

RESOLUTION NO. 25-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CASTLE PINES, COLORADO APPROVING CHANGE ORDER NO. 1 TO PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF CASTLE PINES AND HORD COPLAN MACHT, INC. FOR DESIGN SERVICES RELATED TO PHASE 1 COYOTE RIDGE PARK IMPROVEMENTS AND SOARING HAWK PARK PRELIMINARY DESIGN

WHEREAS, the City of Castle Pines, Colorado (“City”) is authorized to enter into contracts for the performance of general municipal governance and services; and

WHEREAS, the City previously entered into a professional services agreement with Hord Coplan Macht, Inc. (“Contractor”), effective February 11, 2025, for design services related to Phase 1 Coyote Ridge Park Improvements (the “Agreement”); and

WHEREAS, the City Council desires to approve a change order, attached to this Resolution as **Exhibit 1** and incorporated herein, to increase the Not-to-Exceed Amount, as defined in the Agreement, for Contractor to provide additional design services related to Coyote Ridge Park and Soaring Hawk Park improvements (“Change Order No. 1”); and

WHEREAS, the City Council further desires to authorize the City Manager to execute Change Order No. 1 once in final form.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CASTLE PINES, COLORADO, THAT:

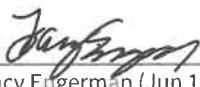
Section 1. The City Council hereby: (a) approves Change Order No. 1 in substantially the form attached hereto and incorporated herein as **Exhibit 1**; (b) authorizes the City Attorney, in consultation with the City Manager, to make such changes as may be necessary to correct any non-material errors that do not increase the obligations of the City; and (c) authorizes the City Manager to execute Change Order No. 1 when in final form.

Section 2. This Resolution shall be effective immediately upon approval of the City Council of the City of Castle Pines.


INTRODUCED, READ, AND ADOPTED AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF CASTLE PINES BY A VOTE OF 6 IN FAVOR, 0 AGAINST, AND 1 ABSENT THIS 27th DAY OF MAY, 2025.

Signature page to follow.



By: 
Tracy Engerman (Jun 10, 2025 23:11 MDT)
Tracy Engerman, Mayor

ATTEST:

By: 
Tobi Duffey, MMC, City Clerk

Approved as to Form:



By: 
Linda Michow (May 29, 2025 12:33 MDT)
Linda Michow, City Attorney

EXHIBIT 1
CHANGE ORDER NO. 1 TO PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE CITY OF CASTLE PINES HORD COPLAN MACHT, INC.

		<h1 style="text-align: center;">CHANGE ORDER</h1>	
PROJECT: Phase 1 Coyote Ridge Park Improvements		CITY PROJECT NO.: N/A	
		CHANGE ORDER NO. 1	
		CONTRACT DATE: February 18, 2025	
TO: Hord Coplan Macht, Inc. Attn: Robyn Bartling, Principal 700 E Pratt Street, Suite 1200 Baltimore, MD 21202		DATE: May 27, 2025	
DESCRIPTION OF ORIGINAL WORK: See Exhibit A to Agreement for Professional Services between the City of Castle Pines and Hord Coplan Macht, Inc. ("Contractor"), effective February 18, 2025 ("Contract").			

The City and Contractor agree to amend the Contract Not-to-Exceed Amount, as defined in the Contract, as provided herein. The City and Contractor further agree to amend the Contract Scope of Services to include the additional services identified in Contractor’s proposal dated May 21, 2025, attached hereto and incorporated herein as Attachment 1 (“Additional Services”).

Contractor agrees to furnish all materials and labor required to complete the Additional Services, in accordance with the original terms and conditions of the Contract, for additional consideration as provided below:

<i>CHANGE TO CONTRACT NOT-TO-EXCEED AMOUNT</i>	<i>AMOUNT / DATED / AVG</i>
Original NOT-TO-EXCEED AMOUNT	\$ 383,175.00
The NOT-TO-EXCEED AMOUNT due to this Change Order will be Increased by:	\$ 194,420.00
The new NOT-TO-EXCEED AMOUNT including this Change Order will be	\$ 577,595.00
<i>CHANGE TO CONTRACT TIME</i>	0 days
Current CONTRACT Completion Date	N/A
CONTRACT TIME will be (Increased)(Decreased)(Unchanged) by this number of Calendar days	
The DATE for completion of all WORK (Amended Contract Time) will be	

RECOMMENDED FOR ACCEPTANCE:

PROJECT MANAGER / CITY ENGINEER: _____

BY: _____ BY: _____ BY: _____

DATE: _____ DATE: _____ DATE: _____

ACCEPTED:

CONTRACTOR:

BY: _____
DATE: _____

CITY OF CASTLE PINES:

BY: _____, City Manager
DATE: _____

May 21, 2025

Michael Penny, MPA, ICMA-CM
City Manager
City of Castle Pines
7437 Village Square Drive, Suite 200
Castle Pines, CO 80108

RE: Coyote Ridge Park Improvements – Phase 1– Additional Scope and Soaring Hawk Park (West) Schematic Design - ASR# 01

HCM Project # 225025.00

Dear Micheal,

This letter is to summarize work effort for the **Coyote Ridge Park Improvements-Ph. 1** project which we have identified as tasks outside of our original scope of services.

ADDITIONAL SERVICE REQUEST

- **ADDITIONAL SCOPE PHASING- COYOTE RIDGE PARK PHASE 1**
 - Identify components of the Master Plan that could potentially be added to contract for further design.
 - Prepare cost estimate for multiple options of additional design scope areas
 - Prepare presentation materials for City and PRAB to review proposed areas of additional scope and associated costs.
- **RESTROOM REPLACEMENT**
 - Schematic level design of (3) new vault restroom buildings.
 - Assumes utilizing a prefabricated building structure.
 - Located at:
 - Playground area (larger size than existing restroom)
 - Pickleball court area
 - Ballfield area
 - Participation in one 'page-flip' review with city staff.
 - Estimate of probable cost for the restroom building.
- **BALLFIELD EXPANSION**
 - Schematic level design for improving and expanding existing ballfield.
 - Improvements include new: backstop, infield mix, dugouts, bleachers, foul poles, outfield fence, scoreboard, and shade structure.
 - Expansion items include earthwork/ grading and walk modifications.
 - Would need approval from Xcel Energy to expand onto their property.
- **IRRIGATION IMPROVEMENTS**
 - On-site meeting with City staff to determine existing irrigation condition.
 - Evaluation of irrigation costs associated with construction of sewer main and restroom opinion of cost.
 - Evaluation of ballfield irrigation system, schematic design, and opinion of cost.
 - Evaluation and schematic design of remaining irrigation system.

ADDITIONAL SCOPE PHASING- SOARING HAWK PARK (WEST) SCHEMATIC DESIGN

The Soaring Hawk Park (West) is located on the 25-acre site between Cross Canyon Trail and Canyontop Trail. This project will provide design services and will utilize and build upon the previously completed 2024 Master Plan. Our understanding of this project is to:

- Develop the west side of the park to a schematic design level.
 - Preserving natural topography and vegetation
 - Water quality and detention areas
 - Soft surface trails
 - Tot pump track
 - Challenge course
 - Bike skills loop.
 - (2) Restroom and storage buildings
 - (2) Parking lot (+/- 122 and 83 spaces)
 - Inclusive play areas (2-5 and 5-12)
 - Shade structure
 - Tennis courts
 - Pickleball courts
 - Shared baseball field and multi-use field with synthetic turf, bleachers, and dugout.
- Develop a Phasing Strategy Plan.
 - Phasing will be identified while working with the City of Castle pines.
- Prepare a cost estimate based on 5–10-year funding strategy.
 - City to provide budgeting strategy.

Basic Scope of Services

Based on our project understanding, HCM proposes to provide Basic Scope of Services for the Soaring Hawk Park (West) – Schematic Design project as follows:

TASK 1: Project Kick-off/Program Verification

The first step will include project kick-off, due diligence, and program verification of the 2024 Master Plan. This task will include the following:

- **Project Kick-off Meeting:** Meet with City staff to define goals and objectives, site constraints and opportunities, expectations.
- **Project Schedule:** Review/finalize project schedule.
- **Site Due Diligence and Project Evaluation:** HCM's design team will visit the site, review the existing topographic survey, research existing conditions, review current and applicable codes for the site/project and local authorities and provide overall due diligence for the project.
 - Assess the existing site and right-of-way conditions, previously filed Plats, Title, and property information.
 - Research as-built documents, City utility data, and make initial contact with the Water and Sanitation District to confirm and review existing public utility infrastructure and assess its potential to serve the site, including utility main and water meter size information. It is assumed the existing adjacent infrastructure has adequate capacity for use by the park development.
 - Contact dry utilities companies including CORE Electric Cooperative to verify electrical and Xcel Energy to verify gas service to understand location of existing utilities and needs for proposed electric and gas to the park.
- **Land Survey:** Flatirons, Inc. will provide a topographic land survey for the west side of the park only. The survey will include:
 - Topographic field survey with horizontal and vertical survey control for the site based on NGS and/or City control points.

TASK 1 – Anticipated Deliverables:

- *Topographic Land Survey*

TASK 1 – Key City Responsibilities:

- *Provisions of background information*
- *Attend meetings.*
- *Assist in scheduling meetings with City staff and stakeholders as needed.*
- *Scheduling of the PRAB Advisory Commission and City Council meetings.*

TASK 2: Schematic Design (SD)

Working from the 2024 Master Plan and program verification phase, our team of designers and consultants will develop the Soaring Hawk Park (West) project into a more refined plan through design of all the park program and amenity areas.

- **Drawing Preparation:** Advance the updated master plan/concept plan to the Schematic Design level. This phase will include development of design concepts for each program area with workshop discussions with the City to gain input on preferred design direction to be included in the schematic design package. Schematic design package will include:
 - Site & Landscape Plans
 - Civil schematic design plans and narrative
 - Irrigation system narrative
 - Electrical/Lighting drawing with narrative
 - Building/structures drawings and narrative (including MEP, structural)
- **Building Design:** Building floor plans will be developed based on programming for each building as provided by the City. Initial building exterior design and material concepts will be developed during this phase for review by the City and to determine aesthetic and character of the buildings. Other design considerations will include:
 - Schematic level design of two restroom/storage buildings. Building assumed to be conventional construction (not prefab building) designed to meet 2021 IBC and IECC codes. The building will be designed for year-round use.
 - The two restroom buildings are assumed to be matching aesthetic, utilizing the same exterior building materials.
 - Structural, mechanical, plumbing and electrical scopes for the restroom building to be provided as written scope notes.
 - Develop outline specifications applicable to building materials.
- **Civil Utilities, Grading and Drainage Design:** The grading and utility design will include:
 - Provide preliminary grading and investigate drainage issues related to the existing site, identify areas for stormwater quality treatment.
 - Attend initial contact meetings with City of Castle Pines engineers and South Metro Fire Rescue to determine their requirements.
 - Produce the schematic design plans and narrative, including utility routing and rough earthwork calculations, required for this phase of design.
 - Prepare an opinion of probable cost for the site civil components of the project.
 - Provide construction phasing recommendations with consideration to the Owner's 5 – 10-year funding strategy and prepare a conceptual phasing plan with narrative description of each phase based on relevant earthwork, site access, and utility information.
- **Electrical/ Lighting Design:** The electrical and lighting design will include:
 - Preparation of Schematic Design Documents for electrical/lighting systems, including:
 - Planning and assistance for location of electrical gear.
 - Schematic Design narrative and drawings.

- Electrical one-line diagram.
 - Develop a Phasing Plan
 - Attend (2) meetings with City and utility companies to determine the final design fundamentals.
- **Irrigation System Design:** The irrigation design will include:
 - Site Water Analysis to determine the irrigation water needs on a seasonal and peak season flow basis utilizing The Water and Sanitation District's irrigation tap sizing worksheet. This information combined with phasing will determine the number and sizing of irrigation taps/meters.
 - Irrigation Water Pressure Confirmation
 - Preliminary irrigation system design will be prepared based on available water pressure and include mainline routing, items requiring electrical power (Controller/possible pump/possible heated backflow preventer enclosure), landscape types, grading, and phasing.
- **Schematic Design Estimate of Probable Cost:** Provide estimate of probable cost based on schematic design drawings. Evaluate overall project costs with the City and determine potential phasing.
- **Drawing Review:** Page-flip review of Schematic Design drawings with City staff and review with Parks and Recreation Advisory Board.

TASK 2 – Anticipated Deliverables:

- *Schematic Design Package*
- *Estimate of Probable Cost*

TASK 2 – Key City Responsibilities:

- *Circulation and review of Schematic Design package*
- *Collect and distribute internal feedback.*
- *Attend page-flip review meeting with the design team.*

Exclusions

The following are assumptions made during preparation of the basic scope of services.

1. Schematic level drawings from structural, mechanical, plumbing, electrical disciplines for the buildings are excluded. These are to be provided through written scope notes.
2. Excludes a bike park design consultant. Bike park will be conceptually designed as part of this project by HCM.
3. Excludes geotechnical investigations.
4. Excludes Site plan and engineering submittals and permitting.
5. Excludes construction documentation.
6. Excludes a traffic impact study.
7. Offset utility and road improvements are excluded.
8. Site survey is for west side of park only and does not include the full park area.
9. Excludes community engagement as part of this phase.

Project Team

Landscape Architecture – HCM

Architecture – HCM

Civil Engineer – JVA Consulting Engineers

Electrical Engineer – AE Design
Irrigation Designer – Avocet Irrigation
Survey – Flatirons, Inc.

Exhibits

Basic Scope of Services is based off the 2024 Master Plan- Soaring Hawk (attached)
Coyote Ridge Park – Additional Scope Areas (attached)

Coyote Ridge Park Phase 1 - Additional Scope of Services Fee

HCM – Landscape Architecture	\$28,055
JVA, Inc. – Civil Engineering	\$ 2,700
Avocet – Irrigation Design	\$ 2,760
SUBTOTAL ADDITIONAL SERVICES (COYOTE RIDGE PARK)	\$33,515

Soaring Hawk Park Additional Scope of Services Fee

TASK 1: Project Kick-off/Survey	\$ 42,915
TASK 2: Schematic Design (SD)	\$ 105,740
Reimbursable Expenses	\$ 1,000
SUBTOTAL ADDITIONAL SERVICES (SOARING HAWK PARK)	\$149,655
TOTAL COYOTE RIDGE PARK AND SOARING HAWK PARK	
ADDITIONAL SERVICES	<u>\$183,170.00</u>

ADDITIONAL ALTERNATE SCOPE- 3D RENDERINGS

Below is a list of potential additional services that may be required by the project and associated fee estimates for that work.

- 3D rendering view for Coyote Ridge Park Phase 1. 3D model graphics views can be prepared for an additional fee beyond the base fee. Includes four (4) views of proposed: ballfield area, playground area, restroom, and shelter area. The design fee for this would be **\$9,250** in addition to additional fee above.
- 3D Rendering views for Soaring Hawk Park (3 total). HCM will coordinate the locations for the selected views with City staff prior to beginning work. The design fee for this service would be **\$10,000** in addition to additional fee above.

Reimbursable expenses for Soaring Hawk Park

Expenses associated with procuring and/or producing needed item(s) or service(s) will be billed at cost plus ten percent (10%). Such expenses will include, but are not limited to printing, visual documentation of project graphics, courier and overnight delivery, mileage at the prevailing IRS rate, meeting supplies and meal and travel expenses if required. Reimbursable expenses are based on a maximum of **\$1,000** as indicated in the Basic Scope of Services above.

This letter shall serve as authorization for fee in connection with the above scope of services. Please indicate your acceptance by returning an executed copy of this correspondence for our files.

We are pleased to have the opportunity to continue our work with the City of Castle Pines.

Please feel free to reach out with any questions.

Sincerely,
HORD COPLAN MACHT, INC.



Robyn Bartling, PLA, ASLA
Principal

Approval of Additional Service Request

Signature

Date

This proposal is based on the terms and conditions outlined in our Design Services Agreement dated 02/18/2025.

cc: Robyn Bartling, HCM
W:\Projects\LA\225025.00 City of Castle Pines Coyote Rdg Ph 1\01 Project Information\01 Design Fee-
Contracts\Add Services\Add Service No. 1

COYOTE RIDGE PARK

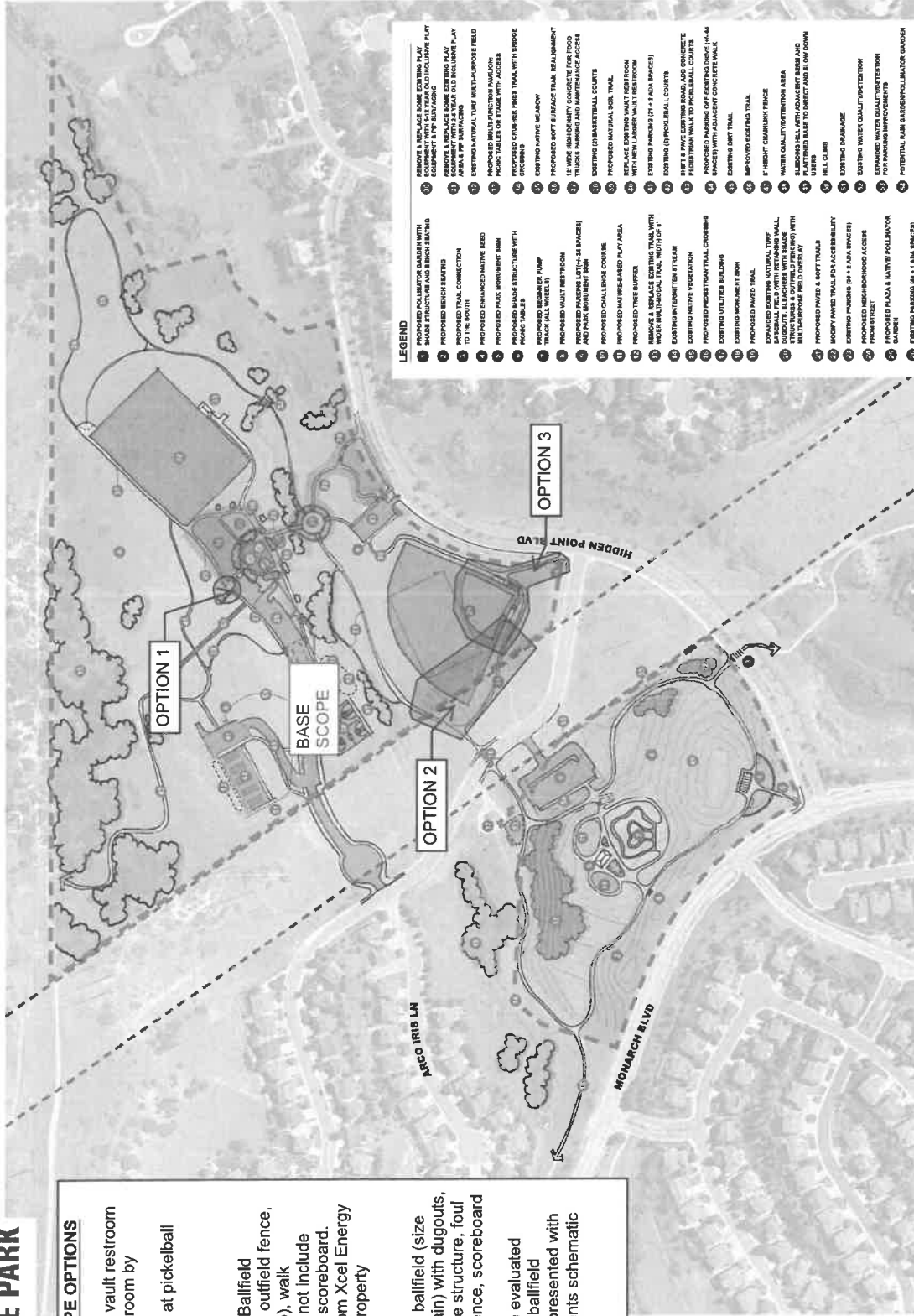
ADDITIONAL SCOPE OPTIONS

OPTION 1: Replace vault restroom with larger vault restroom by playground.
Add vault restrooms at pickleball courts and ballfield.

OPTION 2: Expand Ballfield (includes earthwork, outfield fence, infield mix, backstop), walk modifications. Does not include dugouts, bleachers, scoreboard.
**needs approval from Xcel Energy to expand on their property

OPTION 3: Improve ballfield (size and location to remain) with dugouts, bleachers with shade structure, foul poles and outfield fence, scoreboard

*Options 2&3 will be evaluated together options for ballfield improvements and presented with Phase 1 improvements schematic design.



- LEGEND**
- 1. PROPOSED VOUCHER KIOSK WITH SHADE STRUCTURE AND BENCH SEATING
 - 2. PROPOSED BENCH SEATING
 - 3. PROPOSED TRAIL CONNECTION TO THE SOUTH
 - 4. PROPOSED MANAGED NATIVE BED
 - 5. PROPOSED PAVED BASKETBALL COURT
 - 6. PROPOSED SHADE STRUCTURE WITH PAVED FLOOR
 - 7. PROPOSED UTILITY PUMP TRAIL (ALL WHEELS)
 - 8. PROPOSED VULT RESTROOM AND PAVED MONUMENT SIGN
 - 9. PROPOSED CHALLENGE COURSE
 - 10. PROPOSED MATH-BASED PLAY AREA
 - 11. PROPOSED TREE BUFFER
 - 12. REMOVE & REPLACE EXISTING TRAIL WITH PICKLEBALL COURT, NORTH OF #1
 - 13. EXISTING INTERMITTENT STREAM
 - 14. EXISTING NATIVE VEGETATION
 - 15. PROPOSED PICKLEBALL TRAIL CROSSING
 - 16. EXISTING UTILITIES BUILDING
 - 17. EXISTING MONUMENT SIGN
 - 18. PROPOSED PAVED TRAIL
 - 19. EXISTING TRAIL WITH SHADE STRUCTURE, BENCH SEATING, AND UTILITY PUMP TRAIL (ALL WHEELS)
 - 20. PROPOSED PAVED & SOFT TRAIL
 - 21. SOFT TRAIL FOR ACCESSIBILITY
 - 22. EXISTING PARKING (24 x 12 SPACES)
 - 23. PROPOSED NEIGHBORHOOD ACCESS
 - 24. EXISTING TRAIL
 - 25. PROPOSED PLACK & VULT POLEMONUMENT
 - 26. EXISTING PARKING (24 x 12 SPACES)
 - 27. TRUCK TURNAROUND
 - 28. ACCESSIBILITY IMPROVEMENTS AT EXISTING PICKLEBALL COURT
 - 29. IMPROVED PARKING WITH BENCH SEATING
 - 30. EXISTING TRAIL
 - 31. EXISTING TRAIL
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