



**District
Mission:**

**To ignite a
passion for
learning.**

**Board
Priorities:**

Ensure all students
stay on or above
grade level each year
and graduate prepared
to successfully
implement a plan for
college or career.

**Every day, we are
college or career
ready.**

Provide all students
with engaging
learning
opportunities.

**Rigor and
engagement are
everywhere.**

Create a space that is
safe, inclusive and
welcoming for all.

**Diversity and
culture make us
better.**

Plan and execute the
capital and human
capital investments
that will make our
district better.

**We plan for the
future.**

Lake County School District Board of Education

Feb. 13, 2018 7:00pm Regular Meeting

Location: Lake County High School Library

1. 7:00 Call to order
2. 7:01 Pledge of Allegiance
3. 7:02 Roll Call
4. 7:03 Preview Agenda
5. 7:04 Reading/Energize item-Wendy Wyman
6. 7:05 Public Participation

Members of the public who wish to address the board on non-agenda items are welcome to do so at this time. Please sign up on the clipboard at the front. We ask you to please observe the following guidelines:

- Confine your comments to matters that are germane to the business of the School District.
- Recognize that students often attend or view our meetings. Speaker's remarks, therefore, should be suitable for an audience that includes kindergarten through twelfth grade students.
- Understand that the board cannot discuss specific personnel matters or specific students in a public forum.

7. 7:10 Approve Consent Agenda:

- a. Regular Meeting Minutes Jan. 9, 2018
- b. Special Meeting Minutes Jan. 23, 2018
- c. Resolution NO. 18-14 Increase in Fund 22
- d. Head Start: Parent Reimbursement Policy

8. 7:12 Oversight Calendar

- a. High School Update
 - i. 7:12 Ben Cairns-Principal
 - ii. 7:45 Kelly Hofer-College and Career Readiness-Counseling Department

9. 8:00 Superintendent's Update

- a. Celebrations
- b. Student Achievement
- c. Culture Update

10. 8:15 Student Reports

11. Break

12. 8:30 Action Item

- a. LCSD Master Plan Services-TreanorHL P.A. contract
- b. First Reading of policies: GP-2, GP-5 and GP-9

13. 8:40 Discussion item

- a. URA (Urban Renewal Authority)

14. 8:55 Board Reports

15. 9:00 Agenda Planning

- a. Reading/Energize item for next meeting
- b. Work Shop planning-Capital Plan Overview/Master Plan
- c. Walk through planning for LCHS and LCIS
- d. School Finance Call to Action Summit-Wed, Feb. 28 9:00am-3:30 pm. @ DU
- e. Next Meetings:
 - i. Feb. 27, 2018 Special Meeting/Work Session 6:30 pm @ District Office
 - ii. March 13, 2018 Regular Meeting 7:00 pm @ LCIS Library

16. Meeting Debrief

- f. How did we do on time?
- g. Did we do our most important work first?

17. Adjournment

Estimated duration of meeting is 2.5 to 3 hours **Updated 2/7/2018

A few welcoming notes:

The board's meeting time is dedicated to its strategic mission and top priorities. • The "consent agenda" has items which have either been discussed prior or are highly routine. By not discussing these issues, we are able to spend time on our most important priorities. • "Public participation" is an opportunity to present brief comments or pose questions to the board for consideration or follow-up. Each person is asked to focus comments to five minutes. The boundaries are designed to help keep the strategic meeting focused and in no way limits conversations beyond the board meeting. • Your insights are needed and welcomed and the board encourages you to request a meeting with any board member, should you have something to discuss. • If you are interested in helping the district's achievement effort, please talk with any member of the leadership team or call the district office at 719-486-6800. Opportunities abound. Your participation is highly desired.

SCHOOL BOARD MINUTES

Regular Meeting

Jan. 9, 2018

Pledge of Allegiance –Director Frykholm led the pledge of allegiance.

Roll Call of Members - The regular meeting of the Board of Directors for Lake County School District R-1 was called to order on Jan. 9, 2018 at 7:04 p.m. and was held at the District Office. Directors Fiedler, Frykholm, McBride, Solomon and Superintendent Wyman were present. Student representative Bryce Allen was present. Emma Dallas was absent and excused.

Preview Agenda –Ellie Solomon requested that we add student representative reports be added after the Superintendent update.

Reading or Energize item- Ellie Solomon provided an energize item.

Public Participation-NA

Approval of consent agenda items- It was moved by Director Solomon to approve consent agenda. Director Mc Bride seconded the motion;

	Fiedler	Frykholm	McBride	Solomon
Aye	X	X	X	X
Nay				
Absent				

motion carried 4-0.

Oath of Office and Swearing in of new board member: Noreen Flores, Notary Public, was in attendance and swore in Eudelia Contreras as newly appointed board member.

Action Items- It was moved by Director Solomon to approve the second reading and adoption of Policy's SP-1, SP-2, SP-3, SP-4, SP-4C1, SP-4C-2, SP-5. Director McBride seconded the motion;

	Contreras	Fiedler	Frykholm	McBride	Solomon
Aye	X	X	X	X	X
Nay					
Absent					

motion carried 5-0.

Oversight Calendar-Board policy's GP (Governance Process)-1 through GP-9 were reviewed.

Superintendent update- Wendy gave an update on the Panorama Surveys and will be bringing results to the board soon and ANet data was discussed.

Student Representative Report: Bryce Allen didn't have a report this month but will for next month.

A short break was taken, the student representative was allowed to leave and the meeting resumed.

Board Rolls and 2x 1's-Board rolls were discussed and will be as follows:

Ellie Solomon—Policy Council

Jeff Fiedler—BOCES and Master Plan Design Advisory Group

Stephanie McBride—URA (Urban Renewal Authority)

Eudelia Contreras—Student Representative Liaison and CASB

2 x 1 meetings were set up for the board to meet with Superintendent Wyman.

Board Reports- Director McBride spoke of attending a URA meeting, school starting and so happy the Center does the Ski program. Director Solomon spoke of Policy Council being tomorrow. There were no other reports.

Agenda Planning- Amy Frykholm will do the energizer for next regular meeting. There was a discussion about the questions for the Facilities update for the work session.

It was moved by Director Solomon to go into Executive Session pursuant to Paragraph 4 (f) of Section 24-6-402, C.R.S., relating to personnel matters. Director McBride seconded the motion.

Executive sessions began at 9:09 pm. In attendance were: Wendy Wyman, Amy Frykholm, Ellie Solomon, Jeff Fiedler, Stephanie McBride and Eudelia Contreras. The Superintendents evaluation was spoken of for 54 minutes and executive session ended at 10:03 pm.

The regular meeting resumed at 10:04 pm.

Meeting was debriefed and it was moved by Director Solomon to adjourn the meeting.

Director McBride seconded the motion; motion carried.

Meeting adjourned at 10:06 pm.

ATTEST:

Jeff Fiedler, Secretary

Amy Frykholm, President

SCHOOL BOARD MINUTES

Special Meeting

Jan. 23, 2018

Pledge of Allegiance –Director Frykholm led the pledge of allegiance.

Roll Call of Members - The special meeting of the Board of Directors for Lake County School District R-1 was called to order on Jan. 23, 2018 at 6:30 p.m. and was held at the District Office. Directors Contreras, Fiedler, Frykholm, McBride, Solomon and Superintendent Wyman were present. Student representative Bryce Allen and Emma Dallas were absent and excused.

Preview Agenda –Ellie Solomon requested that we add a public participation to the agenda.

Public Participation-Jim Fogarty was present and spoke about the Shen Yun performance in Denver at the Buell Theater.

Action Items- It was moved by Director Fiedler to approve the Revised and Final budget for 2017-18 and Resolution NO. 18-13. Director Solomon seconded the motion;

	Contreras	Fiedler	Frykholm	McBride	Solomon
Aye	X	X	X	X	X
Nay					
Absent					

motion carried 5-0.

It was moved by Director Solomon to adjourn the meeting. Director McBride seconded the motion; motion carried.

Meeting adjourned at 7:02 p.m.

ATTEST:

Jeff Fiedler, Secretary

Amy Frykholm, President



Lake County School District R-1

Superintendent
DR. WENDY WYMAN

Administrative Assistant
BUNNY TAYLOR

RESOLUTION NO. 18-14

BE IT RESOLVED THAT, the Board of Education of Lake County School District R-1 authorizes an increase in the 2017-2018 Grants Fund 22 as follows:

Grant Fund

Colorado Healthy Schools Foundation (Acquisition)	\$40,969.00
West Park Active Afterschool	

Total \$	\$40,969.00
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Jeff Fiedler, Secretary

Amy Frykholm, President

Dated: Feb. 13, 2018



The Center
Early Childhood Programs
Lake County School District R-1

315 West 6th Street
Leadville, CO 80461

Phone 719 486-6928
Fax 719 486-9992

Head Start, Colorado Preschool Program, Tuition-Based Preschool and School Age Programs, Services for Children with Special Needs

Head Start Approval Items for Governing Board

Contents:

Approval Items:

- **Parent Reimbursement Policy**

The only change is noted in red, the mileage rate was increase from \$0.45 to \$0.50. This is in line with district mileage increase of \$0.50 per mile.

The Center

Early Childhood Programs
Lake County School District R-1

HEAD START PARENT REIMBURSEMENT POLICY 2017 – 2018 Program Year

Performance Standard: 1301.3(e)

The Head Start program will provide reimbursements for reasonable expenses incurred by Policy Council and Parent Committee members, so they will be able to participate in their committee responsibilities. The program will provide childcare for meetings on-site and provide transportation when necessary. Parents may ride on Head Start busses to parent activities providing room is available. Travel expenses and childcare at The center will be covered by Head Start for those parents who attend out of town meetings and trainings.

In the event of reimbursement for mileage, a mileage form must be completed by the parent and turned into the Director. Mileage is reimbursed at \$.50 per mile.

Date of Most recent Policy Council approval: 1/10/2018

Date of Most Recent Policy Council approval: 1/13/16

Lake County School Board

Jan. 13, 2018 Regular Meeting at Lake County High School

LCHS Board Report

Principal Update (Cairns):

- Progress with gradation requirements and CMC partnership
- Panther Pride
- Student Council

BOLT (Spencer and Sailor):

- Grade Level Organization
- Focus Areas

ILT (Aldaz and Cade):

- Departmental Structure
- Common Instructional Practices
- Grading Policy Work

Q&A:

Lake County School Board

Regular Meeting Jan. 13, 2018 @ Lake County High School

Kelly Hofer

CEPA Data

The following graphs reveal Concurrent Enrollment Programs Act (CEPA) data between fa/2011- fa/2017

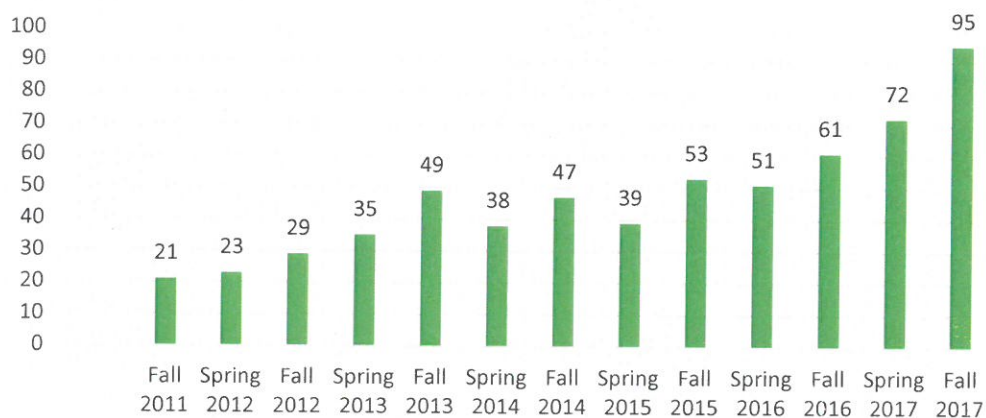
- The first chart indicates growth in CEPA numbers- CEPA enrollment increased 352 %
- The second chart differentiates the numbers by gender. Historically, more females enrolled in CEPA classes. In 2015 there was a shift in numbers where more males enrolled. In 2017 the number of males and females enrolled was more or less equal
- The third chart differentiates the data by ethnicity. Historically more white students enrolled in CEPA classes. In 2015 this number shifted, and we now have more Latino students enrolled in classes

These charts show success in the CEPA program in three ways:

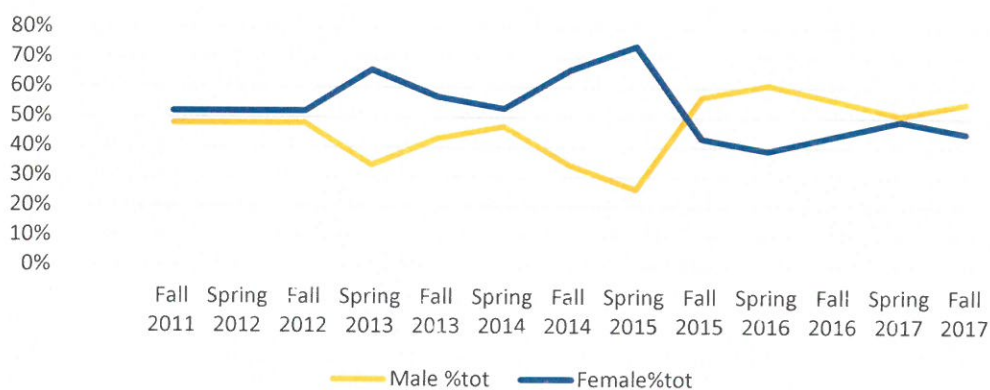
- Growth in Numbers- the opportunity to take CMC classes is offered to all students who are eligible
- Gender Impartiality- Males and females are equally given the opportunity to enroll in CMC classes
- Student Demographics- CEPA students represent the ethnic make-up of LCHS

CEPA Data Fall 2011-Fall 2017

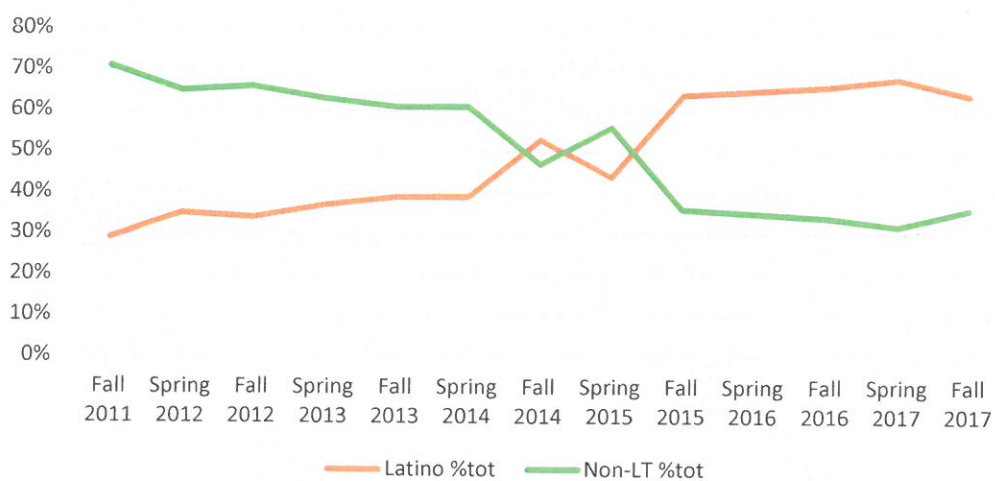
Total # Students



By Gender



By Ethnicity



LCSD Board Meeting – Superintendent Update 2-7-18

Celebration

- CDE will be cataloguing our successful practices.

Student Achievement

- Update on work with UnboundEd. Three of us attended a Standards Institute recently and brought back some powerful learning. Check out their work at <https://www.unbounded.org/>. The three of us will be thinking about how to thoughtfully use this learning to continue to support adults and move the needle for students.

Culture Update

- Please see attached enrollment data update.

LCSD Enrollment Update at of 9-6-2017

These numbers are still **preliminary and changing**. If anything, we are likely to see enrollment go down some from these numbers as we drop students who didn't return to school.

Warm seats K-12 – Number of students in PowerSchool: **947 – we expect this number to drop some**

Funded count K-12 – Does not count students who don't attend full time (6), does not count half of Kindergarten (31.5): **909.5 – we expect this number to drop some**

Funded count K-12 – Budget: 860*

*Note that due to averaging we will not get the full per-pupil revenue for every pupil who enrolls above the budget figure. We can explain this fully when we present final count numbers later this fall.

The numbers below are current counts of students “out” and “in.” A student is counted as “out” if we expected them to enroll and they didn't. A student is counted as “in” if they enrolled but we did not expect them. Both the outs and the ins include a combination of students whose families geographically moved in or out of Leadville, and students who are exercising their right to school choice. A student is considered choice in if (to our best knowledge) they already lived in Leadville but attended a different school or district. A student is considered choice out if (to our best knowledge) they are choosing a new school or district but not moving out of Leadville.

West Park

Students out: 9 -- Of these, choice out: 1

Students in: 19 -- Of these, choice in: 2

LCIS

Students out: 19 -- Of these, choice out: 5

Students in: 16 -- Of these, choice in: 8

LCHS

Students out: 32 -- Of these, choice out: 5

Students in: 36 -- Of these, choice in: 18 (includes students who could no longer be served at Greater Heights)

TOTAL

Students out: 60 -- Of these, choice out: 11

Students in: 71 -- Of these, choice in: 28

LCSD Enrollment & Choice Update as of 1-23-2018

The numbers below are current counts of students “out” and “in.” A student is counted as “out” if we expected them to enroll and they didn’t. A student is counted as “in” if they enrolled but we did not expect them. Both the outs and the ins include a combination of students whose families geographically moved in or out of Leadville, and students who are exercising their right to school choice. A student is considered choice in if (to our best knowledge) they already lived in Leadville but attended a different school or district. A student is considered choice out if (to our best knowledge) they are choosing a new school or district but not moving out of Leadville.

West Park

Students out: 19 -- Of these, choice out: 1

Students in: 28 -- Of these, choice in: 3

LCIS

Students out: 28 -- Of these, choice out: 5

Students in: 35 -- Of these, choice in: 13

LCHS

Students out: 66 -- Of these, choice out: 6

Students in: 82 -- Of these, choice in: 24

TOTAL

Students out: 113 -- Of these, choice out: 12

Students in: 145 -- Of these, choice in: 40

February 7, 2018



CONTRACT COVER LETTER

Attention: Bunny Taylor
Lake County School District
 107 Spruce Street
 Leadville, CO 80461

Project: Lake County School District Facilities Master Plan
 Contractor: TreanorHL P.A.
 Address: 1755 Blake Street, Suite 400, Denver CO 80202
 Contract Form/Type: Attorney Modified AIA B105-2007
 Signature Needed: Superintendent, Dr. Wendy Wyman

Scope Summary: Master Plan Services
 Original Contract Value: \$74,000 plus \$3000 Not to Exceed Reimbursable Expenses
 Cost Add: N/A
 New Contract Value: N/A
 Schedule: January 2018 – September 2019
 Amount Budgeted: \$90,000

Contract Reviewed by School District Attorney: Yes
 District Insurance Requirements Met: Yes
 W9 and Certificate of Insurance Received: Pending

Sincerely,
 NV5

Colleen Kaneda
 Project Director



AIA® Document B105™ – 2007

Standard Form of Agreement Between Owner and Architect for a Residential or Small Commercial Project

AGREEMENT made as of the 4th day of December in the year 2017
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

Lake County School District
107 Spruce Street
Leadville, CO 80461
Telephone Number: 719-486-6800
Fax Number: 719-486-2048

and the Architect:
(Name, legal status, address and other information)

TreanorHL, P.A., a Kansas corporation authorized to do business in Colorado
1755 Blake Street, Suite 400
Denver Colorado, 80202
Phone: 303-298-4700

for the following Project:
(Name, location and detailed description)

Lake County School District Master Plan
All School Locations & School District Owned Property

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

State or local law may impose requirements on contracts for home improvements. If this document will be used for Work on the Owner's residence, the Owner should consult local authorities or an attorney to verify requirements applicable to this Agreement.

ARTICLE 1 ARCHITECT'S RESPONSIBILITIES

The Architect shall provide architectural services for the Project as described in this Agreement in a manner consistent with locally accepted standards for professional skill and care. The Architect shall assist the Owner in determining consulting services required for the Project. The Architect's services include the following consulting services, if any:

As specified in RFQP for Master Plan Services, Exhibit A
As described in Architect's response to RFQP, Exhibit B

During the Design Phase, the Architect shall review the Owner's scope of work, budget and schedule and reach an understanding with the Owner of the Project requirements. Based on the approved Project requirements, the Architect shall develop a design. Upon the Owner's approval of the design, the Architect shall prepare Master Plan Documents indicating requirements for construction of the Project and shall coordinate its services with any consulting services the Owner provides.

ARTICLE 2 OWNER'S RESPONSIBILITIES

The Owner shall provide full information about the objectives, schedule, constraints and existing conditions of the Project, and shall establish a budget that includes reasonable contingencies and meets the Project requirements. The Owner shall provide decisions and furnish required information as expeditiously as necessary for the orderly progress of the Project. The Architect shall be entitled to rely on the accuracy and completeness of the Owner's information. The Owner shall furnish consulting services not provided by the Architect, but required for the Project, if necessary, such as surveying, which shall include property boundaries, topography, utilities, and wetlands information; geotechnical engineering; and environmental testing services.

ARTICLE 3 USE OF DOCUMENTS

Drawings, specifications and other documents prepared by the Architect are instruments of the Architect's service and are for the Owner's use solely with respect to this Project. The Architect shall retain all common law, statutory and other reserved rights, including the copyright. Upon completion of the Project or termination of this Agreement, the Owner's right to use the instruments of service shall cease. When transmitting copyright-protected information for use on the Project, the transmitting party represents that it is either the copyright owner of the information, or has permission from the copyright owner to transmit the information for its use on the Project.

ARTICLE 4 TERMINATION, SUSPENSION OR ABANDONMENT

In the event of termination, suspension or abandonment of the Project by the Owner, the Architect shall be compensated for services performed. The Owner's failure to make payments in accordance with this Agreement shall be considered substantial nonperformance and sufficient cause for the Architect to suspend or terminate services. Either the Architect or the Owner may terminate this Agreement after giving no less than seven days' written notice if the Project is suspended for more than 90 days, or if the other party substantially fails to perform in accordance with the terms of this Agreement.

ARTICLE 5 MISCELLANEOUS PROVISIONS

This Agreement shall be governed by the law of the place where the Project is located without reference to the state's conflict of laws rules. Terms in this Agreement shall have the same meaning as those in AIA Document A105-2007, Standard Form of Agreement Between Owner and Contractor for a Residential or Small Commercial Project. Neither party to this Agreement shall assign the contract as a whole without written consent of the other.

Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or the Architect.

The Architect and Architect's Architects shall have no responsibility for the identification, discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials in any form at the Project site.

ARTICLE 6 PAYMENTS AND COMPENSATION TO THE ARCHITECT

The Architect's Compensation shall be:

Seventy Four Thousand dollars (\$74,000.00)
Plus Reimbursable Expenses Not to Exceed Three Thousand dollars (\$3,000.00)

Init.

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If the owner elects, the Architect will be compensated as follows for Add Alternates, per Exhibit A and Exhibit B:

Add Alternate #1, BEST Grant Support: Six Thousand Five Hundred dollars (\$6,500.00)

Add Alternate #2, Pre-Bond Support: Five Thousand dollars (\$5,000.00)

The Owner shall pay the Architect an initial payment of Zero Dollars and Zero Cents (\$ 0.00) as a minimum payment under this Agreement. The initial payment shall be credited to the final invoice.

Payments are due and payable within 60 days of the Architect's monthly invoice. Amounts unpaid () days after the invoice date shall bear interest from the date payment is due at the rate of zero percent (0 %) , or in the absence thereof, at the legal rate prevailing at the principal place of business of the Architect.

At the request of the Owner, the Architect shall provide services not included in Article 1 for additional compensation. Such services may include providing or coordinating services of Architects not identified in Article 1; revisions due to changes in the scope, quality or budget; evaluating changes in the Work and Contractors' requests for substitutions of materials or systems; and services not completed within thirty six (36) months of the date of this Agreement through no fault of the Architect.

ARTICLE 7 OTHER PROVISIONS

(Insert descriptions of other services and modifications to the terms of this Agreement.)

7.1 Insurance: The Architect shall obtain and maintain in full force and effect during the performance of the work, at the Architect's own expense the following minimum limits of insurance:

- (i) Worker's Compensation Insurance in such amounts as required to provide statutory benefits as required by the laws of the state where the Premises are located including Employers Liability with a limit of not less than \$500,000;
- (ii) Comprehensive General Liability Insurance through companies satisfactory to Owner endorsed to include products/completed operations, independent contractors, contractual liability, and broad form property damage with not less than \$1,000,000 per occurrence;
- (iii) Automobile Liability Insurance for all owned, hired, leased or borrowed vehicles with a combined single limit of \$1,000,000 per occurrence for bodily injury and/or property damage;
- (iv) Professional Liability Insurance with minimum combined single limits of \$3,000,000 each claim and \$5,000,000 aggregate; and
- (v) such other coverage as may be required by Owner from time to time.

All such policies (except Workers' Compensation) shall specifically state:
Lake County School District R-1 is named as an additional insured under the above policies;
such insurance shall be primary and not contributory with Owner's insurance.
Each policy shall provide that it may not be cancelled or changed without at least thirty (30) days prior written notice to Owner.

The Architect and their insurance carrier(s) shall agree to a Waiver of Subrogation.

Architect shall furnish to Owner a Certificate of Insurance evidencing such coverages and the required additional insured endorsements prior to the commencement of services hereunder and shall continue to provide Owner with subsequent Certificates of Insurance evidencing uninterrupted compliance with this insurance requirement until the termination of this Contract.

Every policy required above shall be primary insurance, and any insurance carried by Owner, its officers, or its employees, shall be excess and not contributory insurance to that provided by Architect. Architect shall be solely

responsible for any deductible losses under any policy required above.

7.2 Indemnification:

7.2.1 To the fullest extent permitted by law, and in accord with Section 13-50.5.-102, C.R.S., Architect shall indemnify and hold Owner, its officers, employees, and insurers, harmless from and against all liability, claims, and demands brought or asserted against Owner by a third party (a party who is not a party to this Agreement) on account of injury, loss, or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, whether alleged, adjudicated, or otherwise, related to or in any manner connected with this Agreement, to the extent that such injury, loss, or damage is caused by Architect's negligence or other fault, or the negligence or other fault of Architect's employees, agents, representatives, subcontractors, subconsultants, or anyone else for whose acts Architect is liable under applicable law. Architect is not required to provide indemnification under this Section to the extent such liability, claim, or demand arises through the negligence or other fault of Owner, its officers, employees, or agents. As used in this Section, the term "fault" includes, but is not limited to, an intentional or willful wrongful act, or a breach of this Agreement.

7.2.2 This indemnity provision is to be interpreted to require Architect to indemnify and hold Owner harmless only to the extent and for an amount represented by the degree or percentage of negligence or other fault attributable to Architect, or Architect's employees, agents, representatives, subcontractors, subconsultants, or others for whose acts Architect is liable under applicable law.

7.2.3 To the extent indemnification is required under this Section, Architect shall reimburse Owner for all costs and expenses of litigation incurred by Owner related to the matter for which indemnification is required, including, but not limited to, court costs, expert witness fees, and reasonable attorney's fees.

7.2.4 The extent of Architect's obligation to indemnify and hold Owner harmless under this Section shall be determined only after Architect's liability or fault has been determined by adjudication, alternative dispute resolution (if permitted by this Agreement), or is otherwise resolved by mutual agreement between Architect and Owner.

7.2.5 This indemnity provision applies only with respect to claims brought or asserted against Owner by third parties, and not to claims only between Architect and Owner.

7.2.6 Owner's officers, employees, and insurers are third party beneficiaries of this Section in accordance with its terms. However, any amendment, modification, or termination executed by Owner and Architect is binding upon Owner's officers, employees, and insurers.

7.2.7 All indemnity obligations required by this Agreement shall survive the completion or termination of this Agreement, and shall be fully enforceable thereafter, subject to any applicable statute of limitation.

7.3 The parties hereto understand and agree that Owner is relying on, and does not waive or intend to waive by any provision of this Agreement, the monetary limitations (presently \$350,000 per person and \$990,000 per occurrence) or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, Section 24-10-101 et seq., C.R.S. as from time to time amended, or any other limitation, right, immunity or protection otherwise available to Owner its officers, or its employees.

7.4 Pursuant to Section 24-91-103.6, C.R.S., Owner hereby states that: (i) the money which has been appropriated by the Board of Education of Lake County School District R-1 for the services required of Architect under this Agreement is equal to or in excess of the contract amount; and (ii) no change order or other form of order of directive shall be issued by the Owner requiring additional compensable services to be performed by Architect, which work causes the aggregate amount payable under this Agreement to Architect to exceed the amount appropriated for the original Agreement, unless the Architect is given written assurance by the Owner that lawful appropriations to cover the costs of the additional work have been made or unless such work is covered under a remedy-granting provision in the Agreement (as defined in Section 24-91-103.6(4), C.R.S.). Owner shall reimburse Architect on a periodic basis as provided in this Agreement for all additional directed work performed by Architect until a change order is finalized. However, in no instance shall the periodic reimbursement be required before the Architect has submitted an estimate to Owner of the additional compensable work to be performed. All applicable provisions of Section 24-91-103.6, C.R.S., are incorporated into this Agreement by reference.

7.5 The Architect shall perform all work under this Agreement as an independent contractor and not as an agent or an employee of Owner. The Architect shall be free from the control and direction of the Owner in the performance of the services, both under the terms of this Agreement and in fact. The Owner and Architect further stipulate and agree that Architect is customarily engaged in an independent trade, occupation, profession or business related to the performance of the services required by this Agreement. Unless required by governmental or judicial authorities Architect understands that: (i) Owner will not pay or withhold any sum for income tax, unemployment insurance, Social Security or any other withholding pursuant to any law or requirement of any governmental body; (ii) Architect is obligated to pay federal and state tax on any moneys earned pursuant to this Agreement; (iii) Architect's employees are not entitled to workers' compensation benefits from the Owner or the Owner's workers' compensation insurance carrier; and (iv) Architect's employees are not entitled to unemployment insurance benefits unless unemployment compensation coverage is provided by Architect or some other entity. Architect agrees to indemnify and hold Owner harmless from any liability resulting from Architect's failure to pay or withhold state or federal taxes on the compensation paid hereunder.

7.6 In connection with work to be performed under this Agreement, Architect hereby agrees that it: (i) will not discriminate against any employee or applicant for employment because of race, color, creed, sex, sexual orientation, religion, national origin, or disability; (ii) will insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, sex, sexual orientation, religion, national origin, or disability; and (iii) will in all solicitations or advertisements for employees to be engaged in the performance of work under this Agreement state that all qualified applicants will receive consideration for employment without regard to race, color, creed, sex, sexual orientation, religion, national origin, or disability. Architect shall further comply with all applicable federal, state, and local laws, rules and regulations. Without limiting the generality of the foregoing, Architect shall comply with all applicable provisions of the Americans With Disabilities Act, 42 U.S.C. §12101, et seq. (Public Law 101-336), and all applicable regulations and rules promulgated thereunder by any regulatory agency. The Architect shall indemnify the Owner from any and all liability arising from Architect's failure to comply with all applicable laws or regulations.

7.7 Notwithstanding anything contained in this Agreement to the contrary, Owner's obligations under this Agreement are expressly subject to an annual appropriation being made by the Board of Education of Lake County School District R-1 in an amount sufficient to allow Owner to perform its obligations under this Agreement. If sufficient funds are not so appropriated this Agreement may be terminated by either Party without penalty; provided, however, that in such circumstance Owner will pay Consultant for all Services performed up to the effective date of termination of this Agreement. Owner's obligations under this Agreement do not constitute a general obligation indebtedness or multiple year direct or indirect debt or other financial obligation whatsoever within the meaning of the Constitution or laws of the State of Colorado.

7.8 Pursuant to House Bill 1343 and to Section 8-17.5-101, C.R.S., et seq., "Architect" warrants, represents, acknowledges, and agrees that:

- a) Architect does not knowingly employ or contract with an illegal alien;
- b) Architect shall not enter into a contract with a subcontractor that fails to certify to Architect that the subcontractor shall not knowingly employ or contract with an illegal alien;
- c) Architect has verified or attempted to verify through participation in the basic pilot employment verification program created in Public Law 208, 104th Congress, as amended, and expanded in Public Law 156, 108th Congress, as amended, administered by the United States Department of Homeland Security (the "Basic Pilot Program") that Architect does not employ any illegal aliens. If Architect is not accepted into the Basic Pilot Program prior to entering into this Agreement, Architect shall forthwith apply to participate in the Basic Pilot Program and shall submit to the Owner written verification of such application within five (5) days of the date of this Agreement. Architect shall continue to apply to participate in the Basic Pilot Program, and shall verify such application to the Owner in writing, every three (3) months until Architect is accepted or this Agreement is completed, whichever occurs first. This subparagraph 3 shall be null and void if the Basic Pilot Program is discontinued;
- d) Architect shall not use the Basic Pilot Program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed;

e) If Architect obtains actual knowledge that a subcontractor performing work under this Agreement knowingly employs or contracts with an illegal alien, Architect shall notify such subcontractor and the Owner with three (3) days that Architect has actual knowledge that the subcontractor is employing or contracting with an illegal alien, and shall terminate the subcontract with the subcontractor if within three (3) days of receiving the notice required pursuant to this subsection the subcontractor does not cease employing or contracting with the illegal alien, except that Architect shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.

a) Architect shall comply with any reasonable request by the Colorado Department of Labor and Employment (the "Department") made in the course of an investigation that the Department undertakes or is undertaking pursuant to the authority established in subsection 8-17.5-102(5), C.R.S.; and

b) If Architect violates any provision of this Agreement pertaining to the duties imposed by subsection 8-17.5-102, C.R.S. the Owner may terminate this Agreement and Architect shall be liable for actual and consequential damages to the Owner arising out of said violation.

7.9 If Owner disputes any portion of Architect's statement of services, Owner shall promptly pay the undisputed portion of the statement, and the parties shall meet and confer for the purpose of attempting to resolve the Owner's concerns with Architect's statement.

7.10 The failure of either party to exercise any of its rights under this Agreement shall not be a waiver of those rights. A party waives only those rights specified in writing and signed by the party waiving such rights.

7.11 All references in this Agreement to 'day' or 'days' shall be to calendar days, unless otherwise indicated.

7.12 If one or more of the provisions contained in this Agreement, or any application hereof, shall be invalid, illegal or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained in this Agreement and the application hereof shall not in any way be affected or impaired thereby.

7.13 Both parties acknowledge having had the opportunity to participate in the drafting of this Agreement. This Agreement shall not be construed against either party based upon authorship.

7.14 All express representations, indemnifications, and defense obligations, and other unperformed obligations included in this Agreement shall survive its completion or termination for any reason, and shall be fully enforceable thereafter to the full extent provided in this Agreement.

7.15 Venue for any legal action arising out of this Agreement shall be proper only in the state courts of Lake County, Colorado. **BOTH PARTIES WAIVE THE RIGHT TO A JURY TRIAL IN ACTION TO ENFORCE, INTERPRET, OR CONSTRUCT THIS AGREEMENT.**

7.16 If any action is brought in a court of law by either party to this Agreement concerning the enforcement, interpretation or construction of this Agreement, the prevailing party, either at trial or upon appeal, shall be entitled to reasonable attorney's fees, as well as costs, including expert witness' fees, incurred in the prosecution or defense of such action.

7.17 For all purposes contemplated in this Agreement, including execution of this Agreement, facsimile or scanned signatures shall be valid as the original. Both parties waive any claim or defense that a facsimile or scanned signature is not valid, or is not the best evidence of signature.

7.18 This Agreement may be modified or amended only by a duly authorized written instrument executed by the parties hereto. Oral amendments to this Agreement are not permitted.

7.19 This Agreement, including all referenced exhibits and this Addendum, constitutes the entire agreement and understanding between the parties and supersedes any prior agreement or understanding relating to the subject matter of this Agreement.

7.20 This Agreement may be executed in several counterparts and/or signature pages and all counterparts and

signature pages so executed shall constitute one agreement binding on all parties hereto, notwithstanding that all the parties are not signatories to the original or the same counterpart or signature page.

7.21 There are no third party beneficiaries of this Agreement.

7.22 Paragraph headings are inserted for convenience only and in no way limit or define the interpretation to be placed upon this Agreement.

7.23 Wherever applicable, the pronouns in this Agreement designating the masculine or neuter shall equally apply to the feminine, neuter and masculine genders. Furthermore, wherever applicable within this Agreement, the singular shall include the plural, and the plural shall include the singular.

7.24 The individuals executing this Agreement on behalf of each of the parties have all requisite powers and authority to cause the party for whom they have signed to enter into this Agreement and to bind such party to fully perform its obligations as set forth in this Agreement.

This Agreement entered into as of the day and year first written above.

OWNER

LAKE COUNTY SCHOOL DISTRICT R-1

(Signature)

Dr. Wendy Wyman, Superintendent

(Printed name and title)

ARCHITECT

**TREANORHL, P.A., a Kansas corporation authorized
to do business in Colorado**

(Signature)

Chad Novak Principal

(Printed name and title)

Additions and Deletions Report for AIA® Document B105™ – 2007

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 14:58:59 on 02/06/2018.

PAGE 1

AGREEMENT made as of the 4th day of December in the year 2017

...

Lake County School District
107 Spruce Street
Leadville, CO 80461
Telephone Number: 719-486-6800
Fax Number: 719-486-2048

...

TreanorHL, P.A., a Kansas corporation authorized to do business in Colorado
1755 Blake Street, Suite 400
Denver Colorado, 80202
Phone: 303-298-4700

...

Lake County School District Master Plan
All School Locations & School District Owned Property
PAGE 2

As specified in RFQP for Master Plan Services, Exhibit A
As described in Architect's response to RFQP, Exhibit B

During the Design Phase, the Architect shall review the Owner's scope of work, budget and schedule and reach an understanding with the Owner of the Project requirements. Based on the approved Project requirements, the Architect shall develop a design. Upon the Owner's approval of the design, the Architect shall prepare Construction Master Plan Documents indicating requirements for construction of the Project and shall coordinate its services with any consulting services the Owner provides. ~~The Architect shall assist the Owner in filing documents required for the approval of governmental authorities, in obtaining proposals and in awarding contracts for construction.~~

~~During the Construction Phase, the Architect shall act as the Owner's representative and provide administration of the Contract between the Owner and Contractor. The extent of the Architect's authority and responsibility during construction is described in AIA Document A105™-2007, Standard Form of Agreement Between Owner and Contractor for a Residential or Small Commercial Project. Generally, the Architect's services during construction include interpreting the Contract Documents, reviewing the Contractor's submittals, visiting the site, reviewing and certifying payments, and rejecting nonconforming Work.~~

...

The Owner shall provide full information about the objectives, schedule, constraints and existing conditions of the Project, and shall establish a budget that includes reasonable contingencies and meets the Project requirements. The Owner shall provide decisions and furnish required information as expeditiously as necessary for the orderly progress of the Project. The Architect shall be entitled to rely on the accuracy and completeness of the Owner's information. The Owner shall furnish consulting services not provided by the Architect, but required for the Project, if necessary, such as surveying, which shall include property boundaries, topography, utilities, and wetlands information; geotechnical engineering; and environmental testing services. ~~The Owner shall employ a Contractor, experienced in the type of Project to be constructed, to perform the construction Work and to provide price information.~~

...

This Agreement shall be governed by the law of the place where the Project is ~~located~~ located without reference to the state's conflict of laws rules. Terms in this Agreement shall have the same meaning as those in AIA Document A105-2007, Standard Form of Agreement Between Owner and Contractor for a Residential or Small Commercial Project. Neither party to this Agreement shall assign the contract as a whole without written consent of the other.

...

The Architect and Architect's ~~consultants~~ Architects shall have no responsibility for the identification, discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials in any form at the Project site.

...

Seventy Four Thousand dollars (\$74,000.00)

Plus Reimbursable Expenses Not to Exceed Three Thousand dollars (\$3,000.00)

If the owner elects, the Architect will be compensated as follows for Add Alternates, per Exhibit A and Exhibit B:

Add Alternate #1, BEST Grant Support: Six Thousand Five Hundred dollars (\$6,500.00)

Add Alternate #2, Pre-Bond Support: Five Thousand dollars (\$5,000.00)

The Owner shall pay the Architect an initial payment of Zero Dollars and Zero Cents (\$ 0.00) as a minimum payment under this Agreement. The initial payment shall be credited to the final invoice.

~~The Owner shall reimburse the Architect for expenses incurred in the interest of the Project, plus — percent (—%).~~

Payments are due and payable ~~upon receipt~~ within 60 days of the Architect's monthly invoice. Amounts unpaid (~~—~~) 0 days after the invoice date shall bear interest from the date payment is due at the rate of zero percent (0 %), or in the absence thereof, at the legal rate prevailing at the principal place of business of the Architect.

At the request of the Owner, the Architect shall provide services not included in Article 1 for additional compensation. Such services may include providing or coordinating services of ~~consultants~~ Architects not identified in Article 1; revisions due to changes in the scope, quality or budget; evaluating changes in the Work and Contractors' requests for substitutions of materials or systems; and services not completed within thirty six (36) months of the date of this Agreement through no fault of the Architect.

PAGE 3

7.1 Insurance: The Architect shall obtain and maintain in full force and effect during the performance of the work, at the Architect's own expense the following minimum limits of insurance:

(i) Worker's Compensation Insurance in such amounts as required to provide statutory benefits as required by the laws of the state where the Premises are located including Employers Liability with a limit of not less than \$500,000;

(ii) Comprehensive General Liability Insurance through companies satisfactory to Owner endorsed to include

products/completed operations, independent contractors, contractual liability, and broad form property damage with not less than \$1,000,000 per occurrence;

(iii) Automobile Liability Insurance for all owned, hired, leased or borrowed vehicles with a combined single limit of \$1,000,000 per occurrence for bodily injury and/or property damage;

(iv) Professional Liability Insurance with minimum combined single limits of \$3,000,000 each claim and \$5,000,000 aggregate; and

(v) such other coverage as may be required by Owner from time to time.

All such policies (except Workers' Compensation) shall specifically state:
Lake County School District R-1 is named as an additional insured under the above policies;
such insurance shall be primary and not contributory with Owner's insurance.
Each policy shall provide that it may not be cancelled or changed without at least thirty
(30) days prior written notice to Owner.

The Architect and their insurance carrier(s) shall agree to a Waiver of Subrogation.

Architect shall furnish to Owner a Certificate of Insurance evidencing such coverages and the required additional insured endorsements prior to the commencement of services hereunder and shall continue to provide Owner with subsequent Certificates of Insurance evidencing uninterrupted compliance with this insurance requirement until the termination of this Contract.

Every policy required above shall be primary insurance, and any insurance carried by Owner, its officers, or its employees, shall be excess and not contributory insurance to that provided by Architect. Architect shall be solely responsible for any deductible losses under any policy required above.

7.2 Indemnification:

7.2.1 To the fullest extent permitted by law, and in accord with Section 13-50.5.-102, C.R.S., Architect shall indemnify and hold Owner, its officers, employees, and insurers, harmless from and against all liability, claims, and demands brought or asserted against Owner by a third party (a party who is not a party to this Agreement) on account of injury, loss, or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, whether alleged, adjudicated, or otherwise, related to or in any manner connected with this Agreement, to the extent that such injury, loss, or damage is caused by Architect's negligence or other fault, or the negligence or other fault of Architect's employees, agents, representatives, subcontractors, subconsultants, or anyone else for whose acts Architect is liable under applicable law. Architect is not required to provide indemnification under this Section to the extent such liability, claim, or demand arises through the negligence or other fault of Owner, its officers, employees, or agents. As used in this Section, the term "fault" includes, but is not limited to, an intentional or willful wrongful act, or a breach of this Agreement.

7.2.2 This indemnity provision is to be interpreted to require Architect to indemnify and hold Owner harmless only to the extent and for an amount represented by the degree or percentage of negligence or other fault attributable to Architect, or Architect's employees, agents, representatives, subcontractors, subconsultants, or others for whose acts Architect is liable under applicable law.

7.2.3 To the extent indemnification is required under this Section, Architect shall reimburse Owner for all costs and expenses of litigation incurred by Owner related to the matter for which indemnification is required, including, but not limited to, court costs, expert witness fees, and reasonable attorney's fees.

7.2.4 The extent of Architect's obligation to indemnify and hold Owner harmless under this Section shall be determined only after Architect's liability or fault has been determined by adjudication, alternative dispute resolution (if permitted by this Agreement), or is otherwise resolved by mutual agreement between Architect and Owner.

7.2.5 This indemnity provision applies only with respect to claims brought or asserted against Owner by third parties, and not to claims only between Architect and Owner.

7.2.6 Owner's officers, employees, and insurers are third party beneficiaries of this Section in accordance with its terms. However, any amendment, modification, or termination executed by Owner and Architect is binding upon Owner's officers, employees, and insurers.

7.2.7 All indemnity obligations required by this Agreement shall survive the completion or termination of this Agreement, and shall be fully enforceable thereafter, subject to any applicable statute of limitation.

7.3 The parties hereto understand and agree that Owner is relying on, and does not waive or intend to waive by any provision of this Agreement, the monetary limitations (presently \$350,000 per person and \$990,000 per occurrence) or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, Section 24-10-101 et seq., C.R.S. as from time to time amended, or any other limitation, right, immunity or protection otherwise available to Owner its officers, or its employees.

7.4 Pursuant to Section 24-91-103.6, C.R.S., Owner hereby states that: (i) the money which has been appropriated by the Board of Education of Lake County School District R-1 for the services required of Architect under this Agreement is equal to or in excess of the contract amount; and (ii) no change order or other form of order of directive shall be issued by the Owner requiring additional compensable services to be performed by Architect, which work causes the aggregate amount payable under this Agreement to Architect to exceed the amount appropriated for the original Agreement, unless the Architect is given written assurance by the Owner that lawful appropriations to cover the costs of the additional work have been made or unless such work is covered under a remedy-granting provision in the Agreement (as defined in Section 24-91-103.6(4), C.R.S.). Owner shall reimburse Architect on a periodic basis as provided in this Agreement for all additional directed work performed by Architect until a change order is finalized. However, in no instance shall the periodic reimbursement be required before the Architect has submitted an estimate to Owner of the additional compensable work to be performed. All applicable provisions of Section 24-91-103.6, C.R.S., are incorporated into this Agreement by reference.

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b) Architect shall not enter into a contract with a subcontractor that fails to certify to Architect that the subcontractor shall not knowingly employ or contract with an illegal alien;

c) Architect has verified or attempted to verify through participation in the basic pilot employment verification program created in Public Law 208, 104th Congress, as amended, and expanded in Public Law 156, 108th Congress, as amended, administered by the United States Department of Homeland Security (the "Basic Pilot Program") that Architect does not employ any illegal aliens. If Architect is not accepted into the Basic Pilot Program prior to entering into this Agreement, Architect shall forthwith apply to participate in the Basic Pilot Program and shall submit to the Owner written verification of such application within five (5) days of the date of this Agreement. Architect shall continue to apply to participate in the Basic Pilot Program, and shall verify such application to the Owner in writing, every three (3) months until Architect is accepted or this Agreement is completed, whichever occurs first. This subparagraph 3 shall be null and void if the Basic Pilot Program is discontinued;

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PAGE 7

OWNER

LAKE COUNTY SCHOOL DISTRICT R-1

...

Dr. Wendy Wyman, Superintendent

ARCHITECT

TREANORHL, P.A., a Kansas corporation authorized to do business in Colorado



Chad Novak Principal

Certification of Document's Authenticity
AIA® Document D401™ – 2003

I, , hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 14:58:59 on 02/06/2018 under Order No. 9580554301 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document B105™ – 2007, Standard Form of Agreement Between Owner and Architect for a Residential or Small Commercial Project, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.



(Signed)



(Title)



(Dated)



REQUEST FOR QUALIFICATIONS/PROPOSAL (RFQ/P) FOR A FACILITY MASTER PLANNER

Lake County School District (Owner)

107 Spruce Street
Leadville, CO 80461

PROPOSAL DUE DATE/DELIVERY REQUIREMENTS- 4:00 p.m. November 10, 2017

Deliver 1 electronic copy via email + 4 Original Copies to:

Kate Bartlett

107 Spruce Street
Leadville, CO 80461

kbartlett@lakecountyschools.net

All official communication with Candidates and questions regarding this RFQ/P will be via email to Reilly.Obrien@NV5.com with a cc to kbartlett@lakecountyschools.net. **No inquiries will be accepted after the clarification deadline as indicated in the project schedule.**

Electronic response should be sent to both kbartlett@lakecountyschools.net and Reilly.Obrien@NV5.com

All Candidate inquiries will be responded to at the same time which will be after the "Clarification Deadline". Responses to clarification will be made available by email to all Candidates who requested the RFQ/P. Candidates should not rely on any other statements, either written or oral, that alter any specification or other term or condition of the RFQ/P during the open solicitation period. **Candidates should not contact any team members or any individual associated with the Owner or the Colorado Department of Education (CDE) regarding this RFQ/P or this project.**

I. PROJECT SCHEDULE

RFQ/P Available	10/9/2017
OPTIONAL Site Visit @ 10 AM; District Admin (107 Spruce St.)	10/19/2017
RFQ/P Clarification Deadline	10/20/2017
RFQ/P Clarification Responses	10/27/2017
RFQ/P Responses due	11/10/2017
Interview Invitations sent to Short-Listed Candidates	11/16/2017
Interviews	11/30/2017
Candidates Notified of Selection	12/1/2017
Contract Negotiations Begin	12/4/2017
Master Plan Complete	10/15/2018
Draft Grant Application/CDE Coordination	Dec 2018/January 2019
Grant Application Submittal	Feb/March 2019

Lake County School District
Master Planner RFQ/P

II. BACKGROUND

Owner Background

Please visit our website, www.lakecountyschools.net for information about our district.

Project Description

Lake County School District intends to engage in a master planning process to evaluate and identify needs of all of the facilities to best serve their students, staff and community. The owner wishes for the community to be invited to participate in this process with the selected master planning firm. If the master planning process results in identified need(s) for a large renovation, addition or building replacement at one or more of their facilities, then the district would like to pursue grant opportunities to partially fund these projects and investigate a bond initiative. These grants may include BEST, DOLA, Colorado Health Foundation among others.

From 2009-2011, the district engaged in a master planning process. The master plan is available by clicking here: [2011 Master Plan](#)

Facilities Included in the Scope of Services

Please note CDE has completed facility assessments for the District that can be found by clicking here: [LCSD CDE Assessments](#)

1. The District would expect included the scope of work to commence with a land study and inventory of all current District-owned properties by the District (vacant or built) to provide recommendations for future use as school sites, partnerships for workforce housing or other recommended future district use.
2. The Center Early Childhood Programs (at Margaret J. Pitts Elementary)
315 West 6th Street
Leadville, CO 80461
Constructed: 1955
Additions: Media Center, 1971
Current Enrollment: 100
Square Footage: 34,231
Description of Facility: Margaret J. Pitts Elementary School, built in 1955, is shared by the Preschool and Head Start programs and features a gymnasium and playground. Some district staff are also housed in the school.
2. West Park Elementary School
130 West 12th Street
Leadville, CO 80461
Constructed: 1962
Current Enrollment: 200
Square Footage: 41,019
Description of Facility: West Park Elementary School houses grades K-2 and was built in 1962. The exterior playground was completely remodeled in 2016 was made possible by a GOCO grant, along with other grant programs. In 2012, this school received a BEST grant for plumbing repairs.
3. Lake County Intermediate School
1000 West 6th Street
Leadville, CO 80461

Lake County School District
Master Planner RFQ/P

Constructed: 1977

Additions: This school was renovated in 2004 to add additional structural walls in the classroom wings and to provide more windows on exterior walls.

Current Enrollment: 300

Square Footage: 142,616

Description of Facility: Lake County Intermediate School is one of the newer structures as it was built in 1977 and offers school programs for grades 3-6. In addition to District programming for elementary school students, the school houses a pool that is operated and maintained by the County and used by the students and the entire community. The gym/indoor track was abated and renovated with assistance from a BEST grant in 2015. The roof was repaired/replaced with assistance of a BEST grant in 2014/15. The playground was renovated with the assistance of a GOCO grant, along with other grant funding sources, in 2014.

4. Lake County High School

1000 West 4th Street

Leadville, CO 80461

Constructed: 1963

Additions: 2014 – Major Renovation & Addition (BEST Project)

Current Enrollment: 420

Square Footage: 120,000

Description of Facility: Lake County High School is a 1962 structure that underwent a significant expansion and renovation in 2013/14, with assistance from a BEST grant awarded in 2012. The school now houses Grades 7-12 and offers a full complement of educational programming, vocational shops, a gymnasium and auditorium.

5. Lake County School District Administration

107 Spruce Street

Leadville, CO 80461

Constructed: 1968

Square Footage: 9,073

Description of Facility: Concrete Foundation, Slab on Grade Floor, Steel Columns & Beams, with Metal Walls

6. Lake County School District Transportation Center

106 Spruce Street

Leadville, CO 80461

Constructed: 1968

Current Enrollment: N/A

Square Footage: 7,350

Description of Facility: Concrete Foundation, Slab on Grade Floor, Steel Columns & Beams, with Metal Walls

III. MASTER PLAN OBJECTIVE

The objective of the Owner is assistance in the preparation of a facility master plan that will address both the short term and long term facility needs. The master plan will serve as a "road map" ultimately leading to high performing, 21st century school facilities.

IV. SUBMITTAL REQUIREMENTS

Organize your RFQ/P response using the following outline. Please separate each section with dividers or tabs using the appropriate section labels. ***No fees shall be included in the RFQ Submittal.***

SECTION 1 – LETTER OF INTEREST

A maximum two page letter of interest that includes a synopsis of the firm, business principals, distinguishing characteristics, approach to completing this project, primary contact information, and signed by the principal-in-charge.

SECTION 2 – EXPERIENCE AND QUALIFICATIONS

Please address each criterion listed below as it relates to your firm's relevant experience and qualifications.

1. Identify the individual who will be the main point of contact and the team responsible for providing services for the duration of the project. (the Owner reserves the right to determine the acceptability of these individuals)
2. Provide all team members experience, background and responsibilities including resumes.
3. Describe your firm's past experience with master planning and educational programming.
4. Describe your firm's past experience in considering workforce housing in the context of a facilities master plan, if any.
5. Provide your firm's project organization structure and responsibilities.
6. According to your firm, what is the value of a master plan and what is it used for?
7. What criterion does your firm use to determine if a building should be remodeled or if it should be torn down and rebuilt?
8. Describe your approach to integrating multiple sources of information about an Owner's facilities and community into the master plan.
9. Describe your ability to work with and facilitate multiple stakeholder committees comprised of community members, parents, staff, students, etc.
10. How does your firm provide an in-depth cost evaluation associated with deficiencies in a facility? This should include hard and soft costs.
11. Show your ability/approach to organize and meet schedules.
12. Identify master plans your firm has completed with a similar size and scope to the proposed project.
13. Demonstrate experience understanding and analyzing school operations, school programs, enrollment projections and demographic data.
14. Demonstrate knowledge of LEED & CO-CHPS criteria and program requirements.
15. Understanding of the Owner, its organization and leadership.
16. Identify any other unique challenges/approaches that you have experienced that will assist the Owner with developing a successful master plan and ultimately successfully implement the master plan.

17. Based on your current workforce and staffing in addition to the number of projects your firm currently has under contract or in negotiation does your firm have the capacity to complete this project? What percentage of your firm is currently involved in other projects?
18. This project requires the Candidate to carry, at a minimum, general liability insurance, professional liability and workers' compensation according to State laws.

SECTION 3 – SCOPE OF SERVICES

The Candidate chosen will be expected to develop a master plan through a team effort involving school administration, staff, students, community members, and professional consultants with disciplines in education, planning, programming, architecture, engineering, construction, facility management, facility operations, and technology. The master plan should explore a variety of options, based on a thorough assessment of the facilities, to develop a strategic implementation plan for the long term facility needs.

Please address each of the following items below.

1. Facilities Master Planning Services

Complete the Scope of Services Matrix provided as Exhibit A. Exhibit A is broken up into three categories: required services, additional services desired by the Owner, and additional scope offered by Candidate. The Candidate must validate each line in the exhibit by marking either provided or excluded.

The required items in Exhibit A represent the minimum deliverable requested in this RFQ. By submitting a response and proposal to this RFQ, candidates are agreeing to provide all services associated with the development of the Master Plan deliverable described. In general, these services may include, but are not limited to:

- a. Facilitating Community/Committee Meetings to gather information and seek input;
- b. Performing Facilities Assessments and comparing findings with the CDE Statewide Facility Assessment;
- c. Performing SF, program, and classroom utilization studies to discover and correct inefficiencies;
- d. Assisting Owner and Owner's committees with analyzing information and/or generating options;
- e. Developing multiple options for consideration, and provide adequate information for analysis;
- f. Assisting Owner in prioritizing potential capital projects toward build-out of selected option;
- g. Completing and publishing the Master Plan document as described in deliverable (Exhibit A)

In addition to completing Exhibit A, please provide a separate narrative description of your approach to the scope requested, describing quantity and types of proposed meetings, site visits, unique methodologies, etc. Additional services or scope may be proposed and identified in the final section of Exhibit A, however fees for these services should be identified as a line item in the fee proposal for consideration. Any exclusions from services or deliverables described must be explicitly identified in the submittal.

2. ADD ALTERNATE #1 - Grant Application Support Services

In the event that the master planning process results in the Owner proceeding with a BEST Grant application, the Owner may request assistance with preparation of a BEST grant application. These grant assistance services may include but are not limited to:

- a. Ensuring that all costs (hard, soft, and owner) and scope are included in grant application;
- b. Ongoing communication with the Owner;
- c. Coordination of and attendance at meetings as needed and requested (via conference call if possible);
- d. Reviewing BEST application requirements and familiarization with BEST grant information from CDE website;
- e. Compare master plan assessments with Owner's CDE Facility Assessment data, and coordinate notable discrepancies with CDE staff;
- f. Communication and cooperation with CDE staff as needed;
- g. Documentation required by CDE to provide to the Colorado Historical Society as applicable;
- h. Preparing the BEST grant application including scope narrative for final Owner approval;
- i. Preparing LEED and/or CO-CHPS scorecard and narrative;
- j. Providing additional information required for CDE to complete the analysis of the grant application;
- k. Acting as a liaison for the Owner for CDE follow-up grant questions;
- l. Other duties as required;

If the Candidate is interested in providing add alternate #1, please provide a narrative expressing your firm's interest and capacity to complete this scope as presented.

3. ADD ALTERNATE #2 - Bond Issue Support Services

In the event that the master planning process results in a successfully awarded BEST project, the Owner may request the following additional services:

- a. Assistance with providing the Owner with graphic images of conceptual design for the community
- b. Attendance at community meetings to discuss the bond election
- c. Attendance on conference calls and site meetings, answering questions regarding the project, and providing the Owner with information as needed to prepare and communicate the project for the bond election

If the Candidate is interested in providing add alternate #2, please provide a narrative expressing your firm's interest and capacity to complete this scope as presented.

SECTION 4 – SCHEDULE

It is expected that your firm has the current capabilities and capacity to complete the master plan by the date listed in the project schedule. Provide a detailed master plan schedule, including milestones, from the notice to proceed date to the completion of the master plan. Provide reasoning, in this section, for any modifications or alterations your firm wishes to make to the recommended project schedule

SECTION 5 – REFERENCES

Provide a comprehensive list of **ALL** school projects completed or begun within the last 5 years, with contact information, along with a project description. Identify in the reference list which projects this master team has performed collectively. The Owner reserves the right to check additional references beyond those provided in the submittal.

V. SUBMITTAL REVIEW & SELECTION PROCESS

The selection process consists of two phases, followed by negotiations with the apparent winner.

Phase 1 – RFQ Review

The Owner's Selection Committee will evaluate and score the RFQ submittals based on the selection criteria listed below:

Selection Criteria	Max Point Possible
Section 1: Letter of Interest. How complete and concise was the letter of interest and RFQ/P response? Was the RFQ/P well organized, with complete information responding to all of the submittal criteria?	10 points
Section 2: Experience and Qualifications Provided a comprehensive and insightful experience and qualifications package which highlighted key personnel in addition to other items as stated.	30 points
Section 3: Scope of Services. Candidate has affirmed each of the Owners requirements for this project and demonstrates a clear understanding of Owner's needs and clear direction toward completing scope of work.	30 points
Section 4: Schedule. Ability to complete the planning tasks within the timeframe needed. Submitted complete & understandable schedule.	25 points
Section 5: References. Candidate has provided a comprehensive project list with contact information for projects completed over the last five years.	5 points
Total Points	100 points

Phase 2 – Interview

An interview invitation will be sent out to the three Candidates with the highest RFQ/P submittal scores on the date noted in the project schedule. The invitation will explain the interview requirements and provide the time and location. The purpose of the interview is to ensure a full understanding of the RFQ/P responses and to introduce key members of the master plan team.

The interviews will consist of a short presentation followed by a longer period for questions and answers. During the short presentation, the lead consultant for the project should be identified along with members of the master planning team. Please note team members that will not be directly working on the project are not invited to the oral interviews.

The apparent winner will be determined based on their interview score, which is separate from their RFQ/P submittal score.

VI. FEE PROPOSAL

Shortlisted Candidates shall prepare a detailed fee proposal. Additional information on how to present the fee proposals will be provided to the shortlisted candidates.

Fee will be considered as part of the selection evaluation matrix for the short-listed candidates. More information about the selection matrix will be provided to the shortlisted candidates.

VII. Acceptance and Rejection

After the final selection has been made, the Owner will provide a summary of scores and a decision memorandum to each of the RFQ/P Candidates.

The Owner reserves the right to select any or reject any and all proposals in their best interest. The Owner also reserves the right to pre-qualify any or all Candidates or reject any or all Candidates as unqualified, including without limitation the right to reject any or all nonconforming, nonresponsive, unbalanced, or conditional, qualifications. The Owner also reserves the right to re-solicit, waive all informalities not involving price, time, or changes in the work, and to negotiate contract terms with the apparent successful proposer.

The Owner is not responsible for cost incurred in preparation of this proposal. Proposals will not be returned and become the property of the Owner once submitted. By submitting a proposal all Candidates agree to the terms and conditions of this RFQ/P and the RFQ/P will become part of the awarded Candidates contract. The apparent winner will be responsible for submitting a draft agreement to be used for this project. The Owner and the Owner's legal council will review the agreement and negotiate terms prior to commencement of work.

If the master planning process results in a decision to move forward on a capital project, the Owner will complete a separate competitive selection process to select the design and construction team for that project.

VIII. RFQ/P Supporting Material

1. [Exhibit A: Master Planner Scope of Services Matrix](#) to be completed as part of this submittal

The following are to be utilized by the master planner for reference in developing a master plan:

1. 2011 Master Plan for LCSD – link above in Section II
2. Capital Construction Assistance Public Schools Facility Construction Guidelines. Master Planner to reference this document as a guideline during the master planning process.
3. Summary of 5B 07-51 re: High Performance Requirements. These requirements apply to building projects receiving 25% or more of state funding.
4. 24-80.1-104 C.R.S. ref: Colorado Historical Society.
5. Public School Facilities Master Plan Guidelines from CDE's Division of Public School Capital Construction Assistance. This document represents the Owner's minimum expectations for the deliverables and associated scope of the master plan.
6. Statewide Facilities Assessment should be reviewed and failing systems further investigated in the assessment portion of the master plan. See link above in Section II.

Lake County School District **FACILITY MASTER PLANNER**



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1.0

LETTER OF INTEREST

1. LETTER OF INTEREST

November 10, 2017

Kate Bartlett
107 Spruce Street
Leadville, CO 80461

Dear Ms. Bartlett and Selection Committee:

We appreciate the opportunity to submit this proposal for services related to Lake County School District's master plan.

TreanorHL has been very fortunate to have an existing relationship with your school district, having worked with your community and stakeholders on the Lake County High School Addition/Renovation project. This partnership has given us a first-hand look at LCSD's commitment to developing learning environments that contribute to student achievement and attainment—a commitment we share.

For this proposal, TreanorHL has assembled a team with an unmatched depth of knowledge and experience in master planning and programming. We believe our team's collective experience makes us uniquely qualified to carry out the directives outlined in the RFP, including a comprehensive inventory of current LCSD-owned properties, the creation of reports to assist your district in developing future financial decisions and strategies, and assistance with pursuing bond initiatives and grant opportunities

In addition to our experience in design and master planning, we also understand the importance of engaging communities throughout the entire project. We recognize that communication with your stakeholders is critical to meeting district goals, and if we're selected, we intend to translate input from staff, students, parents, and the community into our process.

In the following proposal, we will demonstrate:

- Our ability to facilitate a master planning process that promotes communication and collaboration, working with diverse groups to build consensus;
- Expertise in facility condition assessments, educational programming and financial analysis;
- A consistent, experienced team dedicated to the planning and programming of educational facilities;
- An understanding of Lake County School District's interests, and a commitment to honoring the community's past while planning for the future.

In closing, we are confident we can help Lake County School District realize its vision to assess and evaluate its facilities' needs. We hope you will have a chance to see our passion and commitment first-hand by choosing to once again partner with TreanorHL. We look forward to your review of our proposal and to addressing to any additional questions you might have.

Sincerely,



Chad Novak



Stephanie Grose



Exhibit B

Why TreanorHL?
We're committed to helping LCSD implement its strategic vision for improving schools!

Our dedicated team provides the following value:



this team is excited to design a modern facility that celebrates the history and culture of Saguache



safe school design is at the forefront of our approach



consistent team and committed principal involvement on your project



community and stakeholder engagement



local construction market knowledge



sustainable, cost effective and efficient design



emphasis on creating welcoming, safe and connected spaces



experience and emphasis on 21st Century Learning

2.0

EXPERIENCE AND QUALIFICATIONS

2. EXPERIENCE & QUALIFICATIONS



The attributes that set the TreanorHL team apart from the rest was their ability to integrate Summit School District's Vision 2020 into every aspect of the work. They quite simply got it. They took our hopes and dreams for our students and staff and made that the driving force for our work together."

- Kerry Buhler, Summit School District Superintendent



2.1 POINT OF CONTACT

Stephanie Grose, one of TreanorHL's most experienced architects, will serve as the primary point-of-contact for the Lake County School master plan. Stephanie's primary responsibility will be to manage the planning team's resources to ensure that all milestones are met on schedule and to ensure the expectations of LCSD and its stakeholders are achieved. Stephanie will coordinate the consultant team, facilitate workshops, oversee data collection and manage the content development and review of the final deliverables.

2.2 TEAM MEMBER EXPERIENCE

Our approach to managing projects is based on knowing how to plan complete a master plan, while considering budget and staying on schedule. With our complete in-house K-12 master planning and design capabilities and established techniques for managing projects, we can focus on the goals that are important to the Lake County School District, specifically the development of a strategic plan for long term facility needs.

How the project will be managed starts with the structure of the team that we have assembled for this project and the clear responsibilities we have in place for each person. Resumes for each team member assigned to this project can be found on the following pages.



CHAD NOVAK

AIA, NCARB

PRINCIPAL-IN-CHARGE



EDUCATION

Master of Architecture
University of Nebraska

Bachelor of Science in Architecture
University of Nebraska

REGISTRATIONS

Licensed Professional Architect: CO, WY,
NE, NM, SD and TX

AFFILIATIONS

Association for Learning Environments
National Council of Architectural
Registration Boards (NCARB)
American Institute of Architects (AIA)

Weld County School District Re-3J - Lochbuie, CO

- RE-3J District Master Planning
- Lochbuie Elementary School
- Hudson Elementary School

Buena Vista School District -Buena Vista, CO

- Master Planning and Feasibility Study

Trinity Christian Academy - Addison, TX

- Master Plan
- New School

Adams County School District 14 - Commerce City, CO

- Adams City High School/Community College
- District Facilities Master Plan
- Main Gym Concessions

Weld County School District Re-1 - Gilcrest, CO

- Master Plan

Lewis Palmer School District 38 - Monument, CO

- Palmer Ridge High School
- Lewis Palmer High School, Addition & Renovation
- Lewis Palmer District Stadium, Renovation
- Elementary School Master Plan

Eagle County School District - Eagle, CO

- Battle Mountain High School- Edwards, CO
- Eagle Valley High School, Addition & Renovation - Gypsum, CO

Garfield County School District - Various Locations

- Multiple project upgrades, Additions, Renovations, and Deferred Maintenance

Roaring Fork School District - Glenwood Springs, CO

- Glenwood Springs Elementary
- Glenwood Springs Middle School
- Carbondale Middle School
- Basalt Middle School
- Basalt Elementary School

Lake County School District - Leadville, CO

- Lake County High School, Addition & Renovation

Adams County School District 50 - Westminster, CO

- District Master Plan
- Westminster High School
- Josephine Hodgkins Elementary School
- Ranum High School, Renovation

Boulder Valley School District - Boulder, CO

- Escuela Bilingüe Pioneer Elementary School
- Lafayette Middle School
- Centennial Middle School, Addition & Renovation
- New Vista High School, Addition & Renovation

Jefferson County Public Schools - Littleton, CO

- Chatfield High School

Thoughtful, inventive and collaborative design solutions are the hallmarks of Chad Novak's design leadership. His belief that architecture should be a partner with its particular place and be responsive to the natural environment, is evident in his work. Creative design solutions in education, healthcare and corporate projects have led to numerous design awards and national recognition. Chad's 23 years of experience at TreanorHL has been with primary, secondary and post-secondary education projects. He has been a vital team player on over \$1 billion of projects.



I truly believe the TreanorHL team approaches their work with the highest level of commitment as a long-term partner. The TreanorHL team listens to others' needs and is proactive in working with all stakeholders. They are caring, motivated and talented professionals. They have indeed made a positive impact on the LPSD community that will continue to influence our students' educational experiences well into the future."



Raymond H. Blanch, PhD
Superintendent
Lewis-Palmer School District

STEPHANIE GROSE

AIA

PROJECT ARCHITECT



EDUCATION

Masters in Architecture
University of Colorado

Bachelor of Science, Architectural Studies
University of Nebraska, 1999

REGISTRATIONS

Licensed Professional Architect in CO

AFFILIATIONS

Association for Learning Environments
American Institute of Architects
Construction Specifications Institute

Weld County School District RE-3J -

Lochbuie, Colorado

- Lochbuie Elementary School

Roaring Fork School District - Glenwood Springs, CO

- Glenwood Springs Elementary

Pueblo City Schools - Pueblo, CO

- Irving Elementary School

Eagle County School District - Eagle, CO

- Battle Mountain High School - Edwards, CO

Garfield County School District

- Multiple project upgrades, Additions, Renovations, and Deferred Maintenance

Colorado Mountain College -

Steamboat Springs, CO

- Alpine Campus Academic Center

Lake County School District

Leadville, CO

- Lake County High School Addition/Renovation

University of Colorado - Colorado Springs, CO

- Summit Village

Lewis Palmer School District 38 -

Monument, CO

- Lewis Palmer District Stadium, Renovation

St. Vrain Valley School District -

Longmont, CO

- Erie High School
- Mead High School

Adams County School District 50 -

Westminster, CO

- Westminster High School

Cherry Creek School District - Arapahoe County, CO

- Eaglecrest High School, Addition & Renovation, Technology renovation – Centennial, CO

University of Denver - Denver, CO

- Anderson Academic Commons, Addition & Renovation
- Nagel Residence Hall
- Evans Parking Structure and Security Building

Stephanie Grose has been a cornerstone in TreanorHL's important projects over the past 16 years. She conveys perseverance, courage and commitment to both projects and people. She delights in working with the team to discover that seemingly impossible solution. Her project experience at TreanorHL has been primarily within education. Her work exhibits the ability to successfully translate client goals into innovative and thoughtful school environments. Stephanie has worked with both clients and contractors through all project phases from schematic design to construction completion.



I have had the opportunity to work with many different architectural teams over the course of my career.

The TreanorHL team, and specifically Stephanie Grose, are absolutely the best team I have ever worked with on any project."



Ken Haptonstall, PhD.
Former Superintendent at Garfield County 16 Schools

DENNY HILL

DEMOGRAPHER



EDUCATION

Bachelor of Science in Economics
Kearney State College

Masters of Science in Economics
Oklahoma State University

REGISTRATIONS

Licensed Professional Landscape Architect
in Colorado

AFFILIATIONS

American Society of Landscape Architects
(ASLA)

- For Academy School District 20 prepare annual enrollment forecasts to enable accurate staffing and budget allocations. Built and employed a complex model that tracks and allows for projecting: resident students living within the attendance area; open enrollment of resident students from elsewhere in the district; grandfathered open enrollees from out of district; and allocating additional out of district open enrollment by school to fill classrooms to approximately the optimal budget and staffing level.
 - Provide annual enrollment tracking and forecasts for several other school districts to assist with budgeting, staffing and facility master planning purposes. Clients include but are not limited to: Weld County School District Re-4 (Windsor); Widefield School District 3 (Colorado Springs); Lewis-Palmer School District 38 (Monument); and Eagle County School District Re-50.
 - Conducted comprehensive facility master plans for many districts in Colorado, Iowa and Nebraska. These efforts commonly incorporated an analysis of residential development potential that analyzed ultimate housing construction and subsequent enrollment generation. These efforts portrayed the number of schools needed by school level and general locations of those potential schools to promote wise school site selection and cost savings attributable to acquiring sites earlier when prices are lower and easier to negotiate.
 - Frequently apply residential development analyses and enrollment estimating to a number of related exercises including: school attendance area changes due to growth or decline; land acquisition recommendations; and mitigating the fiscal impacts of growth.
- As director of SRW since 1996, Denny provides direct support to school districts and other public entities regarding strategic planning, facility master planning, demographic and fiscal forecasting, growth management alternatives, infrastructure planning, site selection and negotiation, educational specifications, service area/ boundary planning, and related services. He also analyzes fiscal implications of potential annexation/detachment for adjacent school districts, conducts population reapportionment analyses for school board director districts and city council wards to balance population as required by state statute, performs boundary analyses and other capacity altering/enhancing alternatives for several rapidly growing school districts with or in addition to facility plans, analyzes effects on large districts of shifting enrollment patterns regarding existing and new facility needs for both increasing enrollment and declining populations with school closure potential, determines land dedication or cash-in-lieu requirements and capital facility mitigation programs for school districts and municipalities, and advises and facilitates negotiations on inter-governmental agreements.



Many recommendations of the facility review and master plan TreanorHL did for Adams County School District 50 were implemented, including the construction of Westminster High School.

2.3 MASTER PLANNING & EDUCATIONAL PROGRAMMING

Our in-depth familiarity with the Lake County School District combined with our expertise in master planning and educational programming establishes our strong qualification to assist your district with a master plan. Our master planning experience focuses on developing long-range strategies for the growth and transformation of physical settings. Common to all our projects is a belief that no single issue can be considered in isolation. We strive to interrelate school facilities, infrastructure, open spaces, transit, site ecology and storm water management. Our process is driven by consensus-building, collaboration and a respect for local culture, climate and setting. Our master plans act as roadmaps for clients, allowing their facilities to grow more useful and functional over time.

TreanorHL's education studio works exclusively with K-12 clients in planning, programming and designing learning environments. Our team's extensive work experience in master planning is further reinforced by our experience in educational programming, a crucial component of our master plan process. Designing for specific curriculums, district goals and educational programs is essential in determining the need for new, expanded or modified facilities.

Educational programming requires in depth discussions with district leaders and teaching staff, as well as the involvement of the community. Where the school district "wants to go" helps us determine a road map for planning.

Decisions on educational methods have impacts on the physical structures used to provide these programs. These include:

- Collaborative/project-based learning
- Differentiated/personalized learning
- Flipped (reversed) classroom learning
- Experiential/applied learning
- Distance learning/virtual classrooms
- College, career and vocational labs

Educational trends have impacts on facility design, which require spaces that provide:

- Accessible, reusable, + flexible infrastructure
- Elastic space
- Flexibility
- SM / M / LG / XL
- Robust networks, particularly wireless
- Ubiquitous technology
- Community learning centers and resources

2.4 MASTER PLANNING & WORKFORCE HOUSING

We realize a growing number of school districts in Colorado, in an effort to make housing more affordable for teachers and staff, have either launched projects to build employee housing or are currently exploring the idea of subsidized teacher housing. The Roaring Fork School District, where TreanorHL is currently working on a number of projects, is currently developing 60 subsidized apartments in three locations-- the largest such project in the state, and a precedent to be studied.

Our firm's student life studio has significant expertise in using master plans to understand, substantiate and create housing options, and we intend to use their expertise to explore workforce housing on this project.

As part of the master plan process, we will address the housing situation now, factors influencing future needs, seek guidance from other Colorado school districts currently operating successful affordable housing programs, and assess if any district-owned property could be used as a suitable location for affordable housing. We will also examine funding options for such initiatives including grants and private funding sources.

2.5 FIRM'S PROJECT STRUCTURE

TreanorHL will provide all the necessary management functions including Principal involvement and oversight. The roles and responsibilities of the core team members are listed below:

Chad Novak
Principal-in-Charge

Chad will set the project direction and oversee the proposed scope of work. He will be involved in all stages of the project, including analysis, facility recommendations and participation in site visits and community presentations.

Stephanie Grose,
Project Architect

Stephanie will serve as the primary point of contact for the LCSD. She will coordinate the project team internally and ensure project deadlines are met. She will lead the facility analysis and assessment process and be involved throughout in preparing site analysis, test fits, concept diagrams and the final report.

Denny Hill
Demographer

Denny will prepare the demographic and enrollment report. This report will include analysis of current enrollment within the district, and each specific facility. He will prepare enrollment forecasts, and analyzing the Town of Leadville's growth projections. He will assist the team with analysis and recommendations that consider the district's institutional goals including programming needs and opportunities, and the impact of local and regional growth.

2.6 VALUE OF MASTER PLAN

The value of the master plan is that it provides a road-map and a planning ethic for the future. It is essential in order to ensure functional educational facilities for 21st century learning. The development of a master plan will support district sustainability initiatives, educational needs and ultimately student success.

The plan will review current and anticipated future space utilization, analyze site conditions and regulatory requirements, assess building conditions and viability, determine needs for new facilities, demolition and/or disposition, define future building types and locations, evaluate traffic, parking and circulation patterns, define infrastructure needs and create a clear path for future development and action. This plan will provide opportunities for the district to enhance a "sense of place" through the organization of future development or renovation, and will clearly outline priorities and implementation strategies. In the end, it will bring the physical environment into complementary alignment with the mission of the Lake County School District and community.

2.7 DETERMINING BUILDING USE

The decision to remodel or rebuild comes about through a thorough analysis that involves looking at a building and site from three different directions:

- Existing condition of the facility and site, operational costs, and required repair
- How the building supports or hampers both existing and future educational programming goals
- Stakeholder feedback on what is important to keep and what is critical to change

After we gather this information, remodel and/or addition costs are assigned to each facility based on the needs to meet the stated goals. These costs are compared directly to construction and operational costs for a new facility, as well as the impacts to the students and community for each. In direct terms, if the remodel or addition costs start to approach 65%-70% of the cost of a new building, there is no historical significance to the structure, and the impacts to students would be greater in a renovation scenario, building replacement becomes a real consideration.



2.8 INFORMATION COLLECTION AND INTEGRATION

A mutually-agreed upon set of essential planning information will be developed at the start of the process in order to integrate multiple sources of information about the district's facilities and community into the master plan.

The project will begin with an administrative kick-off meeting with key project personnel. Our team will work with LCSD stakeholders to determine the drivers, goals and objectives for the master plan. To develop the goals and objectives, we will collaborate with key stakeholders that give voice to all constituent groups, utilizing a combination of workshops, formal group meetings, small group meetings, individual interviews, site tours and surveys. This will begin to inform the process and lend a more sensitive and tailored understanding of the Lake County School District's conditions, issues and goals.

TreanorHL will also review background information from various studies, reports and plans, including:

- 2011 Master Plan for LCSD and other existing conditions and utilization reports/studies
- Land Use and Development Codes
- Lake County's 2015 Comprehensive Plan
- Existing building plans of facilities and buildings, site/infrastructure/utility plans and historic energy use
- District security plans
- Deferred maintenance backlog and building condition information

Following the receipt of this data, the team will begin the document review process -- identifying similarities, differences and gaps in information to better understand current conditions and utilization. Multiple site visits that include site and building reconnaissance will further inform the analysis process.

We will consolidate and align all initial findings and efforts into a more concise summary. Existing drawings, specifications and data will be compiled in a manner that is useful for Lake County School District officials to maintain and update. Electronic spreadsheets and database documents will be created where base information can be easily filled out and updated.



We engage directly with the community to gain insight from the users who can inform—and will ultimately benefit from—a successful master plan.

Our planning process is based on consensus-building and collaboration, which has been the benchmark of our firm's extensive planning work. The process involves direct participation from both internal and external stakeholders to ensure a fully comprehensive master plan.

TreanorHL holds frequent workshops or charrettes where the design team engages members of the community in dialogue, fact finding, discussion, and decision making. During these sessions, we work with staff, students, parents and community members to generate creative ideas that respect local culture, climate, and setting. These workshops often include interview sessions, facility tours, concept development of plans and studies, and presentations.

From our participatory process, we will define a framework that illustrates intent, goals and objectives while collecting feedback and ideas.

Our Weld County SD RE-1 master plan was one relevant example of our work facilitating community meetings and working in coordination with multiple groups. As part of the process, we held six sessions with parents, students, advocacy groups, and community members.



I would do it all over again as long as I had the TreanorHL team. The process that TreanorHL led us through was fantastic. The community's hopes and dreams were not only listened to but realized. The expertise that TreanorHL brought to the table was amazing

Ray Blanch, Lewis-Palmer School District Superintendent



2.10 COST EVALUATION

TreanorHL develops a base model for the understanding of financial implications for renovation, reconfiguration, or new construction. The goal of evaluating costs is to determine the most appropriate facilities to develop based on market demand and financial considerations. As part of this process we:

- Review Lake County School District's most recently completed annual operating budget to develop an operating cost per gross square foot to be used in developing financial projections, programming changes, and understanding the financial effect of various new or renovated facilities.
- Determine, in conjunction with Lake County School District personnel, construction costs per gross square foot and related project development and soft cost specifications and assumptions for each planned project.
- Develop a set of potential financing options for proposed projects, including BEST grant and privatized options.
- Select the financing option(s) that best meets the needs of the district for planned facility improvements.
- Develop a long-term capital budget and operating pro forma for each proposed project.

2.11 APPROACH TO SCHEDULING

Exhibit B

With a goal of maximizing your resources, TreanorHL's schedule development, management and maintenance process strives to organize the allocation of three primary resources – time, manpower and future materials/equipment. By developing the master schedule in conjunction with Lake County School District leaders, existing committees and stakeholders, our role is to understand project variables and resources and establish realistic schedule objectives. Our team approach to schedule development and implementation is threefold:

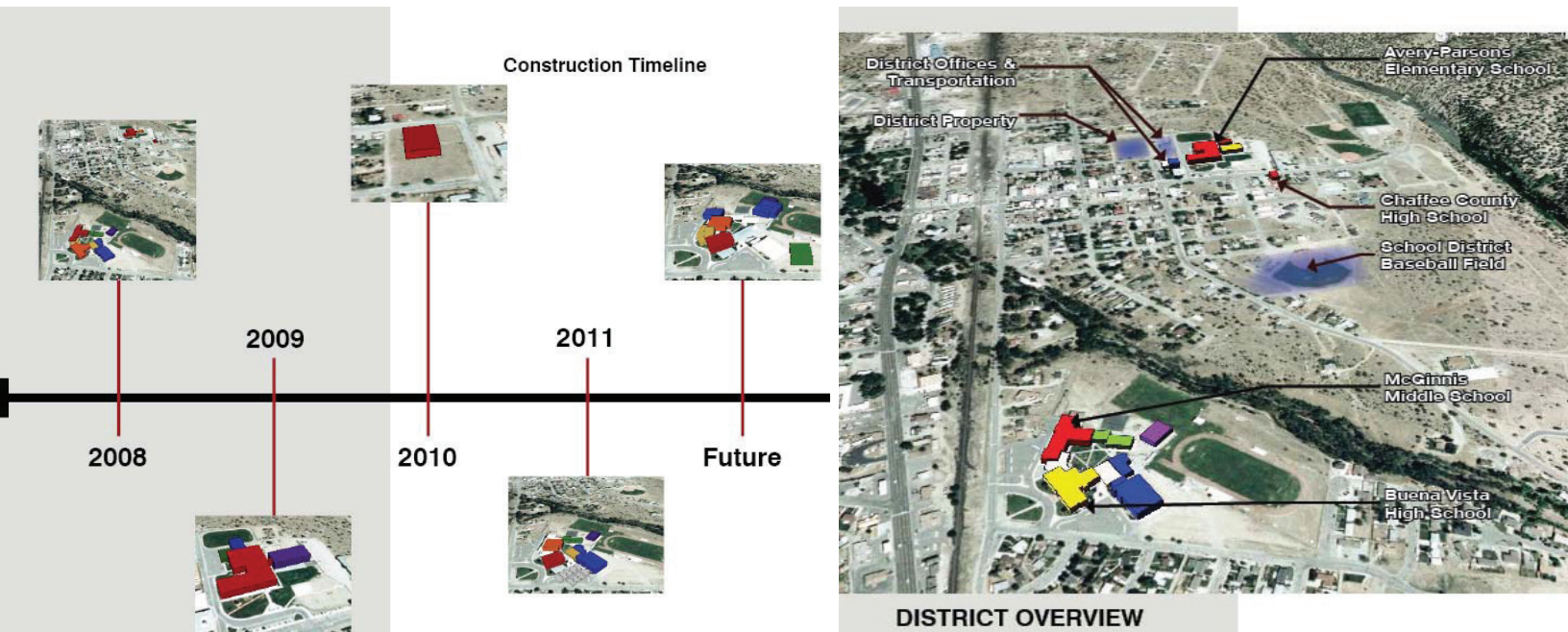
- Careful coordination with Lake County stakeholders and local authorities at project inception will ensure that master plan and potential design development milestones adequately anticipate client goals.
- Preparation and thoughtful application of our collective design knowledge combined with trust-based relationships is the surest way to develop an achievable master plan.
- Clear and continuous reinforcement of Lake County School District objectives to the master planning team infuses the entire implementation process with a sense of group pride, ownership and accountability.



2.12 MASTER PLAN EXPERIENCE

Exhibit B

TreanorHL has assisted many school districts in master planning projects of similar size and scope. Some examples similar projects follow, along with a list of some of our firm-wide master planning projects.



BUENA VISTA SCHOOL DISTRICT DISTRICT MASTER PLAN

This project involved renovating an existing 112,000 SF manufacturing warehouse into a K-12 school to house all education and administration spaces along with a kitchen, cafeteria and auditorium. A 16,500 SF addition is also planned in a second phase and will include a gymnasium and locker room facility that can be used by the community.

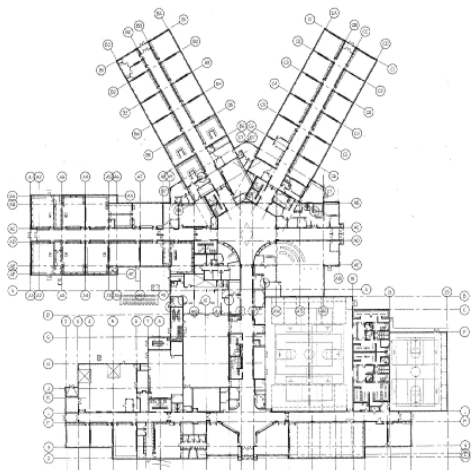
In the spring of 2008, TreanorHL and Adolfson & Peterson Construction began assisting Buena Vista School District on a comprehensive facility review and master plan project. The work began with straightforward facility condition assessments and extended into architectural solutions to the facility deficiencies. Subsequently, the work developed into a master planning effort.

Buena Vista School District R-31 is a 1,000-student school district consisting of three different campuses:

- Avery-Parsons Elementary School includes grades Pre-Kindergarten through Grade 5
- McGinnis Middle School (includes grades 6-8) and the Buena Vista High School (includes grades 9-12)
- Chaffee County High School, an alternative school for grades 9 through 12, housed on East Main Street near downtown Buena Vista

OWNER CONTACT:

Buena Vista School District
Lisa Yates, Superintendent
719.395.7005
lyates@bvschools.org



WELD COUNTY SCHOOL DISTRICT RE-3J DISTRICT MASTER PLAN

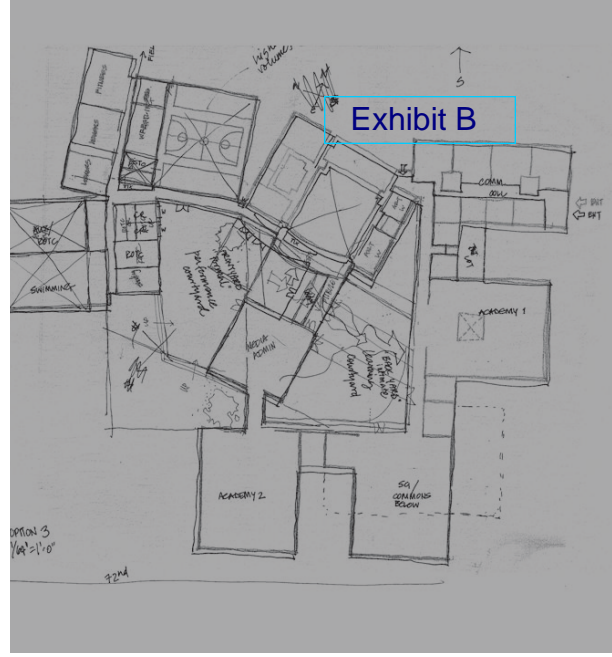
Location: Keenesburg, Colorado
Size: N/A
Cost: +/- 39M (total prioritized ROM)
Completion: 2015

Reference:
Greg A. Rabenhorst, Superintendent
Weld County School District RE-3J
303.536.2000
gregarabenhorst@re3j.com

TreanorHL provided comprehensive master facility planning for the district, which included nine buildings, consisting of five schools and four district administrative facilities. The Master Plan process was undertaken in the summer of 2015, to determine facility improvement costs proposed to be included in a potential bond election in 2016.

The goal for the assessment was to predict the school district's facilities' improvements over the next few years, based on existing facility needs and projected student growth. TreanorHL performed and coordinated facility condition assessments including evaluation of civil, architectural, structural, mechanical/plumbing, electrical and IT systems.

In addition to facility and site condition assessments, TreanorHL provided or coordinated efforts for existing facility documentation, functional site reviews, demographics reports, community meetings and capital cost estimates. These tasks were each performed in coordination with an overall Steering Committee formed by the school district,



ADAMS COUNTY SCHOOL DISTRICT 14 DISTRICT MASTER PLAN

SIZE: 293,000 SF

COST: \$52M

COMPLETION: 2011

OWNER CONTACT:

Sandy Mutchler, COO
 Adams County School District 14
 303.853.3219

We provided comprehensive master facility planning for the district, which included 14 schools as well as vacant land sites. The Strategic Facilities Master Plan (SFMP) process was undertaken in the spring of 2010 to continue work begun with the District's Comprehensive Appraisal for District Improvement (CADI) and as a prerequisite for BEST Grant applications. The SFMP has the long-term goal of projecting the District's facilities improvements over tenyear planning horizon, and the short-term goal of being completed in 90 days to meet the BEST Grant application deadline of April 9, 2010.

To meet this aggressive schedule, three normally subsequent tasks were tackled concurrently:

- Demographics/enrollment analysis and projections
- Educational Planning (curriculum models, educational criteria and plan diagrams)
- Facility condition assessments (built on Colorado Department of Education assessments)

These tasks were each performed by sub-committees directed by an overall Steering Committee formed by District and Consultant team members.



WELD SCHOOL DISTRICT RE-1 DISTRICT MASTER PLAN

Over the past several years, we have developed our own version of a comprehensive master planning process that meets guidelines established by the CDE for the BEST program. This process is comprised of 4 primary elements:

- District student population growth projections
- A thorough facility conditions assessment, including review of functional relationships and order of magnitude costs for repairs or replacement of deteriorating systems and materials
- Educational Planning considerations to identify potential for incorporating 21st Century Learning concepts into the schools
- A summary visioning work session where the results of the first three elements are reviewed and evaluated in order to establish the most appropriate strategic direction for the District to proceed with capital improvements that will maximize student learning and other key District goals.

For WCSD RE-1 master plan, we reassembled the team it has used on some previous master planning efforts: Strategic Resources West as demographics consultant, Adolfson & Peterson Construction for existing construction conditions assessments and cost estimating, and BCER Engineering as a mechanical/electrical/plumbing consultant for the facilities conditions assessments.

All six of the district's school buildings and sites were reviewed by our team and the results were documented in a final report. The final report includes the results of the demographics study, with enrollment projections, as well as the educational planning concepts we presented and final strategic direction that the District selected from alternatives proposed.

SIZE: N/A

COST: N/A

COMPLETION: 2004

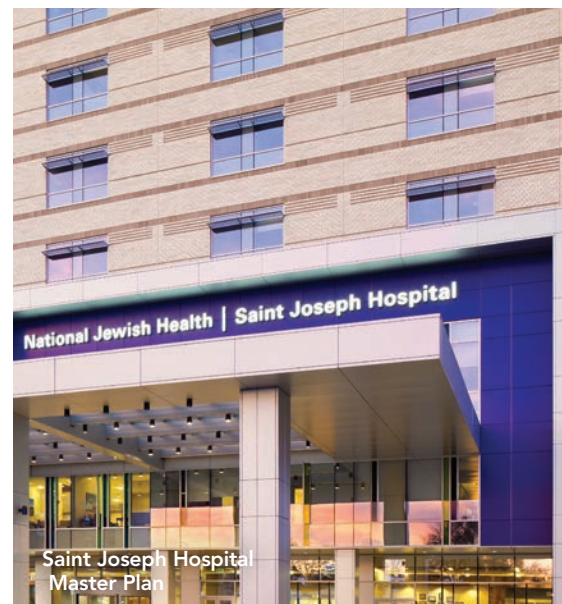
OWNER CONTACT:

Don Rangel, Superintendent
Weld County School District RE-1
rangeld@weld-rel.k12.co.us

Master Planning Experience

Buena Vista Master Plan/Feasibility Study - Buena Vista, CO
Eagle County Schools Master Planning and Implementation - Eagle, CO
Adams County School District 14 Master Plan - Commerce City, CO
Adams County School District 50 Master Plan – Westminster, CO
Weld County School District Re-3J Master Plan - Keenesburg, CO
Weld County School District RE-1 Master Plan - Gilcrest, CO
Falcon 49 School District - Peyton, CO
DPS Garden Place Elementary Master Plan- Denver, CO
Trinity Christian Academy Master Plan - Addison, TX
Mesa State College Facilities Master Plan - Grand Junction, CO
Pueblo Community College Facilities Master Plan Update - Pueblo, CO
Adams State College Facilities Master Plan - Alamosa, CO
Bonfils Blood Center Master Plan– Denver, CO
Children’s Hospital Colorado Master Plan/Facility Assessment - Aurora, CO
Craig Hospital Master Plan/Facility Assessment- Englewood, CO
Denver General Hospital, Radiology Master Plan - Denver, CO
Denver Veterans Administration Medical Center, Master Planning - Denver, CO
Estes Park Medical Center Master Plan - Estes Park, CO
Exempla Healthcare Master Plan- CO locations
Fitzsimons Campus Clinical Area Master Plan - Aurora, CO
Golden Valley Memorial Hospital Facility Assessment - Clinton, MO
Indian Peaks Medical Center Master Plan - Frederick, CO
Littleton Adventist Hospital Master Plan - Littleton, CO
Lutheran Medical Center Master Plan - Wheat Ridge, CO
Parkview Medical Center, Operational Flow and Master Plan - Pueblo, CO
Phoenix Biomedical Master Plan Master Plan- Phoenix, AZ
Porter Adventist Hospital Master Plan - Denver, CO
Longmont United Hospital - Longmont, CO
Saint Joseph Hospital, Master Plan 2007 - Denver, CO
Sedgwick County Health Center Master Plan - Julesburg, CO
St. Anthony Hospital North Master Plan - Westminster, CO
St. Mary’s Hospital Master Plan & Facility Expansion- Grand Junction, CO
Yampa Valley Medical Center, Master Plan - Steamboat Springs, CO
Myogen Master Plan and Feasibility Study – Boulder, CO
Qualcomm Master Plan– Boulder, CO
Great Plains Regional Medical Center - North Platte

Exhibit B





2.13 UNDERSTANDING OF SCHOOL PROGRAMS AND DEMOGRAPHICS

With over 50 years' experience in educational facility design, our team of experts have an unmatched depth of knowledge when it comes to designing state-of-the-art, student-focused learning environments for both K-12 clients. We understand the relationship of the physical environment and learning outcomes and how master planning can promote educational programs. That is why we will work your district to establish guiding principles to define what facility characteristics are needed to help meet LCSD's educational goals, curriculum models and achievement criteria.

We typically involve a consultant to lead the enrollment projections and demographic data portion of the work, which will include some or all of the following tasks:

- Growth analyses and capacity provision strategies: Identify maximum loads for school and other facilities based on national standards, operational practice, and original research. Prediction of new facility needs through time.
- Demographics & enrollment projections: Forecasts of future enrollment or population growth to assist with facilities needs assessments, boundary reapportionments, and municipal service loads.
- School attendance boundary planning: Boundary change assistance including scenario generation and public meeting facilitation.
- Site Selection: Analysis of infrastructure needs by service/attendance area to determine the best location for facilities.

2.14 KNOWLEDGE OF LEED & CO-CHPS CRITERIA

TreanorHL has extensive experience working on high performance school facilities. Many of our projects have been LEED Certified or "LEED equivalent," meaning that although we designed them to LEED level, the client chose not to pursue certification.

When it comes to master planning, our team believes that sustainable design applications can enable school districts to realize immediate and long-term energy savings and other economic benefits.

When evaluating facilities we look at the building in a passive and active sense in regard to high performance design. Passive tools include building and classroom orientation, improved building envelope design concurrently with the mechanical system to find the best efficiency between the two, long term maintenance models for materials and systems, low-emitting materials and roofing systems that won't age out after 15 years. Active tools include building energy performance modeling, and water efficient plumbing and landscape systems.

We will collaborate with the Lake County School District to ensure the evaluation of facilities meets your efficiency and sustainability goals.



CASE STUDY LAKE COUNTY HIGH SCHOOL

TreanorHL's renovation of Lake County High School was the first project in Leadville to be LEED certified. An integrated approach to design was required to satisfy energy and efficiency requirements, including the comprehensive coordination of mechanical, electrical and building envelope systems. In designing a high performing building envelope, the mechanical system was fine-tuned to further decrease energy costs. Using elevation specific glazing and sunshades allowed for the maximization of daylight and views to the Sawatch Mountain Range with minimization of glare.



LAKE COUNTY HIGH SCHOOL: ENERGY EFFICIENCY

This project received an USGBC LEED Gold certification in June 2015. The project received 14 points out of a possible 19 points for Optimization of Energy Performance on the LEED scorecard. Some key reductions:

- Water use was reduced by 220,000 gallons per-year by using low-flow fixtures.
- By maximizing continuous insulation, the overall thermal value of the new walls are 400% more effective than the existing building
- Lighting energy loads were reduced by more than 60% through use of large window openings, interior light shelves, and optimal solar orientation of the new

2.15 UNDERSTANDING OF OWNER, ORGANIZATION AND LEADERSHIP

Having had the privilege of working in Leadville for Lake County School District in the implementation of their 2012 School Bond initiative for Lake County High School, we have had the ability to really mesh with and understand what makes this community and District tick. We have witnessed firsthand the academic growth experienced by the District due to their passion for student success.

The community has a keen interest in their schools, with participation in information sharing meetings being one of the highest we have experienced throughout all of our K-12 projects. We understand the challenges faced by attracting teachers to this remote setting, and the basic need for easy to maintain and efficient facilities. We look forward to the opportunity to assist Lake County School District in this exciting journey of mapping the future for safe and secure facilities that support Expeditionary Learning, health and wellness, enhance quality of life, and promote equity for all.





2.16 CHALLENGES AND APPROACHES

School facilities are unique in supporting the vital intersection of learning, teaching, and community pride-- which defines these places as some of the most important environments in the world. Frequently, however, these facilities can reach the end of their functional lives and should be under study for refurbishment or replacement. Functional assessments that account for current and future educational needs can help your district determine what is working well and identifying any shortfalls.

For the Lake County School District master plan, some considerations and challenges include:

- Supporting the LCSD's strategic initiatives to support growth as well as new programs and initiatives.
- Understanding enrollment projections and assessing facilities capacity for accommodating growth.
- Understanding existing space utilization and what this analysis means for space and facility needs, both immediate and longer-term.
- Identifying strategies for conservation, repurposing/ reuse, consolidation and efficiency for improved utilization of existing facilities.
- Incorporating a commitment to sustainability and environmentally-responsible development.
- Planning for the connectivity necessary to support increased density, including balancing bus and parent drop-off, parking needs and pedestrian safety to improve circulation
- Understanding the investment in infrastructure necessary to support growth, including opportunities for BEST grants and private funding

2.17 STATEMENT OF AVAILABILITY AND COMMITMENT

We do not take our response to this item lightly. We understand very clearly that the Lake County School District expects and demands a continuous commitment to this project at all times and from all team members. Without reservation or clarification, we can state unequivocally that each member of our team is available and committed to complete this project.

We all share a collaborative and team-based philosophy that is focused on the unique needs of LCSD. We have experience on similar master plans and we all have the necessary resources and expertise to ensure the success of this project. Most importantly, we are committed to providing support and continuity for this project at all times.

TreanorHL is currently working on several school facilities, but as a course of an active Architectural firm, we manage our projects and specific expertise to align with multiple projects and schedules. Chad and Stephanie will ensure that the master planning commitment is met at every stage and will continue to provide focused attention to Lake County School District.

2.18 INSURANCE STATEMENT

TreanorHL carries general liability insurance, professional liability and workers' compensation.



3.0

SCOPE OF SERVICES

3. SCOPE OF SERVICES



Our approach to Master Planning is a comprehensive and inclusive one. We believe it is critical to maintain communication with and solicit feedback from the various stakeholder groups within the District and community at critical points throughout the process. This ensures everyone is rowing in the same direction and that ultimately the final Master Plan is one that everyone is proud and fully supportive of.

In its most simple form, our process is a 4-step process. We begin by assessing all of the current and future needs in a three-prong approach – site and facilities, community, and educational programming. This allows us and the LCSD Master Plan Executive Team in the next step to identify and quantify the global needs of each building to meet the established goals and develop an overall vision for Lake County School District.

From there we are able to identify the Design Advisory Groups needed to dial into a little more detail to establish the general scope per site, potential impacts, and associated cost. All of this informs the final implementation strategy that is the Lake County School District Master Plan. On the following pages we have a diagram that further explains our process and the completed Scope of Services Matrix - Exhibit A.

ADD ALTERNATIVES- GRANT APPLICATION & BOND ISSUE SUPPORT SERVICES

TreanorHL has assisted many school districts assistance in securing funding methods such as grants, and has also helped many public school districts with pre-bond election assistance. This work requires public meetings and presentations, preliminary cost estimates, conceptual renderings and other promotional materials in the form of information and graphics that describe the projects facts, figures and amenities. These promotional materials assist in selling the project to the community, alumni and donors. TreanorHL's team members routinely appear at stakeholder/community meetings to discuss the scope of the project and help facilitate discussions about the goals of the project, and how to best market those goals.

LCSD MASTER PLANNING EXECUTIVE TEAM

Exhibit B

STAKEHOLDER GROUPS

LAKE COUNTY
COMMUNITY

PARENTS AND
STUDENTS

BUSINESS
LEADERS

SITE SPECIFIC
TEACHERS AND STAFF

SITE AND FACILITY
ASSESSMENTS

ESTABLISH
PRIORITIES

COSTS

DEMOGRAPHICS
ENROLLMENT
PROJECTIONS
TRENDS
GOALS
STAKEHOLDER INPUT

EDUCATIONAL
PROGRAMMING
ASSESSMENTS

ESTABLISH
PRIORITIES &
VISION

COSTS

COST PER FACILITY TO ATTAIN GOALS

ANALYSIS

DEVELOP OVERALL STRATEGY AND VISION

STAKEHOLDER REVIEW

SITE SPECIFIC DESIGN
ADVISORY GROUP

DEVELOP GENERAL
SCOPE

COST

SITE SPECIFIC DESIGN
ADVISORY GROUP

DEVELOP GENERAL
SCOPE

COST

SITE SPECIFIC DESIGN
ADVISORY GROUP

DEVELOP GENERAL
SCOPE

COST

DEVELOP IMPLEMENTATION STRATEGY

ROLLOUT TO STAKEHOLDERS

Exhibit A

Master Plan Scope Matrix

The following matrix is a worksheet to identify required and optional scope for master planning services, adapted from the CDE Master Plan Guidelines. Please identify the scope represented by your proposal. For items not described in the CDE Master Plan Guidelines, or with enhanced or limited scope, please provide a description in your proposal. Please list any other services proposed in the section provided at the end of the list below. Any non-required scope proposed should be broken out as a line-item in the fee proposal.

Required	Provided	Excluded	
X	X		I – Table of Contents
Comments			
X	X		II - Executive Summary Provide a brief summary of the information provided in the master plan. At a minimum, the executive summary should include the following with additional detail provided within the body of the master plan: <ul style="list-style-type: none"> • Background and Demographic Information: <ul style="list-style-type: none"> ○ History; ○ Location; ○ Demographics comprising student body and community. • Assessment Findings: <ul style="list-style-type: none"> ○ School educational programming and adequacy; ○ Facility conditions; ○ Future use analysis. • Conclusion.
Comments			
X	X		III – History of the Owner Describe the history of the Owner and the surrounding region, including but not limited to: <ul style="list-style-type: none"> • When was the Owner established and why? • How was the Owner's name determined? • Provide a timeline of events from the Owner's establishment to present day describing major growth and decline periods and reason for growth/decline; • Provide supporting graphs and charts; • List any historically significant sites, any building over 50 years of age, or properties owned by the Owner, or located within the Owner's boundaries.
Comments			
Needs updating from 2011			

Required	Provided	Excluded	IV - Location of Owner’s boundaries <ul style="list-style-type: none">• Provide map illustrating geographic location of the Owner in the state of Colorado;• Provide map delineating the Owner’s boundary lines with facility sites identified;• Describe the location relative to other major cities and services. Include location to higher education facilities, universities, private schools, technical schools and community colleges;• On maps show major highways, streets, roads, railroads, airports and other transportation modes;• Describe the location in terms of elevation and climate trends;• Describe the location in regards to its potential for renewable energy savings. Evaluate the Owner’s location in respect to:<ul style="list-style-type: none">○ Solar;○ Wind;○ Geothermal;○ Biomass.
X	X		
Comments			
Needs updating from 2011			
Required	Provided	Excluded	V – Owner’s demographics <p>An understanding of the demographics is important to determine past, current and future trends. Demographic information should be obtained and collected to provide an understanding of the demographic make-up and resulting needs.</p> <ul style="list-style-type: none">• Owner’s population trends for the last 10-years in general and specifically the last 5-years. Include but don’t limit to:<ul style="list-style-type: none">○ General population;○ Classroom population;○ Decline, increase, stable;○ Median age and is the population getting younger, stable, getting older.• Economics of the general population, including but not limited to:<ul style="list-style-type: none">○ Industry and business make up of the area;○ Are the economics weak, strong, stable?○ Influences that may impact the economics:<ul style="list-style-type: none">▪ Currently;▪ In the next 5-years.○ Median household income;○ Median home cost.• Summary of the performance of the Owner, including but not limited to:<ul style="list-style-type: none">○ Graduation rates;<ul style="list-style-type: none">▪ Percent of pupils that go to college;▪ Percent of pupils that stay in the community;▪ Percent of pupils that move out of the community.○ Test scores;○ Educational programs or specialties;○ Athletics.• Geographic area;• Operation costs:<ul style="list-style-type: none">○ Utilities;○ Maintenance;<ul style="list-style-type: none">▪ Custodial;▪ Systems maintenance.○ Cost per year and cost per SF to maintain each facility.
X	X		
Comments			
Needs updating from 2011			

Required	Provided	Excluded	VI - Historical Significance <ul style="list-style-type: none">The evaluation shall take into consideration the historical significance of the facility and other community valued attributes. At the earliest stages of planning, if a historical building defined as one that is 50 or more years old may be affected as part of the master planning process, CDE must be contacted to request a determination of effect from the Colorado Historical Society as per CRS 24-80.1-104(2)(a);The master planning team must take into consideration the historical society's position if a determination is made that the planned project may adversely affect a building of historical significance, and provide CDE with adequate information as part of the consultative process between the two state agencies (CDE & CHS).The process outlined is a time sensitive process and must therefore be prioritized early in the initial phases of the master planning.
X	X		
Comments			
Needs updating from 2011			
Required	Provided	Excluded	VII – BEST Facility Assessment <p>A complete and detailed facility assessment should be performed to evaluate the condition and suitability of all building systems, as part of the Facility Evaluation and Future Use analysis. A CDE statewide facility assessment report is available and may be referenced, however all systems should be independently evaluated by the master plan team. If the CDE Facility Assessment is utilized, note major discrepancies between the professional assessment and the statewide assessment report.</p>
X	X		
Comments			
Required	Provided	Excluded	VIII - Educational programming and adequacy <p>This portion of the assessment should compare the Owner's offered programming against the Colorado Academic Standards listed below. If programs are not provided in the areas set forth indicate why. Describe programs that are provided by the Owner not included in the Colorado Academic Standards (VoAg & VoTech) and reason for inclusion. Describe how the Owner's current facilities meet or are deficient in meeting the educational program needs being taught.</p> <p>Colorado Academic Standards: Dance, Drama and Theatre Arts, Comprehensive Health & Physical Education, English Language Proficiency, Mathematics, Music, Reading, Writing and Communicating, Science, Social Studies, Visual Arts, World Languages.</p>
X	X		
Comments			

Required	Provided	Excluded	IX - Complete Inventory of facilities This portion of the assessment should include, in spreadsheet format, all facilities owned or leased by the Owner including, educational facilities, administration buildings, gymnasiums, multipurpose facilities, libraries, cafeterias, maintenance buildings, storage buildings, storage sheds, water pump houses, concession stands and sports fields and bleachers.
X	X		
Comments			The following information should be included for each facility: <ul style="list-style-type: none"> • Name of facility; • Address of facility; • Use of facility (i.e. elementary school, preschool, etc.); • Square footage of facility; • Year built; • Description of construction (i.e. slab on grade with masonry walls and metal roof, etc); • Additions to facility: <ul style="list-style-type: none"> ○ Use of addition; ○ Square footage of addition; ○ Year of addition; ○ Description of construction. <p>Provide a site plan of each facility locating the property line along with notes of important site and building elements. The use of satellite map imagery illustrates site and building elements.</p> <p>Provide floor plans with graphic scale of education facilities when possible.</p>
Required	Provided	Excluded	X - Facility Evaluation and Future Use Analysis <ul style="list-style-type: none"> • Provide a separate overall building analysis describing the condition and educational suitability of each of the buildings, the most pressing and long-term needs, and any additional relevant comments that would assist the reader in gaining a snapshot understanding of the buildings condition and needs. Provide relevant “titled” photos that support the Master Plan;
X	X		
Comments			<ul style="list-style-type: none"> • Floor plans are helpful in the Master Plan for all educational programmed spaces clearly identifying all current and existing educational programs within the floor plan. If as-built drawings are not available a sketch showing all current and existing programmed spaces within the buildings should be adequate; • Provide a professional evaluation on the structural soundness of each building; • Evaluate the building envelope including exterior wall and roof construction; • Evaluate all facilities and key building components compared against “Capital Construction Assistance Public Schools Facility Construction Guidelines”. (This document is available on the CDE’s web site under capital construction grants); • Each facility should be field assessed/reviewed to determine all the facilities deficiencies, and to provide repair/replacement cost associated to each identified deficiency. The assessment evaluation should utilize a facility condition index (FCI) or equal evaluation

			approach; <ul style="list-style-type: none"> The Statewide Facilities Assessment is may be utilized in the assessment portion of the master plan, however it is not a substitute for further in-depth condition assessment of all building systems by the master planning team; List major code violations for ADA accessibility, fire safety systems, life safety systems, electrical systems, and mechanical and plumbing systems.
Required	Provided	Excluded	XI - Energy, HVAC, O & M Analysis <ul style="list-style-type: none"> Include a code review and energy efficiency evaluation. Include utility costs and other operating costs for each building. Identify areas of the building where thermal comfort is not being achieved through adequate heating, cooling and natural ventilation and identify areas where the thermal envelope is compromised. Identify areas not meeting current energy codes; Evaluate the major heating and cooling systems for energy efficiency, condition and operation and also evaluate the lighting systems for energy efficiency, condition and operation.
X	X		
Comments			
Required	Provided	Excluded	XII - SF Analysis Master Plan materials should: <ul style="list-style-type: none"> Clearly outline the total SF and the SF for each facility; Identify SF/pupil; Identify capacity of the current facilities compared to the current enrollment and how it relates to the programs being delivered; Include a utilization matrix showing how the facilities are currently utilized.
X	X		
Comments			
Required	Provided	Excluded	XIII - Site Evaluation <ul style="list-style-type: none"> Include site evaluations including bus/vehicle/pedestrian traffic patterns, sports fields, soft and hard playground surfaces, parking lots and safe parent/student/staff conditions, ADA compliance for general use of the building, site lighting, site drainage, and deficiencies noted; Emergency and fire department access to site and building for existing and proposed site
X	X		
Comments			

			<p>improvements and building improvements;</p> <ul style="list-style-type: none"> • Master plan should include evaluation of existing utility infrastructure and its location with respect to the existing and proposed facilities for power, water, sanitary and storm sewer, and telecommunication systems; • Acreage for each site.
Required	Provided	Excluded	<p>XIV – Technology Describe the technology infrastructure:</p> <p>Network Topology</p> <ul style="list-style-type: none"> • Type of cabling; • Age of hardware; • Security of servers; • Source and bandwidth of internet connectivity. <p>Network Infrastructure</p> <ul style="list-style-type: none"> • Data network equipment; • Voice network equipment; • Firewall and security; • Backup and Recovery; • Availability and campus connectivity if applicable. <p>System Standards and Specifications</p> <ul style="list-style-type: none"> • Operating System; • Active directory standards; • Email Services; • Wireless Services. <p>Educational Technology</p> <ul style="list-style-type: none"> • Smart Boards; • Student Equipment; • Laboratory Equipment; • Other Classroom Equipment.
X	X		
Comments			
Required	Provided	Excluded	<p>XV - Future Use Analysis Include analysis and narrative regarding the Owner and/or community’s current and future use of any facilities that are changing usage as a result of the planning process.</p>
X	X		
Comments			

			Exhibit
Required	Provided	Excluded	XVI – Strategic Plan for Implementation From the findings develop a strategic plan that establishes options for specific directions and actions to implement the Owner’s master plan. Options for Facilities <ul style="list-style-type: none">• If applicable multiple options should be presented with associated costs, narrative discussion, life cycle analysis, and pros/cons of each option;<ul style="list-style-type: none">○ Impact on educational delivery;○ Itemized cost, including how cost are determined;○ Impact on operating cost• Indicate the impact of options/recommendations/conclusions/proposed construction to the adjacent properties, streets, infrastructure and general area;• Provide a narrative that summarizes each of the options explored and use a matrix type exhibit for detailed pros/cons;• Indicate the impact on the community for each option presented;• Long range impact of implementing or not implementing each option including: educational delivery, initial cost, operation and maintenance costs and projected energy costs. Compare these costs to their current O & M and energy costs of operating the existing facilities. High Performance Objectives <p>High performance objectives/components should be evaluated and included as part of the master plan process including a LEED or CO-CHPS scorecard (if applicable) and narrative of high performance opportunities that can be achieved.</p> Funding <p>A funding discussion should be included noting multiple funding sources and a plan for contacting and applying/soliciting funding from each source.</p> Capital Renewal <p>A capital renewal plan should also be a part of the strategic plan. The capital renewal plan allows the Owner to plan for replacement costs in the future when the major building systems require replacement</p> Prioritized long-term (5-10 year) project implementation list with cost estimates <p>Relevant information regarding an implementation plan, phased if needed, should be included with the master plan.</p> <p>Provide in spreadsheet or database format a list of five year projects required to satisfy deficiencies identified in the facility assessment. Each project shall be accompanied with a cost estimate utilizing RS Means cost data, or equal. Projects proposed in years 2-5 should take inflation into account.</p>
X	X		Comments
Required	Provided	Excluded	XVII - Conclusion This section should clearly and concisely convey the final solutions and the rationale behind the final solutions determined through the master plan process. The following topics should be covered at a minimum: <ul style="list-style-type: none">• Document master plan process in detail with brief narrative descriptions of each meeting held as part of the master planning process;
X	X		Comments

			<ul style="list-style-type: none"> Identify team members involved and their roles. Provide contact information for member; Include all ideas discussed and options explored; Describe overall methodology.
Required	Provided	Excluded	ADD ALTERNATE #1 - Grant Application Support Services <ul style="list-style-type: none"> Ensuring that all costs (hard, soft, and owner) and scope are included in grant application; Ongoing communication with the Owner; Coordination of and attendance at meetings as needed and requested (via conference call if possible); Reviewing BEST application requirements and familiarization with BEST grant information from CDE website; Compare master plan assessments with Owner's CDE Facility Assessment data, and coordinate notable discrepancies with CDE staff; Communication and cooperation with CDE staff as needed; Documentation required by CDE to provide to the Colorado Historical Society as applicable; Preparing the BEST grant application including scope narrative for final Owner approval; Preparing LEED and/or CO-CHPS scorecard and narrative; Providing additional information required for CDE to complete the analysis of the grant application; Acting as a liaison for the Owner for CDE follow-up grant questions; Other duties as required;
X	X		
Comments			
Short-listed candidate will be required to provide this fee separately .			
Required	Provided	Excluded	ADD ALTERNATE #2 - Bond Issue Support Services <ul style="list-style-type: none"> Assistance with providing the Owner with graphic images of conceptual design for the community; Attendance at community meetings to discuss the bond election; Attendance on conference calls, answering questions regarding the project, and providing the Owner with information as needed to prepare and communicate the project for the bond election.
X	X		
Comments			
Short-listed candidate will be required to provide this fee separately .			
Required	Provided	Excluded	Additional scope offered by Candidate: Further analysis and strategy regarding work-force housing partnerships and opportunities.
	X		
Comments			

4.0

SCHEDULE

4. SCHEDULE



Over the past several years, TreanorHL has developed a comprehensive master planning process and a record of maintaining schedules for facility assessments and associated projects. A schedule which highlights each phase of the master plan process and important milestones is included on the next two pages.

LAKE COUNTY MASTER PLANNING PROPOSED MILESTONE SCHEDULE

Exhibit B

CALENDAR LEGEND

	EXECUTIVE TEAM MEETING		MAJOR MILESTONE		SCHOOL CLOSED
	STAKEHOLDER MEETING		BUILDING & SITE ASSESSMENTS		

JANUARY 2018						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

PROJECT KICKOFF

FEBRUARY 2018						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

BUILDING ASSESSMENT RESULTS

EDUCATIONAL PROGRAMMING MEETINGS

PARENT AND STUDENT MEETING

BUSINESS LEADER AND COMMUNITY MEETINGS

MARCH 2018						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

ASSESSMENTS, DEMOGRAPHICS, AND COMMUNITY INPUT REVIEW

REPORT - BY BUILDING - ISSUED FOR COST ANALYSIS

APRIL 2018						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

COST ANALYSIS ISSUED

STRATEGY AND VISION DEVELOPMENT

STAKEHOLDER REVIEW MEETINGS

LAKE COUNTY MASTER PLANNING PROPOSED MILESTONE SCHEDULE

Exhibit B

MAY 2018

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SITE SPECIFIC DESIGN ADVISORY GROUP (DAG) MEETINGS

DAG MEETING REVIEW

JUNE 2018

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

SITE SPECIFIC SCOPE PACKAGES ISSUED FOR COST ANALYSIS

SITE SPECIFIC COST ANALYSIS ISSUED

REVIEW OF COST ANALYSIS, PRIORITIZATION OF SCOPE,
DEVELOP IMPLEMENTATION STRATEGY

JULY 2018

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST 2018

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

MASTER PLAN DRAFT REVIEW

MASTER PLAN COMPLETE

COMMUNITY PRESENTATION OF FINAL MASTER PLAN

SEPTEMBER - OCTOBER 2018
BOND PREPARATION

NOVEMBER 2018 - JANUARY 2019
GRANT APPLICATION PREPARATION

5.0

REFERENCES

5. REFERENCES



REFERENCES | Provide a list of ALL school projects within the last 5 years

Lake County High School

Wendy Wyman, Superintendent
Lake County School District
wwyman@lakecountyschools.net
Description: Addition and Renovation

Smoky Hill High School Renovation

Harry Bull, Superintendent
Cherry Creek School District
superintendent@cherrycreekschools.org
Description: Renovation/Addition

BVSD Pioneer Elementary School

Dave Compton, Facilities and Design
Boulder Valley School District
Dave.compton@bvsd.org
Description: Addition and Renovation

BVSD Centennial Middle School

Dave Compton, Facilities and Design
Boulder Valley School District
Dave.compton@bvsd.org
Description: Addition and Renovation

BVSD New Vista HS Baseline Campus

Dave Compton, Facilities and Design
Boulder Valley School District
Dave.compton@bvsd.org
Description: Addition and Renovation

DPS University PK Elementary Master Plan

Tom Boasberg, Superintendent
Denver Public Schools
superintendent@dpsk12.org
Description: Master Plan

DPS Rishel Middle School Upgrades

Tom Boasberg, Superintendent
Denver Public Schools
superintendent@dpsk12.org
Description: Upgrades

Josephine Hodgkins Elementary School

Don Ciano, Director of Maintenance and Operations
Adams County School District 50
DCiano@adams50.org
Description: Ground up elementary school to replacing older school

Westminster High School

Don Ciano, Director of Maintenance and Operations
Adams County School District 50
DCiano@adams50.org
Description: New ground up high school

Adams County SD 50 Stadium Improvements

Don Ciano, Director of Maintenance and Operations
Adams County School District 50
DCiano@adams50.org
Description: Stadium Improvements

Adams County SD 50 Master Plan Update

Don Ciano, Director of Maintenance and Operations
 Adams County School District 50
 DCiano@adams50.org
 Description: Master Plan Update

Adams County SD 50 Greenhouse

Don Ciano, Director of Maintenance and Operations
 Adams County School District 50
 DCiano@adams50.org
 Description: New green house

Battle Mtn HS - Culinary Kitchen

Diana Scott, Director of Facilities
 Eagle County Schools
 diana.scott@eagleschools.net
 Description: New culinary kitchen for teaching

Buena Vista SD Facility Master Planning

Sue Holmes, Superintendent
 Buena Vista School District 31
 sueh@bvschools.org
 Description: Master Plan

Trinity Christian School Master Plan

Barry Moore, Director of Church Administration
 Trinity Church
 bmoore@trinitytoday.com
 Description: Master Plan

Falcon SD 49 Comprehensive Master Plan

Melissa Andrews, Planning Manager
 Falcon School District 49
 mandrews@d49.org
 Description: Master Plan

Colorado Academy - Upper School Phase 1

Jesse Schumacher, Director of Operations
 Colorado Academy
 jesse.schumacher@coloradoacademy.org
 Description: New school concept

Peak to Peak Charter School Buildout

Sam Todd, Director of Operations
 Peak to Peak Charter School
 sam.todd@bvsvd.org
 Description: Renovation and Addition

DPS Northfield High School

Tom Boasberg, Superintendent
 Denver Public Schools
 superintendent@dpsk12.org
 Description: New Construction

Lake City Community School SD Updates

Leslie Nichols, Superintendent
 Hinsdale County School District Re-1
 leslien@lakecityschool.org
 Description: Updates

Lake City Community School Ph 2 Addition

Leslie Nichols, Superintendent
 Hinsdale County School District Re-1
 leslien@lakecityschool.org
 Description: Addition

Adams County SD14 Alsup Elem. Playground

Brandon Coleman, Grounds Supervisor
 Adams County School District 14
 bjcoleman@adams14.org
 Description: Playground

Adams County SD 50 Greenhouse

Brandon Coleman, Grounds Supervisor
 Adams County School District 14
 bjcoleman@adams14.org
 Description: New Greenhouse

Pueblo SD 70 HS Facility Master Planning

Ed Smith, Superintendent
 Pueblo County School District 70
 esmith@district70.org
 Description: Master Plan

Pueblo SD 70 High School Renovation

Ed Smith, Superintendent
 Pueblo County School District 70
 esmith@district70.org
 Description: Renovation

Cherry Creek High School Addition/Renovation

Harry Bull, Superintendent
 Cherry Creek School District
 superintendent@cherrycreekschools.org
 Description: Addition and Renovation

Weld County RE-5J Pioneer Elem. Addition

Dave Compton, Facilities and Design
 Boulder Valley School District
 Dave.compton@bvsvd.org
 Description: Addition

Falcon SD 49 Horizon MS Remodel Concept

Melissa Andrews, Planning Manager
 Falcon School District 49
 mandrews@d49.org
 Description: Remodel Concept

Weld County SD RE-1 Master Plan

Don Rangel, Superintendent
 Weld County School District RE-1
 rangeld@weld-rel.k12.co.us
 Description: Master Plan

Vanguard Classical School

Judy Ham, President and CEO
 CP of Colorado
 jham@cpco.org
 Description: Design/Build of a new K-12 Charter School

Garfield SD 16 2014 Bond Projects

Brad Ray, Superintendent
 Garfield County School District 16
 bray@garfield16.org
 Description: District improvements at nine different schools

DPS Garden Place ES Master Plan

Tom Boasberg, Superintendent
 Denver Public Schools
 superintendent@dpsk12.org
 Description: Master Plan

Classical Academy - West Gym Addition

Judy Ham, President and CEO
 CP of Colorado
 jham@cpco.org
 Description: A K-6 charter school housed in modular units north of Colorado Springs, was relocated to a 60-acre site and built out in phases over several years to become a K-12 facility.

Weld County RE-5J RHS Site Improvements

Martin Foster, Superintendent
 Weld County RE-5J
 mfoster@weldre5j.org
 Description: Site Improvements

Falcon SD 49 Horizon MS Gym Remodel

Melissa Andrews, Planning Manager
 Falcon School District 49
 mandrews@d49.org
 Description: Gym Remodel

Lake County SD R-1 On-Call Services

Wendy Wyman, Superintendent
 Lake County School District
 wwyma@lakecountyschools.net
 Description: On-Call Services

Weld County RE-3J Master Planning

Greg Rabenhorst, Superintendent
 Weld County RE-3J
 gregrabenhorst@re3j.com
 Description: Master Plan

Maxson Engineering Homestead / Sagebrush

Scott Miller, Senior Mechanical Engineer
 Maxson Engineering
 scott@maxsonengineering.com
 Description: Renovation

BVSD Manhattan Middle School

Dave Compton, Facilities and Design
 Boulder Valley School District
 Dave.compton@bvsd.org
 Description: Renovation

DPS 500 Building

Tom Boasberg, Superintendent
 Denver Public Schools
 superintendent@dpsk12.org
 Description: New Construction

Gilcrest Elementary School

Don Rangel, Superintendent
 Weld County School District RE-1
 rangeld@weld-rel.k12.co.us
 Description: Addition and Renovation

North Valley Middle School

Don Rangel, Superintendent
 Weld County School District RE-1
 rangeld@weld-rel.k12.co.us
 Description: Addition and Renovation

Pete Mirich Elementary School

Don Rangel, Superintendent
 Weld County School District RE-1
 rangeld@weld-rel.k12.co.us
 Description: Addition and Renovation

Platteville Elementary School

Don Rangel, Superintendent
 Weld County School District RE-1
 rangeld@weld-rel.k12.co.us
 Description: Addition and Renovation

RFSD - Glenwood Springs Elementary

Rob Stein, Superintendent
 Roaring Fork School District
 rstein@rfschools.com
 Description: Addition and Renovation



RFSD Phase II Basalt ES

Rob Stein, Superintendent
Roaring Fork School District
rstein@rfschools.com
Description: Addition and Renovation

RFSD Phase II Basalt MS

Rob Stein, Superintendent
Roaring Fork School District
rstein@rfschools.com
Description: Addition and Renovation

RFSD Phase II Carbondale MS

Rob Stein, Superintendent
Roaring Fork School District
rstein@rfschools.com
Description: Addition and Renovation

RFSD Phase II Glenwood Springs MS

Rob Stein, Superintendent
Roaring Fork School District
rstein@rfschools.com
Description: Renovation of the heart of the school

South Valley Middle School

Don Rangel, Superintendent
Weld County School District RE-1
rangeld@weld-rel.k12.co.us
Description: Addition and Renovation

Summit SD - Summit High School

Woody Bates, Facilities Manager
Summit School District
woody.bates@summitk12.org
Description: Addition and Renovation

Valley High School

Don Rangel, Superintendent
Weld County School District RE-1
rangeld@weld-rel.k12.co.us
Description: Addition and Renovation

Weld RE1 2016 Bond Program

Don Rangel, Superintendent
Weld County School District RE-1
rangeld@weld-rel.k12.co.us
Description: Bond Assistance

WCSD RE-5J District Master Planning

Martin Foster, Superintendent
Weld County RE-5J
mfoster@weldre5j.org
Description: Master Plan

WCSD RE3-J Hudson Elementary

Greg Rabenhorst, Superintendent
Weld County RE-3J
gregrabenhorst@re3j.com
Description: Addition and Renovation

WCSD RE3-J Meadow Ridge Elementary

Greg Rabenhorst, Superintendent
Weld County RE-3J
gregrabenhorst@re3j.com
Description: New Construction

WCSD RE3-J Hoff Elementary

Greg Rabenhorst, Superintendent
Weld County RE-3J
gregrabenhorst@re3j.com
Description: Renovation

WCSD RE3-J Weld Central High School

Greg Rabenhorst, Superintendent
Weld County RE-3J
gregrabenhorst@re3j.com
Description: Renovation

WCSD RE3-J Weld Central Middle School

Greg Rabenhorst, Superintendent
Weld County RE-3J
gregrabenhorst@re3j.com
Description: Renovation

WCSD RE3-J Transportation Bldg

Greg Rabenhorst, Superintendent
Weld County RE-3J
gregrabenhorst@re3j.com
Description: Addition and Renovation



Contact

Exhibit B

Chad Novak, Principal
cnovak@treanorhl.com
303-298-4760

TREANORHL

Firm or Subconsultant	Role on Project	Fee/Phase			ADD ALTERNATE #1 - Grant Application Support Services	ADD ALTERNATE #2 - Bond Issue Support Services	Exhibit A - Section XI - Energy, HVAC, O&M Analysis & Energy Modeling	Total	Comments
		Assessment	Design Development	Document Preparation					
TreanorHL	Architect	10,000	14,750	14,750	5,000	5,000		\$ 39,500.00	Professional renderings or animations as part of either Add Alternate are not included but can be provided as an additional service.
JVA	Civil Engineer	5,000	4,000	3,000	N/A	N/A		\$ 12,000.00	See team resumes attached.
Structural Consultants Inc.	Structural Engineer	4,000	N/A		N/A	N/A		\$ 4,000.00	See team resumes attached.
M-E Engineers	Mechanical / Electrical / Plumbing/ Technology Engineer	5,000	N/A		N/A	N/A		\$ 5,000.00	See team resumes attached. Note that the fee for Add Alternate #1 is tied to the scope described in Section XVI, noted as part of the Alternate.
Strategic Resources West	Demographer	5,500	N/A	N/A	N/A	N/A		\$ 5,500.00	It is assumed that graduation rates, test scores, ed programs, athletic, and operational cost information would be provided by the District and would not require independent investigation (per Section V of Exhibit A).
FCI Constructors, Inc.	Cost Estimating	4,000	4,000	N/A	1,500	N/C		\$ 8,000.00	See team resumes attached. Will provide meeting attendance and participate as needed at no charge for Alternate #2.
M-E Engineers	Sustainability Engineer						39,375	\$ -	This is broken out separately due to the cost of the scope as described in Section XI in Exhibit A - assumed this scope would require energy modeling; this fee can be negotiated if that assumption is incorrect.
								\$ -	
								\$ -	
								\$ -	
								\$ -	
Design Team Fee Total		\$ 33,500.00	\$ 22,750.00	\$ 17,750.00	\$ 6,500.00	\$ 5,000.00	\$ 39,375.00	\$ 74,000.00	

Total Not To Exceed Reimbursable Amount:	\$3,000
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Lake County School District R-1

Master Planning Services

Reimbursable Expenses Worksheet

TreanorHL	Mileage:	200 miles round trip x .535 mile = \$107 per trip	
		8 trips estimated	\$850
	Printing:	Printing will be limited to Assessment Reports, Site Specific Scope Packages, and the final Master Plan package	\$300
		Printing includes printing from copiers	
		Electronic versions of deliverables will be provided for Owner review	
	Misc:	Courier/Fedx/Deliveries	\$100
		Conference Calls	\$0
		Misc Materials: Foam Core and model materials	\$100
		Subtotal H+L	\$1,350
JVA	All expenses NTE		\$330
SCI	All expenses NTE		\$330
M-E Engineers	All expenses NTE		\$330
FCI	All expenses NTE		\$330
SRW	All expenses NTE		\$330
		Subtotal Consultants	\$1,650
		Grand Total	\$3,000

Name of Architectural Team Member or Subconsultant Firm	Role on Project	Average Hours/Week/Phase			Comments
		Assessment	Design Development	Document Preparation	
Chad Novak	Principal in Charge	2	2	2	
Stephanie Grose	Architect	8	6	6	
Jamie Park	Intern	12	4	4	

Lake County School District

Facility Master Planner RFQ/P – Clarification #1

DATE: October 24, 2017
TO: ALL POTENTIAL MASTER PLANNER CANDIDATES
FROM: NV5
RE: LAKE COUNTY SCHOOL DISTRICT REQUEST FOR QUALIFICATIONS/PROPOSAL FOR A FACILITY
MASTER PLANNER- CLARIFICATION #1

Documents issued to date:

- Lake County School District Master Planner RFQ/P
- Exhibit A: Master Planner Scope of Services Matrix
- Lake County School District 2011 Master Plan
- Lake County School District CDE Assessments

Documents included with this clarification:

- Clarification #1 (this document)
- Responses to Clarification Questions
- Link to LCSD Video: <http://www.lakecountyschools.net/blog/2016/08/08/cei-video-about-lcis-colorados-healthiest-school/>
- LCSD Community Partners Update & Appreciation

1.0 REVISED PROPOSAL SCHEDULE

REMAINING DATES FOR A/E SELECTION SCHEDULE (Dates are subject to change)

RFQ/P Responses due	11/10/2017
Interview Invitations sent to Short-Listed Candidates	11/16/2017
Interviews	11/30/2017
Candidates Notified of Selection	12/1/2017
Contract Negotiations Begin	12/4/2017
Master Plan Complete	10/15/2018
Draft Grant Application/CDE Coordination	Dec 2018/January 2019
Grant Application Submittal	Feb/March 2019

Date: 10/24/2017
 To: All Potential Master Planner Candidates
 From: NV5
 RE: Lake County School District Facility Master Planner RFQ - Clarification #1

Lake County School District Facility Master Planner RFQ - Clarification #1		
NO.	Question	Response
1	The 2011 Master Plan link in the RFQ/P would not direct download.	Yes, it seems to work for some PDF viewers, but not others. If you have not been able to download it, please download the 2011 Master Plan with this URL: https://www.dropbox.com/s/3brrnmh9zw8mree/110225%20-%20Lake%20County%20Master%20Plan%20FINAL.pdf?dl=0
2	Is there a list of the stakeholder groups that were involved in the branding process available? The RFQ notes community members, parents, staff, and students, but curious if there is more specific information that might include businesses or business leaders, partnerships, etc. that have been critical in the process thus far.	The stakeholder groups you list are indeed the primary ones. But among community members, we would certainly consider our business leaders. They are most easily accessed via the Wednesday morning community coffee group, or through the Economic Development Corporation.
3	Will there be availability by District staff in the Summer of 2018 for meetings, review, etc.?	In short, yes, with the caveat that July may be scarce availability for Kate and Wendy. But June and August should both be fine. And Todd will be working all summer.
4	Page 2 of 8, Part II, Item 1 – Could you provide further clarification on the potential partnerships being considered for workforce housing? Fire, police, and teachers were mentioned as being considered as potential residents, any others? Lake County only, or adjacent (Summit, Eagle)? Are you considering private developers, or developing in partnership with these other agencies?	At this time, the District is unsure as to what partnership opportunities exist. They expect this to be explored during the Master Plan process if some of their existing land is recommended for housing as a future use.
5	Page 4 of 8, Section 2, #2: Are you seeking this information on sub-consultants, as well?	No, the information requested in Section 2 for your firm is sufficient.
6	Page 4 of 8, Section 2, #2: Are there any special sub-consultants that are anticipated by Lake County School District or that would be under the Owner with whom we must plan to coordinate?	The District would expect sub-consultants be provided by the master planning firm to complete the scope of work as outlined in the RFQP and Exhibit A. At this time, the District does not anticipate they will hire special sub-consultants.
7	Page 4 of 8, Section 2, #2: Does the District have a demographer with whom they regularly consult?	No preference

Policy Type: Governance Process

Governing Style

The Board will govern with emphasis on organizational vision rather than on interpersonal issues of the Board; encourage diversity in viewpoints; focus on strategic leadership rather than administrative detail; observe clear distinction between Board and Superintendent Roles; make collective rather than individual decisions; exhibit future orientation rather than past or present; and govern proactively rather than re-actively.

Accordingly:

1. The Board will cultivate a sense of group responsibility. The Board will work in partnership with the Superintendent, staff, students, parents and the community. The Board, not the Superintendent or staff, will be responsible for excellence in governing. The Board will use the expertise of individual Board members to enhance the ability of the Board as a body, but will not substitute individual judgments for the Board's collective values.
2. The Board will hold itself accountable to govern with excellence. This self-discipline will apply to matters such as attendance, preparation for meetings, policymaking principles, respect of roles and ensuring the continuity of governance capability.
3. The Board will direct, control and inspire the district through the careful establishment of written policies reflecting the Board's values and perspectives. The Board's major policy focus will be on the intended long-term benefits for students, not on the administrative or programmatic means of attaining those benefits.
4. Continuous Board development will include orientation of new members in the Board's governance process and periodic Board discussion and evaluation of process to assure continued improvement.
5. The Board will allow no officer, individual or committee of the Board to hinder or be an excuse for not fulfilling its commitments.
6. The Board will monitor the Board's process and performance at each meeting. Self-monitoring will include comparison of Board activity and discipline to policies in the *Governance Process* and *Board/Superintendent Relationship* categories.
7. The Board will make no decision without full consideration of all available data, which may include but are not limited to: community input, Superintendent reports, student achievement results and assessments of the environment of all students and staff.

| [~~Adopted January 2016~~Revised March 2018]

LAKE COUNTY SCHOOL DISTRICT R-1, LEADVILLE, COLORADO

Policy Type: Governance Process

President's Role

The President of the Board ensures the integrity of the Board's processes and normally serves as the Board's official spokesperson. Accordingly, the President has the following authority and duties:

1. Monitor Board behavior to ensure that it is consistent with its own rules and policies and those legitimately imposed on it from outside the organization.
 - a. Conduct and monitor Board meeting deliberations to ensure that only Board issues, as defined in Board policy, are discussed.
 - b. Ensure that Board meeting deliberations are fair, open and thorough, but also efficient, timely, orderly and to the point.
 - c. Chair Board meetings with all the commonly-accepted power of that position as described in *Robert's Rules of Order* and in accordance with law.
2. Make ~~all~~ interpretive decisions that fall within the topics covered by Board policies on *Governance Process* and *Board/Superintendent Relationship*, except where the Board specifically delegates portions of this authority to others, using any reasonable interpretation of the provisions in those policies:
 - ~~a. Refrain from making any interpretive decisions about policies created by the Board in the Governance Process and Board/Superintendent Relationship policy areas.~~
 - ~~b.a.~~ ____ Refrain from exercising any authority as an individual to supervise or direct the Superintendent.
3. Represent the Board to outside parties in announcing Board-stated positions and in stating decisions and interpretations within the areas delegated to the President, delegating this authority to other Board members when appropriate, but remaining accountable for its use.
4. Sign all contracts authorized by the Board.
5. Sign all official Board reports.

In the absence or inability of the President, the Vice President has all of the powers and duties of the President.

[~~Revised March 2018~~Adopted January 2016]

LAKE COUNTY SCHOOL DISTRICT R-1, LEADVILLE, COLORADO

Policy Type: Governance Process

Board Member Covenants

In order to build efficient and effective relationships, Board members shall establish a system of communication that builds on mutual expectation and trust.

Accordingly, we will:

1. exercise honesty in all communication.
2. demonstrate respect for each other's opinions.
3. focus on issues, not personalities.
4. assume and practice trust.
5. maintain focus on shared goals.
6. communicate in a timely manner to avoid surprises.
7. openly support majority decisions of the board.
8. withhold judgment on issues until fully informed.
9. seek first to understand rather than be understood.
10. criticize privately, praise publicly.
11. use executive sessions appropriately and judiciously.
12. maintain confidentiality.
13. respect defined roles and follow the chain of command.
14. openly share personal concerns, issues and agendas.
15. assume a non-defensive posture, taking the initiative to communicate and ask questions for clarification.
16. share information and knowledge.
17. give direction as the whole, not as individuals.
18. make every reasonable effort to protect the integrity and promote the positive image of the district and one another.

We will not:

1. embarrass each other or the district.
2. intentionally mislead or misinform each other.
3. maintain hidden agendas.
4. fail to keep the district office informed of our location/activity.

[~~Adopted January 2016~~ Revised March 2018]

LAKE COUNTY SCHOOL DISTRICT R-1, LEADVILLE, COLORADO