

### Proposers Certification and Signature Page

The undersigned hereby acknowledges she/he has read and understands all requirements and specifications of the Request for Proposals (RFQ), including attachments.

The Town of Silverton requests that the Proposer designate one person to receive all documents and the method in which the documents are best delivered. Identify the Contact name and fill in the information below:

Date: **8/8/24**

Official Contact Name: **Dan Cokley, Principal**

Email Address: **danc@sgm-inc.com**

Telephone: **970.384.9009**

Street Address: **SGM Inc.  
118 W 6th Street**

City, State, and Zip: **Glenwood Springs, CO 81601**

By its submission of this proposal and authorized signature below, proposer certifies that:

1. The information contained in its response to this RFQ is accurate;
2. Proposer complies with each of the mandatory requirements listed in the RFQ and will meet or exceed the functional and technical requirements specified therein;
3. Proposer accepts the procedures, evaluation criteria, mandatory contract terms and conditions, and all other administrative requirements set forth in this RFQ;
4. Proposer's technical and cost proposals are valid for at least 120 days from the date of proposer's signature below;
5. Proposer understands that if selected as the successful Proposer, he/she will have 15 calendar days from the date of delivery of initial contract in which to complete contract negotiations, if any, and execute the final contract document. The Town has the option to waive this deadline if actions or inactions by the Town cause the delay.

Authorized Signature:



Printed Name:

**Dan Cokley,  
SGM Principal**

Title:

August 8, 2024

Anne Chase, Director  
Silverton Housing Authority  
Town of Silverton  
[achase@silverton.co.us](mailto:achase@silverton.co.us)

**RE: Proposal for Civil Engineering Services  
Silverton Boxcar Housing Development**

Dear Ms. Chase:

Per your request, SGM is providing this proposal for engineering services for the proposed Boxcar Housing development located in Silverton, CO. The project site consists of approximately ½ acre site bordered by Shrine Road to the west and northwest, US 550 to the south, Anvil Mtn Subdivision to the east, and undeveloped hillside to the northeast. A conceptual site layout has been developed for this site by others including two buildings totaling 14 units with associated site access driveway and trail, see figure 1.



**Figure 1 - Conceptual Site Rendering**

The conceptual layouts are presented in the *Silverton – SHIP Pre-Development Assistance* document dated February 2022. SGM will provide the civil design development and construction document preparation by providing engineering design services and permitting support as described below. Once the permitting process is complete, SGM can provide construction services, as needed.

The existing site is undeveloped, with the road and utility infrastructure to the east for the Anvil Mtn Subdivision installed. No portion of this site is within the 100-year floodplain as shown in FEMA map panel San Juan County, Colorado.

Below is a general description of the Scope of Services included in this proposal.

## Scope of Work

The primary categories associated with the Project SOW include:

1. Meetings, Communication and Project Management
2. Survey Mapping Services
  - a. Existing Conditions Scope:
    - i. Map all above ground improvements within the area shown in the attached KMZ
    - ii. Map all existing Sewer and Water or other utility lines that are marked by a locator (locator fees not included).
    - iii. Map edges of major vegetation (see note below)
    - iv. Gather ground topography data
    - v. Fly site with UAV to and produce high resolution, georeferenced, orthorectified imagery (if needed)
    - vi. Perform sufficient amount of boundary research and field monument searches to resolve property boundary and easement's locations
    - vii. Draft Existing Conditions Cad Drawing
    - viii. Deliverable to be AutoCad drawing suitable for engineering design
  - b. Re-Platting Scope:
    - i. Produce Certified Re-Plat Consolidating Lots 1 and 32.
    - ii. Monument Boundaries of Consolidated Lot per State Statues
3. Geotechnical Engineering Services
  - a. Geotechnical Engineering Study
4. Civil Engineering Services
  - a. Conceptual Design/Due Diligence
  - b. Site Improvements Design and Plan Set
    - i. Title, Legend, Abbreviations, and General Notes
    - ii. Existing Conditions
    - iii. Amended Plat
    - iv. Site Plan
    - v. Grading Plan
    - vi. Drainage Plan
    - vii. Erosion Control Plan
    - viii. Utility Plan
    - ix. Access Plan and Profile
    - x. Retaining Wall Plan and Profile
    - xi. Access and Site Details
    - xii. Drainage Details
    - xiii. Utility Details
    - xiv. Retaining Wall Details
5. Structural Engineering Services
  - a. Retaining Wall Design
6. Permitting Support (included in Project Management)

## Project Team

The project team includes the following.

- Dan Cokley, PE Project Manager / Engineer
- Dave Kotz, PE, QA/QC
- Michael Morrison, EI, Design Engineer
- Tim Barnett, PLS, Survey Manager
- Catherine Carella, PE, Durango office liaison
- Mike Fowler, PE, Structural Engineer
- Tom Harrison, PE, Trautner Geotech Project Manager

The following sections of this proposal will provide detailed descriptions of each of these scope items.

## Meetings, Communication and Project Management

This task will include internal project management throughout the project. SGM anticipates recurring design team and client coordination meetings during the development of design documents. SGM will implement internal quality assurance and control processes (QA/QC) throughout the project design. SGM will also provide detailed invoicing with project status memos summarizing the status of the design process. This task will include attendance at up to two public hearings, as necessary, during the Land Use review process. This task will be billed time and materials. If the fee estimate is nearing the budgeting amount, we will inform the Town that additional fees may be incurred. The Permitting aspect is included in this task and further described below.

## Survey Base Mapping Services

Proposed Survey Base Mapping scope includes providing an updated CADD model base map that meets the requirements of the Town of Silverton and current surveying and design industry standards. The mapping will be completed to provide design and construction efficiencies that take advantage of current CADD, UAV, and GPS technology. SGM will map all existing Sewer and Water or other utility lines that are marked by a locator or found at the surface (locator fees not included). The scope includes Subsurface Utility Engineering (SUE) level quality level C locates. Higher quality level locates can be provided following conceptual design if deemed necessary by the State SUE act, when scope and any necessary additional cost can be determined. SGM has included scope to provide re-platting services to combine Lots 32 and 1 into a contiguous lot with appropriate easements for access, utilities, and drainage. A Title Commitment or similar research provided by the Town would be preferred for the Existing Conditions Scope, and required for the Re-Plat Scope

## Geotechnical Engineering Services (Trautner Geotech LLC)

### FIELD STUDY

- Use track-mounted drilling equipment to perform our field exploration.
- Advance six auger test borings on the project site.
- Collect subsurface information obtained during the field study will be included in the report.
- Select soil samples will be obtained and returned to the laboratory for testing.

### LABORATORY STUDY

Proposed laboratory testing is listed below. The testing may be altered at the discretion of the project manager based on the subsurface conditions encountered.

- Moisture content and dry density,
- (3) Atterberg Limits tests which are used for general classification purposes of the samples tested,
- (3) Sieve analysis tests to assess the grain distribution of the samples tested,
- (6) Swell-consolidation tests, the results of which are used to analyze the
- Expansion potential of the soil samples tested and as a basis for estimation of settlement of the foundation system chosen for the site.

## REPORT

Will analyze the field and laboratory data and prepare a geotechnical engineering report which will provide the following information.

- A discussion of the surface topography and site conditions.
- Subsurface soil and water conditions that may influence the project design and construction considerations.
- Geotechnical engineering parameters which may be used by the design team to develop.
  - Foundation size, geometry and support elevations,
  - Retaining wall and footing design criteria, and,
  - Concrete flatwork design.
- Construction comments and guidelines for.
  - general site grubbing and preparation,
  - fill material characteristics,
  - placement and compaction of fill materials for support of structural components,
  - considerations for fill placement on sloped areas, and,
  - excavation safety considerations

The report will provide design parameters which are typically utilized by members of the design team to establish appropriate design criteria for the proposed site development.

## Civil Engineering Services

Proposed Civil Engineering scope includes infrastructure design associated with the proposed site improvements related to the multi-family development described above.

### Task 1: Conceptual Design

SGM will provide engineering support for the Conceptual Design, including:

- Site Layout Development (Access, Utility, Drainage, and Building Footprint)
- Evaluation of major utility access points and requirements
- Evaluation of approximate sizes and locations for water, sewer and other pertinent utilities
- Utility Coordination and review of easement agreements
- Conceptual Drainage design, sizing, and layout of appurtenant facilities
- Conceptual Storm water management plan
- Coordination with the Town and any other land use consultants for layout considerations including Brownfields Team regarding environmental assessment and cleanup.

SGM will coordinate with Town staff and their building and other consultants for site layout considerations and utility connections to Town mains. SGM understands the Town design criteria and Municipal Codes and Ordinances for assistance in developing a compliant site layout. Prior to site design, site layout shall be discussed with the Town to provide defined site constraints and design parameters which must be met, and others that are more flexible to aid in reducing the conceptual

phase design. This task will be billed hourly and depends on the level of due diligence and site layout requested by the Town (design iterations). The fee estimate for this task assumes that a code compliant initial building layout and strategy will be provided by the Town, and SGM will provide guidance with design and engineering parameters. The above scope is generally based upon the site depiction shown in Figure 2, with access shown from Shrine Road (~6%) and 5<sup>th</sup> St (~8%).

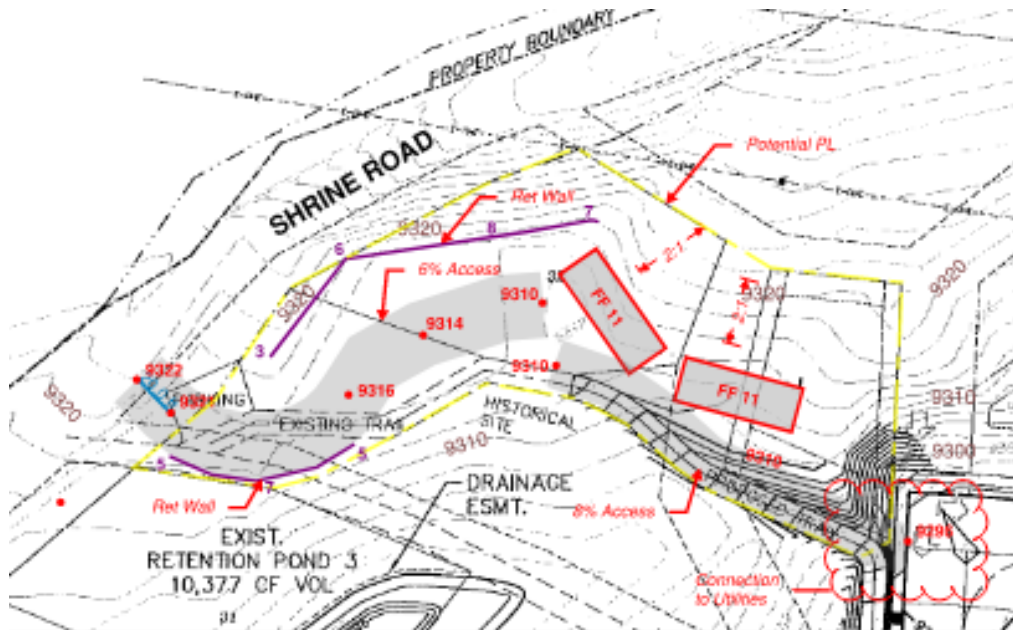


Figure 2 - Conceptual Site

## Task 2: Site Improvements Design (Construction Documents)

### Site Improvements Design

SGM will prepare civil construction plans and documents for permitting by others through the Town process. We will include dimensional control, site paving, grading, retaining walls, building location, drainage, erosion controls and utility design for construction level plans based on the Town approved site layout developed during the Conceptual Design phase. SGM will also provide the necessary drainage calculations and engineering reports for Town approval. SGM will coordinate design with the Town’s land planner, architect, and or Staff for plan preparation. SGM will provide design for the following site elements:

#### Site Plan

SGM will prepare a site plan sheet with dimensional control, paving and details of site elements to meet current codes and criteria set by the Town. A general site plan is warranted to help encompass the scope, aid in design coordination, and provide an overall layout of all site improvements. Additional site layout changes that are requested after SGM has been provided the final conceptual layout to be used for site design may require additional services depending on the extent of the changes being requested.

#### Erosion Controls

SGM will prepare an Erosion Control Plan that addresses temporary erosion and sedimentation controls during construction to meet State and Federal requirements. The erosion control plan will also include typical notes for general slope stabilization and revegetation of disturbed areas within the site.

### Grading and Drainage

Site grading and drainage will be designed to comply with the Town's drainage standards including water quality and quantity controls. SGM will provide surface grading and drainage plans for the final approved site layout. The grading and drainage plan will be designed to comply with local codes and criteria and will detail site grading and hardscape layout, including detailed spot elevations and storm drainage infrastructure. SGM will provide adequate detail to grade the site to the proposed layout while matching existing drainage patterns. A drainage report will also be provided for permit submittal.

### Utilities

SGM will coordinate with the Town for the design of utilities to include service line sizes and routing for water, sanitary sewer and dry utility (Electric, Broadband, Propane) connections to the buildings. This proposal anticipates that sufficient water supply and pressure and wastewater capacity are provided by the Town. No public utility main extensions are anticipated.

If additional scope beyond what is described above is determined to be required, SGM can provide those services on an hourly basis at the client's request.

## Structural Engineering Services

Proposed Structural Engineering scope includes infrastructure design associated with the proposed site improvements related to the multi-family development described above.

### Task 1: Retaining Wall Design

SGM can provide engineering support for the Retaining Wall Design, including:

- Soil Nail Wall – Design – Build
- Soil Nail Wall – Design – Bid – Build
- Redi-Rock Wall – Design – Bid – Build

Depending upon the type and location of the proposed wall systems, SGM has provided a scope that covers the anticipated multiple wall types (Cut / Fill) and potential Design – Build options. This proposal assumes that all walls can be built in their entirety within the existing (or expanded – by easement) property limits.

## Permitting Support

SGM will compile the various civil related documents to accompany the submittal to the Town. This task will include coordination with the Town's Staff or permitting consultant to provide the various reports, plans, exhibits, narratives, property ownership and easements documents required for submittals. SGM will coordinate with Town staff as necessary to address review comments and attend associated meetings or conference calls throughout the design review process. This task will include plan revisions to address comments associated with code compliance and resubmittals for Town staff approval. Design changes that are beyond the scope of code compliance related comments may require additional services. Permit fees shall be paid by the Town. Attendance at public hearings will be billed hourly to the Meetings, Communication and Project Management phase of this proposal. The client or their representative shall attend public hearings as the project representative; SGM will attend and communicate in the capacity of a technical expert, rather than an advocate for the project in order to maintain objectivity. Project Fees

The estimated fees presented below have been based on the general site layout that has been provided. Additional tasks that may be identified in the Due Diligence phase are to be approved by the client prior to proceeding.

Fee Estimates	
Phase	Fee
<b>Meetings, Communication and Project Management</b>	
<i>Task 1 – Meetings, Comm. and Project Management</i>	<i>\$10,500 T&amp;M</i>
<b>Survey Mapping Services</b>	
<i>Task 1 – Existing Conditions</i>	<i>\$8,500 LS</i>
<i>Task 2 – Re-Platting</i>	<i>\$5,000 LS</i>
<b>Geotechnical Engineering Services (Trautner Geotech LLC)</b>	
<i>Task 1 – Geotechnical Investigation and Study</i>	<i>\$12,000 LS</i>
<b>Civil Engineering Services</b>	
<i>Task 1 – Conceptual Design</i>	<i>\$15,000 T&amp;M</i>
<i>Task 2 – Site Improvements Design (CD Level)</i>	<i>\$22,000 LS</i>
<b>Structural Engineering Services</b>	
<i>Task 1 – Retaining Wall Design and Specification</i>	<i>\$15,000 LS</i>
<b>Total:</b>	<b>\$88,000</b>

*Work will be billed monthly according to the attached fee schedule. Should the need for significant deviations from the proposed scope arise, either at your request or due to unforeseen circumstances outside of SGM’s control, we will work with you to amend the scope and fee as appropriate.*

*LS = Lump Sum; T&M = Time and Materials – hourly- Anticipated Budget noted*

**Exclusions:**

- Locating individual trees.*
- Title research fees.*
- Land Use Permitting or Zoning*
- Architectural*
- Structural (building), and MEP Engineering (SGM can provide, if needed)*
- QL-A/B SUE Utility Locates (SGM can provide, if needed)*
- Traffic Impact Analysis (SGM can provide, if needed)*
- Environmental Engineering (SGM can provide, if needed)*
- Excavation Shoring design*
- Landscape and landscape irrigation design*
- Construction Services (SGM can provide, if needed)*
- CDPHE Stormwater Discharge Permit (Contractor)*

Thank you for the opportunity to provide these services. Feel free to contact me if I can provide further information or details. Our team resumes or project references will be available upon request.

Sincerely,  
**SGM**

**Dan Cokley, PE**  
 Principal  
[danc@sgm-inc.com](mailto:danc@sgm-inc.com)  
 970.384.9009