

**CARBONDALE PARKS & RECREATION COMMISSION
REGULAR MEETING
WEDNESDAY, January 11, 2023 Meeting 7:00 P.M.
Carbondale Town Hall Trustee Chambers**

<u>TIME*</u>			<u>ITEM</u>	<u>DESIRED OUTCOME</u>
7:00		1.	Roll Call	
7:05		2.	Approval of December 14, 2022 Minutes	INFORMATIONAL
7:10		3.	Items from Citizens Present Not on the Agenda	
7:15		4.	Update on Dog Park signage rule change proposal for Hendricks, Glassier and Nature Park off-leash dog areas.	INFORMATION DISCUSSION DECISION (Attachment A)
7:50		5.	Aquatics Facility Project Update: Owners Representative Interview Results, next steps, and timeline review.	INFORMATION DISCUSSION (Attachment B)
8:05		6.	Review of Town of Carbondale Integrated Weed Management Plan for 2023 First Draft	INFORMATION DISCUSSION (Attachment C)
8:35		7.	Internal Operations Proposed Municipal Code Language changes for Parks & Recreation Commission.	INFORMATION DISCUSSION DECISION (Attachment D)
8:45		8.	Report & Updates: Staff & Commission Members <ul style="list-style-type: none"> • Eric Brendlinger, Parks & Recreation Director • 30/60/90 Day Outlook • Margaret Donnelly • Parks & Recreation Commissioners • Luis Yllanes, Trustee Liaison 	INFORMATION (Attachment E)
9:00		9.	Adjournment*	*Please note: Times are approximate



Welcome to the Town of Carbondale Hendrick Dog Park

This is an OFF-LEASH, FRIENDLY dog park with both a large & small/passive dog play area.

This property is owned by the Town of Carbondale and managed by the Parks and Recreation Department for you and your dogs' enjoyment and benefit. As a user of this property, you understand your responsibility for yourself and your dog. You must abide by all the following posted Rules and Regulations.

1. Both small / passive and large dogs are welcome with a responsible owner / handler.
2. Dogs must wear a visible and current license and have been vaccinated for rabies. Municipal Code Ordinance 7-6-120
3. Dog waste must be removed and properly disposed of.
4. Aggressive dog behavior is not permitted within the park area. If your dog(s) can't play without causing dog fights, or attack other dogs while playing, you may be asked to refrain from bringing your dog inside the park. Any dog owner / handler who believes a dog brought into the park does not exhibit appropriate "social" interaction with other dogs, can ask that owner/handler to remove his / her dog from the park. If this situation persists, the owner / handler who brings their aggressive dog(s) inside the park can be cited for a violation of the Municipal Code Ordinance 7-6-180. In accordance with the Municipal Code Ordinance 7-6-180 below, this ordinance will be strictly enforced.
5. Gates must be kept closed at all times.
6. Female dogs in heat are not permitted within the facility. If non-spayed or neutered dogs display aggressive behavior they are not permitted within the facility.
7. Any damage done to the park property (i.e. digging, fence damage) must be repaired by the responsible owner or dog handler.
8. Children 12 and under must be accompanied by an adult.
9. Dogs must be leashed until completely inside the enclosed property.
10. All dog owner / handlers who fail to comply with these rules can be asked to leave or be cited, if appropriate.

Thank you for your cooperation and enjoy your time here.

Town of Carbondale Parks and Recreation Department

Town of Carbondale- City Ordinances & Regulation

7-6-120 Short title-Definitions.

"Owner" means the person, or persons, firm, entity, association or corporation that owns, keeps or harbors a dog. "Vaccination" means vaccination or inoculation of a dog with a vaccine approved by the Colorado State Department of Health for use in prevention of rabies. (Ord. 4-1966 § 1).

7-6-180 Vicious dogs-Prohibition.

No person shall own, keep or harbor a vicious dog. For purposes of this chapter, a vicious dog is one that anywhere in the town inflicts unprovoked bites or attacks on human beings or other animals or acts without provocation towards any person in a terrorizing or menacing manner. (Ord. I-1985 (plat): Ord. 4-1966 § 9).

Welcome to the Town of Carbondale Dog Park

This facility is provided for canine and human socialization and play. Dogs are allowed off-leash if they can play in a friendly no-conflict way. If your pet is not behaving in a friendly manner and/or you are asked to restrain or remove your dog, you must do so. Please respect everyone's desire to have fun, non-confrontational, interactions in this area. Dog owners who fail to comply with these rules can be asked to leave or be cited, if appropriate.

Thank you for your cooperation and enjoy your time here
Town of Carbondale Parks and Recreation Department

As a user of this property, you understand your responsibility for yourself and your dog. You must abide by all the following posted Rules and Regulations.

1. Small and large well behaved dogs are welcome with a responsible owner/handler. Children 12 and under must be accompanied by an adult 18 and over
2. Dogs must wear a visible and current license and have been vaccinated for rabies. Municipal Code Ordinance 7-6-120
3. Dogs must be leashed until completely inside the enclosed property. Gates must be kept closed at all times
4. Aggressive dog behavior is not permitted within the park area. If your dog misbehaves, or you are requested to leave with your dog, you must comply. The owner/handler who repeatedly violates this rule will be cited for a violation of Municipal Code Ordinance 7-6-180. This ordinance will be strictly enforced. Penalties include fines and impoundment
5. Female dogs in heat are not permitted within the facility
6. Dog waste must be removed and properly disposed
7. Any damage done to the park property (i.e. digging, fence damage) must be repaired by the responsible owner or dog handler

Town of Carbondale- City Ordinances & Regulation 7-6-120 Short title-Definitions.

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CALL 911 if attacks, biting, or other aggressive problems occur

Carbondale's Dog Off Leash Park

Welcome! This area is provided by the Carbondale Parks and Recreation Department for you and your dog's enjoyment. Please keep it friendly and fun for all

Sorry, no dogs that are

Sick

Aggressive

In heat

Without current vaccination

Too young for rabies vaccination

Please Pay Attention

Leash your dog until inside the gates and on leaving

Keep gates closed

Keep an eye on your dog

Maintain voice control

Leash your dog if problems occur

No dog food in park

Children under 12 must be accompanied by adult over 18

Pick up Poop

Dispose in provided bins

Thank you for your cooperation

Respect everyone

Violation of any rule or policy is subject to fines and/or impoundment.

Call 911 if attack, biting, or other aggressive problems occur

Town of Carbondale- City Ordinances & Regulation

7-6-120 Short title-Definitions.

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**TOWN OF CARBONADE
511 COLORADO AVENUE
CARBONADE, CO 81623**

Parks & Recreation Commission Agenda Memorandum

Item No: 5

Attachment: B

Meeting Date: January 11, 2023

TITLE: Aquatics Facility Construction Project Update: Hiring process for Owner's Representative and Construction Schedule Timeline review

SUBMITTING: Parks & Recreation Department

ATTACHMENTS: Request for Qualifications with addendums
Evaluation Matrix
Wember Proposal

PURPOSE: Providing information on the process to hire an Owner's Rep for the Aquatics Facility Construction Project.

BACKGROUND: An RFQ was published the first week in November with a deadline for proposal submission on December 2, 2022. We received 7 proposals. We reviewed the proposals with members of the Town Parks & Recreation staff and with members of the Parks & Recreation Commission utilizing an evaluation matrix that is included in this packet. After this process three firms were invited to be interviewed. Those three firms were, Wember, Dynamic Program Management and Concept One Group.

ANALYSIS: The hiring committee determined that Wember best fit the needs of the Aquatics Facility Construction Project due to their extensive background in providing owner's rep services specific to the construction of aquatics facilities.

Prepared By: Eric Brendlinger, Parks & Recreation Director



**Town Of Carbondale
Parks & Recreation Department**

REQUEST FOR QUALIFICATIONS (RFQ)
for an
Owner's Representative
for construction of the
Carbondale Aquatics Center

1. Project Background & Information:

The Town of Carbondale is seeking professional services from an individual to assist the town as an *Owner's Representative* for the design and construction of a new Aquatics Center to be located in downtown Carbondale. After an extensive public outreach process in 2018-19, conducted by the Parks & Recreation Department, the Town applied for and received a Greater Outdoor Colorado planning grant to conduct a more thorough planning process and to gather additional feasibility work and public survey data. This process provided the Town with a conceptual design with estimated cost analysis. This work was conducted in 2020-21 and allowed the Town to put a question on the ballot in April of 2022 to approve an \$8 million dollar bond for pool design and construction. This vote passed with 72 % of the voters in favor of the Town going into debt to build a new Aquatic Center and to replace the 44-year-old existing facility. The Carbondale Aquatics Facility master plan and conceptual design study can be found at the following link: <https://www.carbondalerec.com/rec-misc/master-plans/>

Construction of the facility will be located in the same location as the existing municipal pool in the Northwest corner of Sopris Park. The new Aquatics Center will consist of a bath house with locker rooms, showers and bathrooms, a pool mechanical room and a control desk and administrative area for pool staff. A second story multi-purpose flex space will be included in the design of the facility. The outside pool area will consist of a 4 lane 25-meter lap pool, an entertainment pool with a diving and/or slide well, a therapy pool hot tub, a lawn play area and a splash pad with shade structures.

The successful candidate should have experience with construction management of energy efficient buildings, with the goal of new construction projects in the Town of Carbondale striving for net zero energy use with as much energy production on-site as possible. The successful candidate will also possess knowledge and experience with the latest technologies in the aquatics industry that provide clean and energy efficient delivery systems for the mechanical and engineering needs of an aquatic facility.

2. **Description of Services:**

The Owner's Representative services will encompass every step in the facility delivery cycle to include, but not limited to the following: assist the Town in creating Request for Proposals and Request for Qualification documents and the evaluation of the proposals with an Aquatics Facility Design Committee, scheduling of meetings with owners and construction team, vetting of the facility design process and final design, establish a timely process for procurement, quality control construction monitoring and a thorough project closeout with warranty coverage. These services include the following:

PRECONSTRUCTION PLANNING PHASE

The Preconstruction Planning Phase will begin immediately upon contract award and continue through the development of the project schematic drawings. The Town of Carbondale may request all or some of the following services be provided during the Preconstruction Planning Phase:

Organization

- Establish an organizational structure and reporting relationships between the Town and Design/Build Team.
- Establish and define the division of duties among the designers and construction authorities within the Design/Build Team.
- Develop a comprehensive project directory for the entire project team with names, addresses, nature of business, contact person and emergency phone numbers.

Schedule

- Prepare an overall integrated project schedule that identifies major milestones and project duration.
- Prepare the following subsidiary schedules which shall become part of the overall integrated schedule:
 - a. Owner decision dates and approvals.
 - b. Building authority approvals and permits.
 - c. Major construction activities/milestones.
 - d. Evaluate the schedule implications of options for economies and efficiencies.

Estimating/Cost Management

- Assist the Town in establishing cost targets for the project.
- Review the Town's project budget and report findings.
- Assist the Design/Build Team in the development of cost estimates at pre-determined points in the project schedule.
- Review the Design/Build Team's logistics studies and general condition budgets and report findings.
- Meet with the Design/Build Team to achieve project design within the established cost parameters.
- Establish an overall project budget with the Design/Build Team, including hard and soft costs and update as the project progresses.
- Provide cash flow analysis on an overall project basis.
- Establish a cost reporting and coding structure with the Design/Build Team specific to the project needs.

Owner Coordination

- Assist the Town in all negotiations with public and private utility companies and the coordination of incoming services to the project.
- Assist the Town in all negotiations with telecommunication providers and establish the criteria for these services in the project.
- Assist the Town in the coordination of security requirements for the project.
- Assist the Town in the review of legal documents required for the project.

Design Management

- Establish with the designers an agreeable sequence of design for implementation of early price/resource sensitive procurement packages.
- Review drawings, including Mechanical, Electrical and Plumbing (MEP) and specifications developed by the designers and make recommendations on constructability, coordination, adherence to the project program and a scope and options that may reduce cost and time.
- During regular design management reviews, provide advice on product, choice, construction sequence, productivity implications, cost savings opportunities, tolerances, safety requirements and sound practice. Provide ongoing constructability advice.
- Advise the Town on the need for specialty consultants or studies that may be required by the project.
- Advise the Town on the need for preconstruction tasks by the Design/Build Team or the Town such as site investigation, survey and preliminary work, and report on the results of these tasks.

Value Engineering

The Town of Carbondale will request Owner Representative services in maximizing the value of every project dollar spent by evaluating alternative materials and methods to maintain a specific level of quality, but at a lower cost. These services could include:

- Conducting an aggressive value analysis program in conjunction with Architect and Contractor, particularly emphasizing areas of high cost and those slowing the construction schedule.
- Providing value engineering activities to evaluate alternative schemes, value engineering studies, cost-in-use, and life cycle cost analyses on significant design options.
- Provide value engineering analysis on the return on investment of renewable energy sources for the pool buildings and Aquatics facility energy needs.
- Evaluate the economics of energy efficient equipment and research and find available rebates offered for energy efficient building and aquatics systems.
- Monitoring the design as it evolves and reporting any significant opportunities for cost savings.

Building Department / Government Liaison

- Work with Town authorities and/or other agencies such as building regulations, demolition permits, roads, transportation, utilities, environmental and other authorities in obtaining all necessary approvals for the project in accordance with the Town of Carbondale Green Building codes.
- Assist the Town, if required, in undertaking a program to illustrate the efforts taken to minimize the impact of construction traffic noise, dust and vibration on the adjacent environment.

- If required, review with the public utilities and statutory bodies the location, protection, and diversion of public services.

PROCUREMENT PHASE

- Review the Design/Build Team's schedule of values for the work performed by contractor and subcontractor's and comment thereon.
- Work with the Design/Build Team, making sure standard procedures are followed for monthly billings, drawing submissions, field changes, punch listing, substitutions, etc.
- Set up a reporting system to monitor Design/Build Team's schedule and cost performance.

CONSTRUCTION PHASE

The Town of Carbondale envisions the following Owner's Representative services being provided during the Construction Phase, including acting as an on-site Construction Manager.

Monthly Progress Report

Monthly Progress Reports will be completed throughout the project as a management control and communication tool. Its content includes concise review of the schedule, a cost summary, scope change activity summary, trade contract purchase summary, contract close-out summary, items pending, resolution of previous problems, and explanation of new and anticipated problems requiring action. Prepared monthly, this report helps keep Town focused on the key project objectives.

Monthly Anticipated Cost Report

Monthly update and issuance of an anticipated cost report, which provides detail of original and/or revised budgets, approved change orders, pending change orders, additional costs not yet formalized and anticipated budget savings/exposures identified as the project progresses. These anticipated costs will be applied to the entire project budget of hard and soft costs.

Construction

- Monitor the Design/Build Team's contract-related paperwork with the Town, including contracts, insurance certificates, bonds, etc.
- Review the construction schedule and site logistics plans submitted by the Design/Build Team and advise thereon.
- Represent the Town in all Town and Design/Build Team coordination meetings.
- Make job-site observation visits to review the general status of all on-going construction work to verify that the work is progressing in general accordance with the project requirements.
- Prepare and issue "Monthly Progress Reports" to the Town and all designated parties by the Town regarding such matters as: disbursements, anticipated costs, and budget status; construction progress schedule; job-site problems; material shortages; delivery problems; labor usage and availability; prior and planned activities and other contract compliance issues.
- Review shop drawings procedures and monitor prompt submission by the Design/Build Team and subsequent approval by their Architect and Engineers. Review selected shop drawings for all major components, reporting comments and recommendations to the Owner.

- Monitor the construction procedures previously established and assist in making recommendations for maintaining and improving construction progress.
- Represent the Town at all monthly applications for payment meetings. Upon review and approval of the Design/Build Team's application, make appropriate recommendations to the Town on payment.
- Assist the Town and Design/Build Team in the resolution of field problems.
- Monitor monthly construction cost summaries and cash flow reports prepared by the Design/Build Team.
- Review and advise the Town of all change orders regarding value, cost, and time impact. This will include an analysis of the contract requirements, scope of the project and the origin of the change.
- Continue to consult and advise the Town on the opportunity for further economies.
- Maintain on a current basis, records of all contracts, drawings, specifications, samples, materials, and equipment purchases, change orders, and any other construction-related documents.
- Assist in administering security, quality control, and other programs as necessary.
- Assist in scheduling initial occupancy.

POST-CONSTRUCTION / CLOSEOUT PHASE

At the completion of all construction activities, The Owner's Representative shall provide all coordinating services necessary to closeout the project and ensure the orderly transfer of the facility to the Town.

Closeout

- Assist the Design/Build Team in the completion process, including review of punch list and coordinating the submittal of as-built drawings, operating manuals, guarantees, and warranties.
- Assist in coordinating building agency reviews and expediting Certificate of Substantial Completion and Certificate(s) of Occupancy.
- Provide follow-up consultation as necessary, including, but not limited to, debugging and commissioning during warranty period and follow-up on punch list items.
- Coordinate the training of the Town's and/or Town's personnel in the operation and maintenance of all equipment.
- Coordinate and expedite the resolution of construction related problems.
- Coordinate and expedite the repair/replacement of items covered under warranties/guarantees. Conduct follow-up review of the complete facility to help ensure satisfactory performance of materials and systems.
- Assist with any other closeout training or ongoing operations-type services that the Town may require.
- Assist and coordinate with the Town and the Design/Build Team in the one-year warranty walk through.

3. Selection Criteria:

The Owner's Representative selected for this project will be based on the requested information they provide and a personal interview. RFQ's submitted should contain and will be evaluated in the following categories:

- A. Experience: Individuals should submit their resume and will be evaluated based on their overall experience providing professional "Owner Representative" services similar to those described herein. Evaluation of experience should include the following information that will need to be submitted.

- A list and brief description of construction projects that you assisted or were involved in.
- A list and brief description of aquatics facility construction management experience.
- A list and brief description of green building experience and any certification the team or individual might possess (i.e.-LEED Accreditation, International WELL Building Institute experience, Energy Star Building experience or Net Zero training or educational experiences.)

B. References: Will be contacted regarding the recommended client's satisfaction with services provided.

C. Price: Individuals will be evaluated on their proposed fee schedule (hourly rate charges).

D. Interview: Individuals will be asked to attend an interview, in-person or via zoom, on Tuesday, December 6, between 12:00 and 6:00 p.m.

4. Method Of Award:

Individuals interested and qualified to provide the services requested, please submit qualifications via mail or e-mail of the RFQ information requested by 5:00 p.m. Friday, December 2nd, 2022, to:

Town of Carbondale
Attn: Eric Brendlinger, Parks & Recreation Director
511 Colorado Avenue
Carbondale, CO 81623
ebrendlinger@carbondaleco.net

In-person or Zoom interviews with individuals will be held on December 6th between 12:00 and 6:00 pm The Parks & Recreation Director and the interview committee will make a hiring recommendation to the Town Trustees on December 13, 2022

The Town of Carbondale reserves the right to award this Contract not necessarily to the individual with the best price, but to an individual that demonstrates the best ability to meet the needs of the Town regarding this project. The successful individual will be chosen based on their qualifications, the selection criteria evaluation, and their interview.

The individual selected will be given the first right to negotiate an Agreement acceptable to the Town. In the event that an Agreement satisfactory to the Town cannot be reached, the Town may enter into negotiations with one or more of the other candidates. The individual hired shall commence work only after execution of an acceptable Agreement. The successful individual will perform all services related to this project, requested by the Town, in compliance with the negotiated Agreement.

The Town of Carbondale reserves the right to reject all RFQ's submitted, in whole or in part, received by reason of this request. The Town will not pay for any information herein requested, nor is it liable for any costs incurred by individuals submitting an RFQ.

5. RFQ Inquiries:

Any questions related to this Request for Qualifications (RFQ) should be directed to the Town of Carbondale Parks & Recreation Director, Eric Brendlinger. He may be contacted at 970-510-1277 or at ebrendlinger@carbondaleco.net.



**Town Of Carbondale
Parks & Recreation Department**

REQUEST FOR QUALIFICATIONS (RFQ)

for an

Owner's Representative

for construction of the

Carbondale Aquatics Center

Addendum #1 to the RFQ:

We have received a few questions from interested individuals or firms and the answers are shared below.

1. **Timing of the Project**-We would like to utilize the industry knowledge of an owner's rep to help us set the schedule of the design and construction, especially with supply chain issues that those in the construction and aquatics industry will have present experience with. We produced two preliminary scenarios to see if it was possible to conduct the design, engineering, and construction work without losing a summer pool season. Please see attachments.

Scenario one would begin design in January 2023, demolition and construction would begin in September of 2023 with an 8-month construction time frame with completion set for beginning of June 2024. With this scenario a summer pool season is not lost.

Scenario two would begin design in February 2023, start demolition and construction in March 2024 with an 11-month construction time frame with completion set for the beginning of April 2025

2. **Design/Build Firm Selection Process**-We do not have a design/build firm selected and the construction expertise of an owner's rep will be used to review an RFQ/RFP to be sent out to the prospective design / build firms. The selection of a design / build firm will utilize the owner's rep for proposal review, but the selection will come from a design review committee, which will be comprised of staff, elected official, volunteer Parks & Recreation Commissioners and interested citizens.

3. **Pricing the proposal**-As a comparison tool we are looking for hourly rates and not a lump sum proposal. We would enter into a contractual relationship with the selected individual or firm. The detail on the amount of budget available and the scope of work details would be negotiated at this time depending upon the qualifications of the selected individual and the potential need for additional sub-contracted work with energy efficient and trained construction team members.
4. **Contract Type**- The individual selected will be given the first right to negotiate an Agreement acceptable to the Town. In the event that an Agreement satisfactory to the Town cannot be reached, the Town may enter into negotiations with one or more of the other candidates. The individual hired shall commence work only after execution of an acceptable Agreement. The successful individual will perform all services related to this project, requested by the Town, in compliance with the negotiated Agreement.

RFQ Inquiries: Any questions related to this Request for Qualifications (RFQ) should be directed to the Town of Carbondale Parks & Recreation Director, Eric Brendlinger He may be contacted at 970-510-1277 or at ebrendlinger@carbondaleco.net.

See project timing scenario attachments below.



**Town Of Carbondale
Parks & Recreation Department**

REQUEST FOR QUALIFICATIONS (RFQ)

for an

Owner's Representative

for construction of the

Carbondale Aquatics Center

Addendum #2 to the RFQ:

We have received a few additional questions from interested individuals or firms and the answers are shared below.

1. **Is there a requirement for FF&E with the outdoor furniture and furniture needed for the bath house that the owner's rep will have to manage as well?** *The owner's rep will manage the construction details of the project and the FF&E will be a responsibility of the Design/Build Team and the in-house design review committee, which will consist of staff, elected officials and volunteers.*
2. **Will there be a 3rd party sustainability consultant that the owner's rep will manage as well?** *If the Owner's Rep or firm does not have a background in sustainable building norms, or the Design/Build firm selected does not have adequate representation in the field of net zero construction and renewable energy experience, a third party will be needed to match the energy efficient design wishes and desires of the Town's elected officials, staff, and the citizens of Carbondale.*
3. **Given the holiday mixed in the middle of the RFP timeline, can the response be extended until the 5th or 6th?** *We do want a good response to our RFQ, so we hope all candidates have the ability to match the deadline. We need to keep Friday, December 4th, 2022 as our RFQ due date driven by a packet deadline and the need to provide review time of the proposals before our monthly meeting of the Parks & Recreation Commission.*
4. **Is there a reason why D/B method was the preferred route by the Town or is this still something you're hoping to get further recommendations from the hired Owner's Rep team?** *The Town built the Carbondale Recreation & Community Center*

with the Design /Build method and were pleased with the outcome and some of the cost and time saving options it presented. Since the Design/Build RFQ/RFP is only in draft form and the Town will use the expertise of an owner's rep to review and finalize that paperwork, the Town would be open to other options that address the challenges of the design and construction process. Please explain your preferred method and benefits if an alternative such as the Design-Bid-Build or the Construction Manager / General Contractor construction method will be proposed in comparison to the Design/Build Method.

RFQ Inquiries: Any questions related to this Request for Qualifications (RFQ) should be directed to the Town of Carbondale Parks & Recreation Director, Eric Brendlinger He may be contacted at 970-510-1277 or at ebrendlinger@carbondaleco.net.

Project Timing: Scenario 1

AQUATICS FACILITY CONSTRUCTION PLANNER 2022-2024

PROJECT	TOWN OF CARBONDALE AQUATICS FACILITY DESIGN, ENGINEERING AND CONSTRUCTION POST BOND ELECTION	This represents the steps to conduct a design/build or design/ bid/build project with the interests of the Town being represented by a sub-contracted owner's representative. This timeline does not reflect the potential additional fundraising, grant work, or potential for naming rights or corporate/ foundation sponsorship. This timeline allows ample time for design and bidding but leaves a small window for construction (8 months) requiring an early closure (September 2023) prior to the delayed beginning (June) of the 2024 pool season. This 8-month construction window would be during the winter so could incur some additional costs due to weather issues.
ORGANIZER	TOWN OF CARBONDALE PARKS & RECREATION DEPARTMENT	

PROJECT PHASE	STARTING	ENDING	
PHASE 1 RFP & CONTRACT WITH OWNERS REP	Date: Sept 2022	Date: Oct 2022	Select an Owner's Representative with experience in green building techniques and net zero experience and sub-contract this work to begin the process of selecting design and engineering with selected construction model. 4-6 week
PHASE 2 RFP/RFQ WITH ARCHITECTS AND ENGINEERING	Date: Oct 2022	Date: Dec 2022	Number of contracts will depend upon the project's relationship to the contractors if a design/build vs. design/bid/build. 2-to-3-month duration
PHASE 3 PRELIMINARY SCHEMATIC DESIGN, BUDGETING	Date: Jan 2023	Date: April 2023	Architect and engineering firms selected. Structural, mechanical and electrical systems are described and documented. A detailed cost estimate is produced and compared with available budget dollars. 3-to-4-month duration
PHASE 4 FINALIZE DESIGN DOCUMENTS, CONSTRUCTION DOCUMENTS	Date: May 2023	Date: July 2023	Based on approved design development documents, contractors and subs finalize drawings and specifications that will be used to bid the project. 3-month duration
PHASE 5 CONSTRUCTION BIDDING	Date: Aug 2023	Date: Sept 2023	6-to-8-week duration. Hard deadline, bids are made public, and the successful bidder is awarded the project contract.
PHASE 6 DEMOLITION	Date: Sept 2023	Date: Oct 2023	Pool season would need to be shortened so demolition could take place with sub-contractors or Town equipment.
PHASE 7 CONSTRUCTION	Date: Oct 2023	Date: May 2024	8-month construction window with the goal being a pool opening in June for the summer 2024. Several factors can affect this timeline, including utility installation, soil conditions requiring remediation, hazardous material removal, supply chain delays and labor shortages.

Project Timing: Scenario 2

AQUATICS FACILITY CONSTRUCTION PLANNER 2022-2025

PROJECT	TOWN OF CARBONDALE AQUATICS FACILITY DESIGN, ENGINEERING AND CONSTRUCTION POST BOND ELECTION	This represents the steps to conduct a design/build or design/bid/build project with the interests of the Town being represented by a sub-contracted owner's representative. This timeline does not reflect the potential additional fundraising, grant work, or potential for naming rights or corporate/ foundation sponsorship. This timeline allows additional time for design and engineering and a normal and extended construction season. Bidding takes place in the winter. One entire pool season would be missed with this timeline (Summer of 2024).
ORGANIZER	TOWN OF CARBONDALE PARKS & RECREATION DEPARTMENT	

PROJECT PHASE	STARTING	ENDING	
PHASE 1 RFP & CONTRACT WITH OWNERS REP	Date: Oct 2022	Date: Nov 2022	Select an Owner's Representative and sub-contract this work to begin design and engineering with selected construction model. 6-week duration
PHASE 2 RFP/RFQ WITH ARCHITECT'S AND ENGINEERING	Date: Dec 2022	Date: Feb 2023	Number of contracts will depend upon the project's relationship to the contractors if a design/build vs. design/bid/build. 2-to-3-month duration.
PHASE 3 PRELIMINARY SCHEMATIC DESIGN, BUDGETING	Date: March 2023	Date: June 2023	Architect and engineering firms selected. Structural, mechanical and electrical systems are described and documented. A detailed cost estimate is produced and compared with available budget dollars. 3-to-4-month duration
PHASE 4 FINALIZE DESIGN DOCUMENTS, CONSTRUCTION DOCUMENTS	Date: July 2023	Date: Nov 2023	Based on approved design development documents, contractors and subs finalize drawings and specifications that will be used to bid the project. 3-5-month duration
PHASE 5 CONSTRUCTION BIDDING	Date: Dec 2023	Date: Feb 2024	6 to 8 weeks duration. Hard deadline, bids are made public, and the successful bidder is awarded the project contract.
PHASE 6 DEMOLITION	Date: March 2024	Date: April 2024	Demolition could be conducted by construction company hired or sub-contracted by the town or by Town employees using Town equipment
PHASE 7 CONSTRUCTION	Date: May 2024	Date: April 2025	11-month construction time frame but we lose a summer pool season. Construction timing might be better for an aquatic's facility and there would be a full pool season in 2025.



Town of Carbondale
RFQ Aquatics Facility
Owner's Representative
Proposals Received

Company

- A. **WEMBER**
- B. **Phil Vaughan Construction Management, Inc.**
- C. **CBRE**
- D. **Anser Advisory Management, LLC**
- E. **NV5, Inc.**
- F. **Dynamic Program Management**
- G. **Concept One Group, Inc.**

Town of Carbondale
Request for Qualifications(RFQ)- Aquatics Facility Owner's Representative

Name of Owner's Representative or Firm: A. Wember

Evaluation Criteria		Scoring Matrix	
This matrix creates a standard framework for which to evaluate owner's rep proposals, based on 4 phases of the project and 5 specific items listed in the RFQ as evaluation criteria. Question 10 gives reviewer opportunity to score items he/she may not have found fit into other categories.	Available Points	Reviewer Remarks or Questions	Points Given
1. <u>Preconstruction Planning Phase</u> : Organization chart, project & meeting scheduling skills, estimating & budgeting skills, RFP & RFQ production and evaluation skills, value engineering skills.	10		
2. <u>Procurement Phase</u> : Ability and experience reviewing Design/Build team's schedule of values for the work to be performed and experience with standard procedures for billing, field changes, fund requests, pay application review, etc. The existence of a reporting system to monitor schedule and cost performances for the Town.	10		
3. <u>Construction Phase</u> : on-site construction manager skills, monthly progress and budget reports, monitor construction documents & contract compliance of Design/Build team and subs. Demonstrated skills to resolve field problems. Skills to consult and advise Town on change orders and opportunities for cost saving decisions.	10		
4. <u>Post Construction / Closeout Phase</u> : Does the proposal include closeout information, warranty review and repairs coordination, punch list follow up, as-built drawings & operating manuals review, training of Town personnel in operation and maintenance of all equipment, experience with Certificates of Substantial Completion and Certificates of Occupancy procedures.	10		
5. <u>Experience-Pool Bath House Buildings</u> : Does the proposal list and provide a description of building projects previously conducted by applicant as an Owner's Rep. Base this point total on experience with projects similar to the Town of Carbondale Aquatic Facility Buildings construction in regards to scope of work, budget, and similarity of Owner's Rep. duties.	10		
6. <u>Experience with Aquatics Facility Construction</u> : Does the proposal detail the Aquatics Facility Construction Management experience conducted by applicant as an Owner's Rep. Base this point total on similarity in scale of pool project experience and personnel knowledge or expertise in the aquatics facility design/build construction method.	10		
7. <u>Experience with Green and Energy Efficient Building Techniques</u> : Does the proposal list and provide a description of the previous projects or skills of the applicant or team members that will serve this purpose during all phases of the project. Base this point total on the accredited green building certifications of the team and also the level of commitment expressed in the proposal and level of detail/interest demonstrated to this process.	10		
8. <u>Fee Structure</u> : Evaluate and compare the applicants fee structure and what is included and excluded in the proposal including the reimbursable expenses.	10		
9. <u>References and or Letters of Reference</u> : Quality of references in regards to similarity of project and scope of work performed by the Owner's Representative.	10		
10. Overall confidence in the proposal and the Owner's Representative or Owner's Representative Team to fit the needs of the Town of Carbondale. Who is the best fit to satisfy the desires of the TOC staff, the design review committee, the Board of Trustees and the citizens of Carbondale. Which proposal best represents the Town of Carbondale and displays the best commitment to represent our needs with a Design/Build Team.	10		
Total Points Possible	100	Total Points earned by Proposal	

Proposal for Owner's Representative Services



Town Of Carbondale Parks & Recreation Department Carbondale Aquatics Center

December 2nd, 2022

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Wember remained calm, professional, and proved to be a true leader in the Project Management field. They were instrumental in bringing the project in on time and on budget. I would recommend Wember to anyone seeking an Owner's Representative | Project Management Team.

-Anne Mojo, Former Louisville Public Library Director

COVER SHEET

December 2nd, 2022

Town of Carbondale
Attn.: Eric Brendlinger, Parks & Recreation Director
511 Colorado Avenue
Carbondale, CO 81623
ebrendlinger@carbondaleco.net

Dear Mr. Brendlinger & Members of the Selection Committee,

Thank you for the opportunity to serve as your owner's representative for the design and construction of The Town of Carbondale's new Aquatics Center. We respect and appreciate the effort invested by so many to find the right solution for this project. We are confident that our team can lead this challenging project through a transparent process that meets the Town's goals, engages all parties, is efficiently and beautifully designed, and completes the work on time and within the budget.

Since founding Wember in 2004, we have been focused on providing leadership to community-based projects. Our team's commitment to rural and mountain communities is evident in our portfolio of work. We are excited to share with you our:

- **EXPERIENCE:** Our team provides a wealth of experience working with local governments to create and enhance municipal facilities. Dave, your lead project manager, brings 35 years of experience to your project. Dave has completed several Recreation Center pools and he understands the complexities of construction in mountain communities. Additionally, Wember has managed similar aquatic projects' design and construction processes and is currently working on a pool replacement project with the City of Arvada and the Steamboat Hot Springs. Our team credentials include a licensed civil engineer, seven architects, and general contractors, giving us the skills to lead your project.
- **COMMITTED:** Wember has an active presence in mountain communities. We are actively working with the Town of Basalt and the Town of Snowmass Village. Our team has served the mountain region and western slope for twenty-six years; we mitigate risk and never abandon our clients, no matter the project's location. We are committed to recreation projects that serve community due to the fun these projects can provide and the impact they have.
- **KNOWLEDGEABLE:** We are proactive in coordinating a broad spectrum of contractors, consultants, and stakeholders and understand current pricing trends and their implications on design and construction. Our technology and communication platform provide transparency and a streamlined workflow that keeps the ownership team informed but not overburdened. We know that the Town of Carbondale applied for and received a Greater Outdoor Colorado planning grant. Our team has experience working on numerous projects that have received this grant and understand the process.
- **TIMING:** We have reviewed the two timelines and we are fully prepared and able to work within either approach. We are ready to dive in with the town and determine which approach will work best for you and the citizens of Carbondale.
- **REPUTABLE:** We invite you to check our references, including owners, architects, and contractors; they can speak to our character and abilities.

We want to work with you and your team. As your owner's representative, we pledge to operate with the highest level of integrity and collaboration. Thank you for your consideration; we look forward to your response.

Sincerely,



Paul D. Wember
President



Dave Detwiler
Senior Project Manager

EXPERIENCE

A.) Experience: Individuals should submit their resume and will be evaluated based on their overall experience providing professional “Owner Representative” services similar to those described herein. Evaluation of experience should include the following information that will need to be submitted:

- ≡ A list and brief description of aquatics facility construction management experience.
- ≡ A list and brief description of construction projects that you assisted or were involved in.

18 years

\$1B+ Construction value

175+
Projects

**Recreation Centers
Municipal Centers
Police Stations
Laboratories
Fire Stations
Libraries
Schools**

**Wember is an Employee
Owned company**

Wember: Mountain Region
453 Mediterranean Way
Grand Junction, Colorado, 81507

Wember: Central
7350 E Progress Pl STE 100
Greenwood Village, CO 80111

Wember: South
7222 Commerce Center Dr. Suite 220
Colorado Springs, CO 80919

Wember: North
2580 E Harmony Rd Suite 201
Fort Collins, CO 80528

Wember: Wyoming
30 N Gould Street, Suite N
Sheridan, WY 82801

Wember: Steamboat Springs
Address Pending



Wember projects are primarily publicly-funded and community-based and positively impact the communities they serve. **From aquatics facilities and recreation centers to public works facilities, we excel at creating highly functional facilities and spaces that reflect the people for whom they're built.** Wember does not measure our success by construction dollars in place but rather by the project's impact. Our work has affected millions of patrons and counting, from the completed parks and trails to civic facilities and more. We are incredibly proud of these accomplishments and look forward to working with the Town Of Carbondale Parks & Recreation Department.

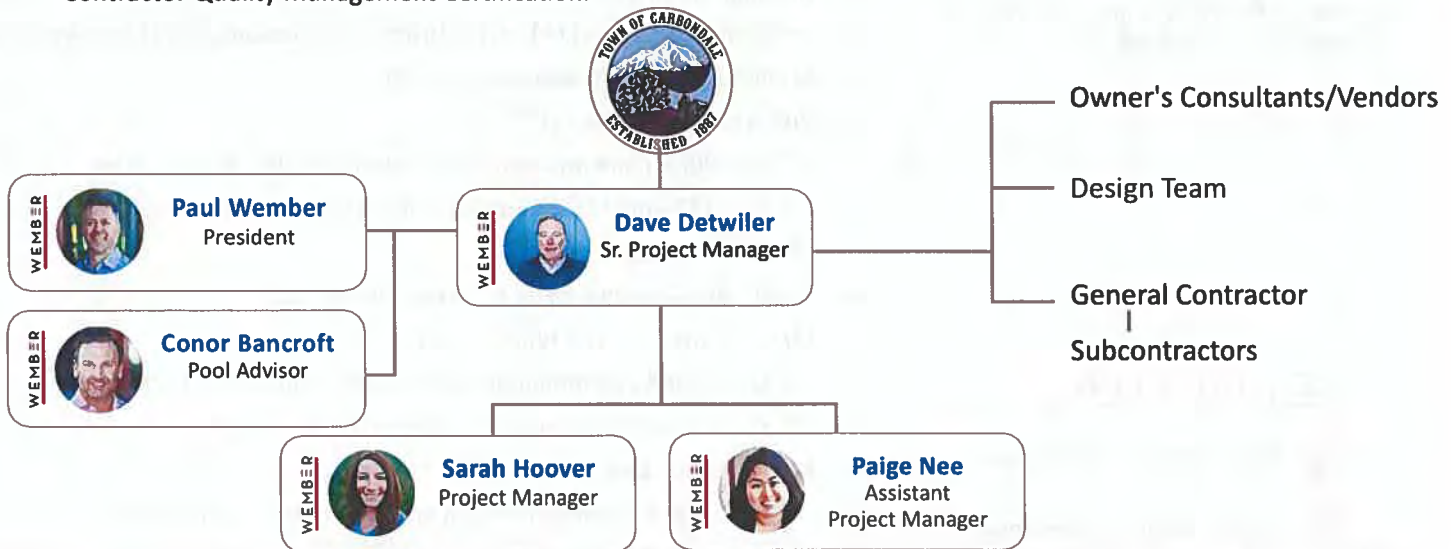
Wember has served as the Owner's Representative on numerous public agency and civic projects. Each of these projects presented their own challenges and opportunities. Wember's project managers are experts at effectively managing many moving parts to successfully deliver these projects for the client, the team, and the community.

The Wember team has one mission—to provide the best in owner's representation. From our budget management process to our community engagement practices, our tools take into consideration **everything an owner must balance:** transparency, maintaining stakeholder confidence, financial compliance, and delivering efficient facilities that are embraced by the communities that they serve.

EXPERIENCE

Wember became an employee-owned company in 2020 and has experienced strong growth. We continue to expand the team and know future team members will continue to bring a high level of service to the projects and clients we serve. We are built upon innovative solutions and the guiding principles of listening, learning, leading, and following through. The environment of mutual respect that we promote allows for an open exchange of ideas and fosters an atmosphere of cooperation and a commitment to excellence. Wember has always adopted a work-from-anywhere model; **we believe it is more important to spend time working closely with our clients at their offices, with consultants, and on the project site.** Our focus is your project's success.

Dave brings over thirty-five years of construction management and owner's representation experience to your project. Along with his breadth of knowledge, the entire Wember team will support him by offering their unique expertise to the projects when needed. This diverse team we are proposing includes project manager Sarah Hoover and assistant project manager Paige Nee, who drives the project controls and coordination. We also have included Conor Bancroft, who has extensive experience in pool construction. Conor's role will be limited to providing insight during the design phase, reviewing plans and specifications, and being available for any issues that may arise with the pool construction. Dave and Conor have experience working on projects that applied for and received a **Greater Outdoor Colorado Planning & Capacity (GOCO) grant**. Some of Conor and Dave's previous projects that received GOCO funding include the Erie Community Park, Avery Parsons Elementary School, and the Eureka Math and Science Center at Colorado Mesa University. The Wember team has seven licensed architects who ensure quality by providing architectural and constructibility reviews. Managing complex projects takes a particular type of professional who has a knack for leadership and can keep the owner's best interests in mind. Working side-by-side with clients, our project managers serve as trusted colleagues, evaluating options to devise a successful plan. Most of our team members are LEED-accredited, hold training certifications from OSHA, and have completed the Contractor Quality Management Certification.



WEMBER is a team of nineteen diverse professionals that will support your project



EXPERIENCE



Dave Detwiler

Sr. Project Manager

“Intelligent, professional, available and accurate. His attention to detail was constant, and saved the district significant sums in terms of contract, bid and invoice review. Their overall leadership was a critical component in keeping the project on schedule.”

--Elizabeth Parker - Aspen School

Board President

Dave has over thirty-five years of construction management and owner's representation. His previous experience as Director of Facilities for Colorado Mesa University builds on his knowledge base from the Owner's Perspective. Dave has successfully delivered numerous aquatic facility, recreation, and park projects in throughout the Colorado Western Slope and will bring his expertise to your project.

EDUCATION

Bachelor of Science-Building Construction

Virginia PolyTechnic Institute and State University, Blacksburg, VA,

RELEVANT PROJECT EXPERIENCE

- ≡ **Fruita Recreation Center and Mesa County Branch Library** | Fruita, CO*
- ≡ **Durango Community Recreation Center** | Durango, CO*
- ≡ **Snowmass Village – Owl Creek/Brush Creek Roundabout** | Snowmass, CO
- ≡ **Midland Avenue Streetscape** | Basalt, CO
- ≡ **Pitkin County** | Aspen, CO*
 - ≡ Developed and Implemented Overall Facilities Master Plan
 - ≡ Pitkin County Sheriff Station & Administration Building
 - ≡ Pitkin County Library
- ≡ **Basalt and Snowmass Fire Stations** | Basalt, CO*
- ≡ **Mesa County** | Grand Junction, CO*
 - ≡ Developed and Implemented Overall Facilities Master Plan
 - ≡ Constructed 5 major projects from the Master Plan
- ≡ **Aspen School District** | Aspen, CO*
 - ≡ \$37 million Middle and Elem School projects – LEED GOLD
- ≡ **Colorado Mesa University** | Grand Junction, CO*
 - ≡ Developed and Implemented Overall Facilities Master Plan
 - ≡ Campus of Over \$2.4 M SF of Building & 100 Acres

*prior to joining Wember

ACCREDITATIONS



OSHA 10-Hour Certification



LEED Accredited Professional



Certified Construction Manager (CCM)

EXPERIENCE



Sarah Hoover

Project Manager

“ Her expertise in understanding multiple arenas allows for transparent and helpful conversations with clients, focusing on client success and happiness. ”
- Tyler Morgan, Project Manager
Pinkard Construction

Sarah has over a decade of successful experience working on both the design and construction side of delivering projects. She has excellent communication skills that allow for thoughtful project management from original design through closeout, focusing on client relations and goals. Her combined experience and continuing education demonstrate the drive it takes to stay on top of the evolving industry, implementing cutting edge concepts to ensure a smooth overall project and delivery.

EDUCATION

Masters of Architecture, Architecture & Planning
University of Colorado, Denver

Bachelor of Environmental Design, Architecture
University of Colorado, Boulder

ACCREDITATIONS



OSHA 10-Hour Certification



LEED Accredited Professional



Certified Construction Manager (CCM)



Commercial Infrastructure Storm water Management Certification, SWMP

RELEVANT PROJECT EXPERIENCE

- ≡ **Frasier Meadows Retirement Community Master Plan Build Out** | Boulder, CO
- ≡ **Bison Ridge Recreation Center and Infrastructure** | City of Commerce City, CO
- ≡ **Emergency Medicine Department, Centura Health** | Arvada, CO*
- ≡ **Neighborhood Health Center Primary Care Facility, Centura Health** | Arvada, CO*
- ≡ **Kuhlman Building Adaptive Reuse** | Denver, CO*
- ≡ **Atlantis Mixed-Use Development** | Denver, CO*
- ≡ **South College Parking Garage, CSU** | Fort Collins, CO*
- ≡ **Warner College of Natural Resources, CSU** | Fort Collins, CO*
- ≡ **Boulevard One, Denver Housing Authority** | Denver, CO*
- ≡ **Mirasol Senior Living** | Loveland, CO*
- ≡ **Fresenius Dialysis Center TI** | Denver, CO*
- ≡ **Frasier Meadows Healthcare Renovation** | Boulder, CO*

*prior to joining Wember

EXPERIENCE



Conor Bancroft

Pool Advisor/Project Manager

“Conor’s vigilance, experience, and foresight are the primary reasons we continue to stay on track as he has handled all of these issues in quick order time and time again.”
-Michael Bratcher,
Columbine Country Club

Conor provides clients the benefit of a multi-disciplinary perspective to project management and is astute in representing owners to manage their risk on capital improvement projects. He has an established reputation for keeping projects on budget and delivered according to specified goals. Conor has been with Wember for ten years and knows the best practices for ensuring the construction taking place meets specifications.

EDUCATION

**Master of Science, Civil Engineering,
Construction Engineering Management**
University of Colorado, Boulder

**Bachelor of Science of Architectural
Engineering with Construction
Management**
University of Colorado, Boulder

ACCREDITATIONS



OSHA 10-Hour Certification



LEED Green Associate



**Contractor Quality Management
(CQM) Certification**



**Adult & Pediatric
First Aid/CPR/AED**

RELEVANT PROJECT EXPERIENCE

- ≡ **City of Commerce City | Commerce City, CO**
 - ≡ Paradise Pool
 - ≡ Villages at Buffalo Run East Park
 - ≡ Turnberry Park
 - ≡ Fronterra Neighborhood Park
- ≡ **Genesse Community Pools & Tennis Courts | Golden, CO**
- ≡ **Columbine Country Club Pool Reno. & New Clubhouse | Littleton, CO**
- ≡ **West Woods Golf Club Clubhouse Renovation | Arvada, CO**
- ≡ **City of Arvada | Arvada, CO**
 - ≡ Meyers Pool Replacement
 - ≡ Police Substation Delta Sector
 - ≡ West Woods Golf Clubhouse Renovation
- ≡ **Town of Erie | Erie, CO**
 - ≡ Erie Police Station and Municipal Courts
 - ≡ Erie Community Park
- ≡ **Foothills Art Center | Golden, CO**
- ≡ **Denver Public Library | Denver, CO**
 - ≡ Sam Gary Library
 - ≡ Rodolfo Gonzales Library

EXPERIENCE



Paige Nee

Assistant Project Manager

“Paige was a pleasure to work with on all our furniture procurements and installations. Her attention to detail was outstanding, and she worked very well with the field crews to ensure the installations went smoothly. She also greatly understands procurement policies and how to comply.”
- Colorado Mesa Facilities Director

Paige supports our projects with her expertise in project controls such as pay applications, invoicing, FF&E procurement, documentation management and meeting coordination. Paige's background in purchasing, administration, and project coordination will bring value to your project.

EDUCATION

Bachelor of Science, Environmental Science and Technology
Colorado Mesa University

Technical Certificate, Sustainability Practices
Colorado Mesa University

Certificate, Global Leadership & Sustainability Practices
Rocky Mountain Science & Sustainability Network

RELEVANT PROJECT EXPERIENCE

- ≡ **Colorado Mesa University | Grand Junction, CO***
 - ≡ Tomilson Library Renovation
 - ≡ Maverick Innovation Center
 - ≡ Pinon Hall Renovation
 - ≡ Garfield Hall
 - ≡ Health Sciences Building
 - ≡ Engineering Building
 - ≡ Little Mavs Learning Center

*prior to joining Wember

ACCREDITATIONS



OSHA 10-Hour Certification

EXPERIENCE



Paul Wember AIA, LEED AP
AKA "MITCH BUCHANNON" President

“ Having licensed architects on the Wember team, including Paul, benefited our project during the site selection, drawing and construction phases. Their experience on public projects brought forward processes and solutions that led to a seamless process. ”

- Barbara Milnor, Executive Director,
Basalt Regional Library District

Paul is a licensed architect who also holds an M.B.A. degree. His goal is for Wember to be the best in owners representative services, and his dedication to every owner and project reflects that. Paul is a member of the American Institute of Architects and a LEED accredited professional. He has served as principal or project manager on over 175 projects focusing on community-based services.

EDUCATION

Masters of Business Administration
University of Phoenix

Bachelor of Science in Architectural Studies
University of Nebraska at Lincoln

Licensed Architect, State of Colorado

ACCREDITATIONS



OSHA 10-Hour Certification



LEED Accredited Professional



Contractor Quality Management (CQM) Certification



**Adult & Pediatric
First Aid/CPR/AED**

RELEVANT PROJECT EXPERIENCE

- ≡ **Teton County/Jackson Recreation Center Addition** | Jackson, WY
- ≡ **Genesse Community Pools & Tennis Courts** | Golden, CO
- ≡ **City of Arvada** | Arvada, CO
 - ≡ Meyers Pool Replacement
- ≡ **City of Commerce City** | Commerce City, CO
 - ≡ Paradise Pool
 - ≡ Villages at Buffalo Run East Park
 - ≡ Turnberry Park
 - ≡ Fronterra Neighborhood Park
- ≡ **Town of Erie** | Erie, CO
 - ≡ Erie Community Center
 - ≡ Erie Police Station and Municipal Courts
 - ≡ Erie Community Park
- ≡ **High Plains Library District** | Greeley, CO
 - ≡ Erie Community Library Expansion & Renovation
 - ≡ Library Innovation Center, Greeley, CO
 - ≡ Hudson Library Expansion

EXPERIENCE

“PARADISE” ISLAND POOL AT PIONEER PARK

Commerce City, CO



87,000 SF



\$10 M



D/B/B



2015



2016

DESCRIPTION

The park offers patrons a 5,000-square-foot leisure pool with an interactive play structure; a 3,700-square-foot spray and geyser area; a toddler pool with interactive water features; three water slides including a body flume and inner tube slide; a bathhouse; a concession area; shade structures; and open play spaces.

TEAM



Conor Bancroft
Project Manager



Paul Wember
President

REFERENCES

City of Commerce City
Karen O'Donnell, Parks and Rec Director
303-231-1308
kdonnell@ci.wheatridge.co.us

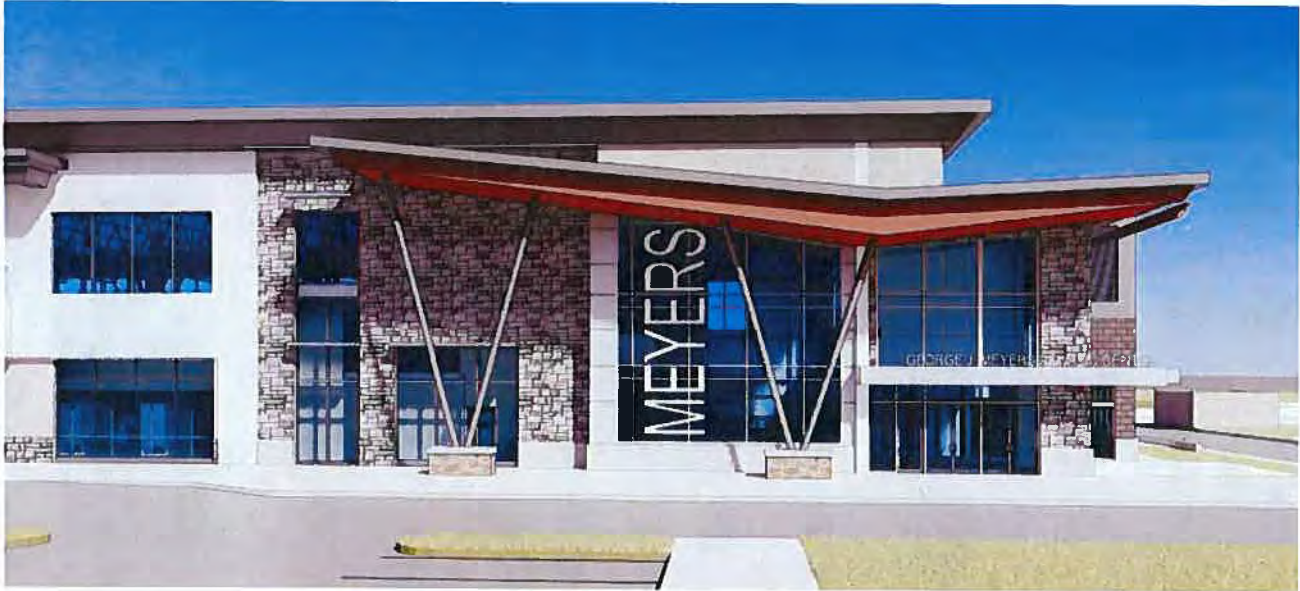
Golden Triangle Construction
Joe Vasbinder, Project Manager
719-314-0531
jvasbinder@gtc1.net

OLC Architecture
Mike Flemming, Principal
303-294-9244
info@olcdesigns.com

EXPERIENCE

MEYERS POOL REPLACEMENT

Arvada, CO



50,000 SF



\$32M



CMAR



2023



2024

DESCRIPTION

The City of Arvada's 50m competitive aquatics facility replacement project includes the construction of the new Natatorium with a 50m Competition/Lap Pool, Auxiliary Pool, Lobby, Administration, Multi-Purpose, Storage, Locker Rooms, and associated support spaces such as mechanical and pool equipment rooms. **Sustainable measures include solar power to heat the pool.** Mezzanine seating for approximately 900 spectators is anticipated. Site work includes demolishing the existing building, following the new pool's construction, and completing 200 parking spaces and associated driveways and site features.

TEAM



Conor Bancroft
Project Manager



Paul Wember
President

REFERENCES

City of Arvada

Kim Vagher, Manager of City Facilities
720-898-7681
kvagher@arvada.org

Ohlson Lavoie Collaborative

Brian Beckler, Senior Principal
303-294-9244
bbeckler@olcdesigns.com

Saunders Construction

Sean Kennedy, Area Manager
303-226-1467
s.kennedy@saundersinc.com

EXPERIENCE

OLD TOWN HOT SPRINGS

Steamboat Springs, CO



4200 SF



\$13M



CMAR



2022



TBD

DESCRIPTION

The Old Town Hotsprings project is currently being completed in two phases. Phase 1 of this project consists of implementing a new 4200-square-foot pump house. Phase 2 includes the construction of several new pools: **a new lap pool, a soaking pool, a kiddie pool, and a community pool.** Lastly, phase 2 will also consist of renovating the existing water slide.

TEAM



Dan Tran
Project Manager



Sarah Hoover
Project Manager



Quentin Rockwell
Project Manager



Paul Wember
President

REFERENCES

Old Town Hot Springs

Stephanie Orozco, Executive Director
970-457-1205
sorozco@oldtownhotsprings.com

Steamboat Architecure

William Rangitsch, Architect
970-879-0819
wjr@steamboatarchitectural.com

HLCC Construction

Travis L. Holmquist, President
970-846-0486
travis@hlccconstruction.com

EXPERIENCE

GENESEE COMMUNITY POOLS & TENNIS COURTS

Golden, CO



7,500 SF



\$1.14M



CMAR



2019



2020

DESCRIPTION

This project consists of the renovation of the Foundation's **existing 5-lane lap pool**, constructed in the late 1970s, an addition to the pool clubhouse, and the renovation of the existing tennis courts. Genesee is a residential community located in the foothills above Golden, Colorado. Genesee's 883 homes have been constructed on 2,000 acres of spectacular mountain property. The Foothills Pool was constructed on large boulders, which posed challenges; however, Wember worked with the Geotechnical Engineer and a local excavation sub-contractor during design to identify large boulders impacting the planned construction to mitigate delays and added costs during construction.

TEAM



Conor Bancroft
Project Manager



Paul Wember
President

REFERENCES

Genesee Foundation
Suzy Barr, Community Manager
303-526-0254 *0284*
suzy@geneseefoundation.org

Hord Coplan Macht
Robyn Bartling, Principal
303-222-0234
RBartling@hcm2.com

ASR Companies
Chris Boortz
303-991-6600
CBoortz@asrcompanies.com

EXPERIENCE

TETON COUNTY JACKSON RECREATION CENTER

Jackson, WY



61,803 SF



\$29.8M



CMAR



2022



2023

DESCRIPTION

The project is for the renovation and expansion of the existing Teton County/Jackson Recreation Center located at 155 East Gill Ave., Jackson, Wyoming. The project was identified by Teton County and the Town of Jackson as a priority and placed in front of the voters for capital funding consideration. In November 2019, the voters of Teton County approved the project. The project looks to renovate and expand their current recreational amenities by 23,270-square-foot onto the existing Recreation Center built in 1994, with a partial renovation completed in 2019. Some of the new amenities include a second gymnasium, elevated walking/running track, indoor climbing facility, and multi-purpose fitness studios.

TEAM



Tom Farrens
Project Manager



Paul Wember
President

REFERENCES

Teton County/Jackson Parks & Recreation
Steve Ashworth, Director
(307) 733-5056
sashworth@tetoncountywy.gov

Perkins & Will.
Rebecca Groves, Technical Coordinator
(303) 308-0200
rebecca.groves@perkinswill.com

GE Johnson Construction WY
Anthony Fasciano, Construction Executive
(307) 264-0022
fascianoa@gejohnson.com

EXPERIENCE

ERIE COMMUNITY CENTER

Erie, CO



60,000 SF



\$15.3M



CMAR



2006



2007

DESCRIPTION

To enhance the lifestyle of the rapidly-expanding residential and commercial neighborhoods in the Town of Erie, voters approved the construction of this state-of-the-art recreation and community center. The center contains a natatorium, gymnasium, aquatics center, racquetball, and a large climbing tower. The aquatics center includes a lap pool, a leisure pool with play features, a whirlpool, a two-story, figure-eight pool slide with a splash tank, a lazy river, an outdoor water feature, and a spray area. This project **has incorporated many sustainable components, including construction recycling, hydronic solar water heating, a state-of-the-art "defender" filter, and waterless urinals.**

TEAM



Paul Wember
President

REFERENCES

Town of Erie

Jill Wait, Past Dir. of Parks & Recreation
303-906-7445
jwait@erieco.gov

Barker Rinker Seacat Architecture

Dave Hammel, Principal
303-455-1366
davehammel@brsarch.com

Saunders Construction

Mark Riedel, Project Manager
303-699-9000
m.riedel@saundersci.com

EXPERIENCE

FRUITA RECREATION CENTER AND MESA COUNTY BRANCH LIBRARY

Fruita, CO

**57,000 SF****\$13.4M****CMAR****2010****2011**

DESCRIPTION

The City of Fruita Recreation Center and Mesa County Branch Library facility totaled over 50,000 square feet and included a 7,000-square-foot Branch Library. These combined projects were completed almost one month ahead of schedule, and the Library project was nearly \$100,000 under budget. A unique feature of this project was that we had two different design firms, Sink Combs Detlefs and Humphries Poli, one for the Recreation Center and one for the Branch Library.

TEAM



Dave Detwiler
Sr. Project Manager

REFERENCES

Mesa County Library District
Eve Tallman,
(435) 259-5639
evetallman@gmail.com

Sink Combs Detlefs/Humphries Poli
Dennis Humphries
(303) 607-0040
dhumphries@hparch.com

FCI Constructors
Shane Haas
(970) 434-9093
shaas@fciol.com

EXPERIENCE

TAFT HOUSE AQUATIC RECREATION FACILITY AT THE MEADOWS

Castle Rock, CO



4,400 SF



\$4.6M



CMAR



2016



2016

DESCRIPTION

The Meadows Neighborhood Company extended its amenities to include the Taft House aquatic recreation facility. The facility features a two-story, wood-framed main building with a pool and deck. The pool deck features a bubble pit, vortex, climbing wall, and brightly-colored water play structure. Other deck features include a sand volleyball court and a fire pit. The first floor consists of the women's and men's changing rooms, a family changing room, a flexible meeting space offering classes, and events, and a concession stand with light provisions.

TEAM



Conor Bancroft
Project Manager



Paul Wember
President

REFERENCES

The Meadows Neighborhood Company
Michele Ray Brethower, Executive Director
303-814-3952
mray-brethower@meadowslink.com

Ohlson Lavoie Collaborative
David Sprague, Senior Principal
303-294-9244
dsprague@olcdesigns.com

MW Golden Construction
Mike Weber, Project Manager
303-688-8269
mweber@mwgolden.com

EXPERIENCE

DURANGO COMMUNITY RECREATION CENTER

Durango, CO

**74,000 SF****\$13M****CMAR****2000****2001**

DESCRIPTION

This project began with a master plan for the LaPlata County Fairgrounds, which sought to meet various City and County recreation, events, and multi-use needs. A wide variety of recreation and community programs have been accommodated in the 74,000-square-foot facility. A large “leisure” pool provides warm water for fun and therapeutic activities for all ages and a 10x11 lane lap pool. The second-floor fitness/weights deck overlooks the valley, and the gym, complimenting the studio spaces for court sports, dance-aerobics, and other active uses. A community room for 200, class & crafts rooms, and a teen area provide social gathering and learning spaces for the diverse interests of all.

TEAM



Dave Detwiler
Sr. Project Manager

REFERENCES

FCI Constructors
Shane Haas
(970) 434-9093
shaas@fciol.com

*Other team members from this project
are no longer with the City and Design Firm.

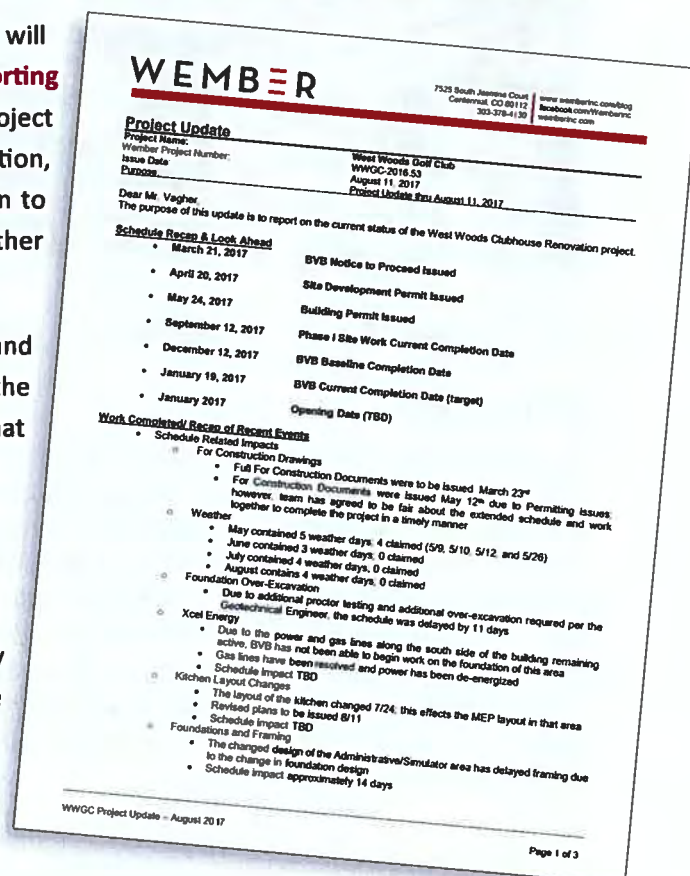
EXPERIENCE

COMMUNICATION & MEETINGS

We do not manage the design and construction of a project; **we manage people who are designing and constructing**. It is the people working on the project and the communication that occurs between them that dramatically influences the success of a project. Employing and adhering to effective communication procedures and policies provides administrative oversight that minimizes the owner's risk.

At the beginning of the project, our project managers will establish **a communication hierarchy to provide reporting and consistent updates**. Our team utilizes an online project management system that shares up-to-the-minute information, including a budget, project files, and schedules. In addition to this live information, we will provide monthly updates and other reports to keep you and your stakeholders fully informed.

Proactive communication with staff, stakeholders, and community members about the status provides the transparency needed to obtain buy-in and ensures that questions are answered and trust is garnered.



PROCUREMENT

When formulating procurement documents, we thoroughly define each team member's **scope of work**—an exercise that is paramount to avoiding a costly surprise. It has been our experience that add-services and change requests are not malicious devices to extract more money but rather the result of not clarifying the scope well. Using our **responsibility matrix** assembled over years of lessons learned, we inventory the tasks performed by various trades. Specific expectations, such as the number of site visits, board meetings, and types of deliverables, are identified. Wember will provide your team with **complete consultant contracts** that can be included with the RFPs to **streamline negotiations**.

Public bid announcements will be published in client-directed resources and on Wember's LinkedIn page. The documents can also be distributed to Wember's distribution list of service providers.

EXPERIENCE

When proposals are received, we assess fees and **determine the cumulative value** of each proposal by taking into account multiple variables, such as the experience of the team and staff availability. The response information is inventoried into a single matrix, references are called, and the short-list decision meeting is held to determine which firms to interview.

Wember executes an **interview selection process** that includes asking questions that go beyond the status quo to help the owner gain an understanding of the team and find the best cultural fit. When the interview is complete, you will feel confident that the firm selected is a cultural fit for your team.

COMMUNITY ENGAGEMENT

We have found that one of the essential elements for the success of a capital improvement project is the **proper engagement of the owner's team and the community**. Having expertise and relationships within the community builds project credibility. Due to Wember's experience and active knowledge of the Roaring Fork Valley, our team will be able to contribute to community meetings and create an engaging process.

The goal in working with the public is to create an environment that fosters confidence and trust. During the design phase, we discuss the various public engagement opportunities. Appropriately timed meetings help to gather input and address concerns.

Construction is exciting, and our team members are always willing and proud to show their work. The **construction phase** provides many opportunities for innovative celebrations and stakeholder involvement. We encourage clients to celebrate more than the common ground-breaking milestone or the ribbon cutting.

Our highly organized team will share timely information during all project phases. We will work with your communications department to help engage the community via website updates and social media posts. Our team will provide project plans, renderings, and meeting announcements to support any project promotion that is planned by your team.



EXPERIENCE

BUDGET & COST MANAGEMENT

At the start of the project, we will work closely with the Town and stakeholders on verifying each project's overall budgets and ensuring that the budgets are broken down into the proper detail to allow accurate tracking as costs are incurred. Using detailed **budgetary projection tools**, including our budget matrix, we lead an expenditure inventory exercise to review items common to construction projects, as well as items that are sometimes overlooked, such as legal transactions, staff time, and permits. Construction costs are as much of an art as they are a science. To help manage this reality, our team has an established network of reputable estimators that can be utilized. Wember project managers provide clients with an in-depth understanding of costs and market trends. We have reviewed your preliminary budget and look forward to updating the master budget with you to establish project goals and limitations.

WEMBER

Request support · My Projects · Settings · Videos · Logou

Search Anything

2013-18-CSUP

Accounting

Design Mgmt

Communications

Construction

Documents

People

Setup

Reporting

Show All Accounts? ✓

Summary Create Budget BudgetCost Contracts Change Orders Change Proposals Purchase Orders Incurred Costs Ledger

Project Accounting

▼ A Land & Lease Cost

A 1 Acquisition (Disposition)

▼ B Professional Services

▼ B.1 Master Planning etc.

B 1 A Master Planning etc.

▼ B.2 Site Surveys, Investigations, Reports

B 2 A Site Surveys, Investigations, Reports Initial Budget

B 2 B Site Survey

B 2 C Geotech Investigation

B 2 D Soils / Materials Testing

▼ B.3 Architectural / Engineering Basic Services

B 3 A Architectural / Engineering Basic Service

▼ B.4 Code Review / Inspection

B 4 A Code Review / Inspection

B 4 B Health Department Review

▼ B.5 Construction Management

B 5 A Construction Management

▼ B.6 Advertisements

B 6 A Advertisements

▼ B.7 Other Consultants

B 7 A Other Consultants Initial Budget

	Budget	Commitments	Actual								
	A Initial Budget	B Budget Changes	C Current Budget (A+B)	D Contracts, POs, Expenses	E Change Orders	F Pending Changes	G Committed Cost (D+E+F)	H Projected To Complete	I Projected (Over)/Under (C-(H+J))	J Incurred Costs	K Balance To Finish (G-J)
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$2,503,132.00	(\$618,248.00)	\$1,884,884.00	\$1,850,676.14	\$18,770.75	\$0.00	\$1,874,446.89	\$0.00	\$10,439.11	\$1,874,368.64	\$78.25
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.26	\$58,928.60	\$78.25
	\$80,000.00	(\$20,993.00)	\$59,007.00	\$49,638.00	\$9,468.75	\$0.00	\$59,006.75	\$0.00	\$0.00	\$0.00	\$0.00
	\$80,000.00	(\$80,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$3,700.00	\$3,700.00	\$3,700.00	\$0.00	\$0.00	\$3,700.00	\$0.00	\$0.00	\$3,700.00	\$0.00
	\$0.00	\$8,050.00	\$8,050.00	\$8,050.00	\$0.00	\$0.00	\$8,050.00	\$0.00	\$0.25	\$8,050.00	\$0.00
	\$0.00	\$49,257.00	\$49,257.00	\$39,788.00	\$9,468.75	\$0.00	\$49,256.75	\$0.00	\$0.00	\$49,178.50	\$78.25
	\$1,077,607.00	(\$334,894.00)	\$1,242,613.00	\$1,242,613.00	\$0.00	\$0.00	\$1,242,613.00	\$0.00	\$0.00	\$1,242,613.00	\$0.00
	\$1,577,507.00	(\$334,894.00)	\$1,242,613.00	\$1,242,613.00	\$0.00	\$0.00	\$1,242,613.00	\$0.00	\$0.00	\$1,242,613.00	\$0.00
	\$30,000.00	\$31,613.00	\$61,613.00	\$51,242.50	\$10,370.00	\$0.00	\$61,512.50	\$0.00	\$0.50	\$61,512.50	\$0.00
	\$30,000.00	\$31,513.00	\$61,513.00	\$51,142.50	\$10,370.00	\$0.00	\$61,512.50	\$0.00	\$0.00	\$61,512.50	\$0.00
	\$0.00	\$100.00	\$100.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00
	\$435,000.00	(\$17,584.00)	\$417,416.00	\$426,484.00	(\$9,068.00)	\$0.00	\$417,416.00	\$0.00	\$0.00	\$417,416.00	\$0.00
	\$435,000.00	(\$17,584.00)	\$417,416.00	\$426,484.00	(\$9,068.00)	\$0.00	\$417,416.00	\$0.00	\$101.36	\$4,898.64	\$0.00
	\$5,000.00	\$0.00	\$5,000.00	\$4,898.64	\$0.00	\$0.00	\$4,898.64	\$0.00	\$0.00	\$4,898.64	\$0.00
	\$5,000.00	\$0.00	\$5,000.00	\$4,898.64	\$0.00	\$0.00	\$4,898.64	\$0.00	\$0.00	\$4,898.64	\$0.00
	\$375,625.00	(\$286,726.00)	\$88,900.00	\$80,900.00	\$8,000.00	\$0.00	\$88,900.00	\$0.00	\$0.00	\$88,900.00	\$0.00
	\$375,625.00	(\$375,625.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget tracking tab. The budget will be updated for the Town

Snapshot of our online project management software's budget tracking tab. The budget will be updated for the Town of Carbondale projects in real time, tied to contracts and available 24/7.

EXPERIENCE

Communicating expectations of fund requests, invoices, and backup documentation is critical to **efficient review, approval and payment**. Invoices are run through our online project management system and synced with the owner's finance department. Our system ties all documents together to create a "paper trail," starting with the budget, which is tied to contracts and invoices. The loop is closed when a check number is entered to confirm payment. Invoicing is done monthly to ensure that vendors are paid promptly, keeping the project on schedule.

Lessons Learned

- 1 Avoid multiple one-offs that get buried in emails. Invoices are compiled by Wember into a single draw request.
- 2 Review and approve requests prior to sending to the owner. Necessary adjustments will be noted and the request returned to the vendor.
- 3 Watch the reimbursables. Back-up is required to demonstrate the value an expense delivers to the project.
- 4 Don't use Excel to manage invoicing. Our online project management system allows your team to see where an invoice is in the process, no separate files stowed away on individual computers or networks and no formula busts.
- 5 No single number invoice requests. We work with vendors to include previously paid amounts and percentage complete. This AIA-standard is in place to protect all parties.

Change orders are required to be submitted with detailed information to support the request. Engineers review and make comments related to the scope and costs. We conduct our own thorough review of the change requested prior to making a recommendation to the client. It should be noted that not all change orders are bad; often, change orders are the introduction of an alternate that enhances the project.



EXPERIENCE

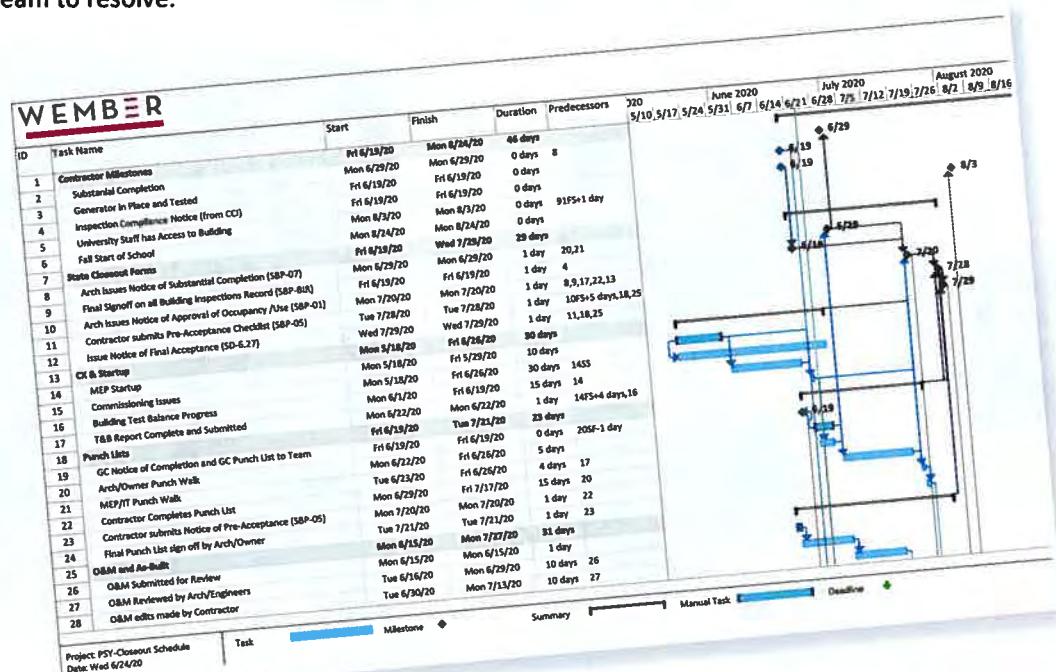
SCHEDULE MANAGEMENT

Building a properly-sequenced schedule is a key step in meeting timeline goals. Using Microsoft Project, we plot the schedule by setting the highest-level milestones and working through the project's life cycle; we address complex technical issues impacting workflow. **Items for which the owner is responsible, such as payment of permits, are integrated.** We consider constraints, including the availability of local labor or regional weather conditions, and plan for public engagement opportunities. Potential complications are identified during this early planning phase to avoid in-field construction delays.

The proper management of permitting and entitlements is essential for project success. **Wember assists in coordinating the submission process and verifies that proactive communication is occurring** with the local building departments, utility providers, fire department, etc. Plan reviewers, inspectors and utility providers will be kept informed as the design develops; this helps ensure a quick turn-around in the review and approval process, and results in the timely issuance of critical permits.

Successful schedule management is dependent upon **gaining team buy-in.** We will review the schedule in detail, engaging team members and discussing what is expected to generate a sincere commitment to making the schedule work. This brings value to the project because having an optimized schedule only works if it has a complete commitment from the team.

Once construction begins, we **monitor the contractor's detailed three-week schedule against the overall project schedule.** If an item falls behind we address the issue head-on by working with the contractor to devise a recovery plan. Wember has an informed perspective on how and when to include subcontractor, ownership, and design team input in creating a recovery plan. For example, a go-to solution to make up time from delays, such as those caused by weather, is to have the crew work extra hours. Other delays may require complex coordination amongst the entire team to resolve.



EXPERIENCE

PROJECT MANAGEMENT SOFTWARE

Tying our owner's representative services together is our powerful and easy-to-use online project management system, Owner Insite. Information is the lifeblood of any project, and when it is not organized correctly, projects tend to fail. In 2011 we began our partnership with the developers at Owner Insite to create a superior project management software developed from the owner's perspective. The resulting platform is transparent, easy to use, secure, and, most importantly, collaborative. The system allows unlimited users to access project information, including real-time schedule and budget information, thus eliminating doubt if the data is current. All project-related documents, such as field reports, meeting minutes, RFIs, submittals, budget, and schedule information, are logically organized and easily retrieved. Owner Insite is more than a central filing system. It is a searchable program that allows assigning tasks to specific team members and tracking progress with the system's issue tracking tool. This tool is a fluid vehicle for organizing dialogue and documents related to a particular issue. Users can review the information and provide feedback and direction in one location, helping devise a well-informed resolution. Unlike many systems, our online management system links vital information together: the budget is tied directly to contracts and pay applications to accurately track modifications and original documentation. Upon project closeout, the owner receives an electronic archive of the project management files developed throughout the project's life cycle.

The issue tracking tool allows for assigning tasks to specific team members and track progress. Team members can search for a list of their outstanding tasks to be completed, along with their designated priority and due date. A request to require the third-party testing firm add their discrepancy logs here for review and sign off.

Main Navigation Screen

Logical, easy-to-follow tab structure for accessing and filing project information and data.

The screenshot shows the Owner Insite web application interface. At the top, there are tabs for Accounting, Design Mgmt, Communications, Construction (active), Documents, People, Setup, and Reporting. Below these are sub-tabs for Schedule, RFIs, Submittals, Field Reports, ASIs, Issues (active), Punchlist, Warranty, and Custom Warranty. The left sidebar lists various project management categories. The main content area displays the 'Issues' section with a search bar and a list of issues. Callouts point to specific features:

- Drawings, latest and archived specs, planning approvals, external links** (points to the Documents tab)
- Score cards, meeting minutes, email transmittals, photos** (points to the Communications tab)
- Schedule, RFIs, submittals, field reports, as-is issues, punchlist, warranty, issue tracking** (points to the Construction tab)
- Custom "file cabinet" able to mirror owner's file system** (points to the Documents tab)
- Directory, permissions, distribution list, statistics, required actions** (points to the People tab)
- Settings approvals, audit archive** (points to the Setup tab)
- Myriad of reporting options** (points to the Reporting tab)

The 'Issues' section shows a search bar with filters for 'Pending Only', 'Created By', 'Ball in Court', 'Priority', and 'Category'. Below the search bar, there is a table of issues with columns for 'Created', 'Updated', 'Due Date', 'Priority', and 'Action'. The table lists several issues, including one from 'RTU / Electrical Equipment Changes' and another from 'OWNER CHANGES'.



SCAN ME

Scan me to learn more about our online project management system, Owner Insite!

EXPERIENCE

DESIGN DEVELOPMENT & DRAWING REVIEWS

Wember has seven licensed architects on staff and will **review the design and construction documents at key milestones**. The reviews will focus on the evaluation of the design against the program, long-term maintenance issues, and overall drawing completion and coordination. This value-added service produces savings because errors caught on paper cost little compared to corrections made during construction. Accurate design documents translate into more **precise contractor bids**, bringing budget stability.

The owner's eyes on the design documents are critical. At milestones, we pause for the team to collectively discuss the next steps for the design and confirm that the design is fulfilling the established goals and the owner's Conditions of Satisfaction. We review the drawings page by page to **ensure the project's key team members understand the design presented**. As a work-from-anywhere company, we have long pushed for more efficient and faster results, and we now live in this age. Our team will utilize Bluebeam throughout the project. **Bluebeam allows the project team members to collaborate using "Sessions,"** capturing and closing out quality related issues starting in the drawing phase and moving through the final punch list. Our recent experiences show that teams can effectively work together with more regular and shorter meetings that drive solutions.



SCAN ME

Scan me to learn more about how we utilize Bluebeam throughout a project!



EXPERIENCE

CONSTRUCTION DOCUMENTS

After the construction documents are complete, our project managers regularly review the **shop drawing log** for completeness and identify items that require owner input. We load the shop drawing log into our online project management software, allowing the team to collect comments in one place.



REPORTS & MEETINGS

Our team will work to be effective in communicating the critical elements and outlining items that require owner approval. Through our leadership skills, we are able to keep meeting participants on task to produce results.

Some issues can't wait for the next scheduled meeting, and with immediate action, they can be resolved by holding a quick online meeting. Using tools such as Microsoft 365 with screen share technology effectively reviews drawings and other documents without spending unnecessary time driving to and from meetings.

Weekly status reports provide an update on various aspects of the projects and outline critical decisions that need to be made. We then engage with the appropriate team members to bring issues to closure. The more **robust monthly report** covers essential project updates, including a schedule recap with upcoming milestones and how the work progress is tracking with the overall schedule. We report on the activities accomplished by various team members and on financial information reflecting any change orders and their implications.

CONSTRUCTION ADMINISTRATION

Our project managers know their way around construction sites and understand those in the field's language and thought processes. Wember will conduct formal **on-site observation** reviews during construction and provide quality assurance oversight that leads to the **correction of issues**. We will create field reports that include progress update photos and narratives, which will be stored on our online project management system. We require the contracted designers and engineers to be on-site reviewing progress and conformance to the contract documents. Wember is vigilant in monitoring that products specified in the construction documents are the products being installed. Our team is not afraid to stand up for the owner. It has taken the steps of rejecting masonry, closely monitoring concrete pour quality, or insisting on mock-ups being done correctly to ensure proper product installation. When quality-related items are uncovered, we document them and bring them to closure by maintaining **quality control log that is reviewed at weekly progress meetings**.



EXPERIENCE

CLOSE-OUT

The process of starting up and commissioning a public improvement is an exciting time; unfortunately, if not planned properly, it can also be chaotic. The move-in phase of a project requires a clear communication plan to involve all stakeholders. We help the owner conduct an organized move by implementing a well-thought-through, detailed move plan. We communicate with the moving company to set expectations.

Upon project close-out, the owner receives an **electronic archive of the project management files** developed throughout the life cycle of the project. The archived documents include budget and payment data, RFIs, shop drawings, operation and maintenance manuals, and the like.

Wember believes in long-term relationships; we will be there when you need us to provide historical information and project details. We have never left a client in need.

Close-out documents will be finalized and turned over to the Town along with a recommendation to approve the issuance of the **Certificate of Substantial Completion**. Commissioning reports and documentation must be submitted to confirm the project is running as designed and operating safely.



Harrison High School Pool Renovation

EXPERIENCE

- ≡ A list and brief description of green building experience and any certification the team or individual might possess (i.e.-LEED Accreditation, International WELL Building Institute experience, Energy Star Building experience or Net Zero training or educational experiences.)

We understand that the Town of Carbondale strives for net zero energy use with as much energy production on-site as possible. Dave, Sarah, and Paul are all LEED Accredited Professionals, and Conor is a LEED Green Associate. Wember has vast experience with the construction management of energy-efficient buildings. Wember has completed numerous projects that have achieved varying levels of LEED or Green Globes certification. Please review our LEED & Green Globe-certified project list on the following page.

Wember is actively involved in delivering projects that incorporate high-performance, energy-saving features, including geo-exchange systems, large photovoltaic systems, raised floor mechanical systems, and high-efficiency envelopes, as well as passive energy saving methods, such as day-lighting and compact massing. Through an integrated design process, we work closely with design team, energy modelers and sustainability consultants to determine life-cycle costing and selection of materials and equipment that meet the sustainability and energy goals of the project. Our goal is to maximize the value to the owner. While some materials and products may carry an initial higher cost, savings will be seen and money recouped from decreased operational costs.

During the design phase, Wember will weigh the pros and cons of certain Green Globe/LEED solutions against the potential impact on cost or maintenance of the project. Wember will work to determine the Green Globe/LEED elements that bring the most value to your teaching environment and reduce long-term maintenance.

Once construction has begun, Wember will verify the construction is in compliance with the desired Green Globe/LEED solutions, verify that the scorecard is updated, and coordinate all documentation for submission with the general contractor and design team, as well as coordinate with the owner for payment of fees associated with Green Globe/LEED.



EXPERIENCE

LEED & GREEN GLOBE CERTIFIED PROJECTS

All Wember project managers are LEED Accredited Professionals or LEED Green Associates.

David Detwiler, Sarah Hoover, and Paul Wember are LEED Accredited Professionals.

Facility	LEED Level
Colorado State University - Pueblo ,Psychology Building Addition and Renovation	Pending
Colorado State University - Pueblo, General Classroom Building	Platinum
Colorado State University - Pueblo, Occhiato University Center Addition and Renovation	Gold
Department of Agriculture- Animal Health Biochemistry, and Metrology Laboratory	Silver
Anythink! Brighton	Gold
Anythink! Huron Street	Gold
Anythink! Wright Farms	Gold
Anythink! Bennet	Gold
Green Valley Ranch Library	Gold
Sam Gary Library	Gold
Rodolfo "Corky" Gonzalez Library	Gold
Genoa-Hugo PK-12 School Addition and Renovation	Silver
Rocky Mountain Deaf School	Silver
Avery Parsons Elementary School Addition and Renovation	Silver
Riverside Library and Cultural Center	Gold
Fort Morgan Middle School	Gold
Expeditionary School of the Arts and Mapleton Early College	Gold
Clayton Partnership School/Academy High School	Gold
York International K-12 Addition and Renovation	Gold
North Valley School for Young Adults and Campus Library	Gold
Colorado Mesa University- Houston Hall	3 Green Globes
Colorado Mesa University- Electric Lineworker Building	2 Green Globes
Colorado Mesa University- Nurse Practitioner Center	3 Green Globes
Colorado Mesa University- Tollman Library	3 Green Globes
Colorado Mesa University- Mav Pav Expansion	3 Green Globes
Mesa County Central Library	3 Green Globes
Paradox Charter School	Gold
Aspen Middle School	Gold
Dept of Energy Bldg 46	HPSB (LEED equivalent)

REFERENCES

| B.) References: Will be contacted regarding the recommended client's satisfaction with services provided.

Wember has included our client references below. In addition, please find project references from the owners, architects, and contractors on our portfolio sheets; we encourage you to call them.

Old Town Hot Springs

Stephanie Orozco, Executive Director | 970-457-1205 | sorozco@oldtownhotsprings.com
136 Lincoln Ave, Steamboat Springs, CO 80487

Colorado Mesa University -Multiple Projects

Tim Foster, Former CMU President | 970-260-8785 | tfoster@coloradomesa.edu
1100 North Ave, Grand Junction, 81501

Pitkin County Sheriff Station & Administration Bdlg.

Jon Peacock, Administration & County Manager | 970-778-5284 | jon.peacock@pitkincounty.com
1095 Airport Road, Breckenridge, CO, 80424

Roaring Fork Fire Rescue

Scott Thompson, Fire Chief | 970-618-9401 | sthompson@roaringforkfire.org
1089 J W Dr, Carbondale, CO 81623

Routt County Health & Human Services Building

Steve Faulkner, Facilities Manager | 970-870-5218 | sfaulkner@co.routt.co.us
136 6th Street, Suite 209, Steamboat Springs, CO 80487

The City of Steamboat Springs

Tom Leeson, Deputy City Manager | 970-871-8249 | tleeson@steamboatsprings.net
137 10th St, Steamboat Springs, CO 80487

PRICE

| C.) Price: Individuals will be evaluated on their proposed fee schedule (hourly rate charges).

PROJECT COSTS

HOURLY RATES (2022-2023) (rates increase 5% annually)

1. Senior Project Manager \$165/Hour
2. Project Manager \$125/Hour
3. Assistant Project Manager \$105/Hour
4. President \$185/Hour

Reimbursable expenses would be billed at the actual cost plus 10%. These would include items like:

- Postage, couriers, parking (paid parking only), mileage (At current IRS rate), lodging, requested travel and meals and a monthly fee per project for our online PM software lease.

CLARIFICATIONS

- Wember Inc. Fees do not include detailed cost estimating but do include estimate review & validation, as well and change order review.
- Owner's Representation services will be billed monthly.
- Owner's Representation Services exclude defense of Owner for claims made against any consultant.



ADDITIONAL INFORMATION



May 10, 2011

Regarding: Dave Detwiler, Integrated Construction Solutions

To Whom It May Concern:

I have worked with Dave Detwiler extensively here at the Mesa County Libraries. He has made my job of constructing libraries and considering various retrofit or build-out options, a successful and agreeable undertaking. He is reliable and alert. His number is definitely in my speed-dial.

Dave is highly professional, well-connected, responsive, and willing and able to get the job done. He understands and manages all aspects of the project we agree to, and he steps in whenever I need: for the recently-completed Fruita library, he smoothed the way for a joint project between the City and the library district, he attended construction meetings, scrutinized the contractor's pay applications, dealt with sticky situations with the architect, and went to bat for me when I hadn't the time or inclination. He not only took on smaller tasks as needed, but he also tackled tough questions and defended our interests effectively with potential "deal breakers." Dave is excellent at getting all parties to agreement in a good natured and gracious way. He is also adept at understanding the subtext of situations that I don't have the skills or experience to grasp, and he explains the alternatives clearly.

A group of our local governments in Grand Junction issued an RFP for a master plan for our "Downtown Catalyst Project," which included in its scope a public/private, mixed-use development involving the DDA, library district, housing authority, City of Grand Junction and Mesa County. Dave served as a consultant and distilled for our group the complexities of the proposals, how to evaluate variables, and assisted with interviews and the selection process.

Upon request, he has prepared budget reports and presentations for my board, and his cost estimating has been very helpful. His involvement has resulted in our Fruita project coming in under budget. His vast construction experience serves him well. He can serve as owner's rep and construction manager for your entire group, and can work toward consensus amongst your own players, and then represent your needs very effectively with your architects and contractor.

Please do not hesitate to contact me with questions or for further details.

Sincerely,

Eve Tallman, Library Director

530 Grand Avenue • P.O. Box 20000-5010 • Grand Junction, CO 81502-5010
CENTRAL LIBRARY • 970.243.4443 • Fax 970.243.4744 • www.mcpld.org

Clifton Branch 970.434.6936 • Collbran Branch 970.487.3545 • DeBeque Branch 970.283.8625
Fruita Branch 970.858.7703 • Gateway Branch 970.931.2428 • Orchard Mesa Branch 970.243.0181 • Palisade Branch 970.464.7557

ADDITIONAL INFORMATION



September 17, 2008

To Whom It May Concern:

In November 2005, the citizens of Aspen approved an Aspen School District bond in the amount of approximately \$36,000,000 for the construction of a new middle school, demolition of the old school, and expansion of the existing elementary school. Since the Board of Education wanted to ensure that it met its fiduciary duty to the public by ensuring that every penny of the bond money was properly spent, and that the administration's focus remained on education, we felt it was crucial to hire an independent construction manager/owner's representative. Although quite a few firms and individuals submitted proposals, we selected Dave Detweiler and ICS because we were convinced that he was one of those rare individuals who possessed all the skills necessary to do the job well. As the project now draws to a close, I am delighted to say that we have been consistently pleased with our decision and impressed with Dave.

Dave is intelligent, professional, available and accurate. His attention to detail was constant, and saved the district significant sums in terms of contract, bid and invoice review. His experience and demeanor made him very effective in the value-engineering process, which necessarily involved compromises by many groups and individuals. Dave is a truly nice person and easy to work with from an owner's perspective, which is important in a relationship that will last 2-3 years. However, it was also clear from my attendance at project meetings that the architects and general contractor's staff respected him as well: he is reasonable yet firm, and so did an excellent job of representing the owner's interests while maintaining good working relationships with all levels of the construction personnel. Dave's knowledge and temperament greatly facilitated the continual problem-solving that is so much a part of the daily construction process. His overall leadership was a critical component in keeping the project on schedule, as it fostered a team attitude toward the project as well as strong personal accountability by all personnel to the schedule and the budget.

As a Board member, I appreciated Dave's willingness and ability to communicate effectively with the Board. He showed sound judgment in determining which issues needed to be brought to our attention and provided excellent and timely documentation to assist us in making decisions. Finally, I found his evident integrity, trustworthiness and overall values and work ethic to be very reassuring. Most importantly, he successfully fulfilled a very difficult mission - completing the new school for occupancy in a fifteen-month period, and within budget. As a result, I would confidently recommend Dave and ICS to other owners.

I would be happy to provide additional information or comments if desired.

Sincerely,

Elizabeth Parker, President
Board of Education

Superintendent's Office • 0235 High School Road • Aspen, Colorado 81611 • Ph: 970/925-3760 • Fax: 970/925-5721

ADDITIONAL INFORMATION



To whom it may concern,

Working alongside Sarah in the construction industry has allowed me to see her drive for always bettering herself and those around her. Without this foundation projects would not be as successful as possible.

Sarah has both experience and education in multiple areas of the industry, allowing her to understand the different languages, concepts, goals and standard deliverables. She has been a part of projects from initial design, preconstruction, cost management, through construction and closeout/warranty, ensuring a smooth overall project experience for our different ownership groups. Her expertise in understanding multiple arenas allows for transparent and helpful conversations with clients, focusing on client success and happiness.

In conclusion, I appreciate the opportunity to support Sarah in her future endeavors. Please feel free to contact me with any questions

A handwritten signature in blue ink, appearing to read 'Tyler Morgan', is written over a horizontal line.

Tyler Morgan

Project Manager

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ADDITIONAL INFORMATION


 I want to say a huge **THANK YOU** for all the effort that went into Tuesday night's presentation. I think you did a masterful job of laying out the thought process, and helping what is complicated, seem a bit more simple. I think we're headed down a great path and I'm grateful for what has been accomplished so far! *Kevin Rants, Council Member, District 2, City of Castle Pines*

 I have overseen the management of numerous capital improvement projects and have worked with many different owner's representatives. Catherine and I have worked closely together closely over the past three years and I can verify that she is at the top her field. Catherine is a professional in her approach to leading the team and mindful to manage challenges with tact. *Tim Hallmark, Director Facilities Fleet, Emergency Support Services, Douglas County*

 She has been the common thread through the project offering both a high-level perspective and a detailed insight on all aspects of our project. She is tuned into the priorities of the ownership team and has had great success guiding the team to accomplish those priorities. Without reservation, I recommend Catherine and Wember to assist in management capital improvement projects. *Joe Reen, Project Manager, Colorado Department of Agriculture*

 From day one, Dan has taken ownership of the Greeley Fire Station project. He keeps me and the ownership team informed of project status and is readily available to talk through concerns. Dan takes pride in his work ethic and leads the team with integrity. *Roger Waters, Division Chief, Greeley Fire Department*

 I have had the pleasure of working with Wember both in the past at the Denver Public Library and currently in my role as director of the Loveland Public Library. I worked with Wember to create an ambitious plan to gather data that included multiple community meetings, an online survey, and all the "nuts and bolts" of building sizes, features, costs and comparables. I am very pleased with the results! *Diane Lapierre, Director, Loveland Public Library*

 Of particular help has been Mr. Spykstra's ability to hold both the City and Contractors accountable to time frames and budget limitations. His background in construction had provided us all with important expertise and problem-solving talent that has been exceptional. *Becky Safarik, Retired Assistant City Manager, City of Greeley*

ADDITIONAL INFORMATION

Our WHY Giving Back Corporate Citizenship

As a mid-sized owner's representative firm, we focus on managing projects that give back to the communities that they serve. From schools to libraries to fire stations, it is the important work taking place inside these buildings that matters the most. It is our corporate culture to **extend our service** to not only the clients we serve, but also **to the greater communities in which we live and work.**



The Food Bank of the Rockies is our adopted philanthropic organization. Since mid-March 2020, Food Bank of the Rockies has seen a new level of food insecurity in our communities. In addition to monetary donations, we commit our time to give back. This year we have volunteered and made **9,475 meals** for the greater Denver area. Donate today at www.foodbankoftherockies.org



Conor Bancroft, Michele Gutierrez, and Ryan Massey assembling meals for the greater Denver area.



Ashley Trunnell, Catherine Robbins, Paul Wember, and Matt Wilhelm spend a day giving back to the Habitat for Humanity.

OUR CLIENTS' CAUSES ARE OUR CAUSES

It is a pleasure to support the owners we serve in their fundraising efforts.



Wember actively contributes to the Harrison School District Foundation. We were honored to be able to support the opening weekend for elementary school basketball in September!



**TOWN OF CARBONDALE
511 COLORADO AVENUE
CARBONDALE, CO 81623**

Parks & Recreation Commission Agenda Memorandum

Meeting Date: January 11 , 2023

TITLE: 2023 Town of Carbondale Integrated Weed Management Plan

SUBMITTING: Parks & Recreation Department

ATTACHMENTS: Parks Department Yearly Timeline
Weed Management Plan Spreadsheets
Weed Map of Nature Park

PURPOSE:

Resolution # 13 Series of 2019 adopted the Town of Carbondale Integrated Weed Management Plan (CIWMP). The management techniques prioritized in this plan include prevention, cultural, mechanical, biological strategies and as a last resort, chemicals. This plan includes consult with area Natural Land Management Specialists to exhaust all strategies named above before resorting to chemical control. Before using any chemical on town managed land in Carbondale, it is necessary to get approval from the Board of Trustees, because Carbondale pursues an herbicide and pesticide free policy whenever possible.

On an annual basis an assessment, well in advance of the growing season, will take place of the weed mitigation methods used per park and on other Town owned lands. The effectiveness assessment will utilize data compiled on the Parks Department & Public Works Department Weed Management Plan spreadsheets, which detail the methods, techniques, timing, and effectiveness of the efforts of weed management presently being used. These documents also provide data on species of non-desirable plants not responding to the non-chemical treatment efforts.

If necessary, at this time a plan for the following growing season will be presented to the Environmental Board and to the Weed Advisory Board (Board of Trustees) for the use of an approved chemical treatment for the eradication of the weed in question, which will be identified by type, location, size of infestation, methods of chemical use, details of chemical used and the use regimen per location.

Anytime chemicals are recommended for weed management to the Weed Advisory Board, the E-Board will have first reviewed the "Logs and Archive" of integral strategies pursued by staff, including the report from the Natural Land Management specialists to confirm that integral (chemical-free) management techniques have been exhausted, or are not realistic with budget limitations and staff availability. Town staff will consult with a Natural Land Management Specialist to determine the most beneficial and effective chemical management technique.

BACKGROUND:

The State of Colorado Noxious Weed Act (C.R.S. 35-5.5) was signed into law in 1990 and amended in 1996. Now known as the Colorado Noxious Weed Act (Act), it states that noxious weeds pose a threat to the natural resource of Colorado. The Act also directs that the governing body of each municipality shall adopt a Noxious Weed Management Plan for all lands within the municipality. The Mayor and Board of Trustees shall provide for the administration of the Noxious Weed Management Plan authorized by the Act. In October of 2015, the Board of Trustees appointed a Citizens Weed Advisory Task Force to develop a noxious weed management plan. This citizen group produced a base plan that saw numerous revisions and was adopted last year. The *Integrated Weed Management Plan* that we are now using is the product of continuing refinement of the document by the Citizens Task Force, the Public Works Department, the Parks & Recreation Department, the E-board and the Parks & Recreation Commission.

DISCUSSION of 2022 Weed Management Techniques:

Reviewing the park specific management plans from 2019-2022, many of the techniques for weed eradication will remain the same and chemical free as we have seen progress in the success of these efforts. In addition, the steam machine equipment was purchased and used successfully for certain weed eradication efforts in 2020-22. The site-specific plans did expose some problem areas that are not responding well to our existing techniques. The following locations are problem areas that we are closely monitoring. These locations are not presently recommended for any chemical weed treatment.

- **2022-Baseball field infields-** A perennial rhizomes bind weed *Field Bindweed* (C-list) and other weeds were manually removed in the fall of 2019 to a depth of 6" on Triangle, Bill Hanks and Tiny Nightingale infields. The steam machine was also used on Tiny Nightingale field to see if a deeper root steam technique would work. Monitoring the infields in 2022 during the growing period it appeared that these previous methods did not have a beneficial effect on these well-established weeds on any of these infields. Taproots of the bindweed can be 2-10 feet deep, seed can remain viable for 50+ years and shallow tillage only increases the number of plants. This rendered the steam machine an ineffective tool to deal with this weed. Since the fields were not being used and the daily field prep was not being conducted during covid, the bind weed took over the infields. We used our "bolt drag" to try and pull the weeds in the infields and then hand-picked the remnants, but this weed is established in the soil and we are not getting ahead of it with these techniques. Other weeds identified in the infields are *Purslane*, *Prostate Knotweed*, *Common Mallow*, *Prostate Pigweed*, *Khakiweed*.
- **2022- The Alpha Natural Proprietary Product** showed promise on the bind weed in our experimental plot at the North Face Bike Park on the established rhizomes. We tested this natural product on the infields last spring. This took place on the Bill Hanks and RVR and Tiny Nightingale baseball diamonds. We did not see a significant weed eradication or diminished growth with this product. We also experimented on the fields with a vinegar based product to check the efficacy of that natural product without seeing results that would justify the time and materials cost.
- **2022- Gateway RV Park-** prior to being open to the public and at first growth we increased our efforts to eradicate the weeds established in the gravel camp sites. We used avenger, a natural burn down herbicide, manual extraction and/or weed burning techniques, and continue to test the effectiveness of the steam machine weed control methods. Other weeds that are present on site

include *Scotch Thistle & Canada Thistle* (B-List) which our manual extraction before they go to seed has been slowly diminishing the infestation and their annual regrowth.

- **2022**-Manual weed eradication has been taking place at the following location with Town staff and volunteer groups.
 - The Carbondale Rotary Club worked at Nuche Park on *Common Burdock* (C-list) and *Hounds Tongue* (B -list) and a small infestation of *Absinth Wormwood* (B -list). There is also *Scotch* , *Canada* and *Plumeless Thistle* (B-listers).
 - The Summer Advantage School Program (organized through Roaring Fork Outdoor Volunteers) worked on the North Face Bike Park and Bill Hanks Baseball Diamond going after the thistle and the bindweed.
 - The Environmental Club at Roaring Fork High School worked with RFOV and the Town Parks & Recreation Department to manually extract Russian Thistle Kochia (AKA tumbleweeds) and from the Red Hill Trailhead.
 - The permaculture garden at the Thompson Park needed a large volunteer effort to manually extract weeds and to reestablish the guilds and pathways that had been overgrown. Town parks staff will need to schedule a once a month mow and weed whack of the areas around the guilds so this does not happen again in 2023. The permaculture garden group , spearheaded by Erin Anderson, will need to grow interest in the project and provide additional work days to mitigate last summer's situation.

Proposed 2023 Weed Management Techniques:

- **2023**-We will continue our relationship with the volunteer entities listed above for help with the management of weeds on our public lands. We also put in a Request for Proposal to utilize the Roaring Fork Outdoor Volunteer Community Work Day opportunity to conduct stewardship work at the Riverfront Park on the Crystal River. The Crystal River Restoration Project is back out to bid this winter for a summer of 2023 project. The public project scope of work will depend upon the timing of the contractor's progress and could be one or a combination of the following: manual weed extraction and reseeding with native seeds, trail restoration work, and / or the physical planting of native species slated for the project.
- **2023**- Staff Training- Town staff in the Public Works and Parks Department will receive their applicator training of pesticides and herbicides. Utilizing the on-line training programs offered through the Colorado Environmental Pesticide Education Program offered by Colorado State.

Our largest and most difficult weed management challenge is at the Nature Park. Coming in a close second is the weed management challenge at our 2 acres of irrigated dirt at the North Face Bike Park. The roundabout parks and bulb out gardens and Highway 133 corridor have unique weed issues also. The Highway 133 corridor, which was originally seeded with wildflower and native grasses, but this technique has not been effective enough to crowd out weeds and they have established themselves to a point that they are getting tall enough to create a visual hazard on the entrances to the roads and businesses along the corridor and we recommend a monthly mow and weed whack on those effected corners. The following parklands are recommended for chemical weed control subject to the Integrated Weed Management Plan guidelines for 2023.

- **Nature Park-** Last year we identified and manually extracted some patches of *Common Burdock* (C-list) and *Hounds Tongue* (B -list) and *Plumeless Thistle* (B-list). This effort is not eradicating these weeds, just controlling their spread. There is also a growing abundance of *Canada Thistle* (B-list) and a small but worrying infestation of *Yellow Toadflax* (B-list). Steve Anthony, Garfield County Weed Management Director, would like to see this weed receive a systemic chemical based herbicide to eradicate the potential growth. (Please see map)
At the Nature Park, there is enough of an embedded seed bed of *Canada Thistle* in the soil, with the rust fungus working on certain patches but not stopping disturbed soil from sprouting new weeds. We will continue to monitor and will try to propagate the rust fungus that is working on the *Canada Thistle* in the eastern portion of open area of the park.
We will lose this park to the *Canada Thistle* if we do not start to manage this park as open pasture land with systemic chemical based herbicides.

2023 - We will continue manual weed extraction around the cabin and the solar panels and burn what we can in the spring. This seems to be working on the *Common Burdock* (C-list) and *Hounds Tongue* (B -list) and *Scotch & Plumeless Thistles* (B-list). Our biological efforts (rust fungus) and environmental (burning) weed management techniques will continue. We will continue to monitor and will try to propagate the rust fungus that is working on the *Canada Thistle* in the eastern portion of open area of the park and we will look for an opportunity to burn the park in the spring. The natural burn down broad leaf management techniques with the *Avenger* products are not working on the *Canada Thistle*. We would like to use a spot spray application of *Milestone* or *Opensight* herbicide on the *Canada Thistles* and (chlorsulfuron) *Telar XP* or (picloram) *Tordon 22k* on the *Yellow Toadflax*.

From Steve Anthony Garfield County Vegetation Manager:

"We concur with staff's recommendation to use Opensight on Canada thistle. In addition to the timing listed, also consider a spot application in late September to early October with Milestone. The active ingredient in Milestone is aminopyralid. The active ingredients in Opensight are aminopyralid and metsulfuron-methyl. Metsulfuron-methyl has some pre-emergent qualities to it, and is effective in the spring. A fall treatment on Canada thistles with Milestone only will be very effective, as Canada thistle will start translocating carbohydrates down to it's root system after the first frost in the fall. Treating after the first frost will move the herbicide into the deep, interconnected roots system of Canada thistle."

- At the *North Face Bike Park* we are proposing a spot spray application to attempt to eradicate weeds on the Colorado Noxious Weed B list, *Common Tansy*, *Hoary Cress* (White Top) and *Canada Thistle*. *Common Tansy* is a List B that requires elimination by 2023. We have been weed whacking and hand pulling the *Canada Thistle* and are keeping it from expanding, but mowing is not effective on the *Tansy* and *Hoary Cress* and may cause the plant to develop perennial characteristics. Both weeds have not responded favorably to our existing techniques for weed mitigation and have established themselves in specific areas adjacent to the riding surfaces in the bike park. In 2021 we continued with our techniques of weed whacking growth and we re-established the pea gravel on top of the weed barrier on the non-rideable surfaces within the park. The Parks Department is requesting the use of a spot application on the B-list noxious weed *Common Tansy*, *Hoary Cress* and *Canada Thistle* of the herbicide *Escort XP* with a non-ionic surfactant and to apply it when the plant is bolting to the bud growth stage.

- The Public Works Department used a combination of weed steaming and manual extraction for weed control in the roundabout garden areas in 2022. Carl Meinecke, our Town Arborist, would like to continue this technique in the roundabout but also have the option to spot spray a chemical herbicide (Tenacity) targeted at specific noxious weeds. There is no public access through this area, and it would allow him to get a better handle on the bindweed and thistle. Tenacity Herbicide is a systemic pre-emergence and post-emergence herbicide for the selective contact and residual control of weeds. When used as a post-emergent, Tenacity weed killer is absorbed by susceptible weeds through foliar contact and soil absorption. Foliage of treated weeds cease growth after application, then turn white (loss of chlorophyll) and death may take up to three weeks. A repeat application is required after two to three weeks for improved post-emergence weed control. Its active ingredient, mesotrione, is based on a naturally occurring compound produced by the bottlebrush plant (*Callistemon citrinus*) that inhibits photosynthesis in susceptible plant species. It is absorbed by plants through the roots, shoots and leaves and distributed throughout the plant by both xylem and phloem translocation.

Town staff would follow the public notification rules stated in the CIWMP regards to use of herbicides on Town owned land :

Notification of Herbicide Use

1. *Public Registry- town staff will establish a program for the registration of all pesticide sensitive (interested) residents so they may be informed, at minimum, within a 48 hour window before the application of an airborne herbicide.*
2. *On-site Posted Notification- Any town staff that uses any herbicides should comply with the following on-site notification procedure: Signs should be posted at all usual public and employee points of entry to the treated area and pursuant to State or Federal law, regulation and by product label instructions. Signs should be posted two (2) days in advance of application and remain in place for the re-entry interval as determined by the product label or regulation. Signs should contain the name and active ingredient of the herbicide product, the target plant, the actual date of application, the re-entry interval as determined by the product label or regulation, and the name and contact number for the town department responsible for the application. Signs should be of a standardized design that are easily recognizable to the public and workers.*
3. *Posted Notification on Town of Carbondale website of herbicide application on town property.*

RECOMMENDATION:

The noxious weed management method selected should be the least environmentally damaging, yet practical and reasonable in achieving the desired results. In making these decisions all factors including budget implications, materials costs, training and availability of labor need to be considered. The challenge for the Parks & Recreation and Public Works Department is the total square acreage of parklands and gardens in the Town right of ways that require ongoing maintenance. The goal is to develop the most feasible and time efficient means of noxious weed control.

It is the County's and the Town of Carbondale's philosophy to minimize the use of herbicides and impacts to desirable vegetation. However, for some species of noxious weeds, herbicide application is

the most efficient and effective method of control. It is extremely important to treat small infestation of certain weeds (List A and B species mandated to be eradicated) as soon as possible. To ensure that small infestations of noxious weeds are controlled or eradicated effectively, it is extremely important to take immediate action on certain weed patches.

Parks & Recreation Department staff is seeking approval from the Parks & Recreation Commission, the E-Board and the Board of Trustees to use a spot spray application of a chemical based herbicides to eradicate the Type A and Type B Colorado Noxious Weed species from the Town owned land mentioned above. This recommendation would be presented to the Environment Board for additional review and to the Trustees for the final decision. The CIWMP states:

In this manner Town staff, whom have been trained in the application of the herbicide, receive permission from the Board of Trustees acting as the Weed Advisory Board, to use an approved herbicide for the eradication of a noxious weed on Town lands. This plan uses the expertise of land managers for a long-term strategy that has the goal of long-term eradication and/or control of noxious weeds without uncontrolled proliferation. Any permission obtained to use herbicides from the board of Trustees must follow the label instructions. Any use of a herbicide inconsistent with the label's directions is illegal.

Prepared By: Eric Brendlinger, Parks & Recreation Director

Town Manager

2023

TOC Turf Parks

Weed Control Method	Priority	Status	Season	Date	% effective	Notes
Soil & Turf Evaluation	Normal	In Progress	Spring	2023	50%	Soil samples potential to send in other samples from turf parks if we see issues.
Aeration	Normal	scheduled	Spring/Sumn	2023	80%	parks contain clover and dandelions, good turf root systems parks have less.
Fertilization	Normal	scheduled	Spring/Sumn	2023	80%	parks contain clover and dandelions, good turf root systems parks have less.
Over Seed	Normal	scheduled	Spring & Fall	2023	80%	parks contain clover and dandelions, good turf root systems parks have less.
Applying soil conditioners or organics	Normal	Not Started	Fall	2023	0%	Potential additives to our Aeration, fertilization and overseed techniques.
Top Dressing	Low	completed	Summer	2019	100%	Summer 2019 Hendricks & Miners Soccer Fields Top Dress product could have used more sand to enhance leveling.
Mowing regimen	High	In Progress	Seasonal	April 15 - Oct 15	100%	Height of Mowers 2.5" , 1 x time per week.
Watering Regimen	High	In Progress	Seasonal	April 15-Oct 15	100%	Utilizing smart water wise irrigation sensors.
Avenger Spot Spray Burn Down natural, non-chemical herbicide	Low	Not Started	Spring	2023	0%	# of Gallons of avenger (6 to 1 ration with water) Is more effective on broad leaf weeds and cannot be used on turf fields because it is non-selective.
Steam Machine Weed Burn	High	Experimental Phase	Spring, Summer	2023	0%	Town now owns a machine so we will experiment with it in weed problem areas. Turf parks are not high priority for this machine.
Seek consultation with Natural Land Manager Specialists for next step	High	Not Started	Spring	2023	0%	This step will be necessary when the previous methods of weed mitigation are not successful.
Spot spray Use of chemical based Herbicide	Low	Not Started	Spring	2023	0%	This step will be necessary when the previous methods of weed mitigation are not successful.

These are Sopris Park, North Face Park, Historical Park, Thompson Park, Bonnie Fisher Park, Hendricks Soccer field, Holland strip, Hendricks Strip, Miners Park, Colorado Meadows, and Gianinetti Park. New park to this inventory is the Ramey-Harvey Park and the 4th street Plaza Park..

Spring aeration with tine about 4" depth. (Feb. to Mar.)
 Spring fertilization after irrigation is on. (Apr. to May.)
 Parks that have heavy usage (Sopris & Hendricks) will
 Aerate in the end of July. If necessary apply fertilizer.
 Seed Mixture for Turf Parks : COOP Roaring Fork Lawn Mix

TOC Nature Park

Weed Control Method	Priority	Status	Season	Date	% effective	Notes
Uplands and Wetlands Evaluation	Low	Completed	Spring	2015	0%	Conducted by Ryan Sparhawk in 2015
Burning	High	Scheduled	Spring	2023	80%	One burn in 2017. 2018-19 drought conditions and did not have trained manpower for burn. Conducted in Spring 2020 only 65% of park. Burned 80 % in 2021 spring. No burn conducted in 2022 due to weather and manpower
Flood Irrigate	Low	Not Started	Summer	2023	0%	Last Flood Irrigation was 2016
Manual Extraction	Medium	started in 2020	Year round	2023	10%	Potential volunteer effort with schools or established "Friends of the Park" groups. Town staff does mitigation work on Canadian Thistle on adjacent hillside and has taken over maintenance of the Solar Array. 80% effective
Goat Pasture Technique	Low	pursue for solar array	Spring & Sun	2023	0%	Could be cost prohibitive on this parcel, unless we owned some goats. Could be used in Solar array due to existing fence and trade out for camping location at rodeo.
Fertilization	Low	Not Started	Spring	2023	0%	
Over Seed	High	Experimental	Spring & Fall	2023	0%	Tried Fall 2021 for a reestablishment of some native plants in areas of noxious weed infestations post treatment or after manual eradication. 2022 seed application also. Continue in 2023 in disturbed areas.
Applying soil conditioners or organics	Low	Not Started	Spring	2023	0%	
Biologics : Introduced Rust Fungus	High	Started in 2015	Spring	4 year process	70%	Specific to the Canada Thistle, Colorado Department of Agriculture experiment on 1 patch, 148 stem in 2015 down to 44 stems in 2019. Insects are available, but provide limited control. Currently, collection and distribution methods for Canada thistle rust fungus are being refined.
Mowing regimen	Low	Summer mowing season	Seasonal	2023	30%	Path to Archery Range. And around and inside Solar array fencing.
Watering Regimen	Low	Not Started	Seasonal	2023	0%	This was a suggestion from the 2015 Parks Recreation and Trails Master Plan. We only irrigate the trees and plants around the solar array on a schedule.
Avenger Spot Spray Burn Down natural, non-chemical herbicide	Low	Started for the test plots in 2021	Spring	2023	0%	Must re-apply every two weeks to be effective. Will try in solar array and around cabin in 2022. Weed whacked and manually pulled in these locations instead.
Seek consultation with Natural Land Manager Specialists for next step	High	Started for the test plots in 2021	Spring	2023	20%	This step will be necessary when the previous methods of weed mitigation are not successful. Consulting with a Natural Land Manager for the test plots.
Spot spray Use of chemical based Herbicide	Low	Started for the test plots in 2021	Spring	2023	20%	This step will be necessary when the previous methods of weed mitigation are not successful. See recommendation for 2023 below which will require approval by BOT.

Nature Park- The Friends of the Nature Park and the Roaring Fork Outdoor Volunteers joined forces in September 2021 to conduct a weed map of the property and to manual pull the known noxious weeds. We have identified some patches of *Common Burdock* (C-list) and *Hounds Tongue* (B -list). There is also *Canada Thistle* (B-list) and *Plumeless Thistle* (B-list). We burned the park in the spring 2021 but not in 2022. There is a need to organize another Friends of the Nature Park volunteer clean-up effort. We will continue to monitor and will try to propagate the rust fungus that is working on the *Canada Thistle*. Recommending spot herbicide treatment of the *Canada Thistle* in the spring and fall for 2023 and for the small patches of *Yellow Toadflax*.

North Face Bike Park

Weed Control Method	Priority	Status	Season	Date	% effective	Notes
Hydro Seed non-rideable berms and backsides of features	Low	Attempted	Spring	2015 post construction	10%	We had irrigation problems, so seed did not receive sufficient moisture to take. X2 Tried a manual scarify of soil and seed planting in 2016 also, but only mildly successful.
Soil Analysis	Normal	Completed	Fall	2016	20%	Had soil samples accessed by Colorado State 2016. Soil lacking in Phosphates. No soil additions budgeted.
Mulch	Low	Attempted	Winter	2017	10%	Used Christmas tree mulch 4" thick in low moist spots with out success. Fertilized weeds, held moisture.
Pea Gravel and Weed Barrier	Normal	scheduled	Spring & Fall	2016 & 2017 & 2021	75%	helped in between jump lines and pump track features, needs weeding every year by hand for newly established weeds in the pea gravel.
Burn perimeter	Normal	scheduled	Spring	2016, 17, Not 2018, 19 or 20	25%	Was effective on the perimeter but did not help the berms and backsides of the features in the park. Will attempt in 2023 if staffing and weather allows.
Weed whack scalping with machines	High	scheduled	Spring, Summer	May, June, August 2023	50%	Manual scalping first of large weeds necessary, labor intensive. Cut down the weeds that propagate via seed and removed all the cuttings. With Parks staff 2 to 3 times a year or 1 employee and 1 temp worker, two days
Manual Pull	High	scheduled	Spring, Summer	May, June, Aug 2023	75%	1 to 2 guys, 40 Hours for 1 week. \$1,000 Temp Budget not used due to covid in 2021 & 22. Not able to repeat multiple times due to budget
Manual Pull with volunteers	High	scheduled	Spring, Summer	May, June Aug 2023	25%	Not conducted due to covid in 2020-21. 1 to 3 x per year school groups or RFOV Youth Corps will manually pull one section of the park. 2 to 3 hours only. Ascendigo vocational 6 weeks, two people, one day a week. 2022
Steam Machine burn down	High	experimental	Spring & Summer	April, May, June Aug 2023	0%	Potential technique that could be tried this coming year because we own a machine. Lacked manpower in 2021
Avenger Spot Spray Burn Down natural, non-chemical herbicide	High	In Progress	Spring, Summer	June, July, August 2023	50%	# of Gallons of avenger 4 (one case) (6 to 1 ration with water) Need to re-apply every 2-3 weeks. Lacked the trained staff to stay with this schedule.
B List Colorado Noxious Weed List Canadian & Scotch Thistles	High	as needed	mid summer	2023 spring	40%	Cut down all thistles that were flowering and before the went seed. Removed all debris. 1 employee or two temp workers 1 day.
B List Colorado Noxious Weed Mitigation Required Common Ragwort	High	proposed	Spring, Summer	2023	60%	Hand pulled common ragwort when noticed. 1 employee in travels. Mandated to eradicate by 2022. Spot Spray of Chemical herbicide recommended
B List Colorado Noxious Weed Hoary Cress (White Top) mitigation	High	proposed	Spring, Summer	2023	0%	White top will need to be spot sprayed before it gets out of control. If we catch it while it is small then eradication will be less spray then if we wait. Did not conduct in 2021-22
Seek consultation with Natural Land Manager Specialists for next step	Low	not scheduled	March / April	2023	0%	This step will be necessary when the previous methods of weed mitigation are not successful.
Spot spray Use of chemical based Herbicide	High A and B list weeds	proposed	Spring, Summer	2023	0%	This step will be necessary when the previous methods of weed mitigation have not been successful on A & B

At the North Face Bike Park we are proposing a spot spray application to attempt to eradicate weeds on the Colorado Noxious Weed B list, *Common Tansy*, *Hoary Cress* (White Top) and *Canada Thistle*. *Common tansy* is a List B that requires elimination by 2022. We have been weed whacking and hand pulling the *Canada Thistle* and are keeping it from expanding, but mowing is not effective on the *Tansy* and *Hoary Cress* and may cause the plant to develop perennial characteristics. Both weeds have not responded favorably to our existing techniques for weed mitigation and have established themselves in specific areas adjacent to the riding surfaces in the bike park. The plan for 2023 is to burn the park in the spring and to continue with weed whacking growth and re-establishing the pea gravel on top of the weed barrier on the non-rideable surfaces within the park. The Parks Department is requesting the use of a spot application on the B-list noxious weed *Common Tansy*, *Hoary Cress* and *Canada Thistle* of the herbicide *Escort XP* with a non-ionic surfactant and *Eco-Might* and to apply these when the plant is bolting to the bud growth stage.

2023

Baseball Infields

Weed Control Method	Priority	Status	Season	Date	% effective	Notes
Infield drag with the 5&1 twice a month	Normal	scheduled	all season	2023	50%	Drag with the grader, pulling all annuals. Manually remove all weeds and throw away.
Hand pull and dig bindweed and grass	Normal	Completed	Late fall	2023	10%	No temp workiers in 2022. Staff dug up root systems of the bindweed and grass. Weeds returned rapidly.
Spot Burn with handheld weed burners	Normal	scheduled	spring/summer	2023	20%	Pre-season when plants are flowering prior to going to seed. Continue this in 2022.
Carpet weed steam the entire infield to kill all seeds	low	not scheduled	early spring	2023	0%	This will be experimental with steam machine if the machine is availabe and staff is available. Not available in 22
Manual Weed Pull with students as a public lands stewardship work project	Normal	on schedule	mid summer	2023	10%	Roaring Fork Outdoor Volunteers organize Summer Advantage Students from Crystal River Elementary One Day only and Bill Hanks only in 2022. Try to repeat
Seek consultation with Natural Land Manager Specialists for next step	High	scheduled	Spring	2023	0%	Contracted with Alpha Naturals for two applications of his proprietary orgainc weed spray for the bind weed. Did not seem to make a difference.
Top dress with new infield material	High	Scheduled	Spring	2023		After the blanket spray of mag chloride, a grader drag and then a top dress will be tried in 2023.
Biological Control	low	not scheduled	Spring	2023		The bindweed gall mite, Aceria mahlerbae, has proven to be effective in reducing field bindweed infestations. This is an option for large infestations. Available from Colorado Department of Agriculture, 970-464-7916.
Spot spray Use of chemical based Herbicide	High	needs BOT approval	Spring/Fall	2023	0%	This step will be necessary when the previous methods of weed mitigation are not successful..

The bind weed is taking over and needs to be dealt with. Covid caused a re-growth of the weed due to lack of use of the field and lack of machinge dragging. The root system grows horizontally about 6-10 inches below the surface sending off shoots of new plants. Just hand picking the foliage only makes the weed stronger and bigger. I want to see if digging the root systems will slow down the spread. We tried Alpha Naturals in 2022. Biological control would not work here due to the distrubances with dragging and play. If the bind weed is unaffected from these new techniques, Prior to summer use a Mag Chloride saturation of exisiting infield dirt then a top dress of new material. This technique could

2023

TOC Promenade Park

Weed Control Method	Priority	Status	Season	Date	% effective	Notes
Burning	Low	Not Started	Spring	2023	0%	Due to proximity to residential properties this would not be prudent for this park.
Manual Extraction	Low	Scheduled	Spring/ Summer	2023	50%	In progress :crusher fine areas and the pathways. Ascendigo Vocational program, UPS workers, staff
Fertilization	Low	Not Started	Spring	2023	0%	
Over Seed	Low	Not Started	Spring & Fall	2023	0%	
Applying soil conditioners or organics	Low	Not Started	Spring	2023	0%	
Mowing regimen	High	scheduled	Seasonal	2023	80%	Height of Mowers, 1 time every 2 to 3 weeks. Weed whack growth where mowers can't reach.
Watering Regimen	High	scheduled	Seasonal	2023	50%	Good growth of natives but also of weeds.
Avenger Spot Spray Burn Down natural, non-chemical herbicide	High	scheduled	Spring/ Summer	2023	50%	# of Gallons of avenger 4 (6 to 1 ration with water) used on pathways and picnic pavilion only. Requires re-application and not effective on bind weeds without large leaf surface areas.
Steam Machine Weed Burn	High	scheduled	Spring/ Summer	2023	50%	Purchase of steam machine in 2020 allowed experimentation on crusher fine paths and picnic shade areas for the summer of 2021. Effective with avenger and but needed additional treatment. Once a month for bind weed
Seek consultation with Natural Land Manager Specialists for next step	Low	Not Started	Spring	2023	0%	This step will be necessary when the previous methods of weed mitigation are not successful.
Spot spray Use of chemical based Herbicide	Low	Not Started	Spring	2023	0%	This step will be necessary when the previous methods of weed mitigation are not successful.

2023

TOC Gateway RV Park

Weed Control Method	Priority	Status	Season	Date	% effective	Notes
Camp hosts to spray with avenger and burn as they see fit	Normal	done as needed	camping season	2023	 25%	Camp hosts are supplied with avenger and a weed burner to take care of small spots as they come up. Helped with the sharp burs from the Puncturevine infestation c-List
Steam Technique	Normal	scheduled	early spring	2023	 25%	Tried the weed steamer on the ground cover in the camping spots when they first flower. Needs multiple treatments
Hand extraction	Normal	scheduled	Spring	2023	 50%	Unable to use temp workers in 2022. Staff hand pull plus one Friday with seasonal parks crew. Seem to be getting ahead of the Scotch and Plumeless Thistle
Spot Burn gravel camping and parking sites	High	experimental	Spring, April	2023	0%	Conduct in springtime prior to opening.
Cut down flowering thistle	High	Scheduled	Spring, Summer	As needed 2023	 75%	Cut down and removed all thistles that had flowered but not seeded yet. Working on Scotch Thistle and Canadian Thistle. Are diminishing with this technique but not eradicated.
B List Colorado Noxious Weed - Scotch Thistles & Canadian Thistles	High	Scheduled	Spring & Summer	2023	 50%	Thistles are a tri annual plant propagating by seed. If we can keep the thistles from going to seed then we will slow down the infestation. It takes many years but works as long as we keep on top of it. After a thistle flowers it will usually not put out another flower so mitigation has to be done after the thistle has flowered.
Biological	Normal	Did not have biological controls available	Spring & Fall	2023		There are two biological controls available for control of Puncturevine; Microlarinus lareynii, a seed feeding weevil, and Microlarinus lypriformis, a stem boring weevil. Palisade Insectary of the Colorado Department of Agriculture at 970-464-7916
Seek consultation with Natural Land Manager Specialists for next step	Low	Need to schedule	camping season	2023	0%	This step will be necessary when the previous methods of weed mitigation are not successful.
Spot spray Use of chemical based Herbicide	Normal	needs BOT approval	Spring, before park opens	2022	0%	This step will be necessary when the previous methods of weed mitigation are not successful.

2023

TOC Nuche Park

Weed Control Method	Priority	Status	Season	Date	% effective	Notes
Burning	Low	Not Started	Spring	2023	0%	Burnin of the ditches takes place her in the Spring and could be expanded to the open space areas of the park as an additional weed management technique.
Manual Extraction	Low	Not Started	Spring	2023	60%	Partnered with Rotary Club, RFOV school groups to manually extract B list noxious weeds present. Will continue in 2023. Park sstaff spent 2 days on site also in 2022.
Goat pasture	Medium	pursue this technique	Spring & Summer	2023	0%	Cost could be prohibitive, unless we own our own goats or trade out for camping at Rodeo grounds
Fertilization	Low	Not Started	Spring	2023	0%	
Over Seed	High	pursue this technique	Spring & Fall	2023	0%	When the noxious weeds are manually extracted the bare and disturbed ground needs to be reseeded.
Applying soil conditioners or organics	Low	Not Started	Spring	2023	0%	
Mowing regimen	Low	Not Started	Seasonal	2023	0%	Height of Mowers, x times per week. Weed wacking to scalp weeds prior to seeding.
Steam Machine burn down	Low	experimental	Spring & Summer	2023	0%	Potential technique that could be used now that we own a machine. Lacking staff and access to machine to conduct on aregular basis.
Watering Regimen	High	scheduled April - Oct Ditch season	Seasonal	2023	50%	RVR controlled irrigation system was not functioning in early 2020, planted trees have died, with irrigation fixed we planted trees and could expand this with native cover crops in the future. RVR mows 1 to 2 x per season
Avenger Spot Spray Burn Down natural, non-chemical herbicide	Low	not started	Spring/ Summer	2023	0%	# of Gallons of avenger (6 to 1 ration with water) Have not tried this in this park, but the potential for this to work is high due to small infestations of weeds.
Seek consultation with Natural Land Manager Specialists for next step	High	Need to schedule	Spring	2023	0%	Fenced in parking lot now functioning. Assessment of what type of weed problem we have and how to control them can take place in 2022.
Spot spray Use of chemical based Herbicide	Low	Not Started	Spring	2023	0%	This step will be necessary when the previous methods of weed mitigation are not successful.



Town of Carbondale Integrated Weed Management Plan Herbicide Usage 2023

The purpose of the *Integrated Weed Management Plan* is to provide guidelines for effective land management to ensure healthy soils which are resistant to opportunistic non-native plants. This plan outlines and prioritizes protocols that furthers soil preservation, environmental health, and public health through a “prevention, early detection, early treatment” philosophy. The management techniques prioritized in this plan include prevention, cultural, mechanical, biological strategies and as a last resort, chemicals. Anytime chemicals are recommended for weed management the Weed Advisory Board (Board of Town Trustees) will have reviewed the “Logs and Archives” of integral (chemical free) strategies pursued by staff, including the reports from Natural Land Mangers to confirm that integral management techniques have been exhausted. The Parks & Recreation Department Weed Management Plan spreadsheets, detail the methods, techniques, timing and effectiveness of the methods of weed management presently being used. These document also provide data on species on non-desirable plant not responding to the non-chemical treatment efforts. To see the *Integrated Weed Management Plan* and the park specific spreadsheets go to the Town of Carbondale website www.carbondalegov.org. under Parks & Rec.

Employee Name: _____

Department Contact Information: _____

Town Park/Facility Location of Herbicide Usage:

Specific Treated Area Inside Park/Facility:

Date(s) of Herbicide Application: _____

Time(s) of Herbicide Usage: _____

Application Method: _____

Product Used (Active Ingredient(s)): _____

Targeted Weed(s): _____

Date/Time of Safe Public Access to Park/Facility:

Town of Carbondale Parks & Recreation Department 970-510-1290 www.carbondalegov.org

Commission Internal Operations

What: Vote needed to change the timing of the election of officers from September to May to coincide with the change of timing of the term year that was voted on and approved at the November 9, 2022, Meeting.

Background: The following changes will be put forth to the Trustees based upon what the Commission unanimously voted for at the November 9, 2022 Meeting – No additional action is needed from the Commission on these items:

1. Eliminating the need for a “special meeting” to interview candidates for open board positions.
2. Changing the term year from August 31 to May 1.

Proposed Language Change for the Trustees:

Sec. 2-7-30. - Appointment; terms.

(c) Upon receipt of the application, Town staff will schedule with the Parks and Recreation Commission an interview of prospective candidates at a **regular Commission meeting**. The interview committee shall consist of a Board of Trustees liaison and the full Parks and Recreation Commission. Upon completion of the interview, the Board of Trustees shall then make the appointment.

(g) The Parks and Recreation Commission shall formulate an appropriate application form for prospective members. The terms of office of the Parks and Recreation Commission members shall begin and end on **May 1**.

Action Needed: Commission Vote on changing the timing of the election of officers to match the term year.

Suggested Motion: Move to change the annual election of Commission Chair and Vice Chair from August 31, to May 1 to coincide with the term year beginning and ending on May 1.

The suggested language change to the code would be as follows:

Sec. 2-7-40. - Meetings, officers.

(a) As soon as practicable following the first day of **May** ~~September~~ every year, the Parks and Recreation Commission shall organize by electing two ~~three~~ of its members to serve as Chair and Vice Chair ~~and Secretary~~, respectively, to serve at the pleasure of the Parks and Recreation Commission.

(Side note: The reference to electing a Commission Secretary should be eliminated from the Town Code, since it was approved by the BOT in 2022 to eliminate the reference to having a secretary.)

In Progress						
Need to check on status	Carbondale P & R Outstanding Projects	1/11/2023	Funding source or amount	Completed	30 days	60 days
2022-23 New projects						90 days
*delayed final design/ permitt	GOCO Resilient Communities AVLT Red Hill Shade Shelter & landscaping	Grant \$55,000	GOCO Contract grant extension	closing out grant	Grant closeout with GOCO	Ongoing trail maintenance
	Red Hill B-Line Trail Improvements and C-line alternate bike trail.	AVLT Maintenance Endowment	C-LineTrail open installed new signs		Ongoing trail maintenance	fundraising
	Crystal River Restoration and Weaver Ditch Efficiency Project	Grant Funded	Not Fully Funded	Back out to bid	Bids due	review bids
	GOCO Resilient Communities AVLT ADA Access/ classroom	grant \$55,000	GOCO Contract &Resoution	"		review bids
	Fishing is Fun Grant Crystal River Project. CPW 2020 ADA access/classroom	Grant \$30,000	processed	"		review bids
	Fishing is Fun Grant Crystal River Project. CPW 2021 In-channel improvements	Grant \$50,000	processed	"		review bids
	CIWMP- Approval for 2023 weed mitigation strategies	2023 Budget	BOT 2022 Plan Approved	write new plan for 2023	Present plan for approval to trustees	Implement plan
	Playground & Park equipment repairs Cirsa audit	2023 Budget		Winter maintenance projects	winter maintenance projects	vinyl coating on metal, horseshoe pits backstops
	Mobile Stage 3 trained used 8 times in 2023	2023 budget	Create fee waiver guidelines	Parks & Rec fee waivers recommended	BOT fee waivers approved	repair battery issues
	Aquatics Facility	2023 Budget Bond	RFQ Owners Rep and interviews	Hire owners rep	RFP/RFQ for engineering and design work	select proposal for design & construction group
*no staff training	Nature Park-loop pathway improvements trail maintenance techniques	surplus EWF from 2022	Test sections wood chips donated	Test Pea gravel in mud under wood chips	Wood Chip project-Friends of park	wood chip project
	RVR Park Weed Management - can/will they adopt Town weed plan	Orchard & Triangle Park	Town Staff request to GM	report on Triangle and Orchard	include strategy in weed management plan	implement
	Hendricks Playground Replacement Burke bid \$82,604	2022 Budget appropriatioin	A & Z Contracted	construction delays due to weather	delayed until spring 2023	delayed until spring 2023
	Sopris Park ADA Path & Water Fountain replacements	ordered & contracted	construction complete			hook up water fountains in spring
	Miners Park Irrigation Retrofit to ditch water	2022 parks CIP budget	VFD Pump installed and plugged in	process vfd rebate	winterized	winterized
	Park Signage and Branding (Dogs in park story map)	2023 Budget	research	subcontract graphic artist	produce	marketing and advertise
	Highway 133 South Irrigation replacement project	2023 Parks CIP budget	rfp and bids-none 2nd round	Purchase pump out of 2022	Back out to bid for 2023	select contrator for spring
	Youth Art Park Rio Gande with Carbondale Arts	\$35k GOCO Grant Extension	extension to Sept 2023	Fall Project	Winter Project	Grant closeout with GOCO
	Replace Rec Center Skylights and new security cameras	2023 Rec budget		seek contractor for 2023 work	select contractor	contract with contractor
	Replace Boiler and Pool Chemtrol distribution unit	2023 Pool Budget	budgeted		Schedule and contract the work	Work before Spring opening
*delayed production/ delivery	Updated Highlighted Chart of Master Plan	na	April P & R Meeting	review and update master plan	budgeting for 2024	Budgeting for 2024
	Ramey-Harvey Park Improvements bear proof trash cans & install signage	2022-23 budgeted	solar irrigation controllers/ signs/ table	CAFCI donated 2 benches	Colorado Concrete proposal accepted	concrete pad in April for benches
	4th Street Plaza Park Imrovements	Not budgeted	Title work, shed demo, tree removal	Research consultants for landscape opions	Hire Lanscaper	Public Outreach and pricing work
	Hendricks Dog Park Water Fountain Replacement	2022 budget	Product received	storage for winter		spring install
* affected by covid-19						
Completed 2022						
* change scope public outreach	Aquatics Facility Master Plan	completed	GOCO Grant closeout			
	Nuche Park - Parking & Signage	Fence Permit and approval	fence completion			
	Miners Park Volleyball Border Project	net sleeves, lines, grass seed	Completed			
	Triangle Park Tennis Courts crack repair	completed with final fix	open			
	Batting Cage at Bill Hanks	construction complete	Inspected install signage	shut down store for winter in shed		
	Fence at White Hill (Hillcrest) Cemetery received bid Taylor Fencing	Old Fence Removed & contract	Construction and completed			
	Nuche Park Parking Lot improvements Grade and Road base	Street Crew		Timing TBD but before Bald Eagle Closure	Construction	Bald Eagle Closure Dec 1
	Bear Proof Trash and Recycling Cans	conservation Trust Fund	2 in triangle, 2 in Thompson	arrived and placed	done	done
	Bonnie Fisher Park signage and enforcement	Demeters Garden/Access road	public outreach /sign production	Signs Installed send letters to homeowners	Enforcement	Enforcement
	Electric Work at RV Park	2022 rv park budget	Contracted w/Lassiter phase 4	work complete sites 15-19	completed	completed by May
*delayed fundraising	Red Hill Signage for completed kiosk	2022 budget	RFP with Proposals	Kiosk signage completed and installed	done	
	North Face Bike Park Jump line capping	2022 Rec budget	project completed			
	Replace pool water heater at Pool	2021 budget partial	replaced , waiting to test	installed	test in spring when water back on	functioning
	Electrification of mow equipment	2022 parks budget	equipment purchased	Use	use	use assesment
	High Speed Radio WiFi Internet at Gateway RV Park	2022 rv park budget	project completed	completed	completed by May 6th	completed
	Hillcrest Cemetery	2022 budget	Fence Completed	contract for survey and plot layout	work concluded	work concludes
	Red Hill C-line alternate bike trail.	AVLT Maintenance Endowment	Trail open	completed	no probuild needed	
Grants not awarded 2022	FMLD Rec Center Gym LED Lighting Retrofit	FMLD Mini-Grant	submitted	not awarded		