CITY COUNCIL WORK SESSION
Monday, February 28, 2022 10:00 AM
City Council Chambers, Elks Civic Building - 107 S. Cascade Ave.

Public participation for this meeting will be in person in the City Council Chambers and via Zoom at the following link: https://us02web.zoom.us/webinar/register/WN_sdyWKaP-ShqHrJIDc3YvKQ
Telephone participation is available at: 1-253-215-8782 or 1-346-248-7799. Webinar ID: 822 0987 0682

The meeting can be viewed via livestream at https://www.cityofmontrose.org/759/Live-Meetings-Viewer.

Hearing assistance devices are available for public use. Please let us know if you need accommodation. The City also offers interpretation for Spanish speakers. In order to allow time to book this resource, please email planningmail@ci.montrose.co.us at least three days before the meeting.

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1) DISCUSSION ITEMS

A) West Main Revitalization Design Contract Award (20 Minutes)
Staff: City Engineer Scott Murphy **3-5**

B) Montrose Pavilion Carpet Replacement Contract Award Recommendation (15 minutes)
Staff: Public Works Manager Jim Scheid **6-7**

C) 2022 Adjusted Budget Ordinance (10 minutes)
Staff: Finance Director Shani Wittenberg **8**

D) 2023 Budget Meetings with City Council (15 minutes)
Staff: Finance Director Shani Wittenberg

2) GENERAL CITY COUNCIL DISCUSSION

3) STAFF COMMENTS

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

FUTURE TOPICS

- Municipal Court Annual Report - March 14
- Special Meeting - City Manager and Municipal Court Judge evaluations - March 14
- Sales, use and excise tax report for January 2022 - March 15
- GVTPR, SMART, and All Points Transit presentation - April 4
- Liquor license transfer application for Jimmers - April 4
- Oaths of Office for newly elected City Councilors - April 19
- Selection of Mayor and Mayor Pro Tem for the upcoming year - April 19

CONTRACT AWARD RECOMMENDATION

TO: Honorable Mayor and Members of the City Council
FROM: Scott Murphy, *City Engineer*
DATE: February 22, 2022
RE: West Main Revitalization Design Contract Recommendation
CC: William Bell, Shani Wittenberg

Action

Consider the award of a professional services contract to KLJ Engineering in the amount of $367,001.30 for completion of design studies, alternatives evaluations, and civil design associated with the West Main Revitalization Project. Contract award is contingent upon concurrence to award from the Colorado Department of Transportation.

Background

West Main Street, a part of State Highway 90, runs approximately 0.5 miles from Townsend Avenue to the Uncompahgre River within the City of Montrose. Although owned and generally maintained by the Colorado Department of Transportation (CDOT), this reach of roadway runs through downtown Montrose's urban core and, as a result, serves as the primary access and frontage for adjacent businesses. West Main also provides a vital vehicular and pedestrian connection between downtown businesses, nearby residential centers/Spring Creek, and the City's Uncompahgre Riverway Trail and West Main Trailhead.

Over the years, the City of Montrose has implemented various capital projects to improve and streetscape portions of Main Street both east and west of Townsend Avenue. This work has generally extended from Park to Selig Avenues and has included the installation of decorated medians, tree rows, decorative lighting, "bulb-out" curb extensions, and conversion of four lane roadways to two lane roadways with diagonal parking (Cascade to Park only). However, West Main Street west of Selig Avenue has generally remained in its outdated vehicular-focused configuration over the past several decades. This includes two travel lanes in each direction, shoulders for undefined parallel parking, and narrow, non-ADA-compliant sidewalks and driveways on each side of the roadway.

In its current configuration, West Main Street is challenging to pass through as a pedestrian or bicyclist due to narrow/non-compliant sidewalks and is generally incompatible with a Main-Street style business that relies on comfortable access, pedestrian activity, and opportunistic sales. Furthermore, outdated and undersized storm sewer and water infrastructure are in need of replacement and upsizing within the West Main corridor.

As a remedy to these shortcomings, the West Main Street Revitalization project looks to accomplish the following:

1. Install ADA-compliant, widened sidewalks along both sides of the street.
2. Install bicycle facilities along one or both sides of the street, as space allows.
3. Improve crosswalk safety within the corridor to the extent practicable.
4. If possible while still accommodating future traffic volumes, reconfigure (and eliminate if possible and necessary) select travel lanes within the corridor.

5. Develop a modern streetscape standard for the corridor and implement streetscaping to include trees, lighting, pedestrian facilities, targeted parking, and restaurant seating areas (as budget allows).
6. Properly size and replace aged water and storm sewer infrastructure. Due to budget constraints, it is likely that storm sewer improvements will be limited to areas directly affected by the project's construction activities (e.g., inlets and laterals may be upgraded as part of curb extensions but not main trunk lines at this time).

To help accomplish these goals, the City of Montrose was recently awarded a $2M Revitalizing Main Streets Grant from CDOT to be utilized for West Main Street. Combined with the City's match of approximately $500k (20%), the total project budget is $2.5M for design and construction.

Request for Proposals and Design Team Recommendation

On December 14, 2021 the City of Montrose issued a request for proposals to procure a design team for the West Main Revitalization Project. This design team would be responsible for performing the following key tasks:

- Perform traffic studies of the entire Main Street corridor. This includes traffic volume projections into the future, analyses of collision data, and simulations for various roadway alternatives to model roadway capacity and delay.
- Perform all property and basemap surveys for the project area.
- Develop and evaluate various alternatives for roadway improvements. These alternatives would include items such as sidewalk widening, changes to parking areas, possible lane reductions, addition of bike lanes, addition of seating areas, etc.
- Develop alternatives for streetscaping of West Main. This includes items such as decorative trees, seating areas, surface finishes (decorative concrete, brickwork, etc), and lighting.
- Once roadway and streetscaping alternatives are developed, perform public outreach and solicit feedback from the public for the project to include press and social media releases, website creation, demonstration videos, open houses, and targeted business outreach.
- Perform geotechnical, hydrologic, and hydraulic design studies to aid in design of project elements (pavement thickness, pipe sizes, etc).
- Prepare project plans, specifications, and cost estimates for the preferred roadway and streetscaping alternatives.

Proposals were publically received on January 18, 2022 from three consultants summarized in Table 1 below. Following receipt of the proposals each was evaluated by a team consisting of the engineering department, streets department, and a representative from CDOT. A score between 0 and 4 was assigned to each based on weighted evaluation criteria. Following assignment of scores, the City then entered into pricing negotiations with the highest-rated consultant. This method of procurement is required by CDOT's grant.

TABLE 1 Summary of Consultant Proposals		
Consultant	**Location**	**Rating**
KLJ Engineering	Montrose, CO	3.40
Kimley-Horn	Denver, CO	3.00
Ayres Associates	Fort Collins, CO	3.00

Using the process described above, the City selected KLJ Engineering as the preferred consultant for design of the project. Following several rounds of negotiations, the negotiated price for completion of this design is $367,001.30 on a time-and-materials, not-to-exceed basis and this price is within expectations of the City.

Project Schedule

Project design is expected to last into the spring of 2023 and construction is tentatively scheduled to begin shortly after, subject to approval from CDOT and the Montrose City Council.

Contract Administration and Project Financials

Contract administration and project management will be performed by the City of Montrose engineering department. The 2022 budget included $260k in the grant-funded capital projects line for this design. Assuming that approximately 70% of the project design will be completed in 2022 (remainder in spring of 2023), this places the anticipated 2022 expenses within this budget. It should be noted that project design is eligible for reimbursement from CDOT; as a result, the net expense to the City is only 20% of this amount or approximately $52k.

CONTRACT AUTHORIZATION RECOMMENDATION

TO: Honorable Mayor and Members of the City Council
FROM: Jim Scheid, Public Works Manager
DATE: **February 28, 2022**
RE: 22-002 Montrose Pavilion Carpet Replacement Contract Award Recommendation
CC: William Bell, Ann Morgenthaler, Shani Wittenberg, Mark Armstrong

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Action

Consider the authorization and award of funds in the amount of $114,030.64 for the replacement of the carpet within the Montrose Pavilion. Including the award of a contract with Carpetrends, Inc. in the amount of $103,664.22

Background

The replacement of the carpet throughout the main level of the event space in the Montrose Pavilion has been scheduled and budgeted for in 2022. The existing carpet was installed in the 1990s and will be replaced with a high quality event venue commercial carpet square. A picture of what this new carpet will look like is shown in the attached rendering (Image 1).

The City received two bids for this project as shown below.

Company	Location	Construction Est.
Carpetrends, Inc	Montrose, CO	$ 103,664.22
Stryker and Company	Montrose, CO	$ 105,849.94

Bidders on this project were able to utilize government pricing through a Cooperative Purchasing Agreement for the carpet material.
After review of the proposals, both were determined to be qualified and complete. Staff is recommending award to Carpetrends, Inc.

Contract Administration and Project Financials

This project has been budgeted for in the 2022 budget in the Facilities Internal Service Fund (600-8040-366-000) in the amount of $125,000.00. The contract amount with Carpetrends in the amount of $103,664.22 plus a 10% owner's contingency of $10,366.42 equals the total to be authorized for this project at $114,030.64 which is $10,969.36 under budget.

Image 1:
Rendering of what the Miliken Mangrove – cliff would look like in the lobby of the Montrose Pavilion.

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF MONTROSE, COLORADO, AMENDING ORDINANCE NO. 2567 WHICH APPROPRIATED FUNDS FOR DEFRAYING THE EXPENSES AND LIABILITIES OF THE CITY OF MONTROSE, COLORADO DURING THE FISCAL YEAR BEGINNING JANUARY 1, 2022;

WHEREAS, in Ordinance 2567 it was stated that the Health/Dental Management Fund would be combined into the Internal Service Fund along with Fleet Management, Information Services and Facility Management;

WHEREAS, the Health/Dental Management Fund will need to remain separate to maintain the integrity of a separate checking account.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONTROSE, COLORADO, AS FOLLOWS:

Section 1: The amount appropriated for the Internal Service Funds by Section 1 of Ordinance No. 2567 needs to be hereby amended to read according to the column entitled "Adjusted Budget", below:

Fund #	Fund Name	Budget Ordinance 2567	Change of Appropriation for 2022	Adjusted Budget
600	INTERNAL SERVICE FUNDS	$ 9,759,086	$ (3,149,618)	$ 6,609,468
610	HEALTH & DENTAL MGMT FUND	$ -	$ 3,149,618	$ 3,149,618
		$ 9,759,086	**$ -**	**$ 9,759,086**

You will please take notice that the Montrose City Council will hold a hearing upon the above Ordinance and on the question of its adoption on first reading on Tuesday, the 15th day of March, 2022, at the hour of 6:00 p.m. in the City Council Chambers at 107 S. Cascade.

INTRODUCED, READ and PASSED on first reading this 15th day of March, 2022

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Doug Glaspell, Mayor

Attest:

_____
Lisa DelPiccolo, City Clerk

INTRODUCED, READ AND ADOPTED on second reading this 5th day of April, 2022.

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Doug Glaspell, Mayor

Attest:

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Lisa DelPiccolo, City Clerk