will be per CCD standards and in support of the Site Plan Requirements.
9. Irrigation design will be per Denver water standards /regulations with standard irrigation practices to sod and shrub bed areas. Irrigation design for street level landscape areas and one roof top are included in the scope.
10. Denver Water review fees are excluded.
11. The memorial is to remain untouched and stay in place. If any work is needed in the relocation or redesign of the memorial this would be a future add service item.
12. Elevated green roof design will include an extensive tray system, up to 500 sf.
13. StudioCPG will provide support documents to LEED consultant for landscape components.
14. Coordination with public art process is excluded.

15. The limit of work is as show:



## DPD DISTRICT 6 – PHASE II



# DPD DISTRICT 6 – PHASE II

Group14 Engineering, PBC | March 8, 2022 | [group14eng.com](http://group14eng.com)

**Samantha Strang**  
**Roth Sheppard Architects**

Re: Sustainability Services

Dear Samantha,

We are pleased to submit updated fees for Phase II of the Denver Police Department, District 6 community project.

Group14 Engineering, PBC is a consulting firm committed to improving the energy and resource efficiency of buildings. We offer a unique combination of in-depth energy modeling, commissioning, and hands-on existing buildings expertise. We have over 45 staff members with more than 10 Professional Engineers. Group14 was established in 1992 and is headquartered in Denver, Colorado with projects across the United States. Group14 is registered as a small woman owned business. ***Our mission is to transform the built environment to realize a more resilient future.*** More information can be found at our website [group14eng.com](http://group14eng.com).

Please find the following services included in this proposal:

- LEED Consulting and Documentation
- Energy Consulting and Analysis
- Fundamental and Enhanced Commissioning (includes IECC required Cx)

Our team brings years of knowledge, dedication, and experience.  
Thank you for the opportunity to submit our fee proposal for your project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'L. Charlier', is located below the 'Sincerely,' text.

Laura Charlier, LEED AP BD+C, ID+C  
Principal | Sustainability Team Leader  
P: 720.221.1074 | [lcharlier@group14eng.com](mailto:lcharlier@group14eng.com) | [www.group14eng.com](http://www.group14eng.com)



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## DPD DISTRICT 6 – PHASE II



### PROJECT FEE

Group14's fee proposal is based on the following information.

- Project Address: 1331 Cherokee St, Denver
- Project Description: Relocation of DPD 6 to existing campus. Project will result in the complete renovation of the existing PADF building at 1331 Cherokee St. to house a modern police station.
- Project Size: Approx. 48,773 sf, plus 65-80,000 sf parking
- Maximum Number of Construction Phases: 1
- LEED Gold Required (minimum)
- Project Team: Roth Sheppard

Optional services such as monitoring-based commissioning, whole building LCA, daylight modeling, etc. are not included. To achieve Gold, Enhanced Cx will be required.

Group14/Sustainability - Phase II	SD	DD	CD	CA	TOTAL
LEED	\$10,056.00	\$6,512	\$15,248	\$20,056	<b>\$51,872</b>
Energy Modeling	\$11,851.00	\$5,623	\$7,873	-	<b>\$25,347</b>
Commissioning	\$3,091	\$0	\$8,713	\$52,971	<b>\$64,775</b>
<b>Total</b>	<b>\$24,998.00</b>	<b>\$12,135</b>	<b>\$31,834</b>	<b>\$73,027</b>	<b>\$141,994</b>

LEED Reimbursable Fees	TOTAL
LEED Registration	\$1,200
LEED Certification Fee (based on 48,773 sf)	\$3,100
<b>Total Reimbursables</b>	<b>\$4,300</b>

*\*USGBC/GBCI Registration and certification fees are subject to change and are calculated on the dates of LEED registration and certification submission.*

## DPD DISTRICT 6 – PHASE II



## LEED HOURS AND HOURLY RATES

LEED TOTAL			394	\$51,872.00
<b>SD</b>				
Personnel Classification	Hourly Rate	Hours	Total (\$)	
Principal	\$203	8	\$1,624	
Sr. PM/SR Eng I	\$160	44	\$7,040	
Engineer I, Consultant I	\$116	12	\$1,392	
<b>TOTAL SD</b>		<b>64</b>	<b>\$10,056</b>	
<b>DD</b>				
Personnel Classification	Hourly Rate	Hours	Total (\$)	
Sr. PM/SR Eng I	\$160	32	\$5,120	
Engineer I, Consultant I	\$116	12	\$1,392	
<b>TOTAL DD</b>		<b>44</b>	<b>\$6,512</b>	
<b>CD</b>				
Personnel Classification	Hourly Rate	Hours	Total (\$)	
Principal	\$203	4	\$812	
Sr. PM/SR Eng I	\$160	42	\$6,720	
Project Manager I, Consultant III, Job Captain II	\$135.00	20	\$2,700	
Engineer I, Consultant I	\$116.00	24	\$2,784	
Tech Support	\$93.00	24	\$2,232	
<b>TOTAL CD</b>		<b>114</b>	<b>\$15,248</b>	
<b>CA</b>				
Personnel Classification	Hourly Rate	Hours	Total (\$)	
Sr. PM/SR Eng I	\$160.00	40	\$6,400	
Engineer I, Consultant I	\$116.00	60	\$6,960	
Tech Support	\$93.00	72	\$6,696	
<b>TOTAL CA</b>		<b>172</b>	<b>\$20,056</b>	

## DPD DISTRICT 6 – PHASE II



## ENERGY HOURS AND HOURLY RATES

ENERGY TOTAL			189	\$25,347.00
<b>SD</b>				
Personnel Classification	Hourly Rate	Hours	Total (\$)	
Principal	\$203	1	\$203	
Sr. PM/SR Eng I	\$160	8	\$1,280	
Project Manager I, Consultant III, Job Captain II	\$135	32	\$4,320	
Engineer II, Consultant II, Job Captain	\$126	48	\$6,048	
<b>TOTAL SD</b>		<b>81</b>	<b>\$11,851</b>	
<b>DD</b>				
Personnel Classification	Hourly Rate	Hours	Total (\$)	
Principal	\$203	1	\$203	
Sr. PM/SR Eng I	\$160	8	\$1,280	
Project Manager I, Consultant III, Job Captain II	\$135	12	\$1,620	
Engineer II, Consultant II, Job Captain	\$126	20	\$2,520	
<b>TOTAL DD</b>		<b>41</b>	<b>\$5,623</b>	
<b>CD</b>				
Personnel Classification	Hourly Rate	Hours	Total (\$)	
Principal	\$203	1	\$203	
Sr. PM/SR Eng I	\$160	8	\$1,280	
Project Manager I, Consultant III, Job Captain II	\$135	10	\$1,350	
Engineer II, Consultant II, Job Captain	\$126	40	\$5,040	
<b>TOTAL CD</b>		<b>59</b>	<b>\$7,873</b>	

## DPD DISTRICT 6 – PHASE II



## COMMISSIONING HOURS AND HOURLY RATES

COMMISSIONING TOTAL			404	\$64,775.00
<b>SD</b>				
Personnel Classification	Hourly Rate	Hours	Total (\$)	
Principal	\$203	2	\$406	
Sr. PM/SR Eng II	\$178	12	\$2,136	
PM II Eng III	\$144	1	\$144	
Project Manager I, Consultant III, Job Captain II	\$135	3	\$405	
<b>TOTAL SD</b>		<b>18</b>	<b>\$3,091</b>	
<b>DD</b>				
Personnel Classification	Hourly Rate	Hours	Total (\$)	
Principal	\$203	0	\$0	
Sr. PM/SR Eng II	\$178	0	\$0	
PM II Eng III	\$144	0	\$0	
Project Manager I, Consultant III, Job Captain II	\$135	0	\$0	
<b>TOTAL DD</b>		<b>0</b>	<b>\$0</b>	
<b>CD</b>				
Personnel Classification	Hourly Rate	Hours	Total (\$)	
Principal	\$203	0	\$0	
Sr. PM/SR Eng II	\$178	31	\$5,518	
PM II Eng III	\$144	10	\$1,440	
Project Manager I, Consultant III, Job Captain II	\$135	13	\$1,755	
<b>TOTAL CD</b>		<b>54</b>	<b>\$8,713</b>	
<b>CA</b>				
Personnel Classification	Hourly Rate	Hours	Total (\$)	
Principal	\$203	0	\$0	
Sr. PM/SR Eng II	\$178	177	\$31,506	
PM II Eng III	\$144	60	\$8,640	
Project Manager I, Consultant III, Job Captain II	\$135	95	\$12,825	
<b>TOTAL CA</b>		<b>332</b>	<b>\$52,971</b>	

## DPD DISTRICT 6 – PHASE II



## SCOPE OF SERVICES

## LEED V4

Phase	Task	Task Description
Schematic Design	Integrative Process: Collaborative Design Session/Charrette	In an early collaborative design session, the entire team will address site, water, energy, materials and resources and indoor environmental quality. It is intended to map out a strategy for achieving the projects energy, sustainability, and operating goals – along with agreement and buy-in from all parties and within the restrictions of the budget. The project can achieve the LEED v4 Integrated Process credit (1 point) with early analysis (no later than SDs) of energy and water systems to identify synergies within the project design that can optimize energy and water performance.
	Register Project with GBCI	Register Project under LEED v4 for New Construction.
	Research and Credit Guidance	Research project issues to provide guidance to the team in order to meet goals. Work with the design team to implement sustainable design practices to meet LEED prerequisites and credits. Action Item Report will be provided indicating tasks required and team members responsible.
Design Development	Whole building Life-Cycle Assessment	1 point - Conduct a life-cycle assessment of the project's structure and enclosure. 2-4 points –additional scope - Conduct a life cycle assessment of the project's structure and enclosure that demonstrates a reduction, compared with a baseline building in 3 to 6 of the six impact categories.
	Materials Charrette	Hold a meeting to review the requirements of LEED v4 Building Product Disclosure and Optimization credits. We will work with the architect and interior designer to specify materials that will help the project meet LEED criteria for materials-related credits. Access to LEED v4 compliant materials database.
	LEED Design Meetings	Participate in up to three virtual/phone conference Design Development meetings to ensure project is on track to meet LEED goals.
	Design Development Document Review	Review design development documents for adherence to LEED criteria. Update Action Items.
Construction Documents	Draft Specification Language	Review all specifications for inclusion of LEED requirements and provide LEED v4 specification language as needed.
	Construction Drawings and Specification Review	Review each set of construction documents and specifications for adherence to LEED criteria. Attend meetings as necessary during CD's. This can be broken into shorter meetings to address specific areas (architectural, landscaping/civil, MEP, contractor). Update Action Items.
	Provide Required LEED Plans	Provide a LEED v4 Construction Waste Management Plan and Indoor Air Quality Plan for contractors use. Provide corresponding tracking forms.

## DPD DISTRICT 6 – PHASE II



Phase	Task	Task Description
Construction Administration	LEED Design Credit Documentation	Coordinate with the design team to complete the required documentation for the LEED credits to achieve the required level of certification. The design credits can be documented upon completion of CD's.
	LEED Construction Kick Off Meeting	Conduct a construction kick-off meeting with the contractor and subcontractors. Review all LEED construction tracking requirements with contractor and subs to ensure project meets construction goals. Site binder with instructions will be provided for on-site reference.
	LEED Construction Oversight and Verification	Oversee and assist the contractor with the tracking and documentation requirements for the applicable LEED prerequisites and credits. Review submittals for LEED compliance and follow through to ensure LEED documentation is completed. Three site visits will be completed during construction.
Post CA	LEED Construction Credit Documentation	Group14 will assist the contractor in completing the documentation required for construction-related credits. The construction credits will be submitted after construction of the building is complete.
	Respond to GBCI LEED Review	Group14 will respond to GBCI review items with the help of the design team, contractor and commissioning agent to ensure certification. Design phase and construction phase credits will be reviewed after their respective submissions to the GBCI.

## DPD DISTRICT 6 – PHASE II



## ENERGY MODELING

Phase	Task	Task Description
Schematic Design	LEEDv4 EAp1 and EAc2	<p>Group14 will coordinate and lead an early design meeting to kick-off the energy analysis for LEEDv4.</p> <p>Group14 will model the building to help guide design decisions to meet the project goals for LEEDv4. Analyzing the envelope, lighting, HVAC and plumbing systems for energy saving opportunities. Estimated simple paybacks will be provided for design team and client consideration.</p> <p>Group14 will meet with the team twice during SD's to discuss our recommendations.</p>
Design Documents	LEEDv4 EAp1 and EAc2	<p>Group14 will support the design team through DD's on design decisions affected by energy efficiency.</p> <p>Group14 will update the energy model up to two times in DD's to ensure the project is meeting the energy goals for LEEDv4. Group14 will meet with the team up to two times to review our comments and recommendations.</p> <p>Group14 will update the energy model to 100% DD's to determine the potential points for the design under EAc2. Group14 will work with the design team and client to determine the cost effectiveness of additional system upgrades if required.</p>
Construction Documents	LEEDv4 EAp1 and EAc2	<p>Group14 will finalize the energy modeling based upon 50% and 90% CD's.</p> <p>The LEEDv4 EAp1 and EAc2 documentation will be submitted to USGBC/GBCI.</p>

## DPD DISTRICT 6 – PHASE II



## COMMISSIONING

IECC Section	LEED v4 Fund Cx	LEED v4 Enh Cx	Cx Task	Cx Task Description
n/a	✓	-	Review Owner's Project Requirements (OPR)	Review the OPR, written by the Owner, and provide written comments with suggested modifications and edits.
n/a	-	✓	Prepare Systems Manual Outline	Develop an outline for the scope and format for the project systems manual to include the information necessary to operate, maintain and re-commission all energy-consuming systems within the building.
n/a	✓	-	Review of Basis of Design (BOD)	Review the BoD, written by the Design Team, for clarity and completeness, and for deviations from the OPR.
n/a	-	✓	Document Training Requirements	Develop training requirements for the Owner's staff. These requirements include: <ul style="list-style-type: none"> <li>- List of those who should receive operational training, by position or name</li> <li>- List of systems that require operator training</li> <li>- Level of instruction required for each system</li> <li>- Determination of whether the training provided by the equipment manufacturer is acceptable</li> <li>- Review Contractor's tracking method to ensure that all required positions or persons receive training.</li> </ul>
n/a	✓	-	Review 100% DDs or 50% CDs	Execute a commissioning design review for equipment being commissioned. Provide written comments to the Owner and Designer of Record for their consideration and response. The commissioning review is performed to evaluate compliance with the OPR and Basis of Design. Additionally, a sampling approach is utilized during the review. The commissioning design review does not replace nor minimize the Designer of Record's responsibility or standard of care. Additionally, Group14 Engineering, PBC is not responsible for the adequacy of the performance or design criteria specified in the Construction Documents. Group14 Engineering, PBC's review of design calculations, design drawings, Contractor submittals, or similar does not constitute a guarantee of the performance.
C408.2	✓	-	Cx Specifications	Provide specification sections for equipment and systems being commissioned. These specifications detail the contractual expectations, requirements, deliverables, methods of communication and schedules associated with the Commissioning process during the Construction, Acceptance, and Occupancy phases.
C408.2.1	✓	-	Provide Cx Plan	Develop a project specific Cx Plan that outlines testing requirements, includes a list of equipment and systems to be tested, expectations of team members, and defines the lines of communication, timelines, deliverables and general processes.

## DPD DISTRICT 6 – PHASE II



IECC Section	LEED v4 Fund Cx	LEED v4 Enh Cx	Cx Task	Cx Task Description
C408.2.3 (HVAC) and C408.3 (Lighting)	✓	-	Cx Kick-off Meeting	Host a Cx-specific construction kick-off meeting with the contractors, owner, design engineers, and other relevant stakeholders to establish the construction phase communication and documentation protocols; and define the roles, responsibilities, and expectations of each Cx team member.
n/a	-	✓	Review Contractor Submittals	Review Contractor Submittals for equipment being commissioned. The review is completed concurrently with the A/E review and written comments are provided to the Designer of Record for inclusion or coordination with their comments. The review is performed to evaluate compliance with the OPR and Basis of Design. Additionally, a sampling approach is utilized during the submittal reviews. The commissioning submittal review does not replace the Designer of Record's submittal review and it is the responsibility of the Designer of Record to review and incorporate the commissioning review comments as appropriate.
C408.2.3 .1	✓	-	Construction Phase Controls Meeting	Work with the design engineer and controls contractor to establish a fully detailed Construction Phase sequence of operation for the building. Use the final sequences of operation to write detailed testing procedures used to validate each required operation and function.
n/a	✓	-	Pre-Functional Checklists	Create Pre-Functional Checklists for the installing Contractors to execute for the equipment and components being commissioned. Pre-functional checklists verify the physical installation. The forms serve as a supplement to the Contractors' own Quality Control process and the manufacturer's startup forms.
C408.2.3 .1	✓	-	Develop Functional Test Scripts	Write project specific functional performance testing scripts.
n/a	✓	-	Site Observations	Review the Contractor's installation for conformance with the Design Intent. Lead or participate in key construction meetings to coordinate the Cx activities. Make visits to the Site at intervals appropriate to the various stages of construction. Such visits and observations are not intended to be exhaustive or to extend to every aspect of the Contractor's Work, but rather are to be limited to spot checking, selective sampling, or similar methods of general observation.
n/a	✓	-	Conduct Cx Acceptance Phase Kick-off Meeting	Host a meeting to help kick-off the construction team's start-up coordination effort and help ensure the commissioning process requirements are included..
C408.2.2	✓	-	TAB Report	Review the TAB report and facilitate the turnover of the Testing, Adjusting and Balancing Contractor's report to the Owner. Review the report for completeness and accuracy and include as identified installation deficiencies that prevented the TAB process from being fully complete.

## DPD DISTRICT 6 – PHASE II



IECC Section	LEED v4 Fund Cx	LEED v4 Enh Cx	Cx Task	Cx Task Description
n/a	-	✓	Assist with O&M Training Coordination / Verify training plan has been implemented	Review the Contractors' Training Plan for completeness and thoroughness.
C408.2.3 (HVAC) and C408.3 (Lighting)	✓	-	Startup of Major Equipment	Participate in the start-up of major equipment being commissioned. This participation helps facilitate contractor coordination and ensures that details of system interoperability are identified and documented prior to system testing and operation.
C408	✓	-	Maintain Cx Issues Log	<p>Maintain a commissioning issues log to document our findings during the commissioning process. It is the responsibility of the Contractors, Designers, and Owner to review the log and to resolve all issues fully and completely.</p> <p>Review corrective measures (often using sampling) and close items on the log based on the reporting provided others, conditions we witness, and as directed to by the Owner.</p> <p>Items closed on the log do not absolve the Contractor or Designer of Record of their contractual responsibility to provide a complete and functional design or installation nor does it indicate that Group14 warrants or guarantees the performance of the commissioned equipment or systems.</p>
C408.2.3 (HVAC) and C408.3 (Lighting)	✓	-	Functional Performance Testing Verification and Retesting	<p>Execute functional performance testing to review that the installation and operation of components, systems and system-to-system interfacing relationships. Testing shall include all modes and sequences of operation included in the Construction Documents.</p> <p>Functional performance testing and verification may be achieved by direct manipulation of system inputs, manipulation of system inputs with the building automation system, trend logs of system inputs and outputs using the building automation system or a supplemental software tool, or short-term monitoring of system inputs and outputs using standalone data loggers. A combination of methods may be required to test the sequences of operation. The CxA will determine which method, or combination, is most appropriate.</p> <ul style="list-style-type: none"> <li>• Our proposal includes one (1) testing and one (1) retesting effort per Functional Performance Testing procedure.</li> <li>• Testing Prerequisites: Testing, Adjusting and Balancing Report; Contractor Executed Pre-Functional Checklists; Manufacturer's Startup Documentation; and 72 hours of Trend Data.</li> <li>• Each open item on the commissioning issues log must be responded to prior to Group14 starting a review or retesting effort. Responses</li> </ul>

## DPD DISTRICT 6 – PHASE II



IECC Section	LEED v4 Fund Cx	LEED v4 Enh Cx	Cx Task	Cx Task Description
				must include the specific corrective action(s) taken and who completed the correction(s). Trend data, photographic evidence or similar proof of completion are also equally acceptable responses to Cx issues.
C408.2.4	-	-	Preliminary Cx Report	Provide the building owner with a report listing deficiencies found, tests that were deferred because of climatic conditions and the climatic conditions required for the performance of the deferred tests.
C408.2.5.4	✓	-	Final Cx Report	Provide the building owner with report listing the disposition of deficiencies found during testing and the corrective measures suggested or used, results of the functional performance testing, and copies of the functional performance testing procedures. At the conclusion of the testing and retesting effort, any open issues will be submitted via the Final Cx Report to the Owner and General Contractor as warranty items for resolution by others.
n/a	-	✓	Systems Manual	Write a Systems Manual focused on guiding and informing the facility's staff, management, building operators, current or potential service contractors, and facility occupants and users as to the basis for operating and maintaining systems. It is intended to be useful in the day-to-day operations of a facility and well as provide tools for Continuous or Monitoring-Based Commissioning. It also forms the basis of transferring important "employee memory" information from one party to the next.
n/a	✓	-	Current Facilities Requirements & Operations & Maintenance Plan	Prepare and maintain a current facilities requirements and operations and maintenance plan that contains the information necessary to operate the building efficiently. The plan must include the following: <ul style="list-style-type: none"> <li>▪ a sequence of operations for the building;</li> <li>▪ the building occupancy schedule;</li> <li>▪ equipment run-time schedules;</li> <li>▪ setpoints for all HVAC equipment;</li> <li>▪ set lighting levels throughout the building;</li> <li>▪ minimum outside air requirements;</li> <li>▪ any changes in schedules or setpoints for different seasons, days of the week, and times of day;</li> <li>▪ a systems narrative describing the mechanical and electrical systems and equipment;</li> <li>▪ a preventive maintenance plan for building equipment described in the systems narrative;</li> <li>▪ - and a commissioning program that includes periodic commissioning requirements, ongoing commissioning tasks, and continuous tasks for critical facilities.</li> </ul>
n/a	-	✓	Develop On-Going Cx Plan	Before or part of the 10-month review of building operations, the CxA must issue an ongoing commissioning plan. The plan should provide the

## DPD DISTRICT 6 – PHASE II



IECC Section	LEED v4 Fund Cx	LEED v4 Enh Cx	Cx Task	Cx Task Description
				building's operation staff with procedures, blank test scripts, and a schedule for ongoing Cx activities. This plan includes the following: <ul style="list-style-type: none"> <li>▪ Roles and Responsibilities</li> <li>▪ Recommended schedule for recommissioning as-built systems</li> <li>▪ Continuous documentation and updating of building operating plan and current facility requirements throughout the building's lifetime.</li> <li>▪ Blank testing materials, including functional performance tests for all commissioned as-built systems in the building, as well as an issues log. <ul style="list-style-type: none"> <li>▪ - Direction for testing new and retrofitted equipment.</li> </ul> </li> </ul>
C408.2.3 .1	✓	-	Deferred / Opposite Season Testing	Return to the project site to test the HVAC system performance if we were unable to test the equipment during the original testing effort if weather conditions limited the original testing effort.
n/a	-	✓	10-Month Performance Review Meeting	Host a warranty review with the Contractor, Owner, and other interested stakeholders. This meeting focuses on the building systems' performance, operation, and energy use. At the warranty review meeting, the team reviews open Cx-related and warranty items and identify the party responsible, time-frame for completion, and the action(s) required for completion.

## Systems to be Commissioned

Equipment Description - HVAC	Testing Qty.	Startup Trips
Air-Handling Units and Roof-top Units	3	1
Heat Pumps, Fan-coil Units, Split System Air-Conditioning Units and Similar	4	0
General Exhaust Air Systems	8	0
Laboratory Exhaust Air Systems	1	0
Vehicle Exhaust	2	0
Boiler Plants - Hydronic	1	1
Flat Panel Radiators, Unit Heaters, and Cabinet Unit Heaters	6	0
VAV boxes	20	0
Supply and Exhaust Air-Valves	6	0

Equipment Description - Plumbing	Testing Qty.	Startup Trips
Domestic Water Heaters and Circulation Pumps - Local	2	0

## DPD DISTRICT 6 – PHASE II



Equipment Description - Lighting	Days of Testing	Programming Review Trips
Automatic Lighting Controls (Occupancy/Vacancy Sensors, Daylighting Sensors, and similar)- 50% sampling rate of devices	2	1
Equipment Description - Power	Testing Qty.	Startup Trips
Generators	1	1
Automatic Transfer Switches	2	0
UPS	1	1
EM Lighting	25%	0
Equipment Description - Power	Days of Testing	Startup Trips
Switchgear (Witness Contractor Testing)	2	0

### General Proposal Notes

1. Travel costs for the site visits noted in the scope are included in the project fee.
2. Group14 will invoice monthly based on percent of work completed.
3. The client has the right to terminate this agreement without cause at any time by providing 30 days written notice to Group14.
4. Additional Services for scope outside of this proposal can be provided as Time and Materials at current hourly rates or as fixed fees for additional scope.

### New Construction Services - Energy Modeling, Sustainability Consulting, Commissioning and Thermal Envelope

1. Group14's services do not serve as a guarantee, certification, warranty, etc. of performance by equipment, components, assemblies, or systems constructed and designed by others. Group14's review of design calculations, design drawings, Contractor's submittals, or similar does not constitute a guarantee of the performance nor assumes responsibility for any Contractor's failure to furnish and perform the Work in accordance with the Contract Document
2. Group14 does not warrant or guarantee that the Project will be granted LEED or other third-party certification.
3. Group14 will not be required to provide professional services that constitute the practice of architecture, design engineering, or contracting.
4. Group14 has provided a fee for the scope of work as outlined in this proposal. Group14 is not responsible for executing additional services included by others in the Contract Documents.
5. Group14 will rely upon the completeness and accuracy of all information provided by the Client to Group14. Group14 is not responsible in any way for errors or omissions contained in any drawings or specifications prepared by others or for errors or omissions by others in incorporating Group14's recommendations into the reports, drawings, and/or specifications.
6. Unless stated otherwise in this Proposal, professional services provided will be performed during normal working hours of 8 a.m. to 5 p.m., Monday through Friday.
7. It is assumed that reasonable access will be provided and permitted to all areas where Services are to be performed.
8. The scope and fee provided are based on the codes, laws, and regulations in place at the time of this proposal. If requirements change due to legal revisions enacted after this proposal, additional scope and fee may apply.



March 8, 2022

Brian Berryhill  
Roth Sheppard Architects  
1900 Wazee Street, Suite 100  
Denver, CO 80202

RE: CCD DPD6  
Proposal for Technology and Acoustics Design Services

Brian:

K2 is pleased to present you with this proposal for acoustics and technology systems (AV, telecom, and electronic security) design services for the City and County of Denver's DPD 6 Relocation project. We have used the RFP materials and our followup correspondences with you to assemble the Scope of Work contained in this proposal. Should anything in this document be at odds with your understanding of the exact services we are to provide, we would be happy to modify our proposal accordingly.

As we understand it, the project includes design and construction administration services for the relocation of Police District 6 to an existing building at 1331 Cherokee Street. The existing building will be demolished down to structure, and the renovation will include open and private offices, a fitness area, community space, parking, and spaces supporting other police functions. The project is pursuing LEED Gold certification.

The project will be performed in 2 phases. The first phase will involve community outreach, as well as definition and verification of the project's programmatic needs coordinated with architect (involvement by architect's request). Phase 2 will then include the detailed design and construction effort.

## Technology Consulting Approach

### Phase 2

- K2 will provide a summarized written narrative outlining the user's audio/video, telecom and acoustics requirements of specific areas, including but not limited to:
  - Phasing requirements for Security, External Telecommunication Connections from worksite to Police Administration Building cutover, and Internet Service Provider cutover.
- We will review any available information about the overall objectives of the project. We will work with you and other design team members to ensure that systems' goals are well defined.
- We will meet with any designated Owner's Representatives, as directed by you, to discuss in more detail the project's technology requirements, the staff's technical skill level, any special equipment, and location requirements. We will rely on you to notify us of all relevant persons to speak with regarding expectations of system use and desired functionality.
- We will provide a written narrative outlining the user's requirements and presenting a preliminary design, along with cost estimates, and potential add alternates.



- We do not anticipate participation in the Community Outreach meetings.

## Phase 2 - Detailed Design

- We will survey the latest technologies available and determine how they can best be integrated into our systems recommendations. This will include determining the best methods to achieve the desired level of functionality within any budgetary constraints that exist.
- We will coordinate with other design team members as necessary to ensure that all conduit pathways, electrical backboxes, heating, cooling, and power and grounding requirements of the systems are included in the project's MEP documents.
- We will provide dimensional information and cut-sheets for any devices requiring integration into the architecture, and requirements for equipment room layouts.
- We will provide complete systems documentation, including drawings that detail the interconnection of system components, equipment layout/mounting details, rack elevations, panel drawings, and any other information necessary to depict the new systems accurately.
- We will prepare system design specifications that detail the recommended components to be used in the systems' installation, as well as technical guidelines by which the systems must be installed. Where applicable, all system components will be specified by a manufacturer and model number.
- In addition to the final construction documents, we will issue progress versions of the documents to coincide with any project-wide design milestones.
- We will update our original cost estimates based on the final system designs.
- We anticipate up to five (5) in-person meetings during design phases at your office or the project site. Any other coordination will take place via webconference or other electronic means.

## Phase 2 - Permitting

- Review of detailed AV fee proposals from contractors.
- Review of detailed Telecom fee proposals from contractors.
- Review of detailed Security fee proposals from contractors.

## Phase 2 - Construction Administration

- We will review contractor submittal drawings and equipment lists to assure compliance with the specifications.
- We will answer questions from the contractor(s) as they arise and provide any additional direction needed.
- We will provide periodic site visits at major construction milestones to inspect the ongoing installations. Inspection reports will be issued following each site visit. We anticipate up to four (4) site visits during construction.
- We will coordinate with you and any other design team members to ensure that the systems integration progresses smoothly and that any issues that arise are addressed in a timely fashion.
- Upon completion of the installations, we will provide final on-site commissioning services. If any conflicts are discovered, they are conveyed to the contractor in the form of a "punch list" so that corrections can be made before final system acceptance by the Owner. We anticipate up to two (2) trips to the project site to complete the systems commissioning process.



- We will prepare record drawings upon completion.

## **Acoustics Consulting Approach**

### **Phase 2**

We will attend a kickoff meeting with the design team to better understand project goals and user requirements from an operational viewpoint. We will discuss the overall program, schedule, and budget, as well as any possible plans for future use of the spaces. This meeting will be summarized in a written narrative outlining the user's requirements for each specific area and acoustical goals to meet these needs.

We do not anticipate participation in the Community Outreach effort.

### **Phase 2 – Detailed Design**

We will develop specific acoustical criteria to meet the intended needs and goals. Guidelines will be provided to the design team for methods for noise and vibration control, focusing on locations of mechanical and electrical equipment, and preliminary input to wall/floor/ceiling assemblies. All of our project input will occur through written narratives, reviews of drawings, and meetings with the design team.

During Design Development, we will focus on assisting the design team in integrating the acoustical criteria and concepts into the overall building design, including optimizing the project to align design realities with budget. Tasks include a review of drawings, definition of and options for interior acoustical finishes, definition of assemblies, doors and glazing, and development of specific noise control and isolation strategies. Information is typically provided through marked-up drawings, sketches, and written recommendations, and in meetings with the design team.

As the project moves towards completion of the Construction Documents, we will assist the design team in documenting the project and coordinate acoustical design aspects with other design trades. Tasks will include finalizing interior acoustics finishes, analyzing and determining noise control methods and materials to meet the intended criteria, assisting with the development of MEP specifications, coordinating constructions to meet interior sound isolation aspects, development of specifications, and review of interim and final documents. This will be provided through written review comments, marked-up drawings, specifications, and coordination meetings. We anticipate up to three (3) in-person meetings during the design phases of the project. Any other coordination will take place via webconference or other electronic means.

### **Phase 2 - Permitting**

- Review of detailed Acoustics fee proposals from contractors.

### **Phase 2 – Construction Administration**

Work consists of assisting the design and construction team on all acoustics aspects of the project and ensuring that acoustics aspects of the design are properly implemented in the field. Tasks include review of addenda, shop drawings, and submittals specific to acoustics, up to two (2) site inspections during



construction with punch lists, and availability to the construction and design team as site issues or questions arise.

## Administrative

### Fees

We propose to provide the services described above broken out by Phase as follows:

Phase	Acoustics	Low-Voltage
Phase 2 - SD	\$ 2,960	\$16,350
Phase 2 - DD	\$ 5,795	\$21,300
Phase 2 - CD	\$ 6,825	\$18,975
Phase 2 - Permitting	\$780	\$2,340
Phase 2 - CA	\$ 3,940	\$11,765
<b>TOTALS:</b>	<b>\$20,300</b>	<b>\$70,730</b>

### Rates

Consultant	Title	Rate
Kevin Hodgson	Principal Consultant, AV	\$175
Ben Levison	Senior Consultant, Security	\$145
Ben Willt	Senior Consultant, Acoustics	\$145
Rick Thompson	Consultant, AV and Project Lead	\$130
Dan Allred	Consultant, Security/Telecom	\$130
Matt Whitney	Consultant, Acoustics	\$130
Zach Harper	BIM Manager	\$105

The fees are based upon our best assessment of the needs of the project and predicated upon the work defined in this document only. Reimbursable expenses include travel expenses to/from meeting and project sites, per diem, and lodging, and are included in the fixed fee.

Please note that we try to utilize electronic communications as much as possible to send and receive project documentation to keep expenses as low as possible. As such, no costs for expedited delivery services, or plotting and/or reproduction of large format drawings (above 11x17) are anticipated. Should these be required, the related expenses will be billed in addition to the fixed fee with no markup.

We invoice monthly based upon progress, with invoices due in full without retainage upon your receipt of payment from the Owner. This proposal is valid for a period of sixty (60) days from the date of this document.

### Assumptions, Exclusions, and Additional Services

Where additional work is requested, we will be happy to comply on an hourly basis at our rates in effect at the time the service is provided or provide a proposal for those additional services.



Details of the services included in our Scope of Work are attached as an Appendix to this proposal. Should anything in the Appendix be at odds with your understanding of the services we are to provide, please let us know, and we will modify our proposal accordingly.

### Insurance

K2 carries general liability, worker's compensation and professional insurance as required by law. Limits of coverage can be provided upon request. Should additional coverage be required, associated costs will be considered a reimbursable expense to the project.

### Acceptance

This proposal/agreement contains the entire agreement between the parties and supersedes all prior oral and written agreements. NO waiver or modification to the terms of this agreement is valid unless executed in a written document signed by K2. We assume that upon approval of the terms and Scope of Work contained herein, a standard AIA Document C401 or other formal notice-to-proceed will be provided by your office for review and execution.

Thank you for the opportunity to work with you on this project. Please let us know if we may provide any additional information.

Sincerely,  
K2, LLC

A handwritten signature in black ink that reads "Rick Thompson".

Rick Thompson  
AV Consultant

## Appendix A

The technology systems indicated below by a checkmark are included in our Scope of Work. Items that remain unchecked are services that we believe are not required for this project, but that can be provided, if desired, as an additional service or we can modify our fee proposal to include them. The items in the last section are services that K2 does not currently offer and are often overlooked as part of the project design. We include them here to ensure that the Owner has an opportunity to consider whether these are required and, if so, which team member is best suited to provide these services.

<b>Audio Visual Systems</b>	
<input checked="" type="checkbox"/>	Audio, Video, Control Systems
<input checked="" type="checkbox"/>	Public Address/PA/Paging System
<input type="checkbox"/>	Videowall or "Feature Wall" Design
<input type="checkbox"/>	Emergency Evacuation Notification System
<input type="checkbox"/>	Demolition Drawings for AV Systems
<b>Telecommunications Systems</b>	
<input checked="" type="checkbox"/>	Structured Cabling - Inside Plant (Pick up where cable enters the building and distribute cable throughout the bldg.)
<input checked="" type="checkbox"/>	Data Cabling for Wireless Access Point Locations - WAPs and locations by Owner
<input checked="" type="checkbox"/>	Cable Television or IPTV Distribution
<input type="checkbox"/>	Structured Cabling - Outside Plant (Campus cable distribution outside of the building - limited as described below)
<input type="checkbox"/>	Active Networking Equipment (Network switches, printers/copiers, wireless access points, VoIP telephones, etc.)
<input checked="" type="checkbox"/>	Distributed Antenna Systems Infrastructure Coordination
<input checked="" type="checkbox"/>	Demolition Drawings for Telecommunications Systems
<b>Electronic Safety and Security Systems</b>	
<input checked="" type="checkbox"/>	Access Control
<input checked="" type="checkbox"/>	CCTV Video Surveillance
<input checked="" type="checkbox"/>	Intrusion Detection
<input type="checkbox"/>	Exterior (Site) Emergency Blue Phones
<input type="checkbox"/>	Security Risk Assessment Survey & Report
<input checked="" type="checkbox"/>	Demolition Drawings for Security Systems



Audiovisual, Acoustics &  
Technology Design

<b>Acoustics Consulting</b>	
<input checked="" type="checkbox"/>	Room Acoustics
<input checked="" type="checkbox"/>	Sound Isolation
<input checked="" type="checkbox"/>	Building Services Noise Control for Project's Indoor Occupied Areas
<input type="checkbox"/>	Environmental Noise Impacts on Adjacent Properties Due to Exterior Noise
<input type="checkbox"/>	Environmental Noise Impacts on Project Site Due to Exterior Noise
<input type="checkbox"/>	Sound Masking
<input checked="" type="checkbox"/>	Sustainability Certification: LEED Acoustics Prerequisite Design/Documentation (if applicable)
<input type="checkbox"/>	Sustainability Certification: LEED Design/Documentation of Optional Acoustics credit(s) -- "add" to base service
<input type="checkbox"/>	Sustainability Certification: LEED in-field verification for Acoustics credit(s)

<b>Services Not Currently Offered by K2, but Are Sometimes Overlooked</b>	
Distributed Antenna Systems Design - DAS (Cellular enhancement/Life Safety)	
Distributed Antenna Systems Design- DAS (Life safety - LMR - land mobile radio enhancement)	
Data Center Design	
Detailed Wi-Fi Design Planning and Site Survey or WLAN Troubleshooting	
Building Automation System (BAS)	
Fire Alarm/Life Safety	



**To: Roth Sheppard Architects**  
**Attn: Project Manager Samantha Stang AIA Lead LEED PA**  
**1900 Wazee Street**  
**Ste: 100**  
**Denver, Colorado 80202**

**02/10/2022**

**From: Accurate Estimating Services, LLC**  
**John (Jack) C. O'Neil, FCPE, President**  
**390 Interlocken Crescent Ste 350**  
**Broomfield, CO 80021**

**Re: Certified Probable Cost Evaluation Proposal/NTP for the cost evaluation for the City of Denver Police Station #6 Renovations with Option #1 for Parking Structure Project**

**Dear Samantha,**

Accurate Estimating Services is pleased to submit a proposal to complete the Certified Probable Cost Evaluation work for the SD Phase, and 90% DD Phase, and 50% & 95% PreGMP Phase for the City of Denver Project in strict accordance with contract documents prepared by Roth Sheppard & City of Denver proposed floor plan programming options 1 thru 3 and an Option #1 for a Parking Structure Pricing and the American Society of Estimators include a general conditions breakdown, general summary, and quantity survey, specific assumptions, and probable cost detail as follows:

**Certified Estimator:**

<b>Attachment A - Detailed Base Quote per Phases</b>	<b>\$ 38,775.00</b>
<b>Attachment A - Detailed Option #1 Quote per Pha</b>	<b>\$ 26,565.00</b>
<b>Reimbursable</b>	<b>00.00</b>

This quote includes all Site Demolition, Site Improvements, Structural, Architectural systems, Finishes, Special Systems, MEP Detailed for all CSI 44 divisions of work, using excel downloaded probable cost evaluations for certified construction costs for site from AES in-house Timberline/Sage software using Western Edition 2022 RS Means data base along with AES Parametric Cost Data, with Certified "CPE" stamped output to client in PDF electronic file.

This quote excludes program phase I, design work, engineering work, architect's on-site surveys, certified value engineering, Colorado Sales Tax, document reproduction costs, travel costs, construction phase analysis, on-site meetings, scheduling, and field verification surveys.

Very truly yours,

*John C. O'Neill, FCPE*

John C. O'Neill CPE President/CEO

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_





February 25, 2022

Samantha Strang  
Project Architect  
Roth Sheppard Architects  
1900 Wazee Street, Suite 100  
Denver, Colorado 80202

**Re: ADA Consulting Services from Meeting the Challenge to Roth Sheppard Architects**

Dear Samantha:

CP&Y is pleased to submit to Roth Sheppard Architects this Letter Agreement for ADA Plan Review Services, referencing compliance with the 2010 ADA Standards for Accessible Design, for the City and County of Denver Police Department #6 (DPD6) Project (Phase II) for the City and County of Denver (Owner). Based on the information you have provided to date, we have identified the following tasks CP&Y would undertake under the terms of this Letter Agreement. CP&Y's proposed Scope of Services for these tasks is described below.

**Scope of Services**

The objective to this contract is to review for Roth Sheppard Architects provided drawing sets (SD, DD, and CD), for ADA compliance, complete two on-site visits and provide written reports, attend plan review meetings, and provide ADA consulting/project administration, for the DPD6 project. Tasks include the following:

Task 1: SD Plan Review (one plan set review)

MTC will provide a review of Roth Sheppard Architects one provided plan set identified as SD documents for the subject project. SD set will be reviewed to identify ADA compliance issues observed in the provided PDF documents. The results of this plan review will be documented in a "red lined" PDF, identifying design elements that may be ADA non-compliant or may create possible future accessibility concerns. All findings will reference the 2010 ADA Standards for Accessible Design applicable sections.

**TYPICAL RESPONSIVE ANALYSIS TOPICS**

- "Red line" notes bookmarked within the PDF of elements of concern or ADA deficiencies.
- Cost to complete: (12 hours at \$150/hour) ADA Plan Review Specialist
- (3 hours at \$150/hour) ADA Executive Consultant
- **Task 1 SD Total \$2,250.00**

#### Task 2: DD Plan Review (one plan set review)

MTC will provide a review of one Roth Sheppard Architects provided plan set identified as DD documents for the subject project. DD's will be reviewed to identify ADA compliance issues observed in the provided PDF documents. The results of this plan review will be documented in a "red lined" PDF, identifying design elements that may be ADA non-compliant or may create accessibility concerns. All findings will reference the 2010 ADA Standards for Accessible Design applicable sections.

#### TYPICAL RESPONSIVE ANALYSIS TOPICS

- "Red line" notes bookmarked within a PDF of elements of concern or ADA deficiencies.
- Cost to complete: (18 hours at \$150/hour) ADA Plan Review Specialist
- (3 hours at \$150/hour) ADA Executive Consultant
- **Phase II DD Total \$3,150.00**

#### Task 3: CD Plan Review (one plan set review)

MTC will provide a review of one Roth Sheppard Architects provided plans identified as CD documents for the subject project. CD's will be reviewed to identify any compliance issues observed in the pdf documents provided. The results of this plan review will be documented in a "red lined" PDF document identifying all design elements that are non-compliant or may have accessibility concerns. All findings will reference the 2010 ADA Standards for Accessible Design applicable sections.

#### TYPICAL RESPONSIVE ANALYSIS TOPICS

- CD plan review has an increased level of detail requiring analysis.
- "Red line" notes bookmarked within a PDF of elements of concern, given the specific type of facility.
- Ensure that previously identified ADA deficiencies have been addressed from the DD plan set identified ADA comments.
- Cost to complete: (22 hours at \$150/hour) ADA Plan Review Specialist
- (3 hours at \$150/hour) ADA Executive Consultant
- **Phase II CD Total \$3,750.00**

#### Task 4: (2) Requested On-Site Visits (includes brief written report)

MTC will attend a maximum of two (2) Roth Sheppard Architects scheduled site visits and provide a brief deliverable written report of observed area of ADA areas of concern and/or deficiencies. Noted costs below include travel/on-site/report generation time.

- **Cost to complete (per trip): \$2,400/trip x (2) = \$4,800.00**



**Fee & Compensation**

CP&Y has estimated that the costs for this scope of work including labor and direct expenses will not exceed \$13,950. CP&Y's compensation for the services will be on a billing rate basis with a not-to-exceed estimated ceiling. Reimbursable expenses will be billed at cost. Invoices for interim payments shall be prepared by CP&Y on its standard form and submitted every four (4) weeks to client. Such invoices shall be paid to CP&Y within thirty (30) days of Client's receipt of CP&Y's invoice.

CP&Y shall have the right, without penalty, to suspend performance hereunder in the event its invoice(s) remains unpaid sixty (60) days after submitted. In addition to the foregoing, said failure to pay CP&Y's invoice within ninety (90) days of submittal shall be deemed a substantial failure of Client entitling CP&Y to terminate this Agreement. Payment on invoices must be current as described above prior to submittal of final reports to the Client.



Very truly yours,  
CP&Y

Dana Barton  
Director, Meeting the Challenge

ACCEPTED AND ACKNOWLEDGED:

Roth Sheppard Architects

By: \_\_\_\_\_                      \_\_\_\_\_  
                    Name and Title                      Date





## **Scope and Cost Estimate for Phase II of District 6 Police Station Replacement**

March 11, 2022

### **Overview**

As part of the continuing efforts of Roth Sheppard Architects to design a new, modern police facility for Denver Police District 6, CIG will assist with the ongoing implementation of public outreach and public engagement activities identified in the first phase of this project. In coordination with the Department of Safety, Department of Transportation and Infrastructure, Elevate Denver program and Community Resource Officers (CROs) for District 6, Roth Sheppard is designing a new police facility that will increase efficiencies, improve safety, and allow for a new level of service to be provided to the growing and vibrant downtown community that District 6 serves. This project will improve the city's most active police station with appropriate space and provide a community room, expanded interview rooms, a sally port and enhanced recording equipment.

### **CIG Scope**

The City and County of Denver (CCD) has contracted with Roth Sheppard to develop a phasing concept for completion of this project. From conceptual design through permitting leading into construction, CIG will conduct various public outreach activities to keep people informed and engagement activities to generate input specific to the use of the new station's community room. This includes supporting the activities of the District 6 CROs, providing City staff with the information needed to keep City Council updated, and sharing the vision and benefit messages of this project that is being financially supported by the Elevate Denver bond program.

### **CIG Approach**

CIG proposes a multi-layered outreach and engagement approach for this project that will first raise awareness of the project and open lines of communication between community members and District 6 and then continue the conversation with respect to use of the community room. Our approach is to work directly with the residents and adjacent properties in the Golden Triangle neighborhood where the new station will be located while sharing information with other neighborhoods and community leaders to expand our reach. We will continue the outreach and engagement started in phase one, documenting the number of people reached and recording the feedback they provide, and we will keep the project team updated through the ongoing monthly coordination meetings.



While phase one set the stage for the outreach and engagement process, phase two will continue these efforts through the construction documentation phase. As the design process progresses and we have more detailed information to share, we'll be in a better position to share information with community members. Some of the ways we will keep this project at the forefront include:

- Supporting CROs at their community events
- Developing social post updates and sharing with community members
- Attending community meetings leading up to construction
- Updating project collateral, website content and key talking points as design progresses
- Conducting a telephone town hall just prior to construction to connect directly with the community members that live and/or work near the project site

In continuing the public information efforts, we'll put information in the hands of community and business leaders and civic organizations, asking them to share it through their various communication channels.

The following schedule assumes an 18-month period-of-performance from July 2022 to January 2024.

<b>Design Phase</b>	<b>Outreach Objectives</b>	<b>Outreach Activities</b>
Schematic design phase	Continue periodic outreach so project stays top-of-mind	<ul style="list-style-type: none"> <li>• Continue project team meetings to discuss outreach activities and make adjustments as needed</li> <li>• Support CROs at key community events</li> <li>• Develop updated social posts</li> <li>• Update website content as needed</li> <li>• Update talking points as needed</li> <li>• Update informational collateral as needed</li> </ul>
Design development phase	As information becomes a little more refined through design, start to share this with larger audiences	<ul style="list-style-type: none"> <li>• Continue project team meetings to discuss outreach activities and make adjustments as needed</li> <li>• Develop updated social posts</li> <li>• Update website content as needed</li> <li>• Update talking points as needed</li> </ul>



Design Phase	Outreach Objectives	Outreach Activities
		<ul style="list-style-type: none"> <li>• Conduct telephone town hall to share project developments and gather input through polling questions</li> </ul>
Construction documentation phase	Share refined design aspects with community members	<ul style="list-style-type: none"> <li>• Continue project team meetings to discuss outreach activities and make adjustments as needed</li> <li>• Attend community meetings leading up to construction</li> <li>• Update website content as needed</li> <li>• Update talking points as needed</li> <li>• Assist City with media relations activities leading up to construction</li> </ul>



P.O. Box 914  
Golden, CO 80402  
720.530.7611  
www.wemeasure3d.com

February 24, 2022

## **DPD 6/PADF Post Demo Scan**

Roth Sheppard

Our understanding of the project is to provide you with a 3D laser scan documenting existing conditions of the interior and exterior of the PADF building once demolition has been completed. Utilizing a Trimble TX-8 laser scanning device, we will capture accurate measurements of the entire visible structure of the building, both interior and exterior. The deliverables will include a point cloud of the PADF building and the exterior of the Justice Center Parking Garage, as well as a Revit model of the Justice Center Parking Garage exterior created from the point cloud data.

### **Scope of Work:**

1. WM3D will provide a full laser scan of the interior and exterior of the building(s).
2. A Trimble TX-8 laser scanner will be used to capture over 1 million points per second with sub 2 mm accuracy from various strategic locations to ensure complete coverage.
3. Scan will include a registered point cloud that will be within ¼ inch of measured accuracy (LOA300) for use in creating existing as-built drawings.
4. All visible surfaces including floor, walls and ceiling will be included in the scan. Roof surface will be excluded due to accessibility.
5. Scan will include interior and exterior of PADF building after demo has been completed and exterior elevations of the Justice Center Parking Garage.
6. Revit model (LOD200) - Justice Center Parking Garage exterior. In terms of represented accuracy, out of plumb conditions will be represented as orthogonal and LOA will be dependent on existing conditions of the building. The linked point cloud data should be referenced for elements where dimensional accuracy is critical.
7. WM3D will assist in aligning new point cloud to existing model through shared coordinates.

### **Assumptions:**

1. WM3D will be granted access to all areas of the property for three (3) full days.





2. Approximate building size is 44,000 sq.ft.
3. Scan will include interior and exterior line of sight elements. Building elements not visible, or areas not accessible at the time of the scan, will not be documented.
4. Scan includes architectural elements only, MEP will not be included unless otherwise visible.
5. Revit model (where applicable) will be done using LOD200 and assuming generic elements for: Walls, Floors, Ceilings, Doors, and Windows (excluding mechanical, electrical, and plumbing)

**Deliverables:**

1. Registered and colored point cloud delivered as an Autodesk Recap file with embedded photographs.
2. Revit Model (LOD200) with linked point cloud to be referenced for accuracy.(Justice Center Parking Garage only) Model will be delivered as Revit 2021.

**Fee Proposal:**

1. PADF post demo scanning fee: \$4,900.00
  - a. *Hourly Rate: Laser Scanning Technician \$225/hr*
2. Justice Center Parking Garage exterior elevation: \$1,900.00
  - a. *Hourly Rate: Laser Scanning Technician \$225/hr*
3. Justice Center Parking Garage Revit model: \$1,700.00
  - a. *Hourly Rate: Revit Technician: \$95/hr*

If you have any questions or concerns regarding scope of work or costs, please feel free to contact WM3D. WM3D is available to start work immediately upon acceptance of this proposal.

Sincerely,

**WM3D**

A handwritten signature in black ink, appearing to read 'Eric Crowe', is written over a light blue horizontal line.

**Eric Crowe**





## Exhibit A

### WM3D BIM PROTOCOLS

The following protocols apply to the production, use of, and limits of the electronic model used by, or created by, WM3D, LLC as part of the project and specific to the laser scan conducted by WM3D. The definitions, terms, limits, and descriptions herein shall supersede any contract terms and conditions relating to BIM, BIM Execution Plan, or similar BIM article(s), when applied to WM3D, included as part of the Project.

Purpose of the Model: The electronic model is an instrument of service, intended to be a base 3D representation for the client to use as a reference point for their design all elements should be verified by the client against the scan data provided.

**Expectations for Limits of Modeled Elements:** The model may be used for coordination between design team members as outlined in the Level of Development section below. If the model is forwarded to the Contractor and/or subcontractors, the Contractor and subcontractors may only use the model as a reference to better understand design intent.

Generally, modeled elements will include the following:

- Walls using generic Revit families
- Doors and windows using generic Revit families that best represent size, although may not be exact
- Floors and ceilings where possible

The model will generally **not** include the following:

- Wall Details and/or specific types, with some exceptions at WM3D's discretion
- Casework, Trim detail, Any built-in cabinet or furniture
- MEP (Ductwork, electrical fixtures, etc)
- Exterior detail
- Plumbing fixtures, with some exception at WM3D's discretion
- Kitchen equipment

#### **Level of Development (LOD):**

The following LOD descriptions shall apply to the work performed by, and model provided by, WM3D These descriptions include the content requirements and associated authorized uses for each progressively detailed LOD. Each subsequent LOD builds on the previous LOD. The model content requirements apply only to those systems, components, and assemblies WM3D chooses to include within the model. The authorized uses noted herein constitute the only allowed uses of the model.

#### **LOD 200:**

Model Content Requirements. The Model Element is graphically represented as a generic system, object, or assembly with approximate quantities, size, shape, location, and orientation. Elements are recognizable as the components they represent, or they may be volumes for space reservation. Revit elements will be modeled as orthogonal and as result may not be an exact representation. The point cloud will always be provided to the client to be used as reference.

In the case of walls and critical structural elements, WM3D will make concerted effort to ensure elements are as accurate as possible based on the quality of the information captured in the scan. If these elements are crucial to the design or structural integrity of the project, client should refer to the scan data or physically inspect the elements in question if necessary. WM3D will make no guarantees of accuracy in relation to structural integrity.



**ATTACHMENT E\_DPD6 PHASE II SCHEDULE (ESTIMATE)**

<b>PROJECT TITLE</b>	DPD6 PHASE 2 (ESTIMATE)
<b>DATE</b>	March 08,2022

WBS NUMBER	TASK TITLE	START DATE	DUE DATE	WORKING DAYS	PCT OF TASK COMPLETE
1	SCHEMATIC DESIGN (9 WEEKS + 2 WEEKS CCD REVIEW)				
1.1	NTP	7/1/22	7/1/22	1	0%
1.2	PROGRESS TO 50% SD	7/5/22	8/1/22	20	0%
1.3	50% SD TEAM REVIEW	8/2/22	8/2/22	1	0%
1.4	SD PACKAGE COMPLETE	8/3/22	8/30/22	20	0%
1.5	SD COST ESTIMATE	8/22/22	9/9/22	15	0%
1.6	CCD REVIEW	9/5/22	9/16/22	10	0%
2	DESIGN DEVELOPMENT (12 WEEKS + 2 WEEKS CCD REVIEW) + 1/2 FOR HOLIDAYS				
2.1	NTP	9/19/22	9/19/22	1	0%
2.2	PROGRESS TO 50% DD	9/20/22	10/24/22	25	0%
2.3	50% DD TEAM REVIEW	10/25/22	10/25/22	1	0%
2.4	DD PACKAGE COMPLETE	10/26/22	12/6/22	28	0%
2.5	DD COST ESTIMATE	11/28/22	12/16/22	15	0%
2.6	CCD REVIEW	12/12/22	12/23/22	10	0%
3	CONSTRUCTION DOCUMENTS (20 WEEKS + 4 WEEKS CCD REVIEW)				
3.1	NTP	1/2/23	1/2/23	1	0%
3.2	PROGRESS TO 65% CD	1/3/23	2/15/23	32	0%
3.3	65% CD TEAM REVIEW	2/16/23	2/17/23	2	0%
3.4	65% COST ESTIMATE	2/8/23	2/28/23	15	0%
3.5	65% CCD REVIEW	2/21/23	3/7/23	10	0%
3.6	NTP	3/8/23	3/8/23	1	0%
3.7	PROGRESS TO 95% CD	3/9/23	5/3/23	40	0%
3.8	95% CD TEAM REVIEW	5/4/23	5/5/23	2	0%
3.9	95% COST ESTIMATE	5/1/23	5/19/23	15	0%
3.10	95% CCD REVIEW	5/15/23	5/26/23	10	0%
3.11	100% CONSTRUCTION DOCUMENTS	5/29/23	6/16/23	15	0%
4	PERMITTING (VARIES BY AHJ AT TIME OF SUBMISSION - ESTIMATING 4 MONTHS)	May 2023	Aug 2023		0%
5	ABATEMENT & DEMO (5 MONTHS)	Nov 2023	Mar 2024		0%
6	CONSTRUCTION ADMINISTRATION (18 MONTHS + 4 MONTHS CLOSEOUT)	Mar 2024	Dec 2025		0%





## ATTACHMENT G\_CIG CERTIFICATES

March 3, 2022

Laurie Meza  
Communication Infrastructure Group DBA N/A  
1660 Lincoln St., Suite 1800  
Denver, CO 80264

Dear: Laurie Meza:

The Division of Small Business Opportunity is pleased to inform you that Communication Infrastructure Group DBA N/A is certified as a Disadvantaged Business Enterprise (DBE) pursuant to the US Department of Transportation's Regulation 49 CFR Part 26. Your firm will be listed on the Colorado Unified Certification Program's (UCP) on-line directory of eligible DBEs at [www.coloradodbe.org](http://www.coloradodbe.org).

Communication Infrastructure Group DBA N/A is eligible to participate as a DBE on US Department of Transportation financially-assisted projects in Colorado in the work codes appearing as part of your firm's listing on the directory as eligible to be counted toward DBE participation. It is your responsibility to manage your firm's work codes to ensure they are correct.

NAICS 541430: GRAPHIC DESIGN SERVICES  
NAICS 541611: GENERAL MANAGEMENT CONSULTING SERVICES  
NAICS 541613: MARKETING CONSULTING SERVICES  
NAICS 541810: ADVERTISING AGENCIES  
NAICS 541820: PUBLIC RELATIONS SERVICES  
NAICS 541910: MARKETING RESEARCH AND PUBLIC OPINION POLLING  
NAICS 541922: COMMERCIAL PHOTOGRAPHY SERVICES

The anniversary date of your firm's DBE certification is February 28, 2023. You will be notified prior to the anniversary date that eligibility must be re-evaluated. However, if you do not receive notification from this office, it is your responsibility to contact us. Pursuant to 49 CFR 26.83(i), submittal of this information is required to ensure that there is no interruption of your firm's status as a certified DBE. If any changes occur in the firm's legal structure, ownership, management, control, or work performed, you must notify the division immediately.

Sincerely,

A handwritten signature in black ink, appearing to read "Adrina Gibson".

Adrina Gibson  
Director of the Division of Small Business Opportunity  
Office of Economic Development | City and County of Denver  
P: (720) 913-1701 | [adrina.gibson@denvergov.org](mailto:adrina.gibson@denvergov.org)



March 3, 2022

Laurie Meza  
Communication Infrastructure Group DBA N/A  
1660 Lincoln St., Suite 1800  
Denver, CO 80264

**SUBJECT: Minority/Women Business Enterprise (MWBE) Certification Approval**

Dear Laurie Meza,

Congratulations, the City and County of Denver's Division of Small Business Opportunity (DSBO) is pleased to inform you that Communication Infrastructure Group DBA N/A is certified as a **Minority/Women Business Enterprise (MWBE)**. This notification is pursuant to Division 1 and 3, Article III, V, VII of Chapter 28, the Denver Revised Municipal Code (D.R.M.C. or the Code). Communication Infrastructure Group DBA N/A will be listed in the City and County of Denver's Certified Vendor Directory.

Your firm is certified with the following certification dates:

**February 13, 2020 to February 28, 2023**

Please be aware that your firm's Minority/Women Business Enterprise (MWBE) certification is valid for three (3) years, but you are **required** to submit an **Annual Update**, which will include, but is not limited to an affidavit and business taxes to verify eligibility.

Your firm's certification annual update is due:

**February 28, 2023**

Your expiration date is **February 28, 2023** and you will be required to submit a Renewal Application which includes your business taxes, individual taxes, personal financial statement, and complete another on-site review.

Listed below is each NAICS code for which Communication Infrastructure Group DBA N/A is certified. Please verify your NAICS codes as this letter showing the following codes is required for bidding and proposing on City projects:

**NAICS CODES:**

- NAICS 541430: GRAPHIC DESIGN SERVICES**
- NAICS 541611: GENERAL MANAGEMENT CONSULTING SERVICES**
- NAICS 541613: MARKETING CONSULTING SERVICES**
- NAICS 541810: ADVERTISING AGENCIES**
- NAICS 541820: PUBLIC RELATIONS SERVICES**
- NAICS 541910: MARKETING RESEARCH AND PUBLIC OPINION POLLING**
- NAICS 541922: COMMERCIAL PHOTOGRAPHY SERVICES**

This certification is intended to be used only for participation in City funded projects, and/or certain privately funded projects on City owned property for contracts with construction, reconstruction, remodeling, professional design and construction services.

**Important Information: Keep Your Certification In Good Standing**

... firm's legal structure, ownership, management, control, or work performed, you must notify the division immediately. Additionally, your business enterprise is required to maintain an accurate mailing address, email address and telephone number information with DSBO. **Failure to report any of these changes may result in removal of your business enterprise from the Certified Vendor Directory, and possible revocation of certification of your business enterprise.**

It is your responsibility to keep your certification current; please mark your calendar no less than ninety (90) days prior to **February 28, 2023**. All accompanying documents must be uploaded to the Small Business Certification and Contract Management System (<https://denver.mwdbe.com/>). The certification process may take up to 90 days. You will be notified prior to the expiration date that eligibility must be re-evaluated. However, if you do not receive notification from this office, it is your responsibility to keep your certification current. **Failure to submit required documentation annually and triennially may result in your certification being revoked.**

### Doing Business with the City and County of Denver

Communication Infrastructure Group DBA N/A is eligible participate as a **Minority/Women Business Enterprise (MWBE)** on City and County of Denver city (locally) funded projects and/or certain privately funded projects on city-owned property for contracts with a **Minority/Women Business Enterprise (MWBE)** program requirement.

It is imperative that you verify each NAICS code for which your business is certified to ensure the NAICS codes you requested and are eligible for were included for your scope of services. It is your responsibility to manage your firm's NAICS codes to ensure you have applied for all applicable codes and they are up to date with your scope of services. This letter showing the following codes is required when bidding and proposing on City projects and will be evaluated for counting participation toward the specified small business contract requirement.

As mentioned, be sure to retain this letter as verification of Minority/Women Business Enterprise (MWBE) certification for future bidding/proposing opportunities with the City. Now that your firm is certified, we encourage you to visit [www.work4denver.com](http://www.work4denver.com) to view upcoming Construction/Professional Service contracting opportunities and check the Rocky Mountain E-Purchasing System (BidNet) for additional upcoming Construction, Goods & Services contracting opportunities. For additional information related to how your certification works with contracting opportunities with the city please visit <https://www.denvergov.org/Government/Departments/Economic-Development-Opportunity/Do-Business-With-Denver>.

Also, please be aware that some of the communication we send out comes from the Small Business Certification and Contract Management System, please add [denver@mwdbe.com](mailto:denver@mwdbe.com) to your safe sender list. If you have any questions or need further assistance please contact Tammy Trujillo, Certification Supervisor, at (720) 913-1614 or email at [tammy.trujillo@denvergov.org](mailto:tammy.trujillo@denvergov.org).

Sincerely,



Adrina Gibson  
Director of the Division of Small Business Opportunity  
Office of Economic Development | City and County of Denver  
P: (720) 913-1701 | [adrina.gibson@denvergov.org](mailto:adrina.gibson@denvergov.org)

cc: Atinut Chulajata, Certification Analyst, Division of Small Business Opportunity  
Tammy Trujillo, Certification Supervisor, Division of Small Business Opportunity  
Elly Bacon, Assistant Director, Division of Small Business Opportunity



March 3, 2022

Laurie Meza  
Communication Infrastructure Group DBA N/A  
1660 Lincoln St., Suite 1800  
Denver, CO 80264

**SUBJECT: Small Business Enterprise (SBE) Certification Approval**

Dear Laurie Meza,

Congratulations, the City and County of Denver's Division of Small Business Opportunity (DSBO) is pleased to inform you that Communication Infrastructure Group DBA N/A is certified as a **Small Business Enterprise (SBE)**. This notification is pursuant to Division 1 and 3, Article III, V, VII of Chapter 28, the Denver Revised Municipal Code (D.R.M.C. or the Code). Communication Infrastructure Group DBA N/A will be listed in the City and County of Denver's Certified Vendor Directory.

Your firm is certified with the following certification dates:

**February 13, 2020 to February 28, 2023**

Please be aware that your firm's Small Business Enterprise (SBE) certification is valid for three (3) years, but you are **required** to submit an **Annual Update**, which will include, but is not limited to an affidavit and business taxes to verify eligibility.

Your firm's certification annual update is due:

**February 28, 2023**

Your expiration date is **February 28, 2023** and you will be required to submit a Renewal Application which includes your business taxes, individual taxes, personal financial statement, and complete another on-site review.

Listed below is each NAICS code for which Communication Infrastructure Group DBA N/A is certified. Please verify your NAICS codes as this letter showing the following codes is required for bidding and proposing on City projects:

**NAICS CODES:**

- NAICS 541430: GRAPHIC DESIGN SERVICES**
- NAICS 541611: GENERAL MANAGEMENT CONSULTING SERVICES**
- NAICS 541613: MARKETING CONSULTING SERVICES**
- NAICS 541810: ADVERTISING AGENCIES**
- NAICS 541820: PUBLIC RELATIONS SERVICES**
- NAICS 541910: MARKETING RESEARCH AND PUBLIC OPINION POLLING**
- NAICS 541922: COMMERCIAL PHOTOGRAPHY SERVICES**

This certification is intended to be used only for participation in City funded projects, and/or certain privately funded projects on City owned property for contracts with construction, reconstruction, remodeling, professional design and construction services.

**Important Information: Keep Your Certification In Good Standing**

During the certification period, if any changes occur in the firm's legal structure, ownership, management, control, or work

DocuSign Envelope ID: A14CBE9C-9C4E-4881-A04B-9B0A237E08B8. Additionally, your business enterprise is required to maintain an accurate mailing address, email address and telephone number information with DSBO. **Failure to report any of these changes may result in removal of your business enterprise from the Certified Vendor Directory, and possible revocation of certification of your business enterprise.**

It is your responsibility to keep your certification current; please mark your calendar no less than ninety (90) days prior to **February 28, 2023**. All accompanying documents must be uploaded to the Small Business Certification and Contract Management System (<https://denver.mwdbe.com/>). The certification process may take up to 90 days. You will be notified prior to the expiration date that eligibility must be re-evaluated. However, if you do not receive notification from this office, it is your responsibility to keep your certification current. **Failure to submit required documentation annually and triennially may result in your certification being revoked.**

### Doing Business with the City and County of Denver

Communication Infrastructure Group DBA N/A is eligible participate as a **Small Business Enterprise (SBE)** on City and County of Denver city (locally) funded projects and/or certain privately funded projects on city-owned property for contracts with a **Small Business Enterprise (SBE)** program requirement.

It is imperative that you verify each NAICS code for which your business is certified to ensure the NAICS codes you requested and are eligible for were included for your scope of services. It is your responsibility to manage your firm's NAICS codes to ensure you have applied for all applicable codes and they are up to date with your scope of services. This letter showing the following codes is required when bidding and proposing on City projects and will be evaluated for counting participation toward the specified small business contract requirement.

As mentioned, be sure to retain this letter as verification of Small Business Enterprise (SBE) certification for future bidding/proposing opportunities with the City. Now that your firm is certified, we encourage you to visit [www.work4denver.com](http://www.work4denver.com) to view upcoming Construction/Professional Service contracting opportunities and check the Rocky Mountain E-Purchasing System (BidNet) for additional upcoming Construction, Goods & Services contracting opportunities. For additional information related to how your certification works with contracting opportunities with the city please visit <https://www.denvergov.org/Government/Departments/Economic-Development-Opportunity/Do-Business-With-Denver>.

Also, please be aware that some of the communication we send out comes from the Small Business Certification and Contract Management System, please add [denver@mwdbe.com](mailto:denver@mwdbe.com) to your safe sender list. If you have any questions or need further assistance please contact Tammy Trujillo, Certification Supervisor, at (720) 913-1614 or email at [tammy.trujillo@denvergov.org](mailto:tammy.trujillo@denvergov.org).

Sincerely,



Adrina Gibson  
Director of the Division of Small Business Opportunity  
Office of Economic Development | City and County of Denver  
P: (720) 913-1701 | [adrina.gibson@denvergov.org](mailto:adrina.gibson@denvergov.org)

cc: Atinut Chulajata, Certification Analyst, Division of Small Business Opportunity  
Tammy Trujillo, Certification Supervisor, Division of Small Business Opportunity  
Elly Bacon, Assistant Director, Division of Small Business Opportunity

**ATTACHMENT C\_KEY PERSONNEL - HOURLY RATES & REIMBURSABLES****Exhibit B-1****CONSULTANT TEAM MEMBERS**Prime Consultant: Roth Sheppard Architects

List **ALL** potential firm personnel titles/classification that may be utilized under the Agreement, and their respective hourly rate. Do not list names of personnel, only titles (i.e. Project Manager). Provide additional sheets as necessary.

Title/Classification	Responsibilities	Rate/Hr.
	Project	\$
Design Principal	Project Design Oversight	\$215
PD Programming Specialist	Project oversight	\$215
Sr Project Manager	Project Management and Delivery	\$175
Project Manager	Project Management	\$150
Project Architect	Project Design Coordination	\$135
Job Captain	Project Coordination	\$110
Project Designer	Project Production	\$95
Technician	Project Documentation	\$85
Administration	Project Support	\$50

Multiplier, which when multiplied by the direct labor rate yields the above hourly billing rate: 3.

The City will not compensate the consultant for expenses such as postage, mileage, parking, or telephone costs. Reproduction, if requested by the City, shall be reimbursed at actual cost if approved in advance by Project Manager. Such costs are, in all such instances, included in the hourly rates paid by the City. Reproduction of submittals requested by the City including such items as end-of-phase reports, drawings, bid documents, record drawing reproducibles, etc. are not included in the hourly rates, and will be itemized as a not-to-exceed reproducible expense and will be reimbursed at actual cost.

## REIMBURSABLE EXPENSES

Prime Consultant: Roth Sheppard Architects

The additional expenses of the consultant reimbursable by the City shall include:

1. Actual cost of reproduction of drawings and specifications requested by the City.
2. Travel/transportation costs shall not be reimbursable by the City for Prime Consultants.

### Actual Costs

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>.15</u> / each
Copies (8 1/2 x 14")	\$ <u>.45</u> / each
Red-line copies	\$ <u>.75</u> / S.F.
Reproducibles	\$ <u>7.00</u> / page

**SUB-CONSULTANT TEAM MEMBERS**Firm Name: Martin/Martin, Inc.(Civil)

List **ALL** potential firm personnel titles/classifications that may be utilized under the Agreement, and their respective hourly rate. Do not list names of personnel, only titles (i.e. Project Manager). Provide additional sheets as necessary.

Title/Classification	Responsibilities	Rate/Hr.
Principal	Engineer-of-Record/Quality Assurance	\$235.00
Associate	Project Management	\$205.00
Senior Project Engineer	Project Manager/Engineering	\$185.00
Senior Building Envelope Specialist	Building Envelope Project Management	\$185.00
Project Engineer	Design Engineering	\$155.00
Building Envelope Specialist	Building Envelope Design	\$150.00
Professional Engineer	Design Engineering	\$145.00
Engineer-in-Training II	Design Engineering Tasks	\$125.00
Engineer-in-Training I	Design Engineering Tasks	\$115.00
Senior Designer	Design/Drawing Production	\$155.00
Designer	Design/Drawing Production	\$135.00
Technician III	Drawing Production	\$120.00
Technician II	Drawing Production	\$110.00
Technician I	Drawing Production	\$100.00
Administrative Assistant	Administrative Tasks	\$80.00
Engineering Intern	Assisting Designers and Engineers	\$80.00
Survey Crew (one-man)	Survey	\$155.00
Survey Technician I	Survey	\$90.00
Sr. Construction Services	Rep. Construction Administration	\$145.00

Multiplier, which when multiplied by the direct labor rate yields the above hourly billing rate: 3.4.

The City will not compensate the consultant for expenses such as postage, mileage, parking, or telephone costs. Reproduction costs, if requested by the City, shall be reimbursed at actual cost if approved in advance by Project Manager. Such costs are, in all such instances, included in the hourly rates paid by the City. Reproduction of submittals requested by the City including such items as end-of-phase reports, drawings, bid documents, record drawing reproducibles, etc. are not included in the hourly rates, and will be itemized as a not-to-exceed reproducible expense and will be reimbursed at actual cost.

**REIMBURSABLE EXPENSES**

Sub-Consultant: Martin/Martin, Inc.

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The additional expenses of the consultant reimbursable by the City shall include:

- 3. Actual cost of reproduction of drawings and specifications requested by the City.
- 4. Travel/transportation costs shall not be reimbursable by the City for Prime Consultants.

**Actual Costs**

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>0.04</u> / each
Copies (8 1/2 x 14")	\$ _____ / each
Red-line copies	\$ _____ / S.F.
Reproducibles	\$ _____ / page

**SUB-CONSULTANT TEAM MEMBERS**Firm Name: Martin/Martin, Inc.

(Structure)

List **ALL** potential firm personnel titles/classifications that may be utilized under the Agreement, and their respective hourly rate. Do not list names of personnel, only titles (i.e. Project Manager). Provide additional sheets as necessary.

Title/Classification	Responsibilities	Rate/Hr.
Principal	Engineer-of-Record/Quality Assurance	\$235.00
Associate	Project Management	\$205.00
Senior Project Engineer	Project Manager/Engineering	\$185.00
Senior Building Envelope Specialist	Building Envelope Project Management	\$185.00
Project Engineer	Design Engineering	\$155.00
Building Envelope Specialist	Building Envelope Design	\$150.00
Professional Engineer	Design Engineering	\$145.00
Engineer-in-Training II	Design Engineering Tasks	\$125.00
Engineer-in-Training I	Design Engineering Tasks	\$115.00
Senior Designer	Design/Drawing Production	\$155.00
Designer	Design/Drawing Production	\$135.00
Technician III	Drawing Production	\$120.00
Technician II	Drawing Production	\$110.00
Technician I	Drawing Production	\$100.00
Administrative Assistant	Administrative Tasks	\$80.00
Engineering Intern	Assisting Designers and Engineers	\$80.00
Survey Crew (one-man)	Survey	\$155.00
Survey Technician I	Survey	\$90.00
Sr. Construction Services	Rep. Construction Administration	\$145.00

Multiplier, which when multiplied by the direct labor rate yields the above hourly billing rate: 3.4.

The City will not compensate the consultant for expenses such as postage, mileage, parking, or telephone costs. Reproduction costs, if requested by the City, shall be reimbursed at actual cost if approved in advance by Project Manager. Such costs are, in all such instances, included in the hourly rates paid by the City. Reproduction of submittals requested by the City including such items as end-of-phase reports, drawings, bid documents, record drawing reproducibles, etc. are not included in the hourly rates, and will be itemized as a not-to-exceed reproducible expense and will be reimbursed at actual cost.

**REIMBURSABLE EXPENSES**

Sub-Consultant: Martin/Martin, Inc.

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The additional expenses of the consultant reimbursable by the City shall include:

- 3. Actual cost of reproduction of drawings and specifications requested by the City.
- 4. Travel/transportation costs shall not be reimbursable by the City for Prime Consultants.

**Actual Costs**

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>0.04</u> / each
Copies (8 1/2 x 14")	\$ _____ / each
Red-line copies	\$ _____ / S.F.
Reproducibles	\$ _____ / page



**REIMBURSABLE EXPENSES**

Consultant: 360 Engineering, Inc.

(Consultant may copy this page or modify it to conform to the services being offered.)

The additional expenses of the Consultant reimbursable by the City shall include:

- 3. Actual cost of reproduction of drawings and specifications, requested by the city.
- 4. Travel cost for sub consultants not local to the project. Travel shall be pre-approved by the City PM.

**Actual Costs**

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>0.10</u> / each
Copies (8 1/2 x 14")	\$ <u>0.10</u> / each
Red-line copies	\$ <u>0.75</u> / S.F.
Reproducibles	\$ <u>1.50</u> / page

## SUB-CONSULTANT TEAM MEMBERS

Firm Name: PK Electrical, Inc.

List **ALL** potential firm personnel titles/classifications that may be utilized under the Agreement, and their respective hourly rate. Do not list names of personnel, only titles (i.e. Project Manager). Provide additional sheets as necessary.

Title/Classification	Responsibilities	Rate/Hr.
Principal/EOR	Oversees entire project, manages client. Provides QA/QC reviews.	\$235
Engineering Manager	Engineer in charge of design, standards, requirements, project management, staff, and attends client meetings.	\$200
Senior Project Engineer	Engineer responsible for technical aspects of project, code, reviews, oversees junior engineers and designers.	\$195
Senior Project Manager	Assists Project Engineer, manages staff, resources, schedule, and budget.	\$185
Engineering Designer 3	Designs lighting, power, and low voltage systems and edits specifications.	\$160
Engineering Designer 2	Designs lighting, power, and low voltage systems and edits specifications.	\$150
Engineering Designer 1	Designs lighting, power, and low voltage systems and edits specifications.	\$140
Technology Manager	Manages designers, and designs low voltage systems (DATA/Voice, A/V, security, CCTV, infrastructure systems)	\$190
Fire Alarm Engineer / Designer	Design of fire alarm, mass notification, V-Evac systems, and specifications.	\$175
Electrical Inspection Services	Provides electrical inspection services	\$150
Production / BIM Manager	Manages production department and staff, assigns work, maintains drafting standards and drafting software	\$130
Production / Drafter 3	Microstation, BIM, CAD drafting and production	\$105
Production / Drafter 2	Microstation, BIM, CAD drafting and production	\$100
Production / Drafter 1	Microstation, BIM, CAD drafting and production	\$95
Accounting Manager	Finance accounts manager / bookkeeping	\$105
Clerical / Administration	Filing, document control, spec editing, general tasks	\$90

Multiplier, which when multiplied by the direct labor rate yields the above hourly billing rate: 3.6201.

The City will not compensate the Consultant for expenses such as postage, mileage, parking, or telephone costs. Reproduction and travel costs, if requested by the City, shall be reimbursed at actual cost if approved in advance by Project Manager. Such costs are, in all such instances, included in the hourly rates paid by the City. Reproduction of submittals requested by the City including such items as end-of-phase reports, drawings, bid documents, record drawing reproductions, etc. are not included in the hourly rates, and will be itemized as a not-to-exceed reproducible expense and will be reimbursed at actual cost.

**REIMBURSABLE EXPENSES**

Firm Name: PK Electrical, Inc.

The additional expenses of the Consultant reimbursable by the City shall include:

1. Actual cost of reproduction of drawings and specifications requested by the city.
2. Travel cost for sub consultants not local to the project. Travel shall be pre-approved by the DOTI PM.

The Consultant will be required to submit a complete list of pricing reimbursable items.

**Actual Costs**

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")B&W	\$ <u>0.06</u> / each
Copies (8 1/2 x 14")B&W	\$ <u>0.11</u> / each
Red-line copies	\$ <u>0.75</u> / S.F.
Reproducibles	\$ <u>2.25</u> / page

### SUB-CONSULTANT TEAM MEMBERS

Firm Name: Parks & Gardens LLC dba StudioCPG

List **ALL** potential firm personnel titles/classifications that may be utilized under the Agreement, and their respective hourly rate. Do not list names of personnel, only titles (i.e. Project Manager). Provide additional sheets as necessary.

Title/Classification	Responsibilities	Rate/Hr.
Principal	Design, Con Docs, CO, Quality Review, Contracting, Billing	\$195
Sr. Project Manager	Design, Con Docs, CO, PM, Quality Review	\$165
Sr. Landscape Architect	Design, Con Docs, CO	\$125
Landscape Architect	Design, Construction Documents, CO	\$117
Landscape Designer I	Design Development, Con Docs, ACAD	\$110
Landscape Designer II	Design Development, Con Docs, ACAD	\$107
Graphic Designer	Graphic Design/Document Production	\$80
Intern	Office Support, ACAD, Production	\$75
Administration	Administration, Clerical Support	\$75

Multiplier, which when multiplied by the direct labor rate yields the above hourly billing rate: 3.2.

The City will not compensate the consultant for expenses such as postage, mileage, parking, or telephone costs. Reproduction costs, if requested by the City, shall be reimbursed at actual cost if approved in advance by Project Manager. Such costs are, in all such instances, included in the hourly rates paid by the City. Reproduction of submittals requested by the City including such items as end-of-phase reports, drawings, bid documents, record drawing reproducibles, etc. are not included in the hourly rates, and will be itemized as a not-to-exceed reproducible expense and will be reimbursed at actual cost.

**REIMBURSABLE EXPENSES**

Sub-Consultant: Parks & Gardens LLC dba StudioCPG

The additional expenses of the consultant reimbursable by the City shall include:

- 3. Actual cost of reproduction of drawings and specifications requested by the City.
- 4. Travel/transportation costs shall not be reimbursable by the City for Prime Consultants.

**Actual Costs**

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>1.25</u> / each
Copies (8 1/2 x <del>14</del> <sup>17</sup> ) x17"	\$ _____ / each
Red-line copies	\$ <u>4.00</u> / S.F.
Reproducibles	\$ <u>6.00</u> / page



**REIMBURSABLE EXPENSES**

Sub-Consultant: Hydrosystems-KDI

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The additional expenses of the consultant reimbursable by the City shall include:

3. Actual cost of reproduction of drawings and specifications requested by the City.
4. Travel/transportation costs shall not be reimbursable by the City for Prime Consultants.

**Actual Costs**

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>1.25</u> / each
Copies (8 1/2 x <del>14</del> <sup>17</sup> ) x17"	\$ _____ / each
Red-line copies	\$ <u>4.00</u> / S.F.
Reproducibles	\$ <u>6.00</u> / page

**SUB-CONSULTANT TEAM MEMBERS**

Firm Name: Group14 Engineering, PBC

List **ALL** potential firm personnel titles/classifications that may be utilized under the Agreement, and their respective hourly rate. Do not list names of personnel, only titles (i.e. Project Manager). Provide additional sheets as necessary.

Title/Classification	Responsibilities	Rate/Hr.
Principal	Oversight and quality control	\$203
Sr. PM/SR Eng II	Project management and technical project oversight	\$178
Sr. PM/SR Eng I	Project management and general project oversight	\$160
PM II Eng III	Consulting, LEED documentation, energy analysis and consulting, daylight modeling	\$144
PM I, Consultant III, Job Captain II	Project support, energy modeling	\$135
Engineer II, Consultant II, Job Captain	Project support, energy modeling	\$126
Engineer I, Consultant I	Project support, energy modeling	\$116
Tech Support	Technical support, LEED documentation	\$93

Multiplier, which when multiplied by the direct labor rate yields the above hourly billing rate: 2.79.

The City will not compensate the consultant for expenses such as postage, mileage, parking, or telephone costs. Reproduction costs, if requested by the City, shall be reimbursed at actual cost if approved in advance by Project Manager. Such costs are, in all such instances, included in the hourly rates paid by the City. Reproduction of submittals requested by the City including such items as end-of-phase reports, drawings, bid documents, record drawing reproducibles, etc. are not included in the hourly rates, and will be itemized as a not-to-exceed reproducible expense and will be reimbursed at actual cost.

## Exhibit B - Key Personnel - Rates - Reimbursables

### REIMBURSABLE EXPENSES

Sub-Consultant: Group14 Engineering

The additional expenses of the consultant reimbursable by the City shall include:

3. Actual cost of reproduction of drawings and specifications requested by the City.
4. Travel/transportation costs shall not be reimbursable by the City for Prime Consultants.

#### Actual Costs

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ _____ / each
Copies (8 1/2 x 14")	\$ _____ / each
Red-line copies	\$ _____ / S.F.
Reproducibles	\$ _____ / page

The only reimbursables for Group14 services will be the LEED Registration and Certification fees of \$4300 (will vary if SF changes) paid to GBCI/USGBC.

### SUB-CONSULTANT TEAM MEMBERS

Firm Name:  K2

List **ALL** potential firm personnel titles/classifications that may be utilized under the Agreement, and their respective hourly rate. Do not list names of personnel, only titles (i.e. Project Manager). Provide additional sheets as necessary.

Title/Classification	Responsibilities	Rate/Hr.
Project Manager	Primary contact between team members and other disciplines	\$130
Consultant, AV	Primary AV systems designer/draftsman	\$130
Principal Consultant, AV	Final Quality Assurance for project deliverables	\$175
Senior Consultant, Security	Final Quality Assurance for project deliverables	\$145
Senior Consultant, Acoustics	Final Quality Assurance for project deliverables	\$145
Consultant, Security/Telecom	Primary Security and Telecom systems designer/draftsman	\$130
Consultant, Acoustics	Primary acoustics designer	\$130
BIM Manager	Revit/AutoCAD support	\$105

Multiplier, which when multiplied by the direct labor rate yields the above hourly billing rate:  N/A .

The City will not compensate the consultant for expenses such as postage, mileage, parking, or telephone costs. Reproduction costs, if requested by the City, shall be reimbursed at actual cost if approved in advance by Project Manager. Such costs are, in all such instances, included in the hourly rates paid by the City. Reproduction of submittals requested by the City including such items as end-of-phase reports, drawings, bid documents, record drawing reproducibles, etc. are not included in the hourly rates, and will be itemized as a not-to-exceed reproducible expense and will be reimbursed at actual cost.

## REIMBURSABLE EXPENSES

Sub-Consultant: N/A

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The additional expenses of the consultant reimbursable by the City shall include:

3. Actual cost of reproduction of drawings and specifications requested by the City.
4. Travel/transportation costs shall not be reimbursable by the City for Prime Consultants.

### Actual Costs

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>N/A</u> / each
Copies (8 1/2 x 14")	\$ <u>      </u> / each
Red-line copies	\$ <u>N/A</u> / S.F.
Reproducibles	\$ <u>N/A</u> / page



Sub-Consultant: Accurate Estimating Services

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The additional expenses of the consultant reimbursable by the City shall include:

3. Actual cost of reproduction of drawings and specifications requested by the City.
4. Travel/transportation costs shall not be reimbursable by the City for Prime Consultants.

**Actual Costs**

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>.05</u> / each
Copies (8 1/2 x 14")	\$ <u>n/a</u> / each
Red-line copies	\$ <u>n/a</u> / S.F.
Reproducibles	\$ <u>4.00 (3'x2')</u> page



**REIMBURSABLE EXPENSES**

Sub-Consultant: CP&Y, Inc.; Meeting the Challenge, Inc.

The additional expenses of the consultant reimbursable by the City shall include:

- 3. Actual cost of reproduction of drawings and specifications requested by the City.
- 4. Travel/transportation costs shall not be reimbursable by the City for Prime Consultants.

**Actual Costs**

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>N/A</u> / each
Copies (8 1/2 x 14")	\$ <u>      </u> / each
Red-line copies	\$ <u>N/A</u> / S.F.
Reproducibles	\$ <u>N/A</u> / page



## Exhibit B - Key Personnel - Rates - Reimbursables

### REIMBURSABLE EXPENSES

Sub-Consultant: \_\_\_\_\_

The additional expenses of the consultant reimbursable by the City shall include:

3. Actual cost of reproduction of drawings and specifications requested by the City.
4. Travel/transportation costs shall not be reimbursable by the City for Prime Consultants.

#### Actual Costs

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ _____ / each
Copies (8 1/2 x 14")	\$ _____ / each
Red-line copies	\$ _____ / S.F.
Reproducibles	\$ _____ / page



## REIMBURSABLE EXPENSES

Sub-Consultant: STUDIO NYL STRUCTURAL ENGINEERS AND FACADE DESIGNERS

The additional expenses of the consultant reimbursable by the City shall include:

3. Actual cost of reproduction of drawings and specifications requested by the City.
4. Travel/transportation costs shall not be reimbursable by the City for Prime Consultants.

### Actual Costs

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>0.06</u> / each
Copies (8 1/2 x 14")	\$ <u>0.08</u> / each
Red-line copies	\$ <u>1.00</u> / S.F.
Reproducibles	\$ <u>2.00</u> / page

## SUB-CONSULTANT TEAM MEMBERS

Firm Name:   CIG  

List **ALL** potential firm personnel titles/classifications that may be utilized under the Agreement, and their respective hourly rate. Do not list names of personnel, only titles (i.e. Project Manager). Provide additional sheets as necessary.

Title/Classification	Responsibilities	Rate/Hr.
Principal	Executive Oversight	\$215
Chief Creative Officer	Creative Oversight	\$195
Senior Counselor	Executive Oversight	\$195
Sr. Strategic Director	Strategic Council	\$190
Counselor 2	Project Oversight	\$170
Counselor 1	Project Oversight and Coordination	\$141
Video Producer	Video Production	\$141
Account Supervisor	Project Management	\$129
Creative Art Director	Creative project management and graphic design	\$126
Senior Associate	Project management and coordination	\$121
Video Editor / Videographer	Video production	\$115
Associate Creative Director	Creative projects coordination and graphic design	\$115
Photographer	Photography	\$100
Associate 2	Mid-Level Project management and coordination	\$99
Graphic designer	Graphic design	\$95
Web Designer	Web design	\$84
Associate 1	Project Support	\$84
Administrative	Administrative	\$84

Specialist                                      Entry-level project support                                      \$68

Multiplier, which when multiplied by the direct labor rate yields the above hourly billing rate:   3  .

The City will not compensate the consultant for expenses such as postage, mileage, parking, or telephone costs. Reproduction costs, if requested by the City, shall be reimbursed at actual cost if approved in advance by Project Manager. Such costs are, in all such instances, included in the hourly rates paid by the City. Reproduction of submittals requested by the City including such items as end-of-phase reports, drawings, bid documents, record drawing reproducibles, etc. are not included in the hourly rates, and will be itemized as a not-to-exceed reproducible expense and will be reimbursed at actual cost.

## REIMBURSABLE EXPENSES

Sub-Consultant: N/A

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The additional expenses of the consultant reimbursable by the City shall include:

3. Actual cost of reproduction of drawings and specifications requested by the City.
4. Travel/transportation costs shall not be reimbursable by the City for Prime Consultants.

### Actual Costs

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>.25</u> / each
Copies (8 1/2 x 14")	\$ <u>      </u> / each
Red-line copies	\$ <u>N/A</u> / S.F.
Reproducibles	\$ <u>N/A</u> / page

Note reimbursables for CIG Outreach services to include:

**\$500 Collateral Printing**  
**\$250 Presentation Boards**  
**\$4000 Telephone Town Hall Moderator**



## REIMBURSABLE EXPENSES

Sub-Consultant: WeMeasure3D

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The additional expenses of the consultant reimbursable by the City shall include:

3. Actual cost of reproduction of drawings and specifications requested by the City.
4. Travel/transportation costs shall not be reimbursable by the City for Prime Consultants.

### Actual Costs

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>N/A</u> / each
Copies (8 1/2 x 14")	\$ <u>      </u> / each
Red-line copies	\$ <u>N/A</u> / S.F.
Reproducibles	\$ <u>N/A</u> / page





MEMORANDUM

TO: Adam Phipps, Executive Director – Transportation and Infrastructure
FROM: Tina Wells, Facility Planning Manager, DOTI IPM – Interagency
SUBJECT: Justification for Rate Change to Contract
DATE: April 6, 2022

The purpose of this memorandum is to request approval to change the rates to an existing Contract.

Modification to:
Contract DOTI-202056473
Roth Sheppard Architects
1900 Wazee Street, Suite 100
Denver, CO 80202

Seeking approval for rate changes to the existing contract in alignment with the Professional Service Contract Changes Policy, DOTI.PO.2021.034.0 City Charter Section 2.3.3, per the following criteria:

- Adding scope
• Original contract term is being extended
• Changes to hourly rates will align with current market conditions

Roth Sheppard Architects was acquired for the Denver Police District 6 project on January 5, 2021. Services will continue to be provided by Roth Sheppard Architects by amending the contract to include additional scope for design services and construction administration.

The combination of factors and information provided within the memorandum provides justification for the subconsultant name change.

Thank you for your consideration.

Sincerely,

[Handwritten signature of Tina Wells]

Project Manager Signature

Reviewed by:

[Handwritten signature of Cara Sequino]

Division Director Signature

[Handwritten signature of James G. Remy]

City Engineer Signature

Approved:

[Handwritten signature of Adam Phipps]

DOTI Executive Director

Approval Signature

Denied:

Denial Signature

City and County of Denver Department of Transportation & Infrastructure
Infrastructure Project Management - Interagency
201 W. Colfax Avenue, Dept. 506 | Denver, CO 80202
www.denvergov.org/doti
Phone: 720-913-1311



MEMORANDUM

TO: Adam J. Phipps, Executive Director – Department of Transportation and Infrastructure
FROM: Tina Wells
SUBJECT: Justification for Exemption to Procurement Requirements Limiting Contract Duration
DATE: April 12, 2022

The purpose of this memorandum is to request your approval for an exception to the procurement requirements as stated in Executive Order 8 – Memorandum 8B allowing a contract term to extend beyond three (3) years.

Vendor Name: Roth Sheppard
Contract Start Date: June 30, 2022
Contract End Date: December 31, 2025
Contract Number: (Alfresco/Jaggaer): 202056473-02
Maximum Contract Amount: \$5,569,583.00

This contract has been amended before.

It is in the best interests of the Department of Transportation and Infrastructure and the City at large to extend this contract for an additional 3 and a half years, providing a new expiration date of December 31, 2025 and a new maximum contract amount of \$5,569,583.00

The project was intended to be encumbered in a phased approach as noted in the original contract. The City and County of Denver is moving forward with the second phase of the project to continue design and construction administration services for the Denver Police District 6 project. The extensive knowledge and continuity of services provided by Roth Sheppard prevent undo financial harm to the city, such as the time and cost to bring an alternate design team up to speed, the review and acceptance of all previous work conducted by Alternate Consultant.

The combination of factors listed above provides the justification for this exception to XO 8. Please let me know if you have any additional questions or concerns.

Thank you for your consideration.

Sincerely,

Digitally signed by Wells, Tina - DOTI CE2294 Project Manager II Engineering
DN: CN=Wells, Tina - DOTI CE2294 Project Manager II Engineering, OU=Employee, OU=User Objects, DC=denverco, DC=gov
Date: 2022.04.13 09:30:51 -06'00'

Project Manager

Reviewed by:

Sequino, Cara - DOTI CE2781 Engineer-Architect Manager
Digitally signed by Sequino, Cara - DOTI CE2781 Engineer-Architect Manager
Date: 2022.04.13 14:45:09 -06'00'

Group Manager

Charles Hart
Digitally signed by Charles Hart
Date: 2022.04.15 17:05:35 -06'00'

Deputy City Engineer

Digitally signed by James G Potter
Date: 2022.04.18 20:17:46 -06'00'

Deputy Manager



Approved by:

**Adam J. Phipps** Digitally signed by Adam J. Phipps  
Date: 2022.04.21 14:07:13 -06'00'

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Executive Director