ARAPAHOE COUNTY UTILITY COORDINATION MEETING
MINUTES FOR MEETING 2017-1

Thursday February 16, 2017 at 11 AM -- PWD Arapahoe Room, 6954 S. Lima St

1. Discussion of County Projects – Road and Bridge & Capital Improvements

Project Name **Engineer**

A. Asphalt Overlay / rehab project on S. Dahlia St. – Mark Brown / R&Bridge
Yale Ave. to 100' north of S. Dahlia Lane

B. Quincy Ave/Gun Club Rd Intersection Jon Williams
This project is in the final design, and has received Federal funding. The utility clearance letters went out. There will be need of moving XCEL overhead lines. Minor utility relocation at the stream crossing just south of Quincy Ave.

C. Iliff Avenue Corridor – Parker Rd. to Quebec Art Negretti
This will be a 4 lane plus acceleration and deceleration lanes, and bike lanes. Utility installments must be coordinated with the Project. Final office review, 90% complete meeting to be in April. Z from Goodbee is coordinating for design consultant DEA. A 2-year moratorium will apply.

D. Yale Ave/Holly St. Intersection Improvements Irene Valenzuela & Mark Brown
Preliminary design 30% complete. Funding with Denver uncertain. Project on hold until perhaps 2018/2019. Will be removed.

E. Valentia Street Pedestrian Access Irene Valenzuela
Several complaints have been received over the last few years regarding the lack of pedestrian connectivity along Valentia Street from the Club Valentia Apartments north to Mississippi Avenue. In response, the County is preparing an in-house design for a 10-foot asphalt trail along the west side of Valentia Street. An asphalt trail is proposed since the trail will not be permanent for reasons outside of the County's control. County Road & Bridge crews will construct the trail. There should be no conflicts with utilities.

F. Broncos Pkwy. & S. Fairplay Traffic Signal James Beall
Will need coordination with XCEL regarding street lighting, power to intersection and the existing transformer on the south west corner.

G. 2017 Concrete Replacement Program David Beard R&B
Concrete projects to be performed by a contractor-Fasick Concrete. David let everyone know that the maps are on the Arapahoe County Website. They can be found at:
http://www.arapahoegov.com/index.aspx?NID=626 or
www.arapahoegov.com/departments/PublicWorks/Roadandbridge/Concrete/CurbandGutter/sidewalkmaintenanceandrepair and then click on Map of 2017 Concrete Repair and Maintenance Program to access the map.

H. 2017 Asphalt Rehab Kris Chesonis R&B
Road & Bridge is underfunded by $2 million. All overlays will be performed by the in-house crew, similar to last year. This makes three internal patch crews in the County, two for the urban area, one for the eastern rural area. Jim brought a map of the 2017 plan for everyone to look at. The maps will be on the website very soon. They can also be found at the Road and Bridge webpage: http://www.arapahoegov.com/index.aspx?NID=626).

I. Quincy Ave Final Design – Gun Club to Powhaton Rd. Jon Williams

The project entails the final design of an interim section on Quincy Ave between Gun Club Road and Powhaton Road. Both Arapahoe County and the City of Aurora are working on a roadway corridor design to accommodate a roadway section less than 6 lanes that will accommodate traffic for the next 15 years. A final design for the roadway section will be completed, but construction funding has not been identified.

J. Construction Updates Jim Katzer – Road and Bridge

James Katzer, Infrastructure Asset Manager, Arapahoe County Road and Bridge, presented the plan for charging the owner of the manholes when the County adjusts manholes. He handed out procedures on how reimbursements for adjustments would be collected which included options for Utility Companies and a price schedule. (See attached.) A few of the Utility companies mentioned that they would not want the County to adjust their manholes and that for some, it may even be in violation of their regulations. Jon Warford of CCVW&S mentioned that they did not recommend the use of adaptors because they did not provide long term success. Full adjustments were much more effective. Tom Henlay (sp?) will be the XCEL contact for manhole adjustments.

Review of County Development projects:
(Not a comprehensive list, but most of the major projects. Please contact Arapahoe County Engineering (720-874-6500) for more info.)

Development Projects:

Project Name	Location
Mineral Self Storage	Mineral and Jordan
Platte Canyon Villas	Platte Canyon and Bowles
Sky Ranch	Airpark and I-70
Prosper	Watkins and I-70
Sky Mark	Mississippi and Ulster
Saddle Rock (Tall Grass) sf	Malta and Quincy
Tallgrass ER	Quincy and Picadilly
Quincy II Solar Gardens	Quincy and Watkins
Rush Creek 345 KV	CR 18 and CR 221
Pawnee Daniels Pk 345 KV	Gun Club and Quincy
Copperleaf Senior Living	Copperleaf and Quincy
DV 5 Olymic Metals	Potomac and Chambers
Inverness 61	Inverness Dr West/I-25
Illif Ave Townhomes	Illiff and Wabash
Illif Ave SF	Illiff and Yosemite
Xenia Townhomes	Xenia and Mississippi
Falling Water	Beeler and Mexico
Denver Jewish Senior Living	Wabash and Illiff
Cherry Tree Estates	Quebec and CC Drive
DV Lstre Business	Broncos and Adams Aircraft
Strasburg Station	Piggot and Colfax
169 Inverness	Inverness Drive West and Dry Creek
57 Inverness Valagio Medical And Dental	Inverness Drive West and Dry Creek
Schuck Restoration	Santa Fe and Stanford
Copperleaf Flg 10	Copperleaf and Radcliff

2. Discussion with Utility Companies, Water & Sanitation Districts, etc.:

- Xcel Energy – Looking forward to map, will communicate about manhole adjustments, exchanged contact info.
- Telecommunications Companies
  i. CenturyLink
  ii. Comcast
- SEMSWA - Please pick up your BMPs after job is finished!
- Water and Sanitation Companies
  i. Willows Water: annual maintenance program to begin. They want to coordinate with our asphalt and concrete projects.
  ii. Denver water: lots of water main repairs
  iii. ECCV: Projects along Gun Club
  iv. CCVW&S: Working on Iliff project with County,
- IREA – working on feeder along Jordan Rd, Broncos to Cty Line, construction 2018

Inspector news: Polonia had some good points for the crews:

- The Traffic control used in all the jobs performed in the ROW, must be removed immediately when the job is completed.
- According to our standards, the temporary repair must be done as soon as the cut is opened; the permanent repair within 7 days.
- The contractor performing the job has to be listed on the permit and bonded with the County.
- After work and repair is complete, call the Inspector; if the repair and job site are good, Probationary Acceptance will be issued. After a yearlong warranty period, Final Acceptance will be granted if still in good repair.

New Business –

Presentation by: Paul Danley, Director of the Engineering and Construction Division from SEMSWA. Paul gave a very informative and interesting presentation about the formation and purpose of SEMSWA. Power Point Slide show was presented. Paul mentioned that it is necessary Call SEMSWA directly for locates. They are sending out a RFP for Locate services. Thank you Paul, we really appreciate your presentation today! SEMSWA's contact info: http://semswa.org/ or 303-858-8844

Thanks to everyone who attended the meeting! We had a great turnout. Thank you to the Contractors that came: Hooper Corp., Zayo, and Emergency Pipe Repair.

Next Meeting: May 18, 2017
Same place, at 11:00 am

ARAPAHOE COUNTY
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Public Works and Development

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DAVID M. SCHMIT, P.E.

Arapahoe County Road and Bridge Utility Reimbursement Procedure

The following document outlines the procedure on how Arapahoe County will manage manholes and water valves during street maintenance work. The document will cover the responsibilities of both Arapahoe County and the Utility Companies.

Arapahoe County Resolution

A Policy Concerning the Payment of Certain Costs Associated with Relocation of Facilities in the Public Way. This policy was adopted by the Board of County commissioners on January 24, 1989, as Resolution Number 108-89. This policy defines responsibilities for relocation of water and sanitation district facilities on County projects.

Section 5.
Provided that the COUNTY has cooperated in accordance with sections 1 and 2 and has given adequate notice to a DISTRICT, costs of adjusting manholes and valve boxes, when such work is necessitated by pavement repair or street resurfacing will be borne by the DISTRICT. The DISTRICT may perform the work itself or may have the COUNTY perform the work at a pre-established unit cost per item. It is the responsibility of the DISTRICT to advise the COUNTY on a timely basis, which work option it chooses.

Arapahoe County Road and Bridge Procedure

The following procedure will be utilized to collect and notify utility companies of the amount of manholes and valve boxes that need adjustment:

1. The Arapahoe County Road and Bridge Division will post the pavement management plan for the year at the following location: http://co-arapahoecounty.civicplus.com/index.aspx?NID=1107
2. All streets that will receive an HMA overlay will be surveyed for the location and count of manholes and valve boxes
3. Road and Bridge will send the utility company a letter outlining the number of manholes and valve boxes that will need to be adjusted along with a cost estimate of the work (*if applicable*). This will take place prior to any work being completed.
4. Road and Bridge will complete all of the manhole and valve box adjustments and send a second letter to the utility company outlining the actual number adjustments made along with an associate invoice (*if applicable*).

Utility Company's Options

The utility companies may choose one of the following options for the manhole and valve box adjustments:

1. The utility company can reimburse Arapahoe County Government for the cost of adjustment(s). (see costs below).
2. The utility company can raise their own manhole and valve boxes:
   a. Arapahoe County Road and Bridge Division will provide the utility company with a two week notice of when the overlay will be performed.
   b. The utility company can provide two personnel to work alongside the paving crew and make the adjustment as the street is overlaid; or
   c. Arapahoe County Road and Bridge Paving Crew will pave over the manhole and valve box and mark their location. The utility company may come adjust the manhole and valve box at a later time.
3. If Arapahoe County Road and Bridge Division does not get a formal response from the utility company within 30 days of receiving the initial letter, then option one will be followed.

Arapahoe County Road and Bridge Adjustment Costs

Arapahoe County Road and Bridge Division surveyed multiple local government and contractors to develop the following price schedule:

Arapahoe County Price Schedule		
Adjustment of Manhole	$	55.00
Adjustment of Valve Box	$	32.00
Full Adjustment of Manhole	$	800.00
Full Adjustment of Valve Box	$	350.00
2" Riser Ring - Manhole	$	66.25
2' Riser Ring - Valve Box	$	18.76

Definition:

Adjustment of Manhole – This cost includes the labor for Arapahoe County Road and Bridge Division paving crew to adjust the manhole and install a riser ring if needed. The paving crew will ensure that the manhole is level, accessible, and on grade.

Adjustment of Valve Box - This cost includes the labor for Arapahoe County Road and Bridge Division paving crew to adjust the valve box and install a riser ring if needed. The paving crew will ensure that the valve box is level, accessible, and on grade.

Full Adjustment of Manhole – this cost includes the labor, equipment, materials, and traffic control for Arapahoe County Road and Bridge Division to hire a subcontractor to complete manhole adjustments that are outside of the scope of the paving crew.

Full Adjustment of Valve Box– this cost includes the labor, equipment, materials, and traffic control for Arapahoe County Road and Bridge Division to hire a subcontractor to complete valve box adjustments that are outside of the scope of the paving crew.

2" Riser Ring for Manhole – The cost to purchase a 2" manhole riser ring

2" Riser Ring for Valve Box – The cost to purchase a 2" valve box riser ring

Arapahoe County Road and Bridge Adjustment Costs Updates

Arapahoe County Road and Bridge Division will evaluate the cost of labor and material every year. The cost will change each year to reflect the current market; utility companies will be sent an updated letter each year with the changes outlined. For further questions please contact the Arapahoe County Road and Bridge Division at:

Phone: 720-874-7623 Email: R&BInfrastructure@arapahoegov.com

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SIGN IN SHEET FOR UTILITY COORDINATION MEETING Date: 2-14-17

NAME	COMPANY	ADDRESS, CITY & ZIP CODE	PHONE	FAX NUMBER	E-MAIL
Lisa Glenn	Cherry Creek Valley Water	23255 Wabash St. Denver 80231	303-755-4474		cervwsdadmin@qwestoffice.net
Renata Kostecka	Comcast	6850 S. Tucson Way Englewood CO 80112	720-4131789		Renata_kostecka@cable.comcast.com
Emily Hone	IREA		720 7335654		ehone@irea.coop
MIKE MALDONADO	ARAPAHOE COUNTY	7600 S. PEORIA			
Obey Rousseau	Arapahoe County				orousseau@arapahoe.gov
Michael Draudt	XCEL	2070 S. Valentia Den	303 250 2235		Michael.Draudt@XCELENERGY.com
ART NEGRETTI	AC	Lima	7/874-6516		anegretti@arapahoegov.com
Mark Brown	AC				

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NAME	COMPANY	ADDRESS, CITY & ZIP CODE	PHONE	FAX NUMBER	E-MAIL
ROBERT PADILLA	DENVER WATER	1600 W. 12th AVE	3036286359		Robert.Padilla@denverwater.org
Andrew Foresman	Willows Water	6390 S Holly Cir	303 770 8625		aforesman@willowswater.org
Paul Dunley	SEMSWA		3-858-8844		pdunley@semswa.org
JuneTownsend	CenturyLink	7759 S WHEELING CT	7205785133		JuneTownsend@CenturyLink.com
CHARLES PLACE	CENTURYLINK	7759 S. WHEELING CT	720.578.5132		CHARLES.PLACE@CENTURYLINK.COM
Bryan Balderston	Xcel	Arvada	720-590-1886		Bryan.Balderston@Xcelenergy.com
Blair Zimmerman	Willows Water	6930 S Holly Cir	303 770 8625		BZimmerman@willowswater.org
Lisa Daugherty	Hooper Corp	6255 Dexter St Commerce City	6084170014		ldaugherty@hoopercorp.com
Gerry Hitchings	SEMSWA				
SHANNON Whitehead	EPR	6036 E King Ct Parker CO 80134	3037200788		Shannon epr@hotmail.com
Cheryl Diedrich	XCEL	1123 W 3rd Ave Denver	303-571-3116		Cheryl.diedrich@xcelenergy.com

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NAME	COMPANY	ADDRESS, CITY & ZIP CODE	PHONE	FAX NUMBER	E-MAIL
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LEON GLAWE	ZAYO		3/514 4826		leon.glawe@ZAYO.COM
Connor Parson	Zayo		307-995-1291		Connor.parson@zayo.com
David Beard	Arapahoe City		720-874-6572		dbeard@arapahoegov.com
Britni Kahler	SEMSWA		616-915-9247		bkahler@semswa.org
Jim Kater	Arapahoe County				
Michelle Flom	AC				
James Beall	Arapahoe County				
JOHN WAREORD	CCVWSD		303-210-2543		
Candido V.	AC				