

**TOWN OF TIMNATH, COLORADO
RESOLUTION NO. 80, SERIES 2024**

**A RESOLUTION APPROVING THE WORK ORDER WITH
WILSON & COMPANY, INC, ENGINEERS & ARCHITECTS FOR THE TIMNATH
PARKWAY – BUSS GROVE TO MAIN STREET PROJECT ALTERNATIVES
ANALYSIS**

WHEREAS, the Town Council of the Town of Timnath (the “**Town**”) pursuant to C.R.S. § 31-15-103, has the power to pass resolutions; and

WHEREAS, the Town entered into a Professional Services Master Agreement for General Engineering Services dated September 24, 2024 with Wilson & Company, Inc, Engineers & Architects; and

WHEREAS, the Town completed an Mini-RFP solicitation pursuant to the Professional Services Master Agreement for General Engineering for the Timnath Parkway – Buss Grove to Main Street Project Alternatives Analysis; and

WHEREAS attached hereto as **Exhibit A** is the Work Order 1 pursuant to the Professional Services Master Agreement for General Engineering for the Timnath Parkway – Buss Grove to Main Street Project Alternatives Analysis with Wilson & Company, Inc, Engineers & Architects, dated December 10, 2024; and

WHEREAS, the Town Council is familiar with the Work Order pursuant to the Professional Services Master Agreement for General Engineering and finds it to be in the best interest of the Town, its residents, and the general public to enter into the agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TIMNATH, COLORADO AS FOLLOW:

Section 1. Approval

The required purchase proposal and expenditure of funds up to \$105,600.00 is hereby approved, authorized, and ratified to enter into a Work Order with Wilson & Company, Inc, Engineers & Architects for the Timnath Parkway – Buss Grove to Main Street Project Alternatives Analysis. The required agreements may be finalized by the Town Manager, in consultation with the Public Works Director, Legal Counsel, and other applicable staff or consultant. Any actions taken prior to the execution of this Resolution, that are within the authority conferred hereby, are ratified, confirmed, and approved by the Town Council.

INTRODUCED, MOVED, AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF TIMNATH, ON DECEMBER 10, 2024.

TOWN OF TIMNATH, COLORADO



Robert Axmacher, Mayor

ATTEST:



Milissa Peters-Garcia, CMC
Town Clerk



WORK ORDER NUMBER 1

PURSUANT TO PROFESSIONAL SERVICES MASTER AGREEMENT FOR GENERAL
ENGINEERING BETWEEN
THE TOWN OF TIMNATH
AND
WILSON & COMPANY, INC, ENGINEERS & ARCHITECTS

**MASTER AGREEMENT: Professional Services Master Agreement for General
Engineering between the Town of Timnath (the “Town”) and Wilson & Company, Inc,
Engineers & Architects (the “Consultant”)**

MASTER AGREEMENT EFFECTIVE DATE: September 24, 2024

PROJECT TITLE: Timnath Parkway – Buss Grove to Main Street Alternatives Analysis

WORK ORDER COMMENCEMENT DATE: December 10, 2024

WORK ORDER COMPLETION DATE: June 30, 2024

NOT-TO-EXCEED FEE FOR THIS WORK ORDER: \$106,500.00

PROJECT DESCRIPTION/SCOPE OF SERVICES:

The Timnath Parkway Buss Grove to Main Street Alternatives Analysis project will consist of alternatives analysis services for the Timnath Parkway extension. The Alternatives Analysis will continue to evaluate multiple alignment options through the corridor, considering environmental, geometric constraints, and community impacts; and cost. The selected consultant will provide a recommended alternative based on the findings of this Analysis to assist the Town in selecting a feasible alternative.

Consultant agrees to perform the services identified above and on the attached Proposal dated November 26, 2024 from Consultant to the Town in accordance with the terms and conditions contained herein and in the Professional Services Master Agreement for General Engineering (the “Master Agreement”) between the parties. In the event of a conflict between or ambiguity in the terms of the Master Agreement and this Work Order (including the attached Proposal) the Master Agreement shall control.

The attached Proposal consisting of three (3) pages are hereby accepted and incorporated herein, by this reference, and Notice to Proceed is hereby given after all parties have signed this document.

The Town affirms that it has appropriated sufficient funds to cover the additional work set forth in this Work Order, up to the not to exceed amount set forth above, in addition to any work under Master Agreement or prior Work Orders thereto; and that such funds shall be available prior to performance of the additional work.

[Remainder of page intentionally left blank. Signature page follows.]

IN WITNESS WHEREOF, The parties have executed this Work Order as of the date last written below. By the signature of its representative below, each party affirms that it has taken all necessary action to authorize said representative to execute this Work Order.

CONSULTANT:
Wilson & Company, Inc, Engineers &
Architects

Signed by:
Scott Waterman
Name: Scott Waterman
Title: Senior Vice President
Date: 12/12/2024

TOWN:
Town of Timnath

DocuSigned by:
Aaron Adams
Name: Aaron Adams
Title: Town Manager
Date: 12/12/2024

ATTEST

DocuSigned by:
Milissa Peters Garcia
Name: Milissa Peters Garcia
Title: Town Clerk
Date: 12/12/2024

DEPARTMENT APPROVAL

Signed by:
Justin Stone
Name: Justin Stone
Title: Public Works Director
Date: 12/12/2024



4065 Saint Cloud Drive, Suite 100
 Loveland, CO 80538
 970 834 6364 p
 wilsonco.com

November 26, 2024

Lauren Thomson and Kim Koivuniemi, PE
 Town of Timnath
 4750 Signal Tree Drive
 Timnath, CO 80547

Re: Task Description & Fee Estimate – Timnath Parkway – Buss Grove to Main Street

Dear Ms. Thomson and Ms. Koivuniemi,

Wilson & Company is pleased to propose the following tasks for the completion of the above conceptual design and alternatives study. We anticipate the study will take 20 weeks with weekly meetings and some stakeholder meetings and that there is enough information in the CAD files Kim sent to execute the study without additional fieldwork. The fee estimate includes anticipated duration of each of these tasks.

Task 1 – Project kickoff

- Overall project kickoff meeting with the Town and Next Phase.
- Initial assessment by Next Phase of the anticipated short- and long-range traffic that will be directed to and from the new Buss Grove Roundabout (and the amount of traffic that will remain at the intersection of Main Street and Buss Grove).
- Preparation of a background map for the drafting of all alternatives. Old files have been provided by the Town and we anticipate there is enough information in these files for the necessary study and that no additional survey will need to be obtained.
- Develop a matrix for the scoring of the alternatives with input from Next Phase and Town Staff.

Task 2 – Environmental screening – Wilson & Company staff will conduct a desktop review of local, state, and federal databases to obtain relevant biological and historical information, along with data about hazardous materials. Desktop due diligence includes a review of available, known and suspected aquatic resources, as well as potential threatened & endangered species within the vicinity of the proposed project. Additionally, historical databases including the National Register of Historical Places (NRHP) will be used to list possible historically significant properties within the proposed project area. Readily available state and federal databases for hazardous materials will be reviewed to identify possible above and below ground storage tanks, hazardous material handlers, and known spills and contaminations, as well as other hazardous material concerns within the project vicinity. After a desktop review, Wilson & Company staff will conduct site reconnaissance from the existing public ROW along Buss Grove and Mainstreet. The site visit will consist of visual observation and photo documentation of the site. No digging, soil investigation, or sampling of any kind will be conducted during the site reconnaissance. A memo with a summary of findings, including recommendations of avoidance, will be prepared after both the desktop review and site visit are complete. The purpose of this study is to assist in identifying outstanding and known environmental concerns or hazards within the project vicinity. Further investigation may be required to verify the accuracy of databases, and to confirm potential concerns that may be identified by the screening.

Task 3 – Buildout volumes, concepts, analysis and estimating – Next Phase will review available information including the TMP, area developments, NFR information to estimate future buildout volumes. Wilson & Company and Next Phase will develop three concepts to safely and efficiently

move traffic to and from Timnath Parkway while keeping Main Street through downtown readily accessible. We anticipate that the routes will be in an “interim” lane configuration with an “ultimate” right of way for cost purposes. Ultimate improvements will be considered, but will not be a part of the estimating process. Next Phase will assess the effectiveness of each alternative’s traffic flow and safety. Each of the concepts will be quantified and estimated based on the project footprint, estimated earthwork, property acquisition needs, and allowances made for the anticipated complexity of drainage and utility improvements that will be required for each design. The alternatives will include:

- A large “S” curve mimicking the design at Harmony
- Two layouts with improvements at the southwest corner of the Konkel property

Task 4 – Alternative scoring and assessment – Several team members and Town staff will be invited to score each alternative (including a “do nothing” alternative). The scoring will be based on the matrix developed in Task 1 and will include anticipated costs, property impacts, projected effectiveness, anticipated longevity, and environmental impacts. The alternatives will be ranked at the completion of this task, and if there isn’t an obvious top ranking, further refinement will be made of the two highest scoring concepts.

Task 5 – Stakeholder outreach – The design team will assist Town staff with meetings with impacted property owners. Currently, we anticipate meetings with Ms. Konkel and Poudre School District. BHA design will be available specifically to be a part of the PSD discussions as they have provided PSD with land planning on several recent projects. There are allowances for several additional meetings with this task in the event properties on the west side of Main Street need to be contacted. A community open house is not proposed. The team will support the Town with engineering exhibits that can be added to the project websites as part of this task.

Task 6 – Final selection memo – We assume that after the outreach effort, the team’s preferred alternative will not require major modification. A memo describing the process, the alternatives investigated, and explaining the recommended option will be prepared. This task includes the team participating in a work session with the Town Council.

Task 7 – Project management and coordination – The project duration is anticipated to be 20 weeks. An allowance for Wilson & Company management of the project as well as weekly meetings is included in this task.

Assumptions and Exclusions

- The background information provided by the Town will be adequate to support the study requirements.
- New traffic counts will not be provided with this agreement.
- Drainage and utility design will not be completed at this time. Estimates related to the complexity of drainage and utility relocation will be contemplated.
- Surveying services are not included in this phase of the project.



Task Description & Fee Estimate – Timnath Parkway – Buss Grove to Main Street
 November 26, 2024
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Duration and Fee Estimate

Task	Week # (assume 20 wk project)	Wilson & Company Task and Fee Estimate Timnath Parkway Alternatives Analysis (24-000-457-01)	Oberlander Engineer XX	Weier Engineer XIII	Lofson Tech Spec IX	Wright / Fischer Engineer VII	Enviro PM Tech Spec XIV	Enviro Biologist Tech Spec VI	Milewski BHA	Olson Next Phase	Williamson Next Phase	TOTAL FEE
			\$ 250	\$ 180	\$ 140	\$ 120	\$ 190	\$ 110	\$ 180	\$ 200	\$ 200	
1	1-3	Kickoff Meeting, data gathering, background map, matrix development	4	4	16	16				4	8	\$ 8,280
2	2-3	Environmental screening - from ROW and desktop					20	50				\$ 9,300
3	4-11	Buildout volumes, concepts, analysis and estimating (4 concepts)	16	32	60	80				32	20	\$ 38,160
4	12-13	Alternative scoring and assessment - narrow to two options	4	16					4	12	8	\$ 8,600
5	13-15	Stakeholder outreach (Konkel & PSD) - webpage assistance	4	16	16	16			8	4	8	\$ 11,880
6	15-19	Recommended option chosen, final memo and presentation to Council	8	40	8	8				4	12	\$ 14,480
7	1-20	Project management and coordination	20	40							8	\$ 13,800
8		Reimbursable Estimate										\$ 2,000
			56	148	100	120	20	50	12	56	64	\$ 106,500