

ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Angelica Salinas  
District I

Timothy Redmond  
District II

Sonja Macys  
District III

**Regular Meeting Agenda**  
**April 14, 2026**

Times listed on the agenda are approximations and may be longer, shorter, or earlier than scheduled, with no notice. Agendas are subject to change up to 24 hours before the start of the meeting. To ensure you have the most up-to-date information, please check the agenda within 24 hours of its start time. If you are joining the meeting for a specific item, please join 10 minutes **before the item to ensure you are present for the beginning of the item.**

All regular meetings are open to the public unless otherwise noted. All meetings will be held in the Routt County Historic Courthouse - 522 Lincoln Avenue, Hearing Room, Steamboat Springs - **or otherwise noted.**

Join the meeting via our [Zoom Link](#).

**1. 9:30 A.M. CALL TO ORDER**

**2. PUBLIC COMMENT**

Public comment must be presented succinctly and as prescribed by the BCC Chair. Public comment will not be heard during this time if it concerns any item scheduled for today or quasi-judicial items (hearings scheduled to be heard by the BCC involving the presentation of evidence in any form for BCC consideration). Public comment for an item scheduled on today's agenda may be taken during that item's scheduled time. The BCC will take public comment under consideration but will not make any decision or take action at this time.

IF YOU ARE ATTENDING THE MEETING REMOTELY, To make a public comment raise your hand on the Zoom platform or if calling in press \*9. The moderator will then select you when it is your turn. Written public comments can also be submitted to [bcc@co.routt.co.us](mailto:bcc@co.routt.co.us). Please indicate in the subject line of your email that it is a public comment. Public comments will be entered into the record.

**3. APPROVAL OF ACCOUNTS PAYABLE, MANUAL WARRANTS, AND PAYROLL**

**4. CONSENT AGENDA ITEMS**

Items of routine and non-controversial nature are placed on the consent agenda to allow the Board of County Commissioners to spend its time and energy on more important items on a lengthy agenda. Any Commissioner may request that an item be "PULLED" from the consent agenda and considered separately. Any member of the public may "REQUEST" any item to be "PULLED" from the consent agenda.

**A. APPROVAL OF NOVEMBER 2024 MEETING MINUTES**

Documents:

[11.5.2024 BCC MEETING MINUTES DRAFT.PDF](#)  
[11.12.2024 BCC MEETING MINUTES.PDF](#)  
[11.19.2024 BCC MEETING MINUTES.PDF](#)  
[11.26.2024 BCC MEETING MINUTES.PDF](#)

**B. RATIFICATION OF THE COMMISSIONERS' SIGNATURES ON A LETTER OF SUPPORT FOR THE VETERANS CENTER TELEHEALTH RENOVATION**

Documents:

[LOS VETERANS CENTER TELEHEALTH RENOVATION .PDF](#)

**C. RATIFICATION OF THE COMMISSIONERS SIGNATURES ON A LETTER TO THE BUREAU OF LAND MANAGEMENT REGARDING KING MOUNTAIN FOREST HEALTH AND HAZARDOUS FUELS REDUCTION ENVIRONMENTAL ASSESSMENT**

Documents:

[KING MOUNTAIN FOREST HEALTH LETTER TO BLM\\_CL.PDF](#)

**D. AUTHORIZATION FOR THE CHAIR TO SIGN A LIQUOR LICENSE RENEWAL FOR CATAMOUNT DEVELOPMENT LLC DBA GRILLE AT LAKE CATAMOUNT FOR A HOTEL/RESTAURANT LICENSE WITH TWO OPTIONAL PREMISES**

Documents:

[BCC COMMUNICATION FORM ACCESSIBLE\\_GRILLE.PDF](#)

**E. RATIFICATION OF THE COMMISSIONERS' SIGNATURES ON THE MULTIMODAL TRANSPORTATION AND MITIGATION OPTIONS FUND LETTER**

Documents:

[ROUTT MMOF LETTER 4.8.26.PDF](#)

**5. CONSIDERATION OF ITEMS PULLED FROM THE CONSENT AGENDA**

**6. 9:35 A.M. PLANNING**

Kristy Winser, Planning Director

**A. APPROVAL OF ZONE CHANGE, CONDITIONAL USE PERMIT, AND VARIANCE REQUESTS FOR AREA 51B STORAGE; PL20250052 AND PL20250053**

Documents:

[0\\_PL20250052 AND PL20250053\\_BCC COMMUNICATION FORM\\_CL.PDF](#)  
[1\\_PL20250052 AND PL20250053 STAFF REPORT WITH ATTACHMENTS.PDF](#)  
[2\\_040226-PC-DRAFT.PDF](#)

**7. 10:35 A.M. YAMPA VALLEY REGIONAL AIRPORT**

Tinneal Gerber, Director

**A. APPROVAL OF THE CONSTRUCTION PHASE CONTRACTS ASSOCIATED WITH THE YVRA WEST TERMINAL EXPANSION PHASE 1 PROJECT**

Documents:

BCC COMM - WEST TERMINAL EXPANSION - COMBINED 4-7-26.PDF  
2026-04-14\_WEST TERMINAL EXPANSION CONST CONTRACTS.PDF  
2026-04-06\_YVRA-WEITZ\_CMAR WORK AUTHORIZATION02\_FINAL - SIGNED BY WEITZ.PDF  
2026-04-06\_YVRA-WEITZ\_CMAR WORK AUTHORIZATION03\_FINAL - SIGNED BY WEITZ.PDF  
2026-04-03\_HDN TERMINAL-CA TASK ORDER NO. 4 FINAL - SIGNED BY WOOLPERT.PDF  
TOWNSCAPE CHANGE ORDER 1 COMBINED - SIGNED.PDF  
2026-03-30\_NWCC PSA\_SIGNED.PDF

**B. CONSIDERATION OF AN INCREASE TO AIRPORT ADMINISTRATION STAFFING TO INCLUDE ONE (1) FULL-TIME AIRPORT ACCOUNTING SUPERVISOR POSITION**

Documents:

BCC COMM - ACCT SUPV - 4-7-26 FINAL.PDF  
AIRPORT ACCOUNTING SUPERVISOR.PDF  
AIRPORT ACCOUNTING SUPERVISOR Payscale.PDF

**C. APPROVAL OF AND AUTHORIZATION TO SUBMIT THE CDOT AVIATION MANAGEMENT INTERNSHIP GRANT APPLICATION AND ESTABLISH A TEMPORARY AIRPORT OPERATIONS ASSISTANT POSITION IF AWARDED**

Documents:

BCC COMM - TEMP AIRPORT OPERATIONS ASST - 4-7-26 FINAL.PDF  
JOB DESC - TEMPORARY AIRPORT OPERATIONS ASSISTANT.PDF  
DRAFT TEMPORARY AIRPORT OPERATIONS ASSISTANT PAY SCALE.PDF  
STATE OF COLORADO AIRPORT INTERN GRANT APPLICATION.PDF

**8. 11:30 A.M. BREAK**

**9. 1:00 P.M. PURCHASING**

Julie Kennedy, Purchasing Agent

**A. RFP 872 JUSTICE CENTER MASONRY WALL REPAIR AWARD APPROVAL**

Documents:

BCC COMM FORM JC MASONRY REPAIRS.PDF  
ROUTT COUNTY JUSTICE CENTER RFP 872 BASE PROPOSAL.PDF

**B. RFP 873 RIGHT OF WAY ACQUISITION CONSULTANT AWARD APPROVAL**

Documents:

BCC COMMUNICATION FORM RFP 873 RIGHT OF WAY  
ACQUISITION AWARD.PDF  
WESTERN STATES LAND SERVICES RFP 873 PROPOSAL.PDF

**10. 1:20 P.M. GRANT ADMINISTRATION**

Tiia Libin, Grant Administrator

**A. FOREST RESTORATION AND WILDFIRE RISK MITIGATION GRANT  
ACCEPTANCE**

Documents:

[BCC COMMUNICATION FORM FRWRM GRANT ACCEPTANCE.PDF](#)  
[62\\_ROUTTCO\\_AWARD\\_NOTIFICATION.PDF](#)  
[62\\_ROUTTCO\\_ATTACHMENTA\(SOW\).PDF](#)

**11. 1:40 P.M. WEED PROGRAM**

Reid Garrison, Weed Control Supervisor

**A. 1:40 P.M. 2026 TAYLOR GRAZING ACT DISBURSMENTS**

Documents:

[BCC COMMUNICATION FORM - 2026 TGA DISBURSMENTS.PDF](#)

**12. 2:10 P.M. LEGAL**

Lynaia South, County Attorney

**A. APPROVAL OF SETTLEMENT AGREEMENT IN BOARD OF APPEALS  
MATTER**

Documents:

[BCC COMMUNICATION FORM CBOE WALMART SETTLEMENT FINAL  
2.PDF](#)  
[STIPULATION WALMART 2025BAA1213 PET SIGN 2.PDF](#)  
[WALMART 2025BAA1213 EXHIBIT A FINAL.PDF](#)

**13. 2:20 P.M. ABATEMENT HEARING RECOMMENDATIONS**

Consideration of the Hearing Officer's recommendations for Abatement  
Hearings held on April 9, 2026.

**A. R0015559 LANGE**

Documents:

[BCC COMMUNICATION FORM R0015559 LANGE.PDF](#)  
[R0015559\\_LANGE\\_ABATEMENT FORM.PDF](#)  
[R0015559\\_LANGE\\_APPRAISER ABATEMENT  
REPORT\\_ACCESSIBLE.PDF](#)  
[ROUTT COUNTY ABATEMENT OR REFUND OF TAXES HEARING  
FORM \(5\).PDF](#)

**14. 2:25 P.M. MEETING ADJOURNED**

Routt County operates all programs, services, and activities in compliance with the Americans with Disabilities Act. If you need special accommodation due to a disability, please call the Commissioners' Office at (970) 879-0108 to ensure we can meet your needs. Please notify us of your request as soon as possible before the

scheduled event.

*Routt County is committed to providing equitable access to our services to everyone. Our ongoing accessibility goals align with the Web Content Accessibility Guidelines (WCAG) version 2.1, level AA criteria. This agenda includes links to information provided by a third party over which we cannot guarantee **accessibility**. If the format of any material on this agenda interferes with your ability to access information, please contact us. Additional ways to provide feedback regarding accessibility are available online ([www.co.routt.co.us/994/Website-Accessibility](http://www.co.routt.co.us/994/Website-Accessibility)).*

**STATE OF COLORADO  
COUNTY OF ROUTT  
OFFICE OF THE CLERK  
November 5, 2024**

Commissioner Tim Corrigan, Chair called the meeting of the Routt County Board of County Commissioners to order. Commissioner Tim Redmond, County Manager Jay Harrington, Assistant County Manager Melina Bricker, BCC Executive Assistant Jennifer Parent and Community Engagement Officer, Amanda Shepherd were present. Commissioner Sonja Macys joined via Zoom midway into meeting. Judy Ward prepared the minutes.

**EN RE: PUBLIC COMMENT**

No public comment was made.

**EN RE: APPROVAL OF ACCOUNTS PAYABLE, MANUAL WARRANTS, AND PAYROLL**

Mr. Harrington presented the accounts payable in the amount of \$1,100,588.64 plus payroll in the amount of \$4,292.19 for a total disbursement of \$1,104,880.83.

Items of note:

\$469,352.95 to Duckels Construction, Inc.

\$108,702.81 to Mocon Pacific Incorporated

\$62,782.65 to Lightning Eliminators & Consultants, Inc.

\$25,650.00 to Legacy General Contracting

**MOTION**

Commissioner Redmond moved to approve the accounts payable and payroll as presented by the County Manager.

Commissioner Corrigan seconded; the motion carried 2-0.

**EN RE: CONSENT AGENDA**

The following items were presented for consideration, approval, and signing on the consent agenda:

- A. Approval of and authorization for the Chair to sign the Final Plat and Easement Vacation Resolution for project PL20240002 (Lodwick Consolidation);
- B. Approval of and authorization for the Chair to sign the Berlet Site Plan Review Special Use Permit, approved on 10/29/2024 as project PL20240057.

**MOTION**

Commissioner Corrigan moved to approve items A and B on the consent agenda.

Commissioner Redmond seconded; the motion carried 2-0.

**EN RE: LEGAL**

Erick Knaus, County Attorney, and Lynaia South, Senior Assistant County Attorney were present.

**EXECUTIVE SESSION FOR THE PURPOSE OF LEGAL PENDING MATTERS AND LITIGATION DOCKE**

**MOTION**

Commissioner Corrigan stated, “I, acting as chair, move that the Board of County Commissioners go into Executive Session to discuss with the County Attorney specific legal matters requested under C.R.S. 24-6-402 (4)(b).

This executive session is not being electronically recorded as the County Attorney has advised that the discussion is subject to attorney-client privilege.

I caution each participant to confine all discussion to the stated purpose of the executive session, and that no formal action may occur in the executive session. If at any point in the executive session any participant believes the discussion is going outside the proper scope of the executive session, please interrupt the discussion and make an objection.

It is November 5<sup>th</sup> and the time is 9:35am. “

The time is now 10:32am, and the executive session has been concluded. Present at this executive session were the following persons: Commissioner Redmond, County Manager Jay Harrington, Assistant County Manager Melina Brinker, County Attorney Erick Knaus and Senior Assistant County Attorney Lynaia South were present. The Board limited its discussion to the purpose stated in the motion to go into executive session and no formal action was taken.

**EN RE: PLANNING**

Kristy Winser, Planning Director, Alan Goldich, Staff Planner, and Miranda Kawcak, Twenty-Mile Environmental Manager were present.

**TWENTYMILE FOIDEL CREEK MINE SPECIAL USE PERMIT (SUP) PL20240049**

Mr. Goldich presented the renewal and extension of the SUP for the Foidel Creek Mine, request for amendment to include two new auxiliary mine support pad locations, and variance request to the reporting requirements of section 3.42.A.2.e-f. He added that the Planning Commission recommended approval of this item on October 17, 2024, and the vote was unanimous.

**MOTION**

Commissioner Redmond moved to approve item PL20240049, a renewal of the SUP amended to include surface facilities and a variance from the reporting requirements with the following findings of fact: 1 through 5C, general conditions 1 through 13, specific conditions 14 through 21, reporting 22 through 23, reclamation 24

through 25, air and water quality and noise 26 through 30, and access and traffic 31 through 39 as shown in the agenda communication form.

Commissioner Corrigan seconded; the motion carried 2-0.

### **EN RE: PURCHASE OF DEVELOPMENT RIGHTS (PDR) ADVISORY BOARD**

Clair Sollars, PDR Chair, Megan Knott, Senior Director of Stewardship for Colorado Cattlemen's Agricultural Land Trust, Sally and Amy Smith, Smith Ranch, Kimball Crangle, PDR Board Member, Sarah Loughran, PDR Board Member, Matthew Frederickson, Assistant County Attorney, were present. Tim Wohlgenant, PDR Vice Chair, and Courtney Bennett, Colorado Cattlemen's Agricultural Land Trust participated via Zoom.

#### **FUNDING APPROVAL OF PDR PROJECT 214 - SMITH RANCH**

Ms. Sollars, Chair, introduced the project to approve funding for the Smith Ranch conservation easement, contributing \$1 million toward the \$2,700,300 appraised value and added that the project protects 760 acres of agricultural land and wildlife habitat. Family representatives provided historical context and expressed gratitude for the support to preserve their ranch. The County Attorney office reviewed the Tier II documentation and notes there are no outstanding issues.

#### **MOTION**

Commissioner Redmond made the motion to approve the funding of PDR Project 214 Smith Ranch in the amount of \$1 million to be used for the purchase of the conservation easement with additional funding up to \$40,000 for the reimbursement of transaction costs and authorization for the chair to sign the agreement concerning conservation easement between Routt County and Colorado Cattlemen's Agricultural Land Trust.

Commissioner Corrigan seconded; the motion carried 2-0.

### **EN RE: ROUTT COUNTY MUSEUMS AND HERITAGE FUND ADVISORY BOARD (MAHFAB)**

Pete Wither, Chair, was present.

#### **2024 FALL CYCLE CAPACITY BUILDING GRANT**

#### **RECOMMENDATIONS**

Mr. Wither provided details regarding the several museum entities that came in for grants. The Hahns Peak Historical Society is continuing to work on the school house project, the Historical Society of Oak Creek and Phippsburg are looking for a climate controlled container to store their museum artifacts. Commissioner Corrigan asked if it was a conex box and where would it be stored. Mr. Wither stated yes and it will be placed behind the little station across the street from the museum. He ended with the Friends of Perry Mansfield wanting to digitize the history of the camp. Commissioner Corrigan asked for a description of the makeup of the board and the work you do in reviewing these requests. Mr. Wither stated there are five museum districts in Routt

County, they review all these grant requests and clarify any questions before we make any recommendation to the Board of County Commissioners and if the money isn't used that year, it just goes into the fund for the following year. The change in policy regarding match requirements was also asked and Jennifer Parent stated there used to be a required 50% match for both museums and sponsored entities and the board drafted a new application and BCC approved for qualifying the entities which are the museum districts and historic Routt County that they just needed a 10% match and the thought was that meeting that 50% match inhibited applications because they didn't have that 50% match but lowering the match would encourage more applications.

Commissioner Macys stated that this volunteer committee has done a really good job of continual process improvements, that she is really comfortable with these projects and that this is a very good program. Commissioner Redmond asked if the long term plan was for the container to stay in that location and be used immediately. Mr. Wither said his understanding was they want to use it immediately and leave it in that same location

### **MOTION**

Commissioner Redmond moved to accept the Museum and Heritage Advisory Board's recommendation and approve the following capacity building grant application: A. Hahns Peak Area Historical Society Schoolhouse Projects in the amount of \$5,000, B. The Historical Society of Oak Creek and Phippsburg Container Repository Project in the amount of \$10,200 and C. Friends of Perry Mansfield online archive project in the amount of \$10,000.

Commissioner Macys seconded; the motion carried 3-0.

### **EN RE: SOUTH ROUTT AFFORDABLE HOUSING FUNDING REQUEST**

Mary Alice Page-Allen, Yampa Planner/Treasurer, was present.

Ms. Page-Allen provided background information and asked the County to be a financial participant in the South Routt Housing Coordinator and moving this response forward and financially providing the 20% match. She added that she received the notice of award and asked for \$30,000 to match that local planning capacity. Commissioner Redmond asked if she has given any thought of approaching (Colorado Housing and Finance Authority (CHFA) now that she is at this point. Ms. Page-Allen stated that she fully expects that CHFA will be a partner and they will start talking to CHFA and the other available DOLA agencies.

### **MOTION**

Commissioner Redmond moved to approve the Town of Oak Creek's South Routt Affordable Housing funding request in the amount of \$30,000 to be paid in 2025, and authorize the Chair to sign the funding agreement.

Commissioner Macys seconded; the motion carried 3-0.

### **EN RE: PURCHASING**

Julie Kennedy, Purchasing Agent, was present. Mike Mordi, Public Works Director, was present via Zoom.

**RFP 831 SALT SAND 10% 2024-2025 APPROVAL**

Ms. Kennedy requested the Board of County Commissioners to approve the award and authorize the County Manager to electronically sign the purchase order for RFP 831 salt sand 10% for the 2024-2025 season to Kilgore Companies doing business as Elam Construction in the amount not to exceed \$33,600 for the Routt County Road and Bridge Department subject to future appropriations. So for the 2024 budget, we had \$30,000. The proposed expenditure is \$33,600. All depending on how much gets used over the season, we may require a supplemental budget at the end of 2025.

**MOTION**

Commissioner Redmond made the motion to approve the Board of County Commissioners award and authorize the County Manager to electronically sign the purchase order RFP 831 Salt Sand 10% 2024-2025 to Kilgore companies, DBA, Elam Construction, in the amount not to exceed \$33,600 for the Routt County Road and Bridge Department subject to future appropriations.

Commissioner Macys seconded; the motion carried 3-0.

No further business coming before the Board, same adjourned sine die.

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Jenny Thomas, Clerk and Recorder

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Tim Redmond, Chair

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Date

**STATE OF COLORADO  
COUNTY OF ROUTT  
OFFICE OF THE CLERK  
November 12, 2024**

Commissioner Tim Corrigan, Chair called the meeting of the Routt County Board of County Commissioners to order. Commissioner Tim Redmond, Commissioner Sonja Macys, County Manager Jay Harrington, Assistant County Manager Melina Bricker, BCC Executive Assistant Jennifer Parent and Community Engagement Officer, Amanda Shepherd were present. Judy Ward prepared the minutes.

**EN RE: PUBLIC COMMENT**

No public comment was made.

**EN RE: APPROVAL OF ACCOUNTS PAYABLE, MANUAL WARRANTS, AND PAYROLL**

Mr. Harrington presented the accounts payable in the amount of \$159,209.65 plus payroll in the amount of \$1,019,636.45 for a total disbursement of \$1,178,846.10.

**MOTION**

Commissioner Redmond moved to approve the accounts payable and payroll as presented by the County Manager.

Commissioner Macys seconded; the motion carried 3-0.

**EN RE: CONSENT AGENDA**

The following items were presented for consideration, approval, and signing on the consent agenda:

- A. Approval of and authorization for the Chair to sign the State Human Service Electronic Benefit Transfer (EBT) in the amount of \$196,997.13 through September.

**MOTION**

Commissioner Macys moved to approve item A on the consent agenda.

Commissioner Redmond seconded; the motion carried 3-0.

**EN RE: CLERK AND RECORDER**

Sarah Hagenbuch, Senior Deputy Clerk, was present.

**SPECIAL EVENTS LIQUOR PERMIT FOR FRIENDS OF PERRY MANSFIELD INC.**

Ms. Hagenbuch stated that investigation reports were sent out, money has been received and the Fire Department has not yet responded. She added that this is their final event of the year and Commissioner Corrigan asked if there was a limitation on the number of events you can receive a liquor permit. Ms. Hagenbuch replied there is not a limitation on the number of events but there is a limitation of 15 days per calendar year.

**MOTION**

Commissioner Redmond made the motion to approve and authorize the Chair to sign a special events liquor permit for Friends of Perry Mansfield Inc. for an event to be held on November 22 and 23, 2024 from 6:00 pm to 10:00 pm at 40755 CR 36 Steamboat Springs.

Commissioner Macys seconded; the motion carried 3-0.

**EN RE: YAMPA VALLEY REGIONAL AIRPORT (YVRA)**

Kevin Booth, YVRA Director, and Tinneal Gerber, YVRA Assistant Director, were present.

**DEPARTMENT OF TRANSPORTATION DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM - 49 CFR PART 26**

Ms. Gerber stated as part of receiving FAA funding, this plan must continue to be up-to-date for airports and other transportation entities to follow. She added that this updated plan has been reviewed by the County Attorney, the Woolpert Engineering firm and they now have this final plan for the Commissioner's review.

**MOTION**

Commissioner Macys moved to approve and authorize the Chair to sign the attached updated Department of Transportation DBE Program - 49 CFR Part 26 for the Yampa Valley Regional Airport.

Commissioner Redmond seconded; the motion carried 3-0.

No further business coming before the Board, same adjourned sine die.

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Jenny Thomas, Clerk and Recorder

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Tim Redmond, Chair

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Date

**STATE OF COLORADO**  
**COUNTY OF ROUTT**  
**OFFICE OF THE CLERK**  
November 19, 2024

Commissioner Tim Corrigan, Chair called the meeting of the Routt County Board of County Commissioners to order. Commissioner Tim Redmond, Commissioner Sonja Macys, County Manager Jay Harrington, BCC Executive Assistant Jennifer Parent and Community Engagement Officer, Amanda Shepherd were present. Judy Ward prepared the minutes.

**EN RE: PUBLIC COMMENT**

No public comment was made.

**EN RE: APPROVAL OF ACCOUNTS PAYABLE, MANUAL  
WARRANTS, AND PAYROLL**

Mr. Harrington presented the accounts payable in the amount of \$1,010,184.64 and payroll costs in the amount of \$4,705.10, for a total of \$1,014,889.74.

Items of note:

\$ 20,362.54 to Parkland USA Corporation  
\$256,250.00 to McMahan & Associates, LLC  
\$ 11,419.24 to Redmond Brothers, Inc.

**MOTION**

Commissioner Redmond moved to approve the accounts payable and payroll as presented by the County Manager.

Commissioner Macys seconded; the motion carried 3-0.

**EN RE: CONSENT AGENDA**

The following items were presented for consideration, approval, and signing on the consent agenda:

- A. Approval of and authorization for the Chair to sign the Letter of Support for the Yampa Valley Housing Authority Cottonwoods at Mid Valley Phase II Grant Request;
- B. Approval of and authorization for the Chair to sign the Letter of Support for the Yampa Valley Housing Authority Down Payment Assistance Grant Request;
- C. Approval of and authorization for the Chair to sign the Special Use Permit for the Twentymile Mine, PL20240049;
- D. Approval of and authorization for the Chair to sign the Colorado Opportunity Scholarship Initiative (COSI) 24/25 Matching Student Scholarships.

**MOTION**

Commissioner Macys moved to approve items A, B, C and D on the consent agenda.

Commissioner Redmond seconded; the motion carried 3-0.

## **EN RE: PLANNING**

Kristy Winser, Planning Director, Michael Fitz, Planner II, and Mary Alice Page-Allen, Town of Yampa Planner/Treasurer were present.

### **CONSIDERATION OF THE TOWN OF YAMPA WASTEWATER TREATMENT FACILITY UPGRADES; PROJECT PL20240062**

Mr. Fitz reviewed the history of the Town of Yampa. He stated that the existing lagoon system was originally constructed in 1973 and was upgraded and expanded in 1982 to add a third lagoon and bring the system into compliance with state regulations. He said that the service area for the system is coincident with the Town boundaries. The treatment facility and related sewer line are outside of Yampa in the unincorporated County, which is why an SUP is required. The treatment plant is located on a legal non-conforming 2.6-acre parcel. Mr. Fitz stated that the SUP boundary would include the subject site and easement for the sewer line that runs between the town and the facility. He presented a site plan and described the existing facilities. He indicated the access road to the site.

Mr. Fitz stated that the system, which serves approximately 500 residents, is at the end of its useful life. He reviewed the proposal to replace the lagoon system with a mechanical membrane bioreactor (MBR) system similar to those recently approved for Phippsburg and Milner. He said that the capacity of the system would not change. Mr. Fitz presented schematic drawings of the proposed MBR. He stated that the proposed discharge location into the Yampa River will remain in its current location. He said that two of the three existing ponds would be abandoned and decommissioned. The remaining pond will be upgraded and retained as an emergency overflow pond and to allow for a back-up system when maintenance on the new system is needed. The upgrade will also include an upgrade to the electrical service, the installation of a water and generator, and improvements to the driveway.

Mr. Fitz explained that because the treatment facility and the connecting sewer line are in the County and not in a special district and SUP is required. He said that the original system was built prior to the adoption of zoning, and although the 1982 expansion probably should have required an SUP, a decision was made at the time that one was not needed. Mr. Fitz stated that the permit boundary would include the treatment facility parcel and the easement for the sewer line. He indicated on a site plan where the new facilities would be located. He also presented photos of the site, which is surrounded by agricultural uses.

Ms. Page-Allen said that the Town of Yampa has been working on upgrading its wastewater collection and treatment system since 2018. She noted that there have been compliance issues with the existing system for a long time. She reviewed the proposal, as previously described, and stated that the new system would bring the

treatment facility into full compliance. Ms. Page-Allen said that the overall project will cost \$9.5MM. She reviewed the future growth plan for the Town of Yampa. She described the phasing of the project that will allow the existing system to remain operational until the new system is up and running. She said that the Colorado Department of Public Health and the Environment (CDPHE) considers the proposed project to be an amendment to the existing state permit because the capacity of the system is not being increased.

Commissioner Macys asked about the timeline for construction. Ms. Page-Allen stated that they plan to build during the 2025 construction season. She noted that this project is using the same engineering firm and technology as the Phippsburg and Milner, which has resulted in economies of scale for all the projects. In response to a question from Commissioner Macys, Ms. Page-Allen reviewed the funding sources for the project and said that the Town will incur a \$3MM debt, but has established the mechanism through which it will be repaid.

Commissioner Corrigan asked about the disposal schedule for the compressed waste that will be transported to the landfill. Ms. Page-Allen stated that she thinks the transport will occur 2 - 3 times per year, but not during the winter. She confirmed that the capacity of the plant is sufficient to serve the projected growth of the community.

In response to a question from Commissioner Redmond, Ms. Page-Allen stated that in spring the influx into the system is approximately double the average flow. She said that the system upgrades included lining the manholes and other improvements to minimize water from run-off and irrigation from entering the system.

There was no public comment.

Commissioner Redmond commended the commitment of the community to this important project. Commissioner Macys agreed and stated her support. Commissioner Corrigan noted that this type of infrastructure project supports the Master Plan policy of directing growth to municipalities. He added that this project will protect the environment and the health of the river.

## **MOTION**

Commissioner Redmond moved to approve item PL20240062, a Special Use Permit for a wastewater treatment plant and associated collection system with the findings of fact that the proposal, with the following conditions, complies with the applicable guidelines of the Routt County Master Plan and is in compliance with Chapters 3 and 4 of the Routt County Unified Development Code.

This approval is subject to the following conditions:

### **General Conditions:**

1. The SUP approval is contingent upon compliance with all applicable provisions of the Routt County Unified Development Code.
2. The SUP is limited to uses and facilities presented in the approved project plan. Any additional uses or facilities must be applied for in a new or amended application.

3. Any complaints or concerns that may arise from this operation may be cause for review of the SUP, at any time, and amendment or addition of conditions, or revocation of the permit if necessary.
4. In the event that Routt County commences an action to enforce or interpret this SUP, the substantially prevailing party shall be entitled to recover its costs in such action including, without limitation, attorney fees.
5. This approval is contingent upon the acquisition of and compliance with any required federal, state and local permits. The operation shall comply with all federal, state and local laws. Copies of permits or letters of approval shall be submitted to the Routt County Planning Department prior to the commencement of operations.
6. Prior to the issuance of the permit, the permittee shall provide evidence of liability insurance in compliance with the County's Insurance and Surety Requirements policy then in effect. The certificate of insurance shall include all permit numbers associated with the activity and Routt County shall be named as an additional insured. Permittee shall notify the Routt County Planning Department of any claims made against the policy.
7. Accessory structures/uses associated with this permit may be administratively approved by the Planning Director, without notice.
8. Transfer of this SUP may occur only after a statement has been filed with the Planning Director by the transferee guaranteeing that they will comply with the terms and conditions of the permit. If transferee is not the landowner of the permitted area, transferee shall submit written consent for the transfer by the landowner. Failure to receive approval for the transfer shall constitute sufficient cause for revocation of the permit if the subject property is transferred. Bonds, insurance certificates or other security required in the permit shall also be filed with the Planning Director by the transferee to assure the work will be completed as specified. Any proposal to change the terms and conditions of a permit shall require a new permit.
9. The Permittee shall prevent the spread of weeds to surrounding lands and comply with the most current version of the Colorado Noxious Weed Act and Routt County regulations for noxious weeds.

**Specific Conditions:**

10. The Special Use Permit (SUP) is valid for the life of the use provided it is acted upon within one year of approval. The SUP shall be deemed to have automatically lapsed if the uses permitted herein are discontinued for a period of one (1) year.
11. The County shall be notified of any amendments to state permits.
12. Revegetation of disturbed areas shall occur within one growing season with a seed mix that avoids the use of aggressive grasses. See the Colorado State University Extension Office for appropriate grass seed mixes.
13. Proper installation and continuing maintenance of landscaping, lighting, and/or buffering materials or structures is required.
14. The site shall be fenced and the fence shall be kept in good condition at all times to prevent livestock intrusion into the site.

Commissioner Macys seconded the motion; the motion carried 3-0.

## **CONSIDERATION OF STAGECOACH MOUNTAIN RANCH TEMPORARY WORKFORCE HOUSING; PROJECT PL20240032**

Mr. Fitz state the petition is for a Special Use Permit (SUP) for Temporary Workforce Housing (TWH). He stated that in 2022 the County became aware of a temporary man camp that OCFPD had set up on land near Oak Creek without an SUP. When informed of the need for a permit, OCFPD submitted an application for the TWH at that location, but it was discovered that there was no legal access to the site for this use. In 2023 the Planning Director granted approval to store the housing units, which had been obtained from an oil and gas operation, on the SMV-owned site in Stagecoach. A condition of the approval for the temporary storage was that an application for an SUP would need to be submitted for either the subject property or another site by May 16, 2024, or the units would have to be removed. An application was submitted for the subject property on April 23, 2024.

Mr. Fitz described the subject property, which is an open meadow situated behind a hill near the intersection of Stagecoach Road and CR 212. He stated that the topography of area shields the site from view from Stagecoach Road. He presented a series of photos of the site and its surroundings and indicated the proposed access road on an aerial photo. Mr. Fitz noted that the trailers may be visible from the nearest house, which is approximately 500 ft. away. Mr. Fitz stated that SMV is the landowner. He described how the trailers would be configured and stated that each of the two assembled units would contain 14 bedrooms. He presented a typical floor plan. He confirmed that Morrison Creek Water and Sanitation District had agreed to provide water and sewer service to the facility for its 3-year term via the lines that are located in CR 212. Yampa Valley Electric Association (YVEA) will supply electricity and Twin Enviro will provide trash pick-up. The parking area would accommodate 38 vehicles as well as a crew transport vehicle and a fire engine. Mr. Fitz stated that full removal of the trailers and reclamation of the site to its original condition would be required within the 3-year term. He noted that if the SUP is approved, OCFPD employees could occupy the facility as soon as it is ready because OCFPD is an ongoing concern, but that no SMV employees could be housed there until SMV has an approved project.

Mr. Fitz stated that the project was reviewed under the 2022 Master Plan, but because the application for the SUP was submitted prior to the adoption of the Unified Development Code (UDC), it was reviewed under the former Zoning Regulations. He stated that it is staff's opinion that the proposal is in compliance with those regulations, but noted that the UDC limits the use of TWH to extractive industries and wildfire/emergency management projects.

In response to some of the comments received by the public regarding why this location was chosen, Mr. Fitz stated that the County must review the application as it was submitted. He noted that some people had offered that the base area of the ski hill would be a better location, but that is not what was proposed. He added that the location at the base area would be much more visible to the public. Mr. Fitz presented additional photos of the site and indicated where the housing units and the parking would be located.

Commissioner Redmond asked about the overlap of the employee of SMV and OCFPD. Mr. Fitz stated that the buildings would be not designated for one entity or the other, but the ten SMV employees would only be able to occupy the site if there is a specific, approved SMV project that they would be working on. He said that although it is less than desirable to permit housing prior to the approval of a project, the applicant may need to ensure that housing would be available in order to evaluate viability of a potential project.

Commissioner Redmond asked about the access via CR 212. Mr. Fitz confirmed that Road & Bridge had determined that the proposed access would be acceptable for the three-year term. He stated that this is not a permanent driveway approved for any other use.

Commissioner Macys asked about the electrical service to the site. Mr. Kyle Collins, representing the applicant, stated that there is electrical service in the road and if the project is approved the applicant would install service lines to the site and would submit an application to YVEA for service. Chief Brady Glauthier of OCFPD stated that in preliminary discussions YVEA had said that the cost of installing service lines to this site would be significantly less than to the original site near Oak Creek.

Commissioner Corrigan asked about the role of the Building Department in a TWH project of this type. Mr. Fitz stated that these temporary housing units would not require building permits, but would require G & E, water & sewer connection permits, and electrical permits. Commissioner Corrigan suggested that it would be appropriate to add a condition of approval (COA) prohibiting the use of temporary electrical service. Ms. Winser cited suggested COA #7, noting that they usually defer to the Chief Building Official regarding compliance.

Commissioner Macys asked about the surface of the parking area. Mr. Fitz stated that with permeable surfaces (such as the gravel that is proposed) stormwater run-off would not require a water quality permit. He added that the Planning Director may require hard-surface paving if the site is within the Commercial or Industrial zone district, or if the use is similar to uses typical of those zone districts. He said that because the proposal is in a rural area and is a temporary use, a permeable surface for the parking lot is preferable.

In response to a question from Commissioner Macys, Ms. Winser said that an applicant can request a transfer of a permit provided they agree to abide by the COAs of the permit. She stated that suggested COA #13 is a standard condition. She added, however, that a transfer would be difficult in this case due to the specific nature of the use which is associated with a particular entity (OCFPD). Even under the requested permit SMV employees would not be able to occupy the TWH unless a SMV project is approved within the term of the permit. Ms. Winser stated that any request for an extension would be processed as a new application under the UDC, which only allows TWH for extractive industries and wildfire/emergency response personnel.

Commissioner Corrigan asked if a project such as the construction of a single-family residence would qualify as an approved project that would allow SMV employees

to occupy the TWH. Mr. Fitz stated that it would have to be a SMV project. He said that for the duration of the term of the permit a transfer to another entity would be allowed. He said that Planning Commission had concluded that given the three-year term, it is unlikely that SMV employees would occupy the units since an application for a project by SMV has not yet been submitted. He said that OCPFD would benefit the most from the TWH.

Commissioner Macys asked if staff had considered whether this facility would be removed if/when OCPFD builds permanent housing before the end of the term of the permit. Mr. Fitz stated that only the three-year term has been discussed. Commissioner Corrigan stated that the BCC has shown to be unwilling to grant extensions for TWH.

Commissioner Corrigan asked about snow removal. Mr. Glauthier stated that OCPFD would handle the snow removal. There is ample space for snow storage on site. Regarding the equipment to be on site, Chief Glauthier stated that crews are transported together and generally half of the workers are fighting off-site fires at any given time, so the traffic generated by the use would be minimal, although individual vehicles and a fire engine or two would remain on site. Commissioner Corrigan expressed concern with the storage of additional equipment on site. Mr. Fitz referred to the project plan that specifies what would be stored on site. Ms. Winser stated that the permit is very specific regarding what it allows.

Commissioner Corrigan asked how the Planning Department would monitor who is living in the units. Ms. Winser stated that if there are any complaints or concerns staff would conduct an inspection. Routine inspections are also conducted annually.

Commissioner Redmond asked about heating for the units. Chief Glauthier stated that propane for the heating system would be provided by an above-ground tank. Regarding the danger of fire, Mr. Fitz stated that all bedrooms have egress windows. The units are also equipped with smoke detection and alarms.

### **Public Comment**

Ms. Jennifer Button, a resident of Fallen Falcon Trail, stated that Kyle Collins is the Vice President of Planning and Architecture for Discovery Land Company. She stated that the trailers were brought to the site prior to the issuance of a permit. She said she has no problem with the proposed use for OCPFD, but expressed concern there is no guarantee that construction workers for SMV will be occupying the units. She said that although the firefighters are screened and held to high standards, this would not apply to the construction workers. She offered that this would open up the County to liability.

Ms. Marie Gassau, a resident of Stagecoach, stated that it feels as if the application is being pushed through. She said that the information on CityView was difficult to navigate, and that is difficult to establish who was working for whom on the project. She offered that the application seems like a thinly veiled attempt by SMV to get a foothold in the community. Ms. Gassau stated that the process needs to be slowed down. She agreed that she would like to have the additional fire protection in the area, but she wants the process to be transparent.

Seeing no further comment, Commissioner Corrigan closed public comment.

Ms. Winser clarified that a storage permit was issued for the trailers prior to them being moved to their current location. Mr. Fitz stated that the County does have the ability to inspect the units at any time under the terms of the SUP. Chief Glauthier stated that his crews would not be co-mingled with civilian occupants if construction workers do end up occupying some of the units.

Commissioner Macys offered that there are two distinct parts to this application: the TWH for firefighters and the possibility of other workers occupying some of the units, if a project is approved in the future. She stated that there may be different conditions that might apply to these two different parts.

Regarding the THW for OCFPD crews, Commissioner Macys expressed support provided YVEA supplies a written commitment for electrical service. There was discussion of a draft COA requiring permanent electrical service prior to occupancy. Ms. Winser clarified that the term of the permit would begin with the approval of the permit, not with the issuance of the permit, which would not occur until the permittee has complied with all the COAs.

Commissioner Macys stated that she was uncomfortable with the approving TWH for workers on a project that has not yet been applied for, much less approved. She stated that the approval of a future project is not inevitable.

Commissioner Corrigan stated that the terms of the permit are clear and that an approval of this permit is completely unrelated to the evaluation of any other petition.

In response to a question from Commissioner Macys, Mr. Fitz clarified how the occupancy would be monitored through inspections. Commissioner Corrigan suggested requiring a periodic certification listing the names and occupations of the residents. Ms. Winser stated that annual inspections are conducted to coincide with the annual certification requirement that the permittee is meeting the COAs of the SUP. Commissioner Macys asked for the addition of a condition to make this absolutely clear.

Commissioner Corrigan stated his support for the proposal, but stated that he was very displeased with what had occurred before on the property near Oak Creek. Chief Glauthier apologized. Commissioner Corrigan stated that he is generally opposed to TWH. He added that although he will no longer be in office three years from now, if he were he would not entertain an extension under any circumstances. He reiterated that the approval of this permit has nothing to do with and would not influence the review and evaluation of any future application submitted by SMV.

Commissioner Redmond stated that he will in office in three years, and stated that this TWH is the opportunity for OCFPD to address its housing situation. He said that he would not support any extension of the permit.

## **MOTION**

Commissioner Macys moved to approve item PL20240032, a Special Use Permit for Temporary Workforce Housing with the findings of fact that the proposal, with the following conditions, meets the applicable guidelines of the Routt County Master Plan

and is in compliance with Sections 4, 5, 6 and 8 of the Routt County Zoning Regulations.

This approval is subject to the following conditions:

**General Conditions:**

1. The SUP is contingent upon compliance with the applicable provisions of the Routt County Zoning Regulations including but not limited to Sections 4, 5, 6, and 8.
2. The SUP is limited to uses and facilities presented in the approved project plan. Any additional uses or facilities must be applied for in a new or amended application.
3. Any complaints or concerns that may arise from this operation may be cause for review of the SUP, at any time, and amendment or addition of conditions, or revocation of the permit if necessary.
4. In the event that Routt County commences an action to enforce or interpret this SUP, the substantially prevailing party shall be entitled to recover its costs in such action including, without limitation, attorney fees.
5. Permits will be assessed an Annual Fee in accordance with the Fee Schedule in Appendix B of the Routt County Zoning Regulations.
6. No junk, trash, or inoperative vehicles shall be stored on the property.
7. This approval is contingent upon the acquisition of and compliance with any required federal, state and local permits. The operation shall comply with all federal, state and local laws. Copies of permits or letters of approval shall be submitted to the Routt County Planning Department prior to the commencement of operations.
8. Fuel, flammable materials, or hazardous materials shall be kept in a safe area and shall be stored in accordance with state and local environmental requirements.
9. All exterior lighting shall be downcast and opaquely shielded.
10. All trash shall be stored either inside a garage or inside Interagency Grizzly Bear Committee (IGBC) certified receptacles
11. Prior to the issuance of the permit, the permittee shall provide evidence of liability insurance in compliance with the County's Insurance and Surety Requirements policy then in effect. The certificate of insurance shall include all permit numbers associated with the activity and Routt County shall be named as an additional insured. Permittee shall notify the Routt County Planning Department of any claims made against the policy.
12. Accessory structures/uses associated with this permit may be administratively approved by the Planning Director, without notice.
13. Transfer of this SUP may occur only after a statement has been filed with the Planning Director by the transferee guaranteeing that they will comply with the terms and conditions of the permit. If transferee is not the landowner of the permitted area, transferee shall submit written consent for the transfer by the landowner. Failure to receive approval for the transfer shall constitute sufficient cause for revocation of the permit if the subject property is transferred. Bonds,

insurance certificates or other security required in the permit shall also be filed with the Planning Director by the transferee to assure the work will be completed as specified. Any proposal to change the terms and conditions of a permit shall require a new permit.

14. The Permittee shall prevent the spread of weeds to surrounding lands and comply with the most current version of the Colorado Noxious Weed Act and Routt County regulations for noxious weeds. A weed mitigation plan shall be developed by the Permittee and reviewed and approved by the Weed Supervisor prior to issuance of the Special Use Permit.

### **Specific Conditions:**

The Special Use Permit (SUP) is valid for three years, including the reclamation phase, from the date of Board approval provided it is acted upon within one year of approval. The SUP shall be deemed to have automatically lapsed if the uses permitted herein are discontinued for a period of one (1) year. Extensions shall only be approved by the Board of County Commissioners.

15. This permit allows for:
  - a. Two structures with 28 total bedrooms
  - b. Maximum of 28 residents at any one time
  - c. Maximum of 10 residents affiliated with Stagecoach Mountain Ventures, LLC, with all other residents being directly employed by the Oak Creek Fire Protection District
16. The housing and associated infrastructures shall be removed and the land shall be reclaimed to the satisfaction of the Planning Director.
17. TWH rooms shall be for workers employed by the Oak Creek Fire Protection District and Stagecoach Mountain Ventures, LLC and shall not be available for general rental.
18. Occupation by employees of Stagecoach Mountain Ventures, LLC may only occur after a specific, identified development project submitted by Stagecoach Mountain Ventures, LLC is approved by Routt County.
19. Fire extinguishers shall be accessible to all housed workers.
20. All disturbed area(s) must be reclaimed within one growing season as nearly as practicable to the original condition and shall be maintained to control dust, weeds and minimize erosion. A seed mix approved by CPW shall be utilized.
21. Topsoil piles to be used during reclamation shall not be stored in piles more than 1.5 meters tall.
22. Pets shall be on a leash or in a kennel when not inside the housing unit to prevent the harassment of wildlife and livestock.
23. Routt County has the authority to close any county road at its sole discretion if damage to the road may occur by its use. To the extent that a road closure may affect Permittee's operations, Routt County will cooperate with Permittee to allow operations to be continued in a safe and practicable stopping point.
24. Routt County roads shall not be completely blocked at any time. If traffic regulation is deemed necessary, the Permittee shall notify the Routt County Road and Bridge Director, or designee thereof, in advance (if possible), who may

- then require a method of handling traffic in accordance with the Manual on Uniform Traffic Control Devices and approved by the Road and Bridge Director.
25. Routt County roads affected by this SUP will be inspected by the Routt County Road and Bridge Department at intervals determined by same. Any road damage repair or maintenance needs above and beyond typical maintenance, attributable to this use, shall be made by the County, or a third-party contractor as selected by the Routt County Road and Bridge Department and on a schedule determined by same. Road and Bridge shall inform permittee of such maintenance or repair activities prior to work being performed. Permittee shall solely bear the costs of repairs.
  26. Permittee shall use and maintain the existing access to the property to minimize impacts to the County road system during the life of the Operations. No additional accesses will be granted. If another access is desired, an amendment to the permit shall be required.
  27. There shall be no parking on County Road 212, Fallen Falcon Trail, Broken Talon Trail, Stagecoach Road, or anywhere within the corresponding right-of-way at any time. Parking shall be onsite only.
  28. All trucks and equipment accessing the site shall be able to exit and be located on private property and off of the County road right of way before encountering a fence, gate or cattleguard. At a minimum, the distance from the County road right of way to any gate, fence or cattleguard shall be 1.5 times of the length of the longest vehicle.
  29. The applicant shall furnish surety in the amount of 150% of the cost of restoration of the site to guarantee site restoration to pre-development conditions. Such surety shall be in compliance with Routt County's Insurance and Surety Requirements Policy. An engineered cost estimate shall be provided for basis of the bond and shall include all aspects of site reclamation including gravel removal, regrading, topsoil replacement, revegetation, administration, etc. The bond may be partially released for all activities prior to vegetation establishment, and the remaining portion of the bond specific to weed management and vegetation establishment may be released after the establishment of vegetation to 70% of pre-disturbance conditions.
  30. The development shall only utilize permanent electric power from Yampa Valley Electric Association, with a generator only allowed for backup usage. Occupancy may not occur without electric service.
  31. The applicant shall provide yearly written certification of all employees and their occupation.

Commissioner Redmond seconded the motion; motion carried 3-0.

### **EN RE: YAMPA VALLEY COMMUNITY FOUNDATION**

Holly Wilson, Yampa Valley Community Foundation, and Glen Traylor, Yampa Valley Gives were present.

### **COLORADO GIVES DAY PROCLAMATION**

Ms. Wilson stated the rally scheduled is scheduled for December 5, 2025 on the courthouse lawn where nonprofits get together and Commissioner Macys will read the proclamation if approved today. She added this is their 11th year as the regional champion for this statewide program having over 100 nonprofits now participating and that last year they raised 1.3 million having all of these funds remaining in the valley. Commissioner Redmond asked if they have considered changing the time of year from right before Christmas when money could be tight for some people who are thinking about money they have to spend. Ms. Wilson stated that it would be hard to change due to it being a statewide program.

### **MOTION**

Commissioner Redmond moved to approve Resolution 2024-110 recognizing December 10, 2024 as Colorado Gives Day in Routt County.

Commissioner Macys seconded; the motion carried 3-0.

### **EN RE: PLANNING**

Alan Goldich, Staff Planner, was present.

### **FEE-IN-LIEU FUNDS DISTRIBUTION**

Mr. Goldich presented a request to authorize the distribution of residual funds collected for Fox Grove Subdivision to the RE-2 (Steamboat Springs) School District to support capital outlay projects at school properties. He explained these funds were payments in Lieu Funds from Fox Grove Subdivision. In August 2018, there was a large amount in this account from several entities. Mr. Goldich stated that at that time the BCC had authorized the Planning Department to distribute the amount to the three School Districts. Following the meeting, more funds came into this account in October of 2018 and January of 2019, and interest continued to accrue on the account. The total amount was not distributed, as Accounting could only distribute the amount designated in the BCC Minutes. He added this final distribution of \$3,013.80 will close out this account and it needs to occur before December 31, 2024.

### **MOTION**

Commissioner Macys moved to approve the distribution of \$3,013.80 to the RE-W (Steamboat Springs) School District for capital improvements noting these are residual funds collected for Fox Grove Subdivision.

Commissioner Redmond seconded; the motion carried 3-0.

### **EN RE: ABATEMENT HEARING RECOMMENDATIONS R6336569 ESH**

### **MOTION**

Commissioner Corrigan moved to approve Hearing Officer's recommendation for schedule R6336569 to uphold the Assessor's corrected value of \$721,700, for 2022,

resulting in a tax refund of \$4,460.68 and corrected value of \$1,117,690, for 2023, resulting in a tax refund of \$6,141.32.

Commissioner Macys seconded; the motion carried 3-0.

**R6257425 KURTZ 2012 LEGACY TRUST**

**MOTION**

Commissioner Macys moved to approve Hearing Officer's recommendation for schedule R6257425 to uphold the Assessor's corrected value of \$1,220,000 resulting in a tax refund of \$11,111.96.

Commissioner Redmond seconded; the motion carried 3-0.

No further business coming before the Board, same adjourned sine die.

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Jenny Thomas, Clerk and Recorder

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Tim Redmond, Chair

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Date

**STATE OF COLORADO  
COUNTY OF ROUTT  
OFFICE OF THE CLERK  
November 26, 2024**

Commissioner Tim Redmond, Chair called the meeting of the Routt County Board of County Commissioners to order. County Manager Jay Harrington, Assistant County Manager Melina Bricker and BCC Executive Assistant Jennifer Parent were present. Commissioner Corrigan and Commissioner Macys were present via Zoom. Judy Ward prepared the minutes.

**EN RE: PUBLIC COMMENT**

No public comment was made.

**EN RE: APPROVAL OF ACCOUNTS PAYABLE, MANUAL WARRANTS, AND PAYROLL**

Mr. Harrington presented the accounts payable in the amount of \$2,424,427.35 and payroll costs in the amount of \$1,040,229.92, for a total of \$3,464,657.27.

Items of note:

\$185,340.06 to Drexler Construction Corp.  
\$328,106.25 to Ideal Fencing, LLC  
\$1,197,833.49 to UMB Bank & Trust N.A.  
\$120,000.00 to Reed Sanctuary, LLC

**MOTION**

Commissioner Corrigan moved to approve the accounts payable and payroll as presented by the County Manager.

Commissioner Macys seconded; the motion carried 3-0.

**EN RE: CONSENT AGENDA**

The following items were presented for consideration, approval, and signing on the consent agenda:

- A. Approval of and authorization for the Chair to sign Plat PL20240022 for Aspen Court Filing 3, Resolution 2024-P-113 for the Associated Easement Vacation, and Resolution 2024-P-114 for the Associated Zone Change, approved on October 1, 2024 as project PL20240022;
- B. Approval of and authorization for the Chair to sign a Professional Services Agreement with Big Horn Investment Company, LLC;
- C. Approval of and authorization for the Chair to sign the Special Use Permit for the Town of Yampa Wastewater Treatment Plant, approved on 11/19/2024 as project PL20240062;
- D. Approval of and authorization for the Chair to sign the Special Use Permit for the Stagecoach Mountain Ranch Temporary Workforce Housing, approved on 11/19/2024 as project PL20240032;
- E. Approval of and authorization for the Chair to Sign a Letter of Support for RCDEP's Enterprise Zone Contribution Project Application;

**MOTION**

Commissioner Macys moved to approve items A, B, C, D and E on the consent agenda noting associated planning numbers on items A C and D.

Commissioner Corrigan seconded; the motion carried 3-0.

#### **EN RE: GRANT ADMINISTRATION**

Melina Bricker, Assistant County Manager, Tiia Libin, Grant Administrator, were present. Martin Diaz, NV5 Team Consultant, was present via Zoom.

#### **MCR (MICROGRIDS FOR COMMUNITY RESILLENCE) GRANT**

Ms. Libin stated they are requesting permission to submit this MCR grant for \$1,394,400 to construct the Battery Energy Storage System (BESS) as part of the Hayden Solar Project. The Hayden solar project includes 15 acre solar ray outside of the town of Hayden's wastewater treatment plant. The grant project will enhance power resilience for critical infrastructure. They would like to submit this application, but will not accept any awards until we have a confirmation from YVEA on an interconnection timing and ongoing NV5 critical project components clarified. There's a one-third match required of the county and we plan to backfill that with income tax credits and additional grant opportunities.

Ms. Bricker stated that a large portion of the budget is dependent upon the direct pay reimbursement that are eligible renewable energy purchases. One of the conditions for reimbursement is that the system needs to be online. The critical path is determining with YVEA the interconnection timeline to make sure that we are eligible for those reimbursements and not left holding a considerable shortfall with the match requirements through tax credits and additional grants.

#### **MOTION**

Commissioner Corrigan moved to submit the grant application as discussed.

Commissioner Macys seconded; motion carried 3-0.

#### **EN RE: PURCHASING**

Joe Stepan, Maintenance Operations Manager, was present. Julie Kennedy, Purchasing Manager, was present via Zoom.

#### **FAIRGROUNDS SURPLUS CAPITAL ASSET DONATION APPROVAL**

Mr. Stephan stated that although permission has been granted to donate our capital surplus vehicle that was out at the fairgrounds, unfortunately it has been stolen.

#### **MOTION**

Commissioner Macys moved to approve the Routt County Fairgrounds donation of the Fairgrounds retired Capital Asset Polaris 4 Wheeler to the Routt County 4H Club for their small engines project.

Commissioner Corrigan seconded; the motion carried 3-0.

#### **MOTOR POOL 2025 CHEVROLET ORDER/PURCHASE APPROVAL**

Ms. Kennedy stated the need for approval to place the order with Chevrolet for the 2025 vehicles needed to replace five vehicles being retired in the motor pool inventory and the

deadline is November 27, 2024. The replacement vehicles are: four new Tahoe SSV vehicles for the Sheriff's office and one new EV Laser for the Planning Department.

**MOTION**

Commissioner Corrigan moved to approve the award and authorize the County Manager to electronically sign the purchase order for four new model 2025 Tahoe SSVs and one new model 2025 EV Blazer to John Elway Chevrolet utilizing the state bid award.

Commissioner Macys seconded; the motion carried 3-0.

**EN RE: ACCOUNTING**

Dan Strnad, Accounting Manager, was present.

**BUDGET PUBLIC HEARING**

Mr. Strnad presented the review of the 2025 proposed budget for Routt County in a Public Hearing prior to final adoption of the budget by resolution. The public hearing included a detailed review of strategic priorities, revenue forecasts, and financial challenges.

No motion was made.

No further business coming before the Board, same adjourned sine die.

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Jenny Thomas, Clerk and Recorder

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Tim Redmond, Chair

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Date

April 6, 2026  
Senator Michael Bennet  
United States Senate  
261 Russell Senate Office Building  
Washington, DC 20510

Senator John Hickenlooper  
United States Senate  
374 Russell Senate Office Building  
Washington, DC 20510

**RE: Letter of Support for The Veterans Center Telehealth Renovation**

Dear Senators Bennet and Hickenlooper,

The Routt County Board of County Commissioners is pleased to express our strong support for The Veterans Center in Steamboat Springs and their application for \$60,000 to establish a Veterans Telehealth Hub.

More than 55% of the veterans The Veterans Center serves are over the age of 65. For many of them, traveling to Denver for specialist care is not a simple inconvenience. It is a significant financial and physical burden that too often results in delayed or foregone care. Routt County is a rural mountain community, and distance from VA facilities is a real barrier to health access for our veterans.

The proposed Telehealth Hub would address this directly. By renovating dedicated space, upgrading IT infrastructure, purchasing necessary equipment, and training staff, The Veterans Center would create a secure, local environment where veterans can connect with their VA providers without leaving Routt County. That is a meaningful improvement in quality of life for people who have earned it.

The Veterans Center has a strong track record of coordinating care and resources for veterans and their families in our community. We are confident they have the expertise and community trust to carry out this project effectively.

We strongly encourage you to support this funding request. It is a targeted investment that will make a real difference for Routt County veterans.

Sincerely,



Angelica Salinas  
Commissioner District I



Tim Redmond  
Commissioner District II



Sonja Macys  
Commissioner District III



April 7, 2026

Sent via Email  
Attn: Elizabeth Dawson  
eadawson@blm.gov  
Bureau of Land Management  
Colorado River Valley Field Office

**Re: King Mountain Forest Health and Hazardous Fuels Reduction Environmental Assessment (NEPA Number: DOI-BLM-CO-G020-2026-0004-EA)**

Dear Ms. Dawson:

Thank you for considering this letter on behalf of Routt County. We would like to provide support for proposed action Alternative A outlined in the King Mountain Forest Health and Hazardous Fuels Reduction project (Project) Environmental Assessment. Our feedback includes concerns regarding the proposed implementation and long-term monitoring of the Project.

The Project is located on Bureau of Land Management (BLM) land in south Routt County near the community of Toponas. The proposed Project area includes 5500 acres of primarily mixed-conifer forest type that is in significant decline resulting from two decades of drought, infestation from the Douglas-fir beetle, the Mountain pine beetle, and the Western Balsam Bark beetle, and historical fire suppression. These factors have contributed to a landscape that exhibits excessive ground fuel build-up, dead and diseased standing trees, and a shift towards homogenized vegetative species and age class. The existing conditions have made the Project area ripe for high severity wildfire. High severity fires burn with an intensity that can threaten nearby communities and infrastructure and can result in the permanent alteration and degradation of forests, water quality, and wildlife habitat. It is important to note that a third-party inventory was conducted in 2023 to assess whether the Project area possesses wilderness characteristics (Conduction of Wilderness Characteristics Inventory) and should therefore receive designation that would prohibit certain impacts, such as large scale forest health improvement projects; the study found the area does not possess wilderness characteristics. It is also important to note that while some vegetation extracted from the Project area will be repurposed and sold as timber, the objective is not to conduct a timber sale but rather to implement forest health improvement and wildfire risk reduction practices.

Alternative A proposes to treat 4400 acres of the 5500-acre Project area. Objectives for improving the Project area includes:

- **Wildfire risk reduction.** Action will result in reducing ground fuel build-up, standing dead and compromised trees, species encroachment; and will increase the defensible space in proximity to infrastructure such as private property, homes, roadways, irrigation ditches and fence lines.
- **Forest health improvement.** Action will result in increased species and age class diversity which will create a more resilient forest over time; retention and enhancement of healthy stands of trees; and reduction of density. All of this may result in reduced severity wildfire.
- **Watershed quality protection.** Ten significant water resources – including headwaters, streams and reservoirs – are within or adjacent to the Project area and impact downstream water integrity. Reducing the risk of high severity wildfire that may result in significant amounts of particulate matter and sediment infiltrating waterways post-fire is critical for water users and wildlife habitat.
- **Wildlife habitat improvement.** Action will result in openings created to mimic natural disturbances that provide grasses and forbs for foraging. High severity wildfire may result in the permanent loss of wildlife and habitat for many wildlife species; reducing this risk is imperative for habitat quality, which is in decline in our region from an increase in development and population, as well as climate changes.
- **Recreation access.** Action will result in improved access throughout the Project area by removing ground fuel build-up blocking existing trails and roadways.

Risks associated with Alternative A include:

- Temporary displacement of wildlife resulting from altered habitat during implementation period.
- Potential short-term, localized increase in downstream water turbidity during implementation period.
- Increased impact and longer treatment duration for Alternative A than Alternative B, which proposes to treat 1250 acres within a 1562-acre treatment area.

While Routt County supports Alternative A proposing treatment of the full Project area, it is concerning that some critical practices to ensure the long-term integrity of the Project area are not mentioned in the Environmental Assessment.

**Weed management plan that includes a timeline for monitoring and maintenance should be included.** Non-native invasive weeds may proliferate because of Project disturbance and increased light as openings are created. Additionally, potential grazing

post-treatment can further exacerbate the spread of weeds. Long-term monitoring and treatment of weeds in the Project area is critical.

**Restoration plan that includes a timeline for monitoring and maintenance for disturbed areas should be included.** Because effective restoration projects can be costly and can span multiple years to ensure effective recovery of disturbed land, treatment of the Project area should not discount significant time and resources dedicated to seeding, grading, and erosion control methods that should be monitored and maintained over time.

**Long term monitoring to determine the efficacy of the proposed treatment should be implemented so future local treatments may be informed.** The Project provides an opportunity to inform local forest health improvement and wildfire risk reduction work. Collecting data over time that can inform similar projects throughout our region would provide an important public benefit.

**Actions that may be implemented to alter Project implementation if proposed treatment is not conducive to landscape improvements should be identified.** Details outlining the Project implementation quality control process should be included so the public can be reassured that the Project treatments are measured and controlled.

Thank you again for considering our feedback regarding this important work.

Sincerely,

Tim Redmond

Sonja Macys

Angelica Salinas

Routt County Board of County Commissioners



# ROUTT COUNTY BOARD OF COMMISSIONERS

## COMMUNICATION FORM

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**DEPARTMENT/ORGANIZATION:** Routt County Clerk and Recorder

**AGENDA DATE:** 04/14/2026

**AGENDA TITLE:** AUTHORIZATION FOR THE CHAIR TO SIGN A LIQUOR LICENSE RENEWAL FOR CATAMOUNT DEVELOPMENT LLC DBA GRILLE AT LAKE CATAMOUNT FOR A HOTEL/RESTAURANT LICENSE WITH TWO OPTIONAL PREMISES.

**ITEM TYPE:** CONSENT ITEM

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### **REQUEST/ ISSUE & BACKGROUND:**

The investigation reports have been sent out. The reports have been returned by Planning and Sheriff with no known issues.

The renewal fees have been collected.

The Grille is located at 30215 Waters Edge Trail Steamboat Springs.

This license has been active since at least 2015 with no known issues.

These requirements from the State were met at the time of the original application:

- Background checks and fingerprinting
- Proof of ownership or agreement to use the location has been provided
- Individual History Records were completed and submitted
- A site map of the property and a building layout were provided
- Wholesaler Affidavit of Compliance were provided by each alcohol seller stating the accounts have been fully paid
- A Certificate of Fact of Good Standing and Articles of Incorporation were provided.

### **RECOMMENDED ACTION (Full Motion Language):**

MOTION TO AUTHORIZE THE CHAIR TO SIGN A RENEWAL APPLICATION FOR CATAMOUNT DEVELOPMENT LLC DBA GRILLE AT LAKE CATAMOUNT FOR A HOTEL & RESTAURANT LIQUOR LICENSE WITH TWO OPTIONAL PREMISES.

### **ALTERNATIVES:**

MOTION TO DENY A RENEWAL APPLICATION FOR CATAMOUNT DEVELOPMENT LLC DBA GRILLE AT LAKE CATAMOUNT FOR A HOTEL & RESTAURANT LIQUOR LICENSE WITH TWO OPTIONAL PREMISES.

**FISCAL IMPACTS:**

- PROPOSED REVENUE (if applicable): NONE.
- CURRENT BUDGETED AMOUNT: NONE.
- PROPOSED EXPENDITURE: NONE.
- FUNDING SOURCE: NONE.
- SUPPLEMENTAL BUDGET NEEDED: NONE.

**LEGAL ISSUES:**

NONE.

**CONFLICTS OR ENVIRONMENTAL ISSUES:**

NONE.

**LIST OF ATTACHMENTS:**

NONE.

**DEPARTMENT HEAD INITIALS:** JLT

**DATE:** 04/07/2026

April 8, 2026

Senator Dylan Roberts  
200 E Colfax, RM 346  
Denver, CO 80203

Representative Meghan Lukens  
200 E Colfax, Rm 307  
Denver, CO 80203

Dear Senator Roberts and Representative Lukens,

We are writing to express Routt County's strong opposition to HB26-1399, a bill that would eliminate the annual General Fund transfer to the Multimodal Transportation and Mitigation Options Fund (MMOF). This fund is a critical source of transportation dollars for local governments, particularly in rural Colorado.

Eighty-five percent of MMOF funding flows directly to local governments through Colorado's 15 Transportation Planning Regions for projects such as transit improvements, bicycle and pedestrian infrastructure, and other multimodal transportation needs. Eliminating this transfer would remove a key funding stream that communities like ours rely on to support long-term transportation planning and infrastructure.

MMOF has enabled multimodal transportation improvements in communities that otherwise would have no funding source for this type of work. Eliminating the General Fund transfer directly reduces the dollars available for local projects. Local governments depend on this funding for long-term planning, and cuts like this make it significantly harder to deliver on commitments to residents.

Applications for these funds are thoroughly vetted by Transportation Planning Regions (TPRs), which are comprised of local governments. In the Northwest Colorado TPR (NWCO TPR), Routt County and our peer counties and towns collaboratively prioritize projects with the greatest need across our five-county region. We work closely with CDOT to move these projects forward for the benefit of our rural communities.

**Past and current projects supported by MMOF within the NWCO TPR include:**

- Routt County — Routt County Multimodal Plan, including Safe Crossings at Brandon Circle and Highway 40 (underway)
- Steamboat Springs — West Steamboat Trail Connections (underway)
- Hayden — US 40 Pedestrian Multimodal Project and US 40 Streetscape and Pedestrian Improvements
- Craig — Downtown and Yampa Ave Sidewalk Improvements

- Winter Park — Streetscape and Pedestrian Improvements
- Walden — Fifth St. Sidewalks
- The most recent (2025) awards support passenger rail station planning in Hayden and Craig.

**Projects currently under evaluation for funding include:**

- Oak Creek — Multimodal Rail Transit Station Feasibility Study
- Grand County — Mobility Hub and Bustang First-Last Mile Connections

We are grateful to both of you for recognizing the need for safe transportation solutions in our rural areas. You have consistently supported legislation that advances this shared purpose, including recent efforts around mountain rail and wildlife crossings.

You have also consistently supported Routt County and its municipalities as we seek outside funding—funding that is often leveraged several times over to braid multiple sources into a single, large project. We appreciate your letters of support and your advocacy with the Transportation Commission, your colleagues in the State Legislature, and beyond.

Now we ask that you stand with us in opposing HB26-1399. Rural communities simply cannot afford to shoulder the cost burden of increasingly expensive multimodal transportation priorities, many driven by the state. We support the state's prioritization of transit-oriented development and believe this measure is counter to the state's intent.

Sincerely,



Angelica Salinas  
Commissioner District I



Tim Redmond  
Commissioner District II



Sonja Macys  
Commissioner District III

CC:

Brian Cerkenik, Chair, Northwest Colorado Transportation Planning Region

Kelly Flenniken, Executive Director, Colorado Counties Incorporated

Jacob Smith, Chair, Colorado Communities for Climate Action

Thomas Davidson, Executive Director, Counties & Commissioners Acting Together

# ROUTT COUNTY BOARD OF COMMISSIONERS

## COMMUNICATION FORM

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**DEPARTMENT/ORGANIZATION:** Planning Department

**PRESENTATION DATE:** April 14, 2026

**AGENDA TITLE:** APPROVAL OF ZONE CHANGE, CONDITIONAL USE PERMIT, AND VARIANCE REQUESTS FOR AREA 51B STORAGE; PL20250052 AND PL20250053

**ITEM TYPE:** ACTION ITEM

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### **REQUEST/ ISSUE & BACKGROUND:**

The applicant is seeking to change the zoning from Agriculture/Forestry to Industrial and change the current Home Industry use to Self-Storage Units/Mini Warehouse. They would also like to be allowed to expand by adding an additional 2,880 square feet of container-style storage on the southern portion of the parcel, and 5,220 square feet of either flex warehouse or container storage, depending on community needs and demand. As part of this application, the applicant requests variances to the UDC for bicycle facilities, pedestrian facilities, public space requirements, and specific screening requirements found in the self-storage/ mini warehouse use standards, found in the UDC.

This item was considered by Planning Commission at their April 2, 2026, hearing. Both items were recommended for approval with a 7-0 vote. Minutes are attached, minutes give a good discussion of major discussion topics.

### **RECOMMENDED ACTION (Full Motion Language):**

1. I move to approve ZONE CHANGE- PL20250053 with the findings of facts:
  1. The proposal with the following conditions meets the applicable guidelines of the Routt County Master Plan and Town of Hayden's Three Mile Area Plan and is in compliance with the applicable provisions of Chapter 4 of the Routt County Unified Development Code.
  2. The existing Zone District is inconsistent with the policies and goals of the applicable Master Plan and any applicable adopted area or community plan.
  3. The area for which rezoning is requested has changed or is changing to such a degree that it is in the public interest to encourage a new use or density in the area.

Terms of approval include the following:

1. The change of zone from Agriculture and Forestry (AF) to Industrial (I) shall become effective upon signing of a resolution amending the Official Zoning Map by the Board of County Commissioners, said resolution to be recorded in the Routt County Clerk and Records Office within 3 years of approval.
2. I move to approve CONDITIONAL USE PERMIT- PL20250052 with the findings of facts:
  1. The proposal with the following conditions complies with the applicable guidelines of the Routt County Master Plan and Town of Hayden's Three Mile Area Plan and is in compliance with Chapters 3 and 4 of the Routt County Unified Development Code.
  2. The proposal complies with Variance criteria 4.71.C
    - a) The variances furthers the intent of the master plan because due to the remoteness of the site and distance from growth areas requiring bicycle, pedestrian facilities, public spaces, and decorative fencing will not improve the use of the site or benefit the public. Strict application of the standard will only create improvements that are not utilized.
    - b) Although this site is within Hayden's 3-mile planned area, the vicinity is designated for industrial uses, where such amenities are not expected to support the intended use or require connectivity.
    - c) The variance further the intent of the master plan because the master plan encourages infill development and redevelopment. The proposed building orientation maximizes site use within the existing disturbed area. Traffic circulation, parking, and infill redevelopment for increased density are all improved by this design.

Terms of approval include the following:

**General Approval Requirements:**

1. The CUP approval is contingent upon compliance with all applicable provisions of the Routt County Unified Development Code.
2. The CUP is limited to uses and facilities presented in the approved project plan. Any additional uses or facilities must be applied for in a new or amended application.
3. Any complaints or concerns that may arise from this operation may be cause for review of the CUP, at any time, and amendment or addition of conditions, or revocation of the permit if necessary.
4. In the event that Routt County commences an action to enforce or interpret this CUP, the substantially prevailing party shall be entitled to recover its costs in such action including, without limitation, attorney fees.
5. Permits will be assessed an Annual Fee in accordance with the Fee Schedule maintained by the Routt County Planning Department.
6. This approval is contingent upon the acquisition of and compliance with any required federal, state and local permits. The operation shall comply with all federal, state and local laws. Copies of permits or letters of approval shall be

- submitted to the Routt County Planning Department prior to the commencement of operations.
7. Prior to the issuance of the permit, the permittee shall provide evidence of liability insurance in compliance with the County's Insurance and Surety Requirements policy then in effect. The certificate of insurance shall include all permit numbers associated with the activity and Routt County shall be named as an additional insured. Permittee shall notify the Routt County Planning Department of any claims made against the policy.
  8. Accessory structures/uses associated with this permit may be administratively approved by the Planning Director, without notice.
  9. Transfer of this CUP may occur only after a statement has been filed with the Planning Director by the transferee guaranteeing that they will comply with the terms and conditions of the permit. If transferee is not the landowner of the permitted area, transferee shall submit written consent for the transfer by the landowner. Failure to receive approval for the transfer shall constitute sufficient cause for revocation of the permit if the subject property is transferred. Bonds, insurance certificates or other security required in the permit shall also be filed with the Planning Director by the transferee to ensure the work will be completed as specified. Any proposal to change the terms and conditions of a permit shall require a new permit.
  10. The Permittee shall prevent the spread of weeds to surrounding lands and comply with the most current version of the Colorado Noxious Weed Act and Routt County regulations for noxious weeds.

**Specific Conditions:**

11. The Conditional Use Permit (CUP) is valid for the life of the use provided it is acted upon within one year of approval. The CUP shall be deemed to have automatically lapsed if the uses permitted herein are discontinued for a period of one (1) year
12. Prior to operation, permittee shall submit to Routt County proof of a Sales Tax Account /License.
13. A dwelling unit shall be occupied by the onsite manager
14. The facility shall be well-maintained, including regular cleaning and maintenance of the facility, such as site sweeping, and upkeep of site landscaping. Units shall be maintained in good repair, free from rust, peeling paint, graffiti and other forms of deterioration.
15. Proper installation and continuing maintenance of fencing and privacy slats, lighting, and/or buffering materials or structures is required.
16. Each unit shall have a cohesive color scheme that comprises the entire facility. Neutral colors are encouraged.
17. All property stored on the site of a storage facility use shall be entirely within enclosed buildings.
18. The storage shall occur only within a clearly delineated, designated area.
19. Fuel, flammable materials, or hazardous materials shall be kept in a safe area and shall be stored in accordance with state and local environmental requirements.
20. Hours of operations are 24 hours a day/ 7 days a week

21. Revegetation of disturbed areas shall occur within one growing season with a seed mix that avoids the use of aggressive grasses. See the Colorado State University Extension Office for appropriate grass seed mixes.

**ALTERNATIVES:**

1. Deny
2. Table for additional information

**FISCAL IMPACTS:**

- PROPOSED REVENUE (if applicable): N/A
- CURRENT BUDGETED AMOUNT: N/A
- PROPOSED EXPENDITURE: N/A
- FUNDING SOURCE: N/A
- SUPPLEMENTAL BUDGET NEEDED: No

**LEGAL ISSUES:**

N/A

**CONFLICTS OR ENVIRONMENTAL ISSUES:**

N/A

**LIST OF ATTACHMENTS:**

- Staff report and attachments
- Draft Planning Commission minutes from 4/2/2026

**DEPARTMENT HEAD INITIALS:** KW

**DATE:** 4.6.2026

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# Area 51B Storage Zone Change, Conditional Use Permit, and Variance Requests

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<b>ACTIVITY</b>	<b>PL20250052 &amp; PL20250053</b>	
<b>HEARING DATES</b>	<b>Planning Commission</b>	<b>04/02/26 at 6:00 pm</b>
	<b>Board of County Commissioners</b>	<b>04/14/26 at 9:35 am</b>
<b>PETITIONER:</b>	Area 51B Storage LLC, Todd Moore	
<b>PETITION:</b>	PL20250052- CUP- Self Storage with variance requests PL20250053- Zone change from Agriculture/Forestry to Industrial	
<b>LEGAL:</b>	LOT 1 SENECA SAVAGE TRUCK TERMINAL 13475 COUNTY ROAD 51B	
<b>LOCATION:</b>	.76 miles from intersection RCR 27 and HWY40	
<b>ZONE DISTRICT:</b>	Original: Agriculture/Forestry Proposed: Industrial	
<b>AREA:</b>	10 acres	
<b>STAFF CONTACT:</b>	Greg Jaeger gjaeger@co.routt.co.us	
<b>ATTACHEMENTS:</b>	<ul style="list-style-type: none"><li>• Narrative</li><li>• View Corridor Exhibit</li><li>• Site Plan</li><li>• Architectural Plan</li><li>• Site Photos</li></ul>	

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**History:**

In 1982 Savage Brothers, Inc. applied for a Special Use Permit to construct a building for truck maintenance and service operation within a 10-acre permit boundary near the Hayden powerplant on the Seneca Mines Property zoned Agriculture and Forestry (A/F). The petition was reviewed and approved on February 16, 1982 (project PP1981-015). In 1983 Savage Brothers, Inc. and Peabody Coal Company entered into a lease and purchase option agreement on the above-named property. In 2003 Peabody Coal Company sold the property outright to Savage Brothers, Inc. Savage Brothers then sold the property to Pirate Trucking in the same year.

In 2004 the Board of County Commissioners approved the Seneca Truck Terminal Minor Development Subdivision Exemption (MDSE). The MDSE included two lots: one 10-acre lot for the existing truck terminal (the subject property for this application) and a 60-acre lot. The MDSE was designed to allow Seneca to convey the truck terminal property to an independent contractor. The plat and development agreement were approved by the BCC (project PX2004-005, recorded at reception #620773). The development agreement allowed the owner of Lot 1 (the subject property for this application) to construct one single-family residence and one secondary dwelling unit.

In 2007, Pirate Trucking was renamed by the new owner, Jared Williams, to Links Freight Management, LCC. A Special Use Permit application was submitted by Links Freight Management, LCC requesting a renewal of the 1982 Savage Brothers, Inc. Special Use Permit. The BCC approved the Special Use Permit for the life of the use (PP2007-011).

In 2011, Xcel changed its business model to transporting coal exclusively by railway. This impacted the freight business, and by 2015 the trucking operation ceased, and the site remained vacant for five years.

In 2020, Area 51B Storage bought the 10-acre property and was approved for a new Home Industry SUP use (project PL-19-200). The approval allowed the existing warehouse to be turned into a self-storage facility for campers, trailers, RVs, vehicles, and other similar items. The permit also allowed for additional construction of three storage structures within the existing fenced area, with no outdoor storage being proposed. The permit also provided for a dwelling unit on the property, which allowed an employee to act as an onsite manager. This dwelling was required for the operation to be considered a Home Industry.

**Site Description:**

The subject property is a 10-acre parcel, of which approximately 5 acres is fenced and contains a gravel surface. All the proposed activities and structures will be located within the 8' tall, fenced area. The parcel is devoid of any trees or significant vegetation. The adjacent parcels located to the south, west, and east are zoned A/F. The adjacent parcel located to the north is zoned Industrial and is the site of the Hayden Station power plant. The nearest residences and the Peabody Temporary Workforce Housing structures are approximately 0.75 miles from the site. Currently the site contains four buildings – a 9,978 square foot warehouse with a 1,100 square foot residence in it, a 5,256 square foot metal storage building, a 5,788 square foot metal storage building, and a 10,442 sq ft metal storage building, totaling 31,464 square feet.

**Project Description:**

The applicant is seeking to change the zoning from Agriculture/Forestry to Industrial and change the current Home Industry use to Self-storage units/mini warehouse. They would also like to be allowed to expand by adding an additional 2,880 square feet of container-style storage on the southern portion of the parcel, and 5,220 square feet of either flex warehouse or container storage, depending on community needs and demand. As part of this application, the applicant requests variances to the UDC for bicycle facilities,

pedestrian facilities, public space requirements, and specific screening requirements found in the self-storage/ mini warehouse use standards, found in the UDC.

### **Staff Comments:**

The main warehouse and fenced perimeter were built under the original 1982 permit, which created difficulties in the A/F zone district when the freight use ceased. Because the lot created through the 2004 MDSE is only 10 acres in the A/F zone district, the allowable uses are limited. Area 51B was able to redevelop this property with an allowable use in the zone district, but the use never fit well as a Home Industry. Under the new proposal, the existing operation would be in a more appropriate zone district with a use that better fits the operations. The changes to the on-going operation would be limited to the construction of some new facilities and an allowance for a wider variety of storage options. Staff views the proposal as an expansion of the current use rather than the creation of a whole new use on the property. Because the use already exists without any concerns or violations, the applicant is requesting variances from some of the regulations that would apply to a new use application. Staff is in support of these variance requests due to the unique history and characteristics of the property. Overall, it is staff's opinion that the zone change and change of use better represent the current operation, surrounding uses, and historical use of the site.

### **\*\*\*Issues for Discussion\*\*\***

**Variances are requested from requirements for screening, bicycle parking, pedestrian facilities, and public spaces, listed in the UDC?.**

Are all variance requests appropriate at this location? Please see the variance section for staff recommendations

### **Staff Recommendation**

Staff recommends that the application be **APPROVED**.

## **Compliance with the Routt County Master Plan, Sub Area Plans and Unified Development Code**

The Routt County Master Plan (Master Plan), Sub Area Plans, and Unified Development Code contain dozens of land use policies and regulations that are intended to reinforce the guiding principles of the Master Plan. This report categorizes subject matter content that is important to consider when reviewing. The categories include:

1. Public Health, Safety and Nuisances
2. Regulations and Standards
3. Zoning Amendment Standards
4. Section 2.76 Self-Storage Units/Mini Warehouses Regulations and Standards
5. Community Character and Visual Impacts
6. Roads, Transportation, and Site Design
7. Natural Environment

- 8. Mitigation
- 9. Variance Requests
- 10. Variance Request

Within each category are applicable policies and regulations. Specific UDC sections include:

- **Chapter 3** of the UDC is designed to limit or eliminate conditions that could negatively impact the environment and/or use of surrounding properties and shall apply in all Zone Districts and to all land uses unless otherwise noted. It also contains mitigation techniques that apply to use permits, PUD plans, site plans, and subdivisions.
- **Chapter 4 Section 5** of the UDC contains applicability criteria, standards, and procedures for different types of subdivisions. When applicable, it also requires dedications, fees-in-lieu, and infrastructure installation to ensure that developments are designed to best serve the public and contain all the required infrastructure necessary to serve the development.

Interested parties are encouraged to review the Master Plan, Sub Area plans and Unified Development Code to determine if there are additional policies and regulations that may be applicable to the review of this petition.

Planning Staff comments are included in bold at the end of each category and highlight questions and/or comments from the general public, referral agencies, and Planning Staff.

## **1. Public Health, Safety and Nuisances**

### **Applicable UDC Regulations**

- 3.1.B Every use shall operate in a manner that does not pose a danger to public health, safety, or welfare.
- 3.1.C A Building Permit and Certificates of Occupancy or Completion shall be required for all development, pursuant to the Routt County Building Code and other requirements adopted by the Routt County Building Department.
- 3.1.E All land uses shall operate in conformance with applicable federal, state, and local laws and regulations. Failure to comply with any and all applicable laws and regulations may be cause for review and/or revocation of any Land Use Approval granted pursuant to the UDC.
- 3.1.F All facilities shall be maintained so that they are safe, operable, and in accordance with the approval.
- 3.2 Lighting
- 3.3 Signage

### **Applicable Master Plan Policies**

- 10.5 Encourage new construction to be as energy efficient and sustainable as possible.
- 11.12 Discourage land uses that increase the potential for wildfires in high-risk wildfire hazard areas.

- 12.2 Encourage development in Future Growth Areas that incorporates essential services (e.g. grocery, medical care, childcare).

**Staff comments: The applicant is proposing storage to be limited to customer-owned RVs, boats, motorcycles, passenger vehicles, and household goods being stored in containers. There would be no repair work or commercial fleet activity conducted on the premises.**

**Traffic from vehicles, RVs, campers, etc. has the potential to cause some noise and/or vibration. However, once the items are onsite and placed in storage they are no longer being utilized. With 80 active storage units currently in use at the location, the applicant says they see an average of fewer than 4 vehicle visits per day. Industry norms suggest a typical traffic rate of 6.5 vehicles per 100 units, and RV storage tends to generate even fewer trips. At full buildout, the site is projected to generate approximately 8 vehicle trips per day. This would still be significantly less than the previously approved freight business. The applicant is not proposing any outdoor storage. Management will live onsite to monitor the storage operation for any safety or nuisance issues.**

*\*\*Is the application in compliance with the Policies and Regulations outlined above? Yes or No*

## **2. Regulations and Standards**

### **Applicable UDC Regulations**

- 3.1 General Provisions
- 3.20 Development in Tier 2/3 Growth Areas
- 3.21 Employee Housing

**Staff comments: The subject parcel is located within the Town of Hayden's Three Mile Area Plan; however, the plan does not specify any limits to the uses on this parcel and supports Industrial uses. The plan indicates that "annexation near the airport (YVRA) is feasible" but no plans to pursue annexation of this parcel exist and the parcel is not currently eligible.**

**The existing lot, along with existing and proposed structures, currently complies with dimensional standards for the A/F zone district. Setbacks in the requested Industrial zone district are determined by the Planning Commission through a Site Plan review or higher-level use permit; in this case, the setbacks will be reviewed through this Conditional Use Permit application.**

**Variiances are requested from the requirements for screening, bicycle parking, pedestrian facilities, and public spaces. These variance requests will be covered in a later section. Employee Housing is already being provided by the current operation and is also a proposed condition of approval. Employee Housing will be**

located onsite, and the occupants will act as onsite management for the operation, as has been the case historically. Staff anticipate that the operation of the facility will remain unchanged. No additional employees are expected, and no increase in staffing demand is projected because of the expansion.

*\*\*Is the application in compliance with the Policies and Regulations outlined above? Yes or No*

### **3. Zoning Amendment Standards**

#### **Applicable Zoning Regulations**

##### **2.11 Industrial (I) Zone District**

The I Zone District is intended to provide locations in growth areas for office, research, warehousing, product assembly, manufacturing, and distribution facilities located to efficiently utilize public infrastructure.

##### **4.30.C Criteria for Approval**

1. In addition to the criteria below, the rezoning shall comply with the criteria in Section 4.15.C, Actions by Review and Decision-Making Bodies.
2. The rezoning is consistent with the Future Land Use Map, if applicable, and furthers the intent of the Routt County Master Plan.
3. The area subject to the rezoning includes geological, physiological and other environmental conditions compatible with the characteristics of the zone districts requested.
4. Where the rezoning would result in an increase in allowable residential, commercial, or industrial density, adequate facilities such as roads, water, sanitation, fire protection, emergency services, and public utilities are available to serve the area at the proposed maximum density.
5. One of the following conditions applies to the property for which the rezoning is requested:
  - a. The existing zone district is inconsistent with the policies and goals of the Master Plan and any applicable Sub-Area Plans;
  - b. The area has changed or is changing to such a degree that it is in the public interest to encourage new uses and/or density in the area;
  - c. The proposed rezoning is necessary in order to provide land for a demonstrated community need; or
  - d. The existing classification on the Official Zoning Map is in error.
6. For expansions of the Tier 3 overlay in Milner and Phippsburg, the expansion shall coincide with the provision of adequate utilities.

#### **Applicable Policies – Routt County Master Plan**

- 4.2 Support infill development and redevelopment that is complementary to existing character and consistent with available resources to accommodate evolving community needs within the Future Growth Areas.

**Staff comments: The proposal to change zone districts from Agriculture/Forestry to Industrial aligns better with the historical uses associated with the site. The self-storage/mini warehouse, a use which can only be located in the Commercial or Industrial zone districts, also describes the current operational use onsite more accurately than Home Industry. This property was previously used as a trucking terminal for over 30 years and is primarily industrial in character. The location of this site is directly adjacent to the Hayden Station power plant, which is also zoned Industrial, and is less than one mile from the boundary limits of the Town of Hayden.**

*\*\*Is the application in compliance with the Policies and Regulations outlined above? Yes or No*

#### **4. Section 2.76 Self-Storage Units/Mini Warehouses Regulations and Standards**

##### **Applicable UDC Regulations**

- 2.1 – 2.21 Zoning and Land Uses  
2.76 Self-Storage Units/Mini Warehouses

**Staff comments: All activities associated with the storage facility will occur within the existing and proposed structures; no outdoor storage or outdoor operations are being proposed. The storage will occur only within a clearly delineated, designated area. The applicant has indicated that the storage facility operation will have a maximum of one employee who will also reside on the property as the onsite manager.**

**Specific variances from UDC 2.75.B.1.a and 2.75.B.2 for this use include the orientation of the proposed doors facing a public road as well as fencing being constructed of decorative material. These variances will be reviewed later in the staff packet.**

*\*\*Is the application in compliance with the Policies and Regulation outlined above? Yes or No*

#### **5. Community Character and Visual Concerns**

##### **Applicable UDC Regulations**

- 3.2 Lighting  
3.3 Signage  
3.30 Development within Visually Sensitive Viewsheds

##### **Applicable Master Plan Policies**

- 4.1 Direct new growth and development to Tier 1, Tier 2, and Tier 3 Future Growth Areas, in that order and as defined in the Growth & Land Use Chapter.
- 4.2 Support infill development and redevelopment that is complementary to existing character and consistent with available resources to accommodate evolving community needs within the Future Growth Areas.
- 4.4 Support needed housing, economic and infrastructure development to accommodate growth in Future Growth Areas as defined.
- 4.6 Support efforts to maintain Dark Skies and control light pollution.
- 6.19 Allow commercial development in Tier 1 municipalities, allow appropriately scaled commercial development Tier 2 Targeted Growth Areas and, on a case-by-case basis, in Tier 3 Small Established Communities if determined to address a community need.
- 9.3 Discourage development that changes the rural character or historic agricultural uses and/or practices.
- 12.3 Avoid and minimize displacement by continuing to support a variety of housing options and employment in Tier 1 and Tier 2 Future Growth Areas.

**Staff comments: The proposed use will be like the existing Home Industry use from an operational standpoint. The new use of self-storage units/mini warehouses will allow for household goods to be stored at the facility, which is not allowed under the current Home Industry use. The intensity of use will increase from 4 to 8 trips per day, but this will still be significantly less intensive than the freight use that was previously allowed on this parcel for nearly 40 years.**

**The existing lighting onsite is downcast and opaquely shielded, and any new lighting will be required to follow the outdoor lighting standards in the UDC. Additionally, any proposed signage will be required to comply with the UDC Sign Standards.**

**There is a 6-foot chain-link fence surrounding the property that will have privacy screening slats installed to act as privacy screening. The prior approvals for Home Industry and freight trucking were not required to have a landscaping plan. This site has been void of any significant vegetation for over 40 years.**

***\*\*Is the application in compliance with the Policies and Regulations outlined above? Yes or No***

## **6. Roads, Transportation and Site Design**

### **Applicable UDC Regulations**

- 3.4 Utilities
- 3.5 Stormwater Management
- 3.6 Access Management
- 3.7 Common Roads

- 3.8 Parking & Loading
- 3.9 Landscaping
- 3.10 Snow Storage
- 3.23 Transportation

### **Applicable Master Plan Policies**

- 7.15 Ensure that future development occurs where roads can accommodate projected traffic volumes and patterns.
- 11.15 Prohibit all development on slopes of 30% or greater. Development in steep draws or valleys, which tend to channel fire movement, is particularly dangerous and is also strongly discouraged.
- 11.17 Prohibit all construction and excavations on potential hazard areas including landslides, rock fall areas, unstable slopes, mudflows, and steep drainages.

**Staff comments: The parcel was previously approved for a significantly more impactful truck terminal operation in both 1982 and 2007. The anticipated traffic for the proposed self-storage facility is a reduction from that historic use. The applicant intends to utilize only the existing entrance to the parcel located on County Road 51B. The site and entrance were originally designed to accommodate tractor trailers and, therefore, are appropriate for camper and RV access.**

**The proposal's required parking spaces are at 76 spaces. The designated parking areas meet UDC standards, and allow enough space for snow storage onsite as well. The site design will allow traffic to move freely around the facility, and there is sufficient land area to accommodate the proposed additional buildings.**

*\*\*Is the application in compliance with the Policies and Regulations outlined above? Yes or No*

## **7. Natural Environment**

### **Applicable UDC Regulations**

- 3.1.J All development shall take into consideration the site's natural characteristics and physical constraints such as steep slopes, vegetation, watercourses, scenic corridors, wildlife habitats, and any natural or human-made hazards and shall be designed to blend in with, or enhance, said features.
- 3.1.K All garbage shall be secured in IGBC-certified bear-resistant canisters or stored in a structure that prevents access by wildlife. No trash shall be placed outside in an unsecured manner, such as in bags or standard canisters.

### **Applicable Master Plan Policies**

- 9.12 Noxious weeds must be controlled at the expense of the landowner.
- 9.13 Enforce the weed management program and educate new or unaware landowners or those that refuse to manage weeds.
- 11.3 Protect wildlife species and their habitats.

- 11.4 Include wildlife habitat and species information in land use and site plan decision making.
- 11.5 Encourage land use practices that will minimize conflicts between wildlife and human uses.
- 11.6 Consider impacts on wildlife before approving new recreational uses, residential developments, and other developments and permits.
- 11.7 Minimize the cumulative impacts of development on wildlife and wildlife habitat.

**Staff comments: A referral was sent to CPW, who indicated that they did not have any comments. The subject parcel is in an area of low wildfire hazard. The site has existing 6-foot fencing surrounding the property, and the area beyond the fence line will not be affected by this proposal. The trip count generated from this use will not produce a significant amount of new traffic on County Road 51B, relative to other uses, so impacts to wildlife are expected to be minimal.**

*\*\*Is the application in compliance with the Policies and Regulations outlined above? Yes or No*

## **8. Mitigation Techniques**

### **Applicable UDC Regulations**

- 3.35 Mitigation Techniques to Reduce Air Quality Impacts
- 3.36 Mitigation Techniques to Reduce Noise Impacts
- 3.37 Mitigation Techniques to Reduce Scenic Quality
- 3.38 Mitigation Techniques to Reduce Water Quality and Quantity Impacts

**Staff comments: Mitigation techniques have been looked at and potential impacts have been addressed through conditions in the permit including a requirement that the structures be uniformly colored. Noise impacts have been mitigated by the distance between the site and the neighboring residences with most of the noise coming from vehicle traffic coming in and out of the facility.**

*\*\*Is the application in compliance with the Policies and Regulations outlined above? Yes or No*

## **9. VARIANCE REQUEST**

### **2.75.B.2**

***The storage area shall be entirely screened from view adjacent, residential areas and public roads, landscaping or fencing. All fences or walls visible from the public right-of-way shall be constructed of decorative materials such as slump stone masonry, concrete blocks, wrought iron, or other similar material.***

### **3.20.A.4**

***Bicycle Parking- All commercial development shall provide bicycle parking equivalent to ½ the number of required vehicular parking spaces. Such spaces shall be directly accessible from travel surfaces via a paved surface, be within visual distance from the main entrance of the building, and shall meet American Association of Highway and Transportation Officials (AASHTO) design standards.***

**3.20.A.5**

***Pedestrian facilities- are required in all developments though the provision of sidewalks or trail connections. Separation of pedestrian and bicycling improvements from vehicular traffic, through a landscape buffer or setback, are encouraged to support safe walking and biking opportunities. Trail facilities can be hard- or soft-surface.***

**3.20.A.6**

***Public spaces- All developments, except single family residential, shall include a public space, such as a plaza. Seating areas, or park. These should be open to the sky and accessible from the street.***

**4.72.C      *Variance Criteria. The Board of County Commissioners may grant a Variance if all of the following conditions are found to exist:***

**4.72.C.1      *The Variance will not injure or adversely impact legal conforming uses of adjacent property, or the applicant has accurately assessed the impacts of the proposed Variance and has agreed to adequately mitigate those impacts.***

***Applicant Response:***

***The omission of bicycle facilities, pedestrian facilities, landscaping, and public spaces will not adversely impact adjacent properties due to the site's remote location and significant distance from established growth areas. The surrounding area contains no existing landscaping or pedestrian improvements, and the requested variances will not diminish or interfere with any legal conforming uses in the vicinity.***

***Staff comments: The variance requests requirements are intended to reduce visual impacts or pertain to amenities designed for commercial uses in future growth areas. Although this site is within Hayden's 3-mile planned area, the vicinity is designated for industrial uses, where such amenities are not expected to support the intended use or require connectivity.***

***More specifically, the 6-foot chain-linked fencing surrounding the property will have screening slats added to create visual screening of the area. With the use of the area already allowing for RV and vehicle storage with no screening being present, the added slats are seen to create a more pleasing visual site than the past use.***

***It is unlikely people storing items will use their bikes to retrieve items in storage at this remote location. If they do, a central area for bike storage is unlikely to be used. Typically, the customer would park next to their storage area, and so staff believes bicycle parking would be underutilized in this location.***

***There are no trails in the area nor are any planned. With the area mostly being industrial, the likelihood of a future trail system in the vicinity is minimal. Considering the small size of the parcel, onsite trails would be of little value and would not justify the added cost of maintenance.***

***As noted from the applicant's narrative, currently there are 80 units that can be rented in the facility with around 4 vehicles a day accessing the facility. This type of use does not promote congregating, as most people spend only a limited time onsite. Staff agrees with the applicant's justification that that a public gathering area would be inappropriate and underutilized on this site.***

**4.72.C.2      *The Variance furthers the intent of the Master Plan and applicable Sub-Area Plans.***

***Applicant Response:***

***The requested variances are consistent with the Routt County Master Plan, specifically Section 13.1, Implementation Matrix Reference 4.2, which encourages infill development and redevelopment. The proposed expansion of the existing self-storage facility supports this intent by enhancing an established use without creating additional disturbance to natural vegetation, thereby strengthening an existing business while minimizing environmental impacts.***

***Staff comments: The Master Plan encourages infill and redevelopment. Prior to it being a Home Industry, the site was used as a trucking terminal. The small size of the parcel created difficulties in the A/F zone district when the freight use ceased. Area 51B was able to redevelop this property into a usable use in the zone district, but the Home Industry classification never fit well with the use associated with it. The site constraints and existing use render the site unique. The Hayden 3-mile plan does not specifically call out this property to be annexed but it does support areas of industry to be located in this area.***

**4.72.C.3** *The Variance application meets the criteria of either special circumstance, or practical difficulty, or the application presents an acceptable alternative, as further defined below.*

**4.72.C.3.a** *Special Circumstances. The special circumstances of the property make the strict application of the standard an unnecessary hardship to the applicant, and the special circumstances are not the result of actions of the property owner or applicant.*

**4.72.C.3.c** *Acceptable Alternative. The proposal provides at least one of the following acceptable alternatives to the standard:*

- I. The alternative achieves a result that is equal or better than the Code standard to which a variance is being sought; or*
- II. The purpose and intent of the Code standard will not be achieved by strict application of the standard in the particular circumstance; or*
- III. The application of other Code Standards, purposes, or intents will be improved by varying the standard.*

**Applicant Response:**

***Special Circumstances and Practical Difficulty: due to the remoteness of site and distance from growth areas requiring bicycle, pedestrian facilities, public spaces and landscaping will not improve the use of the site or benefit the public. Strict application of standard will only create improvements that are not utilized.***

***Acceptable Alternative ii: The purpose and intent of the Code standard will not be achieved by strict application of the standard in the particular circumstance. Privacy screening slats will be installed on the existing chain-link fence to create screening.***

***Staff comments: 4.72.C.3.c.ii- Staff supports the applicant's request because the strict intent of the standard will not be achieved in this particular circumstance. The area is surrounded by industrial uses that limit people's ability to enjoy trails in the area. The site is off a dirt road and connections to other sidewalk or pedestrian centered transportation do not exist and are unlikely to be developed in the future. Trip counts remain low with people mainly dropping off or picking up items, with limited wait time since they are doing this themselves. Therefore, staff agrees with the applicant's position that if built, a public space would be underutilized and not achieve the code's intent.***

## **10. VARIANCE REQUEST**

### **2.75.B.1.a**

***Storage bay doors shall not face any abutting property located in a residential district, nor shall they be visible from any public road.***

**4.72.C      *Variance Criteria. The Board of County Commissioners may grant a Variance if all of the following conditions are found to exist:***

**4.72.C.1      *The Variance will not injure or adversely impact legal conforming uses of adjacent property, or the applicant has accurately assessed the impacts of the proposed Variance and has agreed to adequately mitigate those impacts.***

#### ***Applicant Response:***

***The orientation of the bay doors will not adversely impact adjacent properties due to the site's remote location and significant screening slats to be installed along the existing 6-ft tall perimeter chain-link fence.***

***Please see the View Corridor exhibit for reference. From the subject property's frontage on CR 51B, only three of the Conex containers doors will be viewable for about 188 feet of the eastbound lane. The north facing doors of the proposed metal building can only be viewed by eastbound traffic on CR 51B west of the subject property boundary at a 41-74 degree skew from perpendicular. All view corridors will be screened by the fencing and privacy screening slats.***

***Staff comments: The request for bay doors facing the right-of-way will allow for a safer circular traffic pattern inside the facility. Visual impacts outside of the facility will mostly be mitigated by a 6-foot screened fence. There will be some areas that will be able to be seen but visual impacts will be minimal because the area is rural and nearby industrial sites are also unscreened.***

**4.72.C.2      *The Variance furthers the intent of the Master Plan and applicable Sub-Area Plans.***

#### ***Applicant Response:***

***The requested variance is consistent with the Routt County Master Plan, specifically Section 13.1, Implementation Matrix Reference 4.2, which encourages infill development and redevelopment. The proposed expansion of the existing self-storage facility supports this intent by enhancing an established use without creating additional disturbance to natural vegetation, thereby strengthening an existing business while minimizing environmental impacts.***

**Staff comments:**

***The Master Plan encourages infill and redevelopment. Area 51B was able to redevelop this property into a usable use in the A/F zone district, but the use category put limitations on expansion and growth. The Master Plan and the UDC intend for growth and density to occur in growth centers such as municipalities where there is access to services. This area is within the growth center of Hayden and the use has already been utilized by that community. The business has been so successful that expansion is being requested. Mitigations have been established to limit the visual impacts and, with the proposed traffic patterns being safer inside the facility, the proposal furthers the intent of the Master Plan.***

**4.72.C.3**      ***The Variance application meets the criteria of either special circumstance, or practical difficulty, or the application presents an acceptable alternative, as further defined below.***

**4.72.C.3.a**    ***Special Circumstances. The special circumstances of the property make the strict application of the standard an unnecessary hardship to the applicant, and the special circumstances are not the result of actions of the property owner or applicant.***

**4.72.C.3.c**    ***Acceptable Alternative. The proposal provides at least one of the following acceptable alternatives to the standard:***

- I. The alternative achieves a result that is equal or better than the Code standard to which a variance is being sought; or***
- II. The purpose and intent of the Code standard will not be achieved by strict application of the standard in the particular circumstance; or***
- III. The application of other Code Standards, purposes, or intents will be improved by varying the standard.***

**Applicant Response:**

***Acceptable Alternative iii- The proposed building orientation maximizes site use within the existing disturbed area. Traffic circulation, parking, and infill redevelopment for increased density are all improved by this design.***

**Staff comments:**

**4.72.C.3.c.iii- Vehicle circulation on the site will be safer with a circular pattern than a traffic pattern with intersections and possible blind spots. The visual impacts will mostly be mitigated through screening. The rural setting of the area along with other non-screened industrial areas near the site make the visual impacts with the request being minimal.**

**PLANNING COMMISSION OPTIONS:**

1. **Approve the Conditional Use Permit request without conditions** if it is determined that the petition will not adversely affect the public health, safety, and welfare and the proposed use is compatible with the immediately adjacent and nearby neighborhood properties and uses and the proposal is in compliance with the Routt County Unified Development Code and complies with the guidelines of the Routt County Master Plan.
2. **Deny the Conditional Use Permit request** if it is determined that the petition will adversely affect the public health, safety, and welfare and/or the proposed use is not compatible with the immediately adjacent and nearby neighborhood properties and uses and/or the proposed use is not in compliance with the Routt County Unified Development Code and/or the Routt County Master Plan, Make specific findings of fact; cite specific regulations or policies by number from the Routt County Master Plan, and the Routt County Unified Development Code.
3. **Table the Conditional Use Permit request** if additional information is required to fully evaluate the petition. Give specific direction to the petitioner and staff.
4. **Approve the Conditional Use Permit request with conditions and/or performance standards** with conditions and/or performance standards if it is determined that certain conditions and/or performance standards are necessary to ensure public, health, safety, and welfare and/or make the use compatible with immediately adjacent and neighborhood properties and uses and/or bring the proposal into compliance with the Routt County Unified Development Code and the Routt County Master Plan.

**ZONE CHANGE- PL20250053**

**FINDINGS OF FACT** that may be appropriate if the Zone Change is approved:

1. The proposal with the following conditions meets the applicable guidelines of the Routt County Master Plan and Town of Hayden's Three Mile Area Plan and is in compliance with the applicable provisions of Chapter 4 of the Routt County Unified Development Code.
2. The existing Zone District is inconsistent with the policies and goals of the applicable Master Plan and any applicable adopted area or community plan.
3. The area for which rezoning is requested has changed or is changing to such a degree that it is in the public interest to encourage a new use or density in the area.

**TERMS OF APPROVAL** that may be appropriate may include the following:

1. The change of zone from Agriculture and Forestry (AF) to Industrial (I) shall become effective upon signing of a resolution amending the Official Zoning Map by the Board of County Commissioners, said resolution to be recorded in the Routt County Clerk and Records Office within 3 years of approval.

**Conditional Use Permit- PL20250052**

**FINDINGS OF FACT** that may be appropriate if the Conditional Use Permit is approved:

1. The proposal with the following conditions complies with the applicable guidelines of the Routt County Master Plan and Town of Hayden's Three Mile Area Plan and is in compliance with Chapters 3 and 4 of the Routt County Unified Development Code.
2. The proposal complies with Variance criteria 4.71.C
  - a) The variances furthers the intent of the master plan because due to the remoteness of the site and distance from growth areas requiring bicycle, pedestrian facilities, public spaces, and decorative fencing will not improve the use of the site or benefit the public. Strict application of the standard will only create improvements that are not utilized.
  - b) Although this site is within Hayden's 3-mile planned area, the vicinity is designated for industrial uses, where such amenities are not expected to support the intended use or require connectivity.
  - c) The variance further the intent of the master plan because the master plan encourages infill development and redevelopment. The proposed building orientation maximizes site use within the existing disturbed area. Traffic circulation, parking, and infill redevelopment for increased density are all improved by this design.

**TERMS OF APPROVAL** that may be appropriate may include the following:

**General Approval Requirements:**

1. The CUP approval is contingent upon compliance with all applicable provisions of the Routt County Unified Development Code.
2. The CUP is limited to uses and facilities presented in the approved project plan. Any additional uses or facilities must be applied for in a new or amended application.
3. Any complaints or concerns that may arise from this operation may be cause for review of the CUP, at any time, and amendment or addition of conditions, or revocation of the permit if necessary.
4. In the event that Routt County commences an action to enforce or interpret this CUP, the substantially prevailing party shall be entitled to recover its costs in such action including, without limitation, attorney fees.
5. Permits will be assessed an Annual Fee in accordance with the Fee Schedule maintained by the Routt County Planning Department.
6. This approval is contingent upon the acquisition of and compliance with any required federal, state and local permits. The operation shall comply with all federal, state and local laws. Copies of permits or letters of approval shall be submitted to the Routt County Planning Department prior to the commencement of operations.
7. Prior to the issuance of the permit, the permittee shall provide evidence of liability insurance in compliance with the County's Insurance and Surety Requirements policy then in effect. The certificate of insurance shall include all permit numbers associated with the activity and Routt County shall be named as an additional insured. Permittee shall notify the Routt County Planning Department of any claims made against the policy.

8. Accessory structures/uses associated with this permit may be administratively approved by the Planning Director, without notice.
9. Transfer of this CUP may occur only after a statement has been filed with the Planning Director by the transferee guaranteeing that they will comply with the terms and conditions of the permit. If transferee is not the landowner of the permitted area, transferee shall submit written consent for the transfer by the landowner. Failure to receive approval for the transfer shall constitute sufficient cause for revocation of the permit if the subject property is transferred. Bonds, insurance certificates or other security required in the permit shall also be filed with the Planning Director by the transferee to ensure the work will be completed as specified. Any proposal to change the terms and conditions of a permit shall require a new permit.
10. The Permittee shall prevent the spread of weeds to surrounding lands and comply with the most current version of the Colorado Noxious Weed Act and Routt County regulations for noxious weeds.

**Specific Conditions:**

11. The Conditional Use Permit (CUP) is valid for the life of the use provided it is acted upon within one year of approval. The CUP shall be deemed to have automatically lapsed if the uses permitted herein are discontinued for a period of one (1) year
12. Prior to operation, permittee shall submit to Routt County proof of a Sales Tax Account /License.
13. A dwelling unit shall be occupied by the onsite manager
14. The facility shall be well-maintained, including regular cleaning and maintenance of the facility, such as site sweeping, and upkeep of site landscaping. Units shall be maintained in good repair, free from rust, peeling paint, graffiti and other forms of deterioration.
15. Proper installation and continuing maintenance of fencing and privacy slats, lighting, and/or buffering materials or structures is required.
16. Each unit shall have a cohesive color scheme that comprises the entire facility. Neutral colors are encouraged.
17. All property stored on the site of a storage facility use shall be entirely within enclosed buildings.
18. The storage shall occur only within a clearly delineated, designated area.
19. Fuel, flammable materials, or hazardous materials shall be kept in a safe area and shall be stored in accordance with state and local environmental requirements.
20. Hours of operations are 24 hours a day/ 7 days a week
21. Revegetation of disturbed areas shall occur within one growing season with a seed mix that avoids the use of aggressive grasses. See the Colorado State University Extension Office for appropriate grass seed mixes.

## Written Narrative – Conditional Use Permit Application (CUP)

Subject Property: 13475 County Road 51B, Hayden, Colorado. Lot 1, Senaca Savage Truck Terminal Subdivision

### Description of Use:

The subject property currently operates as Area 51B Storage under an approved Special Use Permit (SUP), originally issued in 1982 and renewed in 2007 and 2020. The existing use is classified as Home Industry – vehicle storage, and includes indoor and outdoor storage for recreational vehicles (RVs), boats, motorcycles, automobiles, and similar vehicles. The property includes an existing 11,980 sq ft warehouse, which has been fully utilized since business operations began in September 2021. Subsequent to and in compliance with the SUP issued in 2020 a 10,000 square foot pole barn, a 6,000 square foot pole barn and a 5,000 square foot pole barn have been constructed on the parcel.

This CUP proposes to add an additional 2,880 square feet of container-style storage along the southern portion of the parcel and 5,220 square feet of either flex warehouse or container storage depending on community needs and demand. This CUP is being processed concurrently with a zoning change from Agriculture and Forestry (AR) to Industrial (I).

All new buildings will meet or exceed Routt County setback and dimensional standards. No significant alterations to site layout or operations are proposed beyond this additional square footage.

### Anticipated Traffic:

Area 51B Storage experiences very low daily traffic volumes. With 80 active storage units currently in use, we see an average of fewer than 4 vehicle visits per day. Industry norms suggest a typical traffic rate of 6.5 vehicles per 100 units, and RV storage tends to generate even fewer trips. At full buildout, the site is projected to receive approximately 8 vehicle trips per day, which remains minimal and easily supported by existing road infrastructure of CR 51B.

### Hours of Operation:

Access to the facility is available to customers 24/7 via a secure keypad gate system, which is monitored and allows secure entry and exit at any time. Staffed customer support is by appointment only. The hours of operation are Monday–Friday, 8:00 AM – 5:00 PM and no regular weekend office hours are maintained.

#### Anticipated Number of Employees:

The business is operated by a single full-time employee who resides in approved on-site employee housing. At this time, no additional employees are anticipated, and the facility is designed for low-maintenance, low-traffic self-service use.

#### Access to the Property:

The site is accessed directly from County Road 51B, a publicly maintained road. In coordination with Routt County Road & Bridge, the applicant has contributed to maintenance efforts, including annual mag-chloride treatments to control dust and preserve road integrity.

#### Type of Equipment and Vehicles:

The site is used exclusively for storage purposes and does not involve daily operation of heavy machinery or equipment. Vehicles on-site are limited to customer-owned RVs, boats, motorcycles, passenger vehicles, and household goods being stored in containers. There is no repair work or commercial fleet activity conducted on the premises.

Future expansions will use similar modular or steel-frame storage structures and may include standard light-duty delivery or moving trucks as part of customer use.

## **Rezoning Change Petition – Narrative Response to Routt County UDC Section 4.30**

Applicant: Area B51 Storage LLC

Property Location: 13475 County Road 51B, Hayden, Colorado. Lot 1 Seneca Savage Truck Terminal Subdivision

Current Zoning: AF with a Special Use Permit for Home Industry

Proposed Zoning: Industrial with a Conditional Use Permit (being processed concurrently)

### **1. Consistency with the Future Land Use Map and Routt County Master Plan**

The proposed rezoning is consistent with the Future Land Use Map, which designates this area both for Agricultural and Forestry and Industrial aligning with the intended land use pattern envisioned by the Routt County Master Plan. The requested zoning designation furthers the Master Plan's goals by promoting responsible land stewardship, supporting compact and contiguous development where appropriate, and preserving the rural character of the County. This petition supports the Plan's core objectives of balancing growth with resource protection, ensuring compatibility with surrounding uses, and directing development where infrastructure is accessible.

### **2. Compatibility with Geological, Physiological, and Environmental Conditions**

The subject property includes geological and environmental features that are compatible with the characteristics of the proposed zone district. There are no known hazards, such as floodplains, landslide-prone slopes, or unstable soils, that would preclude development under the proposed zoning. The topography of the site supports the intended use, and the physiographic features of the land are conducive to safe and sustainable development. Environmental assessments have been reviewed and no adverse impacts have been identified.

### **3. Adequate Facilities to Support the Proposed Maximum Density**

The proposed rezoning would permit the property to accommodate more storage within the existing fenced area. Adequate infrastructure and public services are available and no additional infrastructure will need to be extended to support the potential maximum density. The property is accessed by County Road 51 B, which is maintained year-round and is sufficient to accommodate any anticipated increase in traffic volume. Water and

sanitation are provided through the existing well and septic system. Public utilities, including electricity and telecommunications, are currently available or can be reasonably extended.

#### 4. Justification for Rezoning Request

The proposed rezoning is justified under the following criterion:

The existing zone district is inconsistent with the policies and goals of the Master Plan and any applicable Sub-Area Plans.

The current zoning designation does not reflect the evolving needs and land use goals articulated in the Master Plan, the new Unified Development Code or relevant sub-area plans. Rezoning the property allows for more appropriate and context-sensitive development that meets current planning standards and community values. It provides a better match to surrounding land uses. The last SUP was processed under an older and different Unified Development Code. The proposed rezoning will better align the uses of this parcel with the current Unified Development Code. The proposed rezoning is necessary in order to provide land for a demonstrated community need.

## **Employee Housing Plan**

**Project Name:** Area 51B Storage CUP

**Application No.:** PL20250052

**Applicant:** Todd Moore

**Date:** June 23, 2025

### **Overview**

This Employee Housing Plan is submitted pursuant to Section 3.21 of the Routt County Unified Development Code in connection with the Conditional Use Permit application for Area 51B Storage.

### **Project Description**

Area 51B Storage is an existing self-service storage facility. It operates as an unmanned facility with online and remote management support. There are no customer service operations, retail, or on-site office hours that require daily staffing.

### **Employee Need and Housing Plan**

The business requires only **one part-time employee**, who is responsible for the overall facility oversight, including periodic site checks, basic maintenance, and customer support when needed. This individual currently resides **on-site in an existing dwelling unit**, which is located within the property boundaries.

It is anticipated that the operation of the facility will remain unchanged with the approval of this Conditional Use Permit and the concurrent Zone Change request (PL20250053). No additional employees are expected to be hired now or in the foreseeable future, and no increase in staffing demand is projected as a result of the CUP.

We believe the on-site residence satisfies the employee housing requirement under Routt County UDC §3.21. This existing arrangement ensures the continued availability of housing for the sole employee required for business operations.

### **Compliance with UDC §3.21**

- **Quantity of employees:** One part-time employee.
- **Housing provided:** Existing on-site residence.
- **Housing type and location:** Single-unit dwelling located within the project boundary.

- **Permanency:** The employee housing is available year-round and is tied to the employment position.
- **Sufficiency:** No additional housing is proposed or required for the current or anticipated operational model.

### **Conclusion**

This plan meets the intent and requirements of Section 3.21 of the Routt County UDC by ensuring that the housing needs of the facility's sole employee are met through existing on-site accommodations.

Please contact us if further clarification or documentation is required.

Respectfully,  
Todd Moore

## Mitigation Plan

Project Name: Area 51B Storage CUP

Application No.: PL20250052

Applicant: Todd Moore

Date: June 23, 2025

### 1. Project Description

Area 51B Storage operates on a 10-acre parcel located at 13475 County Road 51B, Hayden, Colorado. The site is currently developed under an approved Special Use Permit (SUP), most recently renewed in 2020. The facility provides self-serve storage for recreational vehicles, boats, and similar uses, with 80 existing active storage units housed in a series of metal warehouse and pole barn structures.

The Conditional Use Permit (CUP) application proposes the addition of:

2,880 square feet of new container-style storage,

5,220 square feet of new container or flex warehouse space.

The site is accessed by CR 51B and is surrounded by a tall chain-link perimeter fence. All improvements will be located within the existing developed and fenced portion of the parcel.

### 2. Environmental Conditions & Mitigation

#### Topography and Erosion Control

The parcel is completely flat, and no grading is required for the proposed additions. The soil has no history of instability or erosion. As such, no erosion control structures or grading mitigation is necessary. Construction will use existing compacted pads and interior drives.

#### Drainage and Stormwater

The site does not contain wetlands, drainages, or irrigation ditches. No new impervious surfaces will be created that exceed existing drainage capacity, and no drainage improvements are proposed or required.

### 3. Wildlife Protection

There is no known wildlife activity on the property, and the site is fully enclosed by fencing. Colorado Parks and Wildlife has not identified this area as a wildlife corridor or sensitive habitat. The adjacent Hayden Power Plant and Yampa Valley Regional Airport further insulate the site from wildlife interaction. Therefore, no wildlife-specific mitigation is required.

#### 4. Visual Impacts

The project is located in a transitional area between industrial and rural uses. It is visible only from one residential property and from County Road 51B. To minimize visual impacts:

All structures will meet or exceed Routt County setback and height standards.

Proposed buildings will match the aesthetic and color palette of the existing metal buildings.

The property remains surrounded by a tall existing fence, which limits visibility.

No additional berms or vegetative screening are proposed, as the facility is consistent with adjacent land uses.

#### 5. Lighting

Lighting is provided by existing wall-mounted fixtures on current structures. All lights are on timers and are directed downward to minimize light pollution. Any additional lighting needed for new structures will be:

Shielded and downcast, and

Limited to entry points or access areas only.

This approach complies with dark sky principles and Routt County lighting requirements.

#### 6. Noise and Activity

Area 51B Storage is a low-traffic, low-noise facility. There are no generators, PA systems, or 24-hour activities. Average access is under 4 vehicle trips per day, even at peak occupancy. At full buildout, traffic will not exceed 8 trips/day, which is well below thresholds requiring further traffic mitigation.

## 7. Dust and Air Quality

The access road from the main paved highway to the property (~1/8 mile) is treated annually with magnesium chloride, paid for by the applicant, to reduce dust emissions. Interior drives are already compacted gravel or concrete and generate minimal dust.

## 8. Traffic and Access

CR 51B provides direct access to the facility and is adequate for the low-volume use. No changes to ingress/egress are proposed. Traffic remains consistent with Home Industry use classifications and has no measurable impact on area infrastructure.

## 9. Construction Impacts

Construction for the proposed storage additions will use pre-fabricated components and will be limited in duration. Impacts will be confined within the already developed footprint. All work will comply with applicable Routt County building and fire codes.

## 10. Compliance Summary

This CUP proposal maintains Area 51B Storage's minimal environmental footprint and is in full compliance with the intent and specific requirements of Chapter 3, Sections 1–3 of the ULUC. No adverse impacts are anticipated, and mitigation measures exceed those typically required for similarly situated projects.

1. The Variance will not injure or adversely impact legal conforming uses of adjacent property, or the applicant has accurately assessed the impacts of the proposed Variance and has agreed to adequately mitigate those impacts. *The omission of bicycle facilities, pedestrian facilities, landscaping, and public spaces will not adversely impact adjacent properties due to the site's remote location and significant distance from established growth areas. The surrounding area contains no existing landscaping or pedestrian improvements, and the requested variances will not diminish or interfere with any legal conforming uses in the vicinity.*
2. The Variance furthers the intent of the Master Plan and applicable Sub-Area Plans. *The requested variances are consistent with the Routt County Master Plan, specifically Section 13.1, Implementation Matrix Reference 4.2, which encourages infill development and redevelopment. The proposed expansion of the existing self-storage facility supports this intent by enhancing an established use without creating additional disturbance to natural vegetation, thereby strengthening an existing business while minimizing environmental impacts.*
3. The Variance application meets the criteria of either special circumstance, or practical difficulty, or the application presents an acceptable alternative, as further defined below.
  - a. Special Circumstances. The special circumstances of the property make the strict application of the standard an unnecessary hardship to the applicant, and the special circumstances are not the result of actions of the property owner or applicant.
  - b. Practical Difficulty. The proposed Variance is of a technical nature and is required to compensate for some practical difficulty or unusual feature of the site or the proposed development that is not shared by landowners in general.
  - c. Acceptable Alternative. The proposal provides at least one of the following acceptable alternatives to the standard:
    - i. The alternative achieves a result that is equal to or better than the Code standard to which a variance is being sought; or
    - ii. The purpose and intent of the Code standard will not be achieved by strict application of the standard in the particular circumstance; or *due to the remoteness of site and distance from growth areas requiring bicycle, pedestrian facilities, public spaces and landscaping will not improve the use of the site or benefit the public. Strict application of standard will only create improvements that are not utilized.*
    - iii. The application of other Code standards, purposes, or intents will be improved by varying the standard.

The expansion of the existing Area 51 self-storage is aligned with the Routt County Master Plan and the plans for the expansion area following the Routt County Uniform Development Code except as noted in the letter above.

We look forward to your review of this application and are available to meet or discuss the project further at your convenience.

Sincerely;

Walter N. Magill  
Four Points Surveying and Engineering

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Ph: 970-871-6772 · P.O. Box 775966 · Steamboat Springs, Colorado 80477

January 30, 2026

Routt County Planning  
136 6<sup>th</sup> Street, 2<sup>nd</sup> Floor  
Steamboat Springs, CO 80477

RE: Lot 1, Seneca Savage Truck Terminal MDSE  
Conditional Use Permit Narrative

Dear Routt County Planning;

Please accept this letter and requested variances as a response to planning comments provided on January 7, 2026.

1. Bay doors facing the north will not be fully blocked from view while coming from the west on 51B, the higher elevation will allow you to see these bay doors from the public road. Therefore, if this is still the requested direction a variance narrative will need to be submitted.

*The proposed metal storage building and the Conex storage containers will both have doors that face north towards Country Road 51B. All structures along the perimeter of the site have doors that face inwards towards the center of the site. See variance request below.*

4. Parking in the industrial zone requires 10 x 20 feet long spots, since this application is being run concurrently with a zone change to Industrial this site plan needs to be revised

*All parking spaces have been adjusted to be 10-ft x 20-ft.*

5. Landscaping-with the amount of variances being requested staff is not supportive of this application with no mitigations to visual impacts. Under 2.74.B.2 the storage area shall be entirely screened from view adjacent, residential areas and public roads, landscaping or fencing. All fences or walls visible from the public right-of-way shall be constructed of decorative materials such as slump stone masonry, concrete blocks, wrought iron, or other similar material. To have the fence remain with staff support a variance will need to be requested but staff is willing to accept the fence with privacy screening slats or well-maintained mesh tarp to create screening. Further, if desired trees/shrubs instead to soften the appearance of the buildings could be an effective alternative.

*Privacy screening slats will be installed on the existing chain-link fence to create screening. The revised site plan identifies this requirement.*

Variance Request to UDC 2.74.B.1.a Self-Storage Units

1. The Variance will not injure or adversely impact legal conforming uses of adjacent property, or the applicant has accurately assessed the impacts of the proposed Variance and has agreed to adequately mitigate those impacts.  
*The orientation of the bay doors will not adversely impact adjacent properties due to the site's remote location and significant distance from established growth areas. The visual impact of door orientation will be mitigated by the privacy screening slats to be installed along the existing 6-ft tall perimeter chain-link fence.*

*Please see the View Corridor exhibit included with this re-submittal for reference. From the subject property's frontage on CR 51B, only three of the Conex containers doors will be viewable for ~118-ft of the eastbound lane. The north facing doors of the proposed metal building can only be viewed by eastbound traffic on CR 51B west of the subject property boundary at a 41-74° skew from perpendicular. All view corridors will be screened by the fencing and privacy screening slats.*

2. The Variance furthers the intent of the Master Plan and applicable Sub-Area Plans. *The requested variances are consistent with the Routt County Master Plan, specifically Section 13.1, Implementation Matrix Reference 4.2, which encourages infill development and redevelopment. The proposed expansion of the existing self-storage facility supports this intent by enhancing an established use without creating additional disturbance to natural vegetation, thereby strengthening an existing business while minimizing environmental impacts.*
3. The Variance application meets the criteria of either special circumstance, or practical difficulty, or the application presents an acceptable alternative, as further defined below.
  - a. Special Circumstances. The special circumstances of the property make the strict application of the standard an unnecessary hardship to the applicant, and the special circumstances are not the result of actions of the property owner or applicant.
  - b. Practical Difficulty. The proposed Variance is of a technical nature and is required to compensate for some practical difficulty or unusual feature of the site or the proposed development that is not shared by landowners in general.
  - c. Acceptable Alternative. The proposal provides at least one of the following acceptable alternatives to the standard:
    - i. The alternative achieves a result that is equal to or better than the Code standard to which a variance is being sought; or
    - ii. The purpose and intent of the Code standard will not be achieved by strict application of the standard in the particular circumstance; or
    - iii. The application of other Code standards, purposes, or intents will be improved by varying the standard. *The proposed building orientation maximizes site use within the existing disturbed area. Traffic circulation, parking, and infill redevelopment for increased density are all improved by this design.*

The expansion of the existing Area 51 self-storage is aligned with the Routt County Master Plan and the plans for the expansion area following the Routt County Uniform Development Code except as noted in the letter above.

We look forward to your review of this application and are available to meet or discuss the project further at your convenience.

Sincerely;

Walter N. Magill  
Four Points Surveying and Engineering

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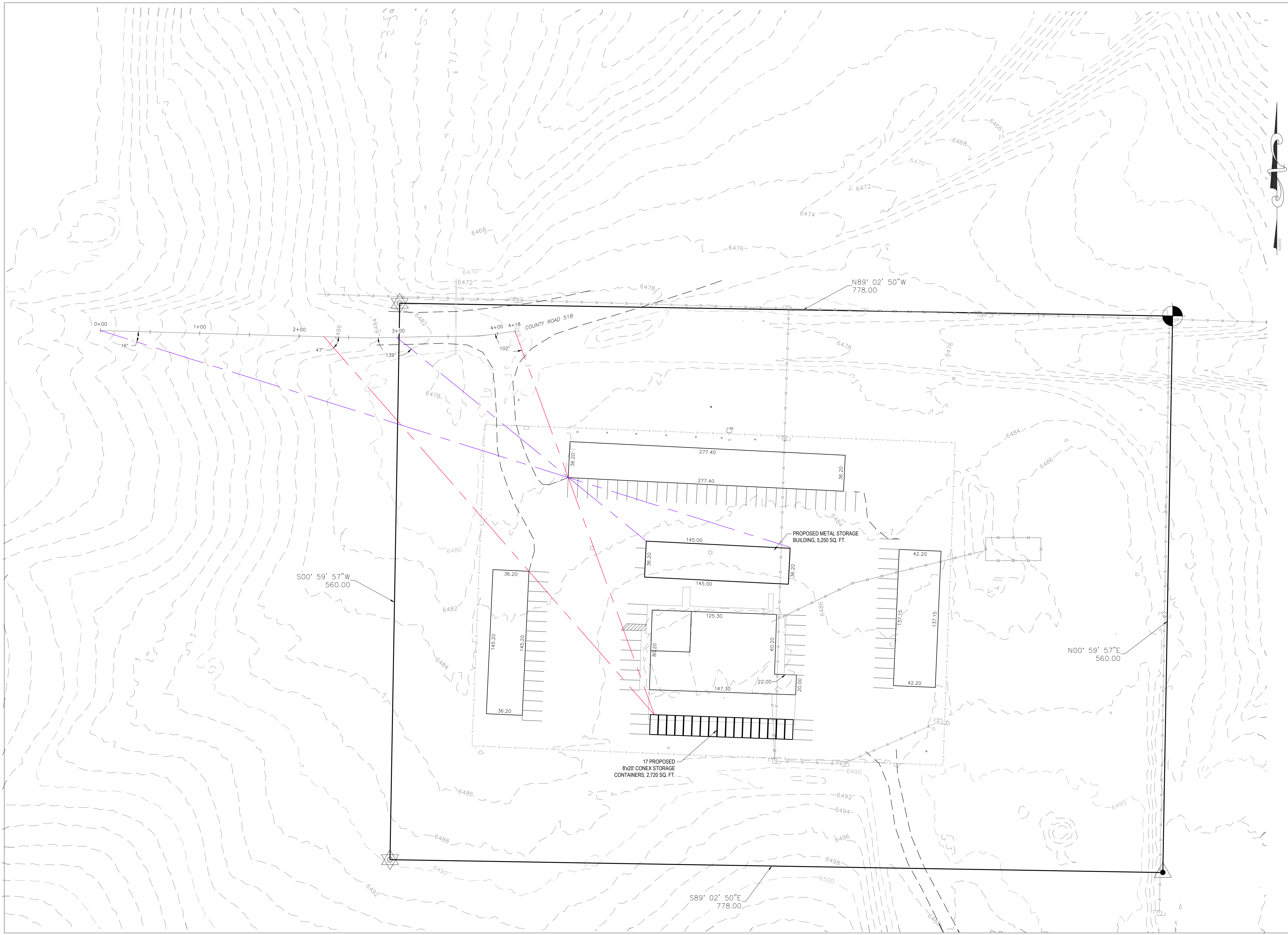
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NO.	DATE	REVISIONS

**AREA 51B STORAGE LLC**  
**LOT 1, SENECA SAVAGE TRUCK TERMINAL, MDSE**  
**13475 COUNTY ROAD 51B, HAYDEN, CO**

**Horizontal Scale**  
0 40' 80'  
SCALE: 1" = 40'  
Contour Interval = 2 ft  
DATE: 1-30-2025  
JOB #: 2550-001  
DRAWN BY: RS  
DESIGN BY: CFB  
REVIEW BY: WNM

**DRAWING:**  
**VIEW CORRIDOR**  
**SHEET #**  
**EXH**



# SITE PLAN

## LOT 1, SENECA SAVAGE TRUCK TERMINAL, MDSE LOCATED IN THE NE 1/4 SW 1/4 OF SECTION 17, TOWNSHIP 6 NORTH, RANGE 87 WEST OF THE 6TH P.M., HAYDEN, ROUTT COUNTY, COLORADO



410 S. Lincoln Ave, Unit 105  
P.O. Box 775966  
Steamboat Springs, CO 80487  
(970) 871-4772  
www.fourpointse.com

NO.	DATE	REVISIONS	PER RCPD COMMENTS	CFB	CFB
1	12/1/25				
2	1/30/26				

**AREA 51B STORAGE LLC**  
**LOT 1, SENECA SAVAGE TRUCK TERMINAL, MDSE**  
**13475 COUNTY ROAD 51B, HAYDEN, CO**

**Horizontal Scale**  
 0 50' 100'  
 SCALE: 1" = 50'

**Contour Interval = 2 ft**  
 DATE: 12-8-2025  
 JOB #: 2550-001  
 DRAWN BY: RS  
 DESIGN BY: RS  
 REVIEW BY: WNM

IF THIS DRAWING IS PRESENTED IN A  
 FORMAT OTHER THAN A4 X 36" THE  
 GRAPHIC SCALE SHOULD BE UTILIZED.

**SITE PLAN**

**DRAWING:**  
**SHEET #**  
**1**

**NOTES:**

- SITE PLAN OF LOT 1, SENECA SAVAGE TRUCK TERMINAL, MDSE ACCORDING TO WARRANTY DEED AS RECORDED AT CLERK AND RECORDER'S OFFICE, COUNTY OF ROUITT, STATE OF COLORADO, RECEPTION #808394 ON MARCH 26TH, 2020.
- FIELD SURVEYING COMPLETED JUNE 3, 2025.
- THIS CERTIFICATE DOES NOT CONSTITUTE A TITLE SEARCH BY FOUR POINTS SURVEYING AND ENGINEERING, INC. TO DETERMINE OWNERSHIP OR EASEMENTS OF RECORD. FOR ALL INFORMATION REGARDING EASEMENTS, RIGHTS-OF-WAY, OR TITLE OF RECORD, FOUR POINTS SURVEYING AND ENGINEERING, INC. RELIED UPON THE FINAL PLAT OF SENECA SAVAGE TRUCK TERMINAL, MDSE. NO ADDITIONAL TITLE RESEARCH WAS COMPLETED BY FOUR POINTS SURVEYING AND ENGINEERING.
- LEGAL DESCRIPTION PROVIDED BY ROUITT COUNTY ASSESSOR.
- LOCATES FOR UTILITIES WERE NOT REQUESTED OR OBTAINED BY FOUR POINTS SURVEYING AND ENGINEERING, INC. IN CONJUNCTION WITH THIS SURVEY. UTILITY LOCATES SHOULD BE OBTAINED PRIOR TO PERFORMING ANY WORK IN THE REFERENCED AREA.
- STREET ADDRESS: 13475 COUNTY ROAD 51B, HAYDEN, CO.
- PROPERTY CORNERS FOUND AND SET AS SHOWN HEREON.

**SITE DEVELOPMENT NOTES:**

- THE OWNER IS PLANNING TO ADD A NEW STORAGE BUILDING ON THE SITE AND SEVENTEEN (17) 8' X 20' CONEX CONTAINERS ON THE SOUTH SIDE OF THE EXISTING STORAGE BUILDING 3.
- THE EXISTING STORAGE BUILDING 3 INCLUDES AN ON-SITE ONE BEDROOM APARTMENT.
- PARKING AREAS ARE PROVIDED ON THE WEST SIDE OF EXISTING STORAGE BUILDING 3.
- THERE IS AN EXISTING SEPTIC SYSTEM FOR THE ONE BEDROOM APARTMENT AS SHOWN ON THE PLAN.
- NO ADDITIONAL LANDSCAPING, SIDEWALKS, TRAILS OR ROADWAYS ARE PLANNED FOR THE SITE.
- THERE IS NO HAZARDOUS MATERIAL STORAGE ON THE SITE.
- NONE OF THE NEW STRUCTURES WILL EXCEED 40 FEET IN HEIGHT FROM EXISTING GRADE OR NEW GRADE IF IT CHANGES.

**SNOW STORAGE NOTES:**

- 3.10 C STANDARDS  
 1. 40 SQUARE FEET PER 100 SQUARE OF SHOVELED OR PLOWED AREA.  
 SHOVELED OR PLOWED AREA: 71,000 SQUARE FEET  
 REQUIRED AREA: 71,000/100 = 710 \* 40 = 28,400 SQUARE FEET  
 PROVIDED AREA: 29,701 SQUARE FEET

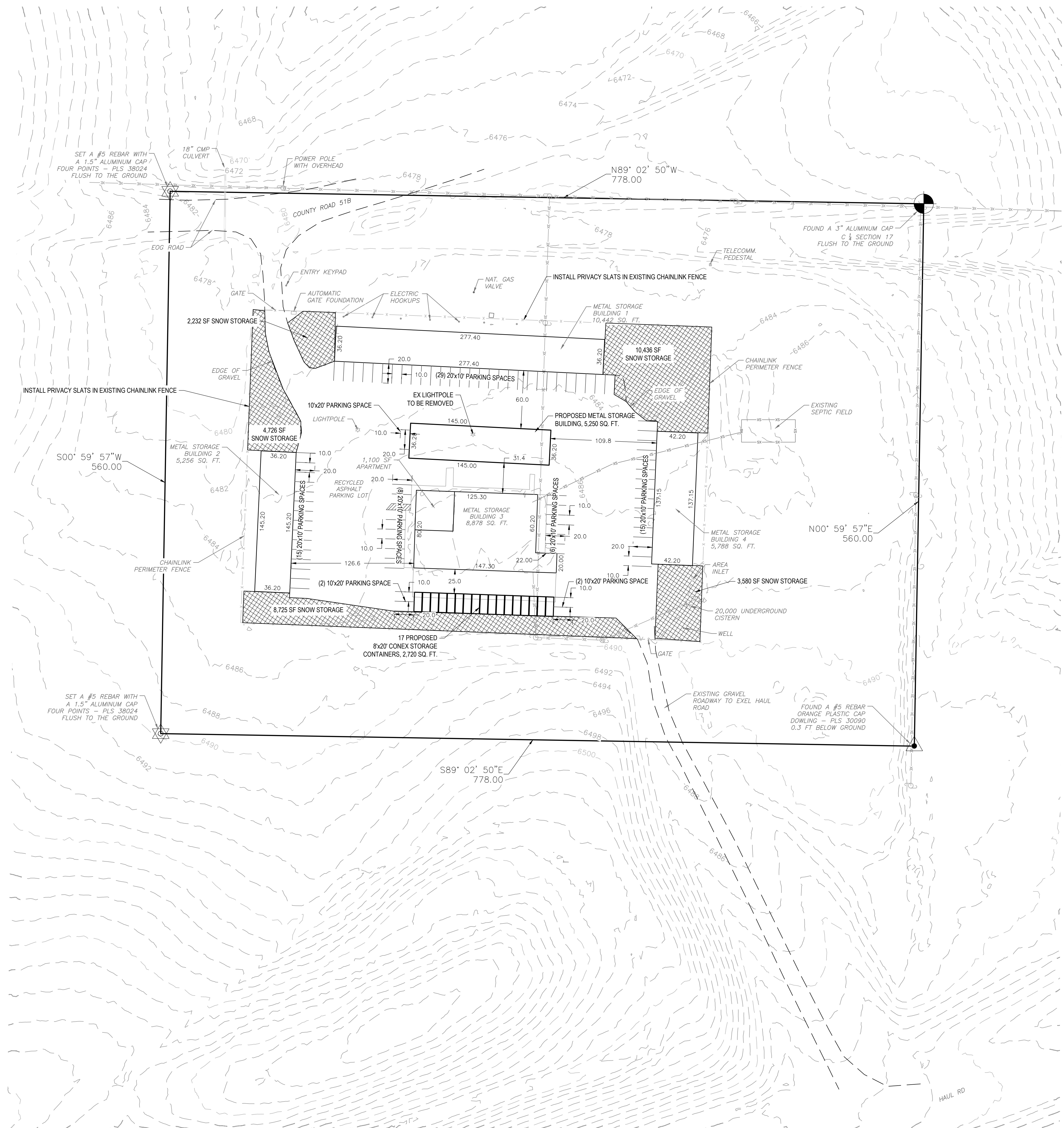
**PARKING NOTES:**

TABLE 2.20 G-1 SELF-STORAGE UNITS/ MIN-WAREHOUSES REQUIRED PARKING 2 PER 1,000 SF GROSS FLOOR AREA  
 EXISTING GROSS FLOOR AREA: 30,364 SF  
 PROPOSED GROSS FLOOR AREA: 7,970 SF  
 TOTAL GROSS FLOOR AREA: 38,334 SF  
 REQUIRED PARKING: 39,000 \* 1000 = 78 SPACES  
 PROVIDED SPACES: 78 SPACES

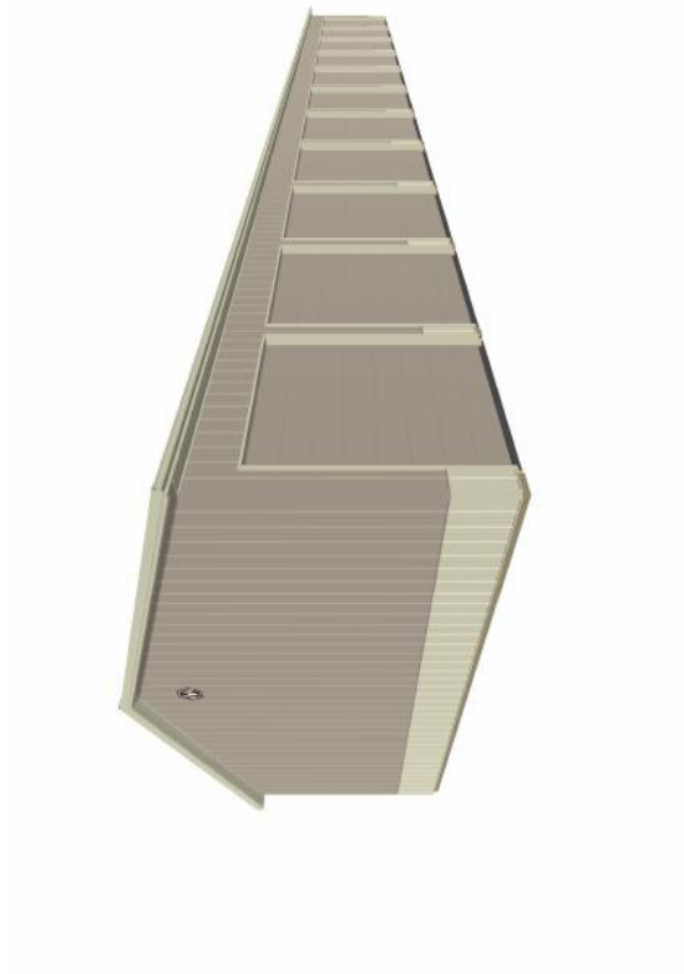
**ANNOTATIONS:**

BOW	BOTTOM OF WALL
CL	CENTERLINE
COMMS	COMMUNICATIONS
EL	ELEVATION
ELEC	ELECTRICAL
EDC	EDGE OF GRAVEL
EX	EXISTING
FES	FLARED END SECTION
FFE	FINISHED FLOOR ELEVATION
LF	LINEAR FEET/FOOT
INV	INVERT
P/A	PLANTING AREA
R	RADIUS
ROW	RIGHT OF WAY
PR	PROPOSED
TOW	TOP OF WALL
TYP	TYPICAL

LEGEND	
	PROPERTY BOUNDARY
	ADJACENT PROPERTY BOUNDARY
	EXISTING EASEMENT
	EXISTING EDGE OF ASPHALT
	EXISTING 1' CONTOUR
	EXISTING 5' CONTOUR
	CENTER LINE OF DITCH
	EXISTING WATER LINE
	EXISTING SEWER LINE
	EXISTING UNDERGROUND ELECTRICAL
	PROPOSED UNDERGROUND ELECTRICAL
	EXISTING UNDERGROUND TELEPHONE
	EXISTING WOOD FENCE
	EXISTING CONCRETE PAVING
	EXISTING BUILDINGS
	SNOW STORAGE



**306 36'x14'x134' East and North Walls**



145 - 18939

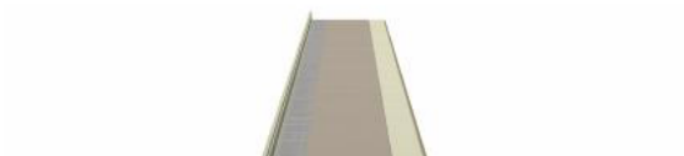
- 20220609

© 2022 Morton Buildings, Inc.

- 3F7B

Owner's Initials

**306 36'x14'x134' West and South Walls**



## Site Photos



1. At the intersection of CR 27 and CR 51B



2. Entrance off of CR51B of Area 51B Storage



3. Top of the hill on CR51B looking to the east at the facility



4. Closer look from CR51B looking east at the facility



5. Looking at the facility from CR27 going back to HWY40

**ROUTT COUNTY PLANNING COMMISSION  
DRAFT MINUTES**

**APRIL 2, 2026**

The meeting of the Routt County Planning Commission was called to order at 6:00 p.m. with the following members present: Chair Steve Warnke and Commissioners Brian Kelly, Nick Belz, Tim Sullivan, Robin Schepper, Andrew Benjamin, Bill Norris, and Linda Miller. Commissioners Jim DeFrancia, David Hoffman and David Miller were absent. Planning Director Kristy Winser and staff planner Greg Jaeger also attended. Sarah Katherman prepared the minutes.

The new board members Nick Belz, Robin Schepper, and Tim Sullivan each introduced themselves and reviewed their backgrounds.

**PUBLIC COMMENT**

Mr. Walter Magill stated that it remains unclear what the County expects and desires regarding wildlife mitigations plans, particularly for smaller projects.

**MINUTES – MARCH 19, 2026**

Commissioner Kelly moved to approve the above cited minutes, as written. Commissioner Benjamin seconded the motion. **The motion carried unanimously.**

**Activity:** PL20250052 & PL20250053

**Applicant:** Area 51B Storage LLC, Todd Moore

**Petition:** Conditional Use Permit - Self Storage with variance requests; Zone change from Agriculture/Forestry to Industrial

**Location:** 13475 County Road 51B; located 0.76 miles from the intersection of CR 27 and US Hwy 40

Commissioner Benjamin recused himself from this item, citing a potential conflict of interest. He stated that he is working for the owner of the property on a different project.

Mr. Walter Magill of Four Points Surveying and Engineering, representing the petitioner, reviewed the application for an expansion of an existing self-storage

operation. The petition includes an application for a Conditional Use Permit (CUP) with variance requests, and a Zone Change from Agriculture/Forestry (A/F) to Industrial (I). He said that the proposal is for an expansion of an existing storage operation on a 10-acre parcel located on CR 51B, behind the Hayden Station Power Plant. He stated that variances are being requested from the requirements related to bicycle parking, pedestrian facilities, and public spaces, as well as from the screening standards specific to self-storage units. Mr. Magill reviewed the existing operation and the history of the parcel, as detailed in the staff report. He said that when the owner of the property wanted to expand the existing self-storage operation he discovered that were elements of his plan that do not meet the requirements of the Unified Development Code (UDC). The current application is intended to rectify those issues to allow for the expansion of the business.

Mr. Magill stated that the requested expansion would add 2800 Sq. Ft. of additional container storage and 5200 sq. ft. of flexible storage and warehouse space. Mr. Magill said that the operation does not experience a lot of vehicle traffic and that, even with the expansion, the anticipated number of vehicle trips to the site is eight per day. He noted that this is substantially less traffic than was generated by the prior uses of the site. Mr. Magill said that no outdoor storage is being proposed. He said that the parcel does have a dwelling unit that is occupied by an employee of the operation who provides onsite security and management. Mr. Magill stated that the variance requests are appropriate for the site, which is far from residential property or urban uses and is not on an entry corridor to a municipality. Regarding the screening, Mr. Magill stated that the site is fenced and is adjacent to unscreened heavy industrial development.

Mr. Jaeger reviewed the proposal. He noted that the requested petition would change the use category for the operation from a Special Use Permit (SUP) – Home Industry in the A/F zone district to a CUP in the Industrial zone district. He said that although the request is for a CUP, the variance requests and the zone change require the entire application to be reviewed by the Board of County Commissioners (BCC).

Mr. Jaeger reviewed the history of the parcel and its uses, as detailed in the staff report. He also described the existing facilities and the ongoing self-storage operation, which is currently permitted as a Home Industry. The permit allows for indoor vehicle, RV, camper, etc. storage within the existing warehouse and for three additional structures to be used for self-storage. A dwelling for the onsite manager was also allowed under the existing permit and is located within the warehouse. Mr. Jaeger presented a site plan and aerial photo and noted that the property is within the Hayden Three-Mile Plan, and therefore, within a Tier 2 growth area.

Mr. Jaeger reviewed the petition to change the zoning from A/F to I, and to allow for two additional buildings to be used for self-storage within the fenced area. The additional buildings consist of 2,880 sq. ft. of container style storage and 5,220 sq. ft. of either warehouse or container style storage, depending on community needs and demand.

Mr. Jaeger reviewed the requested variances from the UDC requirements for bicycle facilities, pedestrian facilities, public space, screening and the location of bay doors. He said that staff is in support of the application and the variances. He said that past uses and approvals after the freight business ceased created constraints on the property, which is currently in the A/F zone district. He stated that the current operator had successfully redeveloped this property, although the Home Industry classification was never a perfect fit. The requested zone change and use classification change from Home Industry to Self Storage Units/Mini-Warehouse better fits the ongoing use and the character of the property. Mr. Jaeger said that the proposal would allow the business to grow while maintaining a safe circulation plan, along with sufficient parking and areas for snow storage. He stated that staff supports the variance requests because the parcel is located in an industrialized area, and it is unlikely that the bicycle, pedestrian, and public facilities required by the UDC would be utilized in this location. He added that the requirement for decorative fencing is inappropriate in this industrial area. Mr. Jaeger reviewed the requirement that storage bay doors shall not be visible from any public road. He said that the applicant had provided a view corridor analysis showing the areas near the parcel that will be visible. In addition, the applicant will add opaque slats to the existing 6-ft. fencing to mitigate the views of the bay doors. He said that while the bay doors will be somewhat visible, their location will improve the traffic flow and safety through the property. Mr. Jaeger presented photos of the site and the surrounding area, with its agricultural and industrial uses.

Chair Warnke asked about the single-family residence on the site. Mr. Jaeger clarified that the dwelling unit is located within the warehouse. He said that the 2020 permit had given the applicant the option of building a free-standing single-family home or to build within the warehouse. Building within the warehouse proved to be the most cost-effective alternative.

Commissioner Sullivan asked for a clarification of the conditions that allow for a zone change. Mr. Jaeger offered that the parcel has, through the history of how it has been used and the fact that it is adjacent to existing industrial zoning, come to be used industrially. Ms. Winser added that on the Hayden Future Land Use Map this area is designated for industrial use. The requested zone change is, therefore, consistent with the Hayden Community Plan, which is a sub-area plan of the Routt County Master Plan.

Commissioner Sullivan asked about the variance from the requirement for decorative screening. Mr. Jaeger stated that because the parcel is not located in an entry corridor or other visually sensitive area, the use of decorative screening would be excessive. He stated that it is staff's position that the addition of slats to the existing fencing would be sufficient, particularly since no screening or landscaping was required for the Home Industry and the adjacent industrial uses are unscreened.

Commissioner Belz asked if there are other parcels in a similar situation that may request a zone change to Industrial. Ms. Winser stated that zone change requests are rare. She said that this application and parcel, with its existing use, are unique in the A/F zone district. She said that the findings of fact and conditions of approval (COAs) were crafted to be very specific in order to avoid setting a precedent.

There was no public comment.

Chair Warnke asked if Planning Commission was in support of the variance requests. Commissioner Kelly said that he drives by this parcel often. He said that the high-voltage power lines and the power plant are big obvious features that are clearly visible; the subject site and use are not. He said that maintenance of the slats will be important due to likely wind damage, but that additional screening beyond the slats is unnecessary. Chair Warnke asked if the slats are even necessary. Commissioner Sullivan offered that the slats are a good compromise for the location. There was consensus in support of the variance requests.

### **ZONE CHANGE- PL20250053** **MOTION**

Commissioner Kelly moved to recommend approval of item PL20250053, a zone change from Agriculture/Forestry to Industrial, based on the following findings of fact:

1. The proposal with the following conditions meets the applicable guidelines of the Routt County Master Plan and Town of Hayden's Three Mile Area Plan and is in compliance with the applicable provisions of Chapter 4 of the Routt County Unified Development Code.
2. The existing Zone District is inconsistent with the policies and goals of the applicable Master Plan and any applicable adopted area or community plan.
3. The area for which rezoning is requested has changed or is changing to such a degree that it is in the public interest to encourage a new use or density in the area.

This approval is subject to the following condition:

1. The change of zone from Agriculture and Forestry (AF) to Industrial (I) shall become effective upon signing of a resolution amending the Official Zoning Map by the Board of County Commissioners, said resolution to be recorded in the Routt County Clerk and Records Office within 3 years of approval.

Commissioner L. Miller seconded the motion.

**The motion carried 7 – 0, with the Chair voting yes.**

**Conditional Use Permit- PL20250052**

**MOTION**

Commissioner Kelly moved to recommend approval of item PL20250052, a CUP for Self-Storage/Mini-Warehouse in the Industrial zone District with the following findings of fact:

1. The proposal with the following conditions complies with the applicable guidelines of the Routt County Master Plan and Town of Hayden’s Three Mile Area Plan and is in compliance with Chapters 3 and 4 of the Routt County Unified Development Code.
2. The proposal complies with Variance criteria 4.71.C
  - a) The variances further the intent of the master plan because due to the remoteness of the site and distance from growth areas requiring bicycle, pedestrian facilities, public spaces, and decorative fencing will not improve the use of the site or benefit the public. Strict application of the standard will only create improvements that are not utilized.
  - b) Although this site is within Hayden’s 3-mile planned area, the vicinity is designated for industrial uses, where such amenities are not expected to support the intended use or require connectivity.
  - c) The variance further the intent of the master plan because the master plan encourages infill development and redevelopment. The proposed building orientation maximizes site use within the existing disturbed area. Traffic circulation, parking, and infill redevelopment for increased density are all improved by this design.

This approval is subject to the following conditions:

**General Approval Requirements:**

1. The CUP approval is contingent upon compliance with all applicable provisions of the Routt County Unified Development Code.

2. The CUP is limited to uses and facilities presented in the approved project plan. Any additional uses or facilities must be applied for in a new or amended application.
3. Any complaints or concerns that may arise from this operation may be cause for review of the CUP, at any time, and amendment or addition of conditions, or revocation of the permit if necessary.
4. In the event that Routt County commences an action to enforce or interpret this CUP, the substantially prevailing party shall be entitled to recover its costs in such action including, without limitation, attorney fees.
5. Permits will be assessed an Annual Fee in accordance with the Fee Schedule maintained by the Routt County Planning Department.
6. This approval is contingent upon the acquisition of and compliance with any required federal, state and local permits. The operation shall comply with all federal, state and local laws. Copies of permits or letters of approval shall be submitted to the Routt County Planning Department prior to the commencement of operations.
7. Prior to the issuance of the permit, the permittee shall provide evidence of liability insurance in compliance with the County's Insurance and Surety Requirements policy then in effect. The certificate of insurance shall include all permit numbers associated with the activity and Routt County shall be named as an additional insured. Permittee shall notify the Routt County Planning Department of any claims made against the policy.
8. Accessory structures/uses associated with this permit may be administratively approved by the Planning Director, without notice.
9. Transfer of this CUP may occur only after a statement has been filed with the Planning Director by the transferee guaranteeing that they will comply with the terms and conditions of the permit. If transferee is not the landowner of the permitted area, transferee shall submit written consent for the transfer by the landowner. Failure to receive approval for the transfer shall constitute sufficient cause for revocation of the permit if the subject property is transferred. Bonds, insurance certificates or other security required in the permit shall also be filed with the Planning Director by the transferee to ensure the work will be completed as specified. Any proposal to change the terms and conditions of a permit shall require a new permit.
10. The Permittee shall prevent the spread of weeds to surrounding lands and comply with the most current version of the Colorado Noxious Weed Act and Routt County regulations for noxious weeds.

**Specific Conditions:**

11. The Conditional Use Permit (CUP) is valid for the life of the use provided it is acted upon within one year of approval. The CUP shall be deemed to have automatically lapsed if the uses permitted herein are discontinued for a period of one (1) year

12. Prior to operation, permittee shall submit to Routt County proof of a Sales Tax Account /License.
13. A dwelling unit shall be occupied by the onsite manager
14. The facility shall be well-maintained, including regular cleaning and maintenance of the facility, such as site sweeping, and upkeeping of site landscaping. Units shall be maintained in good repair, free from rust, peeling paint, graffiti and other forms of deterioration.
15. Proper installation and continuing maintenance of fencing and privacy slats, lighting, and/or buffering materials or structures is required.
16. Each unit shall have a cohesive color scheme that comprises the entire facility. Neutral colors are encouraged.
17. All property stored on the site of a storage facility use shall be entirely within enclosed buildings.
18. The storage shall occur only within a clearly delineated, designated area.
19. Fuel, flammable materials, or hazardous materials shall be kept in a safe area and shall be stored in accordance with state and local environmental requirements.
20. Hours of operations are 24 hours a day/ 7 days a week
21. Revegetation of disturbed areas shall occur within one growing season with a seed mix that avoids the use of aggressive grasses. See the Colorado State University Extension Office for appropriate grass seed mixes.

Commissioner Norris seconded the motion.

**The motion carried 7 - 0, with the Chair voting yes.**

Commissioner Benjamin re-joined the meeting.

### **ADMINISTRATOR'S REPORT**

Ms. Winser reviewed the upcoming agendas and the applications in the pipeline that have not yet been scheduled. She said that a training with land use attorney Jerry Dahl (sp?) for Planning Commission, Board of Adjustment, the BCC, and the Attorney's Office has been scheduled for May 21.

Ms. Winser said that the election of Planning Commission Chair and Vice-Chair would be postponed to the night of the training. She discussed the process. She said that representatives to the APCC also need to be chosen. Commissioner DeFrancia is one of the representatives and the other position is open. Commissioner Schepper volunteered to serve on the APCC.

Ms. Winser noted that there are new code requirements from the state that must be implemented by July. The proposed changes to the UDC will be reviewed for approval by Planning Commission. There are also new requirements for Comprehensive Plans that must be implemented by the end of the year. Ms. Winser stated that most of the required elements are already in the Routt County Master Plan and just need to be provided to DOLA. Other elements will need to be added to the Master Plan.

Ms. Winser reported that the BCC had approved the application for the Hewes gravel pit and will proceed with the purchase of the property.

There was discussion of the Stagecoach Community Plan and when it would be appropriate to update it.

**The meeting was adjourned at 7:00 p.m.**

# ROUTT COUNTY BOARD OF COMMISSIONERS

## COMMUNICATION FORM

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**DEPARTMENT/ORGANIZATION:** Yampa Valley Regional Airport (YVRA)

**PRESENTATION DATE:** April 14, 2026

**AGENDA TITLE:** Approval and Authorization for the Chair to sign the following construction phase contracts associated with the YVRA West Terminal Expansion - Phase 1 Project.

1. Weitz Company - Work Authorization #2 and #3
2. Woolpert – Task Order 4
3. Townscape Advisors – Amendment #1
4. NWCC – New Contract

**ITEM TYPE:** ACTION ITEM

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**REQUEST/ ISSUE & BACKGROUND:**

The 2024 Yampa Valley Regional Airport Terminal Area Plan recommended expansion of the airport terminal in three phases. Phase 1 is the expansion of the terminal to the west to provide additional areas for gates, passenger loading/unloading, hold rooms, amenities and concessions.

In October of 2024, the Board competitively selected and approved a contract with Woolpert, Inc. to design the terminal expansion. Subsequently, the Board competitively selected and approved a contract with Townscape Advisors to serve as the Owner's Representative. The Board also competitively selected and approved a contract with The Weitz Company, LLC (Weitz) to perform Preconstruction Services during the design phase and to ultimately serve as the Construction Manager at Risk (CMAR) to build the project. Over the last year, the project team has been working with airport staff, airport stakeholders and regulatory/permitting agencies to complete the design of the project. The project consists of:

- 4 new gates with second level hold rooms and 4 passenger boarding bridges
- New restaurant and bar area
- Passenger amenities such as enlarged rest rooms, a mother's room, family rest room, and a pet relief area
- Space for a future outbound baggage screening system
- New outbound baggage make-up area
- Architectural elements that reflect the history and character of Yampa Valley

- 1) **Weitz – Work Authorization #2 and #3:** On February 17, 2026, the Board approved an agreement with Weitz for the construction of the West Terminal Expansion Phase 1 project which established the roles and responsibilities for construction of the entire project, including the General Conditions and Supplementary Conditions associated with the work. At that time, the Board also authorized Work Authorization #1 in the amount of \$7,982,602 for the early procurement activities including the passenger boarding bridges (PBBs) and installation of the temporary outbound baggage handling system. This early work is under way. Since Board approval, Weitz has competitively bid the remaining construction work associated with the full project. A total of 57 bid packages were sent to 372 subcontractors. Final bids were received on March 19, 2026. The project received 132 bids across all aspects of the project.

Following an extensive bid review process conducted by Weitz, Townscape Advisors (Owners Representative), Woolpert, and airport staff, the lowest, responsible, responsive bidders were identified. The results of this process are reflected in the attached Work Authorization #2 (valued at \$60,820,307) and Work Authorization #3 (valued at \$5,210,851).

Work Authorization #1 and #3 isolate portions of the work anticipated to utilize federal funding. These have been separated into separate work authorizations to ease in grant administration.

A summary of the overall contract value is provided below in **Table 1**. Detailed bid tabulations and review information are available from staff upon request.

**Table 1**

<b>Work Authorization #1</b>	<b>\$7,982,602</b>
<b>Work Authorization #2</b>	
CMAR General Conditions, Bonds, Insurance	\$8,928,381
CMAR Fee	\$1,507,033
CMAR Contingency	\$1,293,595
Guaranteed Maximum Price WA#2	\$55,356,499
Owner Contingency	\$5,463,808
<b>Total WA#2</b>	<b>\$60,820,307</b>
<b>Work Authorization #3</b>	
CMAR General Conditions, Bonds, Insurance	\$4,680,389
CMAR Fee	\$223,257
CMAR Contingency	\$165,309
Guaranteed Maximum Price WA#3	\$141,896
Owner Contingency	\$0
<b>Total WA#3</b>	<b>\$5,210,851</b>
<b>Total Contract Value (GMP)</b>	<b>\$74,013,760</b>

Various Work Authorizations include Owner's Controlled Contingency to account for potential unforeseen or additional services that may arise during construction. These contingency funds will not be spent unless specifically authorized by the Airport Director.

Work Authorization #2 will be funded through a combination of local reserve funds, and bond proceeds while Work Authorization #3 is funded with federal and state grants in addition to local funding as may be applicable. When combined with Work Authorization #1, this brings the total contract value of the Weitz contract approved by the Board to \$74,013,760. All associated costs remain within the overall approved budget for the West Terminal Expansion project.

- 2) **Woolpert – Task Order #4:** As the Engineer-of-Record, Woolpert (the designer) and their subconsultants are needed to provide Construction Administration (CA) services during the construction of the project. This work includes review of submittals and shop drawings, providing responses to Requests for Information, attending pre-work and construction progress meetings, performing site visits; assisting with contract amendments; inspecting the work, preparing record drawings; and participating in final project close-out.

A fee for these CA services has been negotiated with Woolpert in the amount of \$3,003,273 for Task Order 4 based on the attached scope of work. All fees and costs are within the overall approved budget for the West Terminal Expansion project.

- 3) **Townscape Advisors – Amendment #1:** The original contract negotiated to provide Owner's Representative services included overall contract management, oversight of quality, budget and schedule controls and acting as the airport's primary project manager. The contract was structured into two tasks. Task 1 – design/preconstruction and Task 2 - construction.

Based on the final Weitz construction schedule, the construction phase has been extended by 6 months. Therefore, an amendment to the Townscape Advisors contract is needed to provide full-time Owner's Representative services through project completion in the amount of \$343,044. All fees associated with this amendment are within the overall approved budget for the West Terminal Expansion project.

- 4) **Northwest Colorado Consultants (NWCC) – New Contract:** NWCC has provided a proposal to perform specialty inspection services for the West Terminal Expansion project. More specifically, they will provide oversight of caisson drilling, earthwork compaction testing, concrete testing, structural steel testing and asphalt testing. It is recommended that these services be provided by a firm that is independent of both the construction manager/contractor and Engineer of Record to maintain objectivity and ensure appropriate quality control and assurance. Additionally, the selected firm must be readily available to

perform on-site inspections on short notice to avoid construction delays.

NWCC is the only accredited materials testing laboratory in Northwest Colorado and is located in Steamboat Springs, less than 25 miles from the project site. Engaging a firm from outside the region would likely increase project costs due to additional travel, temporary housing and, per diem expenses.

Pursuant to the Routt County Purchasing Manual, a waiver of the formal purchasing process is justified when the procurement would likely “result in a substantial cost to the County, will otherwise injure the County’s financial interests or will substantially impede the County’s administrative functions or the delivery of services to the public.” Based on these criteria, Townscape Advisors, serving as the Owner’s Representative for the YVRA West Terminal Expansion Project, has recommended that these services be sole sourced.

Townscape Advisors has negotiated the attached scope of work on behalf of YVRA with NWCC in the amount of \$145,650. The fees associated with this testing contract are within the overall approved budget for the West Terminal Expansion project.

**Overall Budget:**

The final overall project budget is depicted below in **Table 2**. Construction costs are approximately \$4.5mm less than the total amount previously estimated and shown to the Board.

**Table 2**

<b>Funding</b>		<b>Costs</b>	
Bonds	\$40,000,000	Construction	\$74,013,760
YVRA Reserves	\$29,139,872	YVEA	\$133,738
FAA BIL Grant	\$2,501,168	Fees	\$674,460
FAA AIG Grants	\$6,522,434	FFE (inc. in construction)	\$0
CO Grants	\$399,647	Professional Services	\$7,798,106
AIP Funding	\$3,911,943	Marketing/Misc.	\$25,000
Capital	\$170,000		
<b>Total</b>	<b>\$86,645,064</b>	<b>Total</b>	<b>\$82,645,064</b>

**RECOMMENDED ACTION (Full Motion Language):**

- 1) Approval and Authorization for the Chair to sign Work Authorizations #2 and #3 with The Weitz Company, LLC for the construction of the YVRA West Terminal Expansion Phase 1 in the amount of \$60,820,307 and \$5,210,851, respectively.
- 2) Approval and Authorization for the Chair to sign Task Order #4 with Woolpert, Inc. for construction administration services associated with the YVRA West Terminal Expansion Phase 1 in the amount of \$3,003,273.

- 3) Approval and Authorization for the Chair to sign Amendment #1 with Townscape Advisors for additional Owner's Representative services related to the YVRA West Terminal Expansion Project Phase 1 in the amount of \$343,044.
- 4) Approval to waive the procurement process and Approve and Authorize the Chair to sign an Agreement with Northwest Colorado Consultants, Inc. for materials testing, construction observation and special inspection services related to the YVRA West Terminal Expansion Phase 1 in the amount of \$145,650.

**ALTERNATIVES:**

Approval of these construction phase contracts allow for construction of the West Terminal Expansion Project Phase 1 to proceed as scheduled. Any delay in executing these contracts would likely result in increased overall project costs and postpone delivery of critical airport facilities needed to serve the traveling public.

**FISCAL IMPACTS:**

- PROPOSED REVENUE (if applicable): \$13,335,192 in federal and state grant funds expected
- CURRENT BUDGETED AMOUNT: \$86,949,192 (total planned budget)/\$22,116,000 (2026 budget amount)
- PROPOSED EXPENDITURE: \$82,645,064 (not including unallocated contingency)/\$22,116,000 (2026 expected expenditure)
- FUNDING SOURCES:
  - YVRA reserves – \$33,444,000
  - Bonds - \$40,000,000
  - Federal Grants - \$12,935,545
  - State Grants - \$399,647
  - Remaining Airport Capital - \$170,000
- SUPPLEMENTAL BUDGET NEEDED: No

**LEGAL ISSUES:**

All contracts have been reviewed by the County Attorney's Office.

**CONFLICTS OR ENVIRONMENTAL ISSUES:**

N/A

**LIST OF ATTACHMENTS:**

West Terminal Expansion Phase 1 Presentation (April 14, 2026)  
Weitz Work Authorization #2  
Weitz Work Authorization #3  
Woolpert Task Order #4  
Townscape Change Order #1  
Contract with NWCC

**DEPARTMENT HEAD INITIALS:** TG

**DATE:** April 7, 2026



# West Terminal Expansion

## Construction Phase Contracts

April 14, 2026

**Gensler**

  
WOOLPERT

**WEITZ**

# Current Status and Contracting (Weitz)

- **Work Authorization #1 Approved – Feb 2026**
  - Passenger Boarding Bridges, Temporary Baggage
  - Federally and locally funded - \$7,982,602
- **Grant Funding Plan Completed with FAA**
  - \$12.9mm Federal – BIL, AIP and AIG
  - \$400k State of Colorado
  - \$3mm ATP – applied for
- **Terminal Construction Package**
  - Work Authorization #2 - \$ 60,820,307
    - All terminal construction not federally funded
  - Work Authorization #3 - \$ 5,210,851
    - Conveying systems (elevators, escalators, baggage handling)
    - Federally funded
  - Bids Received March 19<sup>th</sup> (~\$4.5mm below budget)
- **Approval of Work Authorization #2 and #3 today**
- **Construction Start – late April, early May**



# Current Status and Contracting (others)

- **Woolpert Construction Administration**
  - Submittal review, RFIs, inspection
  - On site resident project representative
  - \$3,003,273
- **Townscape Advisors**
  - Owner's Representative, project management
  - Extended contract time
  - \$343,044
- **Northwest Colorado Consultants (NWCC)**
  - Material testing and specialty inspection
  - Code required inspections
  - \$145,650
- **All contracts necessary to execute construction phase of the Terminal project; all locally funded**





## Contracting Types (each contract)

- **Weitz**
  - Construction Manager at Risk (CMAR)
  - Multiple Work Authorizations to GMP
- **Woolpert**
  - Time and Material – not to exceed contract limit
- **Townscape Advisors**
  - Time and Material – not to exceed contract limit
- **NWCC**
  - Time and Material – not to exceed contract limit



# Schedule (key milestones)

- Key schedule activities (funding, contracting, and construction)

Early Procurement (Temp BHS, PBBs)	February	Uses airport reserve funds Reimbursed by grants (federally funded)	Work Authorization #01
Expected Bond Issuance	May 18-25	Funds available after sale & reinvestment	
Weitz Contract for Terminal Expansion	Complete April	Main terminal construction	Work Authorization #02
		Conveying systems (escalators, elevators, baggage – federally funded)	Work Authorization #03
Woolpert, Townscape, NWCC	Complete April	Professional Services	Separate contracts
Construction Start	As early as April 21	Mobilization, site readiness	
Winter Peak Operations	November 2026	Site reconfiguration	
Substantial Completion	May 2028	YVRA Occupancy	
Final Acceptance	June 2028	Construction complete	
Total Duration	26 mos	Operational training into summer 2028	

# Current GMP (WA#1, #2, #3 combined)



Item	Item Title	Value	Comment	%
1	Cost of the Work	\$53,432,327	From bids received 3/19/26	
2	CMAR Construction Services - General Conditions	\$6,941,418	General Conditions from cost proposal	12.99%
3	Subcontractor Default Insurance	\$893,593	\$14.60/\$1,000 of Cost of Work	1.46%
4	Liability Insurance	\$965,034	CCIP Insurance \$14.50/\$1,000 of GMP	1.45%
5	Builders Risk	\$141,761	\$2.13/\$1,000 of GMP	0.213%
6	Performance and Payment Bonds	\$665,541	\$10.00/\$1,000 of GMP	1.00%
7	Subtotal	\$63,039,674		
8	CMAR Fee	\$1,891,152	Per CMAR Proposal	3.00%
9	Subtotal	\$64,930,826		
10	Contingency Allowance - Contractor	\$1,623,310	CMAR fee shall not be applied to any contingencies.	2.58%
11	Contingency Allowance - Owner	\$5,563,808		8.83%
13	Subtotal	\$72,117,944		
14	Alt 02B	\$348,918		
	Alt 03A	\$794,536		
	Alt 04	\$312,147		
	Alt 05	\$268,903		
	Alt 09	\$103,210		
	Alt 015	\$68,102		
15	Total Contract Value – Guaranteed Maximum Price	\$74,013,760		
16	Completion Milestone 1	November 18, 2026		
17	Completion Milestone 2	May 26, 2028		
18	Substantial Completion Days	770		
19	Final Completion Days	800		
20	Construction Period Days	<b>800</b>		



# Budget Summary

Funding	
Bonds	\$ 40,000,000
YVRA Reserves	\$ 29,139,872
FAA BIL Grant	\$ 2,501,168
FAA AIG Grants	\$ 6,522,434
CO Grants	\$ 399,647
AIP Funding	\$ 3,911,943
Capital	\$ 170,000
<b>Total</b>	<b>\$ 82,645,064</b>

Project Costs	
Construction	\$ 74,013,760
YVEA	\$ 133,738
Fees	\$ 674,460
FFE	\$ -
Professional Services	\$ 7,798,106
Marketing/Misc.	\$ 25,000
<b>Total</b>	<b>\$ 82,645,064</b>

- Contractor contingency - \$1.6mm (2.4% of cost of work)
- Owner contingency - \$5.5mm (8.3% of cost of work; includes \$714k in alternates and FFE)
- Total allocated contingency - \$7.1mm (10.7% of cost of work)
- Project Savings - \$4.3mm



# Risk Management

- **Cost Control**
  - Contract includes contractor and owner contingencies (9.7% of contract value)
  - Risk Register – Identification and management
    - **Advantages**
      - Allows for quick approval of construction changes
      - Removes delay claim risk related to changes during construction
      - Allows the Director to authorize additive alternates
    - **Reporting**
      - Monthly budget reporting to Board
      - Contingency expenditure summary – transparency
- **Schedule and Quality Control**
  - CPM with milestone control; CMP, QMP



## Next Steps

- **Authorize Chair to Sign Work Authorization #2, #3**
  - Bonds & Insurance coming from Weitz
- **Authorize Chair to Sign:**
  - Task Order #4 with Woolpert
  - Contract Amendment #1 with Townscape Advisors
  - New contract with NWCC
- **Coordination with Ground Handlers/Airlines**
- **Mobilize and Start Construction**



# Questions

This document has important legal consequences; consultation with an attorney is encouraged with respect to its use or modification. This document should be adapted to the particular circumstances of the contemplated Project and the controlling Laws and Regulations.

## WORK AUTHORIZATION— CONSTRUCTION MANAGER AT RISK SERIES

Prepared By



# WORK AUTHORIZATION: #02

Owner:	Routt County, Colorado	Project No. RFP 848
Owner's Advisor:	Townscape Advisors	
Engineer:	Woolpert	
CMAR:	Weitz Company	
Project:	Yampa Valley Regional Airport (YVRA) West Terminal Expansion – Phase 1	
Contract Name:	Same as above	
Work Authorization:	Work Package #02 – West Terminal Expansion	

Date Issued: \_\_\_\_\_ Effective Date of Work Authorization: \_\_\_\_\_

Terms used in this Work Authorization have the meanings stated in the General Conditions and the Supplementary Conditions.

The Contract is modified as follows upon execution of this Work Authorization:

## ARTICLE 1—AUTHORIZED WORK

1.01 CMAR shall complete all Work that is specified or indicated in this Work Authorization. The authorized Work is generally described as follows:

- A. **Work Package 2. Construction of the West Terminal Expansion Project – Phase 1 including all building elements, finishes, kitchen, passenger hold rooms, gates, PBB installation, utility installation, paving and all necessary work to complete the West Terminal expansion project. The Work shall be further defined in the Clarifications and Assumptions attachment dated 4/6/2026. The outbound baggage make up, escalators and elevators scope of work are excluded from Work Authorization 02 and will be incorporated in a subsequent Work Authorization. The scope of work as detailed for the “East Wall” is excluded from the base scope of work and has been priced as an Alternate Allowance.**

1.02 The authorized Work Package is more fully defined in Exhibit A.

## ARTICLE 2—COMPENSATION

2.01 Owner shall pay CMAR for the completion of the Work Package described in this Work Authorization in accordance with the provisions set forth in the Agreement.

2.02 ~~Lump Sum Work~~

- A. ~~Compensation for all Work is a lump sum amount of \$\_\_\_\_\_.~~
- B. ~~For all Unit Price Work, an amount equal to the sum of the extended prices established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item. Unit Price Work is itemized in Exhibit B. The extended prices for Unit Price Work set forth as of the Effective Date of the Work Authorization are based on estimated quantities. As provided in Paragraph 13.02 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Owner's Advisor.~~

2.03 Work Compensated on a Cost-Plus-Fee Basis

- A. Owner shall pay CMAR for completion of the Work Package in this Work Authorization in accordance with the Contract Documents. Fees for Work in this Work Authorization are the same as those included in the Agreement. If a Subcontractor performs Work under this Work Authorization on a cost-plus-a-fee basis, in lieu of a stipulated price Subcontract amount, the applicable fee will be the same fee applied to CMAR's self-performed Work. The Guaranteed Maximum Price for this Work Authorization, subject to increases or decreases for change in the Work, is as shown in Exhibit B.

**ARTICLE 3—CONTRACT TIMES**

3.01 CMAR agrees to perform the Work set forth in this Work Authorization pursuant to the schedule in Exhibit B. The Milestones for this Work Authorization are the same as those provided for in the Agreement and have been established for the Work covered in this Work Authorization. CMAR will complete the Work covered in this Work Authorization in a timely manner that will (a) allow CMAR to meet the Substantial Completion and Final Completion requirements of the Contract, and (b) avoid any adverse impact on the completion of other Work Authorizations for which a Milestone has been established.

3.02 Milestones and Associated Damages

- A. Work required to be complete to meet the following Milestone(s) will be defined in each Work Authorization.
- B. Milestone 1 – **Milestone 1 is described as completion of Phase 1A as defined by Weitz which includes mobilization and establishment of safety perimeter, demolition and removal of the canopy baggage handling system, underground utility installation, relocation and protection, deep and shallow foundation construction, structural framing, and temporary apron striping layout. Striping shall be performed by others.**
1. This Milestone must be substantially completed on or before **November 18, 2026.**
  2. The Milestone will be considered substantially complete when the following requirements have been met:
    - a. **The secure construction airport operations area (AOA) boundary has been moved to allow for winter peak airport operations.**
  3. CMAR shall pay Owner **\$5,000** for each day that expires after the time, as duly adjusted pursuant to the Contract, specified above for Substantial Completion of this Work Authorization, until the Work is substantially complete.
- C. Milestone 2 – **Milestone 2 is described as completion of Phase 1B as defined by Weitz which is also Substantial Completion. This milestone includes completion of all building and site elements, paving, inspections, vendor certification of proper installation, initial contractor defined punch list work; the building is ready for and has received a certificate of occupancy.**
1. This Milestone must be substantially completed on or before **May 26, 2028.**
  2. The Milestone will be considered substantially complete when the following requirements have been met:

- a. The building has received a certificate of occupancy and is ready for Owner occupancy and beneficial use.
- b. CMAR shall pay Owner **\$3,600** for each day that expires after the time, as duly adjusted pursuant to the Contract, specified above for Substantial Completion of this Work Authorization, until the Work is substantially complete.

#### ARTICLE 4—CONTRACT DOCUMENTS

##### 4.01 Contract Documents for Work Authorization

- A. The Contract Documents are identified in the Agreement, Article 16. The following provisions do not limit or modify the Contract Documents.
- B. The Contract Documents with specific applicability to this Work Authorization consist of the following:
  1. This Work Authorization, including any exhibits identified as Contract Documents.
  2. Bonds
    - a. Performance bond, together with power of attorney.
    - b. Payment bond, together with power of attorney.
    - c. Insurance
  3. The following which may be delivered or issued on or after the Effective Date of the Work Authorization and are not attached hereto:
    - a. Contract Amendments pertaining to this Work Authorization
    - b. Change Orders, Work Change Directives, and Field Orders that modify this Work Authorization.
  4. Drawings and Specifications shown in Exhibit A as included parts of the Work Package (or Work Packages) authorized in this Work Authorization.
- C. The Contract Documents may only be amended, modified, or supplemented as provided in the Contract.

SIGNATURE PAGE FOLLOWS

**ARTICLE 5—EXECUTION**

	Issued by Owner's Advisor	Authorized by Owner
By:	<u>Keith Meyer</u> <a href="#">Keith Meyer (Apr 7, 2026 14:09:03 MDT)</a>	_____
Title:	Principal/Owner	Chair
Date:	<u>04/07/2026</u>	_____

	Accepted by CMAR	Approved by Funding Agency (if applicable)
By:	<u>Laura Eathorne</u> <a href="#">Laura Eathorne (Apr 7, 2026 18:05:23 MDT)</a>	N/A
Title:	Vice President	_____
Date:	<u>04/07/2026</u>	_____

## EXHIBIT A—DESIGN DOCUMENTS

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### ARTICLE 1—SPECIFICATIONS

- 1.01 Specifications entitled **Yampa Valley Regional Airport** dated **January 22, 2026**, and as modified by **The Weitz Company**.

**Yampa Valley Regional Airport Specifications dated January 22, 2026**

Volume 1 – Contract Forms, General Requirements Division 01

Volume 2 – Specification Divisions 02-19 and 21-28

Volume 3 – Specification Divisions 30-48; FAA Contract Provisions, FAA Specifications

Volume 4 – Town of Hayden Standard Specifications and Details, January 2019

Addendum 01 Updates to Volumes 2 and 3 consisting of 309ea Pages Titled March 5, 2026 “Bid Addendum 01”

- 1.02 New Specifications as listed in the following table:

Section No.	Specification Title
N/A	As listed above in 1.01

- 1.03 Specifications from previous Work Authorizations (WA) as listed in the following table:

Section No.	Specification Title	WA No.	Errata No.
34 77 13	Passenger Boarding Bridges and Aircraft Equipment	01	

- 1.04 Errata as listed in the following table:

Errata No.	Description	Section No.	Paragraph No.	Date of Issue
N/A	None			

### ARTICLE 2—DRAWINGS

- 2.01 Drawings, not attached but incorporated by reference, consisting of **378** sheets with each sheet bearing the following general title: **YVRA Phase 1 Expansion**.

- 2.02 Drawings listed on the sheet index in the Drawings.

General - G0.700 thru G0.901

Civil - V1.000 thru C4.022

Structural - S0.001 thru S6.065

Architectural Site - AS1.000 thru AS1.100

Demolition - DM1.001 thru DM4.001

Architecture - A5.002 thru A1.502B

Mechanical - M0.000 thru MEP0.004

Plumbing - P0.000 thru P8.001

Electrical - E0.000 thru E6.001

Technology - T0.000 thru T6.004

AV - TA0.000 thru TA1.502B

Signage - SG1.101 thru SG1.110

Apron Systems - AP00.000 thru AP04.006

Baggage Handling - B000 thru B809

Addendum 001: Consisting of Revisions to Architecture (20ea Pages), Structural (3ea Pages), Mechanical (8ea Pages), Electrical (5ea Pages) and Baggage Handling (5ea Pages) Drawings as listed above with a Page Date of 3/5/2026 and Description "Bid Addendum 01"

2.03 New Drawings as listed in the following table:

Sequence No.	Drawing No.	Drawing Title
		As listed above in 2.01 and 2.02

2.04 Drawings from previous Work Authorizations (WA) as listed in the following table:

Sequence No.	Drawing No.	Drawing Title
AP	00.000	Cover
	00.100	Drawing Index
	02.000	Proposed – Gates 1-9
	02.106	Proposed - Gate 6
	02.107	Proposed - Gate 7
	02.108	Proposed - Gate 8
	02.109	Proposed - Gate 9
	03.006	Gate 6 – Power-in Maneuvers
	03.007	Gate 7 – Power-in Maneuvers
	03.008	Gate 8 – Power-in Maneuvers
	03.009	Gate 9 – Power-in Maneuvers
	03.106	Gate 6 – Pushback Maneuvers
	03.107	Gate 7 – Pushback Maneuvers
	03.108	Gate 8 – Pushback Maneuvers
	03.109	Gate 9 – Pushback Maneuvers
	03.200	Critical Aircraft – GSE Configuration
	03.201	Critical Aircraft – GSE Maneuvering – Aircraft Tow Tractor
	04.000	Walkway Details – Gates 7&8
	04.001	Walkway Details – Gate 9
	04.002	Foundation Details
	04.003	Rotunda Details
	04.004	Bridge Details
	04.005	Cab Details
	04.006	Roof Top Unit Details

2.05 Revisions for this Work Authorization as listed in the following table:

Sequence No.	Drawing No.	Revision No.	Description	Date of Issue
			None	

**ARTICLE 3—SCOPE OF WORK**

3.01 Construction of the West Terminal Expansion Project – Phase 1 including all building elements, finishes, kitchen, passenger hold rooms, gates, PBB installation, utility installation, paving, site work and all necessary work to complete the West Terminal expansion project.

The Work shall be further defined in the Clarifications and Assumptions attachment dated 4/6/2026. The outbound baggage make up, escalators and elevators scope of work are excluded from Work Authorization 02 and will be incorporated in a subsequent Work Authorization. The scope of work as detailed for the “East Wall” is excluded from the base scope of work and has been priced as an Alternate Allowance. Drawings, not attached but incorporated by reference, consisting of **378** sheets with each sheet bearing the following general title: **YVRA Phase 1 Expansion.**

Weitz Equipment and Labor rates are included as Exhibit D.

Insurance, Fees and Contingencies on this scope of work are pro-rated for the overall anticipated GMP value.

**EXHIBIT B WORK AUTHORIZATION COMPENSATION**

**Table 1—Work Authorization #02 GMP 4/6/2026**

Item	Item Title	Value	Comment
1	Cost of the Work	\$41,913,847	
2	CMAR Construction Services - General Conditions	\$6,783,754	
3	Subcontractor Default Insurance or Sub Bonds	\$725,423	1.46% Included Per Attached Rate Sheet for SDI and Sub Bond Costs
4	Liability Insurance	\$769,023	1.45% Included Per Attached Rate Sheet
5	Builders Risk	\$119,820	.213% Included Per Attached Rate Sheet
6	Performance and Payment Bonds	\$530,361	1% Included
7	Subtotal	\$50,842,228	
8	CMAR Fee	\$1,507,033	3% Included
9	Subtotal	\$52,349,261	
10	Contingency Allowance - Contractor	\$1,293,595	
11	Contingency Allowance - Owner	\$5,463,808	
12	Subtotal	\$59,106,664	
ALT	Alternate 02B: CL8 Ceiling at Nodes	\$166,745	Alternate Includes all Markups
ALT	Alternate 03A: CL2 Above Hold Rooms at Level 2	\$794,536	Alternate Includes all Markups
ALT	Alternate 04: WD1 Tambour Panels at Feature Wall	\$312,147	Alternate Includes all Markups
ALT	Alternate 05: Metal "Topographic River" at Feature Wall	\$268,903	Alternate Includes all Markups
ALT	Alternate 09: Breakroom at Level 1	\$103,210	Alternate Includes all Markups
ALT	Alternate 015: Owner Field Office	\$68,102	Alternate Includes all Markups
13	Total Contract Value – Guaranteed Maximum Price	\$60,820,307	Work Authorization 002 with Alternates Included
14	Completion Milestone 1	November 18, 2026	Completion of Phase 1A
15	Completion Milestone 2	May 26, 2028	Completion of Phase 1B
16	Substantial Completion Days	770	
17	Final Completion Days	800	
18	Construction Period Days	800	

Document Name: 2026-04-06\_VVRA-Weitz\_CMAR Work Authorization02\_FINAL.pdf  
 Transaction ID: CBJCHBCAABAARCC8qID8gjkU1h2Mf5a2mbEXS9JMHkm

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## General Information

1. This GMP is based on the “Issue for Permit” drawing sets and specification Volumes 01-04 (as modified by The Weitz Company) provided by Gensler and Woolpert, Inc. dated January 22nd, 2026. Additionally, Addendum 01 documents dated March 5th, 2026, are also included within the submitted GMP. The following clarifications and assumptions to these aforementioned documents are also included within the submitted GMP budget:

### Included

1. Proposal is valid for 45 Days.
2. Weitz-provided Builders Risk Insurance for the Work through Substantial Completion per included Project Schedule.
3. P&P Bond.
4. Contractor Controlled Insurance Policy (CIP) for general liability and workers’ compensation insurance.
5. For Federalized Scopes, Labor has been included per General Decision Number: C020260001 Dated 01/02/2026.
6. Cost for exterior standalone mockup as detailed on G0.700, Details 01-08.
7. All other mockups, including interior mock-ups as detailed on G0.700, to include Tambour Wall with River Pattern, Parklex Wall and Concrete Flooring as in place to remain as a part of final construction.
8. Cost for permits and plan check fees for delegated design scopes of work

### Excluded

1. Building Permit and Plan Check Fees
2. Sales and Use Taxes. Owner to provide applicable exemption certificates.
3. Design and engineering costs/fees, unless specifically noted as delegated design.
4. Design Contingency.
5. Abatement of contaminated soils or other hazardous materials that may be encountered during the construction of this project or additional demo at hangar.
6. Solid rock or obstructions unable to be removed with conventional earthwork equipment ie. dozer, backhoe, front end loader.
7. Utility development fees (including water and sanitary fees), as well as fees from Energy, Telecom, or other utility service providers.
8. Any and all upgrades to existing utilities unless specifically called out.
9. Any / all code upgrades to any existing structures or systems to remain.
10. 3rd party testing and inspections, such as, but not limited to soils, concrete, masonry, asphalt, steel, curtain wall, firestopping/fire-safing, fireproofing, in-situ window or envelope testing and sustainability inspections/testing except as required by FAA specifications (Asphalt and Paving).
11. Third party commissioning of the building systems including ORAT.
12. Stand-alone mockups other than as detailed on detailed on G0.700, Details 01-08.
13. Radon Mitigation.
14. The cost for electrical, gas, or water consumption charges from utility providers. Weitz assumes we can tap into the Airport’s existing systems. As such, consumption charges will be paid directly by the Owner via the existing service account.

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## Clarifications

1. Third party testing and inspections provided by owner shall be furnished as required to meet project schedule.

## **01 – General Requirements**

### Included

1. Standard 1 year warranty for labor and materials unless specifically called out within specification section for extended manufacturer or installer warranties.
2. Use of the hold room at Gate 7 for the routing of the temporary baggage handling system. Exact limits of Gate 7 hold room use for construction to be coordinated with owner to allow for installation and operations of temporary baggage handling system for duration of project.
3. Restoration of finishes at Gate 7 to the extents used for the temporary baggage handling system.
4. Seismic design risk category “B” as shown in the Structural drawings.
5. Building Foundation Survey
6. Wet and Dry Utility As-Builts

### Excluded

1. Section 01-46-00 Seismic Design Requirements for Non-structural systems.
2. Section 01-81-19 Indoor Air Quality Testing for Microbial Growth ASTM D 6329.
3. Section 01-81-33 Sustainable Design Requirements; Embodied Carbon.
4. Cost for Building Permit review comments that may result in additional cost.
5. Stamped engineered seismic requirements.
6. Removal and storage of all existing owner FF&E including furniture, electronics, televisions, signage, etc. prior to construction start where demolition will occur.
7. Any verifications for existing systems unless specifically called out.
8. Building Height Certification/Survey

## Clarifications

1. All insurances, bonds and SDI will be invoiced for upon mobilization, along with all mobilization cost to enable project set-up and commence work.

## **02 – Demolition**

### Included

1. Demolition and removal of existing baggage handling system only to extents currently shown.
2. Demolition and removal of two (2EA) water tanks, including cut/cap and abandoning the existing connection to the building.
3. Controlled / phased demolition of the temporary BHS area to support the CSPP phasing plans.

### Excluded

1. Removal of underground piping associated with the water tanks.
2. Building East demolition and associated scope of work as shown on DM1.103 as a part of base project scope.
3. Salvage, storage, or reinstallation of demolished materials.
4. Fees/costs for environmental permits, special inspections, or third-party monitoring.

5. Hazardous materials, testing, abatement, handling, or disposal of hazardous materials, including but not limited to asbestos, lead-based paint, PCBs, or contaminated soils.
6. Removal and disposal of any unforeseen buried building materials or elements, hazardous materials, utilities, deep fills, USTs/tanks, or other features present below the ground surface except where removal is explicitly noted in the design documents.

#### Clarifications

1. The Owner is responsible for providing any existing hazardous conditions documentation, reports, assessments, and state of Colorado approval letters as applicable prior to Contractor's demolition activities to support the project schedule.

### **02a – Geothermal Field**

#### Included

1. Install 1,480LF of 6" HDPE Conduit in 4 bores, split between two pipes at 740LF/EA in length.
2. Pipes will be left in Contractor provided pit in Geothermal Field at location shown on C3.004, capped.
3. Seeding and revegetation of landscaping at bore pits to restore to current condition at time of bore.
4. Testing to verify the HDD installed pipe has structural integrity and will not leak during operation a low-pressure pneumatic test is performed. This involves capping both ends of the pipe and pressurizing the inside to a low pressure of 3 to 5 psi typically. This will be held for a duration of time anywhere from 1 to 4 hours, and if the pressure remains constant, then the pipe is structurally sound and is ready for use.

#### Excluded

1. Work at the Geothermal Field to include backfill of bore pit, mandrel tests, geothermal piping, glycol.
2. Any modifications or relocation to existing utilities along either the proposed or final bore path.
3. Providing of surface or utility monitoring of any kind.
4. Costs related to supporting and/or repairs to unknown utilities.
5. Engineering related to this scope of work.
6. Any import / export of material at bore pits. It is assumed that this soil would be adequate for backfill.
7. Easements.
8. Cost to purge and fill system/field outside of building footprint.

#### Clarifications

1. Each supply and return line will be completed with 2 bores. The first will be approximately 480LF underneath the parking lot to the overhead powerlines. The second will be approximately 260 LF from the overhead powerlines to the geothermal well field.
2. This scope includes boring of the HDPE pipe. No cost has been included for open trench install.
3. Boulders, cobble, running sands, rock, and split face conditions are considered unboreable and, if encountered, would require deviation of the geo line path, and therefore additional costs.

## **03 – Concrete**

### Included

1. Drilled piers with a top of bedrock elevation equal to 83'-0" (6571.00' USGS) per detail 4/S3.005, with top of drilled pier elevation as detailed in Structural Design Documents. Cost for actual drilled pier lengths shall be equitably adjusted based on the unit direct costs listed below, plus applicable markup, as documented via the drill pier logs provided by Owner's 3<sup>rd</sup> Party Testing Agency.

<b>Drill Pier Over / Under Run Unit Rate Adjustment</b>		
<b>Pier Diameter</b>	<b>Over Run \$/LF</b>	<b>Under Run \$/LF</b>
18"	\$ 60.00	\$ 9.00
24"	\$ 120.00	\$ 10.00
30"	\$ 160.00	\$ 11.00
36"	\$ 250.00	\$ 16.00

2. Epoxy coated reinforcement for slab on grade concrete only from wall shown between gridlines C.12 & C.13 to building west on sheet S1.201A (approximately 13,430sf) per note 4E/S1.201A.
3. Equipment pads for BHS carousels on Level 01 per detail F 20/S3.010.
4. Rooftop equipment pad per detail 10/S5.036.
5. Slab flatness per specification 03 30 00-18 section D.

### Excluded

1. Underpinning of any existing structures.
2. Maximum embodied carbon goals shown on Foundation Notes Concrete Mix Table S0.002.
3. Floor flatness/levelness values acceptable to the Architect Slab-On-Grade 5B/S0.002.
4. Thermal control plan and "pipe cooling" costs for mass concrete as none are stated.
5. Fiber mesh, corrosion inhibitor, or waterproofing admixtures.
6. Epoxy coated reinforcement for any other building structural concrete other than what is stated above.

### Clarifications

1. Additional 5' of bedrock neglection has been added to total pier lengths per Foundation Note Drilled Piers 2A/S0.002.
2. VR50 Vapor Barrier is only included per the extents shown on 20/A1.201B.
3. BHS Carousel equipment pads are priced as 2' height for areas shown on sheet B701.

## **04 – Masonry**

### Included

1. CMU Veneer in colors as manufactured by Basalite.
2. UM50 CMU Veneer – as manufactured by Basalite, with a ground face finish: Ground Face, and integral clear water-repellent penetrating sealer.
3. RMAX TSX-8500 rigid insulation, R20, behind the CMU masonry veneer.

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4. Thermally broken adjustable masonry ties.
5. Pre-cast masonry sills.

#### Excluded

1. A girt (including green girt) system behind masonry veneer.
2. XO clips / XO flanged inserts.
3. Masonry ties manufactured by Fero Corporation.
4. Specification section 09 75 00 STONE FACING.

#### Clarifications

1. N/A

## **05 – Metals**

#### Included

1. Delegated design / deferred submittals per S0.001 – stairs.
2. NOMMA finish standards at stair systems only.
3. Reinforcing of four (4EA) existing joist per plan sheet S1.202B.
4. Hot-dip galvanized steel at the following locations: Exterior Egress Stairs 01, 02, 03, exterior pipe bollards/crash rail at the exterior stairs, roof stair, roof ladder, screen wall framing, and lintels as specified. Field touch-up of galvanized surfaces is limited to cold galvanizing compound applied by spray (rattle can) at minor abrasions, field cuts, and connections.
5. Ten (10EA) each pipe guards per 4/A4.100.

#### Excluded

1. Stainless steel finishes.
2. Field-applied galvanizing, metallizing, or recoating beyond spray-applied field touch-up.
3. Costs associated with sourcing specific mills, meeting recycled-content thresholds, obtaining Environmental Product Declarations (EPDs), meeting embodied carbon limits, or obtaining other sustainability certifications.

#### Clarifications

1. Steel material sustainability goals identified in the bid documents are acknowledged as project objectives only. Compliance with such project goals, if later mandated, may result in additional cost and schedule impacts.

## **06 – Woods and Plastics**

#### Included

1. Concealed connectors and fasteners as manufactured by Simpson at all Glulam connections.
2. Factory-Applied temporary protectant/primer (Sansin KP-12) at all Glulams.
3. Alternate details and connections as needed for a field adjustable Glulam system at Details 7/S3.00, 17/S5.00.
4. Premium grade columns and beams per Glulam Spec 06 18 00 par 2.1.C.

#### Excluded

1. FSC certification for WD-1 (Vendor constraints).
2. Fire retardant or preservative treatments for Glu-lams (Mass Timber Specification)

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3. FSC/Chain of custody at all Glulams.
4. Specification section 06 17 40 ARCHITECTURAL MASS TIMBER, including slope shield plus SA moisture barrier at roof.
5. Note requiring verification of steel substrates prior to shop drawings and fabrication of Glulams.
6. Engineering, PE stamped shop drawings for the Glulams and their connections.

#### Clarifications

1. Banquette seating mock-up will be an in-place section of seating.
2. Banquette seating will be manufactured by chosen architectural woodwork contractor using specified West Coast Industries, Inc.'s product as basis of design.

### **07 – Thermal & Moisture Protection**

#### Included

1. Asphalt emulsion dampproofing is included at the exterior face of below grade foundation walls. Includes drainage mat and IN52 rigid board insulation per A4.100.
2. EIFS patching on existing building at SE corner along the wall and low roof per A1.201B.
3. Cementitious fireproofing spray at the structure per A1.201B.
4. Waterproofing membrane included at both the elevator pit slab and walls & escalator foundation slab.
5. 24ga standing seam roof panels with 18" panels and 2" rib height per G0.900.
6. A 32'x3' weathering steel panel on the existing concrete wall where the new monument sign will be located is included.

#### Excluded

1. Specification 07 14 16 COLD FLUID-APPLIED WATERPROOFING. None Shown
2. Specification 06 20 13 – EXTERIOR FINISH CARPENTRY includes engineered wood siding. All exterior siding has been included as Fiber Cement Nichiha siding per G0.900 and 07 46 46 – FIBER CEMENT SIDING
3. Pre-weathering of exterior metal panels.

#### Clarifications

1. Metal Siding identified as MT52 has been included as the unweathered corrugated metal panel by Western States Metal Roofing as shown on G0.900. Specification 07 42 13.16 METAL PLATE WALL PANELS incorrectly lists Dissimilar Metal Design as the BoD and weathered steel panels.
2. The MT52 corrugated metal panels are made out of Corten Steel and will have a raw steel look and be unweathered when installed. During the weathering process, the steel panels will begin to rust and patina, causing leaching as they interact with moisture. The rust-colored run-off will stain surrounding surfaces.
3. A flush seam metal panel for the back of the north screen wall has been included though none is shown as Nichiha siding cannot be exposed on both sides.

### **08 – Openings**

#### Included

1. At CW50, we have included Kawneer standard sized mullions of 2"x7 ½".
2. At CW51, we have included Kawneer standard sized mullions of 2"x7 ½".
3. 3-Ply Rylon Panels for the Rytec Fast Seal High Speed Doors in lieu of Aluminum Slat Door Panels.

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4. 50 inches/sec travel speed for the Rytec Fast Seal Door in lieu of the 60 inches/sec.
5. The Overhead Coiling Doors as Cookson ESD30 with a 2-year warranty.

#### Excluded

1. Aluminum Slat door panels for the High-Speed Door Spec 08 33 00 as this contradicts the basis of design Rytec Fast-Seal, which does not use this panel type.
2. Furnish of New 2HR Rated Fire Shutter at the Level 1 East Elevation on A2.402 per note 08 these are existing (Alternate 14)
3. Seismic performance requirements for the High-Speed Doors, as the Rytec Fast-Seal basis of design door has no seismic or wind load ratings per the manufacturer.

#### Clarifications

1. No veneer was specified for wood doors within specifications; pricing includes red oak. Owner to select final veneer and color during submittal process.
2. No veneer was specified for FRP within specifications, pricing includes Tiger Door per plans.
3. Any door accessories, such as seals, where a product was not specified, commercial grade hardware has been included.
4. The glulam beam on 5/A4.502 acts as the draft curtain therefore we exclude a glass draft curtain.
5. Specification 08 41 13 qualifies medium stile doors with 2-1/8" stiles however, medium stile doors come with 3-1/2" stiles and are included at doors 206B and 207B.
6. We have included cavities through the mullion for mullion lighting on the interior side only per 09/A5.002.

### **09a – Framing & Gypsum System Walls & Ceilings**

#### Included

1. Interior non-load bearing partitions in sizes and shapes to comply with deflection limits based on wall loading.

#### Excluded

1. Cost for delegated design related to seismic restraints of acoustical ceiling tiles, not required.
2. STC rated wall assemblies and testing.

#### Clarifications

1. N/A

### **09b – Flooring**

#### Included

1. A topical concrete sealer (Euclid Everclear) has been included at CC3 concrete flooring locations.
2. Terrazzo to be polished to 220 grit and sealed.
3. Concrete polishing per specifications, not as stated in mock-up notes.
4. Wood flooring glue with integral vapor barrier, in lieu of sheet vapor barrier. This will have no impact on wood floor performance.
5. Zinc strip floor in lieu of stainless-steel floor strip at Terrazzo transitions.
6. Cost has been included to install TL9 at Gate 7 Temp BHS after the completion of temporary BHS area.

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## Excluded

1. Terrazzo mock-up; samples to be used as mock up.
2. Application and/or blending of floor finish (wax, coating) at terrazzo.
3. Sheet vapor barrier below wood flooring.
4. Tile crack isolation at wall tile.
5. Specification section 09 75 00 – Stone Facing, interior stone has been removed from plans.

## Clarifications

1. Due to the depth of the slab on metal concrete deck at the concourse level, areas with polished concrete may have non-structural surface cracking.
2. Polished concrete scope pricing includes providing a Level 2 Medium Gloss Appearance per project specifications.
3. Terrazzo colors to match the latest samples made for Architect. There is no “Glass Spheres” included on the samples (mentioned in the specification for the sealer).

## **09c – Painting & Wall Coverings**

### Inclusions

1. Field painting of Snow Retention Curb, Gas Pipe, Louvers, Roof Ladder and Crash Rails.
2. Exterior existing concrete wall to the limits shown on 5/A2.101.
3. Painting of the new gas pipe running atop of the existing roof.
4. Includes repainting of Gate 7 after temporary BHS, extending east to the interior north-south wall to provide a clean point of transition.

### Excluded

1. Applied water repellent at the exterior face of exposed CMU walls.
2. Anti-graffiti coating.
3. Intumescent paint.
4. Powder coated finishes.
5. Costs for use of copywritten materials at wall and ceiling graphics.
6. Any repairs to the existing North concrete wall as shown on 5/A2.101 to be painted.
7. Verification of conformance by NACE Level 1 Certified Coating Inspector.
8. Attic stock of wall covering, custom product.

### Clarifications

1. Integral sealer has been included at CMU locations, documentation from manufacturer will be provided.
2. Mock-ups for exposed timber staining will be in place.

## **10 – Specialties**

### Included

1. Signage unit pricing listed below, one of each has been included in the budget. Cost provided do not include markups.
  - i. EX.15: \$115.00 per unit material cost.
  - ii. IN.24: \$92.00 per unit material cost
  - iii. RG.11: \$64.00 per unit material cost
  - iv. RG.15: \$172.00 per unit material cost

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2. The WF.08 Gate ID has been included as ¾" thick in lieu of ¼" thickness.
3. (8EA) Corner Guards at Level 2 as Stainless Steel 2.5x2.5 stain, 0.0625 in per Note 47 on A1.202A & A1.202B
4. (3EA) Custodial Mop and Broom Holder, (3EA) Custodial Paper Towel Dispenser, and (3EA) Custodial Soap Dispensers for (3EA) Janitors Closets, none shown on drawings.
5. FRP as manufactured by Crane in lieu of Marlite.

#### Excluded

1. Wire Mesh Partitions which have been removed per RFI #13.
2. Bird Deterrent Devices which have been removed per RFI #12.
3. Corner Guards at Level 1, none shown (Corner Guards have been included with Alternate 9)
4. The following Washroom, Bathroom and Shower Room Accessories from spec section 10 28 00 2.2 not shown on drawings; 2.2B Paper Towel (Folded) Dispenser, 2.2C Paper Towel (Roll) Dispenser, 2.2D Automatic Paper Towel (Roll) Dispenser, 2.2E Waste Receptacle, 2.2G Combination Towel (Roll) Dispenser/Waste Receptacle, 2.2H Soap Dispenser, 2.2K Sanitary Napkin Disposal Unit, 2.2L Seat-Cover Dispenser, 2.2N Hook, 2.2O Shower Curtain Rod, 2.2P Shower Curtain, 2.2Q Folding Shower Seat, 2.2R Soap Dish, 2.2S Medicine Cabinet, 2.2T Facial Tissue Dispenser, 2.2U Toothbrush and Tumbler Holder, 2.2V Towel Bar, 2.2W Towel Pin, 2.2X Towel Ring, 2.2Y Towel Shelf, 2.2Z Towel Rack.
5. Surface Mounted Seat Cover Dispenser, Surface Mounted Sanitary Napkin Disposal, and Surface Mounted Toilet Paper Dispenser listed in the Equipment Schedule G0.850 as none are shown on plan sheets.

#### Clarifications

1. Pet Relief Area Specialties included as specified in the drawings per RFI #14.
2. The Fireplace has been priced per the equipment schedule and drawings, no specification provided.

## **11 – Equipment**

#### Included

1. Allowance for Kitchen and Bar Equipment.
2. Design-Build fall protection system based on plan sheets A1.203A, A1.203B, & S5.012.
  - a. PE Stamped shop drawings.
  - b. Forty-Eight (48-EA) welded to structure, roof anchors (max 24-inches tall).
  - c. Four (4-EA) dual lanyard HLL Cable System end package assemblies.
  - d. Six-Hundred and Nine (609-FT) feet of stainless steel HLL cable.
  - e. OSHA Testing to certify installation.

#### Excluded

1. Refrigerator at Alternate Breakroom.
2. Roof anchors taller than 24-inches.
3. Fall protection training and demonstration.

#### Clarifications

1. N/A

## **12 – Furnishings**

### Included

1. Manual Roller Shades in lieu of Motorized Shades at the CW6 Side Window at Gate 8 and CW7 Sidelight at Gate 6 due to mounting limitations and insufficient space for power routing and motor installation.

### Excluded

1. Window Treatments at Doors on the South Elevation Level 2 wall.

### Clarifications

1. N/A

## **14 – Vertical Transportation & Facility Chutes**

### Included

1. Elevators: as Schindler 3300 Model MRL Elevator: 3,000LB 150FPM.
2. Escalator: as Schindler 9300 Escalator: 90 FPM with glass balustrades, black handrail, stainless decking, aluminum standard treads / steps.
3. Warranty and maintenance: 12-hour call-out time has been included.
4. Elevator warranty included as 12-month.
5. Escalator warranty included as 12-month.
6. Manufacturer standard colors and finishes per the attached Schindler proposal have been included.
7. All performance and seismic inclusions are per the standard Schindler model description attached.
8. 4EA bins at the Trash/Recycle chutes.

### Excluded

1. Elevators & Escalator finishes specified as custom, e.g., finishes noted as baked enamel or powder coated, or satin bronze or black or matte black steps are excluded.
2. Weitz excludes the specification 14 21 33.16.3.5.A.2 – 2-hour call-out requirements. A standard 12 hour call-out is included with the warranty.
3. A 10-year warranty has been excluded for the escalators.
4. A 5 year maintenance agreement has been excluded for the escalators.
5. Costs to comply with BABA and FAA procurement rules for Elevators and Escalators. (All elevator and escalator suppliers cannot meet the BABA and FAA requirements and will require waivers.)
6. Stand-alone fire alarm panels for elevators or escalators if required by AHJ.
7. At Trash / Recycling chutes – compactors are excluded.

### Clarifications

1. Modifications to the elevator core dimensions, depths and over-runs may be required based on final manufacturer selected.
2. Coordination with structure and architecture will be required to finalize building dimensions for both elevators and escalators – based on the Schindler models quoted.
3. Elevator / Escalator vendor will require deposit to begin shop drawing and long lead material procurement.

4. A standard 12 hour call-out is included with the warranty. Faster service call-out can be provided as part of any owner service agreement directly negotiated with the sub-trade after the warranty period.
5. Owner to register conveyances with the state.

## **21 – Fire Suppression**

### Included

1. A design/build fire suppression system that meets the requirements of NFPA 13.
2. Pre-action system covering the Telecom Room.
3. Dry system in the Baggage Screening Area | Level 1-Area B.
4. Fire pump and piping accessories.

### Excluded

1. Temporary fire protection at the temporary BHS structure at the temporary baggage makeup.
2. Any special fire protection requirements at the Kitchen area.
3. Coverage at any exterior overhangs.
4. Any standpipe systems. The building does not meet the minimum height requirements to require standpipe systems.
5. Hose valve hose & cabinets.
6. Seismic bracing as it is not required for Seismic Cat 'B' buildings.
7. Changes to the anticipated design if actual flow rate is different than designed flow rate.
8. Coverage over elevated portion of BHS system at BHS makeup area as this is not required for widths less than 48".

### Clarifications

1. Fire sprinkler system components to be in accordance with NFPA and project specifications.
2. The automatically activated water spray Deluge system at all ramp facing glazing within 100' of any aircraft fueling location zoned NFPA 415 per note on Sheet AS1.100 is figured as 'Moderate Severity'. Water is to be distributed using window nozzles below each horizontal mullion.
3. Pipe is black schedule 40 roll-grooved & threaded. 'Cut-grooved' pipe is not common practice in modern fire sprinkler systems.
4. System has been priced as shown for the flow rates, as specified.
5. It is assumed that the design pressure is adequate. If this is not the case, additional fire pump and accessories may be required.
6. Fire Pump has been included due to the design requirements of the deluge system

## **22 & 23 – HVAC & Plumbing**

### HVAC

#### Included

1. ERV System with 4-Pipe heating and evaporative cooling.
2. 6-Pipe heat pump modules, heating plant, cooling plant condenser plant, water heaters, geo-exchange loop, and fan coils.
3. Fans at Trash room, refrigerant purge, return duct.
4. 10,000 CFM baggage ventilation fans.
5. Kitchen Ventilation assumptions:
  - a. (1) Type 1 grease exhaust fan
  - b. (1) Welded black iron duct run with fire wrap

- c. (1) Stainless steel dish exhaust run
- d. (1) Dish exhaust fan
6. A one-time chemical treatment. Glycol flush and fill as follows:
  - a. 30% at the condenser, heating, and chilled loops.
7. Commissioning participation included meeting attendance, schedule input, start-up reports, TAB reports, and assistance running FPT's.
8. PVC jacketing at exposed piping, EXCEPT mechanical room.
9. Refrigerant monitoring.
10. Temperature controls with a new stand-alone BAS system only. No integration with existing is included.
11. Geothermal Scopes
  - a. (1) Utility service condenser water "plant" in Mech 121
    - i. (1) plate frame heat exchanger: OFCI
    - ii. (1) expansion tank, glycol feeder, air separator, pot feeder, and BTU meter: all OFCI
    - iii. (1) 160 GPM geothermal "utility service" inline pump with VFD: OFCI
  - a. Mechanical piping per floorplans
  - b. Above floor piping is a mixture of grooved and pressed steel and type L copper
  - c. Direct bury piping is DIP from 5' outside the building.
  - d. 6" valve packages at the pumps and HX
12. Supporting the HVAC Cx activities described in Group 14 Scope Commissioning Document provided on 04-02-2026

## Excluded

1. Pre-functional checklists or populating of CxA reports.
2. Integration into the existing BMS system.
3. Geothermal equipment shown as 'dashed' lines on M7.001 - OFCI
  - a. Pumps, air separator, pot feeder, expansion tank, etc.
4. FCU access panels. (Access via ACT).
5. VFD's at EF 1-03 and OAF 1-01, this appears to be a typo.
6. Any rigid board or elastomeric insulation; assumes fiberglass wrap is acceptable.
7. Seismic or wind calcs or prevention provisions.
8. Duct Cleaning(Ducts will be protected throughout construction activities).
9. Supplemental structural supports, spanning angle/hangers, or delegated design. Assumes structure is designed to support our mechanical and plumbing systems and we may suspend from decking.
10. TAB entering and leaving temperature readings.
11. Kitchen equipment, including commercial hood and ANSUL systems. By Owner.
12. Glycol flush.
13. Geothermal manifold system.
14. Temperature controls for geothermal scopes.
15. Seismic Bracing.
16. Heat Trace at plumbing drains.
17. Supplemental structural supports.
18. Populating Cx reports or prefunctional checklists.

## Clarifications

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1. There are fitment concerns for all vertical in-wall duct plenums where duct liner is required. This will need to be coordinated with the design team. No cost impacts are included if design changes are required.

## Plumbing

### Included

1. Gas hook up to Fireplace.
2. Test and balance and support to coordinate for Owner's commissioning agent.
3. FD-2 as "Heavy Duty". The manufacturer does not indicate if "Heavy Duty" is equivalent to "Traffic Rated" as shown in the drainage drawings.
4. Temporary extension of exterior 1" water line with hose bibs. This is included with three separate mobilizations to extend to Plane Parking #07, # 08 & 09, respectively. This is included as 1" Pex with valved drain locations to easily winterize.
5. Safe-off and capping of the water line at the two existing water tanks, with capping of the lines at both tanks and interior of the existing building.

### Excluded

1. PVC insulation jacketing.
2. Water softener or booster pump.
3. Seismic or wind calcs or prevention provisions.
4. Rock breaking at excavations.
5. Excessive water removal, pump systems, or dewatering.
6. Subsoil drainage piping or systems.

## Clarifications

1. The piping/pumping/control sequence may need to be revised to control minimum flow at the heat pump chiller modules and will need a dedicated design review meeting to determine.
2. Trap seals/guards have been assumed in lieu trap primers.

## **26 – Electrical Systems**

### Included

1. Light fixtures per the luminaire schedule. Controls for fixtures are locally controlled per code minimums. Wattstopper is the controls manufacturer included. All scenes necessary to accomplish lighting design can be controlled through Wattstopper per specifications.
2. Aluminum feeders can be utilized where allowed by the project documents at contractor's discretion per specifications.
3. Site lighting flood lights are all existing to be relocated.
4. Re-using and re-position of the existing generator for use during construction until the new generator is available for install and switch-over is achieved.
5. Conduit and a 48-strand fiber from the MPOE to the new IDF.
6. Eight (8EA) EIA racks in the IDF room.
7. WLAN installation.
8. Lighting Controls priced as Legrand, Wattstopper.
9. Fire alarm system priced as Autocall by JCI.
10. Furnish and install of CCTV cameras

## Excluded

1. Transformer – assumed by Utility provider.
2. Upgrade of the existing terminal or concourse Fire Alarm system.
3. Upgrading existing terminal or concourse low-voltage systems.
4. Electrical consumption has not been included. Weitz assumes we will be able to tap temporary power from the existing building through Owner's current provider account.
5. Wi-Fi equipment, including gateways and headend equipment, is provided by the owner.
6. Warranties or maintenance and service of the existing generator.
7. WLAN devices and system to be provided by owner.

## Clarifications

1. The existing 100kW generator will be disconnected and placed in the equipment yard to the south of the west parking lot. Contractor has included cost for disposing of fuel.
2. JCI/Simplex-Autocall will be utilized as a fire alarm manufacturer.
3. Fifteen (15EA) device relocations have been included for the east wall work (Alternate #14).
4. Utility transformer to be provided as required to support the Project Schedule.

## **31 – Sitework**

### Included

1. Export of all spoils/demolition materials off site.
2. Demolition of existing pavement/concrete per extents shown on sheet C1.000.
3. Patch back of existing concrete/paving removed for installation of pier foundations and utilities.
4. Establishment of a temporary water source.
5. The cut/cap and demolition of existing utilities as shown on the Contract Documents.
6. A new 6" Remote Fire Department Connection per location noted on AS1.100.
7. Flow-fill at all Utility Crossings.

### Excluded

1. Perimeter drainage system noted in the Geotech report Section 10.
2. Blasting/specialized rock removal or subgrade stabilization.
3. Insulation at water lines greater than 6' below grade.

### Clarifications

1. Temporary Water source is based on connection to existing fire hydrant.
2. Building water service has been carried as a 4" DIP due to availability.

## **32 – Exterior Improvements**

### Included

1. Allowance for landscaping and Irrigation.
2. Allowance for interior baggage handling system striping.
3. Striping/pavement markings scope includes obliteration of existing markings and cure removals by water jetting prior to painting placement of final configuration by Owner, (2) mobilizations are included. Removals are included as shown on drawing C1.000.

### Excluded

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1. Work at existing dumpster pad.
2. Curb, gutter, and concrete valley pan; not shown.
3. Pavement marking installation.
4. Pavement marking removals during interim phasing or any other temporary conditions.
5. Concrete repairs to existing airfield. Any concrete repair costs will be reimbursed through owner allowance.
6. Asphalt repairs to jobsite entrance road and contractor parking areas. Any asphalt repair costs will be reimbursed through owner allowance.

#### Clarifications

1. Airport to perform all new striping/pavement marking operations per RFI response to item #38 in addendum #1.

### **Permanent Baggage Handling Systems**

#### Included

1. Design, provide and install of a permanent BHS system per the specs and B-series drawings provided by BNP, to include the two Baggage make-up units, power turns, rolling stairs, maintenance access, fire-rated doors, impact barriers for the routing shown.
2. Weitz's schedule for procurement and install are based on the quantities and routing that are currently shown.

#### Excluded

1. Time or cost for future modifications to the permanent BHS.
2. Attic stock for conveyors (Airport to determine types and quantities of attic stock).
3. Design or improvements to the existing ticketing, TSA screening, and arrival baggage systems.
4. Upsizing power or electrical service at the main panel to account for additional BHS requirements.

#### Clarifications

1. Weitz is not salvaging the existing baggage make-up system. We intend to demo and dispose of it unless directed otherwise by airport. Weitz will allow Owner to choose parts available from existing baggage make up system during demolition.
2. Baggage Handling vendor will require a deposit for procurement prior to material delivery.

# CLARIFICATIONS/ASSUMPTIONS



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## Alternates

1. Project Alternates are to be inclusive of labor (hourly, or salary staff) to install, hoisting, taxes, delivery, subcontractor overhead and profit, freight and handling unless otherwise stated herein. Contractor's fee, insurances, and SDI are included within the Alternate values listed below.
2. Project Alternates must be accepted or rejected by owner to allow adequate time to plan, procure and incorporate the work into the project schedule. Alternates exclude additional cost for expedited procurement and rework of base contract scope if Alternates are not accepted or rejected within deadlines communicated by Contractor.

	ALTERNATE DESCRIPTION	TOTAL
Alternate 01	NOTE: ALTERNATE 01 PRICING IS INCLUDED AS AN ALLOWANCE DUE TO LACK OF SUFFICIENT INFORMATION TO ACCURATELY PRICE THE SCOPE OF WORK.  THIS ALTERNATIVE DEMOLISHES ALL OF HANGAR 1 AND RECOVERS ALL "RED IRON" STEEL FRAMING FOR OWNER'S USE. THIS ALTERNATE REMOVES THE HANGAR 1 BUILDING SKIN, FRAMING, INTERIORS AND FOUNDATION. IT INCLUDES ADDING PERIMETER FENCING TO SECURE THE AIRPORT PROPERTY. IT ALSO INCLUDES RELOCATION/RECONFIGURATION OF THE BUILDING AND SITE ELECTRICAL SYSTEM, SECURITY AND ACCESS CONTROL SYSTEMS WITHIN THE BUILDING. BASE BID SHALL INCLUDE ONE OF THIS SCOPE.	\$381,528
Alternate 02A	THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING DF1 ALTERNATIVE OVER PAINTED GYP BOARD OVER WALLS IN NODES, AS NOTED ON FINISH PLANS. THIS PRODUCT IS TO BE DIRECTLY APPLIED TO GYP BOARD AS NOTED IN FINISH SPECIFICATION. THE PRODUCT CAN BE CUT TO FIT IN THE FIELD. PATCH AND REPAIR EDGES OF PANELS USING PROPRIETARY PASTE. PROVIDE FRY REGLET CORNER KEY AND REVEALS BETWEEN PANELS. BASE BID SHALL BE PAINTED GYP BOARD.	\$107,794
Alternate 02B	THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING CL8 CEILING OVER PAINTED GYP BOARD CEILINGS IN NODES AS NOTED ON REFLECTED CEILING PLANS. REFER TO ENLARGED DETAILED RCP FOR EXAMPLE OF FELT CEILING DESIGN FOR NODES. THIS PRODUCT IS TO BE DIRECTLY ATTACHED TO GYP BOARD CEILING USING CONCEALED FASTENERS AS NOTED IN THE FINISH SPECIFICATION. BASE BID SHALL BE PAINTED GYP BOARD CEILINGS.  AS A CLARIFICATION TO THIS ALTERANTE, NO ATTIC STOCK HAS BEEN INCLUDED DUE TO THE CUSTOM NATURE OF THE MATERIAL.	\$166,745
Alternate 03A	THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING ACOUSTICAL GYP BOARD CEILING, CL2 AS SPECIFIED IN FINISH SCHEDULE, ABOVE HOLDROOMS ON LEVEL 2.	\$794,536
Alternate 03B	PROVIDE ADDITIONAL LINE ITEM TO PROVIDE CL2 AS AN ALTERNATE AS CEILING OVER MAIN CORRIDOR AT LEVEL 2 CONCOURSE. BASE BID FOR CEILINGS IS PAINTED GYP BOARD.	\$547,548
Alternate 04	THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING WD1 TAMBOUR WOOD PANELS OVER PAINTED GYP BOARD WALL. TAMBOUR PANELS ARE 12" WIDE WITH VARIOUS PRODUCT HEIGHTS. THE PANELS ARE TO RUN THE HEIGHT OF THE FEATURE WALL WITH WOOD JOINTS ALIGNED ACROSS THE LENGTH OF THE WALL AS NOTED. PROVIDE IN-WALL BLOCKING FOR SUPPORT AS NEEDED. TAMBOUR PANELS ARE TO BE INTEGRATED WITH THE RAISED METAL "RIVER TOPOGRAPHY" DESIGN IN ALT 5. BASE BID SHALL BE PAINTED GYP BOARD.	\$312,147
Alternate 05	THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING DECORATIVE METAL FOR THE "TOPOGRAPHIC RIVER" WALL DESIGN OVER TAMBOUR PANELS IN ALT 4. THE ALTERNATE BASIS OF DESIGN IS TWO LAYERS OF METAL, ONE LAYER BLACKENED STEEL, TOP LAYER TO BE HAMMERED STEEL WITH BLACK FINISH, MT3 AS BASIS OF DESIGN. EXACT PRODUCT SPECIFICATIONS ARE STILL BEING DEVELOPED. MUST BE DESIGNED IN CONCERT WITH ALT 4 ADDITIVE ALTERNATE. BASE BID SHALL BE NO DECORATIVE METAL WALL DESIGN.	\$268,903
Alternate 06	THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING DF1 AROUND THE ELEVATOR OVER PAINTED GYP BOARD. THIS PRODUCT IS TO BE DIRECTLY APPLIED TO GYP BOARD AS NOTED IN FINISH SPECIFICATION. THE PRODUCT CAN BE CUT TO FIT IN THE FIELD. PATCH AND REPAIR EDGES OF PANELS USING PROPRIETARY PASTE. PROVIDE FRY REGLET CORNER KEY AND REVEALS BETWEEN PANELS. BASE BID IS PAINTED GYP BOARD.	\$39,291
Alternate 07	THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING DF1 AROUND THE FIREPLACE CHIMNEY OVER PAINTED GYP BOARD. THIS PRODUCT IS TO BE DIRECTLY APPLIED TO GYP BOARD AS NOTED IN FINISH SPECIFICATION. THE PRODUCT CAN BE CUT TO FIT IN THE FIELD. PATCH AND REPAIR EDGES OF PANELS USING PROPRIETARY PASTE. PROVIDE FRY REGLET CORNER KEY AND REVEALS BETWEEN PANELS. BASE BID IS PAINTED GYP BOARD.	\$31,886
Alternate 08	PROVIDED WITH WORK AUTHORIZATION 01.	N/A
Alternate 09	THIS ADDITIVE ALTERNATE INCLUDES PROVIDING A BREAK ROOM ON LEVEL 01, INCLUDING WALLS, MILLWORK, CEILINGS, MILLWORK, PLUMBING FIXTURES AND MEP SYSTEMS. BASE BID HAS NO BREAKROOM, BUT PROVIDES STUB UPS FOR FUTURE MEP WORK, RE: MEP DRAWINGS.	\$103,210

# CLARIFICATIONS/ASSUMPTIONS



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	AS A CLARIFICATION TO THIS ALTERNATE, NO FLOOR FINISH WAS IDENTIFIED FOR NEW CORRIDOR OR BREAKROOM CC3 HAS BEEN INCLUDED. PT4 HAS BEEN INCLUDED IN THE ADDITIONAL RESTROOM.	
Alternate 10	This alternative federalizes the purchase and installation of the new 450kW generator, GSD, feeders, conduit, and ATS as shown on Sheet E0.001 included with Addendum 1. Contractors bidding on this scope of work shall provide an additive alternative price using the General Wage Decision Number: CO20260001 01/02/2026 as included in the contract documents. Contractors shall also include products, materials and equipment that comply with all federal requirements including Buy America, Build America, American Iron and Steel and others outlined in the FAA Contract Provisions.	\$49,183
Alternate 11	This alternative federalizes the purchase and installation of all project signage provided for the project as shown on Sheets SG1.101 through SG1.110. Contractors bidding on this scope of work shall provide an additive alternative price using the General Wage Decision Number: CO20260001 01/02/2026 as included in the contract documents. Contractors shall also include products, materials and equipment that comply with all federal requirements including Buy America, Build America, American Iron and Steel and others outlined in the FAA Contract Provisions.	No Cost Impact if AdLight Carried
Alternate 12	This alternative federalizes the purchase and installation of the public address system provided for on Sheets TA0.000 through TA6.000. Contractors bidding on this scope of work shall provide an additive alternative price using the General Wage Decision Number: CO20260001 01/02/2026 as included in the contract documents. Contractors shall also include products, materials and equipment that comply with all federal requirements including Buy America, Build America, American Iron and Steel and others outlined in the FAA Contract Provisions.	(\$68,005)
Alternate 13	This alternative federalizes the purchase and installation of all fire suppression systems (e.g., piping, fittings, detection and monitoring devices, panels, etc.) provided as a design-build aspect of the contract. Contractors bidding on this scope of work shall provide an additive alternative price using the General Wage Decision Number: CO20260001 01/02/2026 as included in the contract documents. Contractors shall also include products, materials and equipment that comply with all federal requirements including Buy America, Build America, American Iron and Steel and others outlined in the FAA Contract Provisions.	\$191,774
Alternate 14	NOTE: ALTERNATE 14 PRICING IS INCLUDED AS AN ALLOWANCE DUE TO LACK OF SUFFICIENT INFORMATION TO ACCURATELY PRICE THE SCOPE OF WORK.  THIS ALTERNATE ALLOWANCE IS INCLUSIVE OF THE SCOPE OF WORK ASSOCIATED WITH THE EAST WALL MODIFICATIONS AS DEPICTED ON A2.405. SCOPE OF WORK INCLUDES TEMPORARY PROTECTION AND ESTABLISHING LIMITS OF CONSTRUCTION AT INTERIOR AND EXTERIOR SPACES, SELELECTIVE DEMOLITION OF EXISTING MATERIALS, MODIFICATIONS TO THE BUILDING FAÇADE, MODIFICATIONS TO THE INTERIOR FINISHES TO PROVIDE A 2HR RATED WALL ASSEMBLY. ALLOWANCE ASSUMES FFE REMOVAL AND REPLACEMENT IS BY OWNER.	\$346,071
Alternate 15	THIS ALTERNATE IS INCLUSIVE OF ANTICIAPTED COST TO PROVIDE A DEDICATED FIELD OFFICE FOR THE USE OF THE ENGINEER, RPR AND INSPECTIONS FOR THE DURATION OF THE PROJECT. COST INCLUDES AN 8'X14' CONNEX-STYLE SINGLE SPACE TRAILER FOR ENGINEER'S USE, DELIVERY, SET-UP, UTILITY CONNECTIONS FOR HEAT & POWER, TWO DESK & CHAIR SET UPS, AND INTERNET SET-UP & SERVICE FOR 13 MONTHS. THIS ALTERNATE EXCLUDES REQUIREMENTS STIPULATED IN SPECIFICATION FAA VOLUME 03 SECTION 60-05.	\$68,102

**Allowances**

All allowances are to be inclusive of labor (hourly, or salary staff) to install, hoisting, taxes, delivery, subcontractor overhead and profit, freight and handling unless otherwise stated herein. Contract will be adjusted once actual cost is determined for allowance items and will be added or deducted to the contract amount. Contractor’s fee, insurances, and SDI are outside of the stated allowances below, however, are included in the GMP amount.

	CONTRACTOR ALLOWANCES	TOTAL
01	Weather Conditions	\$400,000
02	Landscape & Irrigation	\$10,000
03	Baggage Make-Up Striping	\$7,500
	<b>Total of Allowances:</b>	<b>\$417,500</b>

**Allowance Definitions:**

- **Allowance 01: Weather Conditions**
  - The project team will provide monthly usage updates to the Owner. This Allowance may include, but is not limited to, additional street sweeping and rock for wet weather conditions, removal/treatment of water from the Project limits, costs for heaters, fire watch, equipment and accessories, temporary utility metering, rework to frozen &/or saturated substrates, sump pumps, work enabling gravel, rock, & stabilization, cost increases for non-temperature or moisture sensitive materials versus base scope materials, labor to maintain weather protection devices, as well as costs for concrete blankets, tarps, snow removal, snow shoveling, and snow hauling, and temporary enclosures.
- **Allowance 02: Landscape & Irrigation**
  - Cost to provide Landscaping and Irrigation upgrades to the project. There is currently no scope of work shown in the Contract Documents, however, there will be work in/around the existing entrance to the building that will require modifications and/or updates to the existing landscaping. Allowance is inclusive of repair work as required to install new materials and new irrigation/landscaping upgrades as desired by owner.
- **Allowance 03: Baggage Make-Up Striping**
  - Cost to provide striping within the building at the Baggage Make-Up Area located on Level 1 Room 111. Scope of work is to be further defined and clarified within a future Drawing and Specification package upon finalization of design and scope.



# Yampa Valley Regional Airport

## Sales Offer Letter



**Schindler**

**We Elevate**

# Schindler Elevator Corporation

## New Installation



March 24, 2026

**Customer Information**  
WEITZ COMPANY  
4725 S MONACO ST STE 100  
DENVER, CO 80237

**Project Information**  
Yampa Valley Regional Airport  
11005 RCR 51A  
Hayden, CO 81639

**Offer #:**304104950

Estimator:

Schindler Elevator Corporation is pleased to submit our proposal to furnish and install in the referenced building,

### Project Summary:

Qty	Product	Rise	Speed	Step / Capacity	Material Delivery date	Customer Handover date
2	Schindler 9300	15'-8"	90 fpm	32"	2027	2027
2	Schindler 3300	15'-8"	150 fpm	3,000 lbs.	2027	2027

### Specification & Drawing Clarifications

- 1) We have provided our 3300 MRL machine room-less elevator with the components in the hoistway.
- 2) Please note our recommended hoistway dimensions.
- 3) Aluminum sills are included for all locations.
- 4) Schindler FIGS 300 fixtures located in the entrance frame are included. Standard characteristics apply.
- 5) Schindler standard finishes (selected from Schindler color chart) are included.
- 6) Fire rated hoisting cables are included in our base pricing.
- 7) If card reader interface be needed, it will be done during adjusting / inspection. Should this not be feasible, the hourly rate shall apply.
- 8) BABA compliance is under review with Schindler sourcing.
- 9) Confirmation of structural components to support moving escalators into pockets is not included in our base pricing.
- 10) Any damage to existing pavers / flooring is not covered under our base pricing. Flooring protection is not included in our base pricing.
- 11) 12'-0" x 12'-0" opening is required to get the escalators into the building. If equipment needs to be stored at the landing, GC needs to provide a secure, fenced off area.
- 12) Crane (by others) is assumed to set escalators into pocket.
- 13) Schindler has included standard 12 months maintenance plan and response time in our base pricing.
- 14) Dumpster for disposal of material is by others.
- 15) Barricades around work area is by other trades.
- 16) Normal working hours are included in our base pricing.
- 17) Schindler plans on staging material adjacent to the escalator pockets (inside barricades).
- 18) Cladding / protection of existing flooring / walls is by others.
- 19) Schindler will require the GC to provide an 8K telescopic forklift at the jobsite dedicated to the Schindler team.
- 20) Cladding of escalators is by others.

### Coordination

- a. We have assumed 2027 installation.
- b. 2 weeks for delivery of submittal package, after receipt of signed proposal or receipt of subcontract.
- c. TBD weeks for approval of complete submittal package (including required selections), **execution of contract and receipt of 50% payment for engineering / order processing and shop drawings from initial invoice.** All items above, including confirmation of site ready conditions, are required to release equipment.
- d. 18-20 weeks to fabricate and deliver elevators (may fluctuate due to factory volume)

Project Name: Yampa Valley Regional Airport  
Project ID: 815136148

Date: 03/24/2026  
Offer: 304104950

Opportunity ID: 204948797  
Schindler Elevator Corporation

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- e. 3-4 weeks (per unit) for installation when pre-installation checklist is complete.
- f. The following pre-installation checklist must be completed prior to installation start:
  - g. *Extended reach forklift for getting material into the building & roll-able access from building entry to staging area*
  - h. *Clear staging area for the elevator(s) close to the hoistway*
  - i. *Barricades and netting on all floors*
  - j. *Hoist beam and lifeline beam installed with rating marked*
  - k. *Rail support*
  - l. *Overhead electrical completed*
    - a. *JH1 disconnect (s)*
    - b. *Light(s) and Outlet(s)*
    - c. *Work Platform or Scaffolding for electrician – Dependent on Travel – Coordinate with SEC Superintendent*
  - m. *Pit Electrical Completed.*
    - a. *Light(s)*
    - b. *Outlet(s)*
  - n. *JH Disconnect with 3 Phase Power Hot*
  - o. *220v Temp Power at Staging Area*
  - p. *Sill attachment*
  - q. *Header attachment*
  - r. *Pit clean and dry with grate installed.*
  - s. *Staging area and shaft must be maintained at 55+ degrees. Temporary heaters must be in place if required.*
  - t. **Allow 2-3 weeks to schedule and perform final adjusting / inspection and note the following:**
    - Completion of ALL pre-inspection punch-list items are required before scheduling the final state inspection.
    - Payment to **95% (5% Retention assumed)** is a *condition precedent* to conducting the state inspection and use of elevator by owner.
      - u. We assume project completion no later than **12/31/27** or applicable labor or material increases may apply.

**General Clarifications:**

- 1) 30 days of storage included in base pricing.
- 2) Refer to our terms and conditions and work by other trades which outline the provisions of this proposal, including payment terms, wages, warranty, insurance, installation conditions, etc.
- 3) All work is assumed to be completed during regular time hours and operator time is not included in our bid.
- 4) If the hoistway is pressurized and special brushes or seals are required to maintain hoistway pressure, additional costs will apply.
- 5) The controller at the top floor, along with machine and top of hoistway equipment must be maintained within our temperature range included in the power data form, along with a lobby/vestibule provided at the top landing. Elevator is not designed for any water exposure.
- 6) Hoistbeams, grates, divider beams and intermediate support (where floors exceed our maximum spans) are to be furnished and installed by others.
- 7) ADDITIONAL FEES:
  - Hourly cost per man: \$260 per mechanic man hour, straight time / \$430 per mechanic man hour, overtime
  - a. Temporary Use (Repair costs and travel costs required if applicable):
    - \$50/day + \$4,150 Clean Down (Refurbishment)+ \$4,150 inspection fees+ temporary communications if required/per elevator cost
  - c. Remobilization: \$4,150 per occurrence plus travel/expenses if applicable (2 mobilizations included per project- Install/adjust and final/fire inspections- fire in Denver only)
  - d. Reinspection: \$4,150 per occurrence plus travel/expenses if applicable (if due to no fault by Schindler, partial charge may apply if shared responsibility)
  - e. Storage: \$750 per week, per unit, if required due to job site not being ready by requested delivery date. Double handling will only be applicable on material delivered to jobsite.
- 8) Sidewalk or street closure permits are not included in our bid. We have assumed adequate ingress/egress into the building with rollable access and a staging area adjacent or with 50' of the elevator shaft.
- 9) If the site is not ready once equipment is ready to ship from our distribution center, you will assume storage costs and grant us an extension of time for the delays produced by this event.
- 10) (If required) Conduit to remote locations for elevator status or emergency power panels from machine/controller rooms and hoistways is by others.
- 11) A payment and performance bond has not been included. This can be added at the rate of 1% of the base bid amount.
- 12) This proposal includes one final inspection by the elevator code authority per elevator during normal working hours. If the inspection fails due to the sole responsibility of Schindler, we shall incur the cost for the reinspection with the elevator code authority. Should the failure be due to work by others, you will be responsible for the costs of the reinspection. All other testing requirements will be provided for an additional fee at our normal billing rates. During the final inspection, it is required to have a fire-life safety representative present, at no additional cost to us. Reinspection fee is shown in the table below.
- 13) Schindler's offer is in accordance with the applicable ANSI A17.1 code version on the date of this proposal. If there is a subsequent change to the code following the date of this proposal, re-pricing may be required. Schindler shall be entitled to compensation for any cost and/or time increase that results from the code change.
- 14) ANSI A17.1 2022 Work By Others Requirement: If your project is required to comply with the 2022 version of ANSI A17.1, please be advised that permanent lighting shall be provided To illuminate the hoistway. The hoistway lighting shall provide an illumination Of Not less than 50 LX (5 FC), excluding shadows created by the car or components, measured at the center of the car top throughout travel of the car when the car top lights are off and all hoistway doors are closed. The lighting components shall be guarded where necessary to prevent contact or accidental breakage.

All lighting components requiring maintenance or service shall be located within safe and convenient access.

# Yampa Valley Regional Airport

## E01 Schindler 9300



### Main Specification

Features	Selection
<b>Reference 100</b>	Building
<b>Escalator type</b>	9300 - 11
<b>Number of units</b>	1
<b>Vertical Rise</b>	15 ft 8 in
<b>Installation length (distance between end supports)</b>	44 ft
<b>Installation</b>	Indoor
<b>Inclination</b>	30 °
<b>Speed</b>	90 fpm
<b>Multiple speed</b>	88.58 fpm
<b>Step width</b>	32 inch
<b>Horizontal step run (flat steps)</b> 2	2 Horizontal Steps (K) (top) Horizontal Steps (K) (bottom)
<b>Transition radius</b> 3	3 inch (top) inch (bottom)
<b>Rated motor power</b>	1X10.1 hp
<b>3-phase power supply</b>	480 V, 60 Hz
<b>Single phase power supply</b>	120 V, 60 Hz
<b>Motor rated current</b>	15 A
<b>Motor starting current</b>	30 A

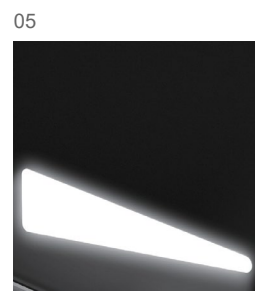
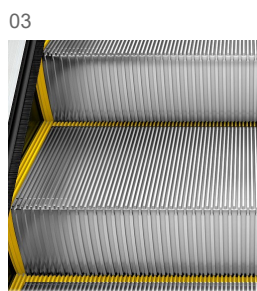
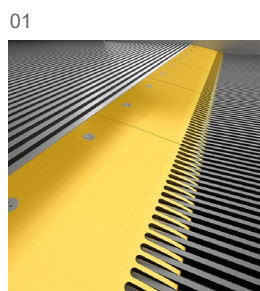
# Yampa Valley Regional Airport

## E01 Schindler 9300



### Safety

Features	Selection
<b>01 Combs</b>	Aluminum, yellow
<b>02 Step</b>	Aluminum, silver powder coated
<b>03 Step edge</b>	Synthetic material, yellow, mounted without hardware
<b>04 Direction Indication</b>	Yes
<b>05 Combplate lighting</b>	SEC translation is still open
<b>06 Emergency stop button</b>	Yes (ASME E-STOP button with special cover at top and bottom of the unit)
<b>07 Skirting contacts</b>	Standard
<b>08 Skirting brush</b>	Black



# Yampa Valley Regional Airport

## E01 Schindler 9300



### Aesthetic

#### Features

01 Balustrade

02 Balustrade panel

03 Balustrade panel type

04 Handrail

05 Entry design

06 Decking, inner and outer

07 Skirting

08 Covering for combplate & Floor cover

#### Selection

Design E - Slim Profile

Glass  
Clear Glass

Standard

Black

Inclined cap, plastic

Stainless Steel #4 430 brushed

Stainless Steel #4

Ribbed alu., circular grooved, black  
Aluminum with black grooves

01



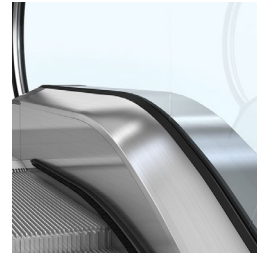
04



05



06



08



# Yampa Valley Regional Airport

## E01 Schindler 9300



### Sustainability

Features

Selection

#### 01 Energy Management

<b>Ecoline</b>	ECO Premium regen
<b>Frequency Converter</b>	GFU-P
<b>Energy feedback device</b>	Yes

#### 02 Drive Technology

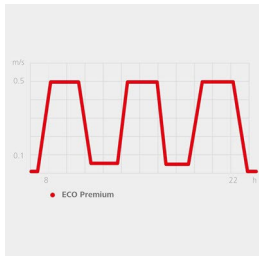
<b>Motor Type</b>	IE3
<b>Gear Type</b>	Worm

**03 Efficiency class** A++

#### 04 Schindler AHEAD

<b>IoESC CUBE select</b>	Standard
--------------------------	----------

01



# Yampa Valley Regional Airport

## E01 Schindler 9300



### Maintenance & Installation

#### Features

**01 Lubricating unit**

**02 Delivery mode**

**03 Delivery mode of balustrade**

**04 Corrosion protection for truss**

**05 Oil separator with water drain**

**06 Maintenance period**

#### Selection

Standard automatic lubrication – down-draft

In one piece

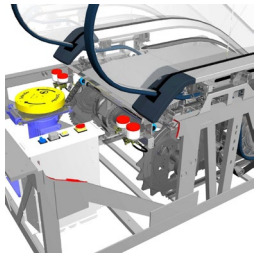
Not assembled

Primed

No

12 months

01



# Yampa Valley Regional Airport

## E03 Schindler 9300



### Main Specification

Features	Selection
<b>Reference 200</b>	Building
<b>Escalator type</b>	9300 - 11
<b>Number of units</b>	1
<b>Vertical Rise</b>	15 ft 8 in
<b>Installation length (distance between end supports)</b>	44 ft
<b>Installation</b>	Indoor
<b>Inclination</b>	30 °
<b>Speed</b>	90 fpm
<b>Multiple speed</b>	88.58 fpm
<b>Step width</b>	32 inch
<b>Horizontal step run (flat steps)</b> 2	2 Horizontal Steps (K) (top) Horizontal Steps (K) (bottom)
<b>Transition radius</b> 3	3 inch (top) inch (bottom)
<b>Rated motor power</b>	1X10.1 hp
<b>3-phase power supply</b>	480 V, 60 Hz
<b>Single phase power supply</b>	120 V, 60 Hz
<b>Motor rated current</b>	15 A
<b>Motor starting current</b>	30 A

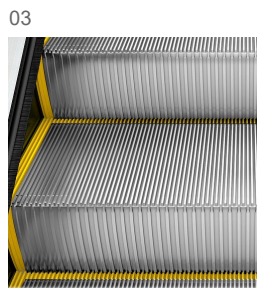
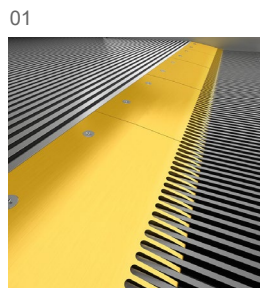
# Yampa Valley Regional Airport

## E03 Schindler 9300



### Safety

Features	Selection
<b>01 Combs</b>	Aluminum, yellow
<b>02 Step</b>	Aluminum, silver powder coated
<b>03 Step edge</b>	Synthetic material, yellow, mounted without hardware
<b>04 Direction Indication</b>	Yes
<b>05 Combplate lighting</b>	SEC translation is still open
<b>06 Emergency stop button</b>	Yes (ASME E-STOP button with special cover at top and bottom of the unit)
<b>07 Skirting contacts</b>	Standard
<b>08 Skirting brush</b>	Black



# Yampa Valley Regional Airport

## E03 Schindler 9300



### Aesthetic

#### Features

**01 Balustrade**

**02 Balustrade panel**

**03 Balustrade panel type**

**04 Handrail**

**05 Entry design**

**06 Decking, inner and outer**

**07 Skirting**

**08 Covering for combplate & Floor cover**

#### Selection

Design E - Slim Profile

Glass  
Clear Glass

Standard

Black

Inclined cap, plastic

Stainless Steel #4 430 brushed

Stainless Steel #4

Ribbed alu., circular grooved, black  
Aluminum with black grooves



# Yampa Valley Regional Airport

## E03 Schindler 9300



### Sustainability

Features

Selection

#### 01 Energy Management

<b>Ecoline</b>	ECO Premium regen
<b>Frequency Converter</b>	GFU-P
<b>Energy feedback device</b>	Yes

#### 02 Drive Technology

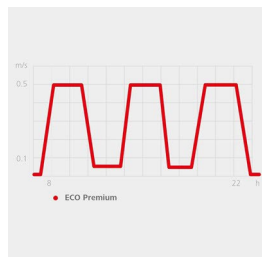
<b>Motor Type</b>	IE3
<b>Gear Type</b>	Worm

**03 Efficiency class** A++

#### 04 Schindler AHEAD

<b>IoESC CUBE select</b>	Standard
--------------------------	----------

01



# Yampa Valley Regional Airport

## E03 Schindler 9300



### Maintenance & Installation

#### Features

**01 Lubricating unit**

**02 Delivery mode**

**03 Delivery mode of balustrade**

**04 Corrosion protection for truss**

**05 Oil separator with water drain**

**06 Maintenance period**

#### Selection

Standard automatic lubrication – down-draft

In one piece

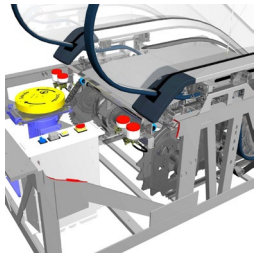
Not assembled

Primed

No

12 months

01





Schindler

Schindler Elevator Corporation
Traction Elevator Specification Summary
Bank AA - Elevator #1

Main Data table with columns for Product, Application, Capacity, Speed, Travel, Future Travel, Cwt Location, Stops, Power Supply, Sprinklers in Hoistway, Doors, IBC Year, Opening Size, Cab Height, Cab Type, Pit Depth, Overhead, Inside Cab Width, Inside Cab Depth, Hoistway Width, Hoistway Depth, Seismic Equipment, ANSI Year, NFPA Code Year, Not Stretcher Car Compliant, Cab, Cab Panels, Cab LH Wall, Cab RH Wall, Cab Rear Wall, Cab Base, Base, Frieze, Reveal, Front, Return, Transom, Cab Doors, Canopy, Ceiling, Cab Threshold, Sill Extensions Included, Handrail Type, Handrail Finish, Handrail Location, Handrail Row Qty, Platform Recess, Protective Pads, Protective Pads Source, Cab Finished Floor.

Entrances and Fixtures table with columns for Entrance Doors, Entrance Frames & Qty, Entrance Sill & Qty, Sill Mounting, 3D Door Detection, Emergency Escutcheons, Car Fixture Type, Car Fixture Finish, 1 Main COP, Hall Fixture Type, Hall Fixture Push Button, Hall Fixture Faceplate, Finish, (1) Separate FER Switch, (2) Combination H.L. & P.I., Options and Miscellaneous, New Product Service, Visual Comm. device per IBC 2018/A17.1-2019, Audible Gong (Std), Infrared Door Protection (Std), Phase Monitor Relay (Std), Independent Service/HES (Std), LDU (Control in Jamb), Top Exit Lock, FER Door Operator, T127 Rails, Keyed Switch Emergency Stop Switch, Top Exit Switch, ADA Compliant Phone, Sliding Guide Shoes, Automatic Evacuation, 1 Speed Fan, 2 Hoistway Access Switches, Firefighter's Service Phase 2, Class B Fire Rating For Cab, Top Exit Guard, Pressure Switch, Pit Ladder Source: Schindler, 1 Intermediate Building Support(s) - By Customer, Smoke Detector Provisions, STM - With Fire Retardant, Digital Services: SafeCall.



**Schindler**

Bank AA - Elevator #1

Decoration Selection

07

	01 Ceiling Type	LED Down Light - Round Spots
	02 Ceiling Finish	441 #4 Stainless Steel
	03 Car Door	441 #4 Stainless Steel
	04 Side Wall	Laminate - type to be defined
	05 Rear Wall	None
	06 Skirting	Skirting Flush Aluminum
	07 Fixtures	Standard 301 #4 Stainless Steel
	08 Landing Door	(2) Painted -Color to be defined
	09 Handrail	Straight Rectangular Brushed Aluminum Sides



01	02	03	04	05
			Schindler standard To be determined	Not Selected
06	08	09		
	Schindler standard To be determined			

**CMAR Exhibit D - YVRA West Expansion  
Stipulated Charging Rates - Staff & Equipment  
4/6/2026**

*Rates stipulated per this exhibit shall be non-auditable.*

**1. Personnel Hourly Rates / Fully Burdened**

<b>POSITION</b>	<b>HOURLY RATE</b>
PROJECT EXECUTIVE	\$215.50
SENIOR PROJECT MANAGER	\$199.00
PROJECT MANAGER	\$166.00
ASSISTANT PROJECT MANAGER	\$128.00
PROJECT ENGINEER	\$112.00
ASSISTANT PROJECT ENGINEER	\$101.00
PROJECT COORDINATOR	\$91.00
PROJECT ACCOUNTANT	\$100.00
FIELD OPS MANAGER/GENERAL SUPERINTENDENT	\$215.50
SENIOR PROJECT SUPERINTENDENT	\$205.00
PROJECT SUPERINTENDENT	\$159.50
FIELD SUPERINTENDENT	\$128.00
FIELD ENGINEER	\$112.00
SURVEYOR - (excludes vehicle / equip)	\$144.00
PROJECT SAFETY MANAGER	\$155.00
PROJECT SAFETY ENGINEER	\$139.00
PROJECT QUALITY CONTROL MANAGER	\$128.00
SCHEDULE MANAGER	\$164.00
PRE-CONSTRUCTION DIRECTOR	\$175.00
SR. PRE-CONSTRUCTION MANAGER	\$165.00
PRE-CONSTRUCTION MANAGER	\$155.00
SENIOR ESTIMATOR	\$145.00
ESTIMATOR	\$120.00
VDC/BIM MODEL MANAGER (OFFSITE)	\$130.00
VDC/BIM MODEL ENGINEER (OFFSITE)	\$107.00

**2. Hourly Labor Costs**

Costs paid or incurred by the Contractor for (i) taxes, insurance, unemployment contributions and company fringes at a stipulated burden rate of forty percent (45%), and additionally (ii) actual costs of all other, assessments and benefits required by law or collective bargaining agreements and, for personnel not covered by such agreements, customary benefits such as sick leave, medical and health benefits, holidays, vacations and pensions, provided such costs are based on wages and salaries included in the Cost of the Work.

**3. Insurance Rates**

Contractor Controlled Insurance Program (CCIP) insurance at the rate of \$14.50 per \$1,000 of the Guaranteed Maximum Price for general liability insurance & worker's compensation insurance.

Builder's Risk Insurance will be charged at a rate of \$2.13 per \$1,000.00 of the GMP.

Subcontractor Default Insurance (SDI) will be charged at the rate of \$14.60 per \$1,000 of all subcontracted sums.

**4. Other Stipulated Charging Rates**

CMAR Payment / Performance Bonds at the rate of \$10.00 per \$1,000 of the GMP.

Computer hardware at the rate of \$150.00 per month, per employee working on the project.  
 Jobsite server (Job-in-a-box) at the rate of \$400.00 per month.  
 Procore PM Software Licensing at the rate of 1.5% of the Guaranteed Maximum Price. (as included in our GC Support Cost  
 P6 Scheduling license at a rate of \$1,200.00 per license per year.  
 Accounting & Data Processing/Software/MIS at the rate of 0.08% of the Guaranteed Maximum Price.  
 BIM/VDC Autodesk / Revisto Software Licensing Costs at the rate of \$1,500 per Month (as included in our GC Support Cos

**5. Equipment Rental Rates**

Rates Include Tax and Insurances  
 Rates DO NOT Include Hauling/Delivery/Pickup  
 Rates DO NOT Include Operator  
 Rates DO NOT Include Preventative Maintenance, Fuel or Damage Repair  
 Equip Rates shall be increased by 5% per year effective on April 1 of 2027 and each year thereafter.

Class Name	Day	Week	Month
185CFM 125PSI DIESEL AIR COMPRESSOR	\$207	\$519	\$1,088
65 LB AIR HAMMER	\$85	\$305	\$741
24' SINGLE MANLIFT PUSH-TYPE	\$179	\$427	\$707
19' ELECT SCISSORLIFT	\$190	\$406	\$662
20' ELECT SCISSORLIFT	\$171	\$357	\$559
25-26' ELECT SCISSOR NARROW	\$233	\$443	\$824
30-33' ELECTRIC SCISSOR	\$295	\$629	\$1,307
12' SINGLE MANLIFT	\$222	\$382	\$709
15' SINGLE MANLIFT	\$218	\$458	\$824
20' SINGLE MANLIFT	\$225	\$474	\$839
40' RT SCISSOR	\$497	\$1,057	\$2,025
50' RT SCISSOR	\$614	\$1,336	\$2,991
3000 WATT GENERATOR	\$87	\$202	\$552
5000 WATT GENERATOR	\$106	\$287	\$769
LED LIGHT TOWER	\$214	\$432	\$1,078
4000 WATT LIGHT TOWER	\$194	\$435	\$816
GAS COLD WATER PRESSURE WASHER	\$202	\$668	\$1,500
GAS CUTOFF SAW	\$135	\$356	\$707
6" GREEN CONCRETE SAW GAS	\$179	\$521	\$1,150
10"-14" SELF-PROPELLED FLOOR SAW GAS	\$225	\$614	\$1,476
24" EDGING CONCRETE POWER TROWEL	\$73	\$218	\$583
36" WALK BEHIND CONCRETE POWER TROWEL	\$103	\$295	\$668
48" WALK BEHIND CONCRETE POWER TROWEL	\$141	\$342	\$777
POWER HAND SCREED	\$155	\$443	\$909
R/O 16-21 CF POWER BUGGY TRACKED	\$378	\$765	\$2,109
R/O 16-21 CF POWER BUGGY - GAS	\$382	\$1,058	\$1,824
CONCRETE PLANER 8" GAS/PROP	\$322	\$1,134	\$3,349
CONCRETE VIBRATOR HIGH CYCLE 2 1/4"	\$117	\$337	\$766
2" SUBMERSIBLE PUMP	\$78	\$264	\$622
3" SUBMERSIBLE PUMP	\$140	\$326	\$932
2" GAS TRASH PUMP	\$92	\$233	\$552
3" GAS TRASH PUMP	\$134	\$303	\$723
2" X 20' SUCTION HOSE	\$26	\$70	\$140
3" X 20' SUCTION HOSE	\$33	\$79	\$149
2" X 50' DISCHARGE HOSE	\$17	\$61	\$121
3" X 50' DISCHARGE HOSE	\$26	\$70	\$140

PALLET TRUCK ELECT	\$281	\$443	\$1,156
TRACK SKIDSTEER / 2800-3200 LB.	\$715	\$2,168	\$4,740
RUBBER TIRE SKIDSTEER / 2000-2800 LB.	\$637	\$1,795	\$4,157
PALLET FORKS - LARGE SKID	\$78	\$202	\$420
SWEEPER/BROOM	\$194	\$536	\$1,142
SKIDSTEER / MINI EX AUGER ATTACHMENT	\$143	\$381	\$971
SKIDSTEER BUCKET	\$78	\$202	\$420
5000LB IND FORKLIFT DF	\$365	\$862	\$2,098
6000LB IND FORKLIFT DF	\$381	\$932	\$2,137
8000LB IND FORKLIFT DSL	\$575	\$1,538	\$2,922
5500LB 19' SHOOTING BOOM FORKLIFT	\$598	\$1,267	\$3,011
6K-7K 42' SHOOTING BOOM FORKLIFT	\$622	\$1,523	\$3,523
8K-9K 42' SHOOTING BOOM FORKLIFT	\$653	\$1,911	\$3,863
10K 55' SHOOTING BOOM FORKLIFT	\$839	\$2,315	\$5,601
12K 55' SHOOTING BOOM FORKLIFT	\$1,010	\$2,331	\$6,226
FORKLIFT HEAVY DUTY JIB EXTENSION	\$123	\$339	\$774
FORKLIFT EXTENSION FORK	\$54	\$135	\$264
FORKLIFT LIFT HOOK ATTACHMENT	\$67	\$155	\$373
30' ART ELEC MANLIFT	\$443	\$1,064	\$2,517
34-35' ART MANLIFT	\$350	\$870	\$2,502
34' ART MANLIFT	\$376	\$912	\$2,399
40' STR MANLIFT	\$396	\$1,002	\$2,541
40' ART ELECT MANLIFT	\$389	\$995	\$2,673
45' ART MANLIFT	\$505	\$1,282	\$2,883
60' ART MANLIFT	\$707	\$1,655	\$3,613
80' STR MANLIFT	\$909	\$2,440	\$5,758
120' STR MANLIFT	\$1,759	\$4,833	\$10,939
125' ART MANLIFT	\$1,834	\$5,284	\$11,531
135' ART MANLIFT	\$1,966	\$6,022	\$14,592
UTILITY VEHICLE 2 SEAT 4WD DSL CAB	\$280	\$552	\$1,150
UTILITY VEHICLE 2 SEAT 4WD GAS CAB	\$272	\$559	\$1,173
UTILITY VEHICLE 4 SEAT 4WD DSL CAB	\$311	\$614	\$1,212
UTILITY VEHICLE 4 SEAT 4WD GAS CAB	\$319	\$591	\$1,251
8.5 TON CARRY DECK CRANE DIESEL	\$1,217	\$2,800	\$6,331
15 TON CARRY DECK CRANE DIESEL	\$1,667	\$4,362	\$8,894
JUMPING JACK TAMPER 135-165LB CLASS	\$79	\$233	\$575
SAND PLATE 200LB	\$137	\$514	\$915
PLATE TAMPER REVERSIBLE 900LB 24" WIDE	\$188	\$639	\$1,472
TRENCH ROLLER W/ REMOTE	\$286	\$1,009	\$1,868
7GPD DESICCANT DEHUMIDIFIER	\$123	\$357	\$1,173
25GPD DESICCANT DEHUMIDIFIER	\$186	\$552	\$1,538
2250CFM CARPET DRYER 4.7AMPS	\$75	\$249	\$653
2050CFM VORTEX AXIAL FAN 7AMPS	\$53	\$171	\$513
24"-48" HIGH VOLUME FAN 115V	\$85	\$160	\$521
WATER TRUCK 2000 GAL	\$720	\$2,149	\$4,469
WATER TRUCK 4000 GAL	\$816	\$3,100	\$7,576

WATER TRAILER 500 GALLON	\$272	\$637	\$1,251
PICKUP TRUCK 1/2T GAS 4WD EXTEND CAB	\$263	\$630	\$1,512
BACKPACK BLOWER	\$32	\$47	\$189
12T SKIP BOX	\$152	\$394	\$761
WATER METER	\$42	\$68	\$210
CONCRETE JERSEY BARRIER	\$47	\$79	\$105
WATER BARRIER	\$27	\$42	\$65
FUEL CUBE (250GAL)	\$162	\$394	\$551
ROAD PLATE (8X12)	\$115	\$283	\$683
BUILDERS ROTARY LASER	\$58	\$168	\$425
BUILDERS LEVEL	\$58	\$168	\$425
TOTAL SURVEY STATION (ROBOTIC)	\$385	\$1,500	\$4,500
SINGLE SECURITY TURNSTILE	N/A	N/A	\$3,000
SINGLE GUARD SHACK	N/A	N/A	\$500
SECURITY BADGING	N/A	N/A	\$1,750
SECURITY BADGING EQUIPMENT	ONE TIME PURCHASE COST = \$7,400		
15 PASSENGER SHUTTLE VAN	N/A	N/A	\$2,128
WAREHOUSE DELIVERY TRIP CHARGE - LABORER IF REQ'D	\$1,994 each trip		
WAREHOUSE DELIVERY TRIP CHARGE - DELIVERY DRIVER	\$2,565 each trip		
*Includes travel and per diems			

This document has important legal consequences; consultation with an attorney is encouraged with respect to its use or modification. This document should be adapted to the particular circumstances of the contemplated Project and the controlling Laws and Regulations.

## WORK AUTHORIZATION— CONSTRUCTION MANAGER AT RISK SERIES

Prepared By



# WORK AUTHORIZATION: #03

Owner:	Routt County, Colorado	Project No. RFP 848
Owner's Advisor:	Townscape Advisors	
Engineer:	Woolpert	
CMAR:	Weitz Company	
Project:	Yampa Valley Regional Airport (YVRA) West Terminal Expansion – Phase 1	
Contract Name:	Same as above	
Work Authorization:	Work Package #03 – West Terminal Expansion	

Date Issued: \_\_\_\_\_ Effective Date of Work Authorization: \_\_\_\_\_

Terms used in this Work Authorization have the meanings stated in the General Conditions and the Supplementary Conditions.

The Contract is modified as follows upon execution of this Work Authorization:

## ARTICLE 1—AUTHORIZED WORK

1.01 CMAR shall complete all Work that is specified or indicated in this Work Authorization. The authorized Work is generally described as follows:

- A. **Work Package 3. Construction of the outbound baggage make up system, escalator and elevator scopes of work as part of the West Terminal Expansion Project – Phase 1. The Work shall be further defined in the Clarifications and Assumptions attachment dated 4/6/2026.**

1.02 The authorized Work Package is more fully defined in Exhibit A.

## ARTICLE 2—COMPENSATION

2.01 Owner shall pay CMAR for the completion of the Work Package described in this Work Authorization in accordance with the provisions set forth in the Agreement.

2.02 ~~Lump Sum Work~~

- A. ~~Compensation for all Work is a lump sum amount of \$\_\_\_\_\_.~~
- B. ~~For all Unit Price Work, an amount equal to the sum of the extended prices established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item. Unit Price Work is itemized in Exhibit B. The extended prices for Unit Price Work set forth as of the Effective Date of the Work Authorization are based on estimated quantities. As provided in Paragraph 13.02 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Owner's Advisor.~~

2.03 Work Compensated on a Cost-Plus-Fee Basis

- A. Owner shall pay CMAR for completion of the Work Package in this Work Authorization in accordance with the Contract Documents. Fees for Work in this Work Authorization are the

same as those included in the Agreement. If a Subcontractor performs Work under this Work Authorization on a cost-plus-a-fee basis, in lieu of a stipulated price Subcontract amount, the applicable fee will be the same fee applied to CMAR's self-performed Work. The Guaranteed Maximum Price for this Work Authorization, subject to increases or decreases for change in the Work, is as shown in Exhibit B.

### ARTICLE 3—CONTRACT TIMES

- 3.01 CMAR agrees to perform the Work set forth in this Work Authorization pursuant to the schedule in Exhibit B. The Milestones for this Work Authorization are the same as those provided for in the Agreement and have been established for the Work covered in this Work Authorization. CMAR will complete the Work covered in this Work Authorization in a timely manner that will (a) allow CMAR to meet the Substantial Completion and Final Completion requirements of the Contract, and (b) avoid any adverse impact on the completion of other Work Authorizations for which a Milestone has been established.
- 3.02 Milestones and Associated Damages
- A. Work required to be complete to meet the following Milestone(s) will be defined in each Work Authorization.
- B. Milestone 1 – **Milestone 1 is described as completion of Phase 1A as defined by Weitz which includes mobilization and establishment of safety perimeter, demolition and removal of the canopy baggage handling system, underground utility installation, relocation and protection, deep and shallow foundation construction, structural framing, and temporary apron striping layout. Striping shall be performed by others.**
1. This Milestone must be substantially completed on or before **November 18, 2026.**
  2. The Milestone will be considered substantially complete when the following requirements have been met:
    - a. **The secure construction airport operations area (AOA) boundary has been moved to allow for winter peak airport operations.**
  3. CMAR shall pay Owner **\$5,000** for each day that expires after the time, as duly adjusted pursuant to the Contract, specified above for Substantial Completion of this Work Authorization, until the Work is substantially complete.
- C. Milestone 2 – **Milestone 2 is described as completion of Phase 1B as defined by Weitz which is also Substantial Completion. This milestone includes completion of all building and site elements, paving, inspections, vendor certification of proper installation, initial contractor defined punch list work; the building is ready for and has received a certificate of occupancy.**
1. This Milestone must be substantially completed on or before **May 26, 2028.**
  2. The Milestone will be considered substantially complete when the following requirements have been met:
    - a. **The building has received a certificate of occupancy and is ready for Owner occupancy and beneficial use.**

- b. CMAR shall pay Owner **\$3,600** for each day that expires after the time, as duly adjusted pursuant to the Contract, specified above for Substantial Completion of this Work Authorization, until the Work is substantially complete.

#### **ARTICLE 4—CONTRACT DOCUMENTS**

##### **4.01 Contract Documents for Work Authorization**

- A. The Contract Documents are identified in the Agreement, Article 16. The following provisions do not limit or modify the Contract Documents.
- B. The Contract Documents with specific applicability to this Work Authorization consist of the following:
  - 1. This Work Authorization, including any exhibits identified as Contract Documents.
  - 2. Bonds
    - a. Performance bond, together with power of attorney.
    - b. Payment bond, together with power of attorney.
    - c. Insurance
  - 3. Federal Contracting
    - a. Contract Provision Guidelines for Obligated Sponsors and Airport Improvement Program Projects (Issued on March 17, 2026)
    - b. Wage Decision Number CO20260001 dated January 2, 2026 – Construction Type: Building
  - 4. The following which may be delivered or issued on or after the Effective Date of the Work Authorization and are not attached hereto:
    - a. Contract Amendments pertaining to this Work Authorization
    - b. Change Orders, Work Change Directives, and Field Orders that modify this Work Authorization.
  - 5. Drawings and Specifications shown in Exhibit A as included parts of the Work Package (or Work Packages) authorized in this Work Authorization.
- C. The Contract Documents may only be amended, modified, or supplemented as provided in the Contract.

SIGNATURE PAGE FOLLOWS

**ARTICLE 5—EXECUTION**

	Issued by Owner's Advisor	Authorized by Owner
By:	<u><i>Keith Meyer</i></u> <a href="#">Keith Meyer (Apr 7, 2026 14:10:11 MDT)</a>	
Title:	Principal/Owner	Chair
Date:	<u>04/07/2026</u>	

	Accepted by CMAR	Approved by Funding Agency (if applicable)
By:	<u><i>Laura Eathorne</i></u> <a href="#">Laura Eathorne (Apr 7, 2026 17:56:29 MDT)</a>	N/A
Title:	Vice President	
Date:	<u>04/07/2026</u>	

## EXHIBIT A—DESIGN DOCUMENTS

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### ARTICLE 1—SPECIFICATIONS

- 1.01 Specifications entitled **Yampa Valley Regional Airport** dated **January 22, 2026**, and as modified by **The Weitz Company**.

**Yampa Valley Regional Airport Specifications dated January 22, 2026**

Volume 1 – Contract Forms, General Requirements Division 01

Volume 2 – Specification Divisions 02-19 and 21-28

Volume 3 – Specification Divisions 30-48; FAA Contract Provisions, FAA Specifications

Volume 4 – Town of Hayden Standard Specifications and Details, January 2019

Addendum 01 Updates to Volumes 2 and 3 consisting of 309ea Pages Titled March 5, 2026 “Bid Addendum 01”

- 1.02 New Specifications as listed in the following table:

Section No.	Specification Title
N/A	As listed above in 1.01

- 1.03 Specifications from previous Work Authorizations (WA) as listed in the following table:

Section No.	Specification Title	WA No.	Errata No.
34 77 13	Passenger Boarding Bridges and Aircraft Equipment	01	

- 1.04 Errata as listed in the following table:

Errata No.	Description	Section No.	Paragraph No.	Date of Issue
N/A	None			

### ARTICLE 2—DRAWINGS

- 2.01 Drawings, not attached but incorporated by reference, consisting of **378** sheets with each sheet bearing the following general title: **YVRA Phase 1 Expansion**.

- 2.02 Drawings listed on the sheet index in the Drawings.

General - G0.700 thru G0.901

Civil - V1.000 thru C4.022

Structural - S0.001 thru S6.065

Architectural Site - AS1.000 thru AS1.100

Demolition - DM1.001 thru DM4.001

Architecture - A5.002 thru A1.502B

Mechanical - M0.000 thru MEP0.004

Plumbing - P0.000 thru P8.001

Electrical - E0.000 thru E6.001

Technology - T0.000 thru T6.004

AV - TA0.000 thru TA1.502B

Signage - SG1.101 thru SG1.110

Apron Systems - AP00.000 thru AP04.006

Baggage Handling - B000 thru B809

Addendum 001: Consisting of Revisions to Architecture (20ea Pages), Structural (3ea Pages), Mechanical (8ea Pages), Electrical (5ea Pages) and Baggage Handling (5ea Pages) Drawings as listed above with a Page Date of 3/5/2026 and Description "Bid Addendum 01"

2.03 New Drawings as listed in the following table:

Sequence No.	Drawing No.	Drawing Title
		As listed above in 2.01 and 2.02

2.04 Drawings from previous Work Authorizations (WA) as listed in the following table:

Sequence No.	Drawing No.	Drawing Title
AP	00.000	Cover
	00.100	Drawing Index
	02.000	Proposed – Gates 1-9
	02.106	Proposed - Gate 6
	02.107	Proposed - Gate 7
	02.108	Proposed - Gate 8
	02.109	Proposed - Gate 9
	03.006	Gate 6 – Power-in Maneuvers
	03.007	Gate 7 – Power-in Maneuvers
	03.008	Gate 8 – Power-in Maneuvers
	03.009	Gate 9 – Power-in Maneuvers
	03.106	Gate 6 – Pushback Maneuvers
	03.107	Gate 7 – Pushback Maneuvers
	03.108	Gate 8 – Pushback Maneuvers
	03.109	Gate 9 – Pushback Maneuvers
	03.200	Critical Aircraft – GSE Configuration
	03.201	Critical Aircraft – GSE Maneuvering – Aircraft Tow Tractor
	04.000	Walkway Details – Gates 7&8
	04.001	Walkway Details – Gate 9
	04.002	Foundation Details
	04.003	Rotunda Details
	04.004	Bridge Details
	04.005	Cab Details
	04.006	Roof Top Unit Details

2.05 Revisions for this Work Authorization as listed in the following table:

Sequence No.	Drawing No.	Revision No.	Description	Date of Issue
			None	

**ARTICLE 3—SCOPE OF WORK**

3.01 Construction of the outbound baggage make up system, escalator and elevator scopes of work as part of the West Terminal Expansion Project – Phase 1. The Work shall be further defined in the Clarifications and Assumptions attachment dated 4/6/2026. Drawings, not attached but incorporated by reference, consisting of 378 sheets with each sheet bearing the following general title: YVRA Phase 1 Expansion.

Weitz Equipment and Labor Rates are included as Exhibit D.

Insurance, Fees and Contingencies on this scope of work are pro-rated for the overall anticipated GMP value.

**EXHIBIT B –WORK AUTHORIZATION COMPENSATION**

**Table 1—Work Authorization 003 GMP 4/6/2026**

Item	Item Title	Value	Comment
1	Cost of the Work	\$4,680,389	
2	CMAR Construction Services - General Conditions	\$0	
3	Subcontractor Default Insurance or Sub Bonds	\$68,334	1.46% Included Per Attached Rate Sheet for SDI and Sub Bond Costs
4	Liability Insurance	\$84,355	1.45% Included Per Attached Rate Sheet
5	Builders Risk	\$12,392	.213% Included Per Attached Rate Sheet
6	Performance and Payment Bonds	\$58,176	1% Included
7	Subtotal	\$4,903,646	
8	CMAR Fee	\$165,309	3% Included
9	Subtotal	\$5,068,955	
10	Contingency Allowance - Contractor	\$141,896	
11	Contingency Allowance - Owner	\$0	
12	Subtotal	\$5,210,851	
ALT	Alternates	N/A	Not Applicable
13	Total Contract Value – Guaranteed Maximum Price	\$5,210,851	Work Authorization 001 with Alternate Included
14	Completion Milestone 1	November 18, 2026	Completion of Phase 1A
15	Completion Milestone 2	May 26, 2028	Completion of Phase 1B
16	Substantial Completion Days	770	
17	Final Completion Days	800	
18	Construction Period Days	800	

## General Information

1. This GMP is based on the “Issue for Permit” drawing sets and specification Volumes 01-04 (as modified by The Weitz Company) provided by Gensler and Woolpert, Inc. dated January 22nd, 2026. Additionally, Addendum 01 documents dated March 5th, 2026, are also included within the submitted GMP. The following clarifications and assumptions to these aforementioned documents are also included within the submitted GMP budget:

### Included

1. Proposal is valid for 45 Days.
2. Weitz-provided Builders Risk Insurance for the Work through Substantial Completion per included Project Schedule.
3. P&P Bond.
4. Contractor Controlled Insurance Policy (CIP) for general liability and workers’ compensation insurance.
5. For Federalized Scopes, Labor has been included per General Decision Number: C020260001 Dated 01/02/2026.
6. Cost for exterior standalone mockup as detailed on G0.700, Details 01-08.
7. All other mockups, including interior mock-ups as detailed on G0.700, to include Tambour Wall with River Pattern, Parklex Wall and Concrete Flooring as in place to remain as a part of final construction.
8. Cost for permits and plan check fees for delegated design scopes of work

### Excluded

1. Building Permit and Plan Check Fees
2. Sales and Use Taxes. Owner to provide applicable exemption certificates.
3. Design and engineering costs/fees, unless specifically noted as delegated design.
4. Design Contingency.
5. Abatement of contaminated soils or other hazardous materials that may be encountered during the construction of this project or additional demo at hangar.
6. Solid rock or obstructions unable to be removed with conventional earthwork equipment ie. dozer, backhoe, front end loader.
7. Utility development fees (including water and sanitary fees), as well as fees from Energy, Telecom, or other utility service providers.
8. Any and all upgrades to existing utilities unless specifically called out.
9. Any / all code upgrades to any existing structures or systems to remain.
10. 3rd party testing and inspections, such as, but not limited to soils, concrete, masonry, asphalt, steel, curtain wall, firestopping/fire-safing, fireproofing, in-situ window or envelope testing and sustainability inspections/testing except as required by FAA specifications (Asphalt and Paving).
11. Third party commissioning of the building systems including ORAT.
12. Stand-alone mockups other than as detailed on detailed on G0.700, Details 01-08.
13. Radon Mitigation.
14. The cost for electrical, gas, or water consumption charges from utility providers. Weitz assumes we can tap into the Airport’s existing systems. As such, consumption charges will be paid directly by the Owner via the existing service account.

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## Clarifications

1. Third party testing and inspections provided by owner shall be furnished as required to meet project schedule.

## **01 – General Requirements**

### Included

1. Standard 1 year warranty for labor and materials unless specifically called out within specification section for extended manufacturer or installer warranties.
2. Use of the hold room at Gate 7 for the routing of the temporary baggage handling system. Exact limits of Gate 7 hold room use for construction to be coordinated with owner to allow for installation and operations of temporary baggage handling system for duration of project.
3. Restoration of finishes at Gate 7 to the extents used for the temporary baggage handling system.
4. Seismic design risk category “B” as shown in the Structural drawings.
5. Building Foundation Survey
6. Wet and Dry Utility As-Builts

### Excluded

1. Section 01-46-00 Seismic Design Requirements for Non-structural systems.
2. Section 01-81-19 Indoor Air Quality Testing for Microbial Growth ASTM D 6329.
3. Section 01-81-33 Sustainable Design Requirements; Embodied Carbon.
4. Cost for Building Permit review comments that may result in additional cost.
5. Stamped engineered seismic requirements.
6. Removal and storage of all existing owner FF&E including furniture, electronics, televisions, signage, etc. prior to construction start where demolition will occur.
7. Any verifications for existing systems unless specifically called out.
8. Building Height Certification/Survey

## Clarifications

1. All insurances, bonds and SDI will be invoiced for upon mobilization, along with all mobilization cost to enable project set-up and commence work.

## **02 – Demolition**

### Included

1. Demolition and removal of existing baggage handling system only to extents currently shown.
2. Demolition and removal of two (2EA) water tanks, including cut/cap and abandoning the existing connection to the building.
3. Controlled / phased demolition of the temporary BHS area to support the CSPP phasing plans.

### Excluded

1. Removal of underground piping associated with the water tanks.
2. Building East demolition and associated scope of work as shown on DM1.103 as a part of base project scope.
3. Salvage, storage, or reinstallation of demolished materials.
4. Fees/costs for environmental permits, special inspections, or third-party monitoring.

5. Hazardous materials, testing, abatement, handling, or disposal of hazardous materials, including but not limited to asbestos, lead-based paint, PCBs, or contaminated soils.
6. Removal and disposal of any unforeseen buried building materials or elements, hazardous materials, utilities, deep fills, USTs/tanks, or other features present below the ground surface except where removal is explicitly noted in the design documents.

#### Clarifications

1. The Owner is responsible for providing any existing hazardous conditions documentation, reports, assessments, and state of Colorado approval letters as applicable prior to Contractor's demolition activities to support the project schedule.

### **02a – Geothermal Field**

#### Included

1. Install 1,480LF of 6" HDPE Conduit in 4 bores, split between two pipes at 740LF/EA in length.
2. Pipes will be left in Contractor provided pit in Geothermal Field at location shown on C3.004, capped.
3. Seeding and revegetation of landscaping at bore pits to restore to current condition at time of bore.
4. Testing to verify the HDD installed pipe has structural integrity and will not leak during operation a low-pressure pneumatic test is performed. This involves capping both ends of the pipe and pressurizing the inside to a low pressure of 3 to 5 psi typically. This will be held for a duration of time anywhere from 1 to 4 hours, and if the pressure remains constant, then the pipe is structurally sound and is ready for use.

#### Excluded

1. Work at the Geothermal Field to include backfill of bore pit, mandrel tests, geothermal piping, glycol.
2. Any modifications or relocation to existing utilities along either the proposed or final bore path.
3. Providing of surface or utility monitoring of any kind.
4. Costs related to supporting and/or repairs to unknown utilities.
5. Engineering related to this scope of work.
6. Any import / export of material at bore pits. It is assumed that this soil would be adequate for backfill.
7. Easements.
8. Cost to purge and fill system/field outside of building footprint.

#### Clarifications

1. Each supply and return line will be completed with 2 bores. The first will be approximately 480LF underneath the parking lot to the overhead powerlines. The second will be approximately 260 LF from the overhead powerlines to the geothermal well field.
2. This scope includes boring of the HDPE pipe. No cost has been included for open trench install.
3. Boulders, cobble, running sands, rock, and split face conditions are considered unboreable and, if encountered, would require deviation of the geo line path, and therefore additional costs.

## **03 – Concrete**

### Included

1. Drilled piers with a top of bedrock elevation equal to 83'-0" (6571.00' USGS) per detail 4/S3.005, with top of drilled pier elevation as detailed in Structural Design Documents. Cost for actual drilled pier lengths shall be equitably adjusted based on the unit direct costs listed below, plus applicable markup, as documented via the drill pier logs provided by Owner's 3<sup>rd</sup> Party Testing Agency.

<b>Drill Pier Over / Under Run Unit Rate Adjustment</b>		
<b>Pier Diameter</b>	<b>Over Run \$/LF</b>	<b>Under Run \$/LF</b>
18"	\$ 60.00	\$ 9.00
24"	\$ 120.00	\$ 10.00
30"	\$ 160.00	\$ 11.00
36"	\$ 250.00	\$ 16.00

2. Epoxy coated reinforcement for slab on grade concrete only from wall shown between gridlines C.12 & C.13 to building west on sheet S1.201A (approximately 13,430sf) per note 4E/S1.201A.
3. Equipment pads for BHS carousels on Level 01 per detail F 20/S3.010.
4. Rooftop equipment pad per detail 10/S5.036.
5. Slab flatness per specification 03 30 00-18 section D.

### Excluded

1. Underpinning of any existing structures.
2. Maximum embodied carbon goals shown on Foundation Notes Concrete Mix Table S0.002.
3. Floor flatness/levelness values acceptable to the Architect Slab-On-Grade 5B/S0.002.
4. Thermal control plan and "pipe cooling" costs for mass concrete as none are stated.
5. Fiber mesh, corrosion inhibitor, or waterproofing admixtures.
6. Epoxy coated reinforcement for any other building structural concrete other than what is stated above.

### Clarifications

1. Additional 5' of bedrock neglection has been added to total pier lengths per Foundation Note Drilled Piers 2A/S0.002.
2. VR50 Vapor Barrier is only included per the extents shown on 20/A1.201B.
3. BHS Carousel equipment pads are priced as 2' height for areas shown on sheet B701.

## **04 – Masonry**

### Included

1. CMU Veneer in colors as manufactured by Basalite.
2. UM50 CMU Veneer – as manufactured by Basalite, with a ground face finish: Ground Face, and integral clear water-repellent penetrating sealer.
3. RMAX TSX-8500 rigid insulation, R20, behind the CMU masonry veneer.

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4. Thermally broken adjustable masonry ties.
5. Pre-cast masonry sills.

#### Excluded

1. A girt (including green girt) system behind masonry veneer.
2. XO clips / XO flanged inserts.
3. Masonry ties manufactured by Fero Corporation.
4. Specification section 09 75 00 STONE FACING.

#### Clarifications

1. N/A

## **05 – Metals**

#### Included

1. Delegated design / deferred submittals per S0.001 – stairs.
2. NOMMA finish standards at stair systems only.
3. Reinforcing of four (4EA) existing joist per plan sheet S1.202B.
4. Hot-dip galvanized steel at the following locations: Exterior Egress Stairs 01, 02, 03, exterior pipe bollards/crash rail at the exterior stairs, roof stair, roof ladder, screen wall framing, and lintels as specified. Field touch-up of galvanized surfaces is limited to cold galvanizing compound applied by spray (rattle can) at minor abrasions, field cuts, and connections.
5. Ten (10EA) each pipe guards per 4/A4.100.

#### Excluded

1. Stainless steel finishes.
2. Field-applied galvanizing, metallizing, or recoating beyond spray-applied field touch-up.
3. Costs associated with sourcing specific mills, meeting recycled-content thresholds, obtaining Environmental Product Declarations (EPDs), meeting embodied carbon limits, or obtaining other sustainability certifications.

#### Clarifications

1. Steel material sustainability goals identified in the bid documents are acknowledged as project objectives only. Compliance with such project goals, if later mandated, may result in additional cost and schedule impacts.

## **06 – Woods and Plastics**

#### Included

1. Concealed connectors and fasteners as manufactured by Simpson at all Glulam connections.
2. Factory-Applied temporary protectant/primer (Sansin KP-12) at all Glulams.
3. Alternate details and connections as needed for a field adjustable Glulam system at Details 7/S3.00, 17/S5.00.
4. Premium grade columns and beams per Glulam Spec 06 18 00 par 2.1.C.

#### Excluded

1. FSC certification for WD-1 (Vendor constraints).
2. Fire retardant or preservative treatments for Glu-lams (Mass Timber Specification)

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3. FSC/Chain of custody at all Glulams.
4. Specification section 06 17 40 ARCHITECTURAL MASS TIMBER, including slope shield plus SA moisture barrier at roof.
5. Note requiring verification of steel substrates prior to shop drawings and fabrication of Glulams.
6. Engineering, PE stamped shop drawings for the Glulams and their connections.

#### Clarifications

1. Banquette seating mock-up will be an in-place section of seating.
2. Banquette seating will be manufactured by chosen architectural woodwork contractor using specified West Coast Industries, Inc.'s product as basis of design.

### **07 – Thermal & Moisture Protection**

#### Included

1. Asphalt emulsion dampproofing is included at the exterior face of below grade foundation walls. Includes drainage mat and IN52 rigid board insulation per A4.100.
2. EIFS patching on existing building at SE corner along the wall and low roof per A1.201B.
3. Cementitious fireproofing spray at the structure per A1.201B.
4. Waterproofing membrane included at both the elevator pit slab and walls & escalator foundation slab.
5. 24ga standing seam roof panels with 18" panels and 2" rib height per G0.900.
6. A 32'x3' weathering steel panel on the existing concrete wall where the new monument sign will be located is included.

#### Excluded

1. Specification 07 14 16 COLD FLUID-APPLIED WATERPROOFING. None Shown
2. Specification 06 20 13 – EXTERIOR FINISH CARPENTRY includes engineered wood siding. All exterior siding has been included as Fiber Cement Nichiha siding per G0.900 and 07 46 46 – FIBER CEMENT SIDING
3. Pre-weathering of exterior metal panels.

#### Clarifications

1. Metal Siding identified as MT52 has been included as the unweathered corrugated metal panel by Western States Metal Roofing as shown on G0.900. Specification 07 42 13.16 METAL PLATE WALL PANELS incorrectly lists Dissimilar Metal Design as the BoD and weathered steel panels.
2. The MT52 corrugated metal panels are made out of Corten Steel and will have a raw steel look and be unweathered when installed. During the weathering process, the steel panels will begin to rust and patina, causing leaching as they interact with moisture. The rust-colored run-off will stain surrounding surfaces.
3. A flush seam metal panel for the back of the north screen wall has been included though none is shown as Nichiha siding cannot be exposed on both sides.

### **08 – Openings**

#### Included

1. At CW50, we have included Kawneer standard sized mullions of 2"x7 ½".
2. At CW51, we have included Kawneer standard sized mullions of 2"x7 ½".
3. 3-Ply Rylon Panels for the Rytec Fast Seal High Speed Doors in lieu of Aluminum Slat Door Panels.

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4. 50 inches/sec travel speed for the Rytec Fast Seal Door in lieu of the 60 inches/sec.
5. The Overhead Coiling Doors as Cookson ESD30 with a 2-year warranty.

#### Excluded

1. Aluminum Slat door panels for the High-Speed Door Spec 08 33 00 as this contradicts the basis of design Rytec Fast-Seal, which does not use this panel type.
2. Furnish of New 2HR Rated Fire Shutter at the Level 1 East Elevation on A2.402 per note 08 these are existing (Alternate 14)
3. Seismic performance requirements for the High-Speed Doors, as the Rytec Fast-Seal basis of design door has no seismic or wind load ratings per the manufacturer.

#### Clarifications

1. No veneer was specified for wood doors within specifications; pricing includes red oak. Owner to select final veneer and color during submittal process.
2. No veneer was specified for FRP within specifications, pricing includes Tiger Door per plans.
3. Any door accessories, such as seals, where a product was not specified, commercial grade hardware has been included.
4. The glulam beam on 5/A4.502 acts as the draft curtain therefore we exclude a glass draft curtain.
5. Specification 08 41 13 qualifies medium stile doors with 2-1/8" stiles however, medium stile doors come with 3-1/2" stiles and are included at doors 206B and 207B.
6. We have included cavities through the mullion for mullion lighting on the interior side only per 09/A5.002.

### **09a – Framing & Gypsum System Walls & Ceilings**

#### Included

1. Interior non-load bearing partitions in sizes and shapes to comply with deflection limits based on wall loading.

#### Excluded

1. Cost for delegated design related to seismic restraints of acoustical ceiling tiles, not required.
2. STC rated wall assemblies and testing.

#### Clarifications

1. N/A

### **09b – Flooring**

#### Included

1. A topical concrete sealer (Euclid Everclear) has been included at CC3 concrete flooring locations.
2. Terrazzo to be polished to 220 grit and sealed.
3. Concrete polishing per specifications, not as stated in mock-up notes.
4. Wood flooring glue with integral vapor barrier, in lieu of sheet vapor barrier. This will have no impact on wood floor performance.
5. Zinc strip floor in lieu of stainless-steel floor strip at Terrazzo transitions.
6. Cost has been included to install TL9 at Gate 7 Temp BHS after the completion of temporary BHS area.

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## Excluded

1. Terrazzo mock-up; samples to be used as mock up.
2. Application and/or blending of floor finish (wax, coating) at terrazzo.
3. Sheet vapor barrier below wood flooring.
4. Tile crack isolation at wall tile.
5. Specification section 09 75 00 – Stone Facing, interior stone has been removed from plans.

## Clarifications

1. Due to the depth of the slab on metal concrete deck at the concourse level, areas with polished concrete may have non-structural surface cracking.
2. Polished concrete scope pricing includes providing a Level 2 Medium Gloss Appearance per project specifications.
3. Terrazzo colors to match the latest samples made for Architect. There is no “Glass Spheres” included on the samples (mentioned in the specification for the sealer).

## **09c – Painting & Wall Coverings**

### Inclusions

1. Field painting of Snow Retention Curb, Gas Pipe, Louvers, Roof Ladder and Crash Rails.
2. Exterior existing concrete wall to the limits shown on 5/A2.101.
3. Painting of the new gas pipe running atop of the existing roof.
4. Includes repainting of Gate 7 after temporary BHS, extending east to the interior north-south wall to provide a clean point of transition.

### Excluded

1. Applied water repellent at the exterior face of exposed CMU walls.
2. Anti-graffiti coating.
3. Intumescent paint.
4. Powder coated finishes.
5. Costs for use of copywritten materials at wall and ceiling graphics.
6. Any repairs to the existing North concrete wall as shown on 5/A2.101 to be painted.
7. Verification of conformance by NACE Level 1 Certified Coating Inspector.
8. Attic stock of wall covering, custom product.

### Clarifications

1. Integral sealer has been included at CMU locations, documentation from manufacturer will be provided.
2. Mock-ups for exposed timber staining will be in place.

## **10 – Specialties**

### Included

1. Signage unit pricing listed below, one of each has been included in the budget. Cost provided do not include markups.
  - i. EX.15: \$115.00 per unit material cost.
  - ii. IN.24: \$92.00 per unit material cost
  - iii. RG.11: \$64.00 per unit material cost
  - iv. RG.15: \$172.00 per unit material cost

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2. The WF.08 Gate ID has been included as  $\frac{3}{4}$ " thick in lieu of  $\frac{1}{4}$ " thickness.
3. (8EA) Corner Guards at Level 2 as Stainless Steel 2.5x2.5 stain, 0.0625 in per Note 47 on A1.202A & A1.202B
4. (3EA) Custodial Mop and Broom Holder, (3EA) Custodial Paper Towel Dispenser, and (3EA) Custodial Soap Dispensers for (3EA) Janitors Closets, none shown on drawings.
5. FRP as manufactured by Crane in lieu of Marlite.

#### Excluded

1. Wire Mesh Partitions which have been removed per RFI #13.
2. Bird Deterrent Devices which have been removed per RFI #12.
3. Corner Guards at Level 1, none shown (Corner Guards have been included with Alternate 9)
4. The following Washroom, Bathroom and Shower Room Accessories from spec section 10 28 00 2.2 not shown on drawings; 2.2B Paper Towel (Folded) Dispenser, 2.2C Paper Towel (Roll) Dispenser, 2.2D Automatic Paper Towel (Roll) Dispenser, 2.2E Waste Receptacle, 2.2G Combination Towel (Roll) Dispenser/Waste Receptacle, 2.2H Soap Dispenser, 2.2K Sanitary Napkin Disposal Unit, 2.2L Seat-Cover Dispenser, 2.2N Hook, 2.2O Shower Curtain Rod, 2.2P Shower Curtain, 2.2Q Folding Shower Seat, 2.2R Soap Dish, 2.2S Medicine Cabinet, 2.2T Facial Tissue Dispenser, 2.2U Toothbrush and Tumbler Holder, 2.2V Towel Bar, 2.2W Towel Pin, 2.2X Towel Ring, 2.2Y Towel Shelf, 2.2Z Towel Rack.
5. Surface Mounted Seat Cover Dispenser, Surface Mounted Sanitary Napkin Disposal, and Surface Mounted Toilet Paper Dispenser listed in the Equipment Schedule G0.850 as none are shown on plan sheets.

#### Clarifications

1. Pet Relief Area Specialties included as specified in the drawings per RFI #14.
2. The Fireplace has been priced per the equipment schedule and drawings, no specification provided.

## **11 – Equipment**

#### Included

1. Allowance for Kitchen and Bar Equipment.
2. Design-Build fall protection system based on plan sheets A1.203A, A1.203B, & S5.012.
  - a. PE Stamped shop drawings.
  - b. Forty-Eight (48-EA) welded to structure, roof anchors (max 24-inches tall).
  - c. Four (4-EA) dual lanyard HLL Cable System end package assemblies.
  - d. Six-Hundred and Nine (609-FT) feet of stainless steel HLL cable.
  - e. OSHA Testing to certify installation.

#### Excluded

1. Refrigerator at Alternate Breakroom.
2. Roof anchors taller than 24-inches.
3. Fall protection training and demonstration.

#### Clarifications

1. N/A

## **12 – Furnishings**

### Included

1. Manual Roller Shades in lieu of Motorized Shades at the CW6 Side Window at Gate 8 and CW7 Sidelight at Gate 6 due to mounting limitations and insufficient space for power routing and motor installation.

### Excluded

1. Window Treatments at Doors on the South Elevation Level 2 wall.

### Clarifications

1. N/A

## **14 – Vertical Transportation & Facility Chutes**

### Included

1. Elevators: as Schindler 3300 Model MRL Elevator: 3,000LB 150FPM.
2. Escalator: as Schindler 9300 Escalator: 90 FPM with glass balustrades, black handrail, stainless decking, aluminum standard treads / steps.
3. Warranty and maintenance: 12-hour call-out time has been included.
4. Elevator warranty included as 12-month.
5. Escalator warranty included as 12-month.
6. Manufacturer standard colors and finishes per the attached Schindler proposal have been included.
7. All performance and seismic inclusions are per the standard Schindler model description attached.
8. 4EA bins at the Trash/Recycle chutes.

### Excluded

1. Elevators & Escalator finishes specified as custom, e.g., finishes noted as baked enamel or powder coated, or satin bronze or black or matte black steps are excluded.
2. Weitz excludes the specification 14 21 33.16.3.5.A.2 – 2-hour call-out requirements. A standard 12 hour call-out is included with the warranty.
3. A 10-year warranty has been excluded for the escalators.
4. A 5 year maintenance agreement has been excluded for the escalators.
5. Costs to comply with BABA and FAA procurement rules for Elevators and Escalators. (All elevator and escalator suppliers cannot meet the BABA and FAA requirements and will require waivers.)
6. Stand-alone fire alarm panels for elevators or escalators if required by AHJ.
7. At Trash / Recycling chutes – compactors are excluded.

### Clarifications

1. Modifications to the elevator core dimensions, depths and over-runs may be required based on final manufacturer selected.
2. Coordination with structure and architecture will be required to finalize building dimensions for both elevators and escalators – based on the Schindler models quoted.
3. Elevator / Escalator vendor will require deposit to begin shop drawing and long lead material procurement.

4. A standard 12 hour call-out is included with the warranty. Faster service call-out can be provided as part of any owner service agreement directly negotiated with the sub-trade after the warranty period.
5. Owner to register conveyances with the state.

## **21 – Fire Suppression**

### Included

1. A design/build fire suppression system that meets the requirements of NFPA 13.
2. Pre-action system covering the Telecom Room.
3. Dry system in the Baggage Screening Area | Level 1-Area B.
4. Fire pump and piping accessories.

### Excluded

1. Temporary fire protection at the temporary BHS structure at the temporary baggage makeup.
2. Any special fire protection requirements at the Kitchen area.
3. Coverage at any exterior overhangs.
4. Any standpipe systems. The building does not meet the minimum height requirements to require standpipe systems.
5. Hose valve hose & cabinets.
6. Seismic bracing as it is not required for Seismic Cat 'B' buildings.
7. Changes to the anticipated design if actual flow rate is different than designed flow rate.
8. Coverage over elevated portion of BHS system at BHS makeup area as this is not required for widths less than 48".

### Clarifications

1. Fire sprinkler system components to be in accordance with NFPA and project specifications.
2. The automatically activated water spray Deluge system at all ramp facing glazing within 100' of any aircraft fueling location zoned NFPA 415 per note on Sheet AS1.100 is figured as 'Moderate Severity'. Water is to be distributed using window nozzles below each horizontal mullion.
3. Pipe is black schedule 40 roll-grooved & threaded. 'Cut-grooved' pipe is not common practice in modern fire sprinkler systems.
4. System has been priced as shown for the flow rates, as specified.
5. It is assumed that the design pressure is adequate. If this is not the case, additional fire pump and accessories may be required.
6. Fire Pump has been included due to the design requirements of the deluge system

## **22 & 23 – HVAC & Plumbing**

### HVAC

#### Included

1. ERV System with 4-Pipe heating and evaporative cooling.
2. 6-Pipe heat pump modules, heating plant, cooling plant condenser plant, water heaters, geo-exchange loop, and fan coils.
3. Fans at Trash room, refrigerant purge, return duct.
4. 10,000 CFM baggage ventilation fans.
5. Kitchen Ventilation assumptions:
  - a. (1) Type 1 grease exhaust fan
  - b. (1) Welded black iron duct run with fire wrap

- c. (1) Stainless steel dish exhaust run
- d. (1) Dish exhaust fan
6. A one-time chemical treatment. Glycol flush and fill as follows:
  - a. 30% at the condenser, heating, and chilled loops.
7. Commissioning participation included meeting attendance, schedule input, start-up reports, TAB reports, and assistance running FPT's.
8. PVC jacketing at exposed piping, EXCEPT mechanical room.
9. Refrigerant monitoring.
10. Temperature controls with a new stand-alone BAS system only. No integration with existing is included.
11. Geothermal Scopes
  - a. (1) Utility service condenser water "plant" in Mech 121
    - i. (1) plate frame heat exchanger: OFCI
    - ii. (1) expansion tank, glycol feeder, air separator, pot feeder, and BTU meter: all OFCI
    - iii. (1) 160 GPM geothermal "utility service" inline pump with VFD: OFCI
  - a. Mechanical piping per floorplans
  - b. Above floor piping is a mixture of grooved and pressed steel and type L copper
  - c. Direct bury piping is DIP from 5' outside the building.
  - d. 6" valve packages at the pumps and HX
12. Supporting the HVAC Cx activities described in Group 14 Scope Commissioning Document provided on 04-02-2026

## Excluded

1. Pre-functional checklists or populating of CxA reports.
2. Integration into the existing BMS system.
3. Geothermal equipment shown as 'dashed' lines on M7.001 - OFCI
  - a. Pumps, air separator, pot feeder, expansion tank, etc.
4. FCU access panels. (Access via ACT).
5. VFD's at EF 1-03 and OAF 1-01, this appears to be a typo.
6. Any rigid board or elastomeric insulation; assumes fiberglass wrap is acceptable.
7. Seismic or wind calcs or prevention provisions.
8. Duct Cleaning(Ducts will be protected throughout construction activities).
9. Supplemental structural supports, spanning angle/hangers, or delegated design. Assumes structure is designed to support our mechanical and plumbing systems and we may suspend from decking.
10. TAB entering and leaving temperature readings.
11. Kitchen equipment, including commercial hood and ANSUL systems. By Owner.
12. Glycol flush.
13. Geothermal manifold system.
14. Temperature controls for geothermal scopes.
15. Seismic Bracing.
16. Heat Trace at plumbing drains.
17. Supplemental structural supports.
18. Populating Cx reports or prefunctional checklists.

## Clarifications

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1. There are fitment concerns for all vertical in-wall duct plenums where duct liner is required. This will need to be coordinated with the design team. No cost impacts are included if design changes are required.

## Plumbing

### Included

1. Gas hook up to Fireplace.
2. Test and balance and support to coordinate for Owner's commissioning agent.
3. FD-2 as "Heavy Duty". The manufacturer does not indicate if "Heavy Duty" is equivalent to "Traffic Rated" as shown in the drainage drawings.
4. Temporary extension of exterior 1" water line with hose bibs. This is included with three separate mobilizations to extend to Plane Parking #07, # 08 & 09, respectively. This is included as 1" Pex with valved drain locations to easily winterize.
5. Safe-off and capping of the water line at the two existing water tanks, with capping of the lines at both tanks and interior of the existing building.

### Excluded

1. PVC insulation jacketing.
2. Water softener or booster pump.
3. Seismic or wind calcs or prevention provisions.
4. Rock breaking at excavations.
5. Excessive water removal, pump systems, or dewatering.
6. Subsoil drainage piping or systems.

## Clarifications

1. The piping/pumping/control sequence may need to be revised to control minimum flow at the heat pump chiller modules and will need a dedicated design review meeting to determine.
2. Trap seals/guards have been assumed in lieu trap primers.

## **26 – Electrical Systems**

### Included

1. Light fixtures per the luminaire schedule. Controls for fixtures are locally controlled per code minimums. Wattstopper is the controls manufacturer included. All scenes necessary to accomplish lighting design can be controlled through Wattstopper per specifications.
2. Aluminum feeders can be utilized where allowed by the project documents at contractor's discretion per specifications.
3. Site lighting flood lights are all existing to be relocated.
4. Re-using and re-position of the existing generator for use during construction until the new generator is available for install and switch-over is achieved.
5. Conduit and a 48-strand fiber from the MPOE to the new IDF.
6. Eight (8EA) EIA racks in the IDF room.
7. WLAN installation.
8. Lighting Controls priced as Legrand, Wattstopper.
9. Fire alarm system priced as Autocall by JCI.
10. Furnish and install of CCTV cameras

## Excluded

1. Transformer – assumed by Utility provider.
2. Upgrade of the existing terminal or concourse Fire Alarm system.
3. Upgrading existing terminal or concourse low-voltage systems.
4. Electrical consumption has not been included. Weitz assumes we will be able to tap temporary power from the existing building through Owner's current provider account.
5. Wi-Fi equipment, including gateways and headend equipment, is provided by the owner.
6. Warranties or maintenance and service of the existing generator.
7. WLAN devices and system to be provided by owner.

## Clarifications

1. The existing 100kW generator will be disconnected and placed in the equipment yard to the south of the west parking lot. Contractor has included cost for disposing of fuel.
2. JCI/Simplex-Autocall will be utilized as a fire alarm manufacturer.
3. Fifteen (15EA) device relocations have been included for the east wall work (Alternate #14).
4. Utility transformer to be provided as required to support the Project Schedule.

## **31 – Sitework**

### Included

1. Export of all spoils/demolition materials off site.
2. Demolition of existing pavement/concrete per extents shown on sheet C1.000.
3. Patch back of existing concrete/paving removed for installation of pier foundations and utilities.
4. Establishment of a temporary water source.
5. The cut/cap and demolition of existing utilities as shown on the Contract Documents.
6. A new 6" Remote Fire Department Connection per location noted on AS1.100.
7. Flow-fill at all Utility Crossings.

### Excluded

1. Perimeter drainage system noted in the Geotech report Section 10.
2. Blasting/specialized rock removal or subgrade stabilization.
3. Insulation at water lines greater than 6' below grade.

### Clarifications

1. Temporary Water source is based on connection to existing fire hydrant.
2. Building water service has been carried as a 4" DIP due to availability.

## **32 – Exterior Improvements**

### Included

1. Allowance for landscaping and Irrigation.
2. Allowance for interior baggage handling system striping.
3. Striping/pavement markings scope includes obliteration of existing markings and cure removals by water jetting prior to painting placement of final configuration by Owner, (2) mobilizations are included. Removals are included as shown on drawing C1.000.

### Excluded

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1. Work at existing dumpster pad.
2. Curb, gutter, and concrete valley pan; not shown.
3. Pavement marking installation.
4. Pavement marking removals during interim phasing or any other temporary conditions.
5. Concrete repairs to existing airfield. Any concrete repair costs will be reimbursed through owner allowance.
6. Asphalt repairs to jobsite entrance road and contractor parking areas. Any asphalt repair costs will be reimbursed through owner allowance.

#### Clarifications

1. Airport to perform all new striping/pavement marking operations per RFI response to item #38 in addendum #1.

### **Permanent Baggage Handling Systems**

#### Included

1. Design, provide and install of a permanent BHS system per the specs and B-series drawings provided by BNP, to include the two Baggage make-up units, power turns, rolling stairs, maintenance access, fire-rated doors, impact barriers for the routing shown.
2. Weitz's schedule for procurement and install are based on the quantities and routing that are currently shown.

#### Excluded

1. Time or cost for future modifications to the permanent BHS.
2. Attic stock for conveyors (Airport to determine types and quantities of attic stock).
3. Design or improvements to the existing ticketing, TSA screening, and arrival baggage systems.
4. Upsizing power or electrical service at the main panel to account for additional BHS requirements.

#### Clarifications

1. Weitz is not salvaging the existing baggage make-up system. We intend to demo and dispose of it unless directed otherwise by airport. Weitz will allow Owner to choose parts available from existing baggage make up system during demolition.
2. Baggage Handling vendor will require a deposit for procurement prior to material delivery.

# CLARIFICATIONS/ASSUMPTIONS



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## Alternates

1. Project Alternates are to be inclusive of labor (hourly, or salary staff) to install, hoisting, taxes, delivery, subcontractor overhead and profit, freight and handling unless otherwise stated herein. Contractor's fee, insurances, and SDI are included within the Alternate values listed below.
2. Project Alternates must be accepted or rejected by owner to allow adequate time to plan, procure and incorporate the work into the project schedule. Alternates exclude additional cost for expedited procurement and rework of base contract scope if Alternates are not accepted or rejected within deadlines communicated by Contractor.

	ALTERNATE DESCRIPTION	TOTAL
Alternate 01	<p>NOTE: ALTERNATE 01 PRICING IS INCLUDED AS AN ALLOWANCE DUE TO LACK OF SUFFICIENT INFORMATION TO ACCURATELY PRICE THE SCOPE OF WORK.</p> <p>THIS ALTERNATIVE DEMOLISHES ALL OF HANGAR 1 AND RECOVERS ALL "RED IRON" STEEL FRAMING FOR OWNER'S USE. THIS ALTERNATE REMOVES THE HANGAR 1 BUILDING SKIN, FRAMING, INTERIORS AND FOUNDATION. IT INCLUDES ADDING PERIMETER FENCING TO SECURE THE AIRPORT PROPERTY. IT ALSO INCLUDES RELOCATION/RECONFIGURATION OF THE BUILDING AND SITE ELECTRICAL SYSTEM, SECURITY AND ACCESS CONTROL SYSTEMS WITHIN THE BUILDING. BASE BID SHALL INCLUDE ONE OF THIS SCOPE.</p>	\$381,528
Alternate 02A	<p>THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING DF1 ALTERNATIVE OVER PAINTED GYP BOARD OVER WALLS IN NODES, AS NOTED ON FINISH PLANS. THIS PRODUCT IS TO BE DIRECTLY APPLIED TO GYP BOARD AS NOTED IN FINISH SPECIFICATION. THE PRODUCT CAN BE CUT TO FIT IN THE FIELD. PATCH AND REPAIR EDGES OF PANELS USING PROPRIETARY PASTE. PROVIDE FRY REGLET CORNER KEY AND REVEALS BETWEEN PANELS. BASE BID SHALL BE PAINTED GYP BOARD.</p>	\$107,794
Alternate 02B	<p>THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING CL8 CEILING OVER PAINTED GYP BOARD CEILINGS IN NODES AS NOTED ON REFLECTED CEILING PLANS. REFER TO ENLARGED DETAILED RCP FOR EXAMPLE OF FELT CEILING DESIGN FOR NODES. THIS PRODUCT IS TO BE DIRECTLY ATTACHED TO GYP BOARD CEILING USING CONCEALED FASTENERS AS NOTED IN THE FINISH SPECIFICATION. BASE BID SHALL BE PAINTED GYP BOARD CEILINGS.</p> <p>AS A CLARIFICATION TO THIS ALTERANTE, NO ATTIC STOCK HAS BEEN INCLUDED DUE TO THE CUSTOM NATURE OF THE MATERIAL.</p>	\$166,745
Alternate 03A	<p>THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING ACOUSTICAL GYP BOARD CEILING, CL2 AS SPECIFIED IN FINISH SCHEDULE, ABOVE HOLDROOMS ON LEVEL 2.</p>	\$794,536
Alternate 03B	<p>PROVIDE ADDITIONAL LINE ITEM TO PROVIDE CL2 AS AN ALTERNATE AS CEILING OVER MAIN CORRIDOR AT LEVEL 2 CONCOURSE. BASE BID FOR CEILINGS IS PAINTED GYP BOARD.</p>	\$547,548
Alternate 04	<p>THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING WD1 TAMBOUR WOOD PANELS OVER PAINTED GYP BOARD WALL. TAMBOUR PANELS ARE 12" WIDE WITH VARIOUS PRODUCT HEIGHTS. THE PANELS ARE TO RUN THE HEIGHT OF THE FEATURE WALL WITH WOOD JOINTS ALIGNED ACROSS THE LENGTH OF THE WALL AS NOTED. PROVIDE IN-WALL BLOCKING FOR SUPPORT AS NEEDED. TAMBOUR PANELS ARE TO BE INTEGRATED WITH THE RAISED METAL "RIVER TOPOGRAPHY" DESIGN IN ALT 5. BASE BID SHALL BE PAINTED GYP BOARD.</p>	\$312,147
Alternate 05	<p>THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING DECORATIVE METAL FOR THE "TOPOGRAPHIC RIVER" WALL DESIGN OVER TAMBOUR PANELS IN ALT 4. THE ALTERNATE BASIS OF DESIGN IS TWO LAYERS OF METAL, ONE LAYER BLACKENED STEEL, TOP LAYER TO BE HAMMERED STEEL WITH BLACK FINISH, MT3 AS BASIS OF DESIGN. EXACT PRODUCT SPECIFICATIONS ARE STILL BEING DEVELOPED. MUST BE DESIGNED IN CONCERT WITH ALT 4 ADDITIVE ALTERNATE. BASE BID SHALL BE NO DECORATIVE METAL WALL DESIGN.</p>	\$268,903
Alternate 06	<p>THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING DF1 AROUND THE ELEVATOR OVER PAINTED GYP BOARD. THIS PRODUCT IS TO BE DIRECTLY APPLIED TO GYP BOARD AS NOTED IN FINISH SPECIFICATION. THE PRODUCT CAN BE CUT TO FIT IN THE FIELD. PATCH AND REPAIR EDGES OF PANELS USING PROPRIETARY PASTE. PROVIDE FRY REGLET CORNER KEY AND REVEALS BETWEEN PANELS. BASE BID IS PAINTED GYP BOARD.</p>	\$39,291
Alternate 07	<p>THIS ADDITIVE ALTERNATE INCLUDES SUPPLYING AND INSTALLING DF1 AROUND THE FIREPLACE CHIMNEY OVER PAINTED GYP BOARD. THIS PRODUCT IS TO BE DIRECTLY APPLIED TO GYP BOARD AS NOTED IN FINISH SPECIFICATION. THE PRODUCT CAN BE CUT TO FIT IN THE FIELD. PATCH AND REPAIR EDGES OF PANELS USING PROPRIETARY PASTE. PROVIDE FRY REGLET CORNER KEY AND REVEALS BETWEEN PANELS. BASE BID IS PAINTED GYP BOARD.</p>	\$31,886
Alternate 08	<p>PROVIDED WITH WORK AUTHORIZATION 01.</p>	N/A
Alternate 09	<p>THIS ADDITIVE ALTERNATE INCLUDES PROVIDING A BREAK ROOM ON LEVEL 01, INCLUDING WALLS, MILLWORK, CEILINGS, MILLWORK, PLUMBING FIXTURES AND MEP SYSTEMS. BASE BID HAS NO BREAKROOM, BUT PROVIDES STUB UPS FOR FUTURE MEP WORK, RE: MEP DRAWINGS.</p>	\$103,210

# CLARIFICATIONS/ASSUMPTIONS



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	AS A CLARIFICATION TO THIS ALTERNATE, NO FLOOR FINISH WAS IDENTIFIED FOR NEW CORRIDOR OR BREAKROOM CC3 HAS BEEN INCLUDED. PT4 HAS BEEN INCLUDED IN THE ADDITIONAL RESTROOM.	
Alternate 10	This alternative federalizes the purchase and installation of the new 450kW generator, GSD, feeders, conduit, and ATS as shown on Sheet E0.001 included with Addendum 1. Contractors bidding on this scope of work shall provide an additive alternative price using the General Wage Decision Number: CO20260001 01/02/2026 as included in the contract documents. Contractors shall also include products, materials and equipment that comply with all federal requirements including Buy America, Build America, American Iron and Steel and others outlined in the FAA Contract Provisions.	\$49,183
Alternate 11	This alternative federalizes the purchase and installation of all project signage provided for the project as shown on Sheets SG1.101 through SG1.110. Contractors bidding on this scope of work shall provide an additive alternative price using the General Wage Decision Number: CO20260001 01/02/2026 as included in the contract documents. Contractors shall also include products, materials and equipment that comply with all federal requirements including Buy America, Build America, American Iron and Steel and others outlined in the FAA Contract Provisions.	No Cost Impact if AdLight Carried
Alternate 12	This alternative federalizes the purchase and installation of the public address system provided for on Sheets TA0.000 through TA6.000. Contractors bidding on this scope of work shall provide an additive alternative price using the General Wage Decision Number: CO20260001 01/02/2026 as included in the contract documents. Contractors shall also include products, materials and equipment that comply with all federal requirements including Buy America, Build America, American Iron and Steel and others outlined in the FAA Contract Provisions.	(\$68,005)
Alternate 13	This alternative federalizes the purchase and installation of all fire suppression systems (e.g., piping, fittings, detection and monitoring devices, panels, etc.) provided as a design-build aspect of the contract. Contractors bidding on this scope of work shall provide an additive alternative price using the General Wage Decision Number: CO20260001 01/02/2026 as included in the contract documents. Contractors shall also include products, materials and equipment that comply with all federal requirements including Buy America, Build America, American Iron and Steel and others outlined in the FAA Contract Provisions.	\$191,774
Alternate 14	NOTE: ALTERNATE 14 PRICING IS INCLUDED AS AN ALLOWANCE DUE TO LACK OF SUFFICIENT INFORMATION TO ACCURATELY PRICE THE SCOPE OF WORK.  THIS ALTERNATE ALLOWANCE IS INCLUSIVE OF THE SCOPE OF WORK ASSOCIATED WITH THE EAST WALL MODIFICATIONS AS DEPICTED ON A2.405. SCOPE OF WORK INCLUDES TEMPORARY PROTECTION AND ESTABLISHING LIMITS OF CONSTRUCTION AT INTERIOR AND EXTERIOR SPACES, SELELECTIVE DEMOLITION OF EXISTING MATERIALS, MODIFICATIONS TO THE BUILDING FAÇADE, MODIFICATIONS TO THE INTERIOR FINISHES TO PROVIDE A 2HR RATED WALL ASSEMBLY. ALLOWANCE ASSUMES FFE REMOVAL AND REPLACEMENT IS BY OWNER.	\$346,071
Alternate 15	THIS ALTERNATE IS INCLUSIVE OF ANTICIAPTED COST TO PROVIDE A DEDICATED FIELD OFFICE FOR THE USE OF THE ENGINEER, RPR AND INSPECTIONS FOR THE DURATION OF THE PROJECT. COST INCLUDES AN 8'X14' CONNEX-STYLE SINGLE SPACE TRAILER FOR ENGINEER'S USE, DELIVERY, SET-UP, UTILITY CONNECTIONS FOR HEAT & POWER, TWO DESK & CHAIR SET UPS, AND INTERNET SET-UP & SERVICE FOR 13 MONTHS. THIS ALTERNATE EXCLUDES REQUIREMENTS STIPULATED IN SPECIFICATION FAA VOLUME 03 SECTION 60-05.	\$68,102

**Allowances**

All allowances are to be inclusive of labor (hourly, or salary staff) to install, hoisting, taxes, delivery, subcontractor overhead and profit, freight and handling unless otherwise stated herein. Contract will be adjusted once actual cost is determined for allowance items and will be added or deducted to the contract amount. Contractor’s fee, insurances, and SDI are outside of the stated allowances below, however, are included in the GMP amount.

	CONTRACTOR ALLOWANCES	TOTAL
01	Weather Conditions	\$400,000
02	Landscape & Irrigation	\$10,000
03	Baggage Make-Up Striping	\$7,500
	<b>Total of Allowances:</b>	<b>\$417,500</b>

**Allowance Definitions:**

- **Allowance 01: Weather Conditions**
  - The project team will provide monthly usage updates to the Owner. This Allowance may include, but is not limited to, additional street sweeping and rock for wet weather conditions, removal/treatment of water from the Project limits, costs for heaters, fire watch, equipment and accessories, temporary utility metering, rework to frozen &/or saturated substrates, sump pumps, work enabling gravel, rock, & stabilization, cost increases for non-temperature or moisture sensitive materials versus base scope materials, labor to maintain weather protection devices, as well as costs for concrete blankets, tarps, snow removal, snow shoveling, and snow hauling, and temporary enclosures.
- **Allowance 02: Landscape & Irrigation**
  - Cost to provide Landscaping and Irrigation upgrades to the project. There is currently no scope of work shown in the Contract Documents, however, there will be work in/around the existing entrance to the building that will require modifications and/or updates to the existing landscaping. Allowance is inclusive of repair work as required to install new materials and new irrigation/landscaping upgrades as desired by owner.
- **Allowance 03: Baggage Make-Up Striping**
  - Cost to provide striping within the building at the Baggage Make-Up Area located on Level 1 Room 111. Scope of work is to be further defined and clarified within a future Drawing and Specification package upon finalization of design and scope.



# Yampa Valley Regional Airport

## Sales Offer Letter

**We Elevate**



**Schindler**

# Schindler Elevator Corporation

## New Installation



March 24, 2026

**Customer Information**  
WEITZ COMPANY  
4725 S MONACO ST STE 100  
DENVER, CO 80237

**Project Information**  
Yampa Valley Regional Airport  
11005 RCR 51A  
Hayden, CO 81639

**Offer #:**304104950

Estimator:

Schindler Elevator Corporation is pleased to submit our proposal to furnish and install in the referenced building,

### Project Summary:

Qty	Product	Rise	Speed	Step / Capacity	Material Delivery date	Customer Handover date
2	Schindler 9300	15'-8"	90 fpm	32"	2027	2027
2	Schindler 3300	15'-8"	150 fpm	3,000 lbs.	2027	2027

### Specification & Drawing Clarifications

- 1) We have provided our 3300 MRL machine room-less elevator with the components in the hoistway.
- 2) Please note our recommended hoistway dimensions.
- 3) Aluminum sills are included for all locations.
- 4) Schindler FIGS 300 fixtures located in the entrance frame are included. Standard characteristics apply.
- 5) Schindler standard finishes (selected from Schindler color chart) are included.
- 6) Fire rated hoisting cables are included in our base pricing.
- 7) If card reader interface be needed, it will be done during adjusting / inspection. Should this not be feasible, the hourly rate shall apply.
- 8) BABA compliance is under review with Schindler sourcing.
- 9) Confirmation of structural components to support moving escalators into pockets is not included in our base pricing.
- 10) Any damage to existing pavers / flooring is not covered under our base pricing. Flooring protection is not included in our base pricing.
- 11) 12'-0" x 12'-0" opening is required to get the escalators into the building. If equipment needs to be stored at the landing, GC needs to provide a secure, fenced off area.
- 12) Crane (by others) is assumed to set escalators into pocket.
- 13) Schindler has included standard 12 months maintenance plan and response time in our base pricing.
- 14) Dumpster for disposal of material is by others.
- 15) Barricades around work area is by other trades.
- 16) Normal working hours are included in our base pricing.
- 17) Schindler plans on staging material adjacent to the escalator pockets (inside barricades).
- 18) Cladding / protection of existing flooring / walls is by others.
- 19) Schindler will require the GC to provide an 8K telescopic forklift at the jobsite dedicated to the Schindler team.
- 20) Cladding of escalators is by others.

### Coordination

- a. We have assumed 2027 installation.
- b. 2 weeks for delivery of submittal package, after receipt of signed proposal or receipt of subcontract.
- c. TBD weeks for approval of complete submittal package (including required selections), **execution of contract and receipt of 50% payment for engineering / order processing and shop drawings from initial invoice.** All items above, including confirmation of site ready conditions, are required to release equipment.
- d. 18-20 weeks to fabricate and deliver elevators (may fluctuate due to factory volume)

Project Name: Yampa Valley Regional Airport  
Project ID: 815136148

Date: 03/24/2026  
Offer: 304104950

Opportunity ID: 204948797  
Schindler Elevator Corporation

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- e. 3-4 weeks (per unit) for installation when pre-installation checklist is complete.
- f. The following pre-installation checklist must be completed prior to installation start:
  - g. *Extended reach forklift for getting material into the building & roll-able access from building entry to staging area*
  - h. *Clear staging area for the elevator(s) close to the hoistway*
  - i. *Barricades and netting on all floors*
  - j. *Hoist beam and lifeline beam installed with rating marked*
  - k. *Rail support*
  - l. *Overhead electrical completed*
    - a. *JH1 disconnect (s)*
    - b. *Light(s) and Outlet(s)*
    - c. *Work Platform or Scaffolding for electrician – Dependent on Travel – Coordinate with SEC Superintendent*
  - m. *Pit Electrical Completed.*
    - a. *Light(s)*
    - b. *Outlet(s)*
  - n. *JH Disconnect with 3 Phase Power Hot*
  - o. *220v Temp Power at Staging Area*
  - p. *Sill attachment*
  - q. *Header attachment*
  - r. *Pit clean and dry with grate installed.*
  - s. *Staging area and shaft must be maintained at 55+ degrees. Temporary heaters must be in place if required.*
  - t. **Allow 2-3 weeks to schedule and perform final adjusting / inspection and note the following:**
    - Completion of ALL pre-inspection punch-list items are required before scheduling the final state inspection.
    - Payment to **95% (5% Retention assumed)** is a *condition precedent* to conducting the state inspection and use of elevator by owner.
      - u. We assume project completion no later than **12/31/27** or applicable labor or material increases may apply.

**General Clarifications:**

- 1) 30 days of storage included in base pricing.
- 2) Refer to our terms and conditions and work by other trades which outline the provisions of this proposal, including payment terms, wages, warranty, insurance, installation conditions, etc.
- 3) All work is assumed to be completed during regular time hours and operator time is not included in our bid.
- 4) If the hoistway is pressurized and special brushes or seals are required to maintain hoistway pressure, additional costs will apply.
- 5) The controller at the top floor, along with machine and top of hoistway equipment must be maintained within our temperature range included in the power data form, along with a lobby/vestibule provided at the top landing. Elevator is not designed for any water exposure.
- 6) Hoistbeams, grates, divider beams and intermediate support (where floors exceed our maximum spans) are to be furnished and installed by others.
- 7) ADDITIONAL FEES:
  - Hourly cost per man: \$260 per mechanic man hour, straight time / \$430 per mechanic man hour, overtime
  - a. Temporary Use (Repair costs and travel costs required if applicable):
    - \$50/day + \$4,150 Clean Down (Refurbishment)+ \$4,150 inspection fees+ temporary communications if required/per elevator cost
  - c. Remobilization: \$4,150 per occurrence plus travel/expenses if applicable (2 mobilizations included per project- Install/adjust and final/fire inspections- fire in Denver only)
  - d. Reinspection: \$4,150 per occurrence plus travel/expenses if applicable (if due to no fault by Schindler, partial charge may apply if shared responsibility)
  - e. Storage: \$750 per week, per unit, if required due to job site not being ready by requested delivery date. Double handling will only be applicable on material delivered to jobsite.
- 8) Sidewalk or street closure permits are not included in our bid. We have assumed adequate ingress/egress into the building with rollable access and a staging area adjacent or with 50' of the elevator shaft.
- 9) If the site is not ready once equipment is ready to ship from our distribution center, you will assume storage costs and grant us an extension of time for the delays produced by this event.
- 10) (If required) Conduit to remote locations for elevator status or emergency power panels from machine/controller rooms and hoistways is by others.
- 11) A payment and performance bond has not been included. This can be added at the rate of 1% of the base bid amount.
- 12) This proposal includes one final inspection by the elevator code authority per elevator during normal working hours. If the inspection fails due to the sole responsibility of Schindler, we shall incur the cost for the reinspection with the elevator code authority. Should the failure be due to work by others, you will be responsible for the costs of the reinspection. All other testing requirements will be provided for an additional fee at our normal billing rates. During the final inspection, it is required to have a fire-life safety representative present, at no additional cost to us. Reinspection fee is shown in the table below.
- 13) Schindler's offer is in accordance with the applicable ANSI A17.1 code version on the date of this proposal. If there is a subsequent change to the code following the date of this proposal, re-pricing may be required. Schindler shall be entitled to compensation for any cost and/or time increase that results from the code change.
- 14) ANSI A17.1 2022 Work By Others Requirement: If your project is required to comply with the 2022 version of ANSI A17.1, please be advised that permanent lighting shall be provided To illuminate the hoistway. The hoistway lighting shall provide an illumination Of Not less than 50 LX (5 FC), excluding shadows created by the car or components, measured at the center of the car top throughout travel of the car when the car top lights are off and all hoistway doors are closed. The lighting components shall be guarded where necessary to prevent contact or accidental breakage.

All lighting components requiring maintenance or service shall be located within safe and convenient access.

# Yampa Valley Regional Airport

## E01 Schindler 9300



### Main Specification

Features	Selection
<b>Reference 100</b>	Building
<b>Escalator type</b>	9300 - 11
<b>Number of units</b>	1
<b>Vertical Rise</b>	15 ft 8 in
<b>Installation length (distance between end supports)</b>	44 ft
<b>Installation</b>	Indoor
<b>Inclination</b>	30 °
<b>Speed</b>	90 fpm
<b>Multiple speed</b>	88.58 fpm
<b>Step width</b>	32 inch
<b>Horizontal step run (flat steps)</b> 2	2 Horizontal Steps (K) (top) Horizontal Steps (K) (bottom)
<b>Transition radius</b> 3	3 inch (top) inch (bottom)
<b>Rated motor power</b>	1X10.1 hp
<b>3-phase power supply</b>	480 V, 60 Hz
<b>Single phase power supply</b>	120 V, 60 Hz
<b>Motor rated current</b>	15 A
<b>Motor starting current</b>	30 A

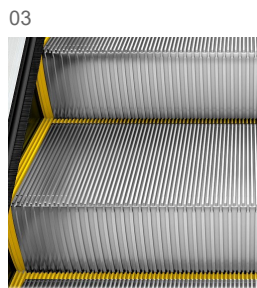
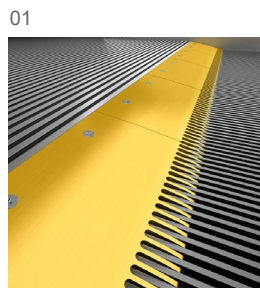
# Yampa Valley Regional Airport

## E01 Schindler 9300



### Safety

Features	Selection
<b>01 Combs</b>	Aluminum, yellow
<b>02 Step</b>	Aluminum, silver powder coated
<b>03 Step edge</b>	Synthetic material, yellow, mounted without hardware
<b>04 Direction Indication</b>	Yes
<b>05 Combplate lighting</b>	SEC translation is still open
<b>06 Emergency stop button</b>	Yes (ASME E-STOP button with special cover at top and bottom of the unit)
<b>07 Skirting contacts</b>	Standard
<b>08 Skirting brush</b>	Black



# Yampa Valley Regional Airport

## E01 Schindler 9300



### Aesthetic

#### Features

#### Selection

**01 Balustrade**

Design E - Slim Profile

**02 Balustrade panel**

Glass  
Clear Glass

**03 Balustrade panel type**

Standard

**04 Handrail**

Black

**05 Entry design**

Inclined cap, plastic

**06 Decking, inner and outer**

Stainless Steel #4 430 brushed

**07 Skirting**

Stainless Steel #4

**08 Covering for combplate & Floor cover**

Ribbed alu., circular grooved, black  
Aluminum with black grooves

01



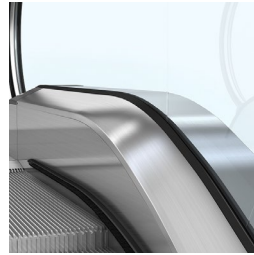
04



05



06



08



# Yampa Valley Regional Airport

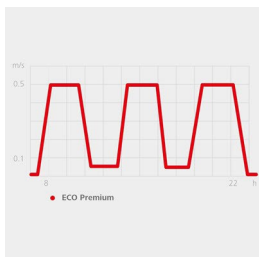
## E01 Schindler 9300



### Sustainability

Features	Selection
<b>01 Energy Management</b>	
<b>Ecoline</b>	ECO Premium regen
<b>Frequency Converter</b>	GFU-P
<b>Energy feedback device</b>	Yes
<b>02 Drive Technology</b>	
<b>Motor Type</b>	IE3
<b>Gear Type</b>	Worm
<b>03 Efficiency class</b>	A++
<b>04 Schindler AHEAD</b>	
<b>IoESC CUBE select</b>	Standard

01



# Yampa Valley Regional Airport

## E01 Schindler 9300



### Maintenance & Installation

#### Features

**01 Lubricating unit**

**02 Delivery mode**

**03 Delivery mode of balustrade**

**04 Corrosion protection for truss**

**05 Oil separator with water drain**

**06 Maintenance period**

#### Selection

Standard automatic lubrication – down-draft

In one piece

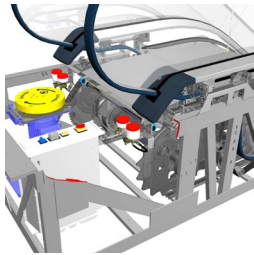
Not assembled

Primed

No

12 months

01



# Yampa Valley Regional Airport

## E03 Schindler 9300



### Main Specification

Features	Selection
<b>Reference 200</b>	Building
<b>Escalator type</b>	9300 - 11
<b>Number of units</b>	1
<b>Vertical Rise</b>	15 ft 8 in
<b>Installation length (distance between end supports)</b>	44 ft
<b>Installation</b>	Indoor
<b>Inclination</b>	30 °
<b>Speed</b>	90 fpm
<b>Multiple speed</b>	88.58 fpm
<b>Step width</b>	32 inch
<b>Horizontal step run (flat steps)</b> 2	2 Horizontal Steps (K) (top) Horizontal Steps (K) (bottom)
<b>Transition radius</b> 3	3 inch (top) inch (bottom)
<b>Rated motor power</b>	1X10.1 hp
<b>3-phase power supply</b>	480 V, 60 Hz
<b>Single phase power supply</b>	120 V, 60 Hz
<b>Motor rated current</b>	15 A
<b>Motor starting current</b>	30 A

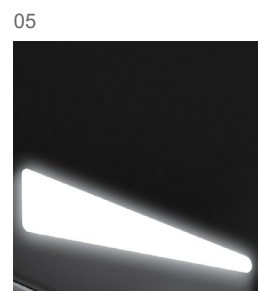
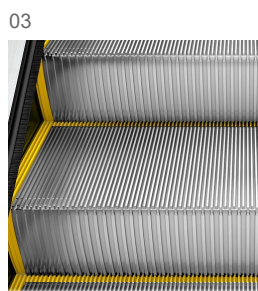
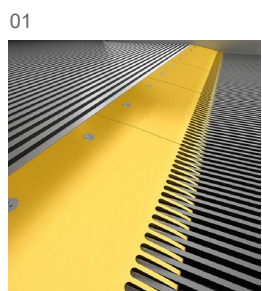
# Yampa Valley Regional Airport

## E03 Schindler 9300



### Safety

Features	Selection
<b>01 Combs</b>	Aluminum, yellow
<b>02 Step</b>	Aluminum, silver powder coated
<b>03 Step edge</b>	Synthetic material, yellow, mounted without hardware
<b>04 Direction Indication</b>	Yes
<b>05 Combplate lighting</b>	SEC translation is still open
<b>06 Emergency stop button</b>	Yes (ASME E-STOP button with special cover at top and bottom of the unit)
<b>07 Skirting contacts</b>	Standard
<b>08 Skirting brush</b>	Black



# Yampa Valley Regional Airport

## E03 Schindler 9300



### Aesthetic

#### Features

01 Balustrade

02 Balustrade panel

03 Balustrade panel type

04 Handrail

05 Entry design

06 Decking, inner and outer

07 Skirting

08 Covering for combplate & Floor cover

#### Selection

Design E - Slim Profile

Glass  
Clear Glass

Standard

Black

Inclined cap, plastic

Stainless Steel #4 430 brushed

Stainless Steel #4

Ribbed alu., circular grooved, black  
Aluminum with black grooves



# Yampa Valley Regional Airport

## E03 Schindler 9300



### Sustainability

Features

Selection

#### 01 Energy Management

<b>Ecoline</b>	ECO Premium regen
<b>Frequency Converter</b>	GFU-P
<b>Energy feedback device</b>	Yes

#### 02 Drive Technology

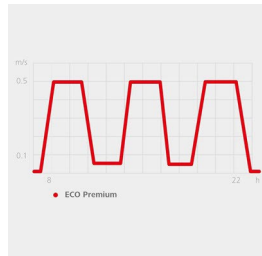
<b>Motor Type</b>	IE3
<b>Gear Type</b>	Worm

**03 Efficiency class** A++

#### 04 Schindler AHEAD

<b>IoESC CUBE select</b>	Standard
--------------------------	----------

01



# Yampa Valley Regional Airport

## E03 Schindler 9300



### Maintenance & Installation

#### Features

**01 Lubricating unit**

**02 Delivery mode**

**03 Delivery mode of balustrade**

**04 Corrosion protection for truss**

**05 Oil separator with water drain**

**06 Maintenance period**

#### Selection

Standard automatic lubrication – down-draft

In one piece

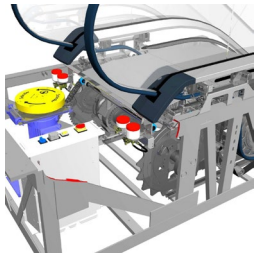
Not assembled

Primed

No

12 months

01





Schindler

Schindler Elevator Corporation
Traction Elevator Specification Summary
Bank AA - Elevator #1

Table with 2 columns: Item Name, Value. Includes sections: Main Data, Cab. Items include Product (Schindler 3300), Application (3300 MRL), Capacity (3000 Lbs), Speed (150 FPM), IBC Year (2021), Cab Panels (None), etc.

Table with 2 columns: Item Name, Value. Includes sections: Entrances, Fixtures, Options and Miscellaneous. Items include Entrance Doors (2 Painted), Car Fixture Type (Standard), New Product Service (12 Months), etc.



Schindler

Bank AA - Elevator #1

Decoration Selection

07

	01 Ceiling Type	LED Down Light - Round Spots
	02 Ceiling Finish	441 #4 Stainless Steel
	03 Car Door	441 #4 Stainless Steel
	04 Side Wall	Laminate - type to be defined
	05 Rear Wall	None
	06 Skirting	Skirting Flush Aluminum
	07 Fixtures	Standard 301 #4 Stainless Steel
	08 Landing Door	(2) Painted -Color to be defined
	09 Handrail	Straight Rectangular Brushed Aluminum Sides



01	02	03	04	05
			Schindler standard To be determined	Not Selected
06	08	09		
	Schindler standard To be determined			

**CMAR Exhibit D - YVRA West Expansion  
Stipulated Charging Rates - Staff & Equipment  
4/6/2026**

*Rates stipulated per this exhibit shall be non-auditable.*

**1. Personnel Hourly Rates / Fully Burdened**

<b>POSITION</b>	<b>HOURLY RATE</b>
PROJECT EXECUTIVE	\$215.50
SENIOR PROJECT MANAGER	\$199.00
PROJECT MANAGER	\$166.00
ASSISTANT PROJECT MANAGER	\$128.00
PROJECT ENGINEER	\$112.00
ASSISTANT PROJECT ENGINEER	\$101.00
PROJECT COORDINATOR	\$91.00
PROJECT ACCOUNTANT	\$100.00
FIELD OPS MANAGER/GENERAL SUPERINTENDENT	\$215.50
SENIOR PROJECT SUPERINTENDENT	\$205.00
PROJECT SUPERINTENDENT	\$159.50
FIELD SUPERINTENDENT	\$128.00
FIELD ENGINEER	\$112.00
SURVEYOR - (excludes vehicle / equip)	\$144.00
PROJECT SAFETY MANAGER	\$155.00
PROJECT SAFETY ENGINEER	\$139.00
PROJECT QUALITY CONTROL MANAGER	\$128.00
SCHEDULE MANAGER	\$164.00
PRE-CONSTRUCTION DIRECTOR	\$175.00
SR. PRE-CONSTRUCTION MANAGER	\$165.00
PRE-CONSTRUCTION MANAGER	\$155.00
SENIOR ESTIMATOR	\$145.00
ESTIMATOR	\$120.00
VDC/BIM MODEL MANAGER (OFFSITE)	\$130.00
VDC/BIM MODEL ENGINEER (OFFSITE)	\$107.00

**2. Hourly Labor Costs**

Costs paid or incurred by the Contractor for (i) taxes, insurance, unemployment contributions and company fringes at a stipulated burden rate of forty percent (45%), and additionally (ii) actual costs of all other, assessments and benefits required by law or collective bargaining agreements and, for personnel not covered by such agreements, customary benefits such as sick leave, medical and health benefits, holidays, vacations and pensions, provided such costs are based on wages and salaries included in the Cost of the Work.

**3. Insurance Rates**

Contractor Controlled Insurance Program (CCIP) insurance at the rate of \$14.50 per \$1,000 of the Guaranteed Maximum Price for general liability insurance & worker's compensation insurance.

Builder's Risk Insurance will be charged at a rate of \$2.13 per \$1,000.00 of the GMP.

Subcontractor Default Insurance (SDI) will be charged at the rate of \$14.60 per \$1,000 of all subcontracted sums.

**4. Other Stipulated Charging Rates**

CMAR Payment / Performance Bonds at the rate of \$10.00 per \$1,000 of the GMP.

Computer hardware at the rate of \$150.00 per month, per employee working on the project.  
 Jobsite server (Job-in-a-box) at the rate of \$400.00 per month.  
 Procore PM Software Licensing at the rate of 1.5% of the Guaranteed Maximum Price. (as included in our GC Support Cost  
 P6 Scheduling license at a rate of \$1,200.00 per license per year.  
 Accounting & Data Processing/Software/MIS at the rate of 0.08% of the Guaranteed Maximum Price.  
 BIM/VDC Autodesk / Revisto Software Licensing Costs at the rate of \$1,500 per Month (as included in our GC Support Cos

**5. Equipment Rental Rates**

Rates Include Tax and Insurances  
 Rates DO NOT Include Hauling/Delivery/Pickup  
 Rates DO NOT Include Operator  
 Rates DO NOT Include Preventative Maintenance, Fuel or Damage Repair  
 Equip Rates shall be increased by 5% per year effective on April 1 of 2027 and each year thereafter.

Class Name	Day	Week	Month
185CFM 125PSI DIESEL AIR COMPRESSOR	\$207	\$519	\$1,088
65 LB AIR HAMMER	\$85	\$305	\$741
24' SINGLE MANLIFT PUSH-TYPE	\$179	\$427	\$707
19' ELECT SCISSORLIFT	\$190	\$406	\$662
20' ELECT SCISSORLIFT	\$171	\$357	\$559
25-26' ELECT SCISSOR NARROW	\$233	\$443	\$824
30-33' ELECTRIC SCISSOR	\$295	\$629	\$1,307
12' SINGLE MANLIFT	\$222	\$382	\$709
15' SINGLE MANLIFT	\$218	\$458	\$824
20' SINGLE MANLIFT	\$225	\$474	\$839
40' RT SCISSOR	\$497	\$1,057	\$2,025
50' RT SCISSOR	\$614	\$1,336	\$2,991
3000 WATT GENERATOR	\$87	\$202	\$552
5000 WATT GENERATOR	\$106	\$287	\$769
LED LIGHT TOWER	\$214	\$432	\$1,078
4000 WATT LIGHT TOWER	\$194	\$435	\$816
GAS COLD WATER PRESSURE WASHER	\$202	\$668	\$1,500
GAS CUTOFF SAW	\$135	\$356	\$707
6" GREEN CONCRETE SAW GAS	\$179	\$521	\$1,150
10"-14" SELF-PROPELLED FLOOR SAW GAS	\$225	\$614	\$1,476
24" EDGING CONCRETE POWER TROWEL	\$73	\$218	\$583
36" WALK BEHIND CONCRETE POWER TROWEL	\$103	\$295	\$668
48" WALK BEHIND CONCRETE POWER TROWEL	\$141	\$342	\$777
POWER HAND SCREED	\$155	\$443	\$909
R/O 16-21 CF POWER BUGGY TRACKED	\$378	\$765	\$2,109
R/O 16-21 CF POWER BUGGY - GAS	\$382	\$1,058	\$1,824
CONCRETE PLANER 8" GAS/PROP	\$322	\$1,134	\$3,349
CONCRETE VIBRATOR HIGH CYCLE 2 1/4"	\$117	\$337	\$766
2" SUBMERSIBLE PUMP	\$78	\$264	\$622
3" SUBMERSIBLE PUMP	\$140	\$326	\$932
2" GAS TRASH PUMP	\$92	\$233	\$552
3" GAS TRASH PUMP	\$134	\$303	\$723
2" X 20' SUCTION HOSE	\$26	\$70	\$140
3" X 20' SUCTION HOSE	\$33	\$79	\$149
2" X 50' DISCHARGE HOSE	\$17	\$61	\$121
3" X 50' DISCHARGE HOSE	\$26	\$70	\$140

PALLET TRUCK ELECT	\$281	\$443	\$1,156
TRACK SKIDSTEER / 2800-3200 LB.	\$715	\$2,168	\$4,740
RUBBER TIRE SKIDSTEER / 2000-2800 LB.	\$637	\$1,795	\$4,157
PALLET FORKS - LARGE SKID	\$78	\$202	\$420
SWEEPER/BROOM	\$194	\$536	\$1,142
SKIDSTEER / MINI EX AUGER ATTACHMENT	\$143	\$381	\$971
SKIDSTEER BUCKET	\$78	\$202	\$420
5000LB IND FORKLIFT DF	\$365	\$862	\$2,098
6000LB IND FORKLIFT DF	\$381	\$932	\$2,137
8000LB IND FORKLIFT DSL	\$575	\$1,538	\$2,922
5500LB 19' SHOOTING BOOM FORKLIFT	\$598	\$1,267	\$3,011
6K-7K 42' SHOOTING BOOM FORKLIFT	\$622	\$1,523	\$3,523
8K-9K 42' SHOOTING BOOM FORKLIFT	\$653	\$1,911	\$3,863
10K 55' SHOOTING BOOM FORKLIFT	\$839	\$2,315	\$5,601
12K 55' SHOOTING BOOM FORKLIFT	\$1,010	\$2,331	\$6,226
FORKLIFT HEAVY DUTY JIB EXTENSION	\$123	\$339	\$774
FORKLIFT EXTENSION FORK	\$54	\$135	\$264
FORKLIFT LIFT HOOK ATTACHMENT	\$67	\$155	\$373
30' ART ELEC MANLIFT	\$443	\$1,064	\$2,517
34-35' ART MANLIFT	\$350	\$870	\$2,502
34' ART MANLIFT	\$376	\$912	\$2,399
40' STR MANLIFT	\$396	\$1,002	\$2,541
40' ART ELECT MANLIFT	\$389	\$995	\$2,673
45' ART MANLIFT	\$505	\$1,282	\$2,883
60' ART MANLIFT	\$707	\$1,655	\$3,613
80' STR MANLIFT	\$909	\$2,440	\$5,758
120' STR MANLIFT	\$1,759	\$4,833	\$10,939
125' ART MANLIFT	\$1,834	\$5,284	\$11,531
135' ART MANLIFT	\$1,966	\$6,022	\$14,592
UTILITY VEHICLE 2 SEAT 4WD DSL CAB	\$280	\$552	\$1,150
UTILITY VEHICLE 2 SEAT 4WD GAS CAB	\$272	\$559	\$1,173
UTILITY VEHICLE 4 SEAT 4WD DSL CAB	\$311	\$614	\$1,212
UTILITY VEHICLE 4 SEAT 4WD GAS CAB	\$319	\$591	\$1,251
8.5 TON CARRY DECK CRANE DIESEL	\$1,217	\$2,800	\$6,331
15 TON CARRY DECK CRANE DIESEL	\$1,667	\$4,362	\$8,894
JUMPING JACK TAMPER 135-165LB CLASS	\$79	\$233	\$575
SAND PLATE 200LB	\$137	\$514	\$915
PLATE TAMPER REVERSIBLE 900LB 24" WIDE	\$188	\$639	\$1,472
TRENCH ROLLER W/ REMOTE	\$286	\$1,009	\$1,868
7GPD DESICCANT DEHUMIDIFIER	\$123	\$357	\$1,173
25GPD DESICCANT DEHUMIDIFIER	\$186	\$552	\$1,538
2250CFM CARPET DRYER 4.7AMPS	\$75	\$249	\$653
2050CFM VORTEX AXIAL FAN 7AMPS	\$53	\$171	\$513
24"-48" HIGH VOLUME FAN 115V	\$85	\$160	\$521
WATER TRUCK 2000 GAL	\$720	\$2,149	\$4,469
WATER TRUCK 4000 GAL	\$816	\$3,100	\$7,576

WATER TRAILER 500 GALLON	\$272	\$637	\$1,251
PICKUP TRUCK 1/2T GAS 4WD EXTEND CAB	\$263	\$630	\$1,512
BACKPACK BLOWER	\$32	\$47	\$189
12T SKIP BOX	\$152	\$394	\$761
WATER METER	\$42	\$68	\$210
CONCRETE JERSEY BARRIER	\$47	\$79	\$105
WATER BARRIER	\$27	\$42	\$65
FUEL CUBE (250GAL)	\$162	\$394	\$551
ROAD PLATE (8X12)	\$115	\$283	\$683
BUILDERS ROTARY LASER	\$58	\$168	\$425
BUILDERS LEVEL	\$58	\$168	\$425
TOTAL SURVEY STATION (ROBOTIC)	\$385	\$1,500	\$4,500
SINGLE SECURITY TURNSTILE	N/A	N/A	\$3,000
SINGLE GUARD SHACK	N/A	N/A	\$500
SECURITY BADGING	N/A	N/A	\$1,750
SECURITY BADGING EQUIPMENT	ONE TIME PURCHASE COST = \$7,400		
15 PASSENGER SHUTTLE VAN	N/A	N/A	\$2,128
WAREHOUSE DELIVERY TRIP CHARGE - LABORER IF REQ'D	\$1,994 each trip		
WAREHOUSE DELIVERY TRIP CHARGE - DELIVERY DRIVER	\$2,565 each trip		
*Includes travel and per diems			



# Task Order to Master Professional Services Agreement between Woolpert, Inc. and Routt County, Colorado

## Task Order # 4

### Section 1. General

**THIS TASK ORDER**, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026, by and between Woolpert, Inc., whose address is 720 South Colorado Blvd, Ste. 1200-S, Glendale, CO 80246, (hereinafter referred to as "Woolpert") and Routt County, Colorado ("Client"), provides for Services by Woolpert under the Master Professional Services Agreement dated February 27, 2024, such Services described under Section 2 of this Task Order.

- Woolpert Project Number: 10019275.01
- Task Order Project Title: Terminal Western Expansion - CA

### Client's Representative

- Name: Tinneal Gerber
- Address: 905 Wings Way, PO Box 1060, Hayden, CO 81639
- Phone Number: 970-276-5004
- Email address: tgerber@co.routt.co.us

### Woolpert's Representative

- Name: Jesse Erickson
- Address: 720 South Colorado Blvd, Ste. 1200-S, Glendale, CO 80246
- Phone Number: 720-544-6516
- Email address: jesse.erickson@woolpert.com

### Section 2. Description of Services

The Services to be provided by Woolpert are identified in Exhibit A: Scope of Services to this Task Order, which is incorporated by this reference.

### Section 3. Compensation to Be Paid to Woolpert

Compensation to be paid to Woolpert for providing the requested Services is identified in accordance with Exhibit B: Compensation of this Task Order, which is incorporated by this reference.

**IN WITNESS WHEREOF**, this Task Order, which is subject to the terms and conditions of Sections 1 through 3, Attachment(s), and the aforementioned Master Professional Services Agreement, is accepted as of the date first written above.

#### Routt County, Colorado:

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

#### Woolpert, Inc.:

Signed:   
Bryan Dickerson (Apr 7, 2026 16:08:38 CDT)

Name: Bryan W. Dickerson

Title: Executive Vice President

Townscape Advisors

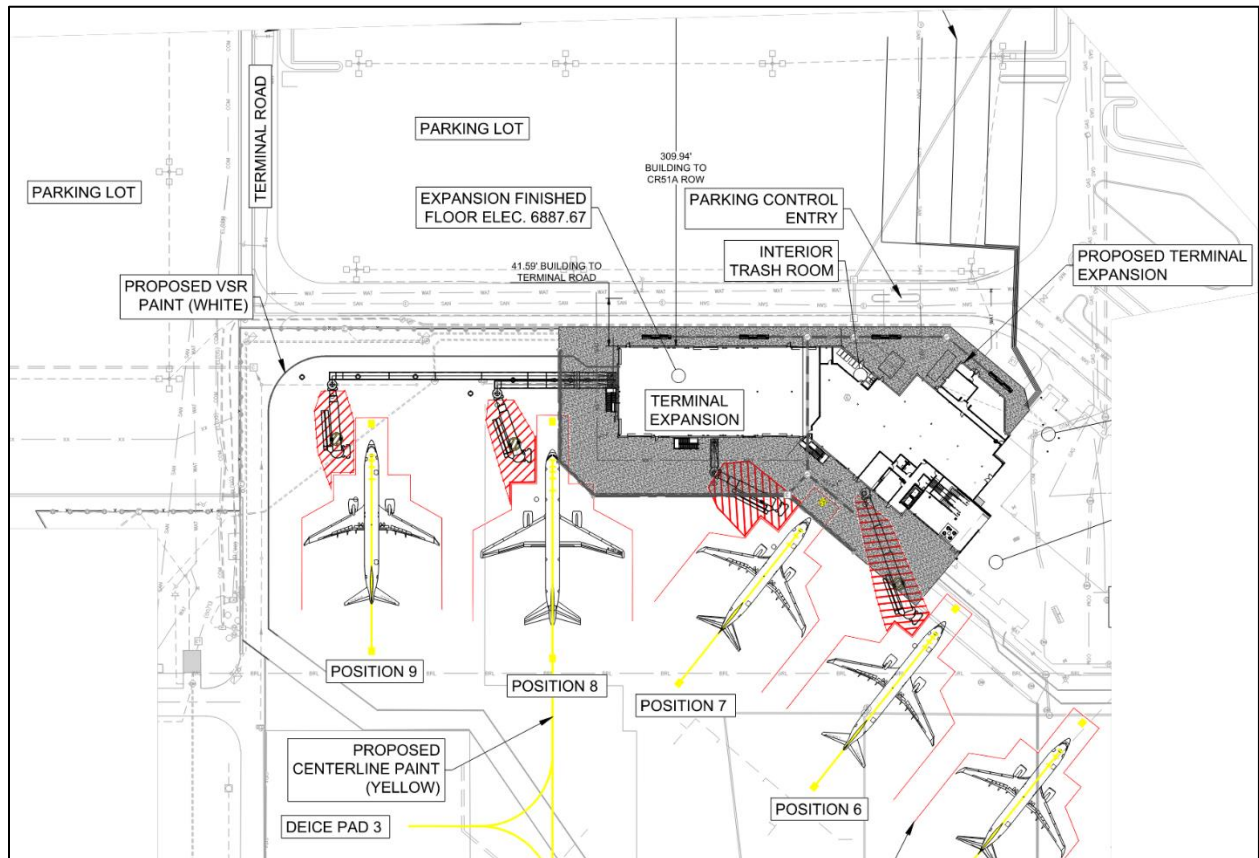
  
Keith Meyer (Apr 7, 2026 14:52:49 MDT)

Keith Meyer

# SCOPE OF WORK FOR YAMPA VALLEY REGIONAL AIRPORT Hayden, Colorado Woolpert Project No. 10019275 Terminal Western Expansion – Construction

This is an Appendix attached to, made a part of and incorporated by reference with the Professional Services Agreement dated February 27, 2024, between Routt County and Woolpert, Inc., for providing professional services. For the remainder of this scope the Yampa Valley Regional Airport is indicated as “Sponsor” and Woolpert, Inc., is indicated as “Engineer.” The construction budget for this project is approximately \$67,000,00.00. This construction budget does not include administrative, legal, or professional fees.

This project shall consist of Construction Administration, Post-Construction Coordination, and On-Site Construction Inspection and Observation for Phase 1 of the Terminal. This scope of work is for the consulting services provided by the Engineer to the Sponsor. See Exhibit No. 1 below for the project location.



**EXHIBIT NO. 1**

## DESCRIPTION

The original Yampa Valley Regional Airport (HDN) terminal was constructed in 1966. The structure has had five major expansions, the most recent was completed in 2020. The Sponsor has recently completed a Terminal Area Plan (TAP) to assess current and forecasted passenger demands. The TAP defined the general terminal improvements required to meet the anticipated demands over a 20-year period. The first phase of the project is an expansion of the existing building to the west. The design of the first phase was completed in January 2026, and this scope of work covers the site construction support for this phase.

The site construction support will include pre-construction planning, construction administration, on-site Resident Project Representative (RPR), and grant closeout. The construction administration support will be for civil site improvements, the scope of work for the building improvements will be provided by Gensler and is attached to this scope. The pre-construction and construction support for the Woolpert Project Manager will include attending weekly meetings, reviewing FAA documents, and supporting the contractor's team. The onsite RPR will be provided for 18 months and will include support for civil and building construction. A Senior Construction Manager will provide support during critical FAA paving milestones. The RPR will support functions of construction management that will be provided by Townscape Advisors, acting as the Owner's Representative (OR). Services provided by the OR include: construction contract administration, change orders, supplemental agreements, weekly construction reports, quarterly reports, quality assurance testing by Sponsor, quality control coordination, safety plan compliance document, requests for reimbursement, document control, payroll review, employee interviews, DBE tracking, cost tracking, and program management.

The engineering fees for this project include **Part B-Special Services**; 1) Construction Administration Phase, 2) Post-Construction Coordination Phase, 3) On-Site Construction Inspection and Observation Phase or Field Engineering, and Reimbursable Costs During Construction. Part B and the three phases are described in more detail below.

## PROJECT SCHEDULE

For the scope of work, the schedule is broken into three main components: Pre-Construction, Active Construction, and Post Construction. The Contractor's project schedule has Construction starting in the summer of 2026 with project completion in the spring/summer of 2028. Construction is anticipated to occur over a 24-month period. Support for consultant services will utilize this project duration, unless noted otherwise. Approximately 3 months of early procurement will predate the start of construction and will start at the beginning of 2026. The closeout process will begin after commissioning and substantial completion. Closeout is anticipated to take 3 months to complete.

Anticipated timeframes:

- i. Pre-Construction: April 14, 2026 to April 30, 2026. (2.5 weeks)
- ii. Active Construction: May 1, 2026 to \*April 30, 2028. (24 months)  
\*Indicates Substantial Completion
- iii. Project Closeout: May 1, 2028 to July 31, 2028 (3 months)

**PART B - SPECIAL SERVICES** consists of Construction Administration Phase, On-Site Construction Coordination Phase, and Post-Construction Coordination Phase, which are invoiced on a time and material basis.

## **1.0 Construction Administration Phase**

**1.01 Prepare Issued for Construction Plans and Technical Specifications.** After permits have been obtained and the construction contract has been executed, final updates will be made to the Plans and Technical Specifications. The issued for construction set will be coordinated with all consultants to provide a compiled document set for the Contractor.

**1.02 Provide Project Coordination.** The Engineer's Project Manager (PM) shall provide project management and coordination services to ensure the completion of all construction management tasks required. The duties for Pre-Construction, Construction, and Post Construction include:

- Time the PM spends planning, organizing, securing and scheduling resources, and providing instruction to staff to meet project objectives as defined in the approved scope of work.
- Additional items to be accomplished include compiling and sending additional information requested from the office to related parties, maintaining project files as necessary and other items necessary in day-to-day project coordination.
- The PM will review progress reports weekly and monthly.
- Assist with change orders and supplemental agreements as necessary. All change orders and supplemental agreements will be coordinated with the Sponsor and FAA staff prior to execution. All change orders and supplemental agreements will be prepared in accordance with the FAA Standard Operating Procedure (SOP) 7.0, *Airport Improvement Program Construction Project Change Orders*.
- The PM will prepare and submit monthly invoices.

The PM will complete the following tasks:

- Provide the Sponsor with a monthly Project Status Report (PSR), in writing, reporting on progress and any problems that may arise while performing the work. The PSR must include an update of the project schedule, as described in this section, when schedule changes are expected.

**1.03 Review Environmental Documentation.** This task is not included.

**1.04 Support Pre-Construction Meeting.** The Project Manager will support a pre-construction meeting to review FAA requirements as required per FAA AC 150/5370-12 (Current Edition), *Quality Management for Federally Funded Airport Construction Projects*, prior to the commencement of construction. It is anticipated that representatives of the Engineer will include the Project Manager and RPR. As a part of this meeting, the RPR will also discuss the environmental plan sheet, surveyed areas, and environmental commitments. The meeting will be held at the airport and will include the Sponsor, FAA (if possible), Contractor, and Subcontractors.

**1.05 Prepare/Submit Construction Management Plan.** This task includes preparing and submitting the Construction Management Plan, which includes resumes of project personnel representing the stakeholders, detailed inspection procedures, required submittal processes, quality control testing methods, quality assurance testing methods, final test result summary forms, and the Contractor's Quality Control Program (CQCP). The Construction Management Plan shall be prepared to follow the requirements of FAA AC 150/5370-12 (Current Edition), *Quality Management for Federally Funded Projects*.

**1.06 Review Contractor’s Quality Control Program.** This task includes reviewing and providing comments on the Contractor’s Quality Control Program (CQCP) as required per Item C-100 of FAA AC 150/5370-10 (Current Edition), *Standard Specifications for Construction of Airports*. The RPR, with support from a Senior Construction Manager, shall review the CQCP to ensure that all applicable quality control items are addressed and meet the requirements of Item C-100 and the project’s technical specifications. The intent of the CQCP is to detail the methods and procedures that will be utilized to ensure that all materials and construction items are provided and completed in conformance with the project’s plans, technical specifications, and/or other applicable requirements. Furthermore, the CQCP shall establish and describe corrective action plans to be implemented should any materials or production processes vary beyond pre-established quality control limits. Following the acceptance of the Contractor’s Guaranteed Maximum Price (GMP), and prior to paving operations, the Engineer will review the CQCP, provide comments, and, ultimately, approval of the document. It is anticipated that the document will require at least one re-submittal by the Contractor to address any missing information. The approved CQCP will be incorporated into the Construction Management Plan and submitted to the FAA.

**1.07 Review Construction Submittals.** This task includes the review of construction submittals, including civil shop drawings and site materials proposed for use on the project, submitted by the Contractor, for general conformance with the Construction Plans, Specifications, and Contract Documents. The Engineer will prepare a submittal register for work completed to FAA technical specifications in the Construction Management Plan. The Contractor will be responsible for developing and maintaining an overall project submittal register. The submittal register will include information on the submitted items including date received, date returned, and action taken, and will be made available to the Sponsor and Contractor upon request. The RPR will review the submittals with support from the office staff. The submittals anticipated to be required and the estimated office support time it will take to review each submittal are detailed below.

Submittal Description	Estimated Time to Review (Hours)
Item C-102 Erosion Control Products	1
Item P-101 Pavement Removal Means & Methods	1
Item P-152 Pre-Construction Survey	2
Item P-152 Embankment/Imported Fill Material	1
Item P-153 Flowable Fill (CLSM) Mix Design	1
Item P-154 Subbase Course	1
Item P-154 Separation Geotextile	1
Item P-209 Crushed Aggregate Base Course	2
Item P-401 Asphalt Mix Design	4
Item P-501 Laydown Plan	2
Item P-501 Cement Concrete Pavement Mix Design	4
Item P-501 Bond Breaker Fabric	1
Item P-501 Miscellaneous Components (Rebar, Dowel Bars, Joint Filler, etc.)	2
Item P-603 Bituminous Material Certification	1
Item P-604 Joint Seal Materials	1
Item P-605 Joint Seal Materials	1
Item P-610 Structural Concrete Mix Design	8
Item P-610 Miscellaneous Components (Rebar, Curing Matl., Joint Filler, etc.)	4
Item P-620 Paint and Beads	1
Item F-162 Fence and Gate Materials (Fabric, Barbed Wire, Posts, Rails, etc.)	1
Item D-701 Pipe and Pipe Joining Materials	2
Item D-701 Pipe Bedding and Embedment Materials	1
Item D-705 Pipe and Pipe Joining Materials	2

Submittal Description	Estimated Time to Review (Hours)
Item D-705 Porous Backfill and Granular Material	1
Item D-705 Filter Fabric	1
Item D-750 Frames and Grates	1
Item D-750 Miscellaneous Components (Rebar, Curing Matl., Joint Filler, etc.)	1
Item D-751 Inlet/Manhole Shop Drawings (Dimensions, Reinforcement, etc.)	2
Item D-751 Concrete Certification	1
Item D-751 Frames, Covers, and Grates	2
Item T-901 Seed/Fertilizer/Tackifier/Hydromulch	1
Item L-108 Wire/Cable	1
Item L-108 Miscellaneous (ID Tags, Tape, Detectable Warning Tape, etc.)	1
Item L-110 Conduit	1
Item L-115 Manhole/Junction Box Shop Drawings	2
Item L-115 Concrete Certifications	1
Item L-125 Apron Lights	2
Item U-100 Waterline and Water Appurtenances (Hydrants, Valves, etc.)	2
Item U-200 Sewer Pipe and Sewer Appurtenances (Cleanouts, Manholes, etc.)	2
<b>Initial Review Time</b>	<b>67</b>
Assumed resubmittals	20%
Assumed resubmittals	13
<b>Final Review Time</b>	<b>80</b>

Additionally, it is anticipated that there will be resubmittals for the various items to address comments from the initial review. It is estimated that reviews of these resubmittals will add approximately 20% to the estimated review time from the table above.

**1.08 Coordinate and Attend Quality Assurance/Quality Control Workshop.** Per FAA AC 150/5370-10 (Current Edition), *Standard Specifications for Construction of Airports*, the FAA requires a Quality Assurance (QA)/Quality Control (QC) workshop when paving operations are anticipated to be greater than \$500,000. The Engineer will attend the workshop, which will be facilitated by the Contractor, to review project and FAA requirements prior to the commencement of construction. The location of the meeting will be coordinated by the RPR and Contractor and will include representatives from the Sponsor, Engineer, FAA (if possible), Contractor, subcontractors, quality assurance, quality control, and any other necessary parties. It is anticipated that representatives of the Engineer will include the Project Manager, RPR, and Senior Construction Manager. Paving operations will not be permitted prior to this meeting’s occurrence.

**1.09 Perform Site Visits During Construction.** The Project Manager shall make on-site visits, as required, throughout the duration of the project. At this time, it is estimated that the Project Manager will make up to ten (10) site visits to the project.

TASK 1 DELIVERABLES	TO FAA	TO SPONSOR
1.01 Issue Construction Plans, Specifications, and Contract Documents	✓	✓
1.02 Monthly Invoice and Monthly PSR	✓	✓
1.02 Change Orders/Supplemental Agreements	✓	✓
1.05 Construction Management Plan	✓	✓
1.06 Approved Contractor Quality Control Program (CQCP)	✓	✓
1.08 QA/QC Workshop Meeting Minutes	✓	✓

TASK 1 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
1.04 Conduct Pre-Construction Meeting	<ul style="list-style-type: none"> <li>• Hayden, CO</li> <li>• Assume one (1) full day site visit for one (1) Project Manager</li> <li>• Assume travel to/from Denver, CO to Hayden, CO with one (1) overnight stay for each staff member for the site visit</li> </ul>
1.08 Attend QA/QC Workshop	<ul style="list-style-type: none"> <li>• Hayden, CO</li> <li>• Assume one (1) full day site visit for one (1) Project Manager and one (1) Senior Construction Manager</li> <li>• Assume travel to/from Denver, CO to Hayden, CO with one (1) overnight stay for each staff member for the site visit</li> </ul>
1.09 Perform Site Visits During Construction	<ul style="list-style-type: none"> <li>• Hayden, CO</li> <li>• Assume 10 one (1) full day site visit for one (1) Project Manager</li> <li>• Assume travel to/from Denver, CO to Hayden, CO with one (1) overnight stay for each staff member for the site visit</li> </ul>

**2.0 Post-Construction Coordination Phase**

**2.01 Prepare Final Testing Report.** The RPR will submit the quality assurance testing summary report, which will include a narrative of tests taken, verification for minimum number of tests, discussion of problems and tests necessary, and a table (from Construction Management Plan) including the actual number of tests taken for each specification item to the FAA for review and approval.

**2.02 Conduct Final Inspection for Civil Improvements.** The RPR, along with the Sponsor and FAA (if available), shall conduct the final inspection. The quality assurance testing summary report must be accepted by the FAA prior to final inspection.

**2.03 Prepare Engineering As-Constructed Record Drawings.** The design team will prepare the record drawings indicating modifications made during construction. This will include coordination with the contractor and subconsultants to provide a compiled record drawing set for the entire project. It is anticipated that three rounds of review and coordination will be required to confirm the drawings to the contractor’s updates. The drawings will be provided to the FAA electronically.

**2.04 Prepare Final Construction Report.** The design team will prepare the final construction report to meet the applicable FAA closeout checklist requirements. This will include compiling project documents prepared by the Owner’s Representatives.

**2.05 Update and Modify Airport Layout Plan (ALP).** Review and update the ALP to depict the work completed for this project. A draft version of each sheet will be submitted to the ADO for review. Upon approval by the FAA, the Project Manager shall assist the Sponsor in preparing copies for signature of the revised sheets and submitting them to the FAA for final approval.

TASK 2 DELIVERABLES	TO FAA	TO SPONSOR
2.01 Final Testing Report	✓	✓
2.03 Record Drawings	✓	✓
2.04 Final Construction Report	✓	✓
2.05 Updated ALP	✓	✓

TASK 2 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
2.02 Conduct Final Inspection	<ul style="list-style-type: none"> <li>• Hayden, CO</li> <li>• Assume one (1) full day site visit for one (1) Project Manager</li> <li>• Assume travel to/from Denver, CO to Hayden, CO with one (1) overnight stay for each staff member for the site visit</li> </ul>

**3.0 On-Site Construction Inspection and Observation Phase**

This phase will consist of providing one full-time Resident Project Representative (RPR) for construction inspection and observation. It shall be the responsibility of the RPR to facilitate sufficient on-site construction coordination to ensure that the project is completed according to good construction practice and the Owner’s Representative’s direction. It is estimated that it will take 24 months to complete construction of the project with RPR support for **18 months**.

**3.01 Provide Resident Engineering.** It is estimated that the Resident Project Representative (RPR) will work 5 days per week and approximately **10 hours per day**. It is assumed that the RPR will be able to complete all daily project documentation during their shift. The total time allotted for the completion of construction is anticipated to be **3,910 hours**. Should the contractor be required to work seven (7) days per week or longer than anticipated hours to maintain the project schedule, the RPR’s efforts may increase from those estimated here.

In addition to the time provided for on-site construction coordination during the project contract period, the RPR’s travel time, mobilization, and demobilization to and from the project location, as well as badging coordination time, are also included under this task. It is assumed that this will consist of **three (3) eight (8)-hour days**, one for badging, one day prior to the start of construction, and one following the end of construction.

The following tasks will be performed during a typical day’s shift during construction:

- a. Review survey data and other construction tasks for general compliance with the construction documents.
- b. Coordinate, review, and provide a response to construction and general project Requests for Information (RFIs).
- c. Prepare and process field directives and change orders.
- d. Conduct labor standards interviews of the Contractor's and subcontractor’s employees and review payroll records as required by the FAA. As part of this effort, all payrolls must be reviewed and logged when received. A log identifying status of reviews, and any action taken to correct noted discrepancies, will be provided for Sponsor review at time of Request for Reimbursement processing, as appropriate.

- e. Review quality control and quality assurance testing results for conformance with the project specifications.
- f. Maintain a record of the progress of construction, record as-built conditions, and review the quantity records with the Contractor on a periodic basis.
- g. Maintain daily logs of construction activities for the duration of time on site, including the Construction Project Daily Safety Inspection Checklist as required by the CSPP and SPCD.
- h. Verify that construction activities associated with restricted areas, roads, staging areas, stockpiles, borrow/waste areas, etc. are all remaining within the areas cleared under environmental documentation.
- i. Prepare a weekly status report using FAA Form 5370-1, *Construction Progress and Inspection Report*. The report will be submitted to the Sponsor, the FAA, and the office following the week of actual construction activities performed.
- j. Coordinate and attend weekly construction progress meetings with the Contractor, Sponsor, and other relevant parties.
- k. Prepare the testing sheets, construction report format, etc.
- l. Senior construction management staff will consult with and provide guidance to the on-site RPR regarding unique project elements; material quality, production, and/or placement issues; and any other difficulties encountered during construction.
- m. Review and process civil element submittals on behalf of the civil design.

TASK 3 DELIVERABLES	TO FAA	TO SPONSOR
3.01b Coordinate RFIs	✓	✓
3.01c Field Directives and Change Orders	✓	✓
3.01d Payroll Reviews	✓	✓
3.01e Quality Assurance/Quality Control Results Compilation	✓	✓
3.01i Weekly Reports	✓	✓

TASK 3 ON-SITE PERIODS	LOCATION/STAFFING/DURATION
3.01 Provide Resident Engineering	<ul style="list-style-type: none"> <li>• Hayden, CO</li> <li>• Assume relocation to Hayden, CO for one RPR. Includes 18 months of lodging and per diem.</li> </ul>

**EX Reimbursable Costs During Survey and Construction.** This section includes reimbursable items such as auto rental, lodging, per diem, travel and other miscellaneous costs incurred to complete **Part B – Special Services**. Section 1, 2, and 3 Reimbursables are invoiced on a time and material basis.

**Special Considerations**

The following special considerations are required for this project but will be completed by subconsultants. The cost of this work will be included in the engineering contract agreement with the Sponsor, and the costs are in addition to the engineering fees outlined above.

**Architectural.** Gensler will provide architectural support services during construction. This includes Gensler’s support as well as their subconsultants for the building systems. The scope of services has been included as Exhibit A to this document.

## Assumptions

The scope of services described previously, and the associated fees, are based on the following rates and assumed responsibilities of the Engineer and Sponsor.

1. For the purpose of estimating the amount of reimbursable expenses which will be incurred by the Engineer, the cost of per diem and lodging are calculated in accordance with current GSA rates. The actual amount to be invoiced per diem will be in accordance with the published GSA rate at the time of service and may vary from the rate used in the fee estimate. Lodging will be invoiced as an actual expense incurred.
2. It is anticipated there will be a minimum number of trips and site visits to the airport to facilitate the completion of the various phases listed in this scope. The number of trips, as well as the anticipated lengths and details of the trips, are included at the end of each phase above.
3. The Sponsor will provide an electronic copy of the current ALP to allow for updating of the plan upon completion of the project.
4. All engineering work will be performed using accepted engineering principles and practices and provide quality products that meet or exceed industry standards. Dimensional criteria will be in accordance with FAA AC 150/5300-13 (Current Edition), *Airport Design*, and related circulars. Construction specifications will be in accordance with FAA AC 150/5370-10 (Current Edition), *Standard Specifications for Construction of Airports*, and the Northwest Mountain Region's Regional Updates for Specifying Construction of Airports and related circulars. Project planning, design, and construction will further conform to all applicable standards, including all applicable current FAA Advisory Circulars and Orders required for use in AIP-funded projects and other national, state, or local regulations and standards, as identified and relevant to an airfield design and construction project.
5. The Engineer must maintain records of design analyses and calculations consistent with typical industry standards, as required by the FAA, for a period of three years after the project is closed by the FAA.
6. The Contractor's construction schedule extends beyond the period of services provided by this scope of work. It is anticipated that the majority of the services will be provided at the beginning of the project. At the end of the service period, a new scope of work can be provided, or a transfer of responsibilities will be coordinated.

### **Additional Services**

The following items are not included under this agreement but will be considered as extra work:

- Redesign for the Sponsor's convenience or due to changed conditions after previous alternate direction and/or approval.
- Submittals or deliverables in addition to those listed herein.
- If a project audit occurs, the Engineer is prepared to assist the Sponsor in gathering and preparing the required materials for the audit.
- Serving as an expert witness for the Owner in any litigation, surety claim, contractor bond activation, or other proceeding involving the project.
- Additional or extended services during construction made necessary by extension of contract time, non-concurrent work, or changes in the work.
- Legal, surety, or insurance support, coordination, and representation.
- Support for construction cost estimates or quantity review.
- Coordination for contractor and subcontractor payment and DBE payment tracking.
- The duration for RPR services is less than the anticipated construction duration. Scope tasks performed by the RRP will be transferred to the Owner's Representative at the end of the scoped duration if the contract is not extended.

Extra Work will be as directed by the Sponsor in writing for an additional fee as agreed upon by the Sponsor and the Engineer.

## EXHIBIT A

### GENSLER SCOPE OF SERVICES

#### A. CONSTRUCTION ADMINISTRATION

**A.1 Construction Administration.** Gensler's Construction Administration services will commence upon Sponsor's direction to Gensler to begin performing the services defined in this Section B.1.3 and will continue until thirty (30) days after Substantial Completion identified in the Project Schedule. Gensler's Construction Administration services for the YVRA Terminal Phase 1 will be provided for the current durations set by the Owner's Representative. Should there be any design modifications, value engineering, or increases to the project's timeline and duration, additional services may be requested.

**a) The construction period is divided into three phases:**

- i. Pre-Construction:** April 14, 2026 to April 30, 2026 (2.5 weeks)
- ii. Active Construction:** May 1, 2026 to \*April 30, 2028 (24 months)  
\*Indicates Substantial Completion
- iii. Project Closeout:** May 1, 2028 to May 31, 2028 (1 month)

- b) Gensler will advise and consult with the Sponsor throughout the Construction Phase Services, through and including Woolpert (Engineer). Gensler's authority to act on the Sponsor's behalf is strictly limited to what is outlined in this Agreement. Gensler will not have control over, charge of, or responsibility for construction means, methods, techniques, sequences, or procedures. They also will not be responsible for safety precautions and programs related to the work. This means Gensler is not accountable for the Contractor's failure to perform work according to the Contract Documents, nor for the acts or omissions of the Contractor or any other parties performing parts of the work.

**A.1.1 Pre-Construction Conference.** Gensler's project manager and project architect will attend one (1) pre-construction conference in person with the Project team (Sponsor, Contractor, Engineer, Gensler, and each of their key subconsultants and subcontractors) to discuss the operational aspects of the Project, including the Construction Administration procedures. Should Gensler's subconsultants' participation be required, it will be through virtual attendance.

**A.1.2 Progress Meetings and Site Visits.** To be coordinated with Sponsor, Gensler will visit the Project site during construction to attend combined progress meetings and site walkthroughs ("Site Visit") during the active construction phase of the project, totaling up to (18) site visits. The purpose of the site walkthroughs is to become generally familiar with the progress and quality of the Work and to determine whether the Work is in general conformance with the contract documents and are not for testing or inspection services. Gensler will provide the Engineer and Sponsor with a Field Observation Report following each site visit. Sponsor assumes responsibility for notifying Gensler when appropriate site visits are to occur. Estimated travel expenses (airfare, rental car, hotel, meals, and mileage) are listed separately in our proposal.

**A.1.3 Communications during Construction.** Sponsor and Contractor will communicate with Gensler's consultants, through Gensler. Gensler will maintain logs of documents received, reviewed, and/or issued by Gensler.

Gensler will assign a Primary Contact (PC) for the project. The PC will be responsible for:

- a) Monitoring project progress and communicating it to other design disciplines.
- b) Tracking communications (RFIs and Submittals) to ensure timely responses.
- c) Managing design updates issued via Construction Bulletins.
- d) Serving as the main point of contact for all other field communications.

The Primary Contact and key discipline members will attend regular (assumed weekly) meetings. The Contractor will organize and chair these meetings and be responsible for meeting minutes, submittal logs, and RFI logs. The PC will handle internal RFI coordination and upload responses to the Contractor.

Gensler will set aside time to respond to phone calls and emails from the Contractor. This is to discuss progress, clarify conditions, and provide any additional information needed to keep the project moving forward. The Contractor will be responsible for documenting these informal communications using Requests for Information (RFIs).

**A.1.4 Requests for Information.** Upon Sponsor's or Contractor's request for information, Gensler will provide written or graphic interpretations and clarifications of the Construction Documents. Gensler will respond to all RFIs, providing answers within five business days for single discipline RFI's and ten business days for multi-discipline RFI's. Responses are expected to be submitted through Procore, or a similar system established by the Sponsor/Contractor. Up to 250 RFIs are included in this scope.

**A.1.5 Bulletins.** Gensler will prepare Construction Bulletins to document modifications to contract documents. These bulletins will address Sponsor-requested changes, field clarifications, and other design clarifications. Gensler will issue bulletins at key project milestones to document major changes needed for permitting or field documents. Up to three Construction Bulletins are included. Any changes requested by the Sponsor beyond this will be considered an additional service.

**A.1.6 Submittals.** Gensler will review and take appropriate action on Samples, Product Data, Shop Drawings, and other submittals that the Construction Documents require Contractor to submit ("Submittals"), to determine whether those items and Contractor's proposed methods of fabrication are generally consistent with the design intent. Gensler will take action on Submittals contained within a submittal schedule to be provided by the Contractor, within 10 business days for single discipline submittals and 15 business days for multi-discipline submittals, absent exigent circumstances. Up to two reviews of up to 350 Submittals are included in this scope.

**A.1.7 Changes.** Gensler will advise the Sponsor direction in minor changes in the Work if they are consistent with the aesthetic design intent and do not involve an adjustment in the Project Budget (including contingencies) or Schedule. Gensler will assist Sponsor in reviewing properly documented Change Order proposals submitted by Contractor. In any event, Sponsor will notify Gensler promptly of any Sponsor-approved changes in the Work that deviate from the Construction Documents prepared by Gensler.

**A.1.8 Substantial Completion.** Upon receipt of Contractor's written representation that the Work is substantially complete, along with Contractor's punch list of items to be completed or corrected, Gensler will conduct one field review to observe whether the Work is substantially complete.

**A.1.9 Final Completion and Project Close-Out.** No later than thirty (30) days following Substantial Completion, upon Contractor's and Sponsor's request, Gensler will conduct an on-site review of the completed project and update the Contractor provided punch list of items that need to be addressed prior to the facility being turned over to the Sponsor. The Contractor will be responsible for closing out all items identified on the punch list. If, at the time of the visit, Gensler deems the project is not sufficiently complete to conduct a punch list review, a second visit will be required and treated as an additional service.

**A.2 CAD/BIM Format and Standards.** Gensler and its consultants will use Revit and Gensler's CAD/BIM Standards. At the completion of the Project, Gensler will deliver electronic as-designed record files, consisting of Gensler's Construction Documents and Bulletins, in PDF. Gensler will translate CAD files provided by Sponsor and/or Sponsor's consultants as an Additional Service. Record documents are not to be considered as as-builts. Preparing As-Constructed Record Drawings is included as an allowance, and allowance to be reanalyzed at project completion and receipt of contractor as-built drawings. As-constructed Record Drawings will include GC-provided field changes, change orders, and RFI clarifications at the completion of the construction. These As-constructed Record Drawings will not include revisions from submittals or shop drawings and will not document actual installed locations of utilities, piping, conduit, etc. Because the As-constructed Record Drawings will be based on the Contractor's mark-ups, the Architect is not responsible for the accuracy or completeness of the As-constructed Record Drawings.

**A.3 Optional/Additional Services.** Gensler will provide services beyond the Basic Services if requested by Sponsor and confirmed in writing by Gensler. Additional Services include, but are not limited to:

- a. Services required due to accelerated deadlines, early bid packages, delays, untimely Sponsor information, approvals, or instructions, out-of-sequence phasing, Project pauses or remobilization, or other schedule changes due to reasons beyond Gensler's reasonable control;
- b. Services required due to changes in: (i) the Program; (ii) previously provided Sponsor information, approvals, or instructions; or (iii) federal, state, or local laws, or regulations (or their interpretation by the authority having jurisdiction);
- c. Value engineering services;
- d. Changes to Construction Documents based on alternative, fast track, separate, or sequential bids, phasing, and swing space;
- e. Making subsequent revisions to Instruments of Service resulting from substitutions proposed by Sponsor or Contractor;
- f. Services required due to performance failures by Sponsor and Sponsor's consultants/contractors;

## **B. SERVICES & INFORMATION PROVIDED BY SPONSOR**

**B.1 Services Provided by Sponsor or Others.** The following services may be required on the Project and shall be provided by Sponsor, Sponsor's consultants, or others:

- a) Shoring and Excavation Design
- b) Hazardous Materials Abatement
- c) Environmental Testing services
- d) FF&E Procurement Services that are outside of already executed contracts
- e) Art Procurement and Solicitation
- f) "Special Inspection" Services
- g) Purchasing Agent
- h) Design of off-site improvements by Architect
- i) Existing building and systems (structural, MEP, etc.) scanning / as-built drawings
- j) Review of pay applications
- k) Resident Project Review for airfield work
- l) Warranty review services

**B.2 Information Provided by Sponsor or Others.** The following information may be required on the Project and shall be provided by Sponsor, Sponsor's consultants, or others:

- a) Structural, mechanical, chemical, air, and water pollution and hazardous materials tests, and other laboratory and environmental tests, inspections, and reports required by law or by authorities having jurisdiction over the Project, or reasonably requested by Gensler.

**B.3 Sponsor's Requirements of Contractor.** Sponsor will, through the Construction Contract, require Contractor to:

- a) Provide access to the Work;
- b) Provide a Submittal Schedule for Gensler's information and provide required Submittals in accordance with the Schedule;
- c) Review Submittals, identifying any changes, and approve before submitting to Gensler;
- d) Be responsible for the technical adequacy and accuracy, installation, and performance of any Project elements for which Gensler may specify performance requirements;
- e) Follow proper procedures for requests for substitutions;
- f) Maintain logs of all documents issued to and received from all other parties;
- g) Provide required certificates or statements of performance characteristics;
- h) Complete punch list items within thirty (30) days of Substantial Completion;
- i) Provide to Sponsor as-built drawings, maintenance manuals, written warranties, and related documents within thirty (30) days of Substantial Completion;
- j) Maintain job site safety on the Project;

- k) Cause Gensler and Gensler’s consultants to be named as Additional Insureds on any general liability insurance purchased for the period of construction of the Project and on Contractor’s General Liability Policy (using form CG 2026, CG 2032, or equivalent); such insurance will be endorsed to provide a waiver of the insurers’ rights of subrogation against Gensler and Gensler’s consultants.



**Phase 1 Construction Administration Services**

Architecture/Engineering Fee Summary

Yampa Valley Regional Airport

Hayden, Colorado March 20th 2026

	Architecture / Interiors/ Furniture	Structural	Mechanical / Plumbing/ Electrical	Lighting Design	Low Voltage/ Security	Baggage Handling	PBB's	Commisioning	Thermal Env. Performance	Consultant Sub-Total	Total
Pre-Construction	<b>Not in Contract</b>										
<i>Pre-Construction (March 23 - April 13)</i>	\$10,500	\$500	\$500	\$300	\$300	\$500	\$0	\$0	\$0	\$2,100	
Pre-Construction Total	\$10,500	\$500	\$500	\$300	\$300	\$500	\$0	\$0	\$0	\$2,100	\$12,600
Construction Administration											
<i>Pre-Construction (April 14 - April 30)</i>	\$10,425										
<i>Active Construction</i>	\$1,223,300										
<i>Project Close Out</i>	\$32,700										
Construction Administration Total	\$1,266,425	\$82,500	\$116,500	\$8,000	\$13,700	\$58,735	\$70,000	\$40,470	\$13,500	\$403,405	\$1,669,830
<b>TOTAL FEES</b>	\$1,276,925	\$83,000	\$117,000	\$8,300	\$14,000	\$59,235	\$70,000	\$40,470	\$13,500	\$405,505	\$1,682,430
Reimbursables	\$24,500	\$4,000	\$5,500	\$500	\$2,500	\$3,000	\$7,500	\$5,732	\$1,800	\$30,532	\$55,032
<i>Included Site Visits</i>	[18]	[4]	[3]	[1]	[4]	[2]	[3]	[8]	[2]		
As-Constructed Record Drwg Allowance*	\$24,000	\$6,000	\$6,000	\$500	\$500	\$2,000	\$2,000	\$0	\$0	\$17,000	\$41,000
<b>TOTAL</b>	<del>\$1,301,425</del>	<del>\$87,000</del>	<del>\$122,500</del>	<del>\$8,800</del>	<del>\$16,500</del>	<del>\$62,235</del>	<del>\$77,500</del>	<del>\$46,202</del>	<del>\$15,300</del>	<del>\$436,037</del>	<del>\$1,778,462</del>

**\$1,290,925**

**Total Subcontract  
\$1,765,862.00**

\*Note: the As-constructed Record Drawings will include GC-provided field changes, change orders, and RFI clarifications at the completion of the construction. These As-constructed Record Drawings will not include revisions from submittals or shop drawings and will not document actual installed locations of utilities, piping, conduit, etc. Because the As-constructed Record Drawings will be based on the Contractor's mark-ups, the Architect is not responsible for the accuracy or completeness of the As-constructed Record Drawings.

**Phase 1 Construction Administration Services**  
 Architecture/Engineering Fee Development  
 Yampa Valley Regional Airport  
 Hayden, Colorado

TASKS	Classification Hours										Labor Total
	Project Principal	Project Manager	Technical Director	Design Director	Senior Project Architect	Senior Interior Designer	FF&E Specialist	Signage & Wayfinding	Project Coordinator	Project Accountant	
<b>PRE-CONSTRUCTION</b> 6 weeks											
Owner / GC / Design Team Coordination	6.25	12	6	6	48	6					\$ 19,125.00
Project Management											\$ -
Consultant Coordination											\$ -
Pre-Construction Conference (On-Site)											\$ -
Early Submittal Reviews											\$ -
RFIs / Bulletin Issuances											\$ -
Project Admin / Coordination										12	\$ -
Project Accounting											\$ 1,800.00
											\$ -
<b>Phase Subtotal</b>	<b>6.25</b>	<b>12</b>	<b>6</b>	<b>6</b>	<b>48</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>\$ 20,925.00</b>
<b>ACTIVE CONSTRUCTION</b> 104 weeks											
OAC Meetings	52	104	10	10	156	10					\$ 80,550.00
Owner / GC / Design Team Coordination	52	52	104	52	832	52					\$ 248,300.00
Project Management	52	156			312						\$ 117,000.00
Consultant Coordination		104	26		416	26					\$ 122,200.00
Site Visits & Field Reports	15	16	108	16	432	16	18	16			\$ 137,500.00
Submittal Reviews		21	84	20	760	40	16	16			\$ 200,550.00
RFIs	14	10	160	20	600	42	10	20			\$ 189,200.00
Bulletins					120						\$ 24,000.00
Changes / Revisions					104						\$ 20,800.00
Project Admin / Coordination					104				208		\$ 52,000.00
Project Accounting										208	\$ 31,200.00
											\$ -
<b>Phase Subtotal</b>	<b>185</b>	<b>463</b>	<b>492</b>	<b>118</b>	<b>3836</b>	<b>186</b>	<b>44</b>	<b>52</b>	<b>208</b>	<b>208</b>	<b>\$ 1,223,300.00</b>
<b>PROJECT CLOSE OUT</b> 4 weeks											
Owner / GC / Design Team Coordination	2	4			16	2		2			\$ 5,750.00
Project Management	2	4			8						\$ 3,200.00
Consultant Coordination					8						\$ 1,600.00
Punch Walk, Punch Lists, & Back Walk	2	4	4	2	32	4	6	4			\$ 12,650.00
Project Closeout	2	4	2	2	8						\$ 4,250.00
RFIs			2		8	2	2	2			\$ 3,450.00
Project Admin / Coordination									4		\$ 600.00
Project Accounting										8	\$ 1,200.00
											\$ -
<b>Phase Subtotal</b>	<b>8</b>	<b>16</b>	<b>8</b>	<b>4</b>	<b>80</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>4</b>	<b>8</b>	<b>\$ 32,700.00</b>
Subtotal	199	491	506	128	3964	200	52	60	212	228	
Estimated Rate	\$300.00	\$250.00	\$250.00	\$275.00	\$200.00	\$250.00	\$200.00	\$225.00	\$150.00	\$150.00	
Fee/Cost	\$ 59,775	\$ 122,750	\$ 126,500	\$ 35,200	\$ 792,800	\$ 50,000	\$ 10,400	\$ 13,500	\$ 31,800	\$ 34,200	<b>\$1,276,925</b>

**2026 Billing Rates**

UPDATED: 3/25/26

New Title	2026 LS Billing Rates	2026 Blended CPFF Billable Rate
Market Director I	350.00	105.00
Sales Director	350.00	100.00
Practice Operations Ldr	350.00	100.00
Discipline Leader II	305.00	90.00
Prgm Dir II	330.00	100.00
Prgm Dir I	295.00	87.00
Consultant II	330.00	96.00
Consultant I	295.00	87.00
Planner TL III	310.00	90.00
Planner TL II	275.00	79.00
Senior Planner Project Mgr I	310.00	90.00
Senior Planner I	290.00	83.00
Planner PM III	275.00	79.00
Planner PM II	235.00	68.00
Planner PM I	215.00	62.00
Planner III	290.00	83.00
Planner II	230.00	66.00
Planner I	190.00	55.00
Senior Engineer Project Mgr I	310.00	90.00
Senior Engineer I	310.00	90.00
Eng PM III	275.00	79.00
Eng PM II	235.00	68.00
Eng PM I	215.00	62.00
Eng III	290.00	83.00
Eng II	230.00	66.00
Eng I	190.00	55.00
Eng Design III	250.00	72.00
Eng Design II	205.00	59.00
Eng Design I	165.00	48.00
Eng Train II	190.00	55.00
Eng Train I	175.00	50.00
Eng Techn Team Lead I	175.00	50.00
Eng Techn III	175.00	50.00
Eng Techn II	155.00	45.00
Eng Techn I	135.00	39.00
Senior Construction Mgr I	270.00	78.00
Const Mgr III	230.00	66.00
Const Mgr II	190.00	55.00
Const Mgr I	175.00	50.00
Senior Arch Project Mgr I	310.00	90.00
Arch PM III	275.00	79.00
Arch PM II	235.00	68.00
Arch PM I	215.00	62.00
Architect II	230.00	66.00
Arch Design II	205.00	59.00
Arch Design I	165.00	48.00
GS Team Leader III	310.00	90.00
GS Team Leader II	210.00	60.00
GS Team Leader I	165.00	49.00
Senior Geospatial PM I	310.00	90.00
GS PM III	275.00	79.00
GS PM II	235.00	68.00
GS PM I	215.00	62.00
GS Specialist IV	210.00	62.00
GS Specialist III	185.00	55.00
GS Specialist II	175.00	50.00
GS Specialist I	140.00	40.00
GS Technician IV	140.00	42.00
GS Technician III	135.00	40.00
GS Technician II	110.00	33.00
GS Technician I	105.00	32.00
Business Admin Assistant III	165.00	50.00
Contracts Administrator I	165.00	49.00
Grants Admin I	155.00	45.00
Quality Control Manager	295.00	85.00
Sales Coordinator I	330.00	96.00
Technical Writer I	150.00	43.00
Graphic Artist I	150.00	43.00
PC TL	155.00	46.00
PC II	155.00	45.00
PC I	135.00	39.00
Project Financial Analyst	170.00	50.00
Proj Acct TL	165.00	48.00
Proj Acct I	165.00	48.00
Eng Intern I	95.00	28.00

CONTRACT CHANGE ORDER

Change Order No.: 01 (Amendment 01)

Date: April 14, 2026

Contract for: West Terminal Expansion – Phase 1  
Owner's Representative Services

Owner: Routt County, Colorado  
RE: Yampa Valley Regional Airport  
522 Lincoln Avenue, Suite #30  
Steamboat Springs, CO 80487

To: Keith Meyer  
Owner  
Townscape Advisors, LLC  
3155 Rookery Road  
Fort Collins, CO 80528

You are hereby requested to comply with the following changes to the contract:

Description of Change	Contract Summary
Original Contract Value	\$834,126
Prior Approved Change Orders	\$0
Total Pending Change Orders	\$0
Total This Change Order	\$343,044
% of Original Contract, This Change Order	41%
% of Original Contract, All Change Orders	41%
Adjusted Contract Value	\$1,177,170

Description of Change: This change order adds fee to the original contract to address a 6-month schedule extension based on the approved construction schedule. It also adds full-time owner's representation services throughout construction at 8 hours per day. Lastly, it adds a \$20,000 contingency allowance to the contract.

The Professional Services Agreement shall be modified as follows:

Part 2 – Compensation and Payment. Add the following paragraph

By delegation of authority from the Board of County Commissioners (Board), the Airport Director (or Assistant Airport Director in the absence of the Airport Director) shall have the authority to execute changes in the work utilizing the contingency under this Agreement that do not exceed the total contract value or total contract time as approved by the Board.

Part 3 – Time for Completion of Project. Replace the first sentence with:

Owner's Representative shall work diligently to complete the work described in Exhibit A by June 25, 2029 which includes the one-year warranty period of the project.

Justification: The County is requesting additional services to oversee the West Terminal Expansion project representing the County to ensure the West Terminal Expansion project is managed and built according to the approved budget, schedule, contracts, plans and specifications.

The sum of \$343,044.00 is hereby (added to) (deducted from) the total contract price. The time provided for completion is (increased) (decreased) (not changed) by six (6) months. This document will become a supplement to the contract, and all provisions will apply hereto.

Accepted: Keith Meyer  
Keith Meyer (Apr 2, 2026 13:26:53 MDT)  
Keith Meyer, Owner  
Townscape Advisors, LLC

Date: 04/02/2026

Approved as to Form  
\_\_\_\_\_

Date: \_\_\_\_\_

Accepted: \_\_\_\_\_  
Tim Redmond, Chair  
Routt County Board of County Commissioners

Date: \_\_\_\_\_



Delivery by email to:  
Tinneal Gerber [tgerber@co.routt.co.us](mailto:tgerber@co.routt.co.us)

March 18, 2026

**Tinneal Gerber**

Airport Director  
Yampa Valley Regional Airport  
11005 RCR 51 A  
Hayden, CO 81639

RE: Yampa Valley Regional Airport (HDN) West Terminal Expansion Project  
Owner's Representative Services – Amendment 1 Proposal

**Dear Tinneal:**

Please accept this letter as our proposal for a fee adjustment to the Townscape Owner's Representative contract. The scope of work contained in our original contract executed in July 2025 remains unchanged. Three elements are driving the fee adjustment.

1. The construction schedule originally presented in the Routt County RFP for Owner's Representative services detailed a construction schedule to be complete by December 31, 2027. The current, accepted schedule for the West Terminal Expansion from Weitz Construction places completion of the project at the end of June 2028. This amendment allows Townscape to continue services through the end of June 2028 – a 6-month extension from the original proposal.
2. The County has requested that the Owner's Representative services span a full-time schedule (8 hours per day) throughout the construction phase. As originally proposed in the contract, Townscape was to provide services equal to approximately 70% time on the project (5 hours per day). This amendment request allows Townscape to provide full-time services through the construction phase.
3. The County has requested a contingency allowance be added to the contract to cover unanticipated expenses. As such, a \$20,000 allowance has been included. Control of this allowance shall be at the discretion of the County according to the added contract provision below.

Please note that we have savings in our contract from the preconstruction and design phase that will be applied to the construction phase. The warranty phase remains unchanged. Additionally, as a time and material, not to exceed contract, we will only bill for time and costs incurred while working on the project.

Please let me know if you have any questions or if I can provide any further information regarding contract amendment proposal. I can be reached at by email at [keith.meyer@townscapeadvisors.com](mailto:keith.meyer@townscapeadvisors.com) or by phone at 970-988-8605.

Sincerely,

A handwritten signature in blue ink that reads "Keith Meyer".

**Keith Meyer, PE**  
Principal  
Townscape Advisors  
Cc: file

**YVRA Terminal Expansion Project**  
**Owners Representative**  
**Fee Estimate - Amendment 1**

3/18/2026

Keith Meyer PM - base contract	Keith Meyer PM - time extension	Difference	Amendment Total
\$203	\$203		
(hrs)	(hrs)	(hrs)	

**Task 2 - Construction**

Contract Management	23	29	6	\$1,218
Safety planning	12	15	3	\$609
Preconstruction photos	8	0	0	\$0
Preconstruction meeting	4	0	0	\$0
Manage program budget/grant compliance	230	290	60	\$12,180
Monthly budget/status reports	35	44	9	\$1,827
Weekly status reports	91	114	23	\$4,669
Risk Register and Management	35	51	16	\$3,248
Document Control	58	73	15	\$3,045
Pay application review	69	87	18	\$3,654
Construction Management / Inspection on site	548	1600	1052	\$213,556
Contract management - CMAr	138	174	36	\$7,308
Federal Compliance - Davis Bacon, DBE, etc.	228	286	58	\$11,774
Biweekly OAC Meetings	183	229	46	\$9,338
CMAr schedule review	46	58	12	\$2,436
Cost/change, schedule and quality control	183	229	46	\$9,338
Material testing and inspection controls	92	116	24	\$4,872
Construction progress photographs	68	86	18	\$3,654
RFI review	137	171	34	\$6,902
Submittal review and oversight	274	343	69	\$14,007
FFE and Signage Procurement/Management	20	0	0	\$0
Work Effort Subtotal	2482	3995	1545	\$313,635
FTE Equivalent	0.67	0.86	0.42	
Cost per labor category	\$503,846	\$810,985		
Contract Contingency				\$20,000
Reimbursable Expenses (3%)				\$9,409
<b>Amendment Total</b>				<b>\$343,044</b>
<b>Original Contract Value</b>				<b>\$834,126</b>
<b>Adjusted Contract Value through Amendment 1</b>				<b>\$1,177,170</b>

<b>Original Construction Schedule</b>	4/1/2026	12/31/2027
<b>Current Construction Schedule</b>	4/17/2026	6/25/2028

## AGREEMENT REGARDING PROVISION OF PROFESSIONAL SERVICES

This Agreement Regarding Provision of Professional Services ("Agreement") dated as of \_\_\_\_\_, 2026 is between NWCC, Inc. ("Consultant"), a Colorado corporation and Routt County, Colorado ("County"), acting by and through the Yampa Valley Regional Airport Enterprise, by and through its Board of County Commissioners ("Board").

### Recitals

- A. County has requested proposals for materials testing, construction observation, and special inspection services to be conducted during the construction of the Yampa Valley Regional Airport West Terminal Expansion ("Project").
- B. Consultant has submitted to the County a proposal for the Project and represented to County that it has the expertise and personnel necessary to properly complete the Project;
- C. After considering the proposal submitted by Consultant for the Project, the Board has decided to accept the proposal of Consultant for the Project subject to the execution of a contract between the Consultant and County acceptable to the Board; and
- D. Consultant and County intend by this Agreement to set forth the scope of the work to be done by Consultant and related terms and conditions to govern the relationship between Consultant and County in connection with the Project.

### Terms and Conditions

1. Scope of Project. Consultant shall perform the work described in the scope of work attached as Exhibit A, which Consultant submitted as part of its proposal. Consultant shall perform the work for the Project in a skillful, professional, and competent manner and in accordance with the standards of care, skill and diligence applicable to consultants in the field in which Consultant practices with respect to such work.

2. Compensation and Payment. As consideration for the work to be performed by Consultant hereunder, County shall pay to Consultant compensation in an amount not to exceed a total of \$145,650.

During the Project, Consultant shall submit invoices for the work performed in connection with the Project on a monthly basis no later than the 10th day of the month following the month in which the work billed was done.

Consultant shall submit such invoices to Townscape Advisors as the Owner's Representative, for review and approval and shall segregate reimbursable costs (if this Agreement provides for any reimbursable costs) from charges for professional services and, upon request, Consultant shall provide County with such other supporting information as County may request. County shall pay all properly submitted invoices within 30 days after receipt of each such invoice and any supporting information requested by County. All invoices shall include the Consultant's taxpayer identification number or social security number.

Prior to commencement of work on the Project, Consultant shall cause "Routt County, Colorado Board of County Commissioners, 905 Wings Way, Suite 265, PO Box 1060, Hayden, CO 81639" to be named as both certificate holder and additional insured and shall provide County with evidence, acceptable to County, that the insurance required hereby is in full force and effect. Consultant shall immediately provide County with written notice in the event any portion of the insurance coverage required by this Agreement is cancelled or if the insurer gives Consultant notice of its intent to cancel such insurance.

8. No Assignment. The parties to this Agreement recognize that the services to be provided pursuant to this Agreement are professional in nature and that in entering into this Agreement, County is relying upon the personal services and reputation of Consultant. Therefore, Consultant may not assign its interest in this Agreement without the prior written consent of County, which may withhold such consent in its sole discretion. Except as so provided, this Agreement shall be binding on and inure to the benefit of the parties hereto, their respective successors and assigns, and shall not be deemed to be for the benefit of or enforceable by any third party.

9. Conflicts of Interest. Neither Consultant nor any of its employees shall, at any time during the term of this Agreement, do work for, nor shall they have any financial interest or other relationship with any entity or project, which would constitute a conflict of interest or influence or otherwise jeopardize the professional judgment of Consultant in connection with the Project.

10. Confidentiality. Consultant acknowledges that it may receive confidential information from County in connection with the Project or, as part of the Project, develop such information. Consultant shall take all precautions necessary to maintain and protect the confidentiality of any such information and to ensure that it shall be used only for the purposes of the Project.

11. Ownership of Work. Subject to County's obligation to compensate Consultant, all work, reports, designs, drawings, renderings and other work product produced by Consultant in direct deliverance of the work for this Project shall belong to County and Consultant shall not use any part thereof for purposes other than the Project without the written consent of County. These direct work documents specifically excludes the Consultant's preexisting works and/or information developed by Consultant or acquired by Consultant that was not specifically developed for County.

12. Indemnification. Consultant shall indemnify and hold harmless County, the Board and its agents and employees from and against any and all claims, damages, losses, injuries and expenses, including attorney's fees, arising out of or resulting from the performance of the work on the Project.

13. Termination. County may terminate this Agreement at any time during the Term of this Agreement upon 10-day written notice to Consultant without cause; provided, however, that within 30 days following such termination Consultant shall render a final invoice for work completed and expenses incurred to the date of termination which shall be paid by County in accordance with Paragraph 2 hereof.

In the event that County fails to pay any invoice by Consultant for Work hereunder when

due, then upon 10-day written notice to County of such delinquency and the failure of County to pay all amounts then due to Consultant within such 10 day period, Consultant may, at its election cease work hereunder and terminate this Agreement by giving a written notice to County advising of such election. Such written notice of Consultant's election to terminate this Agreement may, but need not, be included in the notice of delinquency required hereunder. In such case, such notice of the election to terminate shall be stated in the conditional form that the Agreement shall be terminated if payment is not received within the 10 day period provided for payment of any delinquency.

14. Notices. Any notice required under this Agreement must be emailed and either must be personally delivered or mailed in the United States mail, first class postage paid with return receipt requested to the party to be served at the following addresses:

Consultant:

NWCC, Inc.  
2580 Copper Ridge Drive  
Steamboat Springs, CO 80487  
Brian D. Len, PE  
(970) 879-7888  
Email: [blen@nwccusa.com](mailto:blen@nwccusa.com)

County:

Routt County Board of County Commissioners  
522 Lincoln Ave, Suite 30  
Steamboat Springs, CO 80487  
Email: [Attorney@co.routt.co.us](mailto:Attorney@co.routt.co.us)

With Copy to:

Yampa Valley Regional Airport  
905 Wings Way, Suite 265  
PO Box 1060  
Hayden, CO 81639  
Attn: Tinneal Gerber  
(970) 276-5004  
Email: [tgerber@co.routt.co.us](mailto:tgerber@co.routt.co.us)

Notices personally served shall be deemed served on the date of delivery. Notices mailed shall be deemed served on the date received with the return receipt serving as proof of delivery or 3 days after mailing.

15. Attorney Fees. In the event either party to this Agreement brings suit to enforce or interpret any portion of this Agreement, the party substantially prevailing in such action shall be entitled to recover all costs incurred in such action, including without limitation reasonable attorney's fees.

16. Entire Agreement. This Agreement constitutes the entire agreement between the parties concerning the Project and may not be amended except by a written document executed by both parties hereto.

17. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, and which together shall constitute a single instrument.

18. Choice of Laws and Venue. This Agreement shall be governed by and construed in accordance with the internal laws of the State of Colorado without reference to choice of laws rules. The parties agree that venue in any action to enforce or interpret this Agreement shall be in the District Court in the Fourteenth Judicial District for the State of Colorado.

19. No Waiver of Immunity. Nothing in this Agreement shall be construed to waive, limit, or otherwise modify any governmental immunity that may be available by law to the County, its officials, employees, or agents, or any other person acting on behalf of the County and, in particular, governmental immunity afforded or available pursuant to the Colorado Governmental Immunity Act, C.R.S. § 24-10-101 *et seq.* Furthermore, the terms of this Agreement shall not create any rights or benefits to any non-party.

20. Discrimination. The parties hereby incorporate the requirements of 41 C.F.R. § 60-1.4(a) and 29 C.F.R. § 471, Appendix A to Subpart A, if applicable. The Consultant and any of its subcontractors shall abide by the requirements of 41 C.F.R. § 60-300.5 and 41 C.F.R. § 60-741.5, if applicable. These regulations prohibit discrimination against qualified protected veterans and qualified individuals with disabilities and require affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified protected veterans and qualified individuals with disabilities.

21. No Additional Terms. Any terms and conditions in Consultant's Bid Proposal are not part of this Contract or Contract Documents unless specifically included herein.

CONSULTANT

By:  \_\_\_\_\_

Printed Name: Brian D. Len, PE

Title: President

Routt County, Colorado

By: \_\_\_\_\_

Tim Redmond, Chair

Board of County Commissioners

ATTEST:

\_\_\_\_\_  
Jenny L. Thomas  
Routt County Clerk

**EXHIBIT A  
SCOPE OF SERVICES**

**Yampa Valley Regional Airport  
West Terminal Expansion  
Materials Testing, Construction Observation and Special Inspection Services**

It should be noted that estimated costs could change significantly depending on final construction schedules, and the estimated costs provided below are based on an estimated number of trips/site visits to complete the materials testing and special inspection services outlined below.

QUALIFICATIONS

NWCC has a staff of 15 to 20 professionals consisting of registered professional engineers, geologists and engineering technicians/inspectors who are highly qualified in the fields of geotechnical engineering, construction observations, materials testing and special inspections. We can provide more experience, equipment and staff than any other company in Northwest Colorado for soils, concrete, asphalt field-testing and special inspections during construction. During construction, our staff can monitor and observe construction activities and perform sampling and field testing as warranted. NWCC is the only AASHTO/AMRL accredited materials testing laboratory in Northwest Colorado. NWCC's office and laboratory are located in Steamboat Springs and less than 25 miles from the project site, which allows us to provide quick response using highly qualified staff.

SCOPE OF WORK AND ESTIMATED COSTS Building – (Terminal Expansion)

**DRILLED PIER OBSERVATIONS**

A field engineer/special inspector will be provided on a full-time basis to provide special inspections required during construction of the drilled pier foundations. Our observations will be made to satisfy the requirements outlined in the project plans and specifications and include penetration depths, installation diameters, and steel reinforcement observations. The estimated fees for providing these services on a per trip basis have been estimated as follows:

Field Observation & Special Inspection:

Special Inspector: Ten (10) trips @ 9.0 hours/trip @ \$140/hour + \$45 trip charge ..... \$13,050

A certified engineering technician will be provided on a part-time basis to perform concrete testing services for the drilled piers. The technician will test the concrete for slump, temperature and air content in the field. One set of 7 test cylinders will be cast in the field and at a minimum of once per shaft. We estimate the proposed construction schedule will require at least 68 separate tests to complete the project. We have estimated that NWCC will make 15 trips for field testing. We have also included 15 trips to pick up the test cylinders from the project site the day after the pours. If the test cylinders can be picked up on a subsequent trip for concrete, pier observations or compaction testing, the number of the pick-up trips can be substantially reduced or eliminated. The estimated fees for providing concrete testing services are shown below:

Field Testing:

Eng. Technician: Fifteen (15) trips @ 5.0 hours/trip @ \$120/hour + \$45 trip charge ..... \$9,675  
Cylinder Pick-up: Fifteen (15) trips @ 2.0 hour/trip @ \$120/hour + \$45 trip charge..... \$4,275

Laboratory Testing:

Concrete Test Cylinders: Thirty (30) sets of 5 concrete cylinders @ \$30/cylinder ..... \$4,500  
Drilled Pier Subtotal..... \$31,500

**EARTHWORK-COMPACTION TESTING**

An engineering technician will be provided on a part-time basis during placement of foundation wall backfill, under slab structural fill, utility backfill, and placement of the aggregate base course materials. The technician will obtain and submit material samples to our Steamboat Springs laboratory for Proctor and classification testing. Testing of fill materials will be conducted in the field using a nuclear density gauge. All testing will be performed in accordance with the project specifications and applicable ASTM procedures. Based on our review of the plans, we have estimated 1 to 2 trips per day will be required during foundation wall backfill, under slab structural fill, utility backfill, and aggregate base course materials. The estimated fees for field/compaction testing services are as follows:

Field Testing:

Eng. Technician: Ten (10) trips @ 5.0 hours/trip @ \$120/hour + \$45 trip charge ..... \$6,450

Laboratory Testing:

Standard Proctor w/Classification Tests: Five (5) @ \$175/each..... \$875

Earthwork-Compaction Subtotal..... \$7,325

**STRUCTURAL AND SITE CONCRETE TESTING**

A certified engineering technician will be provided on a part-time basis to perform concrete testing services for the pier caps, grade beams, foundation walls, floors slabs, topping slabs and exterior flatwork associated with the building. The technician will test the concrete for slump, temperature and air content in the field. One set of 7 test cylinders will be cast in the field and at a minimum of once per pour or every 150 cubic yards. We estimate the proposed construction schedule will require at least 40 separate pours in order to complete the project. Therefore, we have estimated that NWCC will make 40 trips for field testing. We have also included 40 trips to pick up the test cylinders from the project site the day after the pours. If the test cylinders can be picked up on a subsequent trip for concrete or compaction testing, the number of the pick-up trips can be substantially reduced or eliminated. The estimated fees for providing concrete testing services are shown below:

Field Testing:

Eng. Technician: Twenty (20) trips @ 5.0 hours/trip @ \$120/hour + \$45 trip charge..... \$12,900

Cylinder Pick-up: Twenty (20) trips @ 2.0 hour/trip @ \$120/hour + \$45 trip charge ..... \$5,700

Laboratory Testing:

Concrete Test Cylinders: Forty (20) sets of 5 concrete cylinders @ \$30/cylinder ..... \$3,000

Concrete Subtotal..... \$21,600

**STRUCTURAL STEEL OBSERVATIONS**

A subcontracted certified weld inspector (CWI) will be provided on a part-time basis to provide special inspections required during the construction of structural steel elements. Visual inspections of the field assembly, field welds and high strength bolted connections, headed anchor studs, deck puddle welds, and lap screw patterns will be conducted during construction. The CWI will verify that the structural steel members/connections are being installed in accordance with the project plans and specifications. The CWI will perform non-destructive testing (NDT) on the moment welds and other field welds that require NDT. The fees for providing these services on a part time basis have been estimated as follows:

Structural Steel Bolted/Welded Connections – Visual Inspection

CWI Inspector: Twenty (20) trips @ \$1000/trip..... \$20,000

Structural Steel Bolted/Welded Connections – NDT Testing

CWI Inspector: Twenty (20) trips @ \$400/trip..... \$8,000

Structural Steel Subtotal..... \$28,000

## ENGINEERING AND SUPERVISION

A registered professional engineer will supervise and review all field operations completed by NWCC. In addition, the engineer will be available for consultation on problems that may arise during construction of this project, as well as attend construction meetings when necessary and complete a summary report when construction is complete. The fees for providing these services have been estimated as follows:

Principal Engineer: 50 hours @ \$240/hour..... \$12,000  
Engineering and Supervision Subtotal ..... \$12,000

BUILDING –(Terminal Expansion) ESTIMATED TOTAL ..... \$100,425

## SCOPE OF WORK AND ESTIMATED COSTS Civil – (FAA Site Work)

### Excavation, Subgrade and Embankment (Item P-152)

A certified technician will be provided on a part-time basis during placement of embankment and subgrade materials. Testing of fill materials will be conducted in the field using a nuclear density gauge in accordance with the project specifications and applicable ASTM procedures. The technician will also perform proof rolling of the subgrade in the field to identify any yielding soils. All laboratory tests, i.e. Proctor tests, gradation tests, will be completed in our laboratory located less than 25 miles from the project site. The fees for completing the field compaction testing services on the embankments are estimated below.

#### Field Testing:

Eng. Tech.: Five (5) trips @ 5.0 hours/trip @ \$120/hour + \$45 trip charge..... \$3,225

#### Laboratory Testing:

Modified Proctor w/Classification Tests: One (2) @ \$200/each..... \$400  
Excavation, Subgrade, and Embankment Subtotal..... \$3,625

### Subbase Course (Item P-154)

A certified technician will be provided on a part-time basis during placement of subbase course materials. Testing of fill materials will be conducted in the field using a nuclear density gauge in accordance with the project specifications and applicable ASTM procedures. All laboratory tests, i.e. Proctor tests, gradation tests, will be completed in our laboratory located less than 25 miles from the project site. The fees for completing the field compaction testing services on the subbase course are estimated below.

#### Field Testing:

Eng. Technician: Two (2) trips @ 4.0 hours/trip @ \$120/hour + \$45 trip charge..... \$1,050

#### Laboratory Testing:

Modified Proctor w/Classification Tests: One (1) @ \$200/each..... \$200  
Subbase Course Subtotal..... \$1,250

### Crushed Aggregate Base Course (Item P-209)

A certified technician will be provided on a part-time basis during placement of crushed aggregate base course materials. Testing of fill materials will be conducted in the field using a nuclear density gauge in

accordance with the project specifications and applicable ASTM procedures. Density testing will be performed on a Lot/Sublot basis with an average of two tests per subplot. All laboratory tests, i.e. Proctor tests, gradation tests, will be completed in our laboratory located less than 25 miles from the project site. The fees for completing the field compaction testing services on the crushed ABC are estimated below.

Field Testing:

Eng. Technician: Six (6) trips @ 4.0 hours/trip @ \$120/hour + \$45 trip charge ..... \$3,150

Laboratory Testing:

Modified Proctor w/Classification Tests: One (1) @ \$200/each..... \$200  
 Crushed Aggregate Base Course Subtotal ..... \$3,350

Portland Cement Concrete Paving (Item P-501):

A certified engineering technician will be provided on a part-time basis to perform concrete testing services for the Portland cement concrete paving. The technician will test the concrete for slump, temperature and air content in the field. In addition, one set of 8 test flexural beams will be cast in the field and at a minimum of once per day or two beams per subplot, whereas a lot is equal to four sublots. We understand the proposed construction schedule is anticipated to be at least 9 separate days (Lots) to complete the project. Therefore, we have estimated that NWCC will make 9 trips for field testing. We have also included 9 trips to pick up the test beams from the project site the day after the pours. The estimated fees for providing concrete testing services are shown below:

Field Testing:

Eng. Technician: Four (4) trips @ 10.0 hours/trip @ \$120/hour + \$45 trip charge ..... \$4,980  
 Beam Pick-up: Four (4) trips @ 3.0 hours/trip @ \$120/hour + \$45 trip charge ..... \$1,620

Laboratory Testing:

Concrete Test Beams: Four (4) Lots @ 8 beams per Lot @ \$100/beam ..... \$3,200  
 Portland Cement Paving Subtotal ..... \$9,800

Structural Concrete (Item P-610):

A certified engineering technician will be provided on a part-time basis to perform concrete testing services for the miscellaneous site foundations and exterior flatwork. The technician will test the concrete for slump, temperature, unit weight, and air content in the field. One set of 4 test cylinders will be cast in the field and at a minimum of once per pour or every 50 cubic yards. We understand the proposed construction schedule will require at least 10 separate pours in order to complete the project. Therefore, we have estimated that NWCC will make 10 trips for field testing. We have also included 10 trips to pick up the test cylinders from the project site the day after the pours. If the test cylinders can be picked up on a subsequent trip for concrete testing the number of the pick-up trips can be substantially reduced or eliminated. The estimated fees for providing concrete testing services are shown below:

Field Testing:

Eng. Technician: Ten (10) trips @ 5.0 hours/trip @ \$120/hour + \$45 trip charge ..... \$6,450  
 Cylinder Pick-up: Ten (10) trips @ 2.0 hour/trip @ \$120/hour + \$45 trip charge ..... \$2,850

Laboratory Testing:

Concrete Test Cylinders: Ten (10) sets of 4 concrete cylinders @ \$30/cylinder ..... \$1,200  
 Structural Concrete Subtotal ..... \$10,500

Asphalt Testing (Item P-401):

Two certified technicians (one field and one laboratory) will be provided on a full-time basis during asphalt placement to conduct required field and laboratory (quality assurance) testing. One technician will be responsible for sampling the asphalt materials during placement and will return the samples to our laboratory in Steamboat Springs for testing. The second technician will conduct the flow and stability,

VMA, voids and specific gravity testing on the samples in our laboratory. The laboratory technician will compute the test results and prepare the estimated percentages of materials within specification limits (PWL) program. The contractor will be responsible for coring the mat and joints for density. The core samples obtained in the field by the contractor will be submitted to NWCC's laboratory in Steamboat Springs for specific gravity testing and compaction. All field and laboratory testing will be performed in accordance with the testing frequencies outlined in the project specifications and in accordance with the FAA, CDOT, AASHTO or ASTM procedures.

The estimated cost is based on 10 hours per day (regular time) @ \$130/hour and 3 trips per day to the site at 150 miles @ \$0.90/mile. Based on 10 hours per day, we have estimated the cost for the second technician (laboratory). The cost is based on 10 hours per day @ \$130/hour. We understand it is anticipated to take at least 4 days of field and associated laboratory testing.

Field Testing:

Eng. Tech.: Four (4) days @ 10.0 hours/trip @ \$130/hour + \$135 trip charge ..... \$5,740

Laboratory Testing:

Eng. Tech.: Four (4) days @ 10.0 hours/day @ \$130/hour ..... \$5,200  
 Asphalt Subtotal..... \$10,940

Engineering and Supervision:

A registered professional engineer will supervise and review all field and laboratory testing operations conducted by NWCC personnel. The engineer will also be available for consultation on problems that may arise during construction of the project and will attend preconstruction/construction meetings. The Sr. Project engineer will be billed at **\$240 per hour**. We have estimated the fees for the Sr. Project Engineer are as follows:

Engineering and Supervision:

Senior Project Engineer: 24 hours @ \$240/hour ..... \$5,760  
 Engineering Subtotal ..... \$5,760

CIVIL –(FAA Site Work) ESTIMATED TOTAL..... \$45,225

The cost proposal/budget outlined above is based on our experience with similar projects at the YVRA and the general information provided for the proposed construction schedule. Because the final construction schedule and the needs of the on-site inspector cannot be accurately defined in advance, we suggest our fees be based on the hourly rates and unit costs given above.

The General Conditions sheet will be considered a part of the contract between the **CONSULTANT (NWCC, Inc.)** and the **CLIENT (Yampa Valley Regional Airport)**.

It should be noted that services (construction observations, materials testing, special inspections and engineering) are intended to assist the contractor, owner and governing authorities in evaluating compliance with project plans and specifications. In order to provide timely and useful data, the contractor must coordinate with and assist the pertinent subcontractors with scheduling our services. The purpose of presence on the project site is solely to provide testing, observations and to report the associated results. It shall be understood that NWCC's responsibility does not include supervision or direction of the contractor(s), nor do test results and/or observations indicate that we are approving or rejecting the quality or placement of the construction materials. NWCC does not assume responsibility for the contractor's safety, means, methods, technologies, sequences or procedures. It should also be understood that the services provided by NWCC will not relieve the contractor of his responsibilities for performing the work in accordance with the project plans and specifications.

# ROUTT COUNTY BOARD OF COMMISSIONERS

## COMMUNICATION FORM

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**DEPARTMENT/ORGANIZATION:** YVRA

**PRESENTATION DATE:** April 14, 2026

**AGENDA TITLE:** Consideration of an increase to Airport Administration staffing to include one (1) full-time Airport Accounting Supervisor position.

**ITEM TYPE:** ACTION ITEM

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**REQUEST/ ISSUE & BACKGROUND:**

Yampa Valley Regional Airport Administration is requesting approval to add a Senior Accounting Supervisor position to support the increasing operational, financial, and contractual demands of the airport. This position is essential to maintaining effective oversight, fiscal accountability, and compliance as the airport continues to expand in scale and complexity.

Under the supervision of the Airport Director and Assistant Airport Director, YVRA Administration currently consists of three staff positions: two Office Technicians and one Office Assistant. These staff provide daily on-site accounting and administrative services that are critical to airport operations, including invoice tracking, contract compliance, journal entries, cash auditing, insurance and bond tracking, annual payment processing, procurement assistance, and customer service functions. They support a wide range of airport users and business partners, including airlines, ground handlers, construction contractors, ground transportation providers, tenants, and vendors.

A core function of YVRA is property and contract management. The airport currently administers more than 150 active contracts, leases, and service provider agreements, each with unique terms, payment structures, insurance requirements, and compliance deadlines. Continued airport growth has significantly increased both the number and complexity of these agreements, requiring a higher level of financial oversight and technical expertise than can be sustained under the current staffing model.

YVRA is entering a prolonged period of major capital development and operational growth. Current and future initiatives include the West Terminal Expansion, revised airline agreements, General Aviation development projects, additional RFPs, RFQs, LOIs, and ongoing procurement of equipment and supplies. Longer-term planning includes future East and Central Terminal expansion projects. These initiatives involve substantial contract administration, invoice review, payment processing, grant

compliance, bond and insurance coordination, and close adherence to federal and state funding requirements.

At present, many higher-level accounting, budget and contract management responsibilities such as MUNIS invoice processing, grant draw coordination, reconciliation oversight, and complex contract administration are performed directly by the Airport Director and Assistant Airport Director. While executive-level involvement will remain necessary, the increasing workload limits senior leadership's capacity to focus on day-to-day airport operations, long-term planning, and strategic coordination with the County Manager and Board of County Commissioners.

The proposed Senior Accounting Supervisor position will provide dedicated oversight of airport-specific accounting, budget and contract administration and will serve as the on-site subject matter expert for complex financial and contractual matters. This position will supervise and support existing administrative staff, enhance internal controls and financial tracking, and provide airport-focused financial planning to ensure rates, fees, and lease structures align with operational costs, capital needs, and long-term sustainability.

In addition, this position will improve coordination and efficiency with the Routt County Accounting Department by providing a knowledgeable liaison familiar with airport operations, budget, grant requirements, and contract details. Enhanced on-site oversight will help reduce errors, improve compliance, and ensure timely reporting and payment processing.

This position does not change the existing Routt County departmental structure for YVRA. Similar to current YVRA administrative positions that perform accounting and contracts functions, the Senior Accounting Supervisor will report directly to the Airport Director and Assistant Airport Director while working closely with and under the established guidance of the Routt County Accounting Department.

Approval of this position will strengthen financial stewardship, improve administrative resilience, and ensure YVRA is adequately staffed to meet the operational and development demands of a growing regional airport.

**RECOMMENDED ACTION (Full Motion Language):**

Authorize the Airport Director to increase Airport Administration staffing by adding one (1) full-time Airport Accounting Supervisor (FTE).

**ALTERNATIVES:**

As an alternative, consideration may be given to postponing this position until 2027. Under this approach, it is acknowledged that the West Terminal Expansion is scheduled to begin in April 2026 and that General Aviation development agreements are anticipated later in 2026. Beginning the position concurrent with these projects would provide continuity in contract administration, financial tracking, and compliance activities during

their initial phases; however, these responsibilities would continue to be managed under the existing organizational structure until such time as the position is implemented.

**FISCAL IMPACTS:**

- PROPOSED REVENUE (if applicable): N/A
- CURRENT BUDGETED AMOUNT: \$0
- PROPOSED EXPENDITURE: \$145,952 (\$116,584 Salary/\$29,369 Benefits)
- FUNDING SOURCE: YVRA operating budget/revenues
- SUPPLEMENTAL BUDGET NEEDED: Yes

**LEGAL ISSUES:**

N/A

**CONFLICTS OR ENVIRONMENTAL ISSUES:**

N/A

**LIST OF ATTACHMENTS:**

Airport Accounting Supervisor - Job Description  
Pay Scale

**DEPARTMENT HEAD INITIALS:** TG

**DATE:** April 7, 2026

**ROUTT COUNTY**  
**CLASSIFICATION: AIRPORT ACCOUNTING**  
**SUPERVISOR**

Created: March 2026

Department: Airport

Family: Professional/Technical

Approved By: County Manager

Pay Scale: TBD

FLSA Status: Exempt

Date: 00-00-0000

**SUMMARY:**

Under general direction, plans, organizes, manages and performs professional fiscal, accounting, contract administration and related analytical duties for the airport; oversees accounts payable, accounts receivable, grant and contract financial administration, journal entries, reconciliations, budget development and monitoring, financial reporting, internal controls and compliance activities; supervises assigned administrative and accounting support staff involved in airport financial and contract workflows; coordinates with the County Finance Department, Purchasing and airport leadership on fiscal strategy, procurement and contract administration matters; and performs other related duties as assigned.

**CLASS CHARACTERISTICS:**

An incumbent in this class reports directly to the YVRA Airport Director and performs complex, professional fiscal, accounting and contract administration duties for the airport, including managing financial operations, administering financial systems and records, monitoring budgets, supporting audits, grants and procurement activities, and ensuring compliance with applicable laws, regulations, policies and procedures. Positions are allocated to the airport and incumbents exercise substantial independent judgment in coordinating airport accounting functions and contract administration activities while working closely with the County Finance Department on countywide standards, processes and reporting requirements. Incumbents perform most duties independently, referring specific matters to a superior only when interpretation of policy, significant operational impact or clarification of organizational direction is necessary.

This class is distinguished from the class of Budget and Finance Accounting Manager because positions in that class are allocated to the finance department and have broader countywide finance responsibilities. This class is allocated to the airport and is focused on airport financial operations, contract management, administrative workflow oversight and direct support of airport business functions. Reports to the Airport Director and has supervisory responsibilities for airport administrative support staff.

**SUPERVISION EXERCISED:**

An incumbent in this class directly supervises assigned airport office and administrative support staff including those involved in accounts payable, accounts receivable, contracts, procurement support and related financial workflows.

**JOB DUTIES:**

*The duties listed below represent the various types of work that may be performed. The omission of specific duties does not prevent the assignment of work that is appropriately related to this class.*

- Plans, organizes, assigns, reviews and performs airport accounting and fiscal operations, including accounts payable, accounts receivable, billing, cash receipts, journal entries, account reconciliations, month-end and year-end processes, budget monitoring and related financial activities.
- Reviews, researches, analyzes and oversees preliminary and final airport budgets; monitors revenues and expenditures; develops forecasts and budget projections; reviews and updates information submitted by airport program staff; and prepares narratives, schedules, graphs and recommendations to facilitate management review and presentation of airport budget matters.

## **ROUTT COUNTY**

### **CLASSIFICATION: AIRPORT ACCOUNTING**

#### **SUPERVISOR**

- Manages and administers airport general ledger and subsidiary accounts in compliance with Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards Board (GASB) requirements, county policies and applicable federal and state standards; reviews transactions for accuracy and proper posting and directs adjustments as necessary.
- Prepares, analyzes and maintains complex financial statements, reports and supporting schedules for airport operations, grants, capital projects, leases, concessions and other business activities; facilitates management review and discussion meetings; and prepares financial information for internal and external stakeholders.
- Coordinates annual audits and other fiscal reviews affecting airport accounts, grants, contracts and financial statements; responds to auditor questions; prepares audit work papers, confirmations and schedules; and coordinates with the County Finance Department on annual reporting and compliance requirements.
- Administers, reviews and monitors airport contracts, leases, concessions, professional services agreements and other business instruments for fiscal, insurance, term, renewal, performance, compliance and documentation requirements; tracks key dates, deliverables, amendments and payment obligations; and coordinates with airport leadership, Accounting, legal counsel, Purchasing and user departments as needed.
- Works with airport leadership to develop and maintain systems of internal financial control that facilitate segregation of duties and ensure that transactions, contracts and related records are properly classified, authorized, documented, recorded and retained in a timely, accurate and verifiable manner.
- Assists airport leadership with analysis and administration of grants, capital projects, debt-related matters, rates and fees, reserves, and replacement planning for capital equipment, infrastructure and other airport assets; analyzes costs and benefits and recommends financially sound options.
- Monitors budgetary, accounting and contract compliance with federal, state, grant, regulatory and airport business requirements; researches issues; interprets applicable rules, agreements and procedures; and recommends or implements corrective action as appropriate.
- Works with administrative staff, airport management and the County Finance Department to improve workflow design, reporting practices, ERP utilization, contract tracking tools and other financial systems and processes; participates in system upgrades, testing and implementation of new modules or procedures.
- Supervises, trains, evaluates and coordinates the work of assigned staff; participates in selection, onboarding, coaching and performance management; establishes work priorities and operating procedures; and helps ensure continuity of airport office operations.
- Prepares or reviews Board agenda items, resolutions, supporting documentation, agreements, amendments and related correspondence associated with airport fiscal matters, contracts, procurements, grants and other assigned business functions.
- Attends meetings and training; serves on committees, teams and task forces as assigned; performs and/or participates in special projects; and may represent the airport in discussions involving financial operations, contracts or administrative processes.
- Will coordinate with the Treasurer's Office, Purchasing, Human Resources and other county departments to verify data, resolve issues and ensure consistency of airport financial and administrative processes with county requirements.
- May be assigned to act in the absence of airport leadership for designated administrative, fiscal or business functions, consistent with assigned authority.

## **ROUTT COUNTY**

### **CLASSIFICATION: AIRPORT ACCOUNTING**

#### **SUPERVISOR**

- Assists airport staff with using the Enterprise Resource Planning (ERP) system; participates in upgrades to the system and the implementation of new financial modules and related business processes.
- Will assist in the hiring of airport administrative or accounting support staff and in the development of office procedures and training materials.
- May serve as a project lead for special initiatives involving airport financial systems, contracts, records or office operations.
- Performs other related duties as assigned.

#### **QUALIFICATIONS:**

##### **Education and Experience**

*Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

##### **Education:**

Possession of a bachelor's degree from an accredited college or university with major coursework in accounting, finance, business administration, public administration or a related field.

##### **Experience:**

Four years of progressively responsible professional accounting, auditing, financial management, contract administration or closely related experience, including at least two years of lead or supervisory responsibility. Experience in a governmental, airport, enterprise fund, special district, other public sector setting, or construction is highly desirable.

##### **Licenses and Certificates:**

- Depending on assignment, a valid license to drive a vehicle in Colorado and a safe driving record may be required at the time of appointment and throughout employment.
- Licensure as a Certified Public Accountant or Certified Government Financial Manager is desirable.

##### **Other Requirements:**

- Must be able to successfully pass a Federal Security Background Check in compliance with TSA SIDA badging requirements.

##### **Knowledge of:**

- Advanced principles, procedures, practices and terminology of accounting, auditing and financial reporting, including Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards Board (GASB) standards and applicable grant compliance requirements.
- Advanced principles of public administration, organization and management.
- Advanced principles, procedures and regulations applicable to budget preparation, administration and control.
- Advanced principles of internal control, financial analysis and cash management.
- Principles and practices of public procurement, contract administration, lease administration and records management.
- Financing methods and practices applicable to local government, enterprise operations or airport business functions.
- Principles and practices of supervision, leadership and employee development.

## **ROUTT COUNTY**

### **CLASSIFICATION: AIRPORT ACCOUNTING**

#### **SUPERVISOR**

- Advanced methods of statistical, operational and financial analysis.
- Methods and techniques of conducting analytical studies of financial, administrative, contractual and management practices, methods and procedures.
- Applicable federal, state and local laws, regulations and requirements affecting airport financial operations, grants, contracts and public records.
- Effective techniques for speaking before groups and making public presentations.
- Office practices, procedures and equipment, including the use of personal computers, standard business software, enterprise financial applications and contract tracking systems.
- Advanced methods of ensuring accurate data entry, recordkeeping and document control.
- Advanced principles and practices of customer service.
- Business mathematics including addition, subtraction, multiplication, division, fractions and percentages.

#### **Ability to:**

- Apply accounting, budgeting and internal control principles to the analysis and administration of complex financial and contract management systems.
- Lead and perform complex budget analyses, financial administration, contract review and workflow monitoring activities.
- Review complex financial, accounting and contractual records for accuracy and compliance with laws, policies, agreements and standards.
- Initiate, develop and recommend efficient, cost-effective fiscal and administrative practices for short- and long-term operational benefit.
- Compile and analyze complex statistical, financial, operational and contractual data.
- Prepare complex reports, financial statements, agreements, agenda materials and recommendations in a logical, comprehensive and concise manner.
- Independently research, analyze and make effective recommendations on administrative, management, budgetary, fiscal and contractual practices, procedures and problems.
- Lead and direct subordinate staff in following procedures and instructions pertaining to financial, accounting and administrative work.
- Facilitate, coordinate and negotiate solutions to complex administrative, financial and contract issues.
- Read and understand a variety of information, including technical information associated with airport programs, services, contracts and regulations.
- Acquire subject matter expertise in assigned functions, programs and special projects, including the laws, regulations, policies and procedures applicable to the assignments.
- Exercise independent judgment within limits of authority.
- Organize and prioritize assignments and meet deadlines in a dynamic operating environment.
- Perform accurate and detailed mathematical and financial calculations.
- Create and organize numerical tables, schedules, reports and data.
- Operate standard office equipment such as personal computers, copiers, scanners, fax machines, calculators and multi-line phone systems.
- Effectively utilize standard business software, including word processing, spreadsheet, database, Internet and email programs, to track, maintain and report information.

**ROUTT COUNTY**  
**CLASSIFICATION: AIRPORT ACCOUNTING**  
**SUPERVISOR**

- Provide formal or informal job duty training to others.
- Communicate clearly and effectively, both orally and in writing.
- Establish and maintain effective working relationships with those contacted during work, including customers, co-workers, other county employees, tenants, contractors, vendors, regulatory agencies and the general public.

**Physical and Mental Standards**

*The physical and mental standards described here are representative of those that must typically be met by employees to perform the essential functions of this class successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

- Frequently sit at a desk for extended periods of time.
- Frequently walk and stand.
- Frequently use finger dexterity and operate a keyboard.
- Regularly lift 10 pounds and occasionally lift 25 pounds.
- Frequently use vision to read documents, view computer screens, and see close and distant objects.
- Frequently use speech and hearing to engage in conversation, in person, and over the telephone.

**TYPICAL WORKING CONDITIONS:**

- The employee typically works in a standard office environment where the noise level is moderate.
- Job duties may occasionally require working extended hours or hours outside of the regular schedule.

\*Adopted: 00-00-00

\*Revised: 00-00-00

**Airport Accounting Supervisor**

**2026**

**Market Midpoint**

**\$124,025.00annual**

Based E.C. Salary survey Data for 01/01/2025 plus 2.5%

<b><u>STEP/LEVEL</u></b>	<b><u>HOURLY RATE</u></b>	<b><u>Bi-Weekly SALARY</u></b>	<b><u>ANNUAL SALARY</u></b>
1	56.0498	4483.98	116583.50
2	57.8386	4627.09	120304.25
3	59.6274	4770.19	124025.00
4	61.4162	4913.30	127745.75
5	63.2050	5056.40	131466.50
6	64.9939	5199.51	135187.25
7	66.7827	5342.62	138908.00
8	68.5715	5485.72	142628.75
9	70.3603	5628.83	146349.50
10	72.1492	5771.93	150070.25
11	73.9380	5915.04	153791.00

# ROUTT COUNTY BOARD OF COMMISSIONERS

## COMMUNICATION FORM

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**DEPARTMENT/ORGANIZATION:** YVRA

**PRESENTATION DATE:** April 14, 2026

**AGENDA TITLE:** Approval and Authorization to Submit the CDOT Aviation Management Internship Grant Application and Establish a Temporary Airport Operations Assistant Position if Awarded

**ITEM TYPE:** ACTION ITEM

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### **REQUEST/ ISSUE & BACKGROUND:**

The Temporary Airport Operations Assistant position is intended to be aligned with the CDOT Aviation Management Internship Program. This program is designed to develop and educate aspiring aviation professionals and provide them with critical on-the-job experience so they can integrate into the aviation industry upon completion. In addition to supporting day-to-day activities and special projects, the program strengthens workforce development, enhances institutional knowledge, and promotes the Airport as an employer of choice within the aviation industry, all with minimal long-term staffing impact. Many Colorado airports have successfully participated in this CDOT program. CDOT will fund up to 50% of the employee's salary. As such, YVRA is requesting a Temporary position for the summer of 2026 (estimated between May 4 and August 14). A job description for this position is attached. The requested salary is \$23.63 per hour. Therefore, the total salary cost would be \$14,178.00, of which \$7,089.00 is expected to be paid by CDOT. This grant has been reviewed by the Grant Review Committee.

### **RECOMMENDED ACTION (Full Motion Language):**

Approve and authorize the Airport Director to submit the CDOT Aviation Management Internship grant application and to establish a Temporary Airport Operations Assistant position contingent upon grant award.

### **ALTERNATIVES:**

Do not participate in this 50% grant funded staffing program.

### **FISCAL IMPACTS:**

- PROPOSED REVENUE (if applicable): \$7,089.00 (CDOT Grant ½ of Salary)

- CURRENT BUDGETED AMOUNT: \$0
- PROPOSED EXPENDITURE: \$15,262.62 (includes FICA/Medicare)
- FUNDING SOURCE: YVRA operating budget/revenues
- SUPPLEMENTAL BUDGET NEEDED: Yes

**LEGAL ISSUES:**

N/A

**CONFLICTS OR ENVIRONMENTAL ISSUES:**

N/A

**LIST OF ATTACHMENTS:**

Job Description – Temporary Airport Operations Assistant  
Pay Scale

**DEPARTMENT HEAD INITIALS:** TG

**DATE:** April 7, 2026

## **ROUTT COUNTY**

CLASSIFICATION: TEMPORARY AIRPORT OPERATIONS ASSISTANT

Created: March 2026

Department: Airport

Family: Temporary

Approved By:

Pay Scale: Temporary

FLSA Status: Non-Exempt

Date:

### **SUMMARY:**

Under general supervision, performs a variety of temporary assignments as part of an airport operations program designed to provide exposure to the many facets of managing and operating a commercial service airport; assists with airport operations, inspections, document review, contract and lease review, safety and security compliance, customer service, and related administrative or special project work; and performs other related duties as assigned.

### **CLASS CHARACTERISTICS:**

An incumbent in this class performs limited-duration temporary work designed to provide broad exposure to airport operations and administration. Assignments may include assisting with enforcement of airport rules and regulations, reviewing lease and contract documents, performing airfield, perimeter, security, fuel farm, parking lot, terminal, grounds, and related inspections, supporting airport documents and training materials, and participating in special projects. Work is performed under close to general supervision and may be scheduled at any time during the year based on airport operational needs, project timing, and program availability.

This class is distinguished from permanent airport classifications because positions in this class are limited-duration temporary assignments intended for structured training and support through an airport operations program. This class is not intended to fill a regular full-time staff position, alleviate staffing shortages, or perform non-airport functions. This position is partially grant funded.

### **SUPERVISION EXERCISED:**

An incumbent in this class does not exercise direct supervision over other employees.

### **JOB DUTIES:**

The duties listed below represent the various types of work that may be performed. The omission of specific duties does not prevent the assignment of work that is appropriately related to this class.

- Assists airport management and operations staff with enforcing airport rules and regulations and supporting day-to-day airport operations and administration.
- Reviews, organizes, and tracks lease, contract, permit, and agreement documents and assists with related records, renewals, amendments, and compliance items.
- Performs or assists with airfield, perimeter, security, fuel farm, parking lot, terminal, grounds, and related inspections and documents observations and follow-up items.
- Provides support for public relations, advertising, marketing programs, air service development efforts, airport construction projects, planning activities, and related administrative assignments.
- Assists with the review, revision, preparation, and maintenance of airport documents, forms, manuals, training materials, and operating records, including the Airport Certification Manual, Rules and Regulations, Minimum Standards, and other assigned documents.

## **ROUTT COUNTY**

### **CLASSIFICATION: TEMPORARY AIRPORT OPERATIONS ASSISTANT**

- Assists with the planning, coordination, and implementation of special events, public outreach activities, tenant coordination efforts, and other airport programs.
- Provides support to airport operations staff in monitoring compliance with Federal Aviation Administration, Transportation Security Administration, airport, lease, and agreement requirements.
- Assists with seasonal weather response, snow operations, custodial or grounds support, and other airport operational needs as assigned.
- Monitors and helps enforce airport access, identification, and credential requirements for persons and vehicles operating in secured areas, consistent with training and assigned authority.
- Assists with Notice to Air Missions (NOTAM) issuance, tracking, closures, and related operational communications when trained and assigned.
- Monitors ground transportation activities, observes concession or public-area operations, and reports operational, safety, customer service, or compliance concerns through established channels.
- May escort vendors, contractors, consultants, or visitors in secured or restricted areas depending upon assignment and work location.
- Assists with wildlife hazard monitoring, record keeping, and coordination of other safety or security support work as assigned.
- Assists with research, data collection, reporting, and records management related to budgets, grants, projects, fees, inspections, and other airport business functions.
- Provides customer service in terminal and other public-facing areas by responding appropriately to passenger questions, concerns, and changing operational conditions.
- Maintains reliable attendance, professional communication, safety awareness, confidentiality, and required training and may work early morning, evening, weekend, holiday, or other variable shifts as assigned.
- Observes and shadows airport leadership and staff in meetings, field reviews, emergency response preparation, and project work to gain practical knowledge of airport programs, services, regulations, and operating procedures.
- Performs other related duties as assigned.

#### **QUALIFICATIONS:**

##### **Education and Experience**

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

*Education:* Graduation from high school or possession of a GED equivalent. Current enrollment in, recent completion of, or possession of a degree from an accredited college or university in aviation management, airport management, business administration, public administration, engineering, finance, hospitality, construction management, or a related field is highly desirable.

##### *Experience:*

Some experience in airport operations, customer service, office support, research, maintenance, public administration, aviation, or a related environment is desirable.

##### **Licenses and Certificates:**

Depending on assignment, a valid license to drive a vehicle in Colorado and a safe driving record

## **ROUTT COUNTY**

### **CLASSIFICATION: TEMPORARY AIRPORT OPERATIONS ASSISTANT**

may be required at the time of appointment and throughout employment.

Must be able to obtain and maintain any airport identification badge, security clearance, or other job-related certification required for assigned duties.

#### **Knowledge of:**

- Basic principles, practices, and terminology associated with airport administration, operations, safety and security, maintenance, finance, concessions, and customer service.
- Part 139 and Part 77 regulations and familiarity with Transportation Security Administration Part 1542 security requirements.
- Federal Aviation Administration and Transportation Security Administration regulations, and other applicable state, federal, and local laws, rules, and regulations related to operating a commercial service airport.
- A basic understanding of airport lighting systems, approach lighting systems, radio navigational aids, runway approaches, and airport emergency radio procedures.
- Basic methods of research, data gathering, report preparation, document review, and records management.
- Basic principles of project coordination, contract and lease administration, inspection documentation, and grant or operational support activities.
- Office practices, procedures, and equipment, including the use of personal computers and standard business software such as Word, Excel, PowerPoint, email, and Internet applications.
- Applicable workplace safety practices and the importance of maintaining safe and secure operations in public and restricted airport areas.

#### **Ability to:**

- Learn the functions, services, programs, and operating requirements of a commercial service airport.
- Understand and operate two-way radio communication equipment and communicate clearly and concisely using correct terminology, after training and when assigned.
- Understand and follow oral and written instructions, policies, procedures, checklists, and safety or security requirements.
- Gather, organize, and analyze information and prepare accurate inspections, surveys, summaries, reports, logs, and other work products.
- Provide effective customer service and respond professionally to questions, concerns, and changing operational conditions.
- Read and understand a variety of technical, regulatory, operational, and administrative materials associated with assigned work.
- Maintain accurate records and perform detailed clerical, operational, observational, and support assignments.
- Use standard office equipment and effectively utilize standard business software, including word processing, spreadsheet, database, Internet, and email programs, to track and maintain information.
- Work cooperatively with airport staff, county employees, tenants, consultants, contractors, vendors, regulatory agencies, and members of the public.

## **ROUTT COUNTY**

### **CLASSIFICATION: TEMPORARY AIRPORT OPERATIONS ASSISTANT**

- Exercise sound judgment in analyzing situations, making decisions within established guidelines, and seeking direction when appropriate.
- Organize and prioritize assignments and adapt to changing work locations, schedules, and operational needs.
- Communicate clearly and effectively, both orally and in writing.
- Work safely in office, terminal, maintenance, and airfield environments and comply with all required training, personal protective equipment, identification, badging, and security expectations.

#### **Physical and Mental Standards**

The physical and mental standards described here are representative of those that must typically be met by employees to perform the essential functions of this class successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Frequently sit, stand, and walk for extended periods of time.
- Frequently use finger dexterity and operate a keyboard.
- Frequently walk on uneven outdoor surfaces, ramps, parking areas, and airfield or maintenance areas.
- Regularly lift 10 pounds and occasionally lift 50 pounds.
- Frequently use vision to read documents, view computer screens, observe equipment and airfield conditions, and see close and distant objects.
- Frequently use speech and hearing to engage in conversation, in person, over the telephone, and by radio or other communication devices.
- Regularly work in varying weather conditions and around noise, moving equipment, and other airport-related environmental conditions.

#### **TYPICAL WORKING CONDITIONS:**

- The employee works in a variety of environments, including standard office settings, terminal public areas, maintenance or operational areas, and outdoor airport environments where the noise level may range from moderate to loud and where the employee may be exposed to weather, dirt, fumes, airborne particles, and moving vehicles or equipment.
- Job duties may require early morning, evening, weekend, holiday, or other variable hours and may involve walking on airfield, perimeter, parking, terminal, or other airport operational areas, depending on assignment.

\*Adopted: 00-00-00

\*Revised: 00-00-00

**Temporary Airport Operations Assistant**

**2026 Market Midpoint**

2026 Created using Routt County Minimum Wage (partially grant funded)

<b><u>STEP/LEVEL</u></b>	<b><u>HOURLY RATE</u></b>	<b><u>B/W RATE</u></b>	<b><u>ANNUAL SALARY</u></b>
1	\$23.63	\$1,890.45	\$49,151.70
2	\$24.46	\$1,957.17	\$50,886.42
<b>3</b>	<b>\$25.30</b>	<b>\$2,023.89</b>	<b>\$52,621.14</b>
4	\$26.13	\$2,090.61	\$54,355.86
5	\$26.97	\$2,157.33	\$56,090.58
6	\$27.80	\$2,224.05	\$57,825.30
7	\$28.63	\$2,290.77	\$59,560.02
8	\$29.47	\$2,357.50	\$61,295.00
9	\$30.30	\$2,424.22	\$63,029.72
10	\$31.14	\$2,490.94	\$64,764.44
11	\$31.97	\$2,557.66	\$66,499.16

All tables are subject to rounding differences

25.30



## Colorado Discretionary Aviation Grant Application

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### Pre-Application Question #1

Account Name \* Yampa Valley Regional Airport

Is this application for a project related to Unleaded Aviation Fuel, Airport Noise Mitigation, or Statewide Initiative (Airport Internship or Crackfill Machine)? \*

Q No

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Contact Information



## Colorado Discretionary Aviation Grant Application

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### Pre-Application Question #2

Does the airport sponsor have any avigation easements in place? \*

Q No 

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Contact Information

# Colorado Discretionary Aviation Grant Application

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## HB24-1235 Implementation

On May 17, 2024, HB24-1235 (Reduce Aviation Impacts on Communities) was signed into law. This Bill enacted numerous initiatives to lessen the impact of aviation activities on the communities that surround busy general aviation airports. This included developing requirements around noise abatement plans, adherence to aviation easements and all federal laws/regulations, and the transition to unleaded aviation fuels. The provisions of HB24-1235 have been implemented via revisions to Colorado Revised Statutes 43-10.

To implement these requirements of HB24-1235, the below certification must be completed prior to continuing with this grant application for Colorado Discretionary Aviation Grant program funds. If you have any questions about the requirements of HB24-1235, please reach out to your Division Planner at 303-512-5250.

### Certifications

I certify that the airport sponsor is in compliance with all applicable federal laws and regulations, per CRS 43-10-108.5 (2)(g)

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### Project Director Information

First Name *	<input type="text" value="Tinneal"/>
Last Name *	<input type="text" value="Gerber"/>
Email *	<input type="text" value="tgerber@co.routt.co.us"/>
Phone *	<input type="text" value="970-276-5004"/>
Mailing Address *	<input type="text" value="P.O. Box 1060&lt;br/&gt;Hayden, CO 81639"/>

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## Colorado Discretionary Aviation Grant Application

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### Project Information

Project Consultant (if any)

Project Summary ( Please include proposed scope, cost estimates, and expected time frames for project start and end.) \*

Request for funding to support an Aviation Management Internship Program at the Yampa Valley Regional Airport in Hayden, Colorado. It is expected for this position to begin on May 4, 2026 and end on August 14, 2026 for a total of 600 hours. We plan on offering an hourly rate of \$23.63 for a total cost of \$14,178 in salary.



## Colorado Discretionary Aviation Grant Application

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### Grant Element(s)

Multiple grant elements can be included in one grant application. Federal Match grant application should include separate funding elements for state and local overmatch, BIL Allocation (IIJA or AIG), and/or AIP. State and Local only grant applications should include separate elements for different projects.

If you need to add additional elements to your grant application, click on the "Click here to add another grant element" link at the bottom of the page.

#### Grant Element Details

Name \*

Aviation Management Internship Program

Example: "BIL Allocation - Airfield Pavement Maintenance" or "AIP - Snow Removal Equipment Purchase"

Description \*

Aviation Management Internship Program at Yampa Valley Regional Airport in Hayden, Colorado.

Example: "Airfield Pavement Maintenance to include Runway, Connectors, and Txy A from A1-A4" or "Purchasing a high speed multi-purpose plow/broom"

Federal/Other \*

Please only include numbers and decimals (Do not include dollar signs).

AIP Number

Please add if known

State \*

Please only include numbers and decimals (Do not include dollar signs).

Local \*

Please only include numbers and decimals (Do not include dollar signs).

Local In-Kind

Please only include numbers and decimals (Do not include dollar signs).

[Click Here To Add Another Grant Element](#)

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## Colorado Discretionary Aviation Grant Application

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### Attachments

Do you have any diagrams or additional attachments to support your grant application.? \*

Yes

**Choose File** No file chosen

[Click Here To Add Another Attachment](#)

### Application Submission Information

Name \*

Tinneal Gerber

Title \*

Airport Director

Date \*

04/14/2026

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# ROUTT COUNTY BOARD OF COMMISSIONERS

## COMMUNICATION FORM

---

**DEPARTMENT/ORGANIZATION:** Purchasing/Facilities

**PRESENTATION DATE:** April 14, 2026

**AGENDA TITLE:** RFP 872 Justice Center Masonry Wall Repair Award Approval

**ITEM TYPE:** ACTION ITEM

---

### **REQUEST/ ISSUE & BACKGROUND:**

RFP 854 Routt County Justice Center Masonry Wall Repair was posted in June of 2025. One bid was received at \$927,000. The solicitation was reposted this year as RFP 872 and we received a single bid at \$353,477. The vendor is a highly qualified contractor with years of proven experience with masonry repairs, including many historic preservation and restoration jobs. These masonry repairs will address failures attributed to poor construction techniques that led to water infiltration and damage from freeze/thaw cycles. The repairs will include new stone caps to replace deteriorating precast caps, and new wall construction per standard construction practices. This will ensure longevity and beautification of the masonry site walls, bollards, and trash enclosure at the Justice Center.

### **RECOMMENDED ACTION (Full Motion Language):**

Motion by the Board of County Commissioners to approve the award, the Chair sign the Notice of Award and authorize the County Manager to electronically sign the Munis Contract to Agave Landscapes and Masonry, Inc. in the amount not to exceed \$353,477.

### **ALTERNATIVES:**

None.

### **FISCAL IMPACTS:**

- PROPOSED REVENUE N/A
- CURRENT BUDGETED AMOUNT: \$140,000
- PROPOSED EXPENDITURE: \$353,477
- FUNDING SOURCE: FM POOL B&P JUSTICE CENTER 50530313 801220
- SUPPLEMENTAL BUDGET NEEDED: Yes

**LEGAL ISSUES:**

None

**CONFLICTS OR ENVIRONMENTAL ISSUES:**

None

**LIST OF ATTACHMENTS:**

Agave Landscapes and Masonry Proposal submitted 2.17.26

**DEPARTMENT HEAD INITIALS:** JH

**DATE:** 4/6/26



Thaddeus Hust  
 (719) 221-5296  
 ThaddeusHust@gmail.com

2/17/2026

Estimate for Routt County Justice Center  
 Masonry Repairs RFP 872  
 1955 Shield Drive  
 Steamboat Springs, CO

Item, RFP 872, Base Bid	Unit Amount	Unit Cost	Item Cost
North Radius Wall Caps	110 LF	\$360.00/LF	\$39,608.00
North Radius Wall Repair	880 SF	\$30.00/SF	\$26,400.00
Bollards	13 each	\$2,442.31/ea	\$31,746.00
Entry Wall Caps	48 LF	\$495.00/LF	\$23,760.00
Entry Wall Brick Repairs	168 SF	\$41.00/SF	\$6,888.00
Trash Receptacle Wall Caps	42 LF	\$349.00/LF	\$14,658.00
Trash Receptacle Wall Repairs	252 SF	\$78.00/SF	\$19,656.00
East Wall Caps	192 LF	\$283.00/SF	\$54,336.00
East Wall Brick Demo and New Brick	557 SF	\$195.00/SF	\$108,615.00
East Wall, Full Grout	93 CF	\$192.00/CF	\$17,856.00
<b>Subtotal</b>			<b>\$343,515.00</b>
<b>Continued below</b>			



Thaddeus Hust  
 (719) 221-5296  
 ThaddeusHust@gmail.com

Item, RFP 872, Base Bid	Unit Amount	Unit Cost	Item Cost
P&P Bond, 2.9%			\$9,962.00
<b>Total Lump Sum Amount</b>			<b>\$353,477.00</b>

- North Radius Wall caps item includes demo and installation of new Colorado Buff caps.
- North Radius Wall Repair line item includes brick demo, repair, repointing, and efflorescence removal.
- Bollards line item includes all work as specified including brick repair, infill by electrical outlets, cap removal and new cap installation.
- Entry wall caps line item includes removal of metal railing, existing cap demo, installation of new stone caps, and reinstallation of existing metal railing.
- Entry wall brick repair includes any specified brick work including repointing and cleaning.
- Trash Receptacle Wall Cap line item includes removal of existing caps and installation of new stone caps.
- Trash Receptacle Wall Repairs item includes removal and demo of any failed CMU material, cleaning of wall, painting of any exposed steel, and new parge coat, as specified.
- East Wall Caps item includes the removal of existing caps and installation of the new stone caps.
- East Wall Brick Demo and New Brick item includes the demo of existing brick, cleaning of stem wall, instal of new fasteners, install of new brick and caulking at sidewalk/brick ledge.
- East Wall Grout item includes grouting between stem wall and new brick.



Thaddeus Hust  
(719) 221-5296  
ThaddeusHust@gmail.com

**— Please see additional project notes below —**

**— Notes —**

- The estimate and bid provided above is based on the provided plans, specifications, and also the on site assessment by Agave Landscapes & Masonry, Inc.
- This includes all labor, materials, machinery, insurance, bonds, and profit to complete the Routt County Justice Center masonry repairs and installations.
- This includes demolition and removal from the site of all existing cap material.
- This includes removal of any failed masonry units (brick, caps, mortar) as specified in the provided plans.
- Agave will be responsible for the trash receptacle and removal of all failed material and material specified to be demolished and removed from the site.
- This includes the cleaning of the existing concrete walls before new brick and caps are installed.
- This includes any sample mock ups if required of the new brick, mortar, mortar tooling, new cap material, data sheets for all these materials when possible, including for the grout infill and masonry cleaning materials.
- New brick will match the existing to the best of our ability and will be approved by the principles prior to new brick installation.
- All materials and equipment included in this project, shall be free of any defects and are as specified in the RFP documents.
- This includes all necessary signage to protect the public and Justice Center workers from the construction sites.
- This includes a line item (as seen) for the payment and performance bond.

Thank you,  
Thaddeus Hust  
President, Agave Landscapes & Masonry, Inc.

# ROUTT COUNTY BOARD OF COMMISSIONERS

## COMMUNICATION FORM

---

**DEPARTMENT/ORGANIZATION:** Purchasing/Public Works

**PRESENTATION DATE:** April 14, 2026

**AGENDA TITLE:** RFP 873 Right of Way Acquisition Consultant Award Approval

**ITEM TYPE:** ACTION ITEM

---

### **REQUEST/ ISSUE & BACKGROUND:**

Purchasing issued RFP 873 Right of Way Acquisition Consultant on Bidnet and received one qualified proposal.

The Public Works Department of Routt County is preparing for the Moon Hill Bridge Replacement Project. This is a grant funded local agency project requiring acquisition of additional Right of Way and Easements. This project includes the removal and replacement of the existing bridge spanning the Elk River on County Road 56.

The services shall include title research and review, appraisal and or value findings, property negotiations, contract development, settlements, acquisition and closings. All work must comply with the Uniform Relocation and Real Property Acquisition Policy Act of 1970, as amended and Consultant must be currently CDOT approved as a Qualified Individual for Acquisition and or Relocation work.

### **RECOMMENDED ACTION (Full Motion Language):**

Motion by the Board of County Commissions to approve the award, the Chair sign the Professional Services Agreement and authorize the County Manager to electronically sign the Munis Contract to Western States Land Services, LLC in the amount not to exceed \$28,790, noting that this project may require a supplemental budget request at the end of 2026.

### **ALTERNATIVES:**

None

### **FISCAL IMPACTS:**

- PROPOSED REVENUE: N/A
- CURRENT BUDGETED AMOUNT: \$7,500
- PROPOSED EXPENDITURE: \$28,790

- FUNDING SOURCE: 25460745 855004 – Road and Bridge Budget
- SUPPLEMENTAL BUDGET NEEDED: Yes

**LEGAL ISSUES:**

None

**CONFLICTS OR ENVIRONMENTAL ISSUES:**

None

**LIST OF ATTACHMENTS:**

RFP 873 PSA Exhibit A: Western States Proposal

**DEPARTMENT HEAD INITIALS:** JH

**DATE:** 4/1/26

**REQUEST FOR  
PROPOSAL:**

# **Routt County Right of Way Acquisition Professional Services**

**(RFP) 873 – Routt County, Colorado PSA Exhibit A**



Presented By: John Doty

505 Denver Ave. Loveland, CO 80537

Phone: (970) 667-7602



Acquisition and Relocation Specialists  
505 North Denver Avenue  
Loveland, CO 80537  
(970) 667-7602  
Metro: (303) 938-1414  
Wslsrow.com

February 27, 2026

Routt County  
522 Lincoln Avenue  
Steamboat Springs, CO 80487

Re: Routt County, Colorado: Routt County Right of Way Acquisition Professional Services  
Request for Proposal (RFP) 873

Dear Selection Committee:

We would like to thank you for the opportunity to present this Proposal to provide **Right of Way Acquisition Services on the Moon Hill Bridge Replacement Project for Routt County, Colorado**. Our company was established in Loveland, Colorado in 1981, specializing in property acquisition and relocation on local public agency projects. Our company and agents are pre-qualified by CDOT to assist with federally funded acquisition and relocation projects.

Our response will outline our team, our experience working on various land acquisition projects and specifically, similar rural bridge replacement projects. Through our previous and ongoing work throughout the County, we are familiar with the overall landscape of the Project area and the community. The information we have provided will help demonstrate our qualifications, abilities and our desire to assist the County in acquiring the right of way and easements necessary for the bridge replacement over the Elk River. We have dedicated enough time and staff resources to meet the anticipated completion date of June 30, 2026. In addition to our capabilities and qualifications, we believe our firm's size, local experience, proximity to the project location and overall value make us the right choice for this Project.

For any inquiries regarding our proposal, please contact our principal contact person:



John Doty, Principal in Charge  
505 N. Denver Avenue  
Loveland, CO 80537  
(970) 667-7602 – Phone  
[jdoty@ws-ls.net](mailto:jdoty@ws-ls.net) – Email  
[wslsrow.com](http://wslsrow.com) - Website

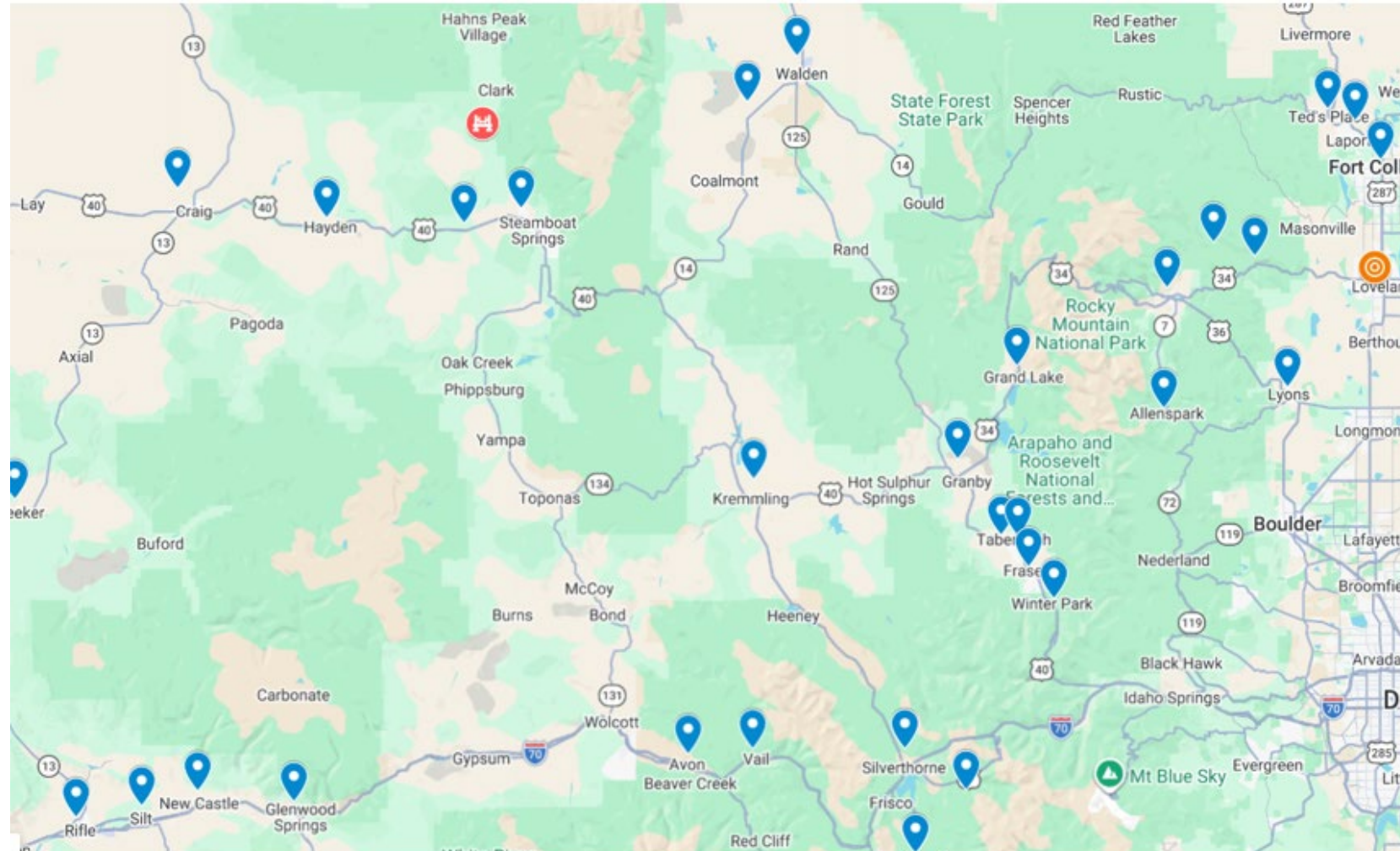
I hereby certify that all the information contained in this proposal is true and correct to the best of my knowledge and we are qualified to perform the work. We accept the terms and conditions of the sample contract without any variations. This proposal is predicated upon the terms and conditions of this RFP and any supplements, addendums or revisions thereof. We thank you again for the opportunity to submit this proposal and look forward to hearing from you soon.

Sincerely,  
WESTERN STATES LAND SERVICES, LLC

John L. Doty  
Principal

## Company Qualifications

Western States was founded in 1981 as one of the first consulting firms focusing solely on right of way acquisition, relocation and permitting for public improvement projects in Colorado. For 45 years we have maintained that focus and resisted the urge to expand our services. We are committed to providing the highest level of specialized acquisition and relocation services without the overhead costs or distraction of additional service departments. We strongly believe if you want the best right of way service, you should seek the best right of way firm.



 Moon Hill Bridge Replacement Project     WSLs Headquarters     Locations of Recent Projects

What began as a one man show in the 1980's grew into a team of twelve over the next couple decades, working primarily in northern Colorado. As we have expanded our service area, covering the mountain communities and western slope, we have reached a total of 35 with full-time employees and contract agents. Of those, all but one resides in Colorado with the other living in Cheyenne, WY.

Western States has expanded our primary office location in Loveland to accommodate growth, and we have recently added satellite offices in Cheyenne, Grand Junction and Colorado Springs.

Although some of our first projects were on transmission power lines in the early 1980's we became more of a transportation focused company in the 80's, 90's and early 2000's. Our involvement with transportation projects throughout the state has only expanded but our reinvestment into major utilities has greatly increased in recent years. We are more than capable of working on everything from a recreational trail to a major highway improvement project or from a small distribution electric line to a solar field or major water project.



### Company Overview

#### General:

*Real Estate, Right of Way Acquisition, Permitting and Relocation Consulting*

#### Established:

*1981 (44 years in business)*

#### Size of Firm:

*30 FTE – 27 agents, 3 administrative support staff, 5 additional contract land staff*

#### Contact Information:

*Principals: John Doty and Mitch Hauff  
505 N. Denver Avenue, Loveland, CO 80537  
Office: (303) 938-1414 [Wslsrow.com](mailto:Wslsrow.com)  
John: (970) 372-8088 Mitch: (719) 209-6073  
[jdoty@ws-ls.net](mailto:jdoty@ws-ls.net) and [mhauff@ws-ls.net](mailto:mhauff@ws-ls.net)*

#### Licensing and Prequalification Status:

*8 Agents Prequalified by CDOT for acquisition and/or relocation  
2 Licensed Real Estate Brokers  
1 Licensed Title Producer*

#### Satellite Office Locations:

*Cheyenne, WY  
Colorado Springs, CO  
Grand Junction, CO*



Western States has extensive experience working on bridge replacement projects. We have helped with everything from major interstate highway interchanges; like I-25 and Hwy 402 in Loveland or Crystal Valley Parkway and I-25 in Castle Rock; to small, rural bridges in eastern Weld County or high in the mountains. To be concise, we have only selected a few similar project examples to share below but can provide many more upon request.

**Granite Bridge Replacement  
Over the Arkansas River**  
Chaffee County | BRO C310-006

*Western States worked with Chaffee County and CDOT, Region 5 to acquire the right of way necessary for the replacement of the Granite Bridge at County Road 397 from State Hwy 24. We made initial contact with each of the affected landowners to introduce the project and discuss the project goals. We then presented the initial notice of intent letters and completed waiver valuations in-house to determine the appropriate fair market value. Once approved by CDOT and the County, we presented offers and negotiated with each landowner. We were ultimately able to negotiate settlements, close each acquisition and received right of way clearance from CDOT.*

**WCR 54 Bridge Replacement  
Over the Big Thompson River**  
Weld County

*One of many bridge replacement projects with Weld County, the WCR 54 bridge was the first phase of what evolved into a major intersection improvement and then an extended corridor project. The bridge over the Big Thompson River had been breached and damaged during several high-water events and was completely overtopped during the 2013 flood. Our team worked with the County to provide early outreach to the landowners prior to acquiring the right of way necessary for the bridge replacement. We procured title work, coordinated appraisals, presented offers, negotiated settlements and helped close each of the acquisitions. This project also included utility relocations and coordination throughout construction. We were able to acquire the right of way and the bridge replacement was completed.*

**LCR 93 Bridge Replacement  
Over the South Platte River**  
Logan County | BRO C130-014

*This was a rural bridge located in Logan County that needed to be replaced and received federal funding. Western States worked with the County and the affected landowners to acquire the property interests necessary for reconstruction. We coordinated title, met with landowners and completed in-house waiver valuations to establish fair market value. In addition to presenting the Notice of Intent Letters, we delivered offers and negotiated with landowners to reach voluntary settlements. We were able to reach agreements, close and received right of way clearance through CDOT Region 4.*

**WCR 44 – 33A Bridge Replacement  
Over the Western Mutual Ditch**  
Weld County | BRO C030-070

*A bridge in rural Weld County spanning an irrigation ditch that needed to be replaced. Our team worked with CDOT, Weld County and the landowners to complete the acquisition project. This was another project where we coordinated title work, completed in-house waiver valuations, successfully negotiated with the affected landowners, closed the acquisitions and received right of way clearance from CDOT Region 4.*

**Golden Lane Bridge Replacement  
Over Fountain Creek**  
El Paso County | BRO C040-031

*This bridge was failing and about to leave a mobile home park without access. Working with El Paso County and CDOT Region 2, we were able to acquire property interests from multiple landowners to enable the County to reconstruct the bridge before it became impassable. We delivered Notice of Intent Letters, met with landowners on-site and completed in-house waiver valuations. We were able to present offers, negotiate settlements and close each of the acquisitions prior to receiving right of way clearance. El Paso County was able to complete these acquisitions in a condensed timeframe in order to make the critical construction timeline work.*

**Moraine Ave. Bridge Replacement  
Over Fall River**  
Town of Estes Park | DR EST-04

*What eventually became a much larger project in downtown Estes Park started with the Moraine Avenue Bridge Replacement Project. We worked with the Town and CDOT to acquire property from the affected landowners. Issuing Notice of Intent letters, coordinating valuations, making offers and negotiating settlements. We were able to reach agreements and close on each affected property and received right of way clearance from CDOT Region 4*

**WCR 19 Bridge Replacement  
Over the Little Thompson River**  
Weld County | BRO C030-079

*This was another bridge replacement project in Weld County; this time it was federally funded. With approved right of way plans, we initiated negotiations with the affected landowners by delivering Notice of Intent letters and discussing the project impacts. We requested and received approval by CDOT to utilize an incentive program on this project. Landowner feedback led to some significant revisions to the plans. The acquisition on this project is ongoing, but we anticipate completion later this year.*

**LCR 15 Bridge Replacement  
Over the Little Thompson River**  
Larimer County | ER C060-076

*This bridge was impacted by the 2013 floods and needed to be replaced. We worked with the County and CDOT to acquire the necessary property interests and receive right of way clearance from CDOT Region 4. We coordinated title, prepared waiver valuations, negotiated settlements and conducted closings.*

## AREAS OF EXPERTISE WITHIN RIGHT OF WAY

**Right of Way Project Planning  
Route Studies and Plan Analysis  
Rural Projects  
Title Research, Title Determinations, Curative  
Property Valuation  
Complex Negotiations  
Compliance With Uniform Act  
Construction Coordination  
Damage Settlements  
Relocation (Uniform Act)  
Eminent Domain**

The specialized services listed above are areas where we excel. When things don't go according to plan or a situation requires some thinking outside the box, our team steps up. We dig deeper into the available information and reference our extensive database of successful strategies, lessons learned and legal advice to develop alternative solutions. Our experience is valuable on every project, but we believe it is essential for critical infrastructure and special projects.

**Emergency Facility Repairs or Relocation  
Multi-phase, Segmented CIP Projects  
Condensed Schedule Projects  
Budget Constraints  
Federally Funded Transportation  
Multi-Jurisdictional  
Politically Sensitive  
Virgin Alignments  
Stakeholder and Public Opposition  
Conditional Clearance  
Variance Requests  
Highly Developed Areas  
Complex Title Issues  
State or Federal Lands  
Conservation Easements  
Homeowners Associations**

# MOON HILL BRIDGE REPLACEMENT PROJECT

## Project Overview

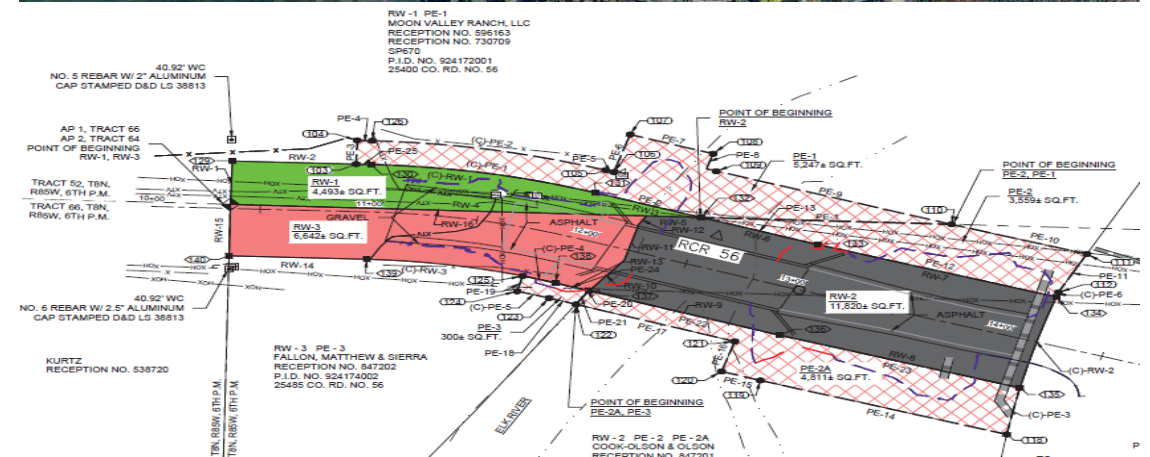
### Bridge #961 spans the Elk River on CR 56 just west of CR 129

- Originally constructed in 1972 and is one of the last bridges in Routt County identified as structurally deficient
- Sufficiency rating of 37.9 as determined by the 2022 inspection
- This bridge provides access to landowners and public lands
- Replacement will reduce maintenance cost, improve safety and reliability
- Currently being designed by Benesch as a single-span bridge
- Project is funded by a combination of County funds and State grants
- Right of way and easements needed from three separate landowners
- Acquisition must be completed by agent prequalified by CDOT
- Preliminary right of way plans prepared with CDOT approval anticipated soon
- County would like right of way acquisitions completed by June 30, 2026
- Construction was originally scheduled to be completed in 2026 but will be dependent upon successful right of way acquisition



### Right of Way Acquisition Services

- Right of way must be acquired by June 30, 2026
- Acquisitions must comply with the Uniform Act, CDOT and County policies
- Title research and review
- Appraisal and or value findings/waiver valuations
- Develop and deliver notices and offers
- Property negotiations
- Contract development
- Reach settlements and coordinate closings
- Request and receive right of way clearance from CDOT Region 3



## Scope of Work

### Western States' Proposed Process

- Work with County to develop NOI, Offer, MOA and conveyance templates
- Discuss potential merits of utilizing an incentive program with County
- Make initial contacts and deliver NOI letters
- We anticipate two waiver valuations and potentially one appraisal
- Meet with landowners and complete waiver/appraisal inspections
- Make offers based on FMV or approved waiver valuations
- Maintain continuous communication with the County throughout negotiations
- Negotiate on behalf of the County and reach voluntary settlements
- Coordinate accurate execution and delivery of executed documents
- Work with Public Works and BOCC to accept agreements and request payment
- Facilitate closings to obtain releases and title insurance as necessary
- Submit ROW clearance request on behalf of Routt County



## Approach

## KEY STAFF ASSIGNED FOR ACQUISITION



**JOHN DOTY**  
Principal / Project Manager  
Western States Land Services, LLC – 21 Years  
505 North Denver Avenue, Loveland, CO 80537  
(970) 667-7602, [jdoty@ws-ls.net](mailto:jdoty@ws-ls.net)



**STEPHANIE BRAUN**  
Senior Agent  
Western States Land Services, LLC – 2 Years  
505 North Denver Avenue, Loveland, CO 80537  
(970) 667-7602, [sbraun@ws-ls.net](mailto:sbraun@ws-ls.net)

One of our Principals, John, has 21 years of experience acquiring right of way for various projects throughout the state. He is prequalified by CDOT for acquisition and relocation and has completed more than 60 federally funded projects for local public agencies and CDOT.

John will serve as our Project Manager and lead agent for this project. We don't anticipate the need for much additional support due to the size and scope of the project, but additional resources are available as necessary. He has a lot of experience working on bridge projects and manages most of our work in rural and mountain communities. He has completed projects within CDOT Region 3 in recent years and is familiar with region staff.

John is very familiar with the project area from work on other projects and through personal time spent recreating nearby.

Stephanie has been with Western States for two years and has worked on a number of our county road projects for various local public agency clients. She is very good at working with landowners and working with CDOT to comply with the Uniform Act and CDOT policies.

She has recently worked on several intersection improvements and bridge projects with Weld County but is also working on projects for Xcel Energy in a couple of nearby mountain communities.

To be cost effective and efficient, we don't anticipate a lot of involvement from Stephanie, but she will be dedicated to the Project to make sure we are able to meet the County's schedule. She will be available for field meetings and document preparation as necessary.

## REFERENCES

**Justin Core**, Senior Land Agent  
Larimer County  
Engineering & Natural Resources  
200 West Oak Street, Suite 3000  
PO Box 1190  
Fort Collins, CO 80522  
[corejh@co.larimer.co.us](mailto:corejh@co.larimer.co.us)  
(970) 498-5710

Western States has worked with Larimer County on projects for more than 30 years. We currently have an on-call contract for right of way services and are wrapping up several transportation projects.

We have completed bridge projects with Larimer County that are similar to the Moon Hill Bridge Project, one of which was on CR 43 following the 2013 floods.

**Don Dunker**, Senior Engineer  
Weld County Public Works  
111 H Street  
PO Box 758  
Greeley, CO 80632  
[ddunker@weld.gov](mailto:ddunker@weld.gov)  
(970) 400-3749

Like Larimer County, we have a longstanding relationship with Weld County and maintain an on-call contract for right of way. We have done dozens of bridge projects with Weld County, including several we are working on right now.

**Shawn Fetzer**, P.E.  
JUB Engineers, Inc.  
2809 E. Harmony Road, Ste. 300  
Fort Collins, CO 80525  
[sfetzer@jub.com](mailto:sfetzer@jub.com)  
(970) 377-3602

We have worked with JUB on numerous transportation, intersection and bridge projects throughout the years and Shawn is currently an engineering PM on several of them.

We have worked alongside Shawn on ROW plans, design plans and through the acquisition and clearance processes.

**Adam Pena**  
Sr. Manager, Right of Way & Permits  
Department  
Xcel Energy  
1123 W. 3<sup>rd</sup> Avenue  
Denver, CO 80223  
[Adam.r.pena@xcelenergy.com](mailto:Adam.r.pena@xcelenergy.com)  
(303) 285-6449

Our company has a master service agreement with Xcel Energy and we work with them on HP gas, gas and electric distribution projects throughout the state. We have completed a number of projects with Xcel in Routt County and several that are ongoing right now.

John worked with Xcel on an exposed pipe project near Hayden recently and also completed a couple pipeline projects with reg stations in the northern mountain region.

**Ian Cortez**, PLS, RWA  
Right of Way Supervisor, Public Works  
Adams County  
4430 S. Adams County Parkway  
Brighton, CO 80601  
[icortez@sdccogov.org](mailto:icortez@sdccogov.org)  
(720) 523-6835

We have worked with Ian and Adams County on transportation projects on several occasions. Most of this work is more urban and larger scale projects. We wanted to have a variety of references to show our diversity and overall service area.

We recently completed several large scale corridor improvements projects with Ian and the County.

**Damien Gang**, Region 4 ROW Manager  
Colorado Department of Transportation  
10601 10<sup>th</sup> Street  
Greeley, CO 80634  
[Damien.gang@state.co.us](mailto:Damien.gang@state.co.us)  
(970) 373-8191

Western States has worked with CDOT, Region 4 specifically, since the mid 1990's. We are currently working with Damien on more than a dozen ongoing LPA projects in northern Colorado.

John is currently working with the ROW Manager for Region 3, Lisa Gerondale, on one project as well.

**GOVERNING PRICES**



*Based on the scope of work provided in the RFP and outlined in our proposal narrative above, we have prepared a cost estimate to provide all of the required services. We are making the assumption that title work has already been procured by the County or Benesch and will be provided to us. We are also assuming based on our own investigation of land values that we will be able to complete waiver valuations for two of the affected parcels but may need a third-party appraisal for the third. We are including an optional cost for an appraisal review should CDOT Region 3 not have staff available to complete a review in-house. We have not recommended an appraiser subconsultant in this response. If requested, we would be happy to provide recommendations to the County or work with the County's preferred appraisal vendor. If an appraisal is not necessary, those costs would be subtracted from our total. Please also note that this is not a fixed bid, we would only charge for actual hours and expenses.*

Activity	Units	Unit Cost	Total
Parcel 1 Waiver Valuation	1	\$500	\$500
Parcel 1 Meetings	6	\$125	\$750
Parcel 1 Document Preparation	2	\$125	\$250
Parcel 1 NOI, Offer, Final Offer	3	\$125	\$375
Parcel 1 Negotiation	15	\$125	\$1,875
Parcel 1 County Meetings / Correspondence	8	\$125	\$1,000
Parcel 1 Settlement, Document Execution, Check Req.	2	\$125	\$250
Parcel 1 Closing	2	\$125	\$250
Parcel 1 ROW Clearance	2	\$125	\$250
Parcel 1 Expenses (mileage, copies, telecom, etc.)	1	\$830	\$830
<b>Subtotal</b>			<b>\$6,330</b>

Parcel 2 Waiver Valuation	1	\$500	\$500
Parcel 2 Meetings	6	\$125	\$750
Parcel 2 Document Preparation	2	\$125	\$250
Parcel 2 NOI, Offer, Final Offer	3	\$125	\$375
Parcel 2 Negotiation	15	\$125	\$1,875
Parcel 2 County Meetings / Correspondence	8	\$125	\$1,000
Parcel 2 Settlement, Document Execution, Check Req.	2	\$125	\$250
Parcel 2 Closing	2	\$125	\$250
Parcel 2 ROW Clearance	2	\$125	\$250
Parcel 2 Expenses (mileage, copies, telecom, etc.)	1	\$830	\$830
<b>Subtotal</b>			<b>\$6,330</b>

Parcel 3 Appraisal	1	\$8,000	\$8,000
Parcel 3 Appraisal Review (if necessary)	1	\$2,300	\$2,300
Parcel 3 Meetings	6	\$125	\$750
Parcel 3 Document Preparation	2	\$125	\$250
Parcel 3 NOI, Offer, Final Offer	3	\$125	\$375
Parcel 3 Negotiation	15	\$125	\$1,875
Parcel 3 County Meetings / Correspondence	8	\$125	\$1,000
Parcel 3 Settlement, Document Execution, Check Req.	2	\$125	\$250
Parcel 3 Closing	2	\$125	\$250
Parcel 3 ROW Clearance	2	\$125	\$250
Parcel 3 Expenses (mileage, copies, telecom, etc.)	1	\$830	\$830
<b>Subtotal</b>			<b>\$16,130</b>
<b>GRAND TOTAL</b>			<b>\$28,790</b>

# ROUTT COUNTY BOARD OF COMMISSIONERS

## COMMUNICATION FORM

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**DEPARTMENT/ORGANIZATION:** Emergency Operations

**PRESENTATION DATE:** 04/14/2026

**AGENDA TITLE:** Forest Restoration and Wildfire Risk Mitigation Grant Acceptance

**ITEM TYPE:** ACTION ITEM

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### **REQUEST/ ISSUE & BACKGROUND:**

Routt County applied for and was awarded a Forest Restoration and Wildfire Risk Mitigation (FRWRM) grant in the amount of \$258,000 over four years (2026-2030) to implement mitigation projects along primary evacuation routes. The grant funding will allow the Routt County Office of Emergency Management (OEM) to implement the Routt County Community Wildfire Protection Plan (CWPP) by addressing priority roadside corridors (County Roads) identified as critical for evacuation and responder access.

The FRWRM grant has a 50% local cost share (\$258,000), which will be met using a combination of budgeted funds and in-kind. In 2026, Routt County OEM has \$50,000 budgeted for the match, along with \$10,000 from the Routt County Wildfire Mitigation Council, and \$12,000 of in-kind match through OEM (\$5,000) for project management, Routt County Road and Bridge (\$5,000) for roadside mowing, and the Routt County Wildfire Mitigation Council (\$2,000) for public outreach.

### **RECOMMENDED ACTION (Full Motion Language):**

The BCC accepts the Forest Restoration and Wildfire Risk Mitigation grant and the Chair sign the Project Award Notification Agreement.

### **ALTERNATIVES:**

Do not accept the grant award, and do not complete the identified mitigation projects along County Roads.

### **FISCAL IMPACTS:**

- PROPOSED REVENUE (if applicable): \$258,000 (FRWRM); \$10,000 (Mitigation Council)
- CURRENT BUDGETED AMOUNT: \$50,000 (OEM)

- PROPOSED EXPENDITURE: \$258,000
- FUNDING SOURCE: Budgeted funds and in-kind match
- SUPPLEMENTAL BUDGET NEEDED: None

**LEGAL ISSUES:**

None identified.

**CONFLICTS OR ENVIRONMENTAL ISSUES:**

Project-specific actions include mastication and thinning to reduce roadside fuel continuity, removal of hazard trees that threaten motorists and utilities, and creation of shaded fuel breaks that provide defensible space for suppression. The identified mitigation projects will be highly visible along County Roads.

**LIST OF ATTACHMENTS:**

Colorado State Forest Service Project Award Notification Agreement  
Attachment A: Scope of Work

**DEPARTMENT HEAD INITIALS:** DAD

**DATE:** 03/31/2026



**Colorado State Forest Service  
Financial Assistance Program  
Project Award Notification Agreement**

<b>Project Name</b>	Routt County Fuels and Forest Health Projects
<b>Project Number</b>	62
<b>Award Recipient Name</b>	Routt County
<b>CSFS Account Number</b>	1929417
<b>CSFS Account Title</b>	FRWRM
<b>Estimated Total Project Cost</b>	\$516,000
<b>Award Amount</b>	\$258,000
<b>Minimum Recipient Match Required</b>	\$258,000
<b>Award Start Date</b>	3/31/2026
<b>Award End Date</b>	3/31/2030
<b>Federal Funds</b>	No
<b>State Funds</b>	Yes
<b>Other Funds</b>	No
<b>Match Funds</b>	

Based on the strength of the application submitted, the Colorado State Forest Service (hereinafter referred to as “CSFS”) is providing funding in the amount up to, but not exceeding, **\$258,000** to accomplish the project described in *Attachment A (Scope of Work)*.

The recipient, **Routt County** (hereinafter referred to as “Award Recipient”), will be reimbursed for allowable costs incurred in implementing the project up to the amount listed above, once the following requirements are met:

**A. SCOPE OF WORK**

Complete work as described in *Attachment A (Scope of Work)* which includes following *Forestry Best Management Practices to Protect Water Quality in Colorado*.

**B. EXPENSE DOCUMENTATION**

**Reimbursable Expenses**

- Expenses incurred prior to the award start date of **3/31/2026** are not eligible for reimbursement or match.
- Provide documentation that project funds have been matched at a minimum of **\$258,000**.
- Only actual recipient costs that support accomplishing *Attachment A (Scope of Work)* are eligible for reimbursement. Non-recipient costs may be used as match. Non-recipients are third party participants (contributors other than the award recipient) supporting the implementation of the project.
- Grant funds may not be used to purchase capital equipment unless the equipment was approved and described in *Attachment A (Scope of Work)*. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds \$5,000. Tangible supplies under \$5,000 that contribute to accomplishing work described in *Attachment A (Scope of Work)* are allowable, if pre-approved and described.
- Reimbursements will only be made to the original award recipient. If the award recipient chooses to pass funds to individual landowners or partners contributing to the project, it is the responsibility of the award recipient to properly document expenses and match contributions and provide sufficient backup documentations according to the “Expense Guidance” tab located in the enclosed *CSFS Grant Reimbursement Packet*.

## Match Expenses

- Grant funds cannot be used for homeowner labor, volunteer labor, personnel coordination or grant administration, however, these activities are valuable and can be considered as match.
- In-kind activities must be documented on the current “CSFS In-Kind Cost Documentation Form”, located in the enclosed *CSFS Grant Reimbursement Package*, using the current volunteer rate **at the time work was completed**. Grant recipients may use a spreadsheet to track hours, however, the information must also be summarized in the “CSFS In-Kind Cost Documentation Form”.
- In instances where there are multiple landowners involved with providing in-kind services, documentation of those volunteer hours must be documented in the current *CSFS In-Kind Documentation Form* for each landowner involved with the project by first and last name.

## Indirect Expenses

- Indirect cost rate: The Award Recipient may request up to 15% de minimis indirect cost rate. Documentation is not required for reimbursement. For indirect to be included for reimbursement, indirect costs must have been included in the approved project budget.
- Indirect costs include a wide variety of items not specifically broken out in the budget known as facilities and administrative costs (utilities, phone, copying, accounts payable, payroll, purchasing agent’s time, and routine administrative services). Indirect costs paid by the grant may not exceed 15% of the grant total. Additional indirect costs (beyond 15%) may be used as cash match but must be documented with an established rate.

## Reimbursement Submission

- Documentation supporting costs and match must be submitted through the local CSFS Field Office for reimbursement. Documentation for all expenses (actual costs and values of items that are not out-of-pocket expenses) and match is required. Follow the guidelines in the “Expense Guidance” tab located in the enclosed *CSFS Grant Reimbursement Packet*.
- Project work will be inspected by the assigned CSFS Field Office to certify the work meets the requirements described in *Attachment A (Scope of Work)*. Once all documentation is complete, the assigned CSFS Supervisory Forester will electronically sign the *Signature Page with eSig* to certify the work, and that costs/match are allowable.
- The local CSFS Field Office is responsible for completing the *CSFS Grant Reimbursement Package* with documentation provided by the award recipient.

## C. PROJECT REPORTING REQUIREMENTS

- Grant recipients are **required** to submit spatial map data (e.g., shapefiles) with each reimbursement request, indicating the completed project work. Reimbursement requests submitted without appropriate spatial map data will not be approved.
- A final report will be **required** at the completion of the project, which includes the following information number of acres treated, cost/acre to treat, amount of material generated, number of jobs created, the use and value of any forest products generated, and digital (jpg format) before and after photos from the same location. Final reimbursement requests that are received without this final report will not be approved.

## D. RECORD RETENTION/DATA SHARING

At all times during and following the Term of this Agreement, including any extensions or renewals hereof, all records, information and data collected or developed during the performance of the Agreement, and any information provided to CSFS by grant recipient as Licensor or developed during the performance of the Agreement shall be owned and retained by CSFS for academic and research purposes, which may include sharing information with CSFS affiliates. Any publishing or information made available to the public will not include personal information of Licensor. Upon request, Licensor may request the removal of Licensor’s information or property information on any publishing or information available to the public, and, if feasible, CSFS shall remove such requested information.

### **E. NEW! COST SHARING**

CSFS grant awardees have the option to use awarded funds for other cost share/match obligations, however, if the awardee will not be using this award for other cost-share/match obligations, CSFS will use it to offset CSFS cost share obligations for other grant programs. Details regarding Cost Sharing are outlined in [§2 CFR 200.306](#).

Please check the appropriate box below to indicate if you plan to use these awarded funds for your own cost share/match obligations or if you would like to release these awarded funds for CSFS cost-share use. Please contact the CSFS Grants Team at [csfs\\_grants@colostate.edu](mailto:csfs_grants@colostate.edu) as soon as possible if you have questions regarding cost sharing.

- Awardee agrees to release the use of these awarded funds for CSFS cost share purposes and will not use these funds for any other cost share/match obligations.
- Awardee does not agree to release the use of these awarded funds for CSFS cost-share purposes and plans to use these funds for awardees other cost-share/match obligations.

### **F. EXTENSION**

This funding may be extended at the discretion of the CSFS Program Specialist. Requests for extensions must be made in writing **at least 90 days** before the award end date. Requests must be sent to the local CSFS Supervisory Forester and include: 1) why an extension is needed; 2) new timeline for completion, and 3) changes to the Scope of Work (deliverables), if applicable. The CSFS Field Office will review and forward to the appropriate Program Specialist for approval. Approvals will be given in writing to the award recipient.

### **G. TERMINATION**

Either Party may terminate this Agreement, without cause, upon not less than sixty (60) days' written notice, given in accordance with the Notice provisions of this Agreement. Termination of this Agreement shall not relieve a Party from its obligations incurred prior to the termination date. Upon termination of this Agreement by CSFS, except in the case of a material breach by CSFS, CSFS shall pay all costs accrued by the Award Recipient as of the date of termination including non-cancelable obligations for the term of this Agreement, which shall include all appointments of staff incurred prior to the effective date of the termination. Award Recipient shall take steps to limit or terminate any outstanding financial commitments for which CSFS is to be liable. Award Recipient shall furnish, within ninety (90) days of the effective termination date, a final report of all costs incurred, and all funds received and shall reimburse CSFS for payments which may have been advanced in excess of total costs incurred with no further obligations to Sponsor.

**H. NOTICES**

All notices and other correspondence related to this Agreement shall be in writing and shall be effective when delivered by: (i) certified mail with return receipt, (ii) hand delivery with signature or delivery receipt provided by a third Party courier service (such as FedEx, UPS, etc.), (iii) fax transmission if verification of receipt is obtained, or (iv) email with return receipt, to the designated representative of the Party as indicated below. A Party may change its designated representative for notice purposes at any time by written notice to the other Party. The initial representatives of the Parties are as follows:

<b>CSFS Program Specialist:</b> Kahla Montrose Forestry Program Specialist Colorado State Forest Service 5060 Campus Delivery, CSU Fort Collins, CO 80523-5060 Phone: 208-473-8099 Email: Kahla.montrose@colostate.edu  <b>For Formal Agreement Changes (amendments, terminations), send a copy to:</b> Office of the General Counsel 06 Campus Delivery Colorado State University Fort Collins, CO 80523-0006 <a href="mailto:contracts@colostate.edu">contracts@colostate.edu</a>	<b>Award Recipient:</b> <b>Routt County</b> <b>Administrative Contact:</b> Name: Title: Address: City, State, Zip: Phone: Email:  <b>Financial/Payment Contact:</b> Name: Title: Address: City, State, Zip: Phone: Email:
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**I. AUTHORIZED REPRESENTATIVES**

**Routt County** certifies that neither the award recipient nor any principals represented herein are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties authorized to act in their respective areas for matters related to this award. In witness whereof the parties hereto have executed this award and have read, understand, and agree to the conditions of participating in this financial assistance program.

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**AWARD RECIPIENT SIGNATURE**

**DATE**

---

**CSFS PROGRAM SPECIALIST SIGNATURE**

**DATE**

# Colorado State Forest Service (CSFS) Financial Assistance Program

## Attachment A: Scope of Work (SOW)

This document defines the approved project deliverables, timeline, standards, and compliance obligations associated with the award. All reimbursements and match contributions must directly align with this SOW.

**AWARDEE NAME:** Routt County

**PROJECT NAME:** Routt County Fuels and Forest Health Projects

**PROJECT #:** 62

**CSFS ACCOUNT NUMBER:** 1929417

**SUPERVISORY FORESTER CONTACT:** Carolina Manriquez, Carolina.Manriquez@colostate.edu

**Will CSFS administer any portion of this project?**  **No** (pass-thru)  **Yes** (non-pass-thru)

### **PAYMENT STRUCTURE & FLOW OF FUNDS:**

Routt County will pay all project expenses directly for all work within Routt County rights of way (ROW) and provide proof that Routt County has paid all expenses in full. For County-approved evacuation corridor mitigation work on private property, the property owner will pay contractor in full for work completed according a separate invoice provided by the contractor to the property owner for the work done on that private property, and the County will reimburse the property owner, with grant funds, 50% of the total cost on the private property invoice.

### **PROJECT SUMMARY & DELIVERABLES:**

Routt County will complete approx. **193 acres** of treatments to reduce wildfire risk along evacuation corridors and access/egress routes. Treatments include roadside mowing and mastication, fuels reduction, hazard tree removal, and shaded fuel breaks along these evacuation corridors. Routt County will conduct or contract all treatments within the county ROW. Recommended treatments adjacent to but outside the ROW will be compliant with the grant terms, but will be contracted separately in an agreement between landowner and the contractor conducting implementation of the project work.

All contracted services associated with this project will comply with Routt County procurement policies, competitive bidding thresholds, and insurance requirements. Contractor selection and contract administration will follow established County purchasing procedures to ensure transparency, fiscal responsibility, and compliance with local government standards.

### **PRESCRIPTION:**

The proposed prescriptions are designed to reduce wildfire risk to people, property, and infrastructure along Routt County evacuation corridors by altering stand structure and roadside vegetation along these corridors. Treatments will reduce surface and ladder fuels, create shaded fuel breaks, and improve overall forest resilience while safeguarding evacuation routes and responder access.

Treatment prescriptions will vary by corridor but apply the following standards:

#### Mastication and Mechanical Thinning: Approx 5 acres

Remove understory brush and small-diameter trees (<6" DBH) within 100 feet of road edges to raise canopy base height from 6–10 feet to 15–20 feet, disrupting vertical fuel continuity. Target reduction in understory and ladder fuels: ≥70% of treatment area.

#### Hazard Tree Removal: Approx 34 acres

Fell and remove dead, diseased, and/or structurally compromised trees adjacent to roadways and utilities, with emphasis on beetle-killed lodgepole pine and drought-stressed conifers. Hazard tree removal will be a focus of effort over the first two years, specifically those trees with the highest likelihood of creating a negative impact on the evacuation routes. Anticipated removal: 165 trees in Years 1 and 2.

#### Fuels Reduction: Approx 123 acres

Thin dense stands to reduce basal area from >120 ft<sup>2</sup>/acre to 70–90 ft<sup>2</sup>/acre, decreasing competition and improving tree vigor. Target reduction in canopy cover: ≥40% where continuous cover currently exceeds 60%. Slash will be

Initial & Date:

chipped, mulched, or hauled to disposal sites. Chipped or mulched slash that will remain at the project site will be broadcasted and evenly spread at a depth of no more than three inches.

#### Shaded Fuel Breaks: Approx 31 acres

Create fuel breaks along 25 miles of roadside corridors with 30–50% canopy retention and discontinuous crowns. Spacing between residual trees will be increased to 10–20 feet depending on species and site conditions.

These prescriptions are supported by CSFS guidelines for shaded fuel breaks and defensible space, USFS GTR-373 (restoration of ponderosa pine and dry mixed-conifer), GTR-381 (mastication practices), and the CFRI Mulching Knowledge Summary. Current conditions described through the Colorado Wildfire Risk Assessment and TreeMap FIA data indicate canopy cover >60% and flame lengths >6 feet under modeled scenarios.

All work will follow Colorado Forestry Best Management Practices to protect water quality, minimize soil disturbance, and prevent erosion.

#### **UTILIZATION & SLASH MANAGEMENT PLAN:**

Merchantable woody material generated from this project will be marketed as sawlogs, firewood, or biomass fuel through partnerships with local businesses. Local firewood vendors and biomass users have expressed interest in material from roadside treatments. When feasible, non-merchantable material and slash will be disposed of through chipping, mulching, and/or hauling to county slash collection sites. In select areas, mastication will be used to distribute mulch evenly to improve soil health and reduce erosion. Contractors will follow CSFS-approved methods for slash disposal and ensure no new fire hazards are created.

#### **PROJECT TIMELINE & MILESTONES:**

##### **Year 1 (2026):**

- Finalize contracts for the year, confirm utilization partners, conduct roadside mowing and mastication, and complete 20% of the SOW acreage (approx. 39 ac of the different prescriptions).

##### **Years 2 (2027):**

- Extend previous year's contract and/or finalize new one.
- Annual milestones include completion of contractor work (26% of SOW acreage or approx. 50 ac), partner coordination meetings, and field inspections.

##### **Years 3 (2028):**

- Extend previous year's contract and/or finalize new one.
- Annual milestones include completion of contractor work (27% of SOW acreage or approx. 52 ac), partner coordination meetings, and field inspections.

##### **Years 4 (2029):**

- Extend previous year's contract and/or finalize new one.
- Annual milestones include completion of contractor work (27% of SOW acreage or approx. 52 ac), partner coordination meetings, and field inspections.

Progress will be tracked each year using contractor reports, GPS shapefiles, and field verification by Routt County and CSFS staff. Routt County will also maintain pre- and post-treatment photographic documentation for each treatment area to support reimbursement requests, performance verification, and final reporting.

##### **Year 5 (2030):**

- Final monitoring, data submission, and project closeout. Regular reporting to CSFS will ensure accountability, while CSFS access will support post-treatment monitoring for effectiveness.

Project Completion deadline: **March 31, 2030**

Final Report and reimbursement request due to local CSFS Field Office: **April 30, 2030**

#### **BUDGET DETAILS:**

Award Amount: \$258,000

- Approved budget items include: Personnel and contractual costs.
- IDCs are not approved budget items for this project.

Match Amount: \$258,000 (50%)

- Routt County OEM \$200,000 cash: \$50,000 each year

Initial & Date:

- Routt County OEM \$20,000 in-kind: \$5,000 each year for staff time, coordination, and technical assistance
- Routt County Road & Bridge Department \$20,000 in-kind: roadside mowing staff time and equipment
- Routt County Wildfire Mitigation Council \$10,000 cash
- Routt County Wildfire Mitigation Council \$8,000 in-kind: public outreach, education and coordination across jurisdictions for synergies of cross boundary treatments

**FIELD OFFICE-DEFINED REIMBURSEMENT CONDITIONS:**

The CSFS Steamboat Springs Field Office has established the below project-specific conditions for reimbursement. Failure to meet these conditions may result in delayed or denied reimbursement. Award recipients are encouraged to coordinate closely with the CSFS Steamboat Springs Field Office throughout implementation to avoid reimbursement delays or disallowed costs.

- **Advance Notification for Inspection:** The award recipient must notify the CSFS Field Office at least two (2) weeks in advance of submitting a reimbursement request to allow sufficient time for scheduling and completing required field inspections.
- **Inspection Prior to Contractor Demobilization:** Reimbursement requests must be supported by field inspection approval prior to contractor demobilization. If work is found to be out of compliance after the contractor has left the site, any costs incurred to remobilize the contractor or correct deficiencies are not eligible for reimbursement or match.
- Routt County will need to report acreage and provide shapefiles for each treatment type separately.

**STANDARDS, GUIDELINES & CERTIFICATION:** All work completed under this award must be certified as meeting minimum CSFS standards prior to any reimbursement being made to the award recipient. CSFS Grant Reimbursement Package will be used to both request reimbursement and to certify that work has been completed to minimum standards. Best Management Practices must be followed for all forest management/fuels mitigation work completed under this award. Refer to the handbook [Forestry Best Management Practices to Protect Water Quality in Colorado](#) for more information. Additional guidance on standards are linked below.

- CSFS guidelines for [Defensible Space](#) and [Fuelbreaks](#)
- [Principles & Practices for Restoration of Ponderosa Pine & Dry Mixed-Conifer Forests of the Colorado Front Range \(gtr 373\)](#)
- [Forest Restoration in the Southwest \(gtr 310\)](#)
- [To Masticate or Not: Useful Tips for Treating Forest, Woodland, and Shrub Vegetation \(gtr 381\)](#)
- [Mulching: A Knowledge Summary and Guidelines for Best Practices on Colorado’s Front Range](#)

Initial & Date:

# ROUTT COUNTY BOARD OF COMMISSIONERS

## COMMUNICATION FORM

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**DEPARTMENT/ORGANIZATION:** Reid Garrison – Noxious Weed Program.

**PRESENTATION DATE:** 04/14/2026

**AGENDA TITLE:** 2026 TGA- Range Improvement Funds

**ITEM TYPE:** ACTION ITEM

---

**REQUEST/ ISSUE & BACKGROUND:**

Motion for disbursement of 2026 Taylor Grazing Act (TGA) Range Improvement Funds

**RECOMMENDED ACTION (Full Motion Language):**

The Routt County Noxious Weed Advisory Board recommends the following motion:

- 1.) Davey Baron- Elk River Livestock award in full, \$2,150.00 pending adhering to all state permitting requirements to water developments.
- 2.) Home Ranch Livestock- Layna Jansen Decline award due to incomplete application and missing itemized budget and map of project location. Applied for \$6,000 for fencing improvements.
- 3.) Deerwood Ranches- Donna Mietus Award in full \$1,310.00 for roadside noxious weed management.

Total Recommended Disbursement: \$3,460.00

**ALTERNATIVES:**

**FISCAL IMPACTS:**

- PROPOSED REVENUE (if applicable):9,300.00
- CURRENT BUDGETED AMOUNT: \$13,798.87
- PROPOSED EXPENDITURE: \$3,460.00
- FUNDING SOURCE: GF TGA Range Improvement Fund
- SUPPLEMENTAL BUDGET NEEDED: None

**LEGAL ISSUES:**

**Funds being collected and disbursed per CRS 35-45-108 & 109**

**CONFLICTS OR ENVIRONMENTAL ISSUES: None**

**LIST OF ATTACHMENTS: None**

**DEPARTMENT HEAD INITIALS: MM**

**DATE: 4/8/2028**

# ROUTT COUNTY BOARD OF COMMISSIONERS

## COMMUNICATION FORM

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**DEPARTMENT/ORGANIZATION:** County Attorney

**PRESENTATION DATE:** April 14, 2026

**AGENDA TITLE:** Approval of Settlement Agreement in Board of Assessment Appeals Matter

**ITEM TYPE:** ACTION ITEM

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**REQUEST/ ISSUE & BACKGROUND:**

Wal-Mart appealed the actual valuation of the site and improvements following the CBOE Level Appeal. The matter is currently set for a hearing with the Board of Assessment Appeals on May 28, 2026. The Assessor's Office and County Attorney's Office are recommending a resolution of the matter. The resolution is based on an analysis and exchange of information between the parties.

The tax refund exceeds \$10,000 thus requiring the Commissioner's approval.

<b>Account Number</b>	<b>Assessor's 2025 Original Value</b>	<b>Value after both Assessor &amp; CBOE Levels of Appeal</b>	<b>Stipulated Value at BAA Level</b>
R6258514	\$6,992,700	\$6,223,500	\$6,233,500
R6258515	\$5,116,210	\$4,709,030	\$3,417,500
<b>TOTAL</b>	<b>\$12,108,910</b>	<b>\$10,932,530</b>	<b>\$9,641,000</b>

**RECOMMENDED ACTION (Full Motion Language):**

Move to approve the settlement of the Board of Assessment Appeal Case, Walmart Real Estate Trust, Docket No. 2025BAA1213, as set forth in the attached Stipulation, and authorize the County Attorney Office and the Assessor to sign the stipulation.

**ALTERNATIVES:**

**FISCAL IMPACTS:**

- PROPOSED REVENUE (if applicable): None
- CURRENT BUDGETED AMOUNT: None
- PROPOSED EXPENDITURE: None
- FUNDING SOURCE: None
- SUPPLEMENTAL BUDGET NEEDED: No

**LEGAL ISSUES:**

This has been drafted and reviewed by the County Attorney Office.

**CONFLICTS OR ENVIRONMENTAL ISSUES:**

None

**LIST OF ATTACHMENTS:**

BCC Com Form  
Settlement Agreement and Exhibit A

**DEPARTMENT HEAD INITIALS:LS**

**DATE: 4/13/2026**

BOARD OF ASSESSMENT APPEALS STATE OF COLORADO 1313 Sherman Street, Room 315 Denver, Colorado 80203	
Petitioner: <b>WALMART REAL ESTATE BUSINESS TRUST</b>  v.  Respondent: <b>ROUTT COUNTY BOARD OF EQUALIZATION</b>	<b>Docket No.</b> <b>2025BAA1213</b>  <b>County Schedule No:</b> <b>R6258514</b> <b>R6258515</b>
ATTORNEYS FOR RESPONDENT: Lynaia South, Reg. No. 35291 Routt County Attorney Molly Hamsher, Reg. No. 43997 Assistant Routt County Attorney 522 Lincoln Avenue, Suite 34 Steamboat Springs, Colorado 80487 Phone: (970) 870-5350; Fax: (970) 870-5381 Email: lsouth@co.routt.co.us; mhamsher@co.routt.co.us	
<b>STIPULATION AS TO TAX YEAR 2023 ACTUAL VALUES</b>	

Petitioner and Respondent hereby enter into this Stipulation regarding the tax year 2025 actual value of the subject property and jointly move the Board of Assessment Appeals to enter its order based on this stipulation.

Petitioner and Respondent agree and stipulate as follows:

1. The property subject to this Stipulation is described in Exhibit A.
2. Petitioner timely appealed the matter through the Board of Assessment Appeals.
3. After further review and negotiation, Petitioner and the Assessor agree to the following actual values for the subject property: See Exhibit A. The stipulated values are based on a closer analysis and exchange of supporting documentation between Petitioner and Assessor.
4. The classifications and valuations of this Stipulation shall be binding only with respect to tax year 2025. The values for 2026 will remain the same as stipulated except in the case of an unusual condition experienced by the subject as defined by C.R.S. 39-1-104(11)(b)(I). As an example only and without limitation, an unusual condition may be renovation.

Dated this \_\_\_\_\_ day of April, 2026.



Michelle Bush, Reg. No 38443  
Attorney for Petitioner

Molly Hamsher, Reg. No 43997  
Attorney for Respondent

Gary Peterson,  
Routt County Assessor

## **EXHIBIT A**

### **2025 Stipulation of Value and/or Classification in lieu of BAA Hearing**

Date: **April 10, 2026**

Assessor Schedule Number: **R6258514 (Land account) & R6258515 (Improvements-only account)**

Owner of Record: **WALMART REAL ESTATE BUSINESS TRUST**

Property's Situs Address: **1805 Central Park Drive, Steamboat Springs, CO 80487**

Legal Description: **Lot 2, Steamboat Village Commercial Center, Replat C & Improvements Only**

The following property valuation change is recommended by the Assessor's Office for the above-mentioned parcels:

<b>Account Number</b>	<b>Assessor's 2025 Original Value</b>	<b>Value after both Assessor &amp; CBOE Levels of Appeal</b>	<b>Stipulated Value at BAA Level</b>
R6258514	\$6,992,700	\$6,223,500	\$6,233,500
R6258515	\$5,116,210	\$4,709,030	\$3,417,500
<b>TOTAL</b>	<b>\$12,108,910</b>	<b>\$10,932,530</b>	<b>\$9,641,000</b>

# ROUTT COUNTY BOARD OF COMMISSIONERS

## COMMUNICATION FORM

---

**DEPARTMENT/ORGANIZATION:** Abatement Hearings

**PRESENTATION DATE:** 4/14/2026

**AGENDA TITLE:** R0015559 Lange

**ITEM TYPE:** ACTION ITEM

---

**REQUEST/ ISSUE & BACKGROUND:**

An Abatement hearing was held on April 9, 2026 for schedule number R0015559 for tax year 2025. The Hearing Officer's recommendation is to uphold the Assessor's recommendation to deny the Petitioner's request for a reduction in value based on the comparable sales provided that occurred between July 1, 2022 and June 30, 2024. The petitioner was not present and did not provide any further information.

**RECOMMENDED ACTION (Full Motion Language):**

Move to accept the Hearing Officer's recommendation to uphold the Assessor's recommendation to deny the Petitioner's request for a reduction in value.

**ALTERNATIVES:**

This account may be pulled for further review by the Board of County Commissioners, who may choose to deny the Hearing Officer's recommendation and render their own decision or grant the Petitioner's request for reduction in value.

**FISCAL IMPACTS:**

**LEGAL ISSUES:**

**CONFLICTS OR ENVIRONMENTAL ISSUES:**

**LIST OF ATTACHMENTS:**

**DEPARTMENT HEAD INITIALS:** JP

**DATE:** 4/13/2026

# PETITION FOR ABATEMENT OR REFUND OF TAXES

County: **Routt**

Date Received: **Email 3/9/26 (dr)**  
**Appraiser: Maddie**

## Section I: Petitioner, please complete Section I only.

(Use Assessor's or Commissioners' Date Stamp)

Date: **03/09/2026**

Petitioner's Name: **Alexander Lange**

Petitioner's Mailing Address: 12 Pennbrook Ct

City or Town: Boonton

State: NJ

Zip Code: 07005

**SCHEDULE OR PARCEL NUMBER(S)**

**106100086**

**PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY**

**LOT 86 BLACKHORSE I AT STAGECOACH**

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for the property tax year **2025** are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error, or overvaluation. Attach additional sheets if necessary.)

**Market values are lower than assessed value**

Petitioner's estimate of value: **\$ 25,000** For Tax Year **2025**

**Listing a Value is Optional**

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information, and belief, is true, correct, and complete.

*Alexander Lange*

Petitioner's Signature

Daytime Phone Number: (201) 400-3608

Email: alexlange96@gmail.com

By \_\_\_\_\_

Agent's Signature

Daytime Phone Number:

Email:

Printed Name: Alexander Lange

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

## Section II:

### Assessor's Recommendation

(For Assessor's Use Only)

Tax Year **2025**

	Actual	Non-School Assd Value	School Assd Value	Aggregate Mill Levy	Non-School Tax Amount	School Tax Amount	Total Tax Amount
Original	\$50,000	\$13,500	\$13,500	83.764	\$617.32	\$513.48	\$1,130.80
Corrected	\$50,000	\$13,500	\$13,500	83.764	\$617.32	\$513.48	\$1,130.80
Abate/Refund	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: **2025**

Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following

Comparable sales support the 2025 valuation.

*Mary J. Petrucci*

Assessor's or Deputy Assessor's Signature

**FOR ASSESSORS AND COUNTY COMMISSIONERS USE ONLY**

(Section III or Section IV must be completed)

Every petition for abatement or refund filed pursuant to § 39-10-114, C.R.S. shall be acted upon pursuant to the provisions of this section by the Board of County Commissioners or the Assessor, as appropriate, within six months of the date of filing such petition, § 39-1-113(1.7), C.R.S.

**Section III: Written Mutual Agreement of Assessor and Petitioner (Only for abatements up to \$10,000)**

The Commissioners of **Routt** County authorize the Assessor by Resolution No. **2026-008** to review petitions for abatement or refund and to settle by written mutual agreement any such petition for abatement or refund in an amount of **\$10,000** or less per tract, parcel, or lot of land or per schedule of personal property, in accordance with § 39-1-113(1.5), C.R.S.

**The Assessor and Petitioner mutually agree to the values and tax abatement/refund of:**

<b>Tax Year</b>	<b>2025</b>						
	<b>Actual</b>	<b>Non-School Assd Value</b>	<b>School Assd Value</b>	<b>Aggregate Mill Levy</b>	<b>Non-School Tax Amount</b>	<b>School Tax Amount</b>	<b>Total Tax Amount</b>
<b>Original</b>	_____	_____	\$ 0	_____	_____	_____	_____
<b>Corrected</b>	_____	_____	\$ 0	_____	_____	_____	_____
<b>Abate/Refund</b>	_____	_____	_____	_____	_____	_____	_____

Note: The total tax amount does not include accrued interest, penalties, and fees associated with late and/or delinquent tax payments, if applicable. Please contact the County Treasurer for full payment information.

\_\_\_\_\_  
**Petitioner's Signature** Date: \_\_\_\_\_

\_\_\_\_\_  
**Assessor's or Deputy Assessor's Signature** Date: \_\_\_\_\_

**Section IV: Decision of the County Commissioners** (Must be completed if Section III does not apply)

WHEREAS, the County Commissioners of **Routt** County, State of Colorado, at a duly and lawfully called regular meeting held on \_\_\_\_\_ at which meeting there were present the following members

**Tim Redmond (Chair), Angelica Salinas, and Sonja Macys**

with notice of such meeting and an opportunity to be present having been given to the Petitioner and the Assessor of said County and Assessor **Gary Peterson** (*being present--not present*) and

Petitioner (*being present--not present*), and WHEREAS, the said

County Commissioners have carefully considered the within petition, and are fully advised in relation thereto, NOW BE IT RESOLVED that the Board (*agrees--does not agree*) with the recommendation of the Assessor, and that the petition be (*approved--approved in part--denied*) with an abatement/refund as follows for Tax Year **2025** :

_____ <b>Non-School Tax Abated</b>	_____ <b>School Tax Abated</b>	_____ <b>Total Taxes Abated/Refund</b>	_____ <b>Chairperson of the Board of County Commissioners' Signature</b>
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I, Jenny Thomas County Clerk and Ex-Officio Clerk of the Board of County Commissioners in and for the aforementioned county, do hereby certify that the above and foregoing order is truly copied from the record of the proceedings of the Board of County Commissioners. **IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of said County this day of \_\_\_\_\_

\_\_\_\_\_  
**County Clerk's or Deputy County Clerk's Signature**

Note: Abatements greater than \$10,000 per schedule, per year, must be submitted in duplicate to the Property Tax Administrator for review.

**Section V: Action of the Property Tax Administrator**

(For all abatements greater than \$10,000)

The action of the Board of County Commissioners, relative to this petition, is hereby

Approved  Approved in part \$ \_\_\_\_\_  Denied for the following reason(s): \_\_\_\_\_

\_\_\_\_\_  
 Secretary's Signature                      Property Tax Administrator's Signature

2026

## ROUTT COUNTY BOARD HEARING ABATEMENT RESPONSE

Hearing Date: **04/09/2026**

---

**Account:** R0015559

**PIN:** 106100086

**Owner of Record:** LANGE, ALEXANDER

**Legal Descriptions:** LOT 86 BLACK HORSE I AT STAGECOACH

**Property Type:** Vacant Land

**Tax Year under petition:** 2025

**Appraisal Date:** June 30, 2024

**Assessment Date:** January 1, 2025

**2025 Assessor Value/Classification:** \$50,000 / Vacant Land

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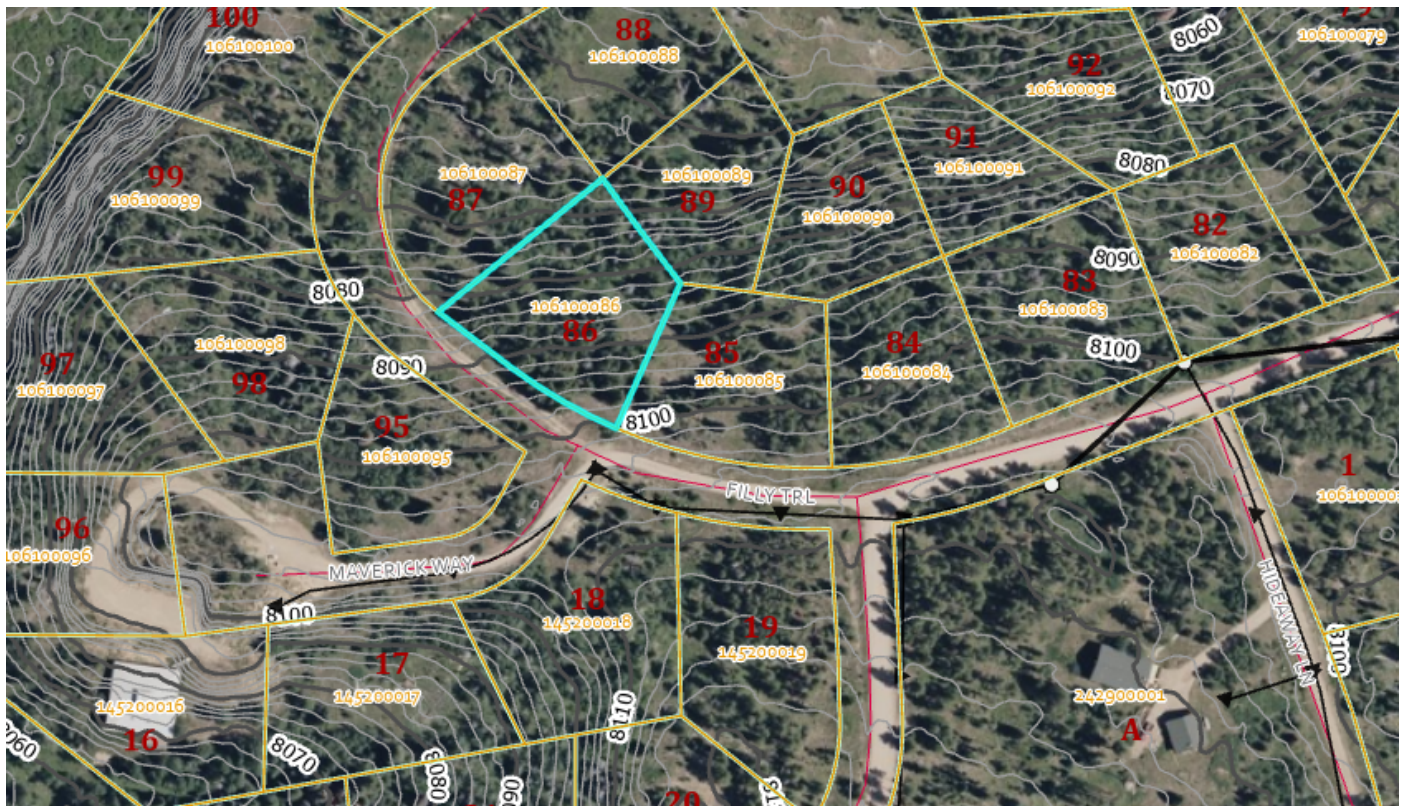
### **Property Description:**

The subject property is a 0.67-acre vacant lot in the Black Horse I Subdivision. The subdivision is in the southern super neighborhood 160 in Stagecoach. The lot is zoned for high-density development and offers year-round access via a dirt road. Electrical utility lines are located nearby, and the property features natural vegetation. Property last sold in May of 2022 for TASP of \$41,700.

### **Petitioner's Argument:**

According to the Petitioners' abatement; *Market values are lower than assessed values.* Further conversation with the Petitioner revealed that their estimated value of \$25,000 was based on listed properties and not closed sales in the relevant data collection period.

## Subject Aerial:



**Analysis on Comparable Sales:** The subject property is a typical vacant lot in Black Horse I. Sales of comparable properties in the same subdivision as the subject lot of similar acreage and attributes are listed below and shown on the comparable map on page 4.

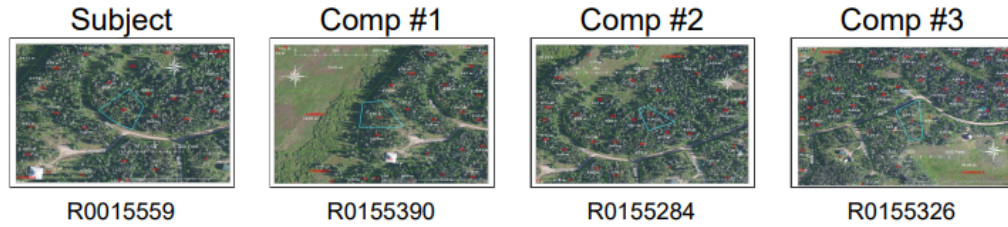
**Comparable 1** is located near the subject property and is slightly larger, at 0.85 acres. It offers a similar level of access to roads and utilities. The property sold in May of 2023 for a time-adjusted sale price (TASP) of \$64,652.

**Comparable 2** is the closest in proximity to the subject and slightly smaller, at 0.44 acres. It is inferior to the subject property due to its size and limited access to the road and utilities. This property sold in March of 2024 for a TASP of \$43,180.

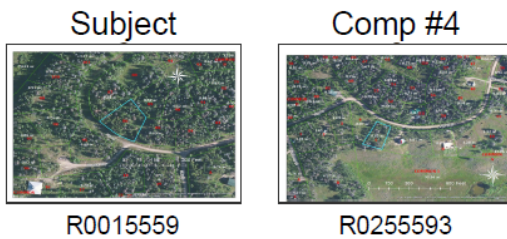
**Comparable 3** is located farther from the subject property and larger at 1.09 acres, with comparable access. It sold in July of 2022 for a TASP of \$56,351.

**Comparable 4** is the farthest from the subject property but has similar road access and utilities as the subject. It is the most comparable in size at 0.65 acres. This property sold in May of 2024 for a TASP of \$45,607.

## Comparable Sales:

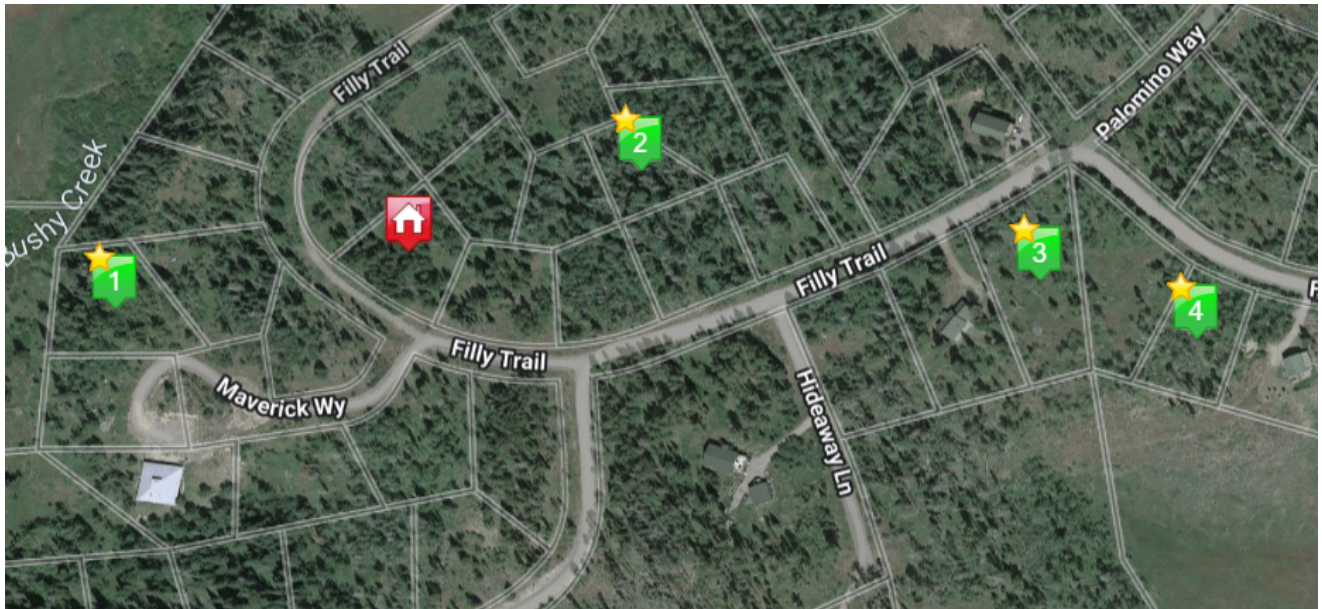


<b>Distance</b>	N/A	508 ft	418 ft	1,069 ft
<b>Area Acres</b>	0.67	0.85	0.44	1.09
<b>Parcel Number</b>	106100086	106100097	106100091	106100003
<b>Sale Date</b>	05/18/2022	05/12/2023	03/15/2024	07/22/2022
<b>Adjusted SP</b>	\$40,000	\$55,000	\$41,500	\$43,000
<b>Time Adj. SP</b>	\$41,700	\$64,652	\$43,180	\$56,351
<b>Zoning</b>	HDR	HDR	HDR	HDR
<b>Property Use</b>	VACANT LAND	VACANT LAND	VACANT LAND	VACANT LAND
<b>Site Access</b>	YEAR-ROUND	YEAR-ROUND	SEASONAL	YEAR-ROUND
<b>Road</b>	DIRT	DIRT	NONE	DIRT



<b>Distance</b>	N/A	1,345 ft
<b>Area Acres</b>	0.67	0.65
<b>Parcel Number</b>	106100086	106100005
<b>Sale Date</b>	05/18/2022	05/29/2024
<b>Adjusted SP</b>	\$40,000	\$45,000
<b>Time Adj. SP</b>	\$41,700	\$45,607
<b>Zoning</b>	HDR	HDR
<b>Property Use</b>	VACANT LAND	VACANT LAND
<b>Site Access</b>	YEAR-ROUND	YEAR-ROUND
<b>Road</b>	DIRT	DIRT

## Comparable Sales Map:



### Recommendation:

**Assessor's Recommendation:** Appraiser's recommendation is to deny the Petitioner's request for a reduction in value based on the comparable sales provided that occurred between July 1, 2022 and June 30, 2024. Comparable sales 1 and 4 are the most similar to the subject, with time-adjusted sale prices of \$45,607 and \$64,652, respectively. While Comps 2 and 3 sold within that range, they differ more in size and road access than the subject.

Respectfully submitted;

Maddie Ward

A handwritten signature in black ink, appearing to read "Maddie Ward".

Routt County Appraiser  
Colorado Ad Valorem Appraiser  
#AV.2000004105

# Routt County Abatement or Refund of Taxes Hearing Form

**Hearing Date:** 04/09/2026

**Hearing Time:** 1:00 pm

**Hearing Officer:** Mark Linne

**Owner of Record:** Alexander Lange

**Present**

**Not Present**

**Assessor Schedule Number:** R0015559

**PIN Number:** 106100086

**Tax Year(s):** 2025

**Classification:** Residential

**Assessor's Office Representative(s):** Gary Peterson, Assessor and Maddie Ward

## Assessor's Valuation and Classification Recommendation 2025

Original Classification	Original Value	Corrected Value	Corrected Classification
Vacant Land	\$50,000.00	\$50,000	Vacant Land
<b>Total</b>	\$50,000.00	\$50,000.00	N/A
<b>Tax</b>	\$1,130.80	\$1,130.80	N/A
<b>Tax Refund</b>	\$0		N/A

**Assessor's Recommended Value:** \$50,000

**Assessor's Recommended Classification:** Vacant Land

## Assessor's Valuation and Classification Recommendation NA

Original Classification	Original Value	Corrected Value	Corrected Classification
<b>Total</b>	\$0.00	\$0.00	N/A
<b>Tax</b>			N/A
<b>Tax Refund</b>			N/A

**Assessor's Recommended Value:**

**Assessor's Recommended Classification:**

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**Hearing Officer's Decision:**

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the appeal of the Petitioner(s) to the Routt County Board of Commissioners be:

**Agree with Assessor Value Recommendation (Above)**

**Recommend Other Value\***

**Agree with Assessor Classification Recommendation (Above)**

**Recommend Other Classification\***

\* If Recommend other Value and/or Classification selected, the Actual Value and Classification of the property is determined to be as outlined below:

**Hearing Officer Recommendation - Abatement or Refund of Taxes 2025**

Original Classification	Original Value	Corrected Value	Corrected Classification
Vacant Land	\$50,000.00	\$50,000.00	
<b>Total</b>	\$50,000.00	\$50,000.00	N/A

**Hearing Officer Recommendation - Abatement or Refund of Taxes NA**

Original Classification	Original Value	Corrected Value	Corrected Classification
<b>Total</b>	\$0.00	\$0.00	N/A

- Taxes and Refund Calculation will be completed by Assessor and applied to Tax Roll Correction

## Assessor Tax Recalculation for Recommended Adjustment

**Tax Year:** 2025

**Original Tax:** \$1,130.80

**Adjusted Tax:** \$1,130.80

**Tax Refund:** \$0.00

**Tax Year:** NA

**Original Tax:** \$0.00

**Adjusted Tax:** \$0

**Tax Refund:** \$0.00

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### Board of County Commissioner's Decision:

Board of County Commissioner's Motion:

Other- Reason for Change:

**BCC Hearing Date:**