

TOWN OF MANCOS
BOARD of TRUSTEES WORKSHOP
February 10, 2021 5:30 p.m.
Joint Workshop with Board of County Commissioners
Town Hall Board Room

Monthly Board Workshops are for Board discussion purposes only. Decisions cannot be made during these sessions. These workshops are open to the public, however public comment will not be accepted.

TOWN OF MANCOS
BOARD of TRUSTEES MEETING (Amended 2/8/2021)
February 10, 2021
7:00 p.m.

Electronic Participation Option:

Zoom Meeting

<https://us02web.zoom.us/j/84575480324>

Meeting ID: 845 7548 0324

Dial by your location

+1 253 215 8782 US (Tacoma), +1 346 248 7799 US (Houston), +1 669 900 6833 US (San Jose), +1 301 715 8592 US (Washington D.C), +1 312 626 6799 US (Chicago), +1 929 205 6099 US (New York)

AGENDA

A. Call to Order

B. Pledge of Allegiance and Moment of Silence

C. Roll Call

D. Approval of the Agenda

E. Approval of the Minutes of January 27, 2021

F. Audience Business

G. Announcements

H. Treasurer's Report: January Bills & Claims

I. Committee Reports

- Region 9 Southwest Colorado Economic Development

J. Action and Discussion Items

1. Water Treatment Plant Increase In Design & Engineering Scope
2. Water Treatment Plant Project DOLA Grant Acceptance
3. Main Street Bridge Fiber Relocation

4. Records Request from Mr. Roane for Executive Session Recording Dated 11/11/2020

K. *Items for February 24, 2021 Agenda*

- *Women's History Month Proclamation*
- *2021 Economic Development Work Plan & Incentive Discussion*
- *Region 9 Presentation – Montezuma County 2020 Report*

L. Adjournment

**Town of Mancos
Board of Trustees Meeting
January 27, 2021
7:00 p.m.**

A. CALL TO ORDER: Mayor Queenie Barz called the meeting to order at 7:00 p.m.

B. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

C. ROLL CALL: Present: Mayor Queenie Barz, Mayor pro tem Fred Brooks, Trustee Ed Hallam, Trustee Betsy Harrison, Trustee Cindy Simpson, Trustee Janice Bryan, Trustee Brent McWhirter

Staff Present: Town Administrator/Clerk/Treasurer Heather Alvarez, Attorney David Liberman (Zoom), Public Works Director Terry Jennings, Marshal Justen Goodall

D. APPROVAL OF AGENDA: Mayor pro tem Fred Brooks made the motion to approve the agenda. Trustee Brent McWhirter seconded the motion. Motion passed.

E. APPROVAL OF THE MINUTES OF January 13, 2020: Trustee Cindy Simpson made the motion to approve the minutes of January 13, 2020 with a correction under Adjournment: Trustee Ed Hallam made the motion to adjourn the meeting at 7:49 p.m. Trustee Brent McWhirter seconded the motion to approve the amended minutes. Motion passed.

F. SWEARING IN OF DEPUTY MARSHAL DAVID MARTIN
Mayor Queenie Barz administered the oath of office to David Martin.

G. PROCLAMATION HONORING MAC NEELY'S 100TH BIRTHDAY
Mayor Queenie Barz read the proclamation.

H. AUDIENCE BUSINESS

None

I. ANNOUNCEMENTS

- We've received construction authorization from CDOT. Notice to proceed has not been issued as we are working to find a solution to traffic control.

J. COMMITTEE REPORTS

- Montezuma County Planning Commission – they are advertising to fill a vacant position, City of Cortez One and Three Mile Plans were discussed

- Mancos School District – the search has begun for a new superintendent to replace Brian Hanson who is retiring, audio quality makes it difficult to hear virtual meetings

K. ACTION AND DISCUSSION ITEMS

1. Public Hearing: Green Kiwi 5, LLC dba LivWell Change of Location

Public hearing opened at 7:15 p.m.

- Lynne Clay, 862 Grand Ave., Mancos – she spoke against the transfer of location, she is concerned about the emergency evacuation route for children, she feels this violates state statute, she did give written information which will be included with the permanent record.
- Golden Starnes, 15586 Road 35, Mancos – he is a co-owner of Blend LLC, spoke against the location change because he doesn't feel it meets the 500' distance requirement from Boyle Park
- Don McKenna, 9150 Road 39, Mancos – he spoke against the transfer of location, he disagrees with the distance measurements, he has concerns regarding parking, he doesn't feel this is a long term benefit to the Town, he is concerned about the effects on the artists
- Diane Parrinello, 40514 Road G, Mancos – she spoke against the transfer of location, she is concerned about the quality of life in Mancos, she misses the Millwood
- Marlis DeLaRond, 41128 Road K.6, Mancos – she spoke against the transfer of location, she feels the Millwood is the focal point of the Town
- Joe DeLaRond, 41128 Road K.6, Mancos – he spoke against the transfer of location, Bomdiggity is available if frontage road location is wanted
- Anna Hatch, General Counsel and Co-Owner of LivWell – they have been members of the community since 2015, all distance requirements have been met, complied with all aspects of the code, traffic surveys have been completed, requested the Board approve the transfer of location

Public hearing closed at 7:40 p.m.

After discussion, Trustee Brent McWhirter made the motion to approve the location amendment from 449 Railroad Ave. to 101 West Railroad, Mancos, CO 81328 for Green Kiwi 5, LLC dba LivWell conditional upon State approval. Mayor pro tem Fred Brooks seconded the motion. Motion passed by roll call vote with Trustee Ed Hallam voting against.

2. 2020 Work Plan Update

This was presented for Board review and discussion.

L. EXECUTIVE SESSION – LEGAL ADVICE ON WATER RATES

This item was continued to the February 10, 2021 Board meeting.

M. *Items for February 10, 2021 Agenda*

- *Joint Workshop with Montezuma County Board of County Commissioners*
- *Committee Reports: Region 9*
- *January Bills & Claims*
- *Executive Session – Legal Advice on Water Rates*
- *Water Treatment Plant Project Increase in Scope*

N. ADJOURNMENT

Trustee Cindy Simpson made the motion to adjourn the meeting at 8:22 p.m. Trustee Ed Hallam seconded the motion.

Mayor Queenie Barz

Town Administrator/Clerk/Treasurer Heather Alvarez

I, Heather Alvarez, Administrator/Clerk/Treasurer for the Town of Mancos, Colorado, do hereby certify the following to be a true and correct statement of bills and claims paid during the month of January 2021.			
Date	Vendor	Description	Amount
1/4/2021	A T & T Mobility	Cell Phones	\$ 438.63
1/4/2021	A.T.&T.	Long Distance	\$ 123.74
1/11/2021	AFLAC	Employee Benefits Dec-Jan	\$ 986.51
1/26/2021	Atmos Energy	Natural Gas	\$ 943.39
1/7/2021	Axis Health System	2021 Agency Contribution	\$ 1,500.00
1/15/2021	Ballentine Communications	Advertising/Legals	\$ 352.40
1/7/2021	Brand Central	PW Uniforms	\$ 325.50
1/7/2021	Bureau of Reclamation	Carriage Contract	\$ 280.00
1/25/2021	CAMCA	2021 Dues	\$ 22.00
1/7/2021	Caselle, Inc	Technology Service Contract	\$ 9,265.00
1/15/2021	CenturyLink	Long Distance	\$ 17.27
1/8/2021	CIRSA	2020 PC/WC Insurance	\$ 69,283.09
1/26/2021	City of Cortez	Annual Dispatch Fees 2021	\$ 41,822.00
1/15/2021	CML	2021 Dues	\$ 875.00
1/26/2021	CO Municipal Clerks Assoc.	2021 Dues	\$ 130.00
1/11/2021	Colorado Title & Closing Servi, LLC	MMO Professional Services	\$ 1,000.00
1/7/2021	Compliance Drug & Alcohol Testing	Annual Enrollment Fee	\$ 125.00
1/15/2021	Coogan, Heather	Professional Background Service	\$ 875.00
1/8/2021	Corporate Payment Systems	Credit Cards	\$ 1,641.25
1/8/2021	Cox Conoco	Fuel/Vehicle Repairs/Supplies	\$ 1,637.55
1/7/2021	Dog Waste Depot	Parks- Supplies	\$ 289.65
1/28/2021	DPC Industries	WTP/WWTP Equipment	\$ 1,159.00
1/25/2021	Empire Electric	Electricity	\$ 8,721.16
1/25/2021	Employers Council Services, Inc.	2021 Human Resource Postings	\$ 42.19
1/15/2021	FastTrack Communications, Inc.	Technology Service Contract	\$ 131.25
1/7/2021	Ferguson Waterworks #1116	WTP/WWTP Equipment	\$ 146.98
1/15/2021	Four Corners Inspections	MMO Professional Services	\$ 375.00
1/28/2021	Four Corners Power & Generator Repair	WTP/WWTP Equipment	\$ 710.00
1/7/2021	Four Corners Welding & Gas	PW Equipment	\$ 437.00
1/15/2021	Fraley & Co	WTP Propane	\$ 320.00
1/4/2021	Galls, An Aramark Co.	MMO Uniforms	\$ 862.07
1/19/2021	Goodall, Justen	Employee Benefits	\$ 25.00
1/15/2021	Grainger	WTP/WWTP Supplies	\$ 276.88
1/4/2021	Green Analytical Lab	WTP/WWTP Testing	\$ 1,674.00
1/26/2021	IIMC	2021 Dues	\$ 290.00
1/19/2021	IntelliChoice, Inc.	MMO 2021 Dues	\$ 6,331.00
1/15/2021	Le Pew Porta Johns	Boyle Park porta johns	\$ 175.00
1/4/2021	Lieberman, David	Legal Fees	\$ 3,531.00
1/7/2021	Marchbanks, Rachael	Economic Coordinator December 2020	\$ 1,612.50
1/7/2021	Mesa Verde Motor Sports, Inc.	Parks- Repairs and Maintenace	\$ 33.99
1/15/2021	Montezuma County Landfill	Parks- Repairs and Maintenace	\$ 653.64
1/15/2021	NAPA/Partners In Parts, Inc.	PW Vehicle Maintenance	\$ 113.95
1/4/2021	NetForce PC, Inc.	Technology Service Contract	\$ 7,405.24
1/15/2021	Pixel Right, LLC	Technology Service Contract	\$ 90.00
1/28/2021	Quill	Office Supplies	\$ 371.85
1/28/2021	Region 9	2021 Dues	\$ 933.00
1/15/2021	San Juan Basin Health/Lab Bill	WTP/WWTP Testing	\$ 342.00
1/1/2021	Shaner, James	Judge January 2021 service	\$ 250.00
1/4/2021	Short Elliott Hendrickson, Inc.	Main Street Bridge	\$ 1,475.00
1/7/2021	Slavens	PW Supplies	\$ 505.90
1/7/2021	Society for Human Resource Management	2021 Dues	\$ 219.00
1/7/2021	Superior Auto Supply	PW Vehicle Maintenance	\$ 137.76
1/26/2021	Survey Standard LLC	MMO Professional Services	\$ 1,120.00
1/4/2021	Town of Mancos	Water/Sewer	\$ 1,923.01
1/28/2021	Treatment Technology LLC	WTP/WWTP Supplies	\$ 1,933.00
1/7/2021	UNCC	Line Locates	\$ 22.35
1/4/2021	US Postmaster	Utility Billing Postage	\$ 208.10
1/4/2021	USA Blue Book	WTP/WWTP Supplies	\$ 984.16
1/15/2021	Waste Management of Colorado	Refuse Collection	\$ 105.29
1/7/2021	Water Solutions, LLC	Plant Operator	\$ 1,340.00
	Payroll		\$ 34,937.63
	Tax Payments		\$ 13,592.92
	Nationwide Retirement		\$ 1,386.39
	The Payroll Co.		\$ 426.85
	TOTAL		\$ 229,264.04

STAFF REPORT

To: Honorable Mayor and Trustees
From: Heather Alvarez, Town Administrator/Clerk/Treasurer
Date: February 10, 2021
Re: Water Treatment Plant Increase in Design & Engineering Scope

Recommendation

Authorize a \$25,000 increase for the design and engineering of the water treatment plant project, bringing the total design and engineering cost from \$177,747 to \$202,747

Background/Discussion

We have been working on this project since 2017. The original budget for design and engineering was \$177,747. We received a State Revolving Fund Planning loan for the full amount, which was approved by the Board on August 26, 2020. The loan was forgiven at 100% so this is basically a grant to the Town in the amount of \$177,747, and we are able to request reimbursement for expenditures incurred prior to document execution.

SGM is our engineer of record on this project. We have seen an increase in the scope of the design and engineering in four basic areas:

1. Electrical Design - \$10,000 additional
2. Project Phasing - \$10,000 additional
3. Geotech Engineering - \$2,500 additional
4. Chemical Changes - \$2,500 additional (as a reminder, the town worked with SGM to research sodium chloride versus chlorine treatment options)

Details for each of these items are on the attached letter from SGM. If the Board approves this change order, the total out of pocket for the Town on design and engineering for this project will be \$25,000 from water fund reserves.

Considering the work that SGM has completed to date, I am requesting the Board approve this change. In addition to design and engineering, Catherine Carella has assisted staff with funding research, grant applications and presentations and loan applications and presentations. She has also worked with these entities on our behalf when I was unavailable due to scheduling conflicts.

We have submitted a loan application for construction to the state in the amount of \$1,500,000. We did consult with bond counsel and they feel the Town can absorb this debt. Once we receive a response from the state, this item will be brought before the Board with additional details and request for Board approval.

We have also requested a \$1,000,000 grant from the Department of Local Affairs (DOLA), and we presented our application in January. We anticipate receiving a response in the next 4 – 6 weeks on this grant application.

Because we are doubtful that we will receive the entire \$1,000,000 grant request, the construction documents do include several bid alternatives to allow the Board and staff to control costs as necessary on this project. Again, this item will be brought to the Board for review and discussion when we receive a DOLA response.

Engineering design is complete, the project is out to bid as we speak, and we will still need to respond to CDPHE review comments as needed.

Once the construction bid process is complete, staff and SGM will review construction bids and bring the information to the Board for review, discussion and approval.

Policy Implications

Increase in Design & Engineering Scope

Resource Impact

\$25,000 from Water Fund Reserves

Attachments

Change Order Request from SGM

E-mail: catherinec@sgm-inc.com

January 26, 2021

E-mail address: halvarez@mancoscolorado.com

Heather Alvarez
Town of Mancos
117 North Main Street
Mancos, CO 81328

Re: Water Treatment Improvements and Tank No. 1 Replacement Design Engineering Change Order
Request, SGM Job Number 2015-512.007

Dear Heather,

The purpose of this letter is to request a change order to SGM's contract amount of \$177,747.00 for engineering services for the Water Treatment Improvements and Tank No. 1 Replacement project. Total project expenditures through January 18th, 2021 (end of the January billing cycle) are \$189,934.81. Engineering design is complete, and the project is currently out for bid. I anticipate we will spend an additional \$10,000-\$15,000 over the next few months supporting the Bid Phase of the project, responding to CDPHE review comments, and executing loan funding. I am requesting a change order increase of \$25,000 and a new contract amount of \$202,747.00. Below is a summary of the unanticipated design fees we encountered during this project:

Electrical Design

Our original proposal anticipated provision of power to new instrumentation and controls, UV system, plus lighting and power for the building addition. A thorough site investigation revealed several existing issues that also needed to be addressed. First, the main electrical service to the site was an aged delta system that could not handle the changing ratio of single phase to three phase loads. Second, the existing generator connection was made in a way that created an interconnection between two services, which is not allowed by code. In addition to these primary problems, there were a number of smaller challenges related to the condition and labeling of existing equipment. Additional design work beyond the anticipated scope was required to solve the code, safety, and capacity problems so that the electrical system could safely support the proposed renovation. Additional coordination with Empire Electric was required to obtain approval for the proposed upgrades. *Additional budget requested: \$10,000*

Two Construction Projects

SGM is providing two separate bid packages for the treatment plant and tank replacement projects to save on general contractor markups on the specialized tank work (estimated at 15% of the tank cost) and to provide more schedule flexibility for taking Tank No. 1 out of service. The process of creating two sets of bid documents required additional engineering but ultimately will save project costs. *Additional budget requested: \$10,000*

Geotechnical Engineering

Our original proposal neglected to include a geotechnical report for the water treatment plant building addition. Additionally, we did not anticipate the in-depth foundation design requirements and multiple discussions with the geotechnical engineer and tank supplier for the water storage tank subgrade design. *Additional budget requested: \$2,500*

Coagulant Chemical Change

SGM was contacted by Town of Mancos Staff on February 4, 2020 to determine if engineering design or Division approval is needed for the change in a coagulant chemical from Aluminum Chloride Hydroxide Sulphate to Polyaluminum Hydroxychlorosulfate. SGM followed up with the Division of Water Quality. The Division communicated to SGM that the change of primary coagulant type will require a streamlined Basis of Design Report and possibly a change to the water system's lead and copper monitoring. SGM included discussion and analysis in the overall project's Basis of Design Report submittal to CDPHE and requested approval for the change in primary coagulant. *Additional budget requested: \$2,500*

I anticipate that there will be \$10,000 - \$15,000 of funding available in the Town's D&E principal forgiveness loan amount of \$233,177 because the Town obtained a \$10,000 Planning Grant and the high estimate of \$15,000 included for legal counsel fees. Please see attached anticipated D&E expenditures with the change order amount of \$25,000 included. Essentially, SGM is proposing to utilize all D&E principal forgiveness loan funds which would necessitate legal counsel fees for loan execution to be paid out of the Town's water fund budget.

Please note that SGM's current design engineering contract includes supporting the Bid Phase but not the Construction Phase of the project. SGM typically provides a separate scope and fee for construction engineering services depending on the results of the bids received, scope of the final design, and the availability of the Client to manage construction. We estimate that SGM's construction engineering services to support the Water Treatment Upgrades and Tank No. 1 Replacement project through the end of construction (estimated June of 2022) will be \$100,000 - \$120,000. Most of the estimated construction engineering fees are for construction observation visits and time spent managing Contractor's Pay Requests, Davis-Bacon weekly certified payrolls, and American Iron and Steel certifications as required by the State Revolving Fund loan.

SGM is available to discuss this request and any questions concerning the engineering fees to date. Thank you for your consideration.

Sincerely,

SGM

By CCarella

Catherine Carella, PE
Design Engineer III, Project Manager

Invoiced by Inv Number

Schmueser Gordon Meyer, Inc. dba SGM

Job-to-Date through 1/31/2021

Invoice	Project	Date	Fee	Consultants	Reimbursable	Total	Pre-Loan Planning Grant Reimbursement
Project Number: 2015-512.005 Town of Mancos-Water Treatment Upgrades							
Invoice: 1	2015-512.005	6/28/2018	1,672.50		213.96	1,886.46	
Invoice: 2	2015-512.005	7/23/2018	1,739.75			1,739.75	
Invoice: 3	2015-512.005	8/31/2018	2,990.50			2,990.50	
Invoice: 4	2015-512.005	9/27/2018	1,219.25			1,219.25	
Invoice: 5	2015-512.005	10/29/2018	3,588.00		261.27	3,849.27	
Invoice: 6	2015-512.005	11/30/2018	4,111.50			4,111.50	
Invoice: 7	2015-512.005	12/26/2018	438.00			438.00	
Invoice: 8	2015-512.005	1/30/2019	2,921.75		410.26	3,332.01	
Invoice: 9	2015-512.005	2/20/2019	2,702.75			2,702.75	
Invoice: 10	2015-512.005	3/31/2019	11,020.25		53.36	11,073.61	
Invoice: 11	2015-512.005	4/25/2019	1,812.50			1,812.50	
Invoice: 12	2015-512.005	5/31/2019	709.00		141.00	850.00	
Invoice: 13	2015-512.005	6/26/2019	1,327.00			1,327.00	
Invoice: 14	2015-512.005	7/22/2019	233.50			233.50	
Invoice: 15	2015-512.005	9/27/2019	151.25			151.25	
Invoice: 16	2015-512.005	10/28/2019	393.25			393.25	
Invoice: 17	2015-512.005	11/30/2019	1,110.75			1,110.75	
Invoice: 18	2015-512.005	12/16/2019	1,208.75			1,208.75	
Total for 2015-512.005			39,350.25		1,079.85	40,430.10	
Project Number: 2015-512.007 Town of Mancos-Water Treatment Imprv.							
Invoice: 1	2015-512.007	1/25/2020	2,291.50			2,291.50	
Invoice: 2	2015-512.007	2/28/2020	4,927.75			4,927.75	-2,531.25
Invoice: 3	2015-512.007	3/24/2020	6,901.50			6,901.50	-5,776.50
Invoice: 4	2015-512.007	4/27/2020	7,094.00			7,094.00	-1,692.25
Invoice: 5	2015-512.007	5/21/2020	14,046.50		22.00	14,068.50	
Invoice: 6	2015-512.007	6/26/2020	1,929.75	5,280.00		7,209.75	
Invoice: 7	2015-512.007	7/27/2020	11,964.00		290.48	12,254.48	
Invoice: 8	2015-512.007	9/3/2020	10,057.75			10,057.75	
Invoice: 9	2015-512.007	9/30/2020	16,553.25			16,553.25	
Invoice: 10	2015-512.007	10/19/2020	11,021.75			11,021.75	
Invoice: 11	2015-512.007	11/19/2020	27,484.25	2,464.00		29,948.25	
Invoice: 12	2015-512.007	12/18/2020	29,124.50			29,124.50	
Invoice: 13	2015-512.007	1/26/2021	38,481.83			38,481.83	
Total for 2015-512.007			143,396.50	7,744.00	312.48	189,934.81	

Total Design & Engineering Spent To Date

230,364.91

Pre-Loan Planning Grant Reimbursement

(10,000.00)

D&E Loan Requisition #1

181,883.08

Anticipated D&E Loan Requisition #2

38,481.83

Anticipated D&E Loan Requisition #3

12,812.19

Anticipated Total D&E Loan Requisitions for SGM expenditures

233,177.10

*Total D&E loan principal amount is \$233,177

STAFF REPORT

To: Honorable Mayor and Trustees
From: Heather Alvarez, Town Administrator/Clerk/Treasurer
Date: February 10, 2021
Re: Water Treatment Plant Project DOLA Grant Acceptance

Recommendation

Accept the grant award from the Department of Local Affairs Energy Impact Assistance Fund in the amount of \$850,000 and authorize the Town Administrator and Mayor to execute the grant documents

Background/Discussion

We have been working on this project since 2017. The Town of Mancos submitted a \$1,000,000 grant application to the Department of Local Affairs (DOLA) for their Energy Impact Assistance Fund (EIAF) in December.

There is a mandatory requirement of personal presentations to DOLA for any grant applications requesting funding in excess of \$200,000. We presented to the committee in January.

We have received notice of award from DOLA in the amount of \$850,000. Next steps include executing the grant contract.

Currently, the project is out for construction bids. We conducted a mandatory pre-bid meeting and site walk through on February 3. There were 19 contractors in attendance at this meeting.

This phase of the project includes the upgrades to the water plant itself. We will be adding on to the current building, upgrading the SCADA controls, installing UV disinfection equipment and performing minor improvements to the driveway and site. Our projected completion date is October 2021 for this phase.

The next phase will be bid out at the end of 2021 and begun in early 2022. This phase will include replacement of the existing water tank.

Policy Implications

Receive DOLA EIAF grant funds

Resource Impact

\$850,000 grant revenue

Attachments

Approval Notice From DOLA

February 4, 2021

The Honorable Ellen "Queenie" Barz, Mayor
Town of Mancos
P.O. Box 487
Mancos, CO 81328

RE: EIAF 9328 - Town of Mancos Water Treatment Improvements & Tank #1 Replacement

Dear Mayor Barz:

The Department of Local Affairs is in receipt of your application for state Energy and Mineral Impact Assistance funds. These revenues are derived from oil, gas, carbon dioxide, coal, and metals extracted in Colorado.

Your project was reviewed based on a variety of factors such as its connection to energy impact, degree of need, measurable outcomes, amount of request, relationship to community goals, level of local match and community support, management capacity, resiliency and readiness to go. Competition for these limited funds was intense and we had many more requests than we had funds available.

Congratulations! After thorough review, I am excited to offer a grant award in the amount of \$850,000 for the Town of Mancos Water Treatment Improvements & Tank #1 Replacement.

This grant offer is made from federal mineral lease proceeds.

Please contact your DOLA Regional Manager, Patrick Rondinelli, at 970-749-0138 for information on how to proceed. Expenditure of State funds prior to the contract being fully executed cannot be included in the contract budget or reimbursed by the State. Per our program guidelines, this offer is valid for one year from the date of this letter.

I wish you success with your project. Thank you for helping Colorado build an economy where all Coloradans can thrive.

Sincerely,



Rick M. Garcia
Executive Director

cc: Don Coram, State Senator
Marc Catlin, State Representative
Heather Alvarez, Town of Mancos
Patrick Rondinelli, DOLA



STAFF REPORT

To: Honorable Mayor and Trustees
From: Heather Alvarez, Town Administrator/Clerk/Treasurer
Date: February 10, 2021
Re: Main Street Bridge Fiber Relocate

Recommendation

Authorize \$26,000.00 to DB Technologies to relocate and replace the fiber at the Main Street Bridge

Background/Discussion

We are finalizing the small details on the Main Street Bridge project in anticipation of bidding out construction.

The Town is responsible for removing the fiber that is currently attached to the old bridge, and then replacing it when the new bridge is installed. We have a current contract with DB Technologies for all of our fiber optic construction projects.

Attached is a quote in the amount of \$25,049.28 for this portion of the Main Street Bridge replacement project. This will be paid for using Town funds as it is not part of the original grant we received in 2015 for this project.

Once the new bridge is placed, DB Technologies will replace the fiber on the new structure. Both portions of this project are required as there are users of this fiber downstream including the Mancos Public Library, Mancos School District and Wastewater Treatment Plant.

The original quote for this project was approximately \$43,000. However, staff worked with DB Tech to shorten the original alternative route so the attached quote reflects that reduction.

Policy Implications

Temporarily relocate fiber optic infrastructure that is attached to Main Street Bridge

Resource Impact

\$26,000 from General Fund Reserves

Attachments

Quote from DB Technologies

DB Technologies Inc.

505-632-7900

P.O. Box 280

Bloomfield, NM 87413

Quote

Date	Quote #
11/18/2020	11508

Name / Address
Town of Mancos Heather Alvarez 117 North Main Po Box 487 Mancos CO 81328

Rep	Project
	11508 Bridge fiber

Description	Qty	Total
New Bridge fiber		
Install and remove overhead temp Fiber		
\$18,061.28		
48 CT S/M	450	675.00
Dead Ends	4	420.00
U GUARD	2	540.00
install over head fiber optic cable	450	2,475.00
Hydro Vac	1	1,500.00
Trenching and setting poles	1	2,500.00
Coyote Dome for High Capacity Fiber Counts Max tray count	2	1,197.78
Fusion Splicing	96	2,688.00
Traffic Control	2	3,000.00
Power Poles	3	1,800.00
HAND HOLES	1	1,265.50
Replace permeate fiber \$ 6,988.00		
48 CT S/M	400	600.00
Installation of under ground fiber optic cable	400	2,200.00
Fusion Splicing	96	2,688.00
Hydro Vac	1	1,500.00
Total		\$25,049.28

STAFF REPORT

To: Honorable Mayor and Trustees
From: Heather Alvarez, Town Administrator/Clerk/Treasurer
Date: February 10, 2021
Re: Records Request from Mr. Roane for Executive Session Recording Dated
11/11/2020

Recommendation

Authorize the Town Attorney to release the executive session recording date 11/11/2020 to Mr. Roane per his CORA Request dated February 8, 2021

Background/Discussion

We received the attached request for records from Mr. Roane for the executive session recording related to my annual performance evaluation.

As the subject of the executive session, I have no objections to releasing the information to him. Releasing this recording will not set a precedent.

Policy Implications

None

Resource Impact

None

Attachments

Records Request



**Request for Records
Pursuant to the Colorado Open Records Act**

Date of Request: February 8, 2021 Time: 9:50 a.m.

Name: Matt Roane

Address: P.O. Box 957, Pagosa Springs, CO 81147

Daytime Telephone Number: (970) 507-7117

Specific description of desired record(s): The posted agenda and recording of the Board of Trustees' meeting held on 11/11/20; the recording of the Board of Trustees' executive session held on 11/11/20.

A handwritten signature in black ink, appearing to be "MR", is written over a horizontal line.

Signature

The Town of Mancos has an Administrative Regulation relative to Open Records Requests (resolution 2, series 2001). The first four pages are free, per requestor, annually, and additional pages are \$1.00 each.

Response Date: _____ Response Time: _____

Method of Delivery: _____

Number of pages: _____ Amount Paid: _____

By: _____

Denial of request and basis for denial: _____

Pursuant to the Colorado Open Records Act, the Town of Mancos has 72 hours in which to respond to this request.

117 North Main Street • P.O. Box 487 • Mancos, Colorado 81328
Phone (970) 533-7725 • Fax (970) 533-7727
www.mancoscolorado.com