

ON-CALL ARCHITECTURAL PLANNING, DESIGN, AND RELATED CONSULTING SERVICES AGREEMENT

THIS AGREEMENT is made between the **CITY AND COUNTY OF DENVER** (the "**City**"), a municipal corporation of the State of Colorado, and **LIVABLE CITIES STUDIO, INC.**, a Colorado corporation, with an address of 3827 Lafayette St. #135 Denver, CO 80205 (the "**Design Consultant**"), collectively "the **Parties**".

NOW, THEREFORE, in consideration of the premises and the mutual covenants and obligations herein set forth, the Parties hereto mutually agree as follows:

SECTION 1 – ENGAGEMENT

1.01 **Engagement**. The City engages the Design Consultant with respect to the furnishing of professional design services under **Exhibit A**, attached hereto and incorporated herein, on an on-call basis and as set forth in this Agreement. The Design Consultant accepts such engagement upon, subject to and in accordance with the terms, conditions and provisions of this Agreement.

1.02 **Line of Authority for Contract Administration**. The City's Executive Director of the Department of Transportation and Infrastructure ("**DOTI**") ("**Executive Director**") is the City's representative responsible for authorizing and approving the work performed under this Agreement. The Executive Director shall designate a DOTI Project Manager ("**Project Manager**") as the Executive Director's authorized representative for the purpose of issuing a written Notice to Proceed and for purposes of administering, coordinating and final approval of the work performed by the Design Consultant under this Agreement. The Project Manager shall be responsible for the day-to-day administration, coordination and approval of work performed by the Design Consultant, except for approvals which are specifically identified in this Agreement as requiring the Executive Director's approval. The Executive Director expressly reserves the right to designate another authorized representative to perform on the Executive Director's behalf by written notice to the Design Consultant.

1.03 **Independent Contractor**. The Design Consultant is an independent contractor retained to perform professional or technical services for limited periods of time. Neither the Design Consultant nor any of its employees are employees or officers of the City under Chapter 18 of the Denver Revised Municipal Code (D.R.M.C.), or for any purpose whatsoever.

1.04 **Scope of Design Consultant's Authority**. The Design Consultant shall have no authority to act on behalf of the City other than as expressly provided in this Agreement. The Design Consultant is not authorized to act as a general agent for or to undertake, direct or modify any contracts on behalf of the City. The Design Consultant lacks any authority to bind the City on any contractual matters. Final approval of all contractual matters that purport to obligate the City must be executed by the City in accordance with the City's Charter and the D.R.M.C.

1.05 **Task Order**. As the Executive Director determines the need and availability of funding for each Work Project, the City will issue a Task Order to the Design Consultant detailing the nature and extent of services to be provided and the timeframes for the Work Project, with a projected amount to be paid to the Design Consultant (the "**Work Project Amount**") based on the Work items contained in the scope of services in **Exhibit A**. **Exhibit B** attached to this Agreement and incorporated herein by reference contains the Rate Schedules, which the Design Consultant acknowledges and affirms that the City may rely upon in the preparation of Task Orders as provided herein. **Exhibit C** attached to this Agreement and incorporated herein by reference substantially reflects the form of the Task Order to be issued by the City. Following receipt of the issued Task Order, the Design Consultant shall, within two (2) business days and in good

faith, confirm the scope of services detailed therein and the associated Work Project Amount, all of which must be in accordance with the terms and conditions of this Agreement, and respond back to DOTI as to the Design Consultant's ability to initiate and complete the Work Project in the timeframes specified in the Task Order. The Design Consultant assumes all responsibility and risks, including any additional work or additional costs, for failure to confirm the completeness and accuracy of the Task Order and the Work Project Amount, including any inquiries with the Project Manager as to any directions or specifications in the Task Order which are not clear. If the Design Consultant fails to contact DOTI within two (2) business days following receipt of the issued Task Order and state unequivocally that the Design Consultant is ready and willing to perform the Work Project in the manner and timeframes indicated on the Task Order, the City reserves the right to immediately withdraw the issued Task Order. Upon the Design Consultant executing the Task Order, the City shall finalize and execute the Task Order for the Work Project and return a copy of the executed Task Order to the Design Consultant. The City will not execute the Task Order unless any material changes proposed by the Design Consultant to the terms of the issued Task Order and/or additions to the Work Project Amount are deemed acceptable by the Executive Director and incorporated into the Task Order and until funding adequate to cover the entire Work Project Amount is available.

1.06 Task Order Change. If, after execution of a Task Order and commencement on the Work Project, additions, deletions or modifications to the Work described in the Task Order, along with any associated changes in the Work Project Amount, are required by the City or are requested by the Design Consultant and approved in advance by the Executive Director, a Task Order Change, in substantially the form as set forth in **Exhibit D** attached to this Agreement and incorporated herein by reference, may be issued in accordance to the same standards and procedures prescribed for Task Orders. The Design Consultant shall promptly and thoroughly review and respond to the proposed changes, in accordance with the same standards and procedures prescribed for Task Orders, and notify the Project Manager that the Design Consultant is ready and willing to perform the Work Project in the manner and timeframes as modified by the Task Order Change. The City will not execute the Task Order Change unless any material changes proposed by the Design Consultant to the terms of the issued Task Order and/or additions to the Work Project Amount are deemed acceptable by the Executive Director and incorporated into the Task Order Change and until funding adequate to cover the entire Work Project Amount, if modified, is available.

SECTION 2 – DESIGN CONSULTANT'S SERVICES

2.01 General. The Design Consultant shall provide professional design services for any assigned project, on an as-needed basis, in accordance with the terms and conditions of this Agreement.

2.02 Professional Responsibility; Project Requirements.

- (a) All of the work performed by the Design Consultant under this Agreement shall be performed in accordance with the standards of care, skill and diligence provided by competent professionals who perform work of a nature similar to the Work described in this Agreement.
- (b) The Design Consultant agrees to strictly conform to and be bound by written standards, criteria, budgetary considerations and memoranda of policy furnished to it by the City and further agrees to design each project in compliance with applicable laws, statutes, codes, ordinances, rules and regulations, and industry standards.
- (c) All professional services, plans and specifications and other work, or deliverables provided under this Agreement for the Project shall be adequate and sufficient for the proper construction of the Project and its intended purpose.

- (d) All drawings, specifications and other products shall be prepared so the Work Project, when constructed in accordance with such drawings and specifications, is in compliance with all applicable laws, statutes, codes, ordinances, rules and regulations and executive orders of the City, the state and the federal government including the Americans with Disabilities Act (as may be amended).
- (e) Any design changes required by changes in such applicable laws, statutes, codes, ordinances or rules and regulations of the City, the state or the federal government, which are enacted after the City's acceptance of Construction Documents, defined herein, will be outside the scope of the Design Consultant's basic services and basic fee, and will be compensated for approval as an additional service, subject to the additional services budget for that project.
- (f) The Design Consultant shall prepare the plans, specifications and other projects for each Task Order in a format that complies with all City requirements as well as all state and federal requirements for that project. No funds will be paid to the Design Consultant for the preparation of Contract Documents in a form other than that considered usual and customary by DOTI. It shall be the responsibility of the Design Consultant to contact the reviewing agencies and determine the acceptable format for the final documents. No documents will be considered final until approved by the City, even though any responsible federal and state agencies have approved such documents.
- (g) Without limiting the foregoing, unless it is specifically directed otherwise in writing by the Executive Director, the Design Consultant shall comply with DOTI Standards for the final deliverable Record Documents. Final Payment will be held until the receipt of the Record Documents.
- (h) The City reserves the right to proceed with the construction of each project using either the City's standard general contractor bidding approach, on call contractors or using construction management techniques. The Design Consultant agrees to organize its Contract Documents for either construction technique and to coordinate the Construction Documents into selected bid packages, as appropriate. The City will notify the Design Consultant prior to the completion of the Preliminary Design Phase which method will be used and the amount of work or the limits of construction to be included in the proposed bid package(s).
- (i) The reports, studies, drawings and specifications and other products prepared by the Design Consultant under this Agreement, when submitted by the Design Consultant to the Executive Director and the user agency for any identified phase of a project, must represent a thorough study and competent solution for the project as per usual and customary professional standards and shall reflect all architectural and engineering skills applicable to that phase of the project.
- (j) The responsibilities and obligations of the Design Consultant under this Agreement shall not be relieved or affected in any respect by the presence on the site of any agent, consultant or subconsultant, or an employee of the City.
- (k) The Design Consultant shall provide all professional services required by the City in defending all claims against the City which relate in any way to alleged default

hereunder, errors or omissions of the Design Consultant or its subconsultants, without additional compensation.

2.03 Program and Budget.

- (a) The Design Consultant agrees to review the City's program and budget for each assigned Task Order and further agrees, unless it has timely notified the City that the project cannot be accomplished within such budget, to accomplish the project within the intent of the program and established budget. Should the Design Consultant determine that an assigned Task Order cannot be accomplished within the established budget, the Design Consultant shall immediately notify the City, in writing, so that the project scope or project budget can be reviewed and modified if necessary.
- (b) The term "**Project Construction Cost**" shall mean the estimated cost to the City of actually constructing an assigned project, but such cost shall not include any Design Consultant's or special consultant's fees or reimbursements or the cost of equipment installed by the City under separate contract, unless the Design Consultant is required by the City to prepare drawings and specifications for such equipment. The initial Project Construction Cost for the project to which the Design Consultant is assigned shall be provided to the Design Consultant at the time the Design Consultant prepares its proposal for that project. Such cost shall be subject to increase or decrease at the sole option of the Executive Director.
- (c) If the City requires the Design Consultant to prepare a formal cost estimate for a particular Task Order, the Design Consultant agrees to design the project within the project's estimated Project Construction Cost. Should all responsive bids or proposals received for the project work provided for in the design exceed such cost, the Design Consultant agrees to redesign the Work Project at no additional cost to City and, in a manner acceptable to the City.

2.04 Coordination and Cooperation.

- (a) The Design Consultant agrees to perform under this Agreement in such a manner and at such times that the City or any Contractor who has work to perform, or contracts to execute, can do so without unreasonable delay.
- (b) Coordination with the City and other involved agencies shall be a continuing work item through all phases of each assigned Task Order. Such coordination shall consist of regular progress and review meetings with the City, work sessions with DOTI, or as otherwise directed by the City. Such coordination may also include field and office reviews of plans and documents as required during the development of the design for any specific project. The Design Consultant shall document all such conferences and distribute notes to the City upon request.

2.05 Personnel Assignments.

- (a) The Key Personnel identified in **Exhibit B** will be assigned by the Design Consultant or its subconsultants to perform the services required under this Agreement, as appropriate.

- (b) The Design Consultant's services shall be diligently performed by the regular professional and technical staff of the Design Consultant. In the event the Design Consultant does not have as part of its regular staff certain professional consultants, then such consulting services shall be performed, with City approval, by practicing professional consultants outside of the employ of the Design Consultant.
- (c) The Design Consultant agrees, at all times during the term of this Agreement, to maintain on its payroll or to have access to outside subconsultants, professional design personnel and technicians in sufficient strength to meet the requirements of the City. Such personnel and technicians shall be of the classifications referenced in **Exhibit B**. The hourly rates specified therein include all costs except those specifically referenced as reimbursables in the appropriate hourly rate schedule.
- (d) Prior to designating an outside professional to perform subconsultant work, the Design Consultant shall submit the name of such subconsultant, hourly rates, and a résumé of training and experience in work of like character and magnitude of the project being contemplated, and a conflict of interest statement (if applicable) pursuant to paragraph 2.05(h) to the Project Manager and receive prior approval in writing.
- (e) It is the intent of the Parties hereto that all Key Personnel be engaged to perform their specialty for all such services required by this Agreement and that the Design Consultant's and the subconsultant's key professional personnel be retained for the life of this Agreement to the extent practicable and to the extent that such services maximize the quality of work performed hereunder.
- (f) If the Design Consultant or a subconsultant decides to replace any of its key professional personnel, the Design Consultant shall notify the Project Manager in writing of the desired change. No such changes shall be made until replacement personnel are recommended by the Design Consultant and approved in writing by the Project Manager, which approval shall not be unreasonably withheld.
- (g) If, during the term of this Agreement, the Executive Director determines that the performance of approved Key Personnel or a subconsultant is not acceptable, they shall notify the Design Consultant and give the Design Consultant the time which the Executive Director considers reasonable to correct such performance. Thereafter, they may require the Design Consultant to reassign or replace such key personnel. If the Executive Director notifies the Design Consultant that certain of its key personnel or a subconsultant should be replaced, Design Consultant will use its best efforts to replace such key personnel or a subconsultant within ten (10) days from the date of the Executive Director's notice.
- (h) Neither the Design Consultant nor any subconsultant shall have other interests which conflict with the interests of the City, including being connected with the sale or promotion of equipment or material which may be used on a Task Order to which they may be assigned, and the Design Consultant shall make written inquiry of all of its subconsultants concerning the existence of a potential for such conflict. In unusual circumstances, and with full disclosure to the City of such conflict of interest, the City, in its sole discretion, may grant a written waiver for the particular consultant or subconsultant.

- (i) Actions taken by the City under this Article shall not relieve the Design Consultant of its responsibility for contractual or professional deficiencies, errors or omissions.
- (j) The Design Consultant shall submit to the Project Manager a list of any additional key professional personnel who will perform work under this Agreement within thirty (30) days after this Agreement has been executed, together with complete résumés, hourly rates, and other information describing their ability to perform the tasks which may be assigned. Such additional personnel must be recommended by the Design Consultant and approved by the Project Manager before they are assigned to a specific Task Order.
- (k) The Project Manager shall respond to the Design Consultant's written notice regarding replacement of key professional personnel within fifteen (15) days after the Project Manager receives the list of changes. If the Project Manager does not respond within that time, the changes shall be deemed to be approved.

2.06 Basic Services – General.

- (a) The Design Consultant shall, under the general direction of and at the written request of the Executive Director, furnish experienced architectural personnel to support DOTI's existing personnel. Subject to an express, agreed upon limitation of such duties set forth in any approved Task Order proposal for the particular project assigned to the Design Consultant under this Agreement, the Design Consultant agrees to perform all of the services and duties set forth in this Agreement in regard to each project to which it is assigned and its proposal is approved.
- (b) When directed by the Executive Director to perform under this Agreement on a particular Task Order, the Design Consultant shall prepare a project-specific proposal in accordance with the provided scope or description of Work for that project. A separate project-specific proposal shall be prepared for each Task Order for which the Design Consultant's services are required and shall set forth, at a minimum all of the following :
 - (1) The maximum fee for the Design Consultant's basic services.
 - (2) The Supplemental Services budget (not to exceed 10% of the proposed fee), if any, for the Work Project.
 - (3) The budget for reimbursable expenses if applicable.
 - (4) A description of the project and requested scope of work (the "Work").
 - (5) An agreed upon schedule for the Design Consultant's performance.
 - (6) A lump sum maximum price for all of the Design Consultant's Work.
 - (7) An Itemized Hourly Estimate per the Key Personnel and Rate Schedule in **Exhibit B**, unless waived by the Executive Director.

- (c) Upon approval by the Executive Director of a Task Order proposal, the approval and appropriation of funding for such Task Order, and the issuance of a written Notice to Proceed, the Design Consultant shall proceed to perform required Work.
- (d) The assigned Work shall be performed in conformance with the approved Task Order-specific proposal upon approval of the proposal.
- (e) The Design Consultant's basic services for each Task Order to which it is assigned may consist of any one or combination of the phases described below and shall include, but is not limited to planning, landscape architectural design, civil engineering, architecture, irrigation, and structural, mechanical and electrical services appropriate to each phase of each project and the services described in **Exhibit A**.
- (f) Unless waived by the City, the Design Consultant shall obtain written authorization from the Project Manager before proceeding with each phase of each assigned Task Order.
- (g) Nothing in this Agreement shall be construed as placing any obligation on City to proceed with any phase beyond the latest phase authorized in writing by City for each assigned Task Order. Further, nothing in this Agreement shall be construed as guaranteeing the Design Consultant any minimum amount of Work or number of projects assigned under this Agreement.
- (h) If a Task Order which is assigned to the Design Consultant under this Agreement is funded in whole or part by federal funds, each of the applicable terms set forth in any funding arrangement for such funds shall be, and by this reference is incorporated into the project-specific proposal for such project, and included in the Design Consultant's basic services responsibilities for such project.
- (i) The responsibilities and obligations of the Design Consultant under this Agreement shall not be relieved or affected in any respect by the presence on the site of any agent, consultant, subconsultant, or employee of the City.

2.07 Basic Services - Phase Specific. All of the services described in this Section 2.07, unless specifically noted as omitted in the project-specific proposal or Task Order for a specific project, are included in the Design Consultant Basic Fee for each project to which the Design Consultant is assigned.

- (a) Programming and Investigation Phase:
 - (1) The Design Consultant shall attend such meetings as may be required for a complete understanding of each project, and the Design Consultant shall document all such meetings, meeting notices, agendas, and distribute minutes to the City upon completion.
 - (2) If construction, design or document standards have been adopted by the City, the state, or the federal government for, or relevant to, the Work Project, the Design Consultant shall comply with all such standards when applicable.
 - (3) The Design Consultant shall perform all additional research or investigation it deems necessary to develop a complete understanding of the project.

- (4) The Design Consultant shall review the needs and requirements of the City and affected agencies to determine the specific requirements of the specific project based on available information and as provided by the City.
- (5) The Design Consultant shall review the project requirements with the City to confirm its understanding of the project program, budget and any potential modifications or limitations.
- (6) The Design Consultant shall review and incorporate all available information provided by the City, including surveys, plats, special studies and engineering data as necessary to properly investigate and report on the project.
- (7) The Design Consultant shall review with the City alternate methods or approaches to the design and construction of the project and recommend those methods or approaches best suited to the project needs, schedule, and budget.
- (8) The Design Consultant shall also include as part of this phase all services necessary for successful completion of the applicable approved project-specific proposal.
- (9) Typical deliverables for the Programming and Investigation phase would include analyses, studies, surveys, reports and recommendations, as stipulated in the approved Task Order.

(b) Schematic Design Phase:

- (1) Unless waived by the City, the Design Consultant shall not begin work on the Schematic Design Phase until written notice to proceed with such phase is received from the Project Manager.
- (2) The Design Consultant shall, in response to the City's requirements, the budget restrictions of the project and the delivery method of design and construction approved by City, prepare schematic design documents including, but not limited to, drawings and other documents demonstrating and illustrating the scope and scale of the project and the relationship of the project components. Such documents shall be in sufficient detail the City can make knowledgeable and informed decisions as to the selection of alternates and resolution of scope and budget questions.
- (3) The Design Consultant shall provide a preliminary Statement of Probable Construction Cost of the project to the City, taking into account the City's project budget and provide recommendation for alternatives to keep the project within the stated project budget.
- (4) The Design Consultant shall include as part of this phase all services necessary for successful completion of the approved project-specific proposal.

- (5) Typical deliverables for the Schematic Design (30% complete) phase would include concept plans, alternatives, sketches, renderings, model sketches, analyses, Statement of Probable Cost, and recommendations, per the City's standard submittal requirements and as stipulated in the approved Task Order.

(c) Design Development Phase:

- (1) Unless waived by the City, prior to beginning the Design Development Phase of each Task Order, the Design Consultant shall obtain written approval of its final Schematic Design documents and the Statement of Probable Cost.
- (2) The Design Consultant shall prepare Design Development documents based upon the approved Schematic Design documents and any adjustments in the program and budget authorized by the Executive Director.
- (3) The Design Development documents shall provide sufficient design graphics, data, information and supporting material to define the design solution for the project, including the shape, size and character of the project as to landscape architectural design, grading and drainage, erosion control, planting, irrigation, details, and any necessary architectural, structural, mechanical and electrical engineering, and any other project elements necessary for successful implementation of the project scope and design.
- (4) Design Consultant shall prepare Design Development drawings which shall include but not be limited to:
 - (i) Drawings which show existing conditions, vegetation, and topographic features and improvements affecting or relating to the proposed project. The Design Consultant shall include plans and specifications required for the City QA/QC review per DOTI's standard drawings list, including title sheet, survey, demolition and removals, erosion control, tree protection, layout and materials, grading and drainage, planting, irrigations, details enlargements, and any project specific architectural or engineering supplemental drawings as necessary.
- (5) The Design Consultant shall prepare preliminary specifications which shall include general requirements and special conditions (DOTI) standards and project specific needs.
- (6) The Design Consultant shall prepare a Statement of Probable Construction Cost which shall be calculated by the Design Consultant to a uniform and detailed level, based on the drawings and the preliminary specifications reflecting estimated project construction costs and taking into account the building trades and construction components utilized in the project design.
- (7) The Design Consultant shall provide all services necessary for successful completion of the approved project-specific proposal.

- (8) The Design Consultant shall also provide outline specifications that include the use of LEED standards and contractor requirements for recycling and construction waste management.

(d) Construction Documents Phase:

- (1) Unless waived by the City, prior to beginning the Construction Documents Phase, the Design Consultant shall obtain acceptance in writing of the Design Development Documents and the accompanying Statement of Probable Construction Cost. Unless waived by the City, upon acceptance by the City, in writing, of the Statement of Probable Construction Cost, such statement shall become the City's Final Budget for Project Construction. Acceptance of the Design Development Documents shall not be construed as approval of the adequacy of the Design Development Documents and shall not relieve the Design Consultant of any liability for any defaults, deficiencies, errors or omissions contained therein.
- (2) The Design Consultant shall prepare the Construction Documents from the approved Design Development documents and by addressing all comments received during the QA/QC review incorporation of any further changes authorized by the City and agreed to by the Design Consultant. The Construction Documents shall set forth in detail the requirements for the completion of the entire project. At a minimum, these documents must include complete information necessary to bid the project, for a competent construction contractor to construct the project, and shall contain complete bidding documents meeting all City and, as applicable, state and federal requirements.
- (3) The Construction Documents shall include, but not be limited to, complete drawings and specifications, compliant with the City's Construction General Conditions, setting forth the requirements for the completion of the project in adequate, reasonable, reliable and final detail.
- (4) The Design Consultant shall file all documents necessary and required for the approval of the project design by governmental authorities having jurisdiction over the project, including, but not limited to, CASDP, SUDP, and Floodplain permits. The City will lend any required assistance, such as signing application(s) and paying any permit or other fees.
- (5) Acceptance of the Construction Documents shall not relieve the Design Consultant of any responsibility for design deficiencies, omissions or errors.
- (6) All final plans and specifications shall bear the signature(s) and seal(s) of the Design Consultant and/or the responsible subconsultant, in conformity with the requirements of Articles 4 and 25 of title 12, C.R.S. It is intended by the Parties that the Construction Documents, including all plans and specifications, will be signed and sealed, in whole or in part as appropriate, by the licensed professional landscape architect, engineer and/or architect in responsible charge of the preparation of such plans and specifications or parts thereof. The Design Consultant shall be ultimately responsible for all design work provided under this Agreement.

- (7) The Design Consultant shall make available for review, by the City, all design data forming the basis for drawings and specifications.
- (8) The Design Consultant shall provide a list of long lead items to the Project Manager.
- (9) The Design Consultant shall provide the City with a Final Opinion of Probable Construction Cost based upon the submitted Final Construction Documents for the City's consideration.
- (10) The Design Consultant shall include as part of this phase all services included in the applicable portions of the applicable approved project-specific proposal.
- (11) If the Cost estimate indicates a budget shortfall, the Design Consultant shall assist the City by identifying items that could be bid as add alternates and identifying those items on the Construction Documents. The Final Construction Documents and Opinion of Probable Construction Cost shall include such bid alternates required and agreed upon as necessary to estimate the Base Bid to be at or below the Project budget.

(e) Bidding Phase:

- (1) Prior to beginning the Bidding Phase of the Task Order, the Design Consultant shall obtain the City's acceptance, in writing of the Construction Documents. Such acceptance shall not be construed as approval of the adequacy of the Construction Documents and shall not relieve the Design Consultant of the responsibility for design deficiencies, errors or omissions.
- (2) The time schedule for work under this phase shall be governed by the times shown in the printed project bid package(s), as modified by any addenda.
- (3) During this phase, the Design Consultant's duties shall include, but not be limited to:
 - (i) Preparing and submitting the project documents and bid documents for the written acceptance of the City, unless that written acceptance is waived by the City, prior to the advertising by the City and solicitation of bids. Such acceptance shall not be construed as approval of the adequacy of the documents and shall not relieve the Design Consultant of the responsibility for design deficiencies, errors, or omissions;
 - (ii) Unless waived by the City, the design consultant shall obtain written approval for preparation and submittal to the City of a tentative pre-bid project schedule, in a form approved by the City, in sufficient detail to show the major completion milestones required by the City, and appropriate to the size, complexity and scope of the project;
 - (iii) Providing the City with bid documents in accordance with the format required by the City;

- (iv) Assist the Project Manager with answering questions by bidders and approving “equals” to specified materials. Lists of those materials approved as equals shall be prepared as an addendum item, with explanatory notes if necessary;
 - (v) Assist the Project Manager with the preparation of any necessary addenda; and participating in the pre-bid conference with prospective bidders;
 - (vi) Reviewing all bids for the reasonableness of the bid price and the qualifications of the lowest responsive bidders; and
 - (vii) Performing all services included in the applicable portions of the applicable approved project-specific proposal.
- (4) Value Engineering: Prior to the completion of the Bidding Phase, the Design Consultant will lead the exercise to reduce costs by preparing a list of substitutions that can be accepted by the City to bring the project back into budget if there is a budget shortfall.
- (f) Construction Administration Phase:
- (1) The Construction Administration Phase shall commence with execution of the Construction Contract(s) and the issuance of the Notice to Proceed to the Project Contractor(s), or the first of them, by the City.
 - (2) The time schedule for the Design Consultant's Work under this phase shall be set and governed by the approved project schedule. However, the Design Consultant's schedule for this phase may be changed due to project change orders or due to time extensions to such schedule, and will in any event be extended until all project documents (original and record drawings, specifications, test reports, punch lists, warranties, certifications, surveying notes, design calculations and other pertinent information) have been received by the City and the final payment for services is paid.
 - (3) The Design Consultant shall assist at a pre-construction conference with the Contractor and shall take and distribute to the City and the Contractor, upon request, written minutes of the pre-construction conference and of all meetings conducted.
 - (4) The Design Consultant shall take written minutes of all project meetings and shall distribute such minutes to the City for review upon request.
 - (5) The Design Consultant shall attend Owner, Architects, Contractor (OAC) meetings when requested by the Project Manager. The Design Consultant may be called upon to assist with procedures, job progress, construction problems, scheduling or other matters relating to the timely and successful completion of the project in accordance with the contract requirements.

- (6) When requested by the Project Manager, the Design Consultant shall keep the City informed through a monthly written report of the progress and quality of work.
- (7) If, in the Design Consultant's opinion, the Contractor has fallen behind schedule, the Design Consultant shall immediately notify the City Project Manager. If the Contractor refuses or fails to prosecute the work, or any part thereof, with such diligence as will insure its completion within the time specified in the Contract Documents, or any extension thereof, or fails to complete said work within such time, or refuses to correct defective work, the Design Consultant shall immediately notify the City Project Manager and recommend a course of action.
- (8) The Design Consultant will assist the City Project Manager with interpreting the requirements of the Project Plans and Specifications. The Design Consultant will render written interpretations within ten (10) days of receipt of any written request or within an agreed upon time limit.
- (9) The Design Consultant shall notify the City's Project Manager of unacceptable work which, in the Design Consultant's opinion, does not conform to the Contract Documents. The Design Consultant shall review and approve all shop drawings, mock-ups, samples and other required submissions of the Contractor in a timely manner. Such general submissions shall be approved for use on the project only if, and when, the Design Consultant has ascertained that they are in conformance with the design concept of the project and in compliance with Contract Documents. Submissions of Contractor(s) shall be acted on and returned to the City and Contractor within ten (10) days of receipt thereof. If review and return are delayed beyond the time set out above, the Design Consultant shall notify Contractor and City of such delay, in writing, before expiration of the approval date, stating the reason for the delay. Resubmittals shall be acted on and returned to City and Contractor within five (5) days. The Contractor shall submit to the City Project Manager and Design Consultant prior to the beginning of construction, a schedule of submittals. No shop drawing or submittal will be approved prior to the receipt of the submittal schedule.
- (10) The Design Consultant shall review and analyze all written requests for Change Orders, including any documents offered to substantiate such requests. The Design Consultant shall submit Architect's Supplemental Instructions (ASI's) and written recommendations to the City concerning all directions and/or requests for Change Orders.
- (11) All Change Orders shall be on forms supplied by the City. The Design Consultant shall keep a current record of all variations or departures from the drawings and specifications as originally approved and shall maintain careful supervision over all changes in final drawings in the course of the work.
- (12) The City will transmit a copy of all completed change orders to the Design Consultant for use in checking shop drawings and compiling record drawings for project construction.

- (13) The Design Consultant shall use reasonable efforts and professional judgement to ensure that no changes are made in the work, by any party, without prior written consent of the City except as hereinafter provided. Only the City may authorize changes in the work.
- (14) The Design Consultant shall observe and systematically review the performance of the work or in such a manner and at such times as is necessary to determine that the work has been or is being installed in conformance with the Contract Documents. If any work is not in conformance with the Contract Documents, the Design Consultant shall immediately make an oral report of such nonconformance to the City Project Manager, followed by a written report of such nonconformance to both the nonconforming Contractor and the City. The Design Consultant, however, does not assume and is not responsible for any of the Contractor's construction means, methods, techniques, or safety programs in constructing the project. The on-site visits by the Design Consultant shall be made by members of the appropriate engineering or architectural discipline according to the status of the work and may vary with the progress of work from daily to weekly. The frequency of on-site visits shall be that which the Project Manager considers necessary to safeguard the interests of the City through a determination that the Work is being performed in compliance with the Contract Documents, and with applicable laws, statutes, codes, ordinances, rules and regulations and standards.
- (15) On each visit to the site, the Design Consultant shall make, and file within seven (7) days with the City, a written field observation report detailing their observations.
- (16) If the Design Consultant knows or reasonably should have known that the Contractor or any subcontractor fails to comply with the Contract Documents, drawings, specifications, designs and plans prepared by the Design Consultant, the Design Consultant shall report such failure to the City's Project Manager immediately. The Design Consultant shall notify the Project Manager of specific critical observations it intends to carry out during the various phases of the project.
- (17) If the Design Consultant becomes aware of any condition or event constituting a material default by the Contractor or that otherwise justify termination of a Contractor for cause, the Design Consultant shall notify the City immediately.
- (18) Upon the completion of the entire work or a designated portion thereof, the Design Consultant shall, in consultation with the City, recommend issuance of a Certificate of Substantial Completion in accordance with the provisions of the construction contract and its General and/or Special Contract Conditions. The referenced document will be issued by the City.
- (19) The Design Consultant shall, in consultation with the City, provide to the City a close-out program, including a comprehensive process to ensure timely, efficient and proper completion of all punch list items by the Contractor in accordance with the provisions of the Contract Documents.

- (20) Prior to Final Inspection, the Design Consultant shall obtain the original "Marked-up As Built" drawings and a conformed copy of the Project Specifications from each Contractor. Based on these documents, the Design Consultant shall prepare, as necessary, and deliver to the Project Manager Record Drawings and a conformed copy of the Project Specifications showing all changes made during construction. Such Record Drawings shall reflect all known modifications to the original drawings and shall be made from the "Marked-up As Built" sets of drawings prepared by Contractor. The Record Drawings shall incorporate the Design Consultant's observations, shall be made in a professional manner and shall be stamped and signed by the Design Consultant as being Record Drawings. These drawings shall be delivered on a CD in PDF and DWG formats to the City Project Manager, together with all of the "Marked-up As Built" prints provided by the Contractor(s) from which they were derived. If requested by the City, the unstamped reproducibles shall be transmitted to the City with a letter, sealed by the Design Consultant, stating that as of the date of such transmittal, the reproducible drawings are identical to the Record Drawings except for such seals and stamping. The last five percent (5%) of the Design Consultant's basic services fee for each project will not be paid until such Record Drawings and all Record Documents required are received.
- (21) When requested, the Design Consultant shall attend the Final Inspection with the City to ascertain that all work performed by the Contractor has been performed in accordance with the Contract Documents. At the time of such Final Inspection, a final punch list shall be agreed to by the Design Consultant and the City, and made in sufficient detail to fully outline to the Contractor: (1) any work to be completed; (2) any work not in compliance with the drawings or specifications; and (3) any unsatisfactory work.
- (22) Prior to final payment to the Contractor, the Design Consultant shall review final punch list work and shall prepare a written report outlining the deficient or outstanding work and making recommendations as to the ultimate disposition of such outstanding Work.
- (23) One month prior to the expiration of the warranty or other correction of work period provided for in the General and/or Special Contract Conditions to the Contract Documents, the Design Consultant shall inspect the project for any deficiencies that may have become apparent. Upon completion of such inspection, a written report of the inspection shall be furnished by the Design Consultant to the City.
- (24) The Design Consultant shall include as part of this phase all services included in the applicable portions of the applicable approved project-specific proposal and necessary for successful completion.

2.08 Surveying and Testing.

- (a) The Design Consultant and its appropriate subconsultant shall review all survey and test results reports and shall follow the recommendation of the soils engineer or other subconsultant unless, in the exercise of appropriate professional judgment, the Design Consultant or appropriate subconsultant discovers, or should in the

exercise of professional judgment discover, factors indicating the report or results are not reliable.

- (b) If any such inadequacy or any inconsistency, based upon such exercise of professional judgment, is noted, the Design Consultant and/or its appropriate subconsultant shall report such inconsistency or inadequacy promptly to the City such that any inadequacy or inconsistency can be addressed by the soils engineer, testing laboratory or land surveyor before any further use is put to the data.
- (c) It is understood and agreed that this Agreement does not include the investigation, sampling, testing, planning, abatement design, and remediation management of asbestos or other hazardous waste material. Should the presence of asbestos or other hazardous waste material be known to exist on a specific project or if the Design Consultant shall observe the presence of asbestos or hazardous waste material on any project site during its performance of services under this Agreement, the Design Consultant shall notify the City in writing immediately.

SECTION 3 – COMPENSATION, PAYMENT, AND FUNDING

The City shall compensate the Design Consultant for its services performed and expenses incurred under this Agreement as follows.

3.01 Basic Services. The City agrees to pay the Design Consultant, as compensation for any basic services rendered for a particular Project, either a maximum basic services fee, to be set forth in each approved Work Project proposal prepared prior to commencement of any work under this Agreement, or an amount based on the Design Consultant's periodic invoices, whichever is less.

3.02 Reimbursable Expenses. Unless expressly authorized by the City as part of any approved Task Order, the City will not compensate the Design Consultant for expenses such as postage, travel, mileage (if the project is within the City and County of Denver boundary), telephone, reproduction and messenger service costs incurred in connection with Work performed under this Agreement. 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 part of each on-call Task Order as a not-to-exceed reproducible expense.

3.03 Supplemental Services. The Design Consultant shall be compensated for any additional services pre-approved in writing for any assigned Task Order, subject to the terms and conditions set forth herein and an additional services budget limits for that specific project.

3.04 Invoices. The Design Consultant shall invoice and be paid monthly in proportion to the progress of the Work on each assigned Task Order. Such invoices shall reflect the Design Consultant's actual hours, rates, personnel, sub-consultant costs and reimbursable costs, and shall be based on the hourly rates or other rates for services contained in **Exhibit B**. The Design Consultant shall maintain hourly records of the time worked by its personnel and subconsultants, records of all allowable reimbursable expenses, and records of expendable supplies and services as necessary to support any audits by the City, and shall bill the City monthly for fees and costs accrued during the preceding month. The Design Consultant's invoice shall be separated as necessary to show direct charges to specific projects and to distinguish fees and expenses. Upon submission of such invoices to the City, and approval by the City, payment shall be issued. Final payment to the Design Consultant, for each assigned Task Order, shall not be made until after the project is accepted, all guarantees, certificates of completion, and record drawings and reproducible copies are delivered to the City, and the duties agreed to in the approved project proposal for that project

are otherwise fully performed by the Design Consultant. No deductions shall be made from the Design Consultant's compensation on account of penalty, liquidated damages or other sums withheld from payments to any assigned project contractor.

3.05 Maximum Contract Amount; Funding.

- (a) It is understood and agreed by the Parties hereto that payment or reimbursement of all kinds to the Design Consultant, for all Work performed under this Agreement, shall not exceed a maximum of **THREE MILLION DOLLARS AND NO CENTS (\$3,000,000.00)**. In no event shall the maximum payment to the Design Consultant, for all work and services performed throughout the entire term of this Agreement exceed the contract maximum amount set forth above.
- (b) Notwithstanding any other term, provision, or condition herein, all payment obligations under this Agreement shall be limited to the funds duly and lawfully appropriated and encumbered or otherwise made available by the Denver City Council for the particular Task Orders assigned to the Design Consultant under this Agreement for the particular year(s) in which this Agreement is in effect and paid into the Treasury of the City. As of the date of this Agreement, no funds have been appropriated for this Agreement. Instead, it is the City's intent to appropriate the funds necessary to compensate the Design Consultant for the work it performs on any assigned Task Order, at the time it accepts each proposal for a specific project. The Executive Director of DOTI, upon reasonable written request, will advise the Design Consultant in writing of the total amount of appropriated and encumbered funds which are or remain available for payment for all work by the Design Consultant on a specific project.
- (c) The issuance of any form of order or directive by the City which would cause the aggregate amount payable to the Design Consultant for a specific Task Order to exceed the amount appropriated for the Design Consultant's work on a specific project is expressly prohibited. In no event shall the issuance of any change order or other form of order or directive by the City be considered valid or binding if it requires additional compensable work to be performed, which work will cause the aggregate amount payable for such work to exceed the amount appropriated and encumbered, unless and until such time as the Design Consultant has been advised in writing by the Executive Director of DOTI that a lawful appropriation sufficient to cover the entire cost of such additional work, has been made. It shall be the responsibility of the Design Consultant to verify that the amounts already appropriated for the Design Consultant's Work on a project are sufficient to cover the entire cost of such Work, and any work undertaken or performed in excess of the amount appropriated is undertaken or performed in violation of the terms of this Agreement, without the proper authorization for such work, and at the Design Consultant's own risk and sole expense.

SECTION 4 – TERM AND TERMINATION

4.01 Term. The initial term of this Agreement shall commence upon execution and shall end three years thereafter; provided, however, that any work in progress that was initiated during the term of this Agreement shall continue and be paid for hereunder until the completion thereof. All terms and conditions of the Agreement shall remain in full force and effect until such completion. The term may be extended, at the sole option of the City by written amendment pursuant to Executive Order 8. In no event,

however, shall the Design Consultant's performance under this Agreement, including any extension, exceed a five (5) year period ending on month and day of the execution of this Agreement. In addition, nothing contained herein shall obligate the City to extend the Agreement beyond the initial term.

4.02 Termination.

- (a) Nothing herein shall be construed as giving the Design Consultant the right to perform the services contemplated under this Agreement beyond the time when its services become unsatisfactory to the Executive Director.
- (b) The Executive Director may terminate this Agreement for cause at any time if the Design Consultant's services become unsatisfactory, in the sole discretion of the Executive Director. The City shall have the sole discretion to permit the Design Consultant to remedy the cause of a contemplated termination for cause without waiving the City's right to terminate the Agreement.
- (c) In the event of a termination for cause, or in the event the Design Consultant becomes unable to serve under this Agreement, the City may take over work to be done under this Agreement and prosecute the work to the completion by contract or otherwise, and the Design Consultant shall be liable to the City for all reasonable costs in excess of what the City would have paid the Design Consultant had there been no termination for cause.
- (d) The City may, for convenience, cancel and terminate this Agreement by giving not less than thirty (30) days' prior written notice to the Design Consultant, which notice shall state the date of cancellation and termination.
- (e) If the Design Consultant's services are terminated, postponed or revised, or if the Design Consultant shall be discharged before all the work and services contemplated have been completed, or if the project is, for any reason, stopped or discontinued, the Design Consultant shall be paid only for the portion of work or services which has been satisfactorily completed at the time of such dismissal, termination, cancellation, postponement, revision or stoppage.
- (f) All drawings, specifications, and other documents relating to the design or administration of work completed or partially completed shall be delivered by the Design Consultant to the City in the event of any dismissal, termination, cancellation, postponement, revision or stoppage.
- (g) In the event of any dismissal, termination, cancellation, postponement, revision or stoppage, the Design Consultant shall cooperate in all respects with the City. Such cooperation shall include, but not be limited to, delivery of drawings, specifications, and other documents referred to herein, and assisting the City during a transition to another design consultant, if applicable.

SECTION 5 – GENERAL PROVISIONS

5.01 City's Responsibilities.

- (a) The City shall provide available information regarding its requirements for each Task Order, including related budgetary information, and shall cooperate fully

with the Design Consultant at all times. However, the City does not guarantee the accuracy of any such information and assumes no liability therefore. The Design Consultant shall notify the City in writing of any information or requirements provided by the City which the Design Consultant believes to be inaccurate or inappropriate to the design or construction of the project.

- (b) If the City observes or otherwise becomes aware of any fault or defect in the project or non-conformance with Contract Documents, it shall give prompt notice thereof to the Design Consultant.

5.02 Ownership of Documents.

- (a) The City shall have title and all intellectual and other property rights, in and to all phased and final Contract Documents, and all data used in the development of the same, including the results of any tests, surveys or inspections at each project site, and all photographs, drawings, drafts, studies, estimates, reports, models, notes and any other materials or work products, whether in electronic or hard copy format, created by the Design Consultant pursuant to this Agreement, in preliminary and final forms and on any media whatsoever (collectively, the "**Documents**"), whether the project for which the Documents were created is executed or not. The Consultant shall identify and disclose, as requested, all such Documents to the City.
- (b) To the extent permitted by the U.S. Copyright Act, 17 USC § 101 *et seq.*, as the same may be amended from time to time, the Documents are a "work made for hire," and all ownership of copyright in the Documents shall vest in the City at the time the Documents are created. To the extent that the Documents are not a "work made for hire," the Design Consultant hereby assigns and transfers all right, title and interest in and to the Documents to the City, as of the time of the creation of the Documents, including the right to secure copyright, patent, trademark, and other intellectual property rights throughout the world and to have and to hold such copyright, patent, trademark, and other intellectual property rights in perpetuity.
- (c) The Design Consultant shall provide (and cause its employees and subcontractors to provide) all assistance reasonably requested in securing for the City's benefit any patent, copyright, trademark, service mark, license, right or other evidence of ownership of such Documents, and shall provide full information regarding the Documents and execute all appropriate documentation in applying for or otherwise registering, in the City's name, all rights to such Documents.
- (d) The Design Consultant agrees to allow the City to review any of the procedures used in performing the work and services hereunder, and to make available for inspection the field notes and other documents used in the preparation for and performance of any of the services performed hereunder.
- (e) The Design Consultant shall be permitted to retain reproducible copies of all of the Documents for the information and reference, and the originals of all of the Documents, including all CAD disks, CAD files, (AutoCAD .dwg format), PDF files of all drawings (flattened), specification, and reports shall be delivered to the City promptly upon completion thereof, or if authorized by the City's Project Manager, upon termination or expiration of this Agreement.

- (f) If the City reuses Design Documents prepared by the Design Consultant other than for their intended use or at a new location without the Design Consultant's approval, the City will have no claim against the Design Consultant arising out of any alleged defects, deficiencies or flaws in the Design Documents.

5.03 Taxes and Licenses. The Design Consultant shall promptly pay, when they are due, all taxes, excises, license fees and permit fees of whatever nature applicable to the work and services which it performs under this Agreement, and shall take out and keep current all required municipal, county, state or federal licenses required to perform its services under this Agreement. The Design Consultant shall furnish the Executive Director, upon request, duplicate receipts or other satisfactory evidence showing or certifying to the proper payment of all required licenses and/or registrations and taxes. The Design Consultant shall promptly pay all owed bills, debts and obligations it incurs performing work under this Agreement and shall not allow any lien, verified claim, mortgage, judgment or execution to be filed against land, facilities or improvements owned or beneficially owned by the City as a result of such bills, debts or obligations.

5.04 Examination of Records and Audit. Any authorized agent of the City, including the City Auditor or their representative, has the right to access, and the right to examine, copy and retain copies, at the City's election in paper or electronic form, any pertinent books, documents, papers and records related to the Design Consultant's performance pursuant to this Agreement, provision of any goods or services to the City, and any other transactions related to this Agreement. The Design Consultant shall cooperate with City representatives and City representatives shall be granted access to the foregoing documents and information during reasonable business hours and until the latter of three (3) years after the final payment under the Agreement or expiration of the applicable statute of limitations. When conducting an audit of this Agreement, the City Auditor shall be subject to government auditing standards issued by the United States Government Accountability Office by the Comptroller General of the United States, including with respect to disclosure of information acquired during the course of an audit. No examination of records and audits pursuant to this paragraph shall require the Design Consultant to make disclosures in violation of state or federal privacy laws. The Design Consultant shall at all times comply with D.R.M.C. 20-276.

5.05 Assignment and Subcontracting. The City is not obligated or liable under this Agreement to any party other than the Design Consultant named herein. The Design Consultant understands and agrees that it shall not assign or subcontract with respect to any of its rights, benefits, obligations or duties under this Agreement except upon prior written consent and approval of the City to such assignment or subcontracting. Any attempt by the Design Consultant to assign or subcontract its rights hereunder without such prior written consent of the City shall, at the option of the City, automatically terminate this Agreement and all rights of the Design Consultant hereunder. Such consent may be granted or denied at the sole and absolute discretion of the City. In the event any such subcontracting shall occur, with the City's approval, such action shall not be construed to create any contractual relationship between the City and such subcontractor, and the Design Consultant named herein shall in any and all events be and remain responsible to the City according to the terms of this Agreement.

5.06 No Discrimination in Employment. In connection with the performance of work under this Agreement, the Design Consultant may not refuse to hire, discharge, promote or demote, or discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, ethnicity, citizenship, immigration status, gender, age, sexual orientation, gender identity, gender expression, marital status, source of income, military status, protective hairstyle, or disability. The Consultant shall insert the foregoing provision in all subcontracts.

5.07 Insurance.

- (a) General Conditions: The Design Consultant agrees to secure, at or before the time of execution of this Agreement, the following insurance covering all operations, goods or services provided pursuant to this Agreement. The Design Consultant shall keep the required insurance coverage in force at all times during the term of the Agreement, including any extension thereof, and during any warranty period. The required insurance shall be underwritten by an insurer licensed or authorized to do business in Colorado and rated by A.M. Best Company as "A-VIII" or better. Each policy shall require notification to the City in the event any of the required policies be canceled or non-renewed before the expiration date thereof. Such written notice shall be sent to the Parties identified in the Notices section of this Agreement. Such notice shall reference the City contract number listed on the signature page of this Agreement. Said notice shall be sent thirty (30) days prior to such cancellation or non-renewal unless due to non-payment of premiums for which notice shall be sent ten (10) days prior. If such written notice is unavailable from the insurer, the Design Consultant shall provide written notice of cancellation, non-renewal and any reduction in coverage to the Parties identified in the Notices section by certified mail, return receipt requested within three (3) business days of such notice by its insurer(s) and referencing the City's contract number. The Design Consultant shall be responsible for the payment of any deductible or self-insured retention. The insurance coverages specified in this Agreement are the minimum requirements, and these requirements do not lessen or limit the liability of the Design Consultant. The Design Consultant shall maintain, at its own expense, any additional kinds or amounts of insurance that it may deem necessary to cover its obligations and liabilities under this Agreement.
- (b) Proof of Insurance: The Design Consultant may not commence services or work relating to this Agreement prior to placement of coverages required under this Agreement. The Design Consultant certifies that the certificate of insurance attached as **Exhibit E**, preferably an ACORD form, complies with all insurance requirements of this Agreement. The City requests that the City's contract number be referenced on the certificate of insurance. The City's acceptance of a certificate of insurance or other proof of insurance that does not comply with all insurance requirements set forth in this Agreement shall not act as a waiver of the Design Consultant's breach of this Agreement or of any of the City's rights or remedies under this Agreement. The City's Risk Management Office may require additional proof of insurance, including but not limited to policies and endorsements.
- (c) Additional Insureds: For Commercial General Liability and Automobile Liability, the Design Consultant and subconsultant's insurer(s) shall include the City and County of Denver, its elected and appointed officials, employees and volunteers as additional insured.
- (d) Waiver of Subrogation: For all coverages required under this Agreement, with the exception of Professional Liability the Design Consultant's insurer shall waive subrogation rights against the City.
- (e) Subconsultants: The Design Consultant shall confirm and document that all subcontractors and subconsultants (including independent contractors, suppliers or other entities providing goods or services required by this Agreement) procure and maintain coverage as approved by the Design Consultant and appropriate to

their respective primary business risks considering the nature and scope of services provided.

- (f) Workers' Compensation/Employer's Liability Insurance: The Design Consultant shall maintain the coverage as required by statute for each work location and shall maintain Employer's Liability insurance with limits of \$100,000 per occurrence for each bodily injury claim, \$100,000 per occurrence for each bodily injury caused by disease claim, and \$500,000 aggregate for all bodily injuries caused by disease claims.
- (g) Commercial General Liability: The Design Consultant shall maintain a Commercial General Liability insurance policy with minimum limits of \$1,000,000 for each bodily injury and property damage occurrence, \$2,000,000 products and completed operations aggregate (if applicable), and \$2,000,000 policy aggregate.
- (h) Automobile Liability: The Design Consultant shall maintain Automobile Liability with minimum limits of \$1,000,000 combined single limit applicable to all owned, hired and non-owned vehicles used in performing services under this Agreement.
- (i) Professional Liability (Errors and Omissions): The Design Consultant shall maintain minimum limits of \$1,000,000 per claim and \$1,000,000 policy aggregate limit. The policy shall be kept in force, or a Tail policy placed, for three (3) years for all contracts except construction contracts for which the policy or Tail shall be kept in place for eight (8) years.

5.08 Defense and Indemnification.

- (a) To the fullest extent permitted by law, the Consultant agrees to defend, indemnify, reimburse and hold harmless the City, its appointed and elected officials, agents and employees for, from and against all liabilities, claims, judgments, suits or demands for damages to persons or property arising out of, resulting from, or related to the work performed under this Agreement that are attributable to the negligence or fault of the Design Consultant or the Design Consultant's agents, representatives, subcontractors, or suppliers ("**Claims**"). This indemnity shall be interpreted in the broadest possible manner consistent with the applicable law to indemnify the City.
- (b) The Design Consultant's obligation to defend and indemnify may be determined after the Design Consultant's liability or fault has been determined by adjudication, alternative dispute resolution, or otherwise resolved by mutual agreement between the Parties. The Design Consultant's duty to defend and indemnify the City shall relate back to the time written notice of the Claim is first provided to the City regardless of whether suit has been filed and even if the Design Consultant is not named as a Defendant.
- (c) The Design Consultant will defend any and all Claims which may be brought or threatened against the City and will pay on behalf of the City any expenses incurred by reason of such Claims including, but not limited to, court costs and attorney fees incurred in defending and investigating such Claims or seeking to enforce this indemnity obligation. Such payments on behalf of the City shall be in addition to any other legal remedies available to the City and shall not be considered the City's exclusive remedy.

(d) Insurance coverage requirements specified in this Agreement shall in no way lessen or limit the liability of the Design Consultant under the terms of this indemnification obligation. The Design Consultant shall obtain, at its own expense, any additional insurance that it deems necessary for the City's protection

(e) This defense and indemnification obligation shall survive the expiration or termination of this Agreement.

5.09 Colorado Governmental Immunity Act. The Parties hereto understand and agree that the City is relying upon, and has not waived, the monetary limitations (presently \$150,000 per person, \$600,000 per occurrence) and all other rights, immunities and protection provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*

5.10 Contract Exhibits; Order of Precedence. This Agreement consists of Sections 1 through 5, which precede the signature page, and the following Exhibits, which are incorporated herein and made a part hereof by reference:

Exhibit A	Scope of Work
Exhibit B	Key Personnel and Rates
Exhibit C	Task Order Form
Exhibit D	Task Order Change Form
Exhibit E	Certificate of Insurance

In the event of an irreconcilable conflict between a provision of Sections 1 through 5 and the listed Exhibits, or between provisions of any attachments, such that it is impossible to give effect to both, the order of precedence to determine which provision shall control to resolve such conflict, is as follows, in descending order:

Sections 1 through 5
Exhibit A
Exhibit B
Exhibit C
Exhibit D
Exhibit E

5.11 When Rights and Remedies Not Waived. In no event shall any payment by the City constitute a waiver of any breach of covenant or default which may then exist on the part of the Design Consultant. No assent, expressed or implied, to any breach of the Agreement shall be held to be a waiver of any later or other breach.

5.12 Governing Law; Venue. This Agreement shall be construed and enforced in accordance with the laws of the State of Colorado, the Charter and Revised Municipal Code of the City and County of Denver, and the ordinances, regulations and Executive Orders enacted or promulgated pursuant to the Charter and Code, including any amendments. The Charter and Revised Municipal Code of the City and County of Denver, as the same may be amended from time to time, are hereby expressly incorporated into this Agreement. Venue for any action arising hereunder shall be in the City and County of Denver, Colorado.

5.13. Conflict of Interest.

(a) The Parties agree that no employee of the City shall have any personal or beneficial interest in the services or property described herein, and the Design Consultant

further agrees not to hire or contract for services with any employee or officer of the City which would be in violation of the Revised Municipal Code Chapter 2, Article IV, Code of Ethics or Denver City Charter provisions 1.2.9 and 1.2.12.

- (b) The Design Consultant agrees that it will not engage in any transaction, activity or conduct that would result in a conflict of interest under this Agreement. The Design Consultant represents that it has disclosed any and all current or potential conflicts of interest. A conflict of interest shall include transactions, activities or conduct that would affect the judgment, actions or work of the Design Consultant by placing the Design Consultant's own interests, or the interests of any party with whom the Design Consultant has a contractual arrangement, in conflict with those of the City. The City, in its sole discretion, shall determine the existence of a conflict of interest and may terminate this Agreement in the event such a conflict exists after it has given the Design Consultant written notice which describes the conflict. The Design Consultant shall have thirty (30) days after the notice is received to eliminate or cure the conflict of interest in a manner that is acceptable to the City.

5.14 No Third-Party Beneficiaries. Enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the City and the Design Consultant, and nothing contained in this Agreement shall give or allow any claim or right of action by any other or third person under this Agreement. It is the express intention of the Parties that any person other than the City or the Design Consultant receiving services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.

5.15 Time is of the Essence. The Parties agree that in the performance of the terms, conditions and requirements of this Agreement by the Design Consultant, time is of the essence.

5.16 Taxes, Charges and Penalties. The City and County of Denver shall not be liable for the payment of taxes, late charges, or penalties of any nature except as provided in the City's Prompt Payment Ordinance.

5.17 Proprietary or Confidential Information.

- (a) City Information: The Design Consultant acknowledges and accepts that, in performance of its work under the terms of this Agreement, the Design Consultant may have access to Proprietary Data or confidential information which may be owned or controlled by the City and that the disclosure of such data or information may be damaging to the City or third parties. As such, the Design Consultant agrees that all information provided or otherwise disclosed by the City to the Design Consultant be held in confidence and used only in the performance of its obligations under this Agreement. The Design Consultant shall exercise the same standard of care to protect such information as a reasonably prudent professional would to protect its own proprietary or confidential data. **"Proprietary Data"** shall mean geographic materials or Geographic Information Systems ("GIS") data owned by the City and County of Denver including but not limited to maps, computer programs, aerial photography, methodologies, software, diagnostics and documents; or any other materials or information which may be designated or marked "Proprietary" or "Confidential" and provided to or made available to the Design Consultant by the City. Such Proprietary Data may be in hardcopy, printed, digital or electronic format.

- (b) Design Consultant's Information: The Parties understand that all the material provided or produced under this Agreement may be subject to the Colorado Open Records Act, C.R.S. § 24-72-201, et seq., and that in the event of a request to the City for disclosure of such information, the City shall advise the Design Consultant of such request in order to give the Design Consultant the opportunity to object to the disclosure of any of its proprietary or confidential material. In the event of the filing of a lawsuit to compel such disclosure, the City will tender all such material to the court for judicial determination of the issue of disclosure and the Design Consultant agrees to intervene in such lawsuit to protect and assert its claims of privilege and against disclosure of such material or waive the same. The Design Consultant further agrees to defend, indemnify and save and hold harmless the City, its officers, agents and employees, from any claim, damages, expense, loss or costs arising out of the Design Consultant's intervention to protect and assert its claim of privilege against disclosure under this Article including, but not limited to, prompt reimbursement to the City of all reasonable attorney fees, costs and damages that the City may incur directly or may be ordered to pay by such court.

5.18 Use, Possession or Sale of Alcohol or Drugs. The Design Consultant, its officers, agents, and employees shall cooperate and comply with the provisions of Executive Order 94 and Attachment A thereto concerning the use, possession or sale of alcohol or drugs. Violation of these provisions or refusal to cooperate with implementation of the policy can result in the City's barring the Design Consultant from City facilities or participating in City operations.

5.19 Disputes. All disputes between the City and the Design Consultant regarding this Agreement shall be resolved by administrative hearing pursuant to the procedure established by D.R.M.C. § 56-106(b), et seq. For the purposes of that procedure, the City official rendering a final determination shall be the Executive Director.

5.20 Waiver of C.R.S. § 13-20-802, et seq. The Design Consultant specifically waives all the provisions of the Colorado Construction Defect Action Reform Act (CDARA) and Chapter 8 of Article 20 of Title 13, Colorado Revised Statutes (also designated C.R.S. § 13-20-802 et seq.) relating to design defects in any project under this Agreement.

5.21 Compliance With Denver Wage Laws: To the extent applicable to the Design Consultant's provision of services hereunder, the Design Consultant shall comply with, and agrees to be bound by, all rules, regulations, requirements, conditions, and City determinations regarding the City's Minimum Wage and Civil Wage Theft Ordinances, Sections 58-1 through 58-26 D.R.M.C., including, but not limited to, the requirement that every covered worker shall be paid all earned wages under applicable state, federal, and city law in accordance with the foregoing D.R.M.C. Sections. By executing this Agreement, the Design Consultant expressly acknowledges that the Design Consultant is aware of the requirements of the City's Minimum Wage and Civil Wage Theft Ordinances and that any failure by the Design Consultant, or any other individual or entity acting subject to this Agreement, to strictly comply with the foregoing D.R.M.C. Sections shall result in the penalties and other remedies authorized therein.

5.22 Small Business Enterprise Requirements.

- (a) This Agreement is subject to Article VII of Chapter 28, Denver Revised Municipal Code ("D.R.M.C."), designated as §§ 28-201 to 28-236 (the "SBE Ordinance"), and the Rules and Regulations promulgated pursuant thereto. This Agreement is also subject to the defined selection pool requirements of the SBE Ordinance. The Design Consultant is a certified Small Business

Enterprise (“SBE”) and pursuant to § 28-208, D.R.M.C., the Design Consultant is required to self-perform a minimum of 30% of the contract work.

(b) Under § 28-222, D.R.M.C., the Design Consultant has an ongoing, affirmative obligation for the duration of this Agreement to comply with the SBE defined selection pool requirements and with the SBE self-performance requirements upon which this Agreement was awarded, unless the City initiates a material modification to the scope of work affecting this Agreement through change order, contract amendment, force account, or other modification under § 28-223, D.R.M.C. The Design Consultant acknowledges that:

(1) It must establish and maintain records and submit regular reports, as required, which will allow the City to assess the Design Consultant’s compliance with the defined selection pool requirements and SBE self-performance requirements.

(2) Design Consultant shall have a continuing obligation to promptly inform DSBO in writing of any agreed upon increase or decrease in the scope of work of this Agreement, upon any of the bases under § 28-223, D.R.M.C., regardless of whether such increase or decrease in scope of work has been reduced to writing at the time of notification of the change to the City. Any increase in the scope of services of this Agreement, whether by amendment or other modification, which increases the dollar value of the Agreement, if such change is within the scope of work designated for performance by the Design Consultant at the time of award of this Agreement, shall be promptly submitted to the DSBO.

(3) The Design Consultant shall achieve defined selection pool requirements and self-performance requirements with respect to such changed scope of work by performing such work.

(4) The Design Consultant shall supply to DSBO documentation required by ordinance with respect to the increased dollar value of this Agreement. The Design Consultant shall not, during the term of this Agreement:

(i) Fail to in fact perform as an SBE to achieve the work scope originally listed at proposal submission in order to achieve defined selection pool and self-performance requirements; or

(ii) Modify or eliminate all or any portion of the scope of work upon which self-performance is based and the contract was awarded, unless directed by the City.

(5) Failure to comply with these provisions may subject the Design Consultant to sanctions set forth in § 28-229 of the SBE Ordinance.

(6) Should any questions arise regarding SBE and DSBO requirements the Design Consultant should consult the SBE Ordinance or may contact the DSBO representative at (720) 913-1999

5.23 Survival of Certain Contract Provisions. The Parties understand and agree that all terms and conditions of this Agreement, together with the exhibits and attachments hereto, which, by reasonable implication, contemplate continued performance or compliance beyond the termination of this Agreement, (by expiration of the term or otherwise), shall survive such termination and shall continue to be enforceable

as provided herein. Without limiting the generality of the foregoing, the Design Consultant's obligations for the provision of insurance and to indemnify the City shall survive for a period equal to any and all relevant statutes of limitation, plus the time necessary to fully resolve any claims, matters, or actions begun within that period.

5.24 Advertising and Public Disclosure. The Design Consultant shall not include any reference to this Agreement or to services performed pursuant to this Agreement in any of its advertising or public relations materials without first obtaining the written approval of the Executive Director, which will not be unreasonably withheld. Any oral presentation or written materials related to services performed under this Agreement shall include only services that have been accepted by the City. The Executive Director shall be notified in advance of the date and time of any such presentation. Nothing in this provision shall preclude the transmittal of any information to officials of the City, including without limitation the Mayor, the Executive Director, City Council or the Auditor.

5.25 Legal Authority. Design Consultant represents and warrants that it possesses the legal authority, pursuant to any proper, appropriate and official motion, resolution or action passed or taken, to enter into this Agreement. Each person signing and executing this Agreement on behalf of Design Consultant represents and warrants that he has been fully authorized by Design Consultant to execute this Agreement on behalf of Design Consultant and to validly and legally bind Design Consultant to all the terms, performances and provisions of this Agreement. The City shall have the right, in its sole discretion, to either temporarily suspend or permanently terminate this Agreement if there is a dispute as to the legal authority of either Design Consultant or the person signing the Agreement to enter into this Agreement.

5.26 Notices. Notices, bills, invoices or reports required by this Agreement shall be sufficiently delivered if sent in the United States mail, postage prepaid, to the Parties at the following addresses:

To the City:	Executive Director of Transportation and Infrastructure 201 West Colfax Avenue Denver, Colorado 80202
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To the Design Consultant:	Livable Cities Studio, Inc. 3827 N., Lafayette St, Suite 135 Denver, Colorado 80205
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The addresses may be changed by the Parties by written notice.

5.27 Severability. It is understood and agreed by the Parties hereto that, if any part, term, or provision of this Agreement, except for the provisions of this Agreement requiring prior appropriation and limiting the total amount to be paid by the City, is by the courts held to be illegal or in conflict with any law of the State of Colorado, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular part, term or provision held to be invalid.

5.28 Agreement as Complete Integration-Amendments. This Agreement is intended as the complete integration of all understandings between the Parties. No prior or contemporaneous addition, deletion or other amendment shall have any force or effect, unless embodied herein in writing. No

subsequent novation, renewal, addition, deletion or other amendment hereto shall have any force or effect unless embodied in a written amendatory or other agreement executed by the Parties and signed by the signatories to the original Agreement. This Agreement and any amendments shall be binding upon the Parties, their successors and assigns.

5.29 Electronic Signatures and Electronic Records. Design Consultant consents to the use of electronic signatures by the City. The Agreement, and any other documents requiring a signature hereunder, may be signed electronically by the City in the manner specified by the City. The Parties agree not to deny the legal effect or enforceability of the Agreement solely because it is in electronic form or because an electronic record was used in its formation. The Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

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Contract Control Number:
Contractor Name:

DOTI-202578912-00
Livable Cities Studio, Inc.

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:

Attorney for the City and County of Denver

By: _____

REGISTERED AND COUNTERSIGNED:

By: _____

By: _____

Contract Control Number:
Contractor Name:

DOTI-202578912-00
Livable Cities Studio, Inc.

By: _____

Signed by:

Meredith Wenskoski

F675B57BB33040D...

Name: _____

(please print)

Title: _____

(please print)

ATTEST: [if required]

By: _____

Name: _____

(please print)

Title: _____

(please print)

EXHIBIT A

SCOPE OF WORK

On-Call Professional Services- Specialty Services
Category 1- Landscape Architectural Services

Detailed Scope of Work

The City and County of Denver (City) Department of Transportation and Infrastructure is soliciting Requests for Proposals from Consultant Teams to provide **On-call Professional Services: Specialty Services**; Category 1- Landscape Architectural Services. Architectural and/or Engineering firms are asked to partner with sub-consultants, when needed, creating a complete Design Team capable of providing specialty landscape architectural and engineering services in response to numerous and varied projects arising within the City. The Agreement for **On-call Professional Services: Specialty Services** will have a three-year term and will have a contract limit of \$3,000,000. Projects will be initiated by issuing task orders to the contract with the aggregate fee for all task orders limited to \$3,000,000. The City reserves the right to issue Proposal Requests to multiple On-Call Consultant Teams for a single Task Order.

Task order scopes can include but will not be limited to:

Category 1: Landscape Architecture

- Landscape Architecture
- Landscape site programming and design studies
- Mechanical Engineering
- Electrical Engineering
- Plumbing Engineering
- Civil Engineering
- As-built documentation
- ADA and code evaluation and compliance
- Cost Estimating
- Historic Preservation
- Fire Protection and Life Safety
- Peer Review
- Public Engagement
- Bridge, sidewalk, ROW elements, roadway design
- Data Collection
- Project Management / Staff Augmentation
- Program Management / Staff Augmentation
- Structural evaluations, studies, and designs
- Construction administration
- ADA Measurement/Inspection and review
- Other design and engineering services required for the delivery of specialty services listed herein, but not explicitly described in above list.

For specific task orders requiring specialty consultants under the **On-call Professional Services: Specialty Services**, the Design Consultant may solicit a proposal from a sub consultant who is not listed as a Consultant Team Member in the Agreement. Participation from specialty sub-consultants added at the Task Order level who are not listed as a Consultant Team Member in the Agreement can count towards the SBE goal if they have an SBE Certification with the City.

To assist in expediting design services for task orders, consultant teams are encouraged to include more than one sub consultant for disciplines/firms often experiencing a back-log of work. The City expects its On-Call Design Service consultants to provide responsive customer service as it relates to project needs

On-Call Professional Services- Specialty Services
Category 1- Landscape Architectural Services

and requirements. Please note the prime consultant is responsible for managing the approach to meeting the prescribed SBE goal associated with the Agreement.

State and local government facilities must follow the requirement of the 2010 ADA Standards for Accessible Design (2010 ADA Standards). Facilities that do not comply with the 2010 ADA Standards may prevent people with disabilities from fully and equally enjoying Denver's services, programs, or activities and may constitute discrimination on the basis of disability. Any construction or alterations to Denver buildings and facilities by it or on its behalf will fully comply with the requirements of the 2010 ADA Standards. Consultants are therefore responsible for ensuring architectural designs for construction and/or alterations are compliant with the 2010 ADA Standards.

The Agreement is managed by Department of Transportation and Infrastructure, who has contract authority on behalf of the City. Department of Transportation and Infrastructure is contractually responsible for managing each task order, and a Project Manager within Department of Transportation and Infrastructure will be the Consultant Team's direct point of contact for each task order issued. The awarded Consultant Teams shall ensure project communication between the Consultants and the End User is conveyed and managed through the Department of Transportation and Infrastructure Project Manager. In addition, the City would like the Design Consultant to identify a consistent point of contact who will become familiar with the contract language, forms, and requirements set forth in the Agreement, as well as fully understand the City's process of doing business as it relates to the task orders and On-Call Agreement.

The Consultant Team must possess the following capabilities, as needed per category scope listed above.

- Full-Service Landscape Architectural Design including compliance with Americans with Disabilities Act (ADA) requirements and all applicable codes, regulations, and standards.
- Mechanical/Plumbing Engineering
- Electrical Engineering
- Structural Engineering
- Civil Engineering
- Cost Estimating
- Roof Consulting, design and engineering
- Sustainability / LEED Consulting
- Americans with Disabilities Act (ADA) Consulting
- Code Consulting
- Commissioning
- Cost Estimating (consultant) & Independent Cost Estimating (contractor)

Below is a list of various design projects completed using past On-Call Design Services. The intent of providing this list is to provide examples of the types of projects the City may request the awarded Design Consultants to propose on as part of the On-Call Design Services Agreement:

- Sloan's Lake Play and Tennis Courts— Design budget \$30,000
- Cuernavaca Park design— Design Budget \$660,000

On-Call Professional Services- Specialty Services
Category 1- Landscape Architectural Services

- Montbello Park - Tennis Court Replacement, Lights, and Baseball Improvements– Design Budget \$225,000

Work under the Agreement will be performed within facilities operated by, but not limited to, the following City Agencies:

- Denver Parks and Recreation
- Denver Arts and Venues
- Denver Public Libraries
- Denver Police Department
- Denver Fire Department
- Denver Sheriff Department
- Denver Department of General Services
- Denver Zoo
- Denver Department of Transportation and Infrastructure
- Department of Housing Stability (HOST)
- Climate Action, Sustainability & Resiliency (CASR)
- Denver Real Estate/Department of Finance

EXHIBIT B

KEY PERSONNEL AND RATES

TEAM QUALIFICATIONS - FIRMS

DOTI | Specialty On-Call Professional Services
Category 1 - Landscape Architectural Services

TEAM STRUCTURE AND ORGANIZATION



LIVABLE CITIES STUDIO

CONTRACT MANAGER
Meredith Wenskoski**OTHER POINTS OF CONTACT**
Todd Wenskoski
Will Viitanen
Conrey Morris
Chelsea Gieryic

AC Aschermann Consulting
BCER BCER Engineering Technology
BH Biohabitats
CL Clanton & Associates
FHU Felsburg Holt & Ullevig
FW Form + Works
HS Hydrosystems KDI
JH Jensen Hughes
KA Kumar & Associates, Inc.
LCS Livable Cities Studio
MEP MEP Engineering, Inc.
MM Martin/Martin
P Pinyon Environmental, Inc.
SE San Engineering LLC
ST Studiotrope
TP Topographic
W Wilson & Company, Inc.

SCOPE AREAS

LANDSCAPE ARCHITECTUREMeredith Wenskoski, LCS
Todd Wenskoski, LCS
Will Viitanen, LCS
Conrey Morris, LCS**PLUMBING ENGINEERING**Karena Broman, MEP
Roger Crawford, MEP**COST ESTIMATING**Todd Wenskoski, LCS
Will Viitanen, LCS
Conrey Morris, LCS**BRIDGE, SIDEWALK, ROW ELEMENTS + ROADWAY DESIGN**Kat Duitsman, FHU
Bill Marcato, FHU
Danny Zamirrapa, W
Dylan Hesse, W**LIGHTING**Travis Babcock, CL
David Schmitt, CL
Greg Mondragon, BCER
Travis McNair, BCER**GEOTECHNICAL**

Alan Yelton, KA

LANDSCAPE SITE PROGRAMMING + DESIGN STUDIESMeredith Wenskoski, LCS
Todd Wenskoski, LCS
Will Viitanen, LCS
Conrey Morris, LCS
Chelsea Gieryic, LCS**CIVIL ENGINEERING**Jane Aschermann, AC
Kelly Proux, AC
Patsy Sullivan, MM
Logan Erf, MM
Eduardo San, SE**HISTORIC PRESERVATION**Jessica Reske, FW
Natalie Lord, FW
Sean Fallon, P
Brian Partington, P**STRUCTURAL EVALUATIONS, STUDIES, AND DESIGNS**Eduardo San, SE
Katharine Duitsman, FHU
Bill Marcato, FHU
Patsy Sullivan, MM
Logan Erf, MM**IRRIGATION**Jill Bersano, HS
Amber Clark, HS**MECHANICAL ENGINEERING**Karena Broman, MEP
Roger Crawford, MEP**AS-BUILT DOCUMENTATION**

Jared Floyd, ST

ENVIRONMENTALSean Fallon, P
Brian Partington, P**CONSTRUCTION ADMINISTRATION**Todd Wenskoski, LCS
Will Viitanen, LCS
Conrey Morris, LCS**SURVEY**Chet Smith, TP
Eric Purcell, TP**ELECTRICAL ENGINEERING**Travis Babcock, CL
David Schmitt, CL
Greg Mondragon, BCER
Travis McNair, BCER
Karena Broman, MEP
Roger Crawford, MEP**ADA + CODE EVALUATION + COMPLIANCE**

Ashley Pitts, JH

PUBLIC ENGAGEMENTMeredith Wenskoski, LCS
Chelsea Gieryic, LCS**ECOLOGY**Claudia Browne, BH
Susan Sherrod, BH**GRAPHICS + VISUALIZATION**Will Viitanen, LCS
Conrey Morris, LCS
Chelsea Gieryic, LCS

KEY PERSONNEL BIOS

MEREDITH WENSKOSKI, PLA, LEED AP

Livable Cities Studio, President



Expected Contribution: 7%

Workload Availability: 20%

Other Project Commitments:

- » DPAC Galleria Visioning
- » Federal BRT
- » La Alma-Lincoln Park

Meredith Wenskoski, President and Founder of Livable Cities Studio is an urban designer, planner, and landscape architect whose work focuses on people, equity, and resilience. With a passion for designing spaces that emphasize connection and the human experience, Meredith's 21 years of experience spans parks and public space design, streetscapes, urban design, public housing, parks planning, and significant public outreach processes. She is distinguished for her leadership, design, and management of large-scale complex efforts. She has worked to develop responsible and innovative designs that respond to the needs of the place and community. Meredith's projects emphasize the role of public space as a way to create socially active and inclusive spaces that provide long-term benefits for cities. Her relevant project experience includes the Shared Streets Program Development, supporting the team by developing the Shared Streets Design Guidelines, 39th Avenue Greenway Preliminary Design and Shared Street, Bannock Street Conceptual Design, Sun Valley Alcott Street Design, and Washington Street Design.

TODD WENSKOSKI, PLA

Livable Cities Studio, Principal



Expected Contribution: 6%

Workload Availability: 15%

Other Project Commitments:

- » Bethesda Park
- » Central Denver Signals – 12th Ave/Speer Blvd/Elati St
- » Uvalda Channel Improvements

Todd is an Urban Designer and Principal at Livable Cities Studio and has more than 25 years of planning and design experience in both the public and private sectors. Throughout his career, he has been responsible for leading numerous multi-disciplinary teams, establishing long-range visions and guiding them through strategic implementation with an emphasis on the role of public open space to stimulate growth, improve communities, and create socially active spaces. He specializes in complicated urban design and planning projects focused on urban redevelopment, mobility, public realm design, community outreach, and city building. During his time with the City and County of Denver, Todd directed and oversaw a portfolio of planning initiatives and capital projects totaling over \$100 million in public investment of multi-modal infrastructure, streets, and parks. Some of Todd's recent projects include the Loretto Height Park design, Russell Square Park improvements, Barnum Park design, and the Sun Valley Riverfront Park.

WILL VIITANEN, PLA, LEED AP, SITES AP

Livable Cities Studio, Associate Principal



Expected Contribution: 6%

Workload Availability: 20%

Other Project Commitments:

- » La Alma-Lincoln Park
- » Ultra Urban Green Infrastructure Guidelines, 2nd Edition

Will Viitanen is a landscape architect at Livable Cities Studio leading and elevating the studio's creative process, design and technical work. Will brings international and national experience to the studio in collaborating, designing and managing projects covering a variety of sectors, from public realm to civic and university campuses to public gardens. A skillful and thoughtful designer, Will works collaboratively on some of the studio's more complex, multi-disciplinary projects exploring how design can be used to address social, economic, and environmental issues. His background in architecture, landscape architecture, and planning informs his sensibility towards design thinking, narrative, craft, detailing and a place-based approach to sustainable design, performance and resilience. Will's vision, leadership and attention to quality ensure success for project teams. Some of Will's recent projects include the High Line Canal Trail Improvements and Amenity Design projects, Montview Boulevard design, Martinez Park design, and Loretto Heights Park design.

TEAM QUALIFICATIONS-INDIVIDUAL KEY PERSONNEL

DOTI | Specialty On-Call Professional Services
Category 1 - Landscape Architectural Services**CHELSEA GIERYIC, AICP, SITES AP****Livable Cities Studio, Planner and Landscape Designer****Expected Contribution:** 8%**Workload Availability:** 60%**Other Project Commitments:**

- » Shared Streets Concept Designs
- » Littleton Parks, Open Space, and Trails Vision Plan
- » Game Plan Five-Year Action Plan

Chelsea is a planner and landscape designer at Livable Cities Studio who is passionate about community-driven design and planning. With experience coordinating city-wide public engagement efforts, Chelsea brings strong communication skills, research experience, attention to detail, and a collaborative attitude to projects. Her familiarity with working on a wide scale of project types from city-wide strategic plans to site planning efforts lends her a unique perspective. Her background in environmental studies informs her approach to integrating resiliency into project efforts. She earned her Master of Landscape Architecture and Master of Urban and Regional Planning from the University of Colorado Denver in 2021 where her studies focused on environmental justice through landscape planning. She is active in the ASLA Colorado/Wyoming chapter serving on the executive board as the President-Elect. Some of Chelsea's recent projects include the Denver Moves: Cherry Creek plan, the La Alma-Lincoln Park Vision Plan, and the Denver Parks and Recreation Legacy Fund 2025 – 2029 plan.

CONREY MORRIS, PLA**Livable Cities Studio, Associate****Expected Contribution:** 8%**Workload Availability:** 35%**Other Project Commitments:**

- » Central Denver Signals – 12th Ave/Speer Blvd/Elati St
- » Old Hampden Complete Streets
- » Ultra Urban Green Infrastructure Guidelines, 2nd Edition

Conrey is a landscape designer skilled in landscape architecture, planning, project management, 3D modeling, technical documentation, graphic design, and visualization. Conrey earned his Bachelor of Landscape Architecture from Colorado State University, where his studies focused on global environmental sustainability and sociology. Since joining Livable Cities Studio in 2017, Conrey has worked on projects of all phases and scales, with particular emphasis on urban infill, streetscape revitalization, and affordable housing. Currently, he champions the integration of BIM/Revit into our studio workflow and serves the broader design community as a member of the ASLA Colorado/Wyoming Executive Board. Conrey sees the true value of design as a medium for social improvement and change and aims to positively influence the communities he works with by tackling key issues through comprehensive design and building relationships with mission-based organizations. Some of Conrey's recent projects include Washington Street, West Colfax Ave, Evans, and 13th Ave.

LAUREN KELLY**Livable Cities Studio, Landscape Designer****Expected Contribution:** 8%**Workload Availability:** 50%**Other Project Commitments:**

- » Ultra Urban Green Infrastructure Guidelines, 2nd Edition
- » High Line Canal Trail Improvement
- » Project Parker to Havana

Lauren is a landscape designer at Livable Cities Studio. She brings dedication and enthusiasm to streetscape, park, and public realm design. Lauren is passionate about interdisciplinary work and highly values research and innovation in all her projects. She embraces design as a pathway to stronger social communities and improved ecological environments. Lauren earned her Master of Landscape Architecture and Master of Urban and Regional Planning from the University of Colorado Denver in 2022, where her studies focused on environmental equity and public realm improvements. She also served as CU Denver's ASLA student chapter president. Some of Lauren's recent projects include Loretto Heights Park and Washington Street.

TEAM QUALIFICATIONS-INDIVIDUAL KEY PERSONNEL

DOTI | Specialty On-Call Professional Services
Category 1 - Landscape Architectural Services**JANE ASCHERMANN, PE, LEED AP – PRINCIPAL //**
ASCHERMANN CONSULTING

Jane will act as the Principal in Charge of the civil design portion of this project. She will be the main point of contact for Aschermann Consulting. Her experience on park projects will allow for integrated drainage solutions, permitting process input, and quality control review. Her recent project experience includes the Barnum Park Improvements, the Denver Art Museum (North Pavilion), and the Auraria Higher Education Tivoli Quadrangle.

Expected Contribution: 4%**Workload Availability:** 15%**Other Project Commitments:**

- » Civic Center Park
- » 150/250 Pedestrian Walkway
- » DOTI SIGI
- » Southmoore Park
- » La Alma Lincoln Park
- » NWC Equestrian Center
- » Wynkoop

KELLY PROULX, PE, LEED GREEN ASSOCIATE –
ASSOCIATE // **ASCHERMANN CONSULTING**

Kelly will act as the Project Manager for the civil design portion of this project. She will be the design lead for the development of civil documents and coordination with other design disciplines. Her recent project experience includes Mines Park and Mestizo-Curtis Park.

Expected Contribution: 2%**Workload Availability:** 35%**Other Project Commitments:**

- » Mestizo-Curtis Park Pool Reconstruction
- » DOTI SIGI
- » Southmoore Park
- » La Alma-Lincoln Park

GREG MONDRAGON, LEED AP – ELECTRICAL
ENGINEER // **BCER**

Greg is an electrical engineer with over 20 years of experience working on complex projects spanning multi-functional building electrical design. He has been our go-to electrical engineer for industrial projects, especially airports, aviation projects, municipal facilities, higher education, healthcare, and mission-critical facilities. He has experience with several large airports such as Denver International Airport and San Francisco Airport. Greg is timely with deadlines and always a champion of clients' needs.

Expected Contribution: 2%**Workload Availability:** 20%**Other Project Commitments:**

- » Adams County Detention Center
- » Colorado Community College System HVAC Upgrade
- » City & County of Denver Department of Transportation 7th Ave Warehouse Renovation

TRAVIS MCNAIR, RCCD – SENIOR TECHNOLOGY
CONSULTANT // **BCER**

Travis' experience includes project management, operations, design, and installation on over 300 technology projects, including extremely large-scale facilities and campuses, complex renovations, and outside plant infrastructure projects. He is a recognized expert not only in construction administration, but also in the planning, management, and execution of relocations and cutovers for large-scale data centers and technology systems. Travis is adept at discerning and mitigating complex issues before they arise.

Expected Contribution: 1%**Workload Availability:** 55%**Other Project Commitments:**

- » Adams County Detention Center
- » Rocky Mountain Emergency Response Building
- » City & County of Denver Department of Transportation 7th Ave Warehouse Renovation

TEAM QUALIFICATIONS-INDIVIDUAL KEY PERSONNEL

DOTI | Specialty On-Call Professional Services
Category 1 - Landscape Architectural Services

CLAUDIA BROWNE, CE – SENIOR WATER RESOURCES SPECIALIST/CONSERVATION PLANNER // [BIOHABITATS](#)



Claudia has over 35 years of experience in conservation and restoration planning, water resource management, and habitat assessments and maintenance. Claudia's work across the U.S. and Colorado includes conservation assessments, regional and park master planning, adaptive management and restoration plan development, recreation impact analysis, ecosystem services evaluation, policy analysis, and public education related to environmental issues.

Expected Contribution: 4%

Workload Availability: 20%

Other Project Commitments:

- » National Park Service - Technical, Scientific, Planning and Design Expertise IDIQ
- » Denver Public Schools Sustainable Landscape Consulting
- » City and County of Denver Resilient Landscape Defined Pool

SUSAN SHERROD, PHD, CERP, PWS – SENIOR ECOLOGIST // [BIOHABITATS](#)



Susan has over 20 years of experience specializing in open space management and ecosystem restoration planning and implementation. She has expertise in revegetation planning and oversight, permitting, native plant community mapping, T&E assessments, invasive species and integrated pest management, habitat conservation, and wetlands. Familiar with a broad range of Colorado and Western ecosystems, Susan is a university instructor in global change ecology, biodiversity and conservation, ecosystems, urban ecology, and applications to landscape architecture.

Expected Contribution: 2%

Workload Availability: 30%

Other Project Commitments:

- » High Line Canal Natural Resources Management Plan
- » Western University of Health Sciences Riverfront Campus Planning

TRAVIS BABCOCK, SENIOR PROJECT DESIGNER // [CLANTON & ASSOCIATES](#)



Travis has experience in producing construction documents for lighting and architectural building of various types and sizes including offices and universities; he has developed exterior lighting and electrical plans for large transportation projects, roundabouts, bridges, pedestrian areas, and streetscapes. Travis utilizes his experience with CADD and GIS to analyze existing and proposed light levels, along with light trespass in environmentally sensitive areas where ambient lighting levels are a concern.

Expected Contribution: 2%

Workload Availability: 12%

Other Project Commitments:

- » South World Port, Denver, CO
- » Federal Boulevard BRT, Denver, CO
- » I-70 Floyd Hill, Evergreen, CO

DAVID SCHMITT, PROJECT ENGINEER // [CLANTON & ASSOCIATES](#)



David joined Clanton and Associates full time in July 2022. He earned a bachelor's degree in Electrical Engineering from University of Colorado Boulder where he studied renewable energy and power electronics. David is focused on sustainable electrical and lighting design. His experience with solar lighting installations allows him to provide technical solutions when electrical power is limited. David has spoken on the benefits and challenges of lighting at the Illuminating Engineering Society National Conference.

Expected Contribution: 1%

Workload Availability: 30%

Other Project Commitments:

- » South World Port, Denver, CO
- » Santa Ana Street Lighting Master Plan, Santa Ana, CA
- » I-70 Floyd Hill, Evergreen, CO

TEAM QUALIFICATIONS-INDIVIDUAL KEY PERSONNEL

DOTI | Specialty On-Call Professional Services
Category 1 - Landscape Architectural Services**KATHARINE DUTSMAN, PE, PRINCIPAL // FELSBURG, HOLT & ULLEVIG**

Kat has 20 years of experience as a transportation engineer. Kat's design experience includes geometric design, roadside design, cross section design, drainage, traffic control, erosion control, signing and pavement marking, project and utility coordination, and state permitting. Kat's project management experience includes working with a range of clients, including local agencies, Colorado Department of Transportation (CDOT), contractors and developers. Over the last several years Kat has become a trusted advisor to her clients on the CDOT Local Agency process, advancing multiple state and federally funded local projects through design and into construction.

Expected Contribution: 4%**Workload Availability:** 20%**Other Project Commitments:**

- » CO 7 corridor improvements
- » West Colfax Pedestrian Safety and Design

BILL MARCATO, SENIOR BRIDGE ENGINEER // FELSBURG, HOLT & ULLEVIG

Bill is a senior structural engineer with 32 years of experience focused on transportation structures, as well as commercial and residential building design. His specialties include roadway and pedestrian bridges, retaining and noise walls, and drainage/pedestrian culverts. Bill's responsibilities have included project management, conceptual through final structural design, cost estimating, and construction administration and observation. He has been a licensed Professional Engineer since 1997.

Expected Contribution: 2%**Workload Availability:** 15%**Other Project Commitments:**

- » High Line Canal: Quebec to Parker
- » I-270 Critical Bridges

JESSICA RESKE, LEED AP – PRINCIPAL, PRESERVATION ARCHITECT // FORM + WORKS

Jessica Reske is the founding partner of form+works design group, LLC. Her passion for historic preservation led her to start the firm in 2017. She has completed extensive research for a wide variety of historic preservation and adaptive re-use projects. Jessica has led assessment projects for a variety of building types, from small one-room schoolhouses to large, multi-building complexes. In addition, she has served as Project Manager / Project Architect for a variety of technical preservation and adaptive re-use projects.

Expected Contribution: 2%**Workload Availability:** 10%**Other Project Commitments:**

- » Tucker Cabin
- » Como Hotel
- » Schofield Quonset and Barn
- » Buckhorn Ranger Station

NATALIE LORD, RA, NCARB, LEED AP BD+C - PRINCIPAL, PRESERVATION ARCHITECT // FORM + WORKS

Natalie Lord is the founding partner of Form+Works Design Group, LLC. She received her Bachelor of Architecture from the New School of Architecture and Design and her Master of Arts in Historic Preservation Planning from Cornell University. A licensed architect in Colorado and Wyoming, Natalie has over 20 years of experience working with many building types. Her real passion lies in historic preservation and adaptive-use projects.

Expected Contribution: 1%**Workload Availability:** 12%**Other Project Commitments:**

- » Pulliam Community Building
- » Belvidere Theater
- » Indian Hot Springs
- » Schofield Farm Quonset and Barn
- » St. Stephen's Northglenn

TEAM QUALIFICATIONS-INDIVIDUAL KEY PERSONNEL

DOTI | Specialty On-Call Professional Services
Category 1 - Landscape Architectural Services**JILL BERSANO – PRESIDENT, PRINCIPAL, PROJECT MANAGER // HYDROSYSTEMS KDI**

Jill is President and owner of HydroSystems KDI and manages all irrigation system designs, planning, production, scheduling and construction observation work. She also assists in company management, operational functions, including bookkeeping and invoicing. Mrs. Bersano is a graduate of Metropolitan State University of Denver with a degree in Business Management.

Expected Contribution: 2%**Workload Availability:** 15%**Other Project Commitments:**

- » Windler, multiple projects
- » Westminster Rec Center
- » Canyons Far South

AMBER CLARK – PRINCIPAL, PROJECT MANAGER // HYDROSYSTEMS KDI

Amber joined HydroSystems KDI in 2005 as a Project Manager and began focusing on Commercial Irrigation Design. She specializes in rooftop and over structure designs. Amber acts as an in-house Horticultural Consultant for other designers, analyzing the Landscape Architect's plans to determine the design's intentions and special requirements. She then assists in selecting the most efficient application of water to match that specific design.

Expected Contribution: 1%**Workload Availability:** 55%**Other Project Commitments:**

- » Ultra Urban Green Infrastructure Guidance
- » Brickyard Apartments
- » 1881 Park
- » Mercy Navajo

ASHLEY PITTS – NCARB, CASP, APAC-BE, SENIOR ACCESSIBILITY CONSULTANT // JENSEN HUGHES

Ashley has nearly three decades of experience providing accessibility consulting for various projects, including civic, institutional, hospitality, multi-family, commercial and mixed-use. She assists owners, designers, contractors, and facility managers to comply with the accessibility regulations applicable to their projects and facilities. Ashley is well-versed in applying the requirements of Federal accessibility regulations such as ADA, ABA, Fair Housing Act, and Section 504 of the Rehabilitation Act; model codes and standards; and state- or jurisdiction-specific accessibility codes and standards.

Expected Contribution: 2%**Workload Availability:** 15%**Other Project Commitments:**

- » Spotlight 29 Hotel and Casino Expansion Project
- » Multifamily development projects near Pena Station
- » Fox Park World Trade Center

ALAN YELTON – PE, PROJECT ENGINEER // KUMAR + ASSOCIATES

Al has over 9 years of experience in the geotechnical engineering and construction industry. His background includes surveying, residential construction, geotechnical drilling operations and field investigations, construction observations for various municipal and commercial projects and geotechnical engineering project management. His experience with Parks and Recreation projects includes geotechnical studies for recreation centers, playground replacements, pool and bathhouse renovations, and park and open space improvements.

Expected Contribution: 1%**Workload Availability:** 20%**Other Project Commitments:**

- » Bethesda Park
- » Lorette Heights Theater
- » Galleria Restaurant
- » Broadway and Colfax Activation

TEAMQUALIFICATIONS-INDIVIDUALKEYPERSONNEL

DOTI | Specialty On-Call Professional Services
Category 1 - Landscape Architectural Services

PATSY SULLIVAN – PE, LEED AP, CIVIL PRINCIPAL- IN-CHARGE // [MARTIN/MARTIN](#)



Expected Contribution: 3%
Workload Availability: 25%
Other Project Commitments:
» National Park Service IDIQ

Patsy has 32 years of experience and manages a variety of site civil engineering projects including parks and recreational projects, land and site development, additions/remodels, educational facilities, and with specific experience in master planning, water and wastewater, and stormwater facilities and studies. Her experience includes due diligence studies, construction documents, project management, cost estimating, platting and zoning, site applications, survey, opinion of estimated costs, local jurisdictional and Colorado Department of Transportation coordination, and preparation of plans and construction observation.

LOGAN ERF – PE, SENIOR PROJECT ENGINEER, BRIDGE INSPECTION AND DESIGN // [MARTIN/MARTIN](#)



Expected Contribution: 3%
Workload Availability: 40%
Other Project Commitments:
» Commerce City Chambers Road Widening

Logan has 12 years of experience providing bridge and structural design and inspection services for private and government entities. His structural expertise elevates Martin/Martin's stormwater capabilities. National Bridge Inspection Standards (NBIS)-certified with Society of Professional Rope Access Technicians (SPRAT) rope access training for structural inspection, Logan has provided condition appraisals, load ratings, and prioritized maintenance needs for more than 3,000 minor structures and 140 full-scale bridges.

KARENA BROMAN – PE, LEED AP, MECHANICAL AND PLUMBING ENGINEER // [MEP ENGINEERING](#)



Expected Contribution: 2%
Workload Availability: 30%
Other Project Commitments:
» 10230 Huron Office Building HVAC
» South Metro Fire HQ Tenant Improvement
» One DTC Lobby and Corridor Remodel

Karena is more than a highly-experience mechanical and plumbing engineer and project manager; she serves as a trusted advisor, partnering with clients to incorporate their design with efficient, long-lasting building systems. Karena is an integral part in the coordination between various disciplines, clients and owner representatives. She has a deep experience in energy modeling and fundamental commissioning services, ensuring all design options are explored and the solutions thoroughly developed.

ROGER CRAWFORD – PE, ELECTRICAL ENGINEER // [MEP ENGINEERING](#)



Expected Contribution: 1%
Workload Availability: 45%
Other Project Commitments:
» Marina Square Multifamily Development
» 18th & Welton Multifamily Development
» Vietnamese Community Baptist Church

Roger brings over three decades of experience in the engineering consulting field, with an emphasis on electrical, fire alarm, and telecom building systems. His education as an Architectural Engineer allows him to expand his expertise into the mechanical and plumbing disciplines enabling him to work in and design all systems within a building. Roger possesses the unique ability to visualize a project from start to finish; meaning difficult building system problems become very clear and concise.

TEAM QUALIFICATIONS - INDIVIDUAL KEY PERSONNEL

DOTI | Specialty On-Call Professional Services
Category 1 - Landscape Architectural Services**BRIAN PARTINGTON – PRINCIPAL // PINYON ENVIRONMENTAL**

Brian Partington has more than 25 years of environmental consulting experience and is Pinyon's Principal of Project Delivery. Since 1994, Pinyon has been providing environmental and remediation services to the City and County of Denver (CCD), Department of Public Environmental Health and Environment (DDPHE), under several on-call contracts. Brian is immersed in CCD processes; he's provided and expedited services for CCD at all levels of on-call task administration, coordination, technical consultation, quality, and delivery of superior work products.

Expected Contribution: 2%**Workload Availability:** 35%**Other Project Commitments:**

- » National Western Center NEPA Evaluations (x5)
- » Globeville Levee Reconstruction
- » DDPHE On-call Contract Administration

SEAN FALLON – CULTURAL RESOURCE SPECIALIST // PINYON ENVIRONMENTAL

Sean Fallon is a Historian with more than nine years of experience in Section 106 compliance and cultural resource management, conducting surveys and preparing documentation for historic properties, linear resources, historic districts and cultural landscapes throughout Colorado. He has extensive experience with historic analysis and archival research and is an expert in cultural resource management. His work regularly includes coordination with local governments, historic preservation commissions, non-profit and community organizations, state and federal agencies, and the Colorado State Historic Preservation Officer (SHPO).

Expected Contribution: 1%**Workload Availability:** 40%**Other Project Commitments:**

- » Denver Water Lead Service Line Replacement
- » Colfax Ave Bus Rapid Transit Owners Rep
- » 16th Street Mall Project

EDUARDO SAN – PE // SAN ENGINEERING

Eduardo San has wide-ranging experience in site development which includes master planning, site design, roadway design, traffic control plans, erosion control plans, signing and striping, intersection design, and project inspection. Eduardo has served a range of public and private clients across the Front Range and the western United States. His experience in the land development field have broadened his capabilities in grading, parking lot design, sanitary sewer design, storm sewer design, and water-line design.

Expected Contribution: 4%**Workload Availability:** 30%**Other Project Commitments:**

- » Loretto Heights Theater
- » Ross Broadway Addition
- » Hampden Library

JARED FLOYD – PE // STUDIOTROPE

Jared will manage the architectural design process to ensure the client and community's contributions have been thoroughly incorporated and ultimately come to fruition. Over the past several years, Jared has taken the lead on a number of park-related projects, including an outdoor amphitheater for the Levitt Pavilion Denver at Ruby Hill Park – he also convinced the Town of Eagle to allow studiotrope to design a Reading Park instead of a parking lot for the Eagle Public Library Addition.

Expected Contribution: 2%**Workload Availability:** 20%**Other Project Commitments:**

- » Eloise May Library Annex Building (in pre-design)
- » City of Denver Accessibility Integrated Contract

TEAMQUALIFICATIONS-INDIVIDUALKEYPERSONNEL

DOTI | Specialty On-Call Professional Services
Category 1 - Landscape Architectural Services**CHET SMITH – PLS, CIVIL SURVEY DEPARTMENT
MANAGER // TOPOGRAPHIC****Expected Contribution:** 2%**Workload Availability:** 30%**Other Project Commitments:**

- » I-25 Segment 5
- » CO 93-Broadway/Table Mesa
- » Chambers Road-105th to 116th
- » BCPOS-Prairie Run

Chet will provide principal oversight on this contract and is responsible for the overall direction and quality control of the firm's surveying and right-of-way services. He will ensure schedules are met and resources are committed to meet the needs of each assignment. Chet brings 20+ years of experience in land surveying with an extensive background in boundary surveys, topographic surveys, control surveys, SUE utility surveys, deed research/analysis, legal descriptions, platting, ROW plan preparation, ownership maps, field data collection and control monumentation.

ERIC PURCELL – SURVEY PROJECT MANAGER // TOPOGRAPHIC**Expected Contribution:** 1%**Workload Availability:** 40%**Other Project Commitments:**

- » Cherry Creek State Park-Reach 1
- » Eagle River Restoration
- » ERWSD Eagle River Siphon
- » Winter Park Stormwater Mapping

Eric will serve as Survey Project Manager on this contract. With 10 years of survey experience, Eric brings extensive experience in boundary surveys required to facilitate public improvement projects as well as SUE utility surveys, ALTA/NSPS surveys, land survey plats, subdivision plats, topographic design surveys, control surveys, 3D scanning, deed research and analysis, field data collection, control monumentation, construction staking, as-builts, boundary calculations and CAD drafting. His project oversight will include strict compliance with company and client quality (QA/QC) and safety procedures throughout assigned teams and review/approve the final delivery of survey products.

DANNY ZAMARRIPA – PE // WILSON ENGINEERING**Expected Contribution:** 2%**Workload Availability:** 25%**Other Project Commitments:**

- » Mead Interchange Concept Design
- » 56th and Hudson Flood Rehabilitation

Danny Zamarripa's experience includes design and development of construction plans of urban and rural roadway corridors, highways, interchanges, intersections, roundabouts, and multimodal facilities. In addition to his design and project management abilities, Danny has the unique skillset of creating detailed 3D models and producing realistic project renderings using a variety of software tools. He provides municipal, county, and state clients with optimum roadway geometry, comprehensive 3D models, visualization production, quantity and cost estimates, accident and safety analysis, detailed grading plans, and public involvement efforts.

DYLAN HESSE – PE // WILSON ENGINEERING**Expected Contribution:** 1%**Workload Availability:** 40%**Other Project Commitments:**

- » Yukon Streetscape Improvements
- » Industrial Tributary Trail
- » Lincoln Avenue Improvements 15% design

Dylan Hesse thoroughly understands DOTI design standards and specifications gained as lead design engineer on many DOTI projects. He specializes in planning, designing, and constructing complex, multimodal roadway corridors. He is highly skilled in developing detailed 3D models with Bentley and Autodesk software. Dylan's expertise covers all elements of civil design, managing design teams, and preparing cost estimates and specification packages.

SUB TEAM MEMBERS

Sub: Livable Cities Studio

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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 5	Responsible for strategic direction, vision and overall leadership for the company. Company executive.	\$250
Principal 4	Responsible for strategic direction, vision and overall leadership for the company. Company executive.	\$225
Principal 3	Responsible for strategic direction and company vision. A senior officer of the company; Project leadership. Extensive knowledge of design practices.	\$200
Principal 2	A senior officer of the company; Lead project and development of content. Extensive knowledge of design practices	\$180
Principal 1	A senior officer of the company; Lead project and development of content. Lead project and development of content. complex project management.	\$160
Senior Designer 2	Lead design and project management. Develops scopes and budgets. Provides day-to-day technical management.	\$155
Senior Designer 1	Lead design and project management. Develops scopes and budgets. Provides day-to-day technical management.	\$145
Designer 6	Project management. Develops scopes and budgets. Provides day-to-day technical management of task. Development of content and technical design.	\$140
Designer 5	Project management. Develops scopes and budgets. Provides day-to-day technical management of task. Development of content and technical design.	\$130
Designer 4	Project management. Development and advancement of design content.	\$115
Designer 3	Some project management, design production and technical design resolution.	\$100
Designer 2	Design production. Research and design production.	\$90
Designer 1	Performs design production work directed by mid and senior level staff.	\$80
Administrative Support	Provides a wide variety of administrative and staff support services.	\$100
Intern	Students in a design discipline who assists with project development under the direction of design professional.	\$75
Principal 6	Responsible for strategic direction, vision and overall leadership for the company. Company executive.	\$275
Senior Designer 3	Lead design and project management. Develops scopes and budgets. Provides day-to-day technical management.	\$165

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

REIMBURSABLE EXPENSES

Sub: Livable Cities Studio

The additional expenses reimbursable by the City shall include the actual cost to reproduce drawings and specifications requested by the City. Travel/transportation costs shall not be reimbursed by the City for Primes.

Actual Costs

<u>Item</u>	<u>Charge Rate</u>
Copies B&W (8 1/2 x 11")	\$0.12/ each
Copies B&W (11 x 17")	\$0.24/ each
Copies Color (8 1/2 x 11")	\$0.80/ each
Copies Color (11 x 17")	\$1.60/ each
External Printing/Plots	Billed at cost

SUB TEAM MEMBERS

Sub: ASCHERMANN CONSULTING

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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	Will be the civil principal-in-charge and provide project oversight and review.	\$250
Associate	Will be one of the civil project managers and act as the main point of contact. Will design and review engineering elements and construction documents.	\$225
Senior Project Engineer	Will be one of the civil project managers and act as the main point of contact. Will fully design engineering elements and construction documents for review by the Principal or Associate.	\$210
Project Engineer	Will assist to basic project management elements and produce advanced engineering design elements for review by the Principal or Associate.	\$180
Professional Engineer	Will provide advanced engineering design calculations and CAD drafting for review by the Principal or Associate.	\$150
EIT II	Will maintain CAD base files and plan sets and design basic engineering elements for review by the Principal or Associate.	\$135
CAD Tech	Will maintain CAD base files and plan sets.	\$135
Admin	Will provide administrative assistance for project support	\$100

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REIMBURSABLE EXPENSES

Sub: ASCHERMANN CONSULTING

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Actual Costs

<u>Item</u>		<u>Charge Rate</u>
Copies (8 1/2 x 11")	ASCHERMANN CONSULTING DOES NOT ANTICIPATE CHARING THE CITY FOR REIMBURSABLE EXPENSES DURING ON CALL CONTRACTS.	\$ <u>0.0</u> / each
Copies (8 1/2 x 14")		\$ <u>0.0</u> / each
Red-line copies		\$ <u>0.0</u> / S.F.
Reproducibles		\$ <u>0.0</u> / page

SUB TEAM MEMBERS

Sub: BCER Engineering, Inc.

3/31/25

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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 (Position as on CCD Masterworks)	Rate/Hr.
Principal	Contract Administration (E/A Supervisor)	\$270
Director	Staffing Allocation (Engineer IX)	\$250
Sr. Project Manager	Project Management (Engineer VIII)	\$210
Sr. Engineer III	MEP/Technology/FP-FA Design (Engineer VII)	\$240
Sr. Engineer II	MEP/Technology/FP-FA Design (Engineer VI)	\$210
Sr. Engineer I	MEP/Technology/FP-FA Design (Engineer V)	\$190
Engineer II	MEP/Technology/FP-FA Design (Engineer IV)	\$140
Sr. BIM/CAD II	BIM Modeling (Engineer III)	\$140
Sr. BIM/CAD I	BIM Modeling (Engineer II)	\$130
Project Coordinator II	Project Coordination (Engineer I)	\$100

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REIMBURSABLE EXPENSES

Sub: BCER Engineering, Inc.

3/31/25

The additional expenses reimbursable by the City shall include the actual cost to reproduce drawings and specifications requested by the City. Travel/transportation costs shall not be reimbursed by the City for Primes.

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

BCER does not anticipate any reimbursable expenses on this contract.

SUB TEAM MEMBERS

Sub: Biohabitats Inc.

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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 Principal	Strategic project direction and oversight, QA/QC	\$240.00
Project Manager	Staffing, budgeting, client communication, technical data evaluation and design input, deliverables	\$200.00
Sr. Ecologist/ Sr. Technical Design Professional	Ecological inventory and habitat analysis, wetland mapping, strategic management recommendations, restoration design concepts, schematic design, and construction design sets.	\$175.00
Ecologist/Mid Technical Design Professional	Data collection and analysis, e.g., related to ecological systems, green infrastructure, drainage ways. Planning and design assistance	\$155.00
GIS/CADD Professional	Computer aided mapping and drafting, coding and tool development, data processing and analysis	\$160.00
Junior GIS / CADD Professional	Assist with mapping and drafting, tool development and data processing and analysis	\$130.00
Graphic Designer	Graphic design support	\$130.00
Junior Technical/Design Professional	Assist with data inventory, mapping, analysis, data collection and review for water, soil, and natural resources.	\$120.00
Administrative	General office and meeting support and correspondences	\$110.00

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REIMBURSABLE EXPENSES

Sub: Biohabitats

The additional expenses reimbursable by the City shall include the actual cost to reproduce drawings and specifications requested by the City. Travel/transportation costs shall not be reimbursed by the City for Primes.

Actual Costs

Item	Charge Rate
Copies (8 1/2 x 11")	\$0.20____/ each
Copies (8 1/2 x 14")	\$ 0.50____/ each
Red-line copies	\$ 5____/ S.F.
Reproducibles	\$ 0.75____/ page

SUB TEAM MEMBERS

Sub: Clanton & Associates

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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.
President	Contracts, Staffing, Project Oversight, Professional Engineering, Quality Control	\$ 365
Principal	Contracts, Staffing, Project Oversight, Professional Engineering, Quality Control	\$ 300
Director of Operations	Operations Management	\$ 255
Chief Executive Officer	Visioning, Project Approach, Quality Control	\$ 365
Controller	Invoicing, Finance	\$ 135
Marketing Manager	Marketing, Proposal Development, Contract Review	\$ 115
Office Manager	Invoicing, Office Administration	\$ 115
CADD Technician I	CADD Production	\$ 125
CADD Technician II	CADD Production	\$ 130
Senior CADD Technician	CADD Production	\$ 140
Associate CADD	CADD Production, Quality Control	\$ 150
Production Manager	CADD Production, Deliverables Management, Quality Control	\$ 230
Intern	Lighting Design, Electrical Engineering, Project Support	\$ 120
Design Engineer	Lighting Design, Electrical Engineering, Project Support	\$ 155
Engineer	Lighting Design, Electrical Engineering, Project Support	\$ 170
Project Engineer	Lighting Design, Electrical Engineering, Project Support	\$ 180
Senior Project Engineer	Project Management, Electrical Engineering, Quality Control	\$ 205

Associate Engineer	Project Management, Electrical Engineering, Quality Control	\$ 230
Senior Associate Engineer	Project Management, Electrical Engineering, Quality Control	\$ 245
Senior Electrical Specialist	Project Management, Electrical Engineering, Quality Control	\$ 245
Assistant Designer	Lighting Design, Project Support	\$ 150
Designer	Lighting Design, Project Support	\$ 160
Project Designer	Lighting Design, Project Support	\$ 170
Senior Project Designer	Project Management, Lighting Design, Quality Control	\$ 190
Associate Designer	Project Management, Lighting Design, Quality Control	\$ 230
Senior Associate Designer	Project Management, Lighting Design, Quality Control	\$ 245
Senior Lighting Specialist	Project Management, Quality Control, Standards Development	\$ 245
Assistant Lighting Planner	Standards Development, Lighting Design	\$ 150
Lighting Planner	Standards Development, Lighting Design	\$ 160
Project Lighting Planner	Project Management, Standards Development, Lighting Design	\$ 170
Senior Lighting Planner	Project Management, Standards Development, Lighting Design, Quality Control	\$ 190
Associate Lighting Planner	Project Management, Standards Development, Lighting Design, Quality Control	\$ 230
Senior Associate Lighting Planner	Project Management, Standards Development, Lighting Design, Quality Control	\$ 245
Senior Planning & Policy Manager	Project Management, Standards Development, Lighting Design, Quality Control	\$ 245
Senior Lighting Expert	Project Management, Quality Control, Standards Development	\$ 410

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REIMBURSABLE EXPENSES

Sub: Clanton & Associates

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Actual Costs

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>.07</u> / each
Copies (8 1/2 x 14")	\$ <u>.075</u> / each
Red-line copies	\$ <u>1.25</u> / S.F.
Reproducibles	\$ <u>1.25</u> / page

SUB TEAM MEMBERS

Sub: Felsburg Holt & Ullevig

List ALL potential personnel titles/classifications that may be utilized under the contract 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.
Administrative/Accountant	Principal assistant for administrative matters to a departmental head, agency director, or another executive level enterprise leader. Accomplishes	\$110
Engineer I	*Entry-level professional requiring Bachelor's Degree in Engineering and no experience, or the equivalent (to a degree) in appropriate education a	\$125
Engineer II	Continuing developmental level, performs standard engineering work requiring application of standard techniques and procedures. Limited exercis	\$140
Engineer III	*Independently evaluates, selects, and applies standard engineering techniques and procedures while using judgment when making minor adaptat	\$170
Engineer IV	*Has full responsibility for inteApplies diversified knowledge of engineering principles and practices to broad variety of assignments and related fie	\$200
Engineer V	*Makes authoritative decisions and recommendations having important impact on extensive engineering activities of company. Initiates and maint	\$225
Sr Engineer	Provides overall supervision to Department to assure that technical, administrative, man-hour, and schedule targets of Department are met within	\$245
Principal I	Proven leadership skills and a distinguished career in managing high-profile public works projects. A bachelor's degree, a PMP certification, and a	\$310
Designer I/Project Technician I	Under general supervision, prepares layouts, drawings, and designs according to engineering specs using CADD or other design software. May h	\$110
Designer II/Project Technician II	In addition to above, carries out more novel or complex assignments using more independent judgment. May review lower-level staff work. May h	\$120
Designer V/Project Technician V	Same as above. Has additional experience and supervisory responsibilities, works on more complex projects. May have associate degree or adva	\$195
Sr Designer/Project Technician	Responsible for the coordination/supervision of operators/designers. Assigns projects, coordinates schedules and ensures accuracy/adherence to	\$210
CADD Manager/Lead Designer	Considered 2nd level manager over projects and personnel to ensure conformance to client requirements. Manages overall design delivery, strate	\$235
Intern II	Under direction of engineer professionals, performs project assignments to acquire relevant work experience. This is a paid, temporary employe	\$95

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REIMBURSABLE EXPENSES

Sub: _____

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Other Direct Costs

Bond Plots	\$0.31/sq ft
Black and White Prints.....	\$0.12/print
Color Prints	\$0.19/print
Bond Foam Core Mounted	\$1.51/sq ft

SUB-CONSULTANT TEAM MEMBERS

Prime: Form + Works Design Group, LLC

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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 (Architect VIII)	Project planning, scheduling, oversight, coordination	\$185/Hr
Preservation Architect (Architect VIII)	Production of deliverables and quality control	\$185/Hr
Preservation Specialist (Designer / Drafter III)	Assistance with deliverables	\$145/Hr

Multiplier, which when multiplied by the direct labor rate yields the above hourly billing rate: 1.

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SUB TEAM MEMBERS

Sub: HydroSystems*KDI, Inc.

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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	Main contact for all work/projects; oversee entire team; final quality control checks; attend meetings as needed; contract administration	\$155.00
Senior Associate/ Project Manager	Attend meetings; oversee designer; quality control checks on all designs, specifications and cost estimates	\$140.00
Associate/Designer	Irrigation Design; create specifications; cost estimates	\$130.00
Field Personnel/ Construction Observation	Site observation; submittal reviews; RFI responses	\$120.00

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

REIMBURSABLE EXPENSES

Sub: HydroSystems*KDI, Inc.

The additional expenses reimbursable by the City shall include the actual cost to reproduce drawings and specifications requested by the City. Travel/transportation costs shall not be reimbursed by the City for Primes.

Actual Costs

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$0.25 / each
Copies (8 1/2 x 14")	\$0.35 / each
Red-line copies	\$3.10 / S.F.
Reproducibles	\$5.20 / page

SUB TEAM MEMBERS

Sub: JENSEN HUGHES - ACCESSIBILITY CONSULTING

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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.
Administrative	Administrative duties	\$ 110
Technician / Intern	Technical assistance & support	\$ 120
Project Admin.	Project specific administrative support	\$ 135
Associate 1	Consulting & support	\$ 170
Associate 2	Consulting & support	\$ 190
Associate 3	Consulting & support	\$ 205
Associate 4	Consulting & support	\$ 215
Consultant 1	Consulting, project mgmt., supervision, QAQC	\$ 235
Consultant 2	Consulting, project mgmt., supervision, QAQC	\$ 245
Consultant 3	Consulting, project mgmt., supervision, QAQC	\$ 255
Consultant 4	Consulting, project mgmt., supervision, QAQC	\$ 280
Sr. Consultant 1	Consulting, project mgmt., supervision, QAQC	\$ 300
Sr. Consultant 2	Consulting, project mgmt., supervision, QAQC	\$ 315
Sr. Consultant 3	Consulting, project mgmt., supervision, QAQC	\$ 335
Sr. Consultant 4	Consulting, project mgmt., supervision, QAQC	\$ 345
Sr. Consultant 5	Consulting, project mgmt., supervision, QAQC	\$ 360

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REIMBURSABLE EXPENSES

Sub: JENSEN HUGHES - ACCESSIBILITY CONSULTING

The additional expenses reimbursable by the City shall include the actual cost to reproduce drawings and specifications requested by the City. Travel/transportation costs shall not be reimbursed by the City for Primes.

Actual Costs

Item	Charge Rate
Copies (8 1/2 x 11")	\$ 0.15 / each
Copies (8 1/2 x 14")	\$ 0.15 / each
Red-line copies	\$ n/a / S.F.
Reproducibles	\$ n/a / page

SUB TEAM MEMBERS

Sub: Kumar & Associates, Inc.

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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	Project Oversight, Contracts/Negotiations	\$230.00
Principal-in-Charge Senior Project Manager	Project Oversight, Geotechnical Report Review, Value Engineering, Attend Meetings, Budget Management	\$210.00
Senior Project Engineer	Coordinates and conducts geotechnical subsurface investigative programs, provides geotechnical report review and recommendations	\$175.00
Project Engineer	Preparation of geotechnical engineering reports, performs geotechnical engineering study/investigation(s), coordinates drilling procedures/scheduling	\$140.00
Staff Engineer	Performs analysis of field and laboratory data for generation of geotechnical recommendations	\$100.00
Field Engineer	Supervises drilling activities including logging and sampling of subsurface conditions	\$90.00
Exploration Manager	Coordinates drilling schedule and performs drilling procedures	\$95.00
CAD Drafter	Development of drawings/schematics, IT support	\$95.00
Word Processor/Clerical	Word processing of reports, filing/record keeping, and data entry	\$60.00

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REIMBURSABLE EXPENSES

Sub: Kumar & Associates, Inc.

The additional expenses reimbursable by the City shall include the actual cost to reproduce drawings and specifications requested by the City. Travel/transportation costs shall not be reimbursed by the City for Primes.

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>N/A</u> / each
Red-line copies	\$ <u>N/A</u> / S.F.
Reproducibles	\$ <u>N/A</u> / page

SUB TEAM MEMBERS

Sub: MEP Engineering Inc.

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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	Owner, operations, business development, engineering oversight.	\$278
CA/ Quality Control Engineer	Construction Administration Engineer, Quality Control engineer	\$257
Registered Engineer	Engineer, quality control, team lead, registered P.E., project management.	\$211
Senior Engineer	Engineer design, project management, discipline lead, coordination.	\$196
Project Engineer	Engineering tasks, design, calculations, coordination with other disciplines.	\$165
BIM Coordinator/Manager	BIM modeling, standards oversight, drafting, modeling support, peer review, QC.	\$257
Modelers/Drafters	BIM modeling & drafting.	\$144
Survey Technicians	Field Surveys, documentation of existing conditions.	\$140
Admin/Clerical	Specifications edits, AR/AP, general office admin.	\$134
Blended Hourly Rate	Average hourly rate of all positions.	\$198

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REIMBURSABLE EXPENSES

Sub: _____

The additional expenses reimbursable by the City shall include the actual cost to reproduce drawings and specifications requested by the City. Travel/transportation costs shall not be reimbursed by the City for Primes.

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

24"x 36" Bond Plot \$ 4.00 Each
30"x 42" Bond Plot \$ 6.00 Each
36"x 48" Bond Plot \$ 9.00 Each
Mileage At Current IRS rate
Delivery Charges At Cost + 10%
Other Expenses At Cost + 10%

Martin/Martin, Inc.

SUB TEAM MEMBERSSub: Martin/Martin, Inc.

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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	Overall contract management, principal in charge, engineer of record, quality assurance, scheduling staff	\$254.00
Associate	Project manager for individual task orders: manage subconsultants, engineering staff, and internal survey crews	\$221.00
Senior Project Engineer	Structural or civil engineering investigation, design, consultation, and detailing for construction documents	\$200.00
Senior Building Envelope Specialist	Building envelope investigation/design/construction.	\$200.00
Project Engineer	Structural or civil engineering investigation, design, preparation of construction documents, and construction administration services	\$167.00
Building Envelope Specialist	Building envelope investigation/design/preparation of construction documents.	\$162.00
Professional Engineer	Structural or civil engineering investigation, design, preparation of construction documents, and construction administration services	\$157.00
Engineer-in-Training II	Structural or civil engineering investigation, design, preparation of construction documents, and construction administration support	\$135.00
Engineer-in-Training I	Structural or civil engineering investigation, design, and construction administration support	\$124.00
Senior Designer	Designer position, supervises, directs, schedules, and manages Technician and Designer staff	\$167.00
Designer	Assists engineers as a para Design Professional working with the model and developing drawings.	\$146.00
Technician III	Computer aided drafting and modeling	\$130.00
Technician II	Computer aided drafting and modeling	\$119.00
Technician I	Computer aided drafting and modeling	\$108.00
Survey Crew (Two-Man)	Collect design survey data in field. Collect evidence of boundary monumentation and ownership, and layout of design for construction	\$254.00
Survey Crew (One-Man)	Collect design survey data in field. Collect evidence of boundary monumentation and ownership, and layout of design for construction	\$167.00
Professional Land Surveyor	Determine boundaries based on field evidence and other evidence, write legal descriptions, and preparation of survey documents	\$151.00
Survey Tech I	Process field survey data, prepare final drawing for design, boundary, and ALTA surveys including plotting of legal descriptions	\$103.00
Administrative Assistant	Clerical duties, administrative requests, prepare reports	\$85.00

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REIMBURSABLE EXPENSES

Sub: Martin/Martin, Inc.

The additional expenses reimbursable by the City shall include the actual cost to reproduce drawings and specifications requested by the City. Travel/transportation costs shall not be reimbursed by the City for Primes.

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")	\$ <u>N/A</u> / each
Red-line copies	\$ <u>N/A</u> / S.F.
Reproducibles	\$ <u>N/A</u> / page

SUB TEAM MEMBERS

Sub: _____ Pinyon Environmental, Inc. _____

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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.
Administrative Support Assistant I	General office duties such as answering phones, preparing correspondence and reports, scheduling and maintaining calendars of appointments, setting up meetings, making travel arrangements, taking meeting minutes, etc. High school graduate with office training and 0–2 years of experience.	\$84
Contract Administrator I	Manages basic contracts, overseeing compliance and documentation. Typically handles routine administrative tasks related to contract management under supervision.	\$116
Contract Administrator II	Coordinates and manages moderately complex contracts and changes, conducting negotiations and ensuring compliance with legal and financial regulations. May supervise Contract Administrators I and assist in drafting contractual agreements.	\$126
Project Controls Engineer I	Assists in the development and implementation of project control systems, including cost estimating, scheduling, and risk management. Typically supports Project Managers and Engineers in analyzing project performance and identifying areas for improvement.	\$137
Engineer I	Entry-level professional requiring Bachelor's Degree in Engineering and no experience, or the equivalent (to a degree) in appropriate education and experience. Works under close supervision; receives specific and detailed instructions for required tasks and results expected. Performs a variety of routine tasks, which provide experience and familiarity with engineering staff, methods, practices, and programs. Usually assumes no responsibility for direction of others.	\$163
Engineer II	Continuing developmental level, performs standard engineering work requiring application of standard techniques and procedures. Limited exercise of judgment required when less common methods or procedures are necessary. Assignments may include higher-level work for training/developmental purposes. Supervisor screens assignments for unusual complexities and selects non-routine techniques and procedures to be applied. Receives close supervision on new aspects of assignments. Using prescribed methods, performs specific and limited segments of an experienced include higher-level work for training/development. Minimum of 1-year at preceding level required, or an MS degree	\$179
Engineer III	Independently evaluates, selects, and applies standard engineering techniques and procedures while using judgment when making minor adaptations and modifications. Assignments have clear and specific objectives and require investigation of limited number of variables. Receives instructions on specific assignment objectives, complex features, and possible solutions. Assistance given for unusual problems and normally reviewed for application of sound professional judgment. Performs work involving conventional plans, investigations, surveys, structures, or equipment with relatively few complex features for which there are few precedents. May be assisted by engineers or include higher-level work for	\$210

	training/development. include higher-level work for training/development. Minimum of 3-years at preceding level required, or an MS degree	
Engineer IV	Fully competent engineer in all conventional aspects of subject matter or functional area of assignments; plans and conducts work requiring judgment in independent evaluation, selection, and substantial adaptation/modification of standard techniques, procedures, and criteria. Devises new solutions to problems encountered. Independently performs most assignments with instruction only regarding general expected results. Receives technical guidance for unusual or complex problems and supervisory approval of proposed project plans. May supervise a few engineers and/or technicians on project basis. include higher-level work for training/development. Minimum of 3-years at preceding level required, or an MS degree.	\$263
Engineer V	Applies diversified knowledge of engineering principles and practices to broad variety of assignments and related fields. Makes decisions independently regarding engineering complexities and methods. Requires use of advanced techniques and modification and extension of theories, precepts, and practices in individual's field. Registration as licensed Professional Engineer may be required. Supervision and guidance relate largely to overall objectives, critical issues, new concepts, and policy matters. Consults with supervisor concerning unusual problems and developments. Typical duties and responsibilities include one or more of the following: 1) supervises, coordinates, and reviews work of small staff of engineers and/or technicians; 2) as individual researcher or staff specialist, performs complex or novel assignments requiring development of new and/or improved techniques and procedures. Minimum of 3-years at preceding level required, or an MS degree.	\$284
Engineer VI	Has full responsibility for interpreting, organizing, executing and coordinating assignments. Plans and develops engineering projects concerned with unique or controversial complexities which have important impact on major company programs. This involves exploration of subject area, definition of scope, selection of areas for investigation, and development of novel concepts. Acts as technical liaison to individuals within and outside his organization with responsibility to act independently regarding technical matters pertaining to individual's field. Registration as a licensed PE is required for most in this classification. Supervision received is essentially administrative, with assignments given in broad terms concerning general objectives and limitations. Typical duties and responsibilities include one or more of the following: 1) plans, organizes, and supervises work of staff of engineers and technicians (approx.15-30); 2) as individual researcher, consultant, or staff specialist, conceives plans and conducts research in areas of considerable scope and complexity.	\$299
Engineer Technician I	Performs simple and routine tasks under close supervision or from detailed procedural guidelines. Gathers and maintains engineering data such as testing results, drawings, etc.; performs computations by substituting numbers in specified formulas; plots data and draws simple curves and graphs.	\$131
Engineer Technician II	Performs standardized or prescribed assignments involving a sequence of related operations. Con- ducts a variety of	\$137

	standardized tests; may prepare test specimen; sets up and operates standard test equipment; records test data. Extracts engineering data from various prescribed sources; processes the data following well-defined methods; presents the data in prescribed form.	
Engineer Technician III	Performs non-routine assignments of substantial variety and complexity. Receives objectives and technical advice from supervisor or engineer. May be assisted by lower-level Technicians. Compiles and computes a variety of engineering data; may analyze test and design data; develops or prepares schematics, designs, specifications, parts lists; or makes recommendations regarding these items. May conduct tests or experiments requiring selection and adaptation or modifications of equipment or procedures; records data; analyzes data and prepares reports.	\$142
Engineer Technician IV	Performs non-routine and complex assignments with responsibility for planning and conducting a complete project of relatively limited scope or a portion of a larger and more-diverse project. Engineer outlines objectives, requirements, and design approaches. Maybe assisted by lower-level Technicians. Reviews and analyzes a variety of engineering data to determine requirements to meet engineering objectives; may calculate design data; prepares layouts, detailed specifications, parts lists, estimates, procedures, etc.	\$152
Landscape Architect I (Entry Level)	Entry level professional work requiring bachelor's degree in applicable science and no experience, or the equivalent (to a degree) in education and experience. (See the description of Architect I For comparable scope of work).	\$116
Landscape Architect II	Intermediate professional level with developing ability to perform moderately complex project tasks with some independence. Normally reports to higher-level professional regarding work scope, schedule, analysis of design difficulties, and evaluation and re commendation of design solutions. Normally has science degree with at least 1-2 years' applicable work experience.	\$158
Landscape Architect III	Fully competent in all conventional aspects of landscape architecture. Plans and conducts work requiring judgment in independent evaluation, selection, and substantial adaptation and/or modification of standard techniques, procedures, and criteria. Generally receives technical guidance on unusual or complex situations and supervisory approval of prepared project plans. May direct work of others on project-assignment basis. Normally has science degree with at least 3 to 4 years' applicable experience.	\$179
Scientist I	Entry level professional requiring Bachelor's Degree in Science and no experience, or the equivalent (to a degree) in appropriate education and experience. Works under close supervision, receives specific and detailed instructions for required tasks and results expected. Performs a variety of routine scientific tasks, which provide experience and familiarity with scientific staff, methods, practices, and programs. Usually assumes no responsibility for direction of others, except for possible assistance in collection data.	\$163
Scientist II	Continuing developmental level, performs standard scientific work requiring application of standard techniques and procedures. Limited exercise of judgment required when less common methods or procedures are necessary. Detects problems when using standardized procedures because of the condition of the sample, difficulties with the equipment, etc. Conducts specific phases of projects for more experienced scientists. For training and developmental purposes, assignments	\$179

	may include some work that is typical of a higher level. Performance generally requires a minimum of 1 year as Scientist 1 or related experience, or an MS Degree.	
Scientist III	Independently evaluates, selects, and applies standard scientific techniques and procedures while using judgment when necessary to adapt standard methods and techniques. Assignments have clear and specified objectives and require investigation of limited number of variables. Generally requires a minimum of 1 year Scientist 2 or related experience or a Ph.D. Degree without experience. Receives instructions on specific assignment objectives, complex features, and possible solutions. Assistance given for unusual problems and normally reviewed for application of sound professional judgment. May supervise or coordinate work of technicians and be assisted by lower-level scientists.	\$210
Scientist IV	Fully competent scientist in all conventional aspects of subject matter or functional area of assignments; plans and conducts work requiring: a) mastery of specialized techniques or ingenuity when selecting and evaluating solutions to unforeseen or novel complexities, and b) ability to apply analytical solutions to wide variety of problems and assimilate details and their significance toward various scientific analyses, procedures, and tests. Requires sufficient professional experience to assure competence as a fully trained scientist in individual's discipline or expertise. Generally requires 1 to 2 years Scientist 3 or related experience. Independently performs most assignments with instruction only regarding general expected results. Receives technical guidance for unusual or complex problems and supervisory approval of proposed project plans. May supervise small staff of scientists and technicians on project basis.	\$263
Scientist V	Applies diversified knowledge of scientific principles and practices to broad variety of assignments and related fields. Requires use of advanced techniques and modification and extension of theories, precepts, and practices in individual's field. Participates in planning and executing project programs using specialized knowledge of complexities, methods and probable value of results. May serve as expert in narrow specialty (e.g. Ornithology, Ichthyoplankton, Radiology, etc.) making recommendations and conclusions, which serve as basis for undertaking or rejecting specific project tasks. Requires sufficient breadth of knowledge and Scientist 4 work experience to have achieved a position of identifiable expertise within organization. Professional certification may be required. Supervision and guidance relate largely to overall objectives, critical issues, new concepts, and policy matters. Consults with supervisor or specialized outside-authority concerning unusual problems and developments. Typical duties and responsibilities include one or more of the following: 1) In supervisory capacity, plans, organizes, and directs assigned project programs. Independently defines scope and critical elements of projects and selects steps to be taken. Supervises small staff (2-5) of Scientists 1- 4 and technicians on project basis; 2) As individual researcher or specialist, performs complex or novel assignments requiring development of new or improved techniques and procedures.	\$284
Accounting Technician/Bookkeeper	Under supervision, performs a variety of routine tasks, including reconciling bank accounts, posting to and balancing ledgers, processing payroll, preparing draft invoices, assisting in maintenance of accounting files, etc. Typically has some college with 0-2 years of experience.	\$116

Accountant	Responsible for maintaining a complete and systematic set of records of business transactions. Balances books and prepares reports to show receipts, expenditures, accounts receivable and payable, and various other items pertinent to the operation of a business. Typically has an associate or bachelor's degree with 2–5 years of experience.	\$126
CADD Technician I	Under general supervision, prepares layouts, drawings, and designs according to engineering specs using CADD or other design software. May have technical training with 0–5 years of experience.	\$100
CADD Technician II	In addition to above, carries out more novel or complex assignments using more independent judgment. May review lower-level staff work. May have degree and/or technical training with 6+ years of experience.	\$110
Designer/Drafter I	Assists professionals in designing, planning, and execution of segments of projects. Uses BIM, MEP, CADD, and other design software. May have associate degree or advanced technical training with 0–5 years of experience.	\$131
Designer/Drafter II	In addition to above, converses with engineers and other subject matter experts to interpret design concepts, determine nature and type of required detailed working drawings, and coordinate work with others. May have associate degree or advanced technical training with 6+ years of experience.	\$147
Designer/Drafter III	Same as above. Has additional experience and supervisory responsibilities, works on more complex projects. May have associate degree or advanced technical training with 10+ years of experience.	\$163
CADD/Designer Supervisor	Responsible for the coordination/supervision of operators/designers. Assigns projects, coordinates schedules and ensures accuracy/adherence to standards. Provides technical advice and troubleshoots issues. May have bachelor's degree with 10+ years of experience.	\$179
GIS I	Creates/maintains databases, maps, and graphs that can be combined with geographically referenced data, working with GIS software and programs that have the capacity to relate different types of data, such as socioeconomic, demographic, administrative or political boundaries, land use, land cover, environmental, infrastructure, and transportation networks. Typically requires some college or technical training and 1–2 years of experience.	\$137
GIS II	Same as above. Less oversight of work and more independence. May have limited supervisory responsibilities. Typically has a bachelor's degree and 3–7 years of experience.	\$152
GIS III	Same as above. Works without supervision, and may supervise others. Typically has a bachelor's degree or higher with 8+ years of experience.	\$168
Project Manager I	Plans, coordinates, and oversees activities of entire projects to ensure that goals or objectives are accomplished within prescribed time-frame and funding parameters. Reviews project proposal or plan to determine time-frame, funding limitations, procedures, staffing, and allotment of resources to various phases of projects. Establishes work plan and multi-disciplinary staffing for each phase of project, and arranges for recruitment or assignment of project personnel. Is part of a team on large projects, or has sole responsibility for small, minimally complex projects. May have an associate or bachelor's degree and 1–5 years of management-level experience.	\$189
Project Manager II	Same as above. Has sole responsibility for small- to mid-level projects, and/or multiple projects. Has bachelor's degree and typically has 6–10 years of management-level experience.	\$210

Project Manager III	Same as above. Has sole responsibility for mid- to large-level projects, and/or multiple projects. Has bachelor's or master's degree and typically has 11–15 years of management-level experience.	\$226
Project Manager IV	Same as above. Has sole responsibility for multiple large, complex projects. May be executive- level employee. Has bachelor's or master's degree and typically has 16+ years of management- level experience.	\$257
Environmental Scientist I	Researches to identify and abate or eliminate sources of pollutants that affect people, wildlife, and their environments. Analyzes and documents measurements and observations of air, water, soil, and other sources to make recommendations on how best to clean and preserve the environment. Designs and evaluates waste disposal sites, preserves water supplies, and reclaims contaminated land and water. Includes all types of scientists (biologists, chemists, geologists, hydrologists, etc.). May have a bachelor's degree and 1–5 years of experience.	\$137
Environmental Scientist II	Same as above. Less oversight of work and more independence. May help train lower-level staff or have limited supervisory responsibilities. May have a bachelor's degree or higher and 6–10 years of experience.	\$168
Environmental Scientist III	Same as above. Works on large/complex projects. May have supervisory responsibilities. May have a master's degree or higher and 11+ years of experience.	\$200
Environmental Scientist Manager	Oversees the work of scientists. Assigns and directs projects. Serves as expert advisor to clients and interfaces with regulatory agencies. May have a master's degree or higher and 10+ years of management-level experience.	\$252
Laboratory Assistant	Logs samples, tests materials, supports investigation of problems, and identifies corrective actions. Maintains, sets up, and calibrates equipment. May have some college and 1–5 years of experience.	\$105
Archaeologist	Responsible for the direction, administration, and operation of the laboratory. Oversees staff and ensures quality/safety standards are met. May have a bachelor's degree and 6+ years of experience.	\$121
Historian	Uncovers archaeological sites, and documents, itemizes, and studies unearthed items. Researches, categorizes, and interprets artifacts, architectural features, and types of structures recovered by excavation in order to determine age and cultural identity. May have a bachelor's degree or higher and 5+ years of experience.	\$121
Word Processor	Types, compiles, edits, prints, and stores documents, such as correspondence, reports, records, forms, minutes of meetings, scientific or technical material, numerical data, and tabular information on word processor or computer equipment, from rough draft, corrected copy, recorded voice dictation, or previous version. Typically has high school and 0+ years of experience.	\$105

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REIMBURSABLE EXPENSES

Sub: Pinyon Environmental, Inc.

The additional expenses reimbursable by the City shall include the actual cost to reproduce drawings and specifications requested by the City. Travel/transportation costs shall not be reimbursed by the City for Primes.

Actual Costs

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>0.15</u> / each
Copies (8 1/2 x 14")	\$ <u>0.15</u> / each
Red-line copies	\$ <u>0.15</u> / S.F.
Reproducibles	\$ <u>0.15</u> / page

SUB TEAM MEMBERS

Sub: studiotrope Design Collective

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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.
Architect I	Performs elementary architectural assignments	\$130.00
Architect II	Performs specific/limited portions of assignments	\$144.00
Architect IV	Performs work requiring independent judgment	\$161.00
Architect VI	Responsible for interpreting/organizing/executing/coordinating	\$178.00
Architect VIII	Makes authoritative decisions and recommendations	\$219.00
Interior Designer II	Applies design principles in development and preparation of drawings	\$144.00
Interior Designer III	Coordinates construction administration and performs complex tasks	\$178.00
Accountant	Maintains a complete and systematic set of records	\$92.00
Designer/Drafter II	Converses with engineers and other SMEs to interpret designs	\$154.00
Graphic II	Designs art and layouts for material	\$161.00
Graphic Manager	Supervises graphic design staff. Decision-maker with final say	\$219.00
Project Manager II	Has sole responsibility for small, mid, multiple projects	\$178.00
Project Manager IV	Has sole responsibility for multiple large, complex projects	\$190.00

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REIMBURSABLE EXPENSES

Sub: studiotrope Design Collective

The additional expenses reimbursable by the City shall include the actual cost to reproduce drawings and specifications requested by the City. Travel/transportation costs shall not be reimbursed by the City for Primes.

Actual Costs

<u>Item</u>	<u>Charge Rate</u>
Copies (8 1/2 x 11")	\$ <u>0.32</u> / each
Copies (8 1/2 x 14")	\$ <u>0.37</u> / each
Red-line copies	\$ <u>0.27</u> / S.F.
Reproducibles	\$ <u> </u> / page

SUB TEAM MEMBERS

Sub: TOPOGRAPHIC CO.

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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.
Sr. Project Manager (PLS)	Licensed survey professional provides project oversight, QA/QC, review/approve final deliverables	\$175.00
Sr. Project Manager (PE)	Licensed engineer professional provides drawing review (as needed/SUE)	\$175.00
Project Manager - Survey	Project management, calcs, research, field data processing	\$130.00
Survey Technician	Drafting	\$110.00
1-Person Survey Crew	Field Work (Party Chief)	\$165.00
2-Person Survey Crew	Field Work (Party Chief + Instrument person)	\$190.00
Administrative Support	Contracting, progress reports, formatting documents	\$75.00

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

REIMBURSABLE EXPENSES

Sub: TOPOGRAPHIC CO.

The additional expenses reimbursable by the City shall include the actual cost to reproduce drawings and specifications requested by the City. Travel/transportation costs shall not be reimbursed by the City for Primes.

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>N/A</u> / each
Red-line copies	\$ <u>N/A</u> / S.F.
Mylar	\$ <u>3.50</u> / S.F.
Reproducibles	\$ <u>N/A</u> / page

Subconsultants
(Traffic Control, Title, Utility Locates)

@ Cost

SUB TEAM MEMBERS

Sub: Wilson & Company

List **ALL** potential personnel titles/classifications that may be utilized under the contract 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.
Engineer/Technical Specialist XXV	Principal III	\$300.00
Engineer/Technical Specialist XXIV	Principal II	\$290.00
Engineer/Technical Specialist XXIII	Principal I, Proj Manager V, Constr Manager II	\$280.00
Engineer/Technical Specialist XXII	Proj Manager IV	\$270.00
Engineer/Technical Specialist XXI	Proj Manager III, Sr Engineer III, Environmental Lead III	\$260.00
Engineer/Technical Specialist XX	Proj Manager II, Sr Engineer III	\$250.00
Engineer/Technical Specialist XIX	Proj Manager I, Sr Professional, Sr Engineer III, , Environmental Lead II	\$240.00
Engineer/Technical Specialist XVIII	Proj Manager II, Sr Engineer II, Sr Engineer III, Constr Manager I, Survey	\$230.00
Engineer/Technical Specialist XVII	Proj Manager I, Sr Engineer II, Constr Manager, Architect III	\$220.00
Engineer/Technical Specialist XVI	Sr Engineer II, Proj Manager I	\$210.00
Engineer/Technical Specialist XV	Proj Manager I, Sr Engineer I, Prof Surveyor II	\$200.00
Engineer/Technical Specialist XIV	Sr Engineer I, Engineer III, Constr Manager, Prof Surveyor III	\$190.00
Engineer/Technical Specialist XIII	Sr Engineer I, Engineer III, Architect II	\$180.00
Engineer/Technical Specialist XII	Prof Surveyor II, Sr Engineer I, Engineer III	\$170.00
Engineer/Technical Specialist XI	Engineer II, Prof Surveyor II	\$160.00
Engineer/Technical Specialist X	Engineer II, Sr Graphics Designer, Proj Accounting	\$150.00
Engineer/Technical Specialist IX	Biologist, Engineer I, Engineer II, Proj Accounting, Drafting/Design Tech III	\$140.00
Engineer/Technical Specialist VIII	Hazardous Materials Specialist, Engineer I, Architect, Drafting/Design Tech III	\$130.00
Engineer/Technical Specialist VII	Engineer I, Jr Engineer III, Drafting/Design Tech II, Party Chief III	\$120.00
Engineer/Technical Specialist VI	Jr Engineer III, Constr Observer II, Party Chief III, Proj Accounting	\$110.00
Engineer/Technical Specialist V	Jr Engineer II, Constr Observer I, Party Chief II, NEPA	\$100.00
Engineer/Technical Specialist IV	Jr Engineer I, Party Chief I, Constr Observer I, Social Media Specialist, Admin	\$90.00
Engineer/Technical Specialist III	Drafting/Design Tech I, Marketing	\$80.00
Engineer/Technical Specialist II	Office Administration, Instrument Person	\$70.00
Engineer/Technical Specialist I	Instrument Person, Intern	\$60.00

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

REIMBURSABLE EXPENSES

Sub: Wilson & Company

The additional expenses reimbursable by the City shall include the actual cost to reproduce drawings and specifications requested by the City. Travel/transportation costs shall not be reimbursed by the City for Primes.

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>0.20</u> / each
Red-line copies	\$ <u>4.0</u> / S.F.
Reproducibles	@ Cost

EXHIBIT C

TASK ORDER FORM



On-Call Professional Services Task Order

Project Name:	Master Contract Alfresco/Jaggaer #:
Project Manager:	Consultant/Supplier:
Task Order #:	Supplier #: SC-
Alfresco/Jaggaer # / Workday PO: / PO-	Supplier ID:
Workday Project ID(s): PRJ-	% Complete Invoicing Allowed: No

Upon this task order being signed by the approving parties, the following described task order shall be executed by the Consultant/Vendor without changing the terms of the Master On-Call Contract. The Consultant/Vendor agrees to furnish all materials and labor and perform all work required to complete the task order, as described below and within the attached signed proposal, in accordance with the requirements for similar work covered by the Contract:

ADD BRIEF SCOPE HERE

<p><u>TASK ORDER 0 SUMMARY</u> This Task Order (Do Not Exceed): Task Order Duration: Calendar Days from NTP Scope Includes M/W/S/D/EBE Participation: No</p> <hr/> <p><u>MASTER ON-CALL CATEGORY SUMMARY</u></p> <p>TASK ORDER TYPE: _____ TASK ORDER CATEGORY (if applicable): N/A</p> <p>On-Call Contract Expiration Date: M/W/S/D/EBE On-Call Participation Commitment:</p> <table border="0" style="width: 100%;"> <tr> <td>Total of All Task Orders Issued:</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Total Task Additions/Deductions (all changes):</td> <td></td> </tr> <tr> <td>This Task Order:</td> <td style="text-align: right;"><u>0</u></td> </tr> <tr> <td>Total of All Task Orders & Changes Issued:</td> <td style="text-align: right;">\$ 0.00</td> </tr> </table> <table border="0" style="width: 100%;"> <tr> <td>Maximum On-Call Category Capacity:</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Remaining On-Call Category Capacity:</td> <td style="text-align: right;">\$ 0.00</td> </tr> </table> <hr/> <p><i>(for category-based contracts)</i></p> <table border="0" style="width: 100%;"> <tr> <td>Maximum On-Call Contract Capacity:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Remaining On-Call Contract Capacity:</td> <td style="text-align: right;">\$</td> </tr> </table>	Total of All Task Orders Issued:	\$0.00	Total Task Additions/Deductions (all changes):		This Task Order:	<u>0</u>	Total of All Task Orders & Changes Issued:	\$ 0.00	Maximum On-Call Category Capacity:	\$0.00	Remaining On-Call Category Capacity:	\$ 0.00	Maximum On-Call Contract Capacity:	\$	Remaining On-Call Contract Capacity:	\$	<table border="0" style="width: 100%;"> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">Approved by Deputy City Engineer</td> <td style="border-top: 1px solid black; border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">Approved by Director (PDA)</td> <td style="border-top: 1px solid black; border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">Approved by Using Agency(s) – If Applicable</td> <td style="border-top: 1px solid black; border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">Approved by Group Manager</td> <td style="border-top: 1px solid black; border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">Approved by Project Manager</td> <td style="border-top: 1px solid black; border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">Approved by On-Call Manager</td> <td style="border-top: 1px solid black; border-bottom: 1px solid black; text-align: right;">Date</td> </tr> </table>	Approved by Deputy City Engineer	Date	Approved by Director (PDA)	Date	Approved by Using Agency(s) – If Applicable	Date	Approved by Group Manager	Date	Approved by Project Manager	Date	Approved by On-Call Manager	Date
Total of All Task Orders Issued:	\$0.00																												
Total Task Additions/Deductions (all changes):																													
This Task Order:	<u>0</u>																												
Total of All Task Orders & Changes Issued:	\$ 0.00																												
Maximum On-Call Category Capacity:	\$0.00																												
Remaining On-Call Category Capacity:	\$ 0.00																												
Maximum On-Call Contract Capacity:	\$																												
Remaining On-Call Contract Capacity:	\$																												
Approved by Deputy City Engineer	Date																												
Approved by Director (PDA)	Date																												
Approved by Using Agency(s) – If Applicable	Date																												
Approved by Group Manager	Date																												
Approved by Project Manager	Date																												
Approved by On-Call Manager	Date																												

NOTE: No person shall authorize or perform any of the above work until the task order has all signatures and an NTP has been issued.

Distribution: dsbo@denvergov.org, project manager name, contract manager name

EXHIBIT D

TASK ORDER CHANGE FORM



On-Call Professional Services Task Order Change Request

Project Name:	Master Contract Alfresco/Jaggaer #:
Project Manager:	Consultant/Supplier:
Task Order #:	Supplier #: SC-
Alfresco/Jaggaer # / Workday PO: / PO-	Supplier ID:
Workday Project ID(s): PRJ-	% Complete Invoicing Allowed: No

It is mutually agreed that when this task order change has been signed by the approving parties, the following described changes shall be executed by the Consultant/Vendor without changing the terms of the Master On-Call Contract. The Consultant/Vendor agrees to furnish all materials and labor and perform all work required to complete the task order change, as described below and within the attached signed proposal change, in accordance with the requirements for similar work covered by the Contract:

Add Scope

<p><u>TASK ORDER 0, CHANGE REQUEST 0 SUMMARY</u></p> <p>Original Task Order: \$0.00</p> <p>Original Task Order Duration: Calendar Days</p> <p>Original Task Order Completion Date:</p> <p>Scope Includes M/W/S/D/EBE Participation: No</p> <p>Previous Task Order Additions/Deductions: \$0.00</p> <p>This Task Order Change (+/-):</p> <p>New Task Order Total (Do Not Exceed): \$ 0.00</p> <p>Adjust the Task Order Completion By: Calendar Days</p> <p>New Task Order Completion Date:</p> <p>TASK ORDER CATEGORY (if applicable):</p> <p>Category Task Order Amount:</p> <p>Remaining Category Task Order Amount:</p> <p>MWBE On-Call Participation Commitment:</p> <hr/> <p><u>MASTER ON-CALL CONTRACT SUMMARY</u></p> <p>On-Call Contract Expiration Date:</p> <p>M/W/S/D/EBE On-Call Participation Commitment: 0</p> <p>Total of All Task Orders Issued:</p> <p>Total Task Additions/Deductions (All Changes):</p> <p>This Task Order Change: \$ 0.00</p> <p>Total of All Task Orders and Changes Issued: \$ 0.00</p> <p>Maximum On-Call Contract Capacity:</p> <p>Remaining On-Call Contract Capacity: \$ 0.00</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="height: 60px; vertical-align: bottom;">Approved by Deputy City Engineer</td> <td style="width: 10%; vertical-align: bottom;">Date</td> </tr> <tr> <td style="height: 60px; vertical-align: bottom;">Approved by Director (PDA)</td> <td style="width: 10%; vertical-align: bottom;">Date</td> </tr> <tr> <td style="height: 60px; vertical-align: bottom;">Approved by Using Agency(s) – If Applicable</td> <td style="width: 10%; vertical-align: bottom;">Date</td> </tr> <tr> <td style="height: 60px; vertical-align: bottom;">Approved by Group Manager</td> <td style="width: 10%; vertical-align: bottom;">Date</td> </tr> <tr> <td style="height: 60px; vertical-align: bottom;">Approved by Project Manager</td> <td style="width: 10%; vertical-align: bottom;">Date</td> </tr> <tr> <td style="height: 60px; vertical-align: bottom;">Approved by On-Call Manager</td> <td style="width: 10%; vertical-align: bottom;">Date</td> </tr> </table>	Approved by Deputy City Engineer	Date	Approved by Director (PDA)	Date	Approved by Using Agency(s) – If Applicable	Date	Approved by Group Manager	Date	Approved by Project Manager	Date	Approved by On-Call Manager	Date
Approved by Deputy City Engineer	Date												
Approved by Director (PDA)	Date												
Approved by Using Agency(s) – If Applicable	Date												
Approved by Group Manager	Date												
Approved by Project Manager	Date												
Approved by On-Call Manager	Date												

NOTE: No person shall authorize or perform any of the above task changes until this task order change form has all signatures.

Distribution: dsbo@denvergov.org, project manager name@denvergov.org, on-call contract manager name@denvergov.org

EXHIBIT E

CERTIFICATE OF INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/01/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Moody Insurance Agency, Inc. 8055 East Tufts Avenue Suite 1000 Denver CO 80237	CONTACT NAME: Moody Insurance Agency, Inc. PHONE (A/C, No, Ext): (303) 824-6600 FAX (A/C, No): (303) 370-0118 E-MAIL ADDRESS: certrequest@moodyins.com <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A: Sentinel Insurance Co Ltd</td> <td>11000</td> </tr> <tr> <td>INSURER B: The Hanover Insurance Company</td> <td>22292</td> </tr> <tr> <td>INSURER C: Underwriters at Lloyd's London</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Sentinel Insurance Co Ltd	11000	INSURER B: The Hanover Insurance Company	22292	INSURER C: Underwriters at Lloyd's London		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: Sentinel Insurance Co Ltd	11000														
INSURER B: The Hanover Insurance Company	22292														
INSURER C: Underwriters at Lloyd's London															
INSURER D:															
INSURER E:															
INSURER F:															
INSURED Livable Cities Studio, Inc. 3827 N Lafayette Street Ste. 135 Denver CO 80205															

COVERAGES**CERTIFICATE NUMBER:** 25-26 Master**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y		34SBAA0013	03/15/2025	03/15/2026	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
	OTHER:						\$
A	AUTOMOBILE LIABILITY	Y		34SBAA0013	03/15/2025	03/15/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB			34SBAA0013	03/15/2025	03/15/2026	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$ 5,000,000
	<input type="checkbox"/> CLAIMS-MADE						\$
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A		WH4J39246201	07/18/2024	07/18/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability			ANE172317624	04/27/2024	04/27/2025	Per Claim / Aggregate \$2,000,000
							Defense of Licensing \$10,000
							Subpoena Assistance \$10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: As required by written contract, the City and County of Denver, its Elected and Appointed Officials, Employees and Volunteers are included as Additional Insured as respects the Commercial General Liability and Business Auto.

Contract Number: 202578912

CERTIFICATE HOLDER**CANCELLATION**

City of Denver, Department of Transportation & Infrastructure 201 West Colfax Ave, Dept 1110 Denver CO 80202	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p> <p style="text-align: center;"><i>Moody Insurance Agency</i></p>
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ADDITIONAL COVERAGES

Ref #	Description				Coverage Code	Form No.	Edition Date
	Hired & Non-Owned Auto Liability				HNON		
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium		
1,000,000							
Ref #	Description				Coverage Code	Form No.	Edition Date
	Expense constant				EXCNT		
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium		
					\$145.00		
Ref #	Description				Coverage Code	Form No.	Edition Date
	Catastrophe				CATAS		
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium		
					\$32.00		
Ref #	Description				Coverage Code	Form No.	Edition Date
	Terrorism				TERR		
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium		
					\$15.00		
Ref #	Description				Coverage Code	Form No.	Edition Date
	Increased Limits				INC		
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium		
					\$6.00		
Ref #	Description				Coverage Code	Form No.	Edition Date
	Increased Limits Minimum Premium				IMP		
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium		
					\$114.00		
Ref #	Description				Coverage Code	Form No.	Edition Date
	CO Schedule Modification						
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium		
					\$101.00		
Ref #	Description				Coverage Code	Form No.	Edition Date
	WC & Employer's liability				WCEL		
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium		
Ref #	Description				Coverage Code	Form No.	Edition Date
	Waiver of Sbrgtn Prem				WVER		
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium		
					\$50.00		
Ref #	Description				Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium		
Ref #	Description				Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium		