REGULAR CITY COUNCIL MEETING AGENDA
Tuesday, January 7, 2025 - 6:00 PM
City Council Chambers, Elks Civic Building - 107 S. Cascade Ave.

The Montrose City Council is pleased to have residents of the community take time to attend City Council meetings. We encourage your attendance and participation. Individuals wishing to be heard during public hearing proceedings are encouraged to be prepared and will generally be limited to three minutes to allow everyone the opportunity to be heard. Additional written comments are welcome and will be received at any time. The 11:00 p.m. rule will be enforced in accordance with City of Montrose Regulations (Sec. 7-15-2).

Public participation for this meeting will be in person in the City Council Chambers. The meeting can be viewed online via livestream and video recordings of the meetings can be viewed on our YouTube page.

Hearing assistance devices are available for public use. Please let us know if you need accommodation. The City also offers interpretation for Spanish speakers. Schedule time to book this resource, by emailing the City at least 3 days before the meeting.

1) City Council meeting called to order by Mayor J. David Reed

2) The Pledge of Allegiance

3) Roll call by the City Clerk

4) Changes to the agenda including additions and deletions

5) CALL FOR PUBLIC COMMENT FOR NON-AGENDA ITEMS

The "Call for Public Comment" agenda item is a time when concerned members of the community may publicly voice their concerns and discuss items of interest. Please note that no formal action will be taken on the matters raised during this time.

**Please note that the times listed are estimates only. Actual times may vary depending upon discussion and public comment received.*

Comments made during this time should be addressed to the Council and pertain to matters of at least general importance to the City and its operations. Please be aware that neither City Council nor City staff are expected to respond or engage in discussion or debate.

Please refrain from any personal attacks and disagreements, personnel and employment matters, the use of profanity or ethnic, racial, or gender-oriented slurs as they may be considered "disorderly conduct" which violates state or local law.

6) CONSENT AGENDA (5 minutes)

A) City Council consideration of the minutes of the December 16, 2024, special City Council meeting and the December 17, 2024, regular City Council meeting. *Staff: City Clerk Lisa DelPiccolo*

B) City Council consideration of the designation of the City of Montrose website as the official posting location for meeting notices with the bulletin board in the lobby of City Hall as a secondary location for use in exigent or emergency circumstances. *Staff: City Clerk Lisa DelPiccolo*

Action: Consider making a motion to approve the consent agenda as presented.

7) RESOLUTION 2025-01 (10 minutes)

City Council consideration of Resolution 2025-01, a Resolution of the City Council of the City of Montrose, Colorado, authorizing the filing of a Co-Responder Program grant through the Colorado Department of Health Services to secure funding to sustain the Behavioral Health Co-Responder program with Axis Health. *Staff: Deputy Police Chief, Tim Cox*

Action: Accept public comment. Consider making a motion to adopt Resolution 2025-01 as presented.

8) PUBLIC WORKS FACILITY IRRIGATION RELOCATION AND PRELIMINARY SITE FILL CONTRACT (15 minutes)

City Council consideration of $4,558,427.31 in expenditures for construction of the Public Works Facility Irrigation Relocation and Preliminary Site Fill Project. This includes the award of a construction contract to Williams Construction in the amount of $4,376,927.31, a survey and engineering support contract to Del-Mont Consultants in the amount of $116,500, and up to $65,000 in direct expenditures for a job trailer and survey equipment to support the project. *Staff: City Engineer Scott Murphy*

Action: Accept public comment. Consider making a motion to approve $4,558,427.31 in expenditures for construction of the Public Works Facility Irrigation Relocation and Preliminary Site Fill Project as presented.

9) PUBLIC WORKS FACILITY DESIGN CONTRACT EXTENSION (15 minutes)

City Council consideration of the authorization of $2,313,878.00 for the extension of the existing design contract with Blythe Group for the Public Works Facility and Rio Grande Ave Design. *Staff: Public Works Director Jim Scheid*

Action: Accept public comment. Consider making a motion to authorize $2,313,878.00 for the extension of the existing design contract with Blythe Group for the Public Works Facility and Rio Grande Ave Design as presented.

10) 2025 VEHICLE AND EQUIPMENT PURCHASE (15 minutes)

City Council consideration of the authorization of vehicle and equipment purchases for the total amount of $2,173,795.72. *Staff: Public Works Director Jim Scheid*

Action: Accept public comment. Consider making a motion to authorize vehicle and equipment purchases totaling $2,173,795.72 as presented.

11) WASTEWATER TREATMENT PLANT MOTOR CONTROL CENTER PROJECT CHANGE ORDER (15 minutes)

City Council consideration of a change order for the purchase of one main breaker and ground fault testing from Browns Hill Engineering and Controls for the Wastewater Treatment Plant Motor Control Center Project for the total cost of $44,525.00.
Staff: Utilities Director David Bries

Action: Accept public comment. Consider making a motion to approve the change order for the purchase of one main breaker and ground fault testing from Browns Hill Engineering and Controls for the Wastewater Treatment Plant Motor Control Center Project for the total cost of $44,525.00 as presented.

12) STAFF REPORTS

13) YOUTH CITY COUNCIL COMMENTS

14) CITY COUNCIL COMMENTS

15) MOTION TO ADJOURN

MONTROSE CITY COUNCIL

December 16, 2024

A special meeting of the Montrose City Council was held on Monday, December 16, 2024, at 12:00 p.m., or immediately following the work session, in the City Council Chambers of the Elks Civic Building at 107 S. Cascade Avenue. Said meeting was posted in accordance with the Sunshine Law.

PRESENT

J. David Reed, Dave Frank, Judy Ann Files, Doug Glaspell, Ed Ulibarri, Bill Bell, Ann Morgenthaler, Chris Dowsey, Matt Magliaro, Greg Stunder, Lisa DelPiccolo

CALL TO ORDER

Mayor J. David Reed called the special meeting to order at 11:46 a.m.

EXECUTIVE SESSION

At 11:46 a.m., a motion was made by Doug Glaspell, seconded by Dave Frank, to enter into an executive session for a conference with the City attorney for the purpose of receiving legal advice pursuant to C.R.S. Section 24-6-402(4)(b), and the following additional details are provided for identification purposes: litigation update, legal process refresher. All voted yes. Motion passed.

RECONVENEMENT AND ADJOURNMENT

The special meeting reconvened at 1:13 p.m.

At 1:13 p.m. a motion was made by Dave Frank, seconded by Ed Ulibarri, to adjourn the meeting with no further action taken. All voted yes. Motion passed.

ATTEST:

____
J. David Reed, Mayor

____
Lisa DelPiccolo, City Clerk

MONTROSE CITY COUNCIL

December 17, 2024

A regular meeting of the Montrose City Council was held on Tuesday, December 3, 2024, at 6:00 p.m. in the City Council Chambers of the Elks Civic Building at 107 S. Cascade Avenue. Said meeting was posted in accordance with the Sunshine Law.

PRESENT

J. David Reed, Dave Frank, Judy Ann Files, Doug Glaspell, Ed Ulibarri, Bill Bell, Ann Morgenthaler, Chris Dowsey, Greg Story, William Woody, Lisa DelPiccolo, Josh Lamphere, Clint Swope, Matt Magliaro, Scott Murphy, Jace Hochwalt, Jim Scheid, Blaine Hall, Shani Wittenberg, Leeanne Whittaker, Courtney Jones, Tim Cox, Greg Stunder, David Bries, Tyler Good

GUESTS

Connor Reed, Desmond Otto, Hattie Maher, Kennedy Harris, Krew Tobler, Cordelia Bryan, Brett Lee, Ellen Curtis, Noa Brown, Kara-leigh Nielsen, Sara Romer, Trudy Berg Hauser, Ami Schmitz, Dominick LaJoy, Howie Walser, Adam Stapen, Alina Brusilovsky, Caitlyn Switzer, Jolene Wurst, Karen Funke, Dave Bowman, Sarah Curtis, Bethany Maher, David Fishering, Liz Schmidt, Jett Balet, Chris Trujillo, Michael Badagliacco, Jenn Cross, Debby Morris, Lance Bonnell, Elisardo Gonzalez, Jean Munro, Amy Nielsen, Ben Nielsen, Kristal Stidham, Tim Clifford, Brett Lee, Jeff Lee, Nancy Gallegos, Jeremy Master, Martin Landers, Gerald Dahl

CALL TO ORDER

Mayor J. David Reed called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CHANGES TO THE AGENDA

Mayor Pro Tem Dave Frank reported that agenda item 14, Conservation Easement Acquisition within Colorado Outdoors, would be moved to follow item 9, New Liquor Licensed Drug Store Application.

YOU MAKE A DIFFERENCE AWARD PRESENTATION

Mayor J. David Reed presented a You Make a Difference award to Jolene Wurst, a Friends of the Library volunteer.

RECOGNITION OF CENTENNIAL MIDDLE SCHOOL STUDENTS

Deputy City Manager Ann Morgenthaler recognized Centennial Middle School students for submitting the 10 best essays following presentations to classes by City staff members. Certificates were presented to Connor Reed, Desmond Otto, Hattie Maher, Kennedy Harris, Krew Tobler, Cordelia Bryan, Brett Lee, Ellen Curtis, Noa Brown, Kara-leigh Nielsen and teachers Sara Romer, Trudy Berghauser, and Ami Schmitz.

CALL FOR PUBLIC COMMENT

Michael Badagliacco and Cindi Olinghouse spoke in favor of a non-sanctuary city declaration by City Council.

Debby Morris and Lance Bonnell spoke regarding traffic and pedestrian safety concerns at S. Second Street and Park Avenue.

APPROVAL OF MINUTES

City Council considered the minutes of the December 3, 2024, regular City Council meeting.

A motion was made by Dave Frank, seconded by Judy Ann Files, to approve the minutes of the December 3, 2024, regular City Council meeting as presented. All voted yes. Motion passed.

PLANNING COMMISSION APPOINTMENTS

City Council considered the reappointment of Ronald Cairns, Phoebe Benziger and Steven Ball to the City of Montrose Planning Commission for terms that expire on December 31, 2028.

A motion was made by Dave Frank, seconded by Judy Ann Files, to reappoint Ronald Cairns, Phoebe Benziger and Steven Ball to the City of Montrose Planning Commission for terms that expire on December 31, 2028. All voted yes. Motion passed.

NEW LIQUOR LICENSED DRUG STORE APPLICATION

City Council considered an application for a new Liquor Licensed Drug Store license at 16400 S. Townsend Avenue for Dillon Companies LLC, doing business as City Market #40, for consumption off of the licensed premises.

City Attorney Chris Dowsey reported that a hearing was held on this application at the December 3 regular meeting, and City Council opted to defer a decision. Mr. Dowsey stated that the hearing is closed and no further comment will be accepted.

Mr. Dowsey provided an overview of the requirements for the Liquor Licensed Drug Store (LLDS) license type that would allow for the sale of beer, wine and spirits. The license requires that the applicant transfer two Retail Liquor Store licenses that were in place on or before May 1, 2016, and those are identified in the application as Corks Fine Wines and Spirits and Drive In Liquor. The new license must be at least 1,500 feet from any other LLDS or retail liquor store. Mr. Dowsey stated that the license for Corks is technically still valid, but if the LLDS is approved, the issue is resolved. Mr. Dowsey stated that the requirement of 20 percent of gross income from the sale of food is also documented in the application. An entity is currently allowed eight LLDS licenses, and this would be the eighth for Dillon Companies LLC.

Mr. Dowsey reported that technical difficulties were experienced with the December 3 meeting recording resulting in a gap during testimony in the hearing. Mr. Dowsey read the portion of the meeting minutes covering the gap, summarized from notes taken by the city clerk, into the record.

Attorney Adam Stapen introduced himself as a representative of the applicants. Mr. Stapen stated that he had no objection to the summary of the testimony in the minutes and said the meeting minutes adequately summarize what was said during the gap in the recording.

Mr. Dowsey advised City Council that the decision must be based on evidence presented at the hearing and nothing else. According to state statute, City Council must consider the reasonable requirements of the neighborhood and the desires of the adult inhabitants. Additionally, the applicant must be of good moral character. Mr. Dowsey requested that any motion made include direction to the City Attorney to draft written findings for the decision that will be reviewed and signed by the mayor.

Mayor J. David Reed stated that City Councilors have not discussed this decision prior to this public deliberation. Mayor Reed reviewed the testimony presented by the applicant and opponents during the hearing and asked Councilors to state their opinions. Councilor Dave Frank stated that the application complies with statutes and he cannot find reason for denial. Councilor Ed Ulibarri stated that he has concerns with public health and safety, specifically sales to minors. Councilor Judy Ann Files stated she is not in favor of the application because the Montrose community previously voted against wine in grocery stores. City Councilors discussed the statements made.

A motion was made by Dave Frank, seconded by J. David Reed, to approve a new Liquor Licensed Drug Store license at 16400 S. Townsend Avenue for Dillon Companies LLC, doing business as City Market #40, for consumption off of the licensed premises and to have the City Attorney draft written findings to be reviewed and signed by the mayor. Judy Ann Files, Doug Glaspell, and Ed Ulibarri voted no. J. David Reed and Dave Frank voted yes. Motion failed.

CONSERVATION EASEMENT ACQUISITION WITHIN COLORADO OUTDOORS

City Council considered the approval of $150,000.00 in expenditures for the purchase of a conservation easement within Colorado Outdoors to preserve the Morada site.

City Manager Bill Bell reported that for many years, the City has been working with the residents of the neighborhood near La Raza Park and Colorado Outdoors to preserve the location as a heritage site. Mr. Bell said that City staff members have recently been working with the owners of the property to preserve the site perpetually, and this is one of the final steps to making that a reality. Mr. Bell stated that the $150,000.00 is to purchase the easement, and the 2025 budget includes improvements to the site.

Public comment was accepted.

Bethany Maher spoke in support of the expenditure for the Morada site easement and thanked everyone involved with moving this project forward.

Chris Trujillo spoke in support of the expenditure for the Morada site easement and reviewed the history of the Moradas and the Morada site in Montrose.

A motion was made by Dave Frank, seconded by Ed Ulibarri, to approve $150,000.00 in expenditures for the purchase of a conservation easement within Colorado Outdoors to preserve the Morada site as presented. All voted yes. Motion passed.

ORDINANCE 2677 – SECOND READING

City Council considered Ordinance 2677 on second reading, an Ordinance repealing and reenacting Chapters 4, 5, 7, 8, 10, 11, 13, and 15 of Title 11 of the Montrose Official Code and making conforming amendments to Chapters 3, 6, 12 and 14 in connection therewith.

Community Development Director Jace Hochwalt provided an overview of the process to update the City's land use code and reported that consultants Martin Landers and Gerald Dahl were present virtually. Mr. Hochwalt reviewed the public engagement process and stated that the feedback received was generally positive with some concerns with allowing duplexes in the R-2 zoning district. Mr. Hochwalt said links to redline and final versions of the updated land use code are available in the meeting packet.

City Council thanked the consultants and staff members who worked on the project.

City Councilor Ed Ulibarri stated that he could not support these land use code updates due to concerns about allowable height and the allowance of duplexes in the R-2 zoning district.

Public comment was accepted. No comments were received.

A motion was made by Doug Glaspell, seconded by Judy Ann Files, to adopt Ordinance 2677 on second reading as presented. Ed Ulibarri voted no. All others voted yes. Motion passed.

ORDINANCE 2678 – SECOND READING

City Council considered Ordinance 2678 on second reading, an Ordinance of the City of Montrose, Colorado, amending Ordinance No. 2645 which appropriated funds for defraying the expenses and liabilities of the City of Montrose, Colorado, during the fiscal year beginning January 1, 2024; said expenditures of the City of Montrose over and above those anticipated at the time of adoption of the original budget for the fiscal year beginning January 1, 2024. A hearing was held.

Finance Director Shani Wittenberg reported that there are no changes to Ordinance 2678 since it was passed on first reading at the last meeting. Ms. Wittenberg stated that the Ordinance addresses expenditures that were not anticipated when the 2024 budget was set, but all were brought before City Council for approval during the year.

Public comment was accepted. No comments were received.

A motion was made by Dave Frank, seconded by Doug Glaspell, to adopt Ordinance 2678 on second reading as presented. All voted yes. Motion passed.

INTERGOVERNMENTAL AGREEMENT WITH MONTROSE RECREATION DISTRICT

City Council considered an Intergovernmental Agreement with Montrose Recreation District for Shared Services.

Community Development Director Jace Hochwalt reported no changes to the agreement since it was reviewed in detail at a previous work session. Mr. Hochwalt stated that the IGA is reviewed annually by both parties and a redline version of the proposed changes is included in the meeting packet.

Mr. Hochwalt provided an overview of the proposed amendments and stated that MRD Deputy Director Jeremy Master was present to answer questions. The agreement was approved and signed by the MRD Board of Directors on December 12.

Public Comment was accepted. No comments were received.

A motion was made by Doug Glaspell, seconded by Ed Ulibarri, to approve an Intergovernmental Agreement with Montrose Recreation District for Shared Services as presented. All voted yes. Motion passed.

RESOLUTION 2024-22

City Council considered Resolution 2024-22, a Resolution of the City of Montrose, Colorado, declaring its official intent to reimburse itself with the proceeds of a tax-exempt lease-purchase financing for certain capital expenditures undertaken or to be undertaken by the City; generally identifying the capital expenditures; and providing certain other matters in connection therewith.

Public Works Director Jim Scheid reported that Resolution 2024-22 is related to funding for the new public works facility project. The Resolution allows the COP borrowing for the project to reimburse the City's General Fund. Mr. Scheid stated that this allows for the project to begin sooner with funding by the City that will be reimbursed. Mr. Scheid said that beginning the project sooner and strategically sequencing the steps involved will result in cost savings.

Public comment was accepted. No comments were received.

A motion was made by Dave Frank, seconded by Judy Ann Files, to adopt Resolution 2024-22 as presented. All voted yes. Motion passed.

MEMORANDUM OF UNDERSTANDING AND PROMISSORY NOTE UPDATE

City Council considered an update to the MOU and Promissory Note for Sunshine Peak Apartments and Montrose County Housing Authority.

Community Director Jace Hochwalt reported that this request is for a revision to an MOU and Promissory note signed on April 24, 2024. Mr. Hochwalt said the City received CDBG funding of $2.4 million for the acquisition of Sunshine Peak Apartments by the Montrose County Housing authority to preserve affordable housing. Mr. Hochwalt said the City acts as a pass-through for the grant and the property closing will happen at the end of next week. Mr. Hochwalt stated that the revised document corrects an error in the naming convention for MCHA from the public entity to the associated nonprofit corporation. There is no financial obligation on the part of the City.

Public comment was accepted. No comments were received.

A motion was made by Doug Glaspell, seconded by Ed Ulibarri, to approve the update to the MOU and Promissory Note for Sunshine Peak Apartments and Montrose County Housing Authority as presented. All voted yes. Motion passed.

POLICE DEPARTMENT SERVER REPLACEMENT

City Council considered the authorization of $295,198.21 for the replacement and upgrade of the Montrose Police Department's existing Motorola Flex server hardware and software. This upgrade includes the addition of a Disaster Recovery (DR) server, which will be located at the WestCO Dispatch Center.

Police Chief Blaine Hall requested funding for the replacement of an aging server with a new server that has an added disaster recovery component. Chief Hall reported that the new server will be used by the Montrose Police Department, WestCo Dispatch, Montrose County Sheriff's Office, and other regional agencies.

Public comment was accepted. No comments were received.

A motion was made by Doug Glaspell, seconded by Ed Ulibarri, to authorize $295,198.21 for the replacement and upgrade of the Montrose Police Department's existing Motorola Flex server hardware and software. All voted yes. Motion passed.

LEASE RENEWAL WITH CIMARRON CANAL AND RESERVOIR COMPANY

City Council considered the renewal of a lease agreement with Cimarron Canal and Reservoir Company for a period of 10 years, expiring on January 1, 2034, with the option for both parties to renew the lease for two additional 10-year periods.

City Attorney Chris Dowsey reported that on January 1, 1994, the City entered into a 30-year lease with the Cimarron Canal and Reservoir Company for 3.1 acres owned by the City near Cerro Summit. Mr. Dowsey said that the lease was not renewed in 2024 and is backdated to avoid a gap in the lease.

Public comment was accepted. No comments were received.

A motion was made by Judy Ann Files, seconded by Doug Glaspell, to approve the renewal of the lease agreement with Cimarron Canal and Reservoir Company as presented. All voted yes. Motion passed.

SAN-MIAMI SEWER IMPROVEMENTS CONSTRUCTION CONTRACT

City Council considered a contract award to Haynes Excavation in the amount of $86,877.22 for construction of the San-Miami Sewer Improvement Project

City Engineer Scott Murphy provided an overview of the sewer line improvement project where San Juan Avenue turns into Miami Road. Mr. Murphy said the existing sewer line is not easily accessible and is undersized for peak flow and storm flow. Initially the project was designed for the sewer line to be placed in the roadway. Three bids were received and were considered excessive for the scale of the project. The project was redesigned with two bids received through the revised bid process. Mr. Murphy recommended approval of a contract with Haynes Excavation. Mr. Murphy stated that the work will take place outside of the right of way and will be completed in the first quarter of 2025.

Public comment was accepted. No comments were received.

A motion was made by Judy Ann Files, seconded by Doug Glaspell, to award a contract to Haynes Excavation in the amount of $86,877.22 for construction of the San-Miami Sewer Improvement Project as presented. All voted yes. Motion passed.

6600 ROAD SIDEWALK EXTENSION PROFESSIONAL SERVICES CONTRACT

City Council considered a professional services contract award to Del-Mont Consultants in the amount of $47,200.00 for completion of survey and civil design associated with the 6600 Road Sidewalk Extension Project.

City Engineer Scott Murphy reported that the City was recently awarded a $2 million grant through the DOLA Energy and Mineral Impact Assistance Fund More Housing Now Initiative to support infrastructure for affordable housing. Mr. Murphy said this project will install sidewalks between housing projects on 6600 Road north of Main Street connecting Locust Road to Main Street, while passing the Boys and Girls Club and the Bright Beginnings/Maslow facility. Mr. Murphy said that a total of $700,000.00 will be allocated to this sidewalk project.

Public comment was accepted. No comments were received.

A motion was made by Dave Frank, seconded by Doug Glaspell, to award a professional services contract to Del-Mont Consultants in the amount of $47,200.00 for completion of survey and civil design associated with the 6600 Road Sidewalk Extension Project as presented. All voted yes. Motion passed.

STAFF REPORTS

Sales, Use, and Excise Tax Report

Sales Tax Manager Leeanne Whittaker provided a sales, use, and excise tax report for the month of October 2024. Ms. Whittaker reported that total sales and use tax collections were up 3.8

percent as compared to October of 2023 with a positive budget variance of 6.9 percent. Year-to-date collections were up 3.6 percent with a positive budget variance of 5.9 percent.

YOUTH CITY COUNCIL COMMENTS

No Youth City Council comments were provided.

CITY COUNCIL COMMENTS

Mayor J. David Reed wished the community and City staff members happy holidays.

ADJOURNMENT

At 7:55 p.m. the meeting adjourned with no further action taken.

ATTEST:

____
J. David Reed, Mayor

____
Lisa DelPiccolo, City Clerk

CITY OF MONTROSE
CITY CLERK

MEMO

DATE: December 12, 2024
TO: City Council
FROM: Lisa DelPiccolo, City Clerk
RE: Designation of Official Posting Location

The Colorado Sunshine Law requires designation of an official posting location at the first regular meeting of each calendar year. As of July 1, 2019, local governments are required to designate their websites as official posting locations with secondary locations designated for exigent or emergency circumstances.

Since 2020, the City of Montrose has designated the website as the official posting location with the bulletin board at City Hall as a secondary location. Our ongoing practice is to post agendas for all public meetings on the Public Portal of the website and to post a physical copy of the agenda on the bulletin board at City Hall.

RESOLUTION NO. 2025-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTROSE, COLORADO, AUTHORIZING THE FILING OF A CO-RESPONDER PROGRAM GRANT TROUGH THE COLORADO DEPARTMENT OF HUMAN SERVICES.

WHEREAS, the City of Montrose, Colorado, desires to apply for grant funding on behalf of Axis Health to continue the Behavioral Health Co-Responder program through Axis Health; and

WHEREAS, the City of Montrose is committed to providing behavioral resources for community members, improving community safety, reducing custodial arrests and use of force incidents, and saving lives within our community; and

WHEREAS, the City of Montrose requests a Co-Responder Grant, established by the Colorado Department of Health Services ("CDHS") in an amount up to $301,000 to fund the Behavioral Health Co-Responder Program; and

WHEREAS, the City of Montrose is not required to submit a match for the grant request; and

NOW THEREFORE, be it resolved by the City Council of the City of Montrose, Colorado as follows:

Section 1. The City Council of the City of Montrose directs the City Manager, and City Staff, to act in connection with the Co-Responder Program grant through CDHS and to provide such additional information as may be required by CDHS.

RESOLVED AND ADOPTED this 7th day of January, 2025, by the City Council of the City of Montrose.

CITY OF MONTROSE, COLORADO

____
J. David Reed, Mayor

ATTEST

____
Lisa DelPiccolo, City Clerk

CONTRACT AWARD CONSIDERATION

TO: Honorable Mayor and Members of the City Council
FROM: Scott Murphy, *City Engineer*
DATE: December 5, 2024
RE: Public Works Facility Irrigation Relocation and Preliminary Site Fill Contract Award
CC: William Bell, Shani Wittenberg, Jim Scheid

Action

Consider the approval of $4,558,427.31 in expenditures for construction of the Public Works Facility Irrigation Relocation and Preliminary Site Fill Project. This includes the award of a construction contract to Williams Construction in the amount of $4,376,927.31, a survey and engineering support contract to Del-Mont Consultants in the amount of $116,500, and up to $65,000 in direct expenditures for a job trailer and survey equipment to support the project.

Background

City Staff have been working on the long-range planning and design of a replacement public works facility since 2016. The existing facility located at 1221 6450 Road was built in the 1960's and has essentially reached the end of its useful life. Planning efforts for a new facility indicated that the existing site would not be large enough for the long-term growth needs of the public works department. As a result, the City acquired a 16 acre parcel at the corner of Rio Grande and East Oak Grove Roads for construction of the replacement facility.

Over the past five years, the City has also been working to secure rights of way necessary to construct the extension of Rio Grande Avenue from East Oak Grove Road to River Landing. The public works parcel purchase was the last piece of property needed to complete that extension. An overview of the eventual layout for Rio Grande and its relation to the proposed public works site is available online at https://tinyurl.com/RioGrandeOverview

In anticipation of the upcoming public works site construction and the associated construction of Rio Grande Avenue alongside its frontage (East Oak Grove to Anderson Road), this first project will relocate conflicting irrigation ditches, fill the public works site and Rio Grande frontage to its rough grade, and reconstruct the existing recreation trail to its permanent configuration alongside the future Rio-Grande extension (including widening to 10' wide). An overview of the project footprint is included as an attachment to this memo. Construction of the remaining project components (parking lot and vertical construction) is currently being procured separately through its own CM/GC procurement process and will come to council under a separate authorization.

Project Bidding and Associated Expenditures

Construction of the Public Works Facility Irrigation Relocation and Preliminary Site Fill Project was put out for bid on November 4th and bids were publicly received on November 26, 2024 from six contractors as summarized in Table 1 below. Bid totals presented include a 10 percent contingency.

TABLE 1
Summary of Bid Results

Contractor	Location	Bid Total
Williams Construction	Norwood, CO	$4,376,927.31
Haynes Excavation	Montrose, CO	$5,423,042.56
Ridgway Valley Enterprises	Montrose, CO	$5,699,210.00
Meridian Contracting	Olathe, CO	$6,412,030.90
Mountain Valley Contracting	Grand Junction, CO	$7,047,460.75
Oldcastle dba United Companies	Montrose, CO	$7,114,241.75

The City has positive experience working with the low bidder, Williams Construction, on numerous large City capital projects and considers them qualified to perform the work. As a result, it is recommended that the construction contract be awarded to Williams. It should be noted that the City's local preference policy or best-value rating system would not change the outcome of bidding in this case.

In addition to the award of a construction contract, we are also recommending award of an engineering support and survey stakeout contract to the project designer, Del-Mont Consultants. Work to be performed by Del-Mont Consultants includes technical support of any issues that may arise during construction, pre- and post-construction aerial drone surveys to calculate final volumes for payment, processing of prepared fill surface data provided by the City of Montrose, and construction stakeout of infrastructure components (new sidewalk, irrigation relocation, and utility stubs). This scope of work is budgeted at $116,500 on an as-needed, time-and-materials basis based on a proposal from the consultant.

Additionally, the following direct expenditures are recommended for authorization on the project:

- **Construction Job Trailer and Temp Power.** Given the large scale of this and the upcoming shop construction projects, the City intends to place a construction job trailer on the project site throughout the duration of both projects. This is estimated to cost $35,000 for the initial trailer setup, temporary power, and trailer rental throughout the duration of the site fill project. Once the site fill project is complete, the remaining trailer rental and removal expenditures will be funded as part of the shop construction project.

- **Survey Unit.** The fill project will include full-time on-site inspection by the City's engineering department. This is to ensure that all quality control measures are maintained throughout construction and will also utilize real-time surveying of prepared clearing/excavation surfaces prior to placement of fill. Collection of these survey data allow for precise payment volumes to be developed as the project progresses. This methodology has the potential to save hundreds of thousands of dollars over traditional volume calculation/payment methods but will tie up the department's existing survey equipment throughout the duration of the project. Rental of a survey unit to be utilized for the project's duration was considered; however, given the project's timeline, the costs for this rental exceeded the purchase price of a new unit. As a result, it is recommended a new unit be purchased at an estimated cost of $30,000. This has the added benefit of the survey unit remaining available for use on future projects as engineering design and construction workloads continue to increase over the years and warrant multiple units within the department.

A summary of these costs is included in Table 2 below.

TABLE 2
Summary of Project Costs

Work Element	Cost
Construction Contract (Williams Construction)	$4,376,927.31
Survey and Engineering Support (Del-Mont Consultants)	$116,500.00
Construction Job Trailer and Temp Power	$35,000.00
Survey Unit	$30,000.00
TOTAL	**$4,558,427.31**

Project Schedule and Traffic Control
The fill project is scheduled for completion in September 2025, after which time the site work, shop vertical construction, and initial phase of the Rio-Grande extension are scheduled to commence under a separate authorization.

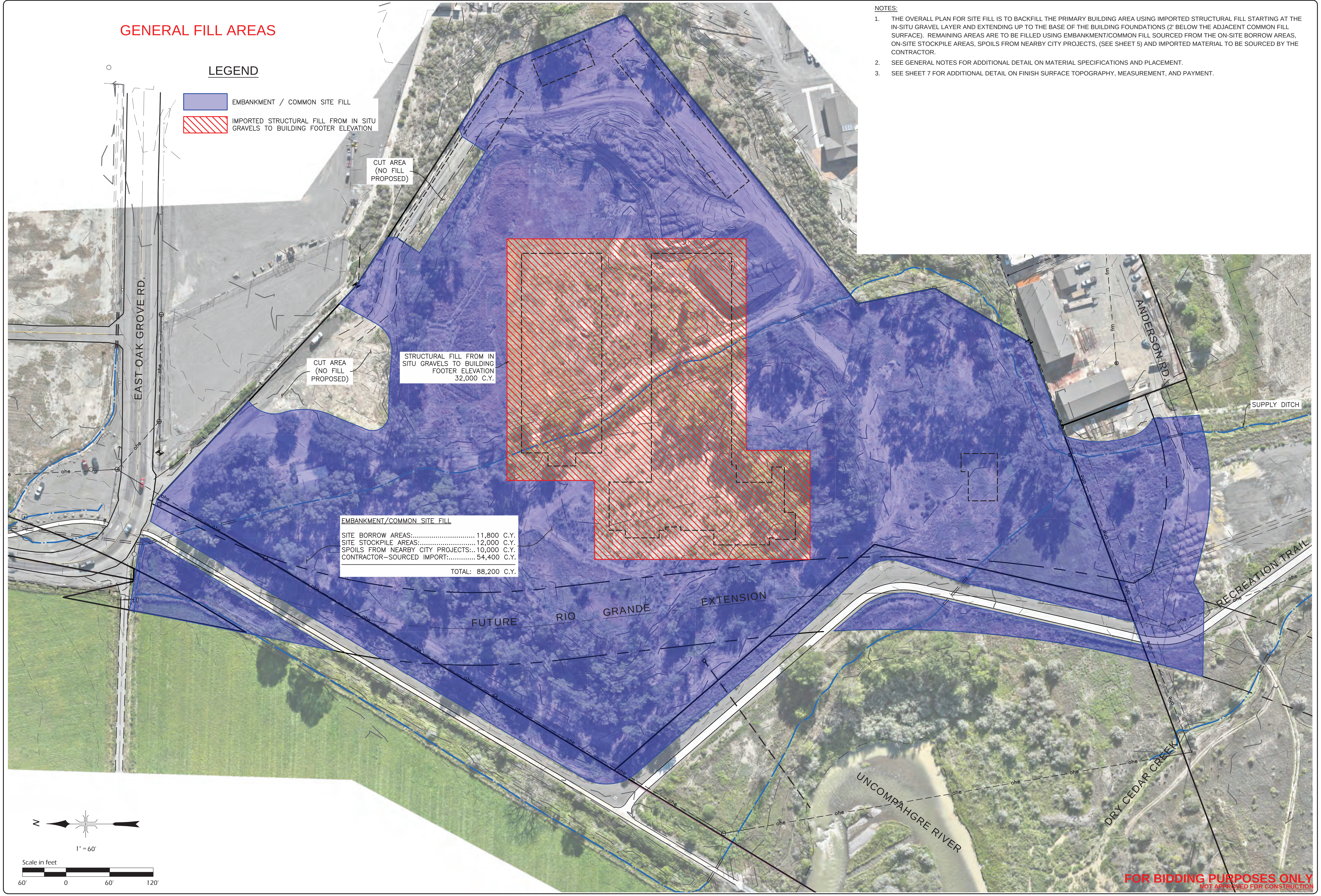
No traffic impacts are anticipated as part of the site fill project; however temporary closure of the southern recreation trail will be required during times of active fill and reconstruction. This closure is expected to last less than two months.

Contract Administration and Project Financials
Contract administration, project management, and inspection will be performed by the City of Montrose engineering department with support from the design engineer as needed.

Funding for this project is proposed as part of the Certificate of Participation (COP) borrowing planned for the overall public works facility implementation. Until this funding is secured (expected around July 2025), the fill project will be funded directly by the City using existing reserves. After closing on the borrowing, the COP funds may be utilized to repay funding that initially came from City's reserves.

NOTES:

1. THE OVERALL PLAN FOR SITE FILL IS TO BACKFILL THE PRIMARY BUILDING AREA USING IMPORTED STRUCTURAL FILL STARTING AT THE IN-SITU GRAVEL LAYER AND EXTENDING UP TO THE BASE OF THE BUILDING FOUNDATIONS (2' BELOW THE ADJACENT COMMON FILL SURFACE). REMAINING AREAS ARE TO BE FILLED USING EMBANKMENT/COMMON FILL SOURCED FROM THE ON-SITE BORROW AREAS, ON-SITE STOCKPILE AREAS, SPOILS FROM NEARBY CITY PROJECTS, (SEE SHEET 5) AND IMPORTED MATERIAL TO BE SOURCED BY THE CONTRACTOR.
2. SEE GENERAL NOTES FOR ADDITIONAL DETAIL ON MATERIAL SPECIFICATIONS AND PLACEMENT.
3. SEE SHEET 7 FOR ADDITIONAL DETAIL ON FINISH SURFACE TOPOGRAPHY, MEASUREMENT, AND PAYMENT.



FOR BIDDING PURPOSES ONLY
NOT APPROVED FOR CONSTRUCTION

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NO	DATE	REVISIONS	BY

DEL-MONT CONSULTANTS, INC.
ENGINEERING ▼ SURVEYING
125 Colorado Ave. ▼ Montrose, CO 81401 ▼ (970) 249-2251
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DWS	AS NOTED	DWS
DRAWN BY:	FILE NAME:	DATE ISSUED:
PJI	24040C_SITE_EWKS.DWG	2024/11/04

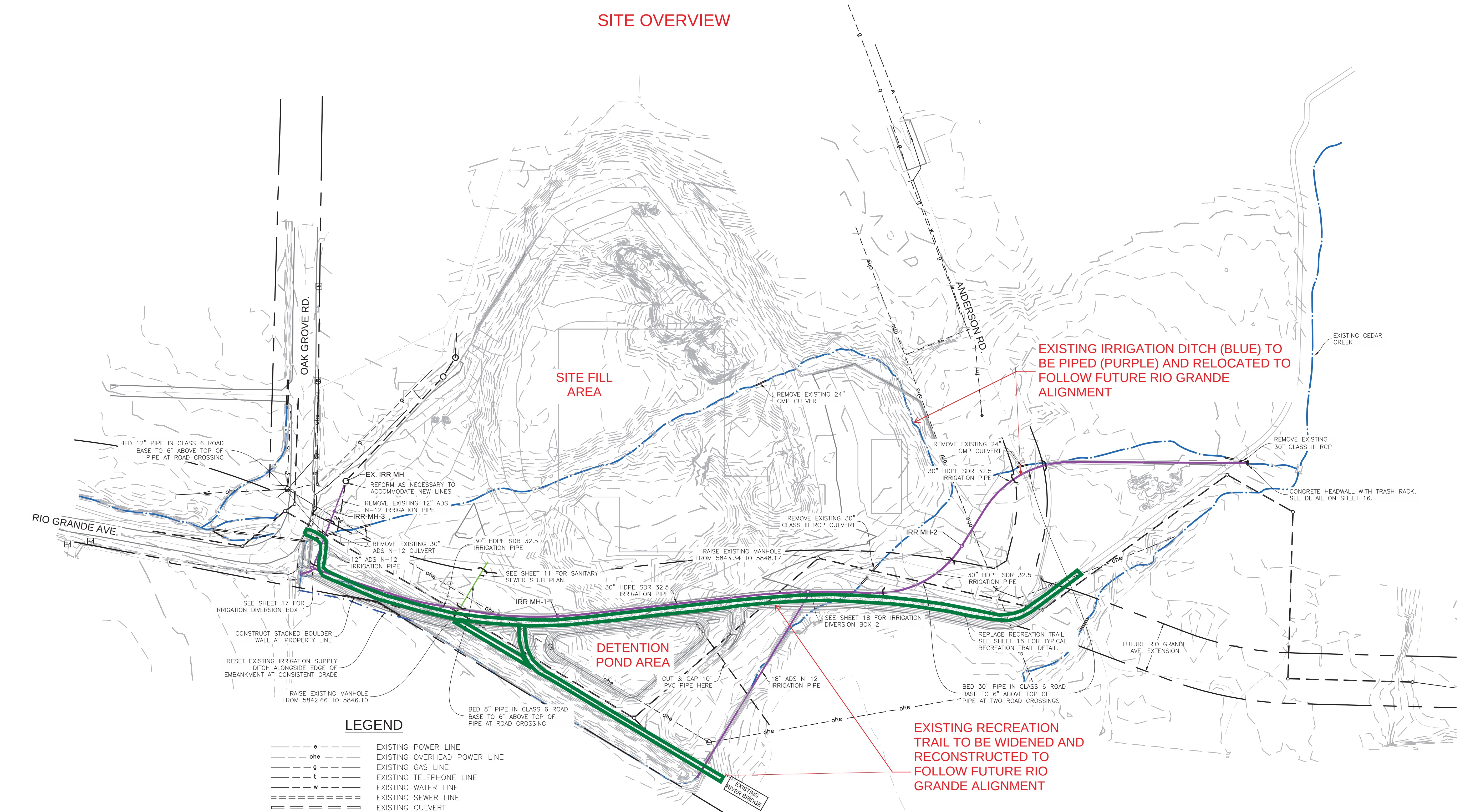
CITY OF MONTROSE
PUBLIC WORKS FACILITY
IRRIGATION RELOCATION & PRELIMINARY SITE FILL

SITE FILL TYPES AND LOCATIONS

DMC JOB NO.: 24040

SHEET NO.: 6 OF 20 SHEETS

SITE OVERVIEW



LEGEND

— — e — —	EXISTING POWER LINE
— — ohe — —	EXISTING OVERHEAD POWER LINE
— — g — —	EXISTING GAS LINE
— — t — —	EXISTING TELEPHONE LINE
— — w — —	EXISTING WATER LINE
= = = =	EXISTING SEWER LINE
	EXISTING CULVERT
— x — x —	EXISTING FENCE
	EXISTING TELEPHONE PEDESTAL
	EXISTING UTILITY POLE
	EXISTING SEWER MANHOLE
	EXISTING IRRIGATION MANHOLE
5800	EXISTING INDEX CONTOUR
5796	EXISTING INTERMEDIATE CONTOUR
	EXISTING DRAINAGE/DITCH FLOWLINE
	FUTURE RIO GRANDE AVE. R.O.W.
	PROPOSED PW/RG SANITARY SEWER LINE
	PROPOSED RG IRRIGATION LINE
	PROPOSED RG IRRIGATION MANHOLE
5800	PROPOSED INDEX CONTOUR
5796	PROPOSED INTERMEDIATE CONTOUR

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DESIGNED BY: RDD
DRAWN BY: RDD
CHECKED BY: DWS
DATE ISSUED: 2024/11/04
FILE NAME: 24040C_PW_IRR2_CIVIL.DWG

CITY OF MONTROSE
PUBLIC WORKS FACILITY
IRRIGATION RELOCATION & PRELIMINARY SITE FILL

UTILITY & SIDEWALK OVERVIEW WITH ASSOCIATED REMOVALS

DMC JOB NO.: 24040

SHEET NO.: 9 OF 20 SHEETS

CONTRACT EXTENSION RECOMMENDATION

TO: Honorable Mayor, and Montrose City Council
FROM: Jim Scheid, Public Works Director
Cc: William Bell, City Manager
Ann Morgenthaler, Deputy City Manager
DATE: December 16th, 2024
Subject: Public Works Facility and Rio Grande Ave Design Contract Extension

Recommendation
Consider the authorization of $2,313,878 for the extension of the existing design contract with Blythe Group for the Public Works Facility and Rio Grande Ave Design.

Background
In March of 2024, the City entered into an agreement with Blythe Group for the design of the Public Works Facility and Rio Grande Ave Extension. Blythe Group as the architect of record has developed a design team for this project that is comprised of several design and engineering consultants. This includes but is not limited to Design Architect – Stantec, Civil Engineer - Del Monte Consultants, Mechanical/Electrical Engineering – Big Horn Consulting Engineering, Local Design Associate – Motely Architecture, and Structural Engineer – Lindaur Dunn, Inc. This agreement was initiated with an approval of $700,000 for the scope of design in 2024. The 2024 City Budget included $700,000 for this project. The overall design proposal received from Blythe Group was for a total of $2,902,098. Since then, the Recreation District has requested that a portion of the site to be utilized as a Maintenance Building for their operations. The design for this portion of work is $111,780, bringing the total design contract amount to $3,013,878. The chart below shows the different elements that make up the total design contract. After the $700,000 from the 2024 budget is expended, there is $2,313,878 remaining of the contract to be authorized.

	Design Element	
2024	Irrigation Relocation and Site Fill Bidding Documents	$ 700,000.00
	Program Verification	
	Schematic Design	
2025	Design Development	$ 2,202,098.00
	Construction Documents	
	Rio Grande Extension Design	
	FF&E Design, Bidding, Oversight	
	Recreation District Maintenance Building	$ 111,780.00
		$ 3,013,878.00

Blythe Group and the Design Team have completed the Schematic Design in 2024 and this stage of design is a significant milestone because it is being utilized for cost estimating exercises by the CM/GC candidates. These cost estimates will be utilized as basis for the project budget. Some of the documents from the Schematic Design can be found here; https://tinyurl.com/MPWSchematic The remaining stages of design to be completed are Design Development and Construction Documents. These later stages are more intensive for the design teams which is why the majority of the cost of the design remains to be expended.

The design contract is one part of a larger project (Public Works Facility and the Rio Grande Ave Extension) that spans over several years and multiple presentations to City Council and other organizations in the community. This recommendation and many others have been presented on this project starting as early as 2020. As the project comes into focus in late 2024 there have been several recommendations presented recently and there are several more anticipated as the project progresses in to 2025. Below is a general description of how the process of completing this project began.

Public Works Facility: Since 2016, City staff have been focused on the long-term planning and design of a new public works facility. The current facility, located at 1221 6450 Road, was constructed in the 1960s and is now beyond its useful life. Its layout and infrastructure no longer support the department's current operational requirements. Among the primary issues are inadequate space for both shop and administrative staff, limited accessibility for individuals with disabilities, insufficient restroom capacity, structural concerns with the building, potential environmental hazards like asbestos and lead, a lack of heated storage for vehicles sensitive to cold temperatures (such as vactors, sweepers, and water trucks), a subpar wash bay, poor traffic flow within the site, inadequate separation between the public and operational areas, and the absence of proper stormwater management for water quality and quantity, including for wash bay runoff.

Planning efforts for a new facility indicated that the existing site would not be large enough for the long-term growth needs of the public works department. The site shown here in orange https://tinyurl.com/RioGrandeOverview has been recently purchased for this purpose. The site is ideal for the new public works facility given its central location, large size, and fit with the surrounding area (surrounded by similar operational campuses for the BLM, USFS, BOR, WAPA, and Tri-State).

The City wishes to create a public works facility that accommodates both existing and anticipated operational needs into the foreseeable future. The site layout and building spaces will be situated and constructed such that future expansions (additional storage, shop space, office space, etc.) can be readily accommodated when the need arises 30+ years into the future.

Public Works operations are critical to the overall function of the community, especially in the event of an emergency or natural disaster. To that end, the facility will be designed and constructed with an eye towards durability, resiliency, emergency preparedness, and with an elevated importance factor for building loads and floodplain protection.

In order to promote safety for both the public and for employee operations, the City would like the public works facility to maintain separation between the two without overlap (i.e., public traffic is separate from employee work areas and traffic circulation). For public that visit the site, the intent is for them to have a safe, easy-to-navigate, and welcoming experience. The project is also being designed to ensure all public facing elements are aesthetically pleasing and integrate well with the surrounding area.

Rio Grande Ave Extension: To accommodate future traffic growth, the City's comprehensive plan envisions the eventual extension of Rio Grande Avenue as a minor arterial, connecting East Oak Grove Road to the River Landing commercial area, as outlined here: https://tinyurl.com/RioGrandeOverview. In pursuit of this goal, the City has been working to acquire the necessary rights of way across four parcels of land. Over the past six years, in collaboration with landowners, the City has successfully secured the required rights of way. The final parcel, located at the northern end of the alignment, is part of the site designated for the new Public Works Facility. The initial phase of the project will include the construction of the facility, as well as the roundabout at Oak Grove Road and Rio Grande Avenue, and the first section of the Rio Grande extension up to the facility entrance. The remaining road sections and roundabouts that will eventually link Rio Grande Avenue to the River Landing area will be handled as a separate project, with alternative funding sources to be explored. The City plans to investigate and apply for grant funding for this phase of the project.

Normally, architectural facility/site design is separate from civil road design. In the case of this project the Public Works Facility design and the Rio Grande Ave Extension design have been combined into one design project. This is because of how interdependent the two projects are on each other, meaning that the design of one will impact the design of the other. To keep the design and eventual construction schedules without conflict it is most beneficial to keep the design of both as one project.

Net Financial Impact

Funding for this project is proposed as part of the Certificate of Participation (COP) borrowing planned for the overall public works facility's implementation. Until this funding is secured (expected around July 2025), the Design Contract Extension will be funded directly by the City using existing reserves. After closing on the borrowing, the COP funds may be utilized to repay funding that initially came from City's reserves.

PURCHASE RECOMMENDATION

TO: Honorable Mayor, and Montrose City Council
Cc: William Bell City Manager, Ann Morgenthaler Deputy City Manager
FROM: Jim Scheid Public Works Director
Shane Brandt Fleet Superintendent
DATE: December 16, 2024
Subject: 2025 Vehicle and Equipment Purchase Recommendation

Action

Consider the authorization of vehicle and equipment purchases for the following City Divisions in the total amount of $2,173,795.72

1. Public Works/Streets Tractor
2. Public Works/Parks Backhoe and Utilities Excavator
3. Public Works/Trash and Recycle Refuse Truck
4. Public Works/Streets and Wastewater Dump Truck
5. Black Canyon Golf Course Grooming machine and Knife Grinder
6. Police Department Patrol Vehicles
7. Public Works/Streets and Police Department Admin Vehicle

Background

The Fleet division uses a fleet management software tool (FASTER) to determine optimal replacement schedules for each fleet asset. FASTER uses initial cost, mileage, maintenance costs, salvage value, and other factors to recommend the replacement of an asset. The Fleet Division considers other factors such as utilization rate, budget, and the availability of underutilized assets as well as the FASTER result, to ultimately schedule asset replacements. The fleet assets listed above have been budgeted for replacement in 2025 after consideration in the budget generation process in 2024 to determine if these vehicles/equipment should in fact be replaced. While the budget for each item is considered, it is reviewed with each division to determine the most appropriate means of replacement. Sometimes a direct and exact replacement is necessary, sometimes the replacement should be purchased with an upgrade in size or options and other times the asset can be simply eliminated or combined in use with another asset.

The City of Montrose uses multiple ways to acquire vehicles and equipment to ensuring a competitive and transparent purchasing decision. The three avenues used in this recommendation are as follows:

- **A.** Competitive Bidding: This process invites vendors to submit their best price via a proposal to a formal bid document,
- **B.** Cooperative Purchasing Agreement: This leverages existing contracts to secure government pricing through agreements that vendors have entered to offer awarded pricing to other government agencies. This process allows the City of Montrose to take advantage of pricing offered to government agencies.
- **C.** Price Quoting: Requesting quotes from multiple vendors provides a clear comparison of pricing, ensuring the City of Montrose receives fair and competitive pricing.

1. Public Works/Streets Tractor

A Streets Division Tractor is due for replacement in 2025. The quote below uses a Cooperative Purchasing Agreement (CPA) through Sourcewell pricing (contract # 031121-DAC).

Vendor/Location	Brand	Price
U.S. Tractor/Montrose	**John Deere**	**$115,156.70**

A total of $120,000 was budgeted for this purchase. This purchase comes in $4,843.30 under budget.

2. Public Works/Parks Backhoe and Utilities Excavator

The Fleet Division is replacing a Parks Division Backhoe and the Utilities Division Excavator. For this purchase, the City is using the Cooperative Purchasing Agreement (CPA) Sourcewell contract 032119-JDC for both the Loader and Backhoe.

Vendor/Location	Equipment	Price
4 Rivers Equipment – Grand Junction, CO	**John Deere 200G Excavator**	**$291,000.29**
4 Rivers Equipment – Grand Junction, CO	**John Deere 320P Backhoe**	**$158,500**

The 2025 Parks and Fleet budget combined included $458,800 for this purchase. This purchase comes in $9,299.71 under budget.

3. Public Works/Trash and Recycle Refuse Trucks

On December 4th, 2024, the City of Montrose Fleet Division opened bids for one new automated side loader refuse truck. It is a replacement that is included in the 2025 Fleet budget. Five total bids were received, and only three were complete and qualified. The qualified bids are as follows:

	Chassis/Location	Score based on Warranty, Price, Location, Estimated Deliver Date, and Past Experience	Body Company/Location	Total Price
Transwest	**AutoCar/Grand Junction**	**3.2**	**Curbtender/Grand Junction**	**$431,550**
Kois Brothers	Auto Car/Grand Junction	2.8	Heil/Denver	$426,728
Jackson Group	Peterbilt/Fruita	2.6	Curbtender/Grand Junction	$394,965

City Staff recommends purchasing from Transwest for a price of $431,550. Transwest has provided the City with excellent service and the Curbtender body has a 5 year warranty which is 4 years longer than the Heil body. The Chassis and Body vendors are on the Western slope which offer close and reliable service. The Fleet Division has budgeted $450,000.00 for this Refuse Truck. This purchase comes in $18,450 under budget.

4. Public Works/Streets and Wastewater Dump Trucks

On December 3rd, 2024, the City of Montrose Fleet Division opened bids for two new dump trucks. The Wastewater dump truck is a direct replacement, and the Streets Division dump/plow and sander truck is an upgrade. Both are included in the 2025 Fleet and Streets budget. 5 total bids were received, but only three were complete and qualified. The qualified bids are as follows:

	Chassis/Location	**Score based on Bid Specs, Price, Location, and Past Experience**	**Body Company/Location**	**Price**
Transwest Bid 1	**Western Star/Grand Junction**	**3.3**	**OJ Watson/Denver Colt/Sterling**	**$242,966, $369,071**
Transwest Bid 2	Western Star/Grand Junction	3.0	Kois/Denver Colt/Sterling	$242,966, $337,709
Jackson Group	Peterbilt/Fruita	2.8	Colt/Sterling	$244,717, No bid

City staff recommends awarding the purchase to Transwest Bid 1 at a total price of $612,037. Transwest (Grand Junction) is the closest bidder to the City of Montrose and has a proven track record of excellent service. Choosing Transwest Bid 1 would ensure the purchase of the same snowplow, sander, and dump body model (Monroe) currently uses in our fleet. This standardization would streamline snow operations by providing consistent controls and functions across the fleet, as well as simplifying the availability of replacement parts. While $580,000 was budgeted for this purchase, selecting Transwest would exceed the budget by $32,037.

5. Black Canyon Golf Course Golf Grooming Machine and Knifegrinder

The Fleet Division is replacing a BCGC Grooming Machine and one knife grinder in the 2025 Budget. A CPA is being utilized for this purchase. For this purchase, the City is using Cooperative Purchasing Agreement (CPA) Sourcewell contract number 031121-TTC.

Vendor/Location	**Equipment**	**Price**
LL Johnson – Denver, CO	**Bullseye Quick Groom 550**	**$ 8,759.61**
LL Johnson – Denver, CO	**Bernhard Express Dual 4300 Reel Grinder**	**$72,402.12**

Purchasing from LL Johnson will make this purchase $1,461.73 over the budgeted amount of $79,700.

6. Police Department Patrol Vehicles

In the 2025 budget 5 Patrol cars are up for replacement. Currently, the Fleet Division has 14 patrol cars on order. Of these 14, 8 of them have been on order for 3 years. This extreme lead time has prompted the Fleet Division to seek out cars that are on hand to prevent this less-than-ideal lead time. Currently, Ken Garff Ford (American Fork, Utah) has 5 Police Interceptors on site and available now. Below is a quote for 5 fully upfitted 2024 Police Interceptors using the 2024 Colorado State bid for comparison.

Dealer/Location	Vehicle	Price
Ken Garff – American Fork, UT	**Ford Police Interceptors**	**$351,060.00**
2024 Colorado State Bid Pricing	Ford Police Interceptors	$371,500.00

City Staff recommend purchasing from Ken Garff. Purchasing from Ken Garff is not only the best value for the city but also decreases the lead time. This purchase is $1,060.00 over the budgeted amount of $350,000.

7. Public Works/Streets and Police Department Admin Vehicle

On December 5th, 2024, the City of Montrose Fleet Division opened bids for two new vehicles. These two replacement vehicles will be used by the Streets Division and Police Department. Four total bids were received, and all four were complete and qualified. The bids are as follows:

Dealer/Location	Vehicle	Price
Sill-TerHer Motors/ Broomfield, CO	**Ford Vehicles**	**$133,330**
Phil Long Ford/Denver, CO	Ford Vehicles	$135,877
Ken Garff/American Fork, UT	Ford Vehicles	$136,737
KIG Vehicle Concepts/Miami, FL	Ford Vehicles	$163,897

City Staff recommends purchasing from Sill-TerHer for a price of $133,300. They provide the best value for the City of Montrose. $164,500.00 was budgeted for this purchase making it $31,200 under budget.

Net Financial Impact

Vehicles/equipment that are being replaced are budgeted in the Fleet Fund and additional vehicles/equipment to the Fleet are budgeted in the divisions' budgets that will utilize the vehicles/equipment. The chart below shows the overall budget impact for these purchases. The overall purchases for fleet and division budgets are under the overall budgeted amount by $29,204.28

Budget Impact

Equipment type	**Purchase Price**	**Budget Price**
Tractor	$115,156.70	$120,000
Backhoe/Excavator	$449,500.29	$458,800
Refuse Truck	$431,550.00	$450,000
Dump Trucks	$612,037	$580,000
Patrol Cars	$351,060	$350,000
Ford Vehicles	$133,330	$164,500
BCGC Groomer and Knife Grinder	$81,161.73	$79,700
Total	**$2,173,795.72**	**$2,203,000**
Overall, budget savings	$29,204.28	

CHANGE ORDER NO. 1 RECOMMENDATION
WWTP Motor Control Center (MCC) Main Breaker

TO: Mayor and City Council
FROM: David Bries, Utilities Director
Cc: William Bell, City Manager
Shani Wittenberg, Finance Director
Hyrum Webb, Lead Operator
DATE: December 3, 2024
Subject: WWTP MCC Change Order No. 1 Main Breaker,

Recommendation

Review of proposed Change Order No. 1 for costs of purchasing one main breaker and ground fault testing from Browns Hill Engineering and Controls (BHEC) for the Wastewater Treatment Plant Motor Control Center (MCC) project.

Background

Since early 2022, the Wastewater Treatment Plant has been working on the replacement of the MCC. Due to an oversight by BHEC during the design and engineering phase, a main breaker disconnect was not included in the project.

In October of last year, during a site visit from the state electrical inspector, it was discovered that a single main breaker was needed that was not included in the original design and equipment purchase. At that time, BHEC ordered the correct piece of equipment from the manufacturer. Due to extended delivery times for this type of equipment, it took 11 months to deliver the new breaker. State Electrical Code requires the new breaker to be ground fault tested. This was performed by a third party vendor soon after the breakers installation. If the main breaker was included during the initial design phase, the extra costs would have been the breaker, costs for design service and costs to have Sturgeon Electric install the unit. BHEC is covering the design and installation costs due to their oversight, and is requesting payment from the City for the equipment costs and the third party testing that was required by the State Electrical Code.

Equipment/Service Provided	Product Cost	Estimated Delivery
1 Main Breaker for Switchboard 1	$40,037	Delivered and installed
CED Ground Fault Testing	$4,485	Service Completed

Net Financial Impact

The total cost for this to the City of Montrose is $44,525. Funding is available in the Wastewater Treatment Plant Operating Equipment Capital line item (510-7145-944-000). The estimated cost for design and installation that is being covered by Browns Hill Engineering and Controls is $45,868.