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   Exhibit A – Example of Independent Contractor Contract
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   Exhibit D – 2010 Comp Plan Map, Zoning Map and Parks, Trails, and Open Space Map
### A. IMPORTANT DATES AND DEADLINES

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>RFP Release Date</td>
<td>Thursday, Jan. 30, 2020</td>
</tr>
<tr>
<td>Written Inquiries to City prior to Conference</td>
<td>Friday, Feb. 14, 2020 5:00 PM</td>
</tr>
<tr>
<td>Pre-proposal Conference (mandatory)</td>
<td>Wed., Feb. 19, 2020, 10 AM</td>
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<tr>
<td>Deadline for any final questions</td>
<td>Wed., Feb. 26, 2020, 5:00 PM</td>
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<tr>
<td>Proposal Due Date</td>
<td>Friday, March 6, 2020 @ 5:00 PM</td>
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<tr>
<td>Interview Date (tentative)</td>
<td>Wed., March 18, 2020</td>
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<td>Evaluation Period by Interview Team</td>
<td>March 19 - March 27, 2020</td>
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<td>Contract Negotiations</td>
<td>Mon., March 30, 2020</td>
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<tr>
<td>Anticipated Contract Award*</td>
<td>Friday, April 3, 2020</td>
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*The Consultant’s award date is dependent upon DOLA’s award and contract execution of the EIAF Grant. If all goes as planned, the City Council’s approval of the Consultant’s contract is scheduled for April 2, 2020.*

### B. STANDARD AND SPECIAL TERMS AND CONDITIONS

The City’s standard independent contract is attached as Exhibit A. This contract is a sample of what has been used for consultants contracted with the City of Woodland Park in the past. The City has the prerogative to tailor the language depending upon the selection process and chosen Comprehensive Plan consultant. The final scope of work and negotiated project costs will be attached to the final contract.

### C. GENERAL INFORMATION

1. **Purpose of the RFP: Comprehensive Plan Update and Code Review**

   The purpose of the RFP is to solicit competitive proposals to establish a contract for the services provided by a qualified planning consulting firm to review and update the City of Woodland Park 2010 Comprehensive Plan and Land Use Regulations.

   The City’s 2020 Comprehensive Plan update will guide future development, land use, economic growth, and community priorities in our community. The Comp Plan provides the citizens, staff and elected officials an updated roadmap to direct and manage orderly growth and development review process. The 2010 Comp Plan has served the City well as a pro-active, user-friendly, working document that enabled the Planning Commission and City Council to guide growth and development during the past decade. Many of the existing plan implementation provisions will be reviewed, enhanced and assessed for the 2020 Plan. Much has changed in Woodland Park since 2010 and it’s time to re-engage the community through the 2020 Comp Plan update process to affirm our vision and direction. In addition, it is important to review and update the City’s land use and zoning code that was originally overhauled and re-adopted in 1996/97. In order to effectively
implement the City’s long-range plan, the land use and zoning regulations must be compatible with the growth and development vision for the community.

2. Background: Historical Perspective and Issues

The City of Woodland Park is located in Teller County, approximately eighteen miles northwest of Colorado Springs via US Hwy 24. The estimated population of Woodland Park is 7,666 persons (2017 State Demographer’s data). The Town of Woodland Park was incorporated in 1891 when early settlers were attracted to the region with the discovery of gold in Cripple Creek in 1890. A thriving timber industry, ranching and resort based economy evolved. The Colorado Midland Railway (1887–1949) provided convenient transportation and distribution of goods. With the end of the Cripple Creek gold rush, the town's population began to decline. The 1900 census reported a population of 269. By 1910, the population had dropped to 163 and by 1920 it declined to 125.

The early 1930s was a significant time for Woodland Park’s prosperity. The Colorado State Highway Department (CDOT) assumed responsibility for US 24 located in the historic Ute Pass. There was a slight upswing in the population to 194 by 1930. By 1939 the final westbound portion of US 24 was paved and provided convenient access to Woodland Park. In the 1970s, US 24 was widened to four lanes and allowed for safe and efficient access to Colorado Springs. These improvements to the highway stimulated Woodland Park’s growth as a “bedroom community” of Colorado Springs.

Fast forward to 2019 and the recent “Market Analysis and Opportunity Assessment” prepared by RPI Consulting, LLC states that approximately 80% of the City’s workforce commutes to their jobs outside Woodland Park daily. Today, traffic volume and congestion upon Highway 24 is at full capacity within the City and has created negative impacts upon the business functions of the downtown area and safety of our residents and visitors. In consideration of the lengthy Colorado Department of Transportation (CDOT) transportation planning process, the plan should propose a joint strategy to resolve congestion, which may include the relocation of Highway 24 away from the downtown to a community acceptable bypass or reliever route location.

Woodland Park is a Home Rule City with a Council and City Manager form of government. The City Manager is responsible for 96 full-time and 45 part-time employees within the Departments of Police, Public Works, Utilities, Planning, Parks and Recreation, Finance and Administration.

Woodland Park is the retail and service center for Teller County residents and adjoining counties. Recent new developments include Charis Bible College, (Andrew Wommack Ministries, Inc.), Trail Ridge Apartment Complex (164 units), Valley View Apartments (24 LIHTC units), 25-room Assisted Living Facility, Microtel Lodging (62 rooms) and Woodland Aquatics Center to name a few.
New development on the horizon is the Downtown Development Authority’s (DDA) Woodland Station redevelopment project, a controversial 53-unit small manufactured home project on one lot and many new residential subdivisions. Our scenic natural environment, gaming in Cripple Creek, Newmont Gold Mine expansion and recreational tourism in the surrounding Pikes Peak National Forest have all contributed to an increase in residential growth, visitors and freight coming to and through the area creates a significant surge in traffic travelling through Woodland Park.

Water and land use is a significant issue facing Woodland Park. Our current residential build-out scenario maximizes our future water supply. The City has planned a water service population of 12,600 at build-out by utilizing a water supply factor of 0.117 acre feet/capita/year and based upon our total water supply of 1,475 acre feet/year. Due to conservation and water wise initiatives, the City has added 400 units to the build-out numbers which allows the community population to grow to 13,600. The City and community has recognized this issue and subsequently developed City Code management tools or regulations to link the future usage of water with new land use development.

The Comprehensive Planning update process will help us resolve community issues and answer questions such as:

1. Does the community believe it is beneficial to grow beyond a population of 13,600 people? If yes, what financial burden is the City able to support to expand the water supply and associated resources? If no, what planning tools should be evaluated to ensure Woodland Park will maintain its small town atmosphere, while sustaining its economic vitality, quality services and maintenance of infrastructure?

2. When will Woodland Park reach full build-out based upon our limited water supply? What are the possible impacts to the City, Teller County and community and how can they be mitigated regarding the full build-out scenario? What will the 3-mile plan or IGA with Teller County entail?

3. During the next decade, how will Woodland Park enhance economic growth to support the necessary capital improvements and maintenance of the infrastructure and services?

4. How can downtown Woodland Park grow and become more economically viable center of the community including the development of DDA’s Woodland Station 7-acre site? Are the “Placemaking Strategies” for improvements to walkability, signage, streetscape and façade enhancements realistic priorities?

5. What options does Woodland Park have to address the affordable housing challenges and improve the housing supply alternatives?

6. What are the strategies to engage CDOT to jointly participate in the planning process to relocate US 24 away from the downtown area to an acceptable
bypass location acceptable to the City and community? What other options may be acceptable to improve traffic circulation throughout Woodland Park?

7. How do we preserve and enhance community character to solidify a recognizable Woodland Park identity?

8. How can the City encourage the preservation and protection of existing neighborhoods?

9. As we continue to grow older, what can the City do to be an age-friendly community and ensure necessary senior services are provided?

10. What are the tools the City and community may employ to mitigate wildfire hazard and other concerns; i.e., floods, server storms, droughts, and climate change.

11. How can the City encourage and develop a “Ring the Park” trail system to in-circle the City?

12. What are the land use code revisions needed to address traffic congestion, drainage, housing supply, parking standards, design guidelines, signage, code enforcement and evolving land uses that may or may not be desirable in Woodland Park?

In summary, Woodland Park’s strives to chart a path toward sensible growth and self-sufficiency that can be sustained recognizing the City’s resource limitations, financial obligations, while fostering a quality community for all residents, visitors and businesses.

3. Method of Payment

The City shall compensate the Consultant for the work, subject to City’s annual appropriations, and in accordance with the conditions and terms in the Contract document. The consultant may submit monthly invoices and documentation in an acceptable format with a brief progress report. The City will pay approved invoices, or part thereof, 30 days after submittal. The amount of the contract will be based upon the time and materials with a not to exceed total amount as specified in the Contract.

4. Contract Term

This project will be managed in two phases. The first phase will commence upon the City’s execution of the contract and will focus on the 2020 Comp Plan Update. The first phase is estimated to be 10 month process beginning in April 2020 or as mutually agreed to by the consultant and the City. The second phase will focus on the land use code review and recommendation for revisions. The code update is estimated to take 6 months with completion of the entire process by June 1, 2021. The contract term is subject to the City’s annual budget appropriations.
5. Pre-proposal Conference and Proposal Package

A mandatory pre-proposal conference is scheduled for Wednesday, Feb. 19, 2020, 10 AM at Woodland Park City Hall, 220 W. South Ave. Each consulting firm may send up to of two (2) representatives.

Specific questions concerning the RFP should be submitted in writing prior to the pre-proposal conference by Friday, February 14, 2020, 5 PM. Additional questions may be entertained at the conference; however, responses may be deferred and answered at a later date. Oral responses by the staff are to be considered tentative. Written copies of all questions and official City responses will be supplied to potential consultants.

Proposal Package shall be submitted by the constant to include fee proposal, professional credentials, brief answers to the six “interview” questions listed below that touch upon your team qualifications, similar project experience, planning approach, project schedule; citizen engagement program, and experience with land use code evaluation and drafting. Please submit no later than March 6, 2020 4 PM the following:

A. Six hardcopies for distribution to the interview team with one extra; and
B. One electronic copy

6. Interviews

Consultants’ interviews are planned to take place on Wednesday, March 4, 2020. Each consultant will be interviewed by a five-member team including: Darrin Tangeman, City Manager; Sally Riley, Planning Director; the Mayor or designated City Council member; a Planning Commission member, and a citizen at large. Lor Pellegrino, City Planner will be present to participate and document the interviews. The interviews will be conducted at City Hall Council Chambers, which is equipped with a computer, projector and screen for computer-aided presentations if needed. A 60-minute time allowance will be scheduled to include a 20-minute presentation by the Consultant with the balance of the time reserved for questions and answers. During the presentation portion of the interview, the Consultant should introduce the firm’s project team, describe their roles and qualifications, and at a minimum answer the following questions:

1. What similar projects has your team worked on recently? What project are you most proud of?

2. What other projects will your team be involved in during the project period? Will this affect your ability to devote sufficient time and effort to this project?

3. Describe your planning process approach, team assignments, work plan and timelines for this project?
4. How will the citizens and youth of the community be engaged to participate in the project?

5. What is your team’s experience and expertise with land use code evaluation and drafting?

D. TECHNICAL SERVICES

1. Introduction

Woodland Park’s original Master Plan was written in 1969, revised in 1994 and updated 5 years later in 1999, after the zoning code and map were overhauled in 1996/97. The 2010 Comprehensive Plan was created with excellent Community involvement, staff assistance and consultant Danna Ortiz, Civil Resources (now PlanIt, LLC).

The 2020 Comp Plan update will begin with a review of the 2010 Comp Plan content and other relevant planning documents. Each chapter includes background materials, data, opportunities, trends, challenges, goals, objectives, and prioritized action items. The Introduction chapter contains key provisions regarding the implementation of the 2020 Comp Plan that should be maintained, enhanced and brought forward from the 2010 Comp Plan.

The following 13 chapters were included in 2010 Comp Plan:

1. Introduction
2. Land Use and Growth
3. Housing
4. Community Character and Design
5. Finances
6. Economic Development and Tourism
7. Sustainability
8. Water and Wastewater
9. Transportation
10. Public Safety and Emergency Management
11. Parks, Trails and Open Space
12. Community Wellbeing: Education, Health and Recreation
13. Arts, Culture and Community Heritage

In addition, the 2020 Comp Plan update will address: land use and water availability limitations; the 13,600 population build-out impacts; affordable housing; Highway 24 bypass relocation strategies; neighborhood preservation and protection; senior age-friendly community design provisions and services; implementation of the “Ring the Park” trail system; a 3-mile annexation and services plan; manmade and natural hazards with resiliency strategies; engagement with Teller County and major service providers/districts; and recommendations for land use code updates. Phase II will study the existing land use code and draft revisions for legislative adoption by the City Council.
During the 2010 Comp Plan process, the Consultant and staff implemented a robust public engagement component. The community involvement process included: a community visioning workshop; online survey; seven subcommittees (who met 3 to 5 times to draft their chapter’s action items); youth workshops; a 22-member Citizens Advisory Committee (CAC); and 2nd community meeting to verify future priorities which the CAC solidified and handed the draft off to the Planning Commission to review, approve and recommend adoption by the City Council. The entire 16-month process resulted in the adoption of the Comp Plan by the Planning Commission and City Council in September 2010.

The 2020 Comp Plan community engagement process will be similar but more efficient since the City is doing an update versus an expanded rewrite of the 1999 Master Plan. Also, the land use regulation revisions are to be integrated into the Comp Plan public engagement component as well.

2. Scope of Work

PHASE 1 – 2020 Comp Plan Update and Public Engagement

Task 1. Initial Meeting and Tour: The Consultant will meet with City Staff to obtain background information and tour the City.


Task 3. Data Collection: The Consultant will obtain and review data related to demographics, economic factors, and housing. The Consultant will update the tables and graphs that were informative in 2010 and helpful to plan the next decade. We hope to utilize the 2020 Census data when it becomes available. Examples of relevant data include:

a. Population (actual, projected and by age groups)
b. Housing (occupancy rates, age of homes, values, rentals, ownership year built, housing starts, needs by Area Median Incomes)
c. Labor and workforce characteristics
d. Traffic generation and distribution
e. City Finances (revenues, expenditures by categories)
f. Retail sales and leakage for market area
g. Industrial structure of Teller County
h. Utilities data (water usage, tap sales and wastewater treatment)
i. Drainage and stormwater capacities
j. Parks and recreation statistics
k. Local Historic Landmarks and buildings

Task 4. Survey and Public Input: The Consultant will discuss, design and implement a citizen involvement program with Staff to obtain public engagement, input and opinions on a variety of community and vision related issues. Youth engagement and input is also expected via a high school focus group or other method. An online survey was used in 2009 and provided excellent input. A copy of the survey is attached in Exhibit B. Other tools available may involve electronic polling, focus groups, interviews and charrettes. Please include a paragraph about other approaches that you have had experience with and would recommend that the City consider either adding to or replacing the online survey.

Task 5. Mapping: The Consultant will update the 2010 Comp Plan Map with guidance from the Staff. The City’s current Zoning Map, 2010 Comp Plan Map and Park, Trails and Open Space (PTOS) Map are created in ArcGIS by ESRI and attached as Exhibit D. The City will provide our current shape files.

Note: The staff recognizes that additional mapping opportunities may be advantageous to the comprehensive planning process. Please include a paragraph about other types of maps (i.e., 3-mile planning map, transportation enhancements) that you would recommend the City consider adding to the Zoning, Comprehensive Plan Map, and PTOS Map.

Task 6. Kick-off Meeting: The Consultant will facilitate a Community Visioning and Values meeting to kick-off the Comp Plan process by the end of April 2020 or early May. Participants are introduced to the purpose of the Comp Plan; critical issues facing the community; and asked to provide feedback (electronic polling) on how to address various community challenges (i.e., growth, resiliency, limited water resources, financial, US 24 relocation, transportation, housing, safety and emergency management).

Task 7. Subcommittee Meetings: Review of 2010 Comp Plan goals, objectives and actions with Subcommittee members discussing each chapter for a total of 3 to 4 subcommittee meetings. This review and discussion will begin to formulate the needs, opportunities and priorities of our community.

Task 8. Revise Plan Text: Update the text of each chapter’s “Portrait” background, opportunities, trends and challenges. Informed by the
subcommittees’ work, revised goals, objectives, and action plans that prioritize how the community will accomplish the objectives and actions.

**Task 9. Review Draft:** Review the draft plan with Staff and the Planning Commission to finalize content and format. This may take at least two meetings or more.

**Task 10. Create Executive Summary Poster:** Draft an executive summary poster of the 2020 Comprehensive Plan that is a user-friendly, reference tool. The poster is intended to be used and adapted to various webpages as well. Review with the Staff and Planning Commission to finalize format and content.

**Task 11. Project Management:** Project management task will include monthly cost tracking, progress reporting to the City, and administrative tasks such as filing and copying.

**PHASE 2 – Code review and recommended revisions**

**Task 1.** Consultant Review of Codes: The Consultant will obtain a complete understanding of the City’s Land Use Codes: Subdivision, Zoning, Utilities, Streets, Flood Prevention; Mobile Home Park and other relevant chapters of the Municipal Code and Charter. Consultant will outline areas of concern or issues based upon their professional expertise.

**Task 2.** Consultant will meet with the City Attorney and Staff to discuss areas of strength and weaknesses, concerns or issues with the existing land use regulations. Potential sections of the code needing revisions will be identified and drafted for consideration by the Planning Commission and City Council.

**Task 3.** Consultant will host at least one joint work session with the Planning Commission and City Council to discuss potential amendments to the regulations.

**Task 4.** Consultant will draft recommended changes to the City’s land use regulations and maps.

**Task 5.** The City Attorney and Staff will bring forward revisions to the land use codes as directed by the Planning Commission and/or City Council. Staff will prepare and finalize the Ordinances for Public Hearing.
### 3. Project Management and Schedule

The City’s project manager is Planning Director, Sally Riley, AICP with assistance from City Planner, Lor Pellegrino, AICP. Shown below is a draft project schedule for both Phase 1 and Phase 2.

**Phase 1 – Comp Plan Update and Public Engagement for Phases I and II**

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<tr>
<th>2020</th>
<th>Task Description</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
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<tr>
<td>1.</td>
<td>Initial Mtg/Tour</td>
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<td>2.</td>
<td>Review Existing Plans and Code</td>
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<td>4.</td>
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<td>5.</td>
<td>Mapping</td>
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<td>6.</td>
<td>Kick-off Meeting</td>
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<td>7.</td>
<td>Subcommittee Mtgs.</td>
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<td>8.</td>
<td>Draft portrait text &amp; goals/actions</td>
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<td>9.</td>
<td>Review / finalize Draft by PC</td>
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<td>Plan Adoption</td>
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**Phase 2 – Land Use Regulations Revisions and Recommendations**

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<th>Task Description</th>
<th>Jan</th>
<th>Feb</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>August</th>
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<tbody>
<tr>
<td>1.</td>
<td>Detailed Code Understanding</td>
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<td>3.</td>
<td>Work Session w/ PC and CC</td>
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<td>4.</td>
<td>Draft Code Amendments in Ordinance form</td>
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<td>5.</td>
<td>City Attorney to bring forward Amendments</td>
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<td>Project Management</td>
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4. **Deliverables**: Throughout the project, the Consultant will be responsible for delivering a variety of products, including meeting minutes, survey results, mapping, plan drafts, etc., to the City. These deliverables must be compatible with the City’s software platforms. We utilize the Microsoft Office professional suite and ArcGIS by ESRI. The Tables below describe what minimum deliverables are expected.

### Phase 1 – 2020 Comp Plan Update and Public Engagement

<table>
<thead>
<tr>
<th>TASKS</th>
<th>DELIVERABLES</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Initial Meeting and Tour</td>
<td>Minutes from the initial meeting and tour of the City. May include a photo album</td>
</tr>
<tr>
<td>2. Review Existing Plans</td>
<td>List of Existing Plans reviewed with a short summary of the planning document</td>
</tr>
<tr>
<td>3. Data Collection</td>
<td>Updates and graphs of each table for staff review</td>
</tr>
</tbody>
</table>
| 4. Survey/Public Input        | • Draft survey for review before implementation  
                                | • Final survey with methodology for data collection and analysis  
                                | • Survey results and analysis                                              |
| 5. Mapping                    | GIS mapping for existing land uses/zoning and Comprehensive Plan Map of future land uses and areas of influence |
| 6. Kick-off meeting           | Notes from the kick-off meeting with public input summary                   |
| 7. Subcommittee Mtgs.         | Notes from each of the 4 meetings and revisions to the 13 planning elements |
| 8. Draft Comp Plan            | Electronic files of updated draft                                          |
| 9. Review and Finalize Draft  | Final electronic files for publication. 10 published documents in color     |

### Phase 2 – 2021 Code review and recommended revisions

<table>
<thead>
<tr>
<th>TASKS</th>
<th>DELIVERABLES</th>
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</thead>
<tbody>
<tr>
<td>1. Code review and detailed understanding</td>
<td>Begin to identify issues in the City’s land use code with outline of areas of concern</td>
</tr>
<tr>
<td>2. Meeting with City Attorney and Staff</td>
<td>Review areas of concern, discuss pros and cons</td>
</tr>
<tr>
<td>3. Joint work session with CC and PC</td>
<td>Lead discussion regarding revision areas</td>
</tr>
<tr>
<td>4. Draft Code amendments in Ordinance form</td>
<td>Provide drafts for staff and Planning Commission’s informal review</td>
</tr>
<tr>
<td>5. Legislative Adoption</td>
<td>City Attorney and Staff will finalize Ordinances, and conduct public hearings with Planning Commission and City Council to adopt revisions.</td>
</tr>
</tbody>
</table>

Please let us know if you anticipate any additional deliverables.
E. CONSULTANT REQUIREMENTS
1. Mandatory Requirements

The consultant(s) will be required to obtain a City business license through the Finance Department at a fee of $50 per year. Any additional requirement, such as, proof of insurance is described in the attached sample contract. Professional liability insurance is described within Section 12 B of the attached sample contract.

2. Consultants Team and Project Staffing

Please describe your company’s organizational structure and the team that you have assembled to qualify you to complete this project. Specify who will be responsible for leading the project tasks, keeping the project within the scope of work and keeping the project within the contracted costs. Explain how your organization and team qualifies you to be responsive to the RFP requirements.

F. PROPOSAL RESPONSE FORMAT

Please utilize the following format when submitting your proposal, which will make the evaluation process easier and more efficient. Six hard copy binders (8½” x 11” paper) shall be organized with a tab for each major heading: Team Qualifications, Similar Project Experience, Planning Approach, Citizen Engagement Program, and Experience with Land Use Code evaluation and drafting.

G. COST/BID PROPOSAL

Submitted in a separate, sealed envelope marked “Confidential Cost/Bid Proposal” to be opened only after the evaluation of the technical section of the proposal is complete. Please list by task the estimated staffing time and materials for each task. The final negotiation and contract for the project will be structured as a not to exceed amount. The City has budgeted $100,000 total to complete both for the first and second phases of this project. This total amount includes a $50,000 EIAF grant from DOLA.

Phase 1 – 2020 Comp Plan Update and Public Engagement for estimated costs of proposed tasks.

<table>
<thead>
<tr>
<th>TASKS</th>
<th>DESCRIPTION OF WORK</th>
<th>COST BY TASK</th>
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<tbody>
<tr>
<td>Tasks</td>
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<tr>
<td>1. Initial Mtg./Tour</td>
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<td>2. Review Existing Plans</td>
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<td>3. Data Collection</td>
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<td>4. Survey/Public Input</td>
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<td>5. Mapping</td>
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<td>6. Kick-off meeting</td>
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<td>7. Subcommittee mtgs.</td>
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<td>8. Draft Comp Plan</td>
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<td>9. Review Draft</td>
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<td>10. Summary Poster</td>
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<td>TOTAL COST (not to exceed)</td>
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</table>
Phase 2 – 2021 Code review and recommended revisions for estimated costs of proposed tasks.

<table>
<thead>
<tr>
<th>TASKS</th>
<th>DESCRIPTION OF WORK (Time and Materials)</th>
<th>COST BY TASK</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Detailed review and understanding of land use of code</td>
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<tr>
<td>2.</td>
<td>Meeting with City Attorney and Staff</td>
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<td>3.</td>
<td>Joint mtgs with PC and CC</td>
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<tr>
<td>4.</td>
<td>Draft amendments in ordinance form for staff to implement</td>
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</table>

TOTAL COST (Not to Exceed) $ 

In addition to the information provided by the tables above, please attach information about your firm’s hourly rates for each individual staff person to include profit and overhead.

H. METHOD OF EVALUATION AND AWARD

1. Evaluation Criteria

A five-member evaluation team including: Darrin Tangeman, City Manager; Sally Riley, Planning Director; the Mayor or designated Council member; a Planning Commission member and a citizen at large will review the proposals. See Exhibit C for the Criteria with which will be used to evaluate proposals.

2. Contract Negotiation

The City may, in its best interests, elect to enter into negotiation with the selected Consultant.

Attachments
- Exhibit A – Example of Independent Contractor Contract
- Exhibit B – 2009 Community Survey
- Exhibit C – Evaluation Criteria
- Exhibit D – 2010 Comp Plan Map, Current Zoning Map, PTOS Map
This contract ("contract") for civil engineering services is entered into effective as of this _____day of ____________, 2020, by and between the City of Woodland Park, a Colorado home rule city (the "City"), and __________________ (the "Consultant").

In consideration of the mutual covenants and stipulations contained herein, the receipt and sufficiency of which are hereby acknowledged, the parties do hereto agree as follows:

**Terms**

1. **Project Description and Scope of Work.** The project shall consist of the provision of the services and all materials and equipment necessary for performing the service, as described in Exhibit A. Scope of Work” attached hereto and in accordance with the contract documents (the “Work”).

   Consultant shall be responsible for providing, at its cost and expense, all management, supervision, labor, materials, administrative support, supplies and equipment necessary to perform the Work as required by this Contract. Consultant shall perform the Work using that degree of skill and knowledge customarily employed by other professionals performing similar services in the Denver metropolitan area.

2. **Contract Documents.** The “Contract Documents” shall collectively include the contract signed by the City and the Consultant and any change orders issued by the City and all exhibits attached hereto and incorporated herein including:

   1) The City’s Bid Documents
   2) Consultant’s Bid Response

3. **Compensation.** The City shall compensate the Consultant for the Work, subject to City annual appropriations and in accordance with and subject to all of the conditions in the Contract Documents, in an amount not to exceed _____________ based upon the individual Scopes of Work set forth in Exhibit A. The not-to-exceed amount includes all of Consultant’s direct and indirect costs. Consultant is not entitled to any compensation beyond the not-to-exceed amount except as approved in writing by the Planning Director.

4. **Changes in the Scope of Work.** A change in the Scope of Work shall comprise any change or amendment of the services or work, or any services or work which are different from or additional to the Work, specified in Section 1 of this Contract. No such change,
including any additional compensation, shall be effective, or paid unless authorized by written amendment executed by the Planning Director. If the Consultant proceeds without such written authorization, then the Consultant shall be deemed to have waived any claim for additional compensation, including a claim based on the theory of unjust enrichment, quantum meruit or implied contract. Except as expressly provided herein, no agent, employee or representative of the City shall have the authority to enter into any changes or modifications, either directly or implied by a course of action, relating to the terms and scope of this Contract. If Consultant performs any work beyond the Work described in the scope of work set out in Exhibit A, it does so at its own risk.

A. Progress Payments. Consultant shall submit invoices to the City’s for progress payments for portions of the Work satisfactorily performed during the term of the Contract. The City’s approval of invoices shall be a condition of payment. The City will pay approved invoices, or parts thereof, 30 days after submittal. All invoices shall be addressed to the City as follows: “City of Woodland Park, P.O. Box 9007, Woodland Park, CO 80866, ATTN: PLANNING DIRECTOR”.

B. Requirements for Payment.

1. Invoices. Consultant invoices shall be in a format acceptable to the City, shall be supported by cost information in such detail as may be required by the City and shall be sufficient to substantiate all items for a proper audit and post audit thereof.

2. Invoice Documentation. With each invoice, the Consultant shall submit a progress report describing the Work performed, results achieved, percentage complete, percentage of total compensation amount, the status of deliverables and a certification that the Consultant is current in payment of all employees and subcontractors and vendors.

C. Unsatisfactory Invoices or Work. The City may return to Consultant for revision unsatisfactory invoices and may withhold payment thereof. The City may withhold payment for Work, which is not completed as scheduled or which is completed unsatisfactorily, until completed satisfactorily and may deny payment for such work upon termination of the Consultant.

4.1 Deleted

5. TERM OF CONTRACT/START AND COMPLETION OF WORK. Consultant shall commence Work when the City gives the Consultant a written notice to proceed. The Consultant shall complete all Work by _______ 2021, or when the Work has been completely performed to the City’s satisfaction, whichever first occurs, or otherwise by mutual written agreement of the parties or by the exercise of the termination provisions specified in Section 11.

6. CONSULTANT’S REPRESENTATIONS.
A. Consultant has the required authority, ability, skills and capacity to, and shall, perform the Work in a manner consistent with this Contract. Further, all employees and subconsultants of Consultant employed in performing the Work shall have the skill, experience and licenses required to perform the Work assigned to them.

B. To the extent the Consultant deems necessary in accordance with prudent engineering and/or consulting practices, it has inspected the sites and all surrounding locations whereupon it may be called to perform its obligations under this Contract, and is familiar with the requirements of the Work and accepts them for such performance.

C. It is validly organized and exists in good standing under the laws of the State of Colorado, and has all requisite power to own its properties and assets and to carry on its business as now conducted or proposed to be conducted and it is duly qualified, registered to do business and in good standing in the State of Colorado.

D. Consultant has knowledge of all of the legal requirements and business practices in the State of Colorado that must be followed in performing the Work and the Work shall be performed by Consultant in conformity with all applicable laws, ordinances, codes, rules and regulations.

E. **ILLEGAL ALIENS**

1. **Certification.** Prior to the execution of this Contract, Contractor shall certify to the City, as attached hereto as Attachment 1, that at the time of certification, it does not knowingly employ or contract with an illegal alien who will perform work under this Contract and that Contractor will participate in either the E-Verify Program administered by the U.S. Department of Homeland Security and the Social Security Administration, or in the Colorado Department of Labor and Employment’s Employment Verification Program (the “Department Program”), as further described in subsection E.5. herein, in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under this Contract.

2. **Prohibited Acts.** Contractor shall not:

   a. Knowingly employ or contract with an illegal alien to perform work under this Contract; or

   b. Enter into a contract with a subcontractor that fails to certify to Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Contract. Contractor shall provide the City with all certifications received from subcontractors in which subcontractors certify that said subcontractors do not knowingly
employ or contract with an illegal alien to perform work under this Contract.

3. Verification.

a. Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this Contract through participation in either E-Verify Program or the Department Program.

b. Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this Contract is being performed.

c. If Contractor obtains actual knowledge that a subcontractor performing work under this Contract knowingly employs or contracts with an illegal alien, Contractor shall:

   i. Notify the subcontractor and the City within three (3) days that Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and

   ii. Terminate the subcontract with the subcontractor if, within three (3) days of receiving the notice required pursuant to subsection E.3.c. hereof, the subcontractor does not stop employing or contracting with the illegal alien; except that Contractor 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.

4. Duty to Comply with Investigations. Contractor shall comply with any reasonable request by the Colorado Department of Labor and Employment (the “Department”) made in the course of an investigation conducted pursuant to § 8-17.5-102 (5), Colorado Revised Statutes to ensure that Contractor is complying with subsection E of this Contract.

5. Breach. If Contractor violates a provision of this subsection E, the City may terminate the Contract for a breach of the Contract. If the Contract is so terminated, Contractor shall be liable for actual and consequential damages to the City. The City shall notify the Colorado office of the Secretary of State if Contractor violates a provision of subsection E of this Contract and the City terminates the Contract.

6. Department Program. If Contractor participates in the Department Program, in lieu of the E-Verify Program, Contractor shall notify the Department and the City of such participation. Contractor shall, within twenty (20) days after hiring an
employee who is newly hired for employment to perform work under the Contract, affirm
that the Contractor has examined the legal work status of such employee, retained file
copies of the documents required by 8 U.S.C. Sec. 1324a, and not altered or falsified the
identification documents for such employees. Contractor shall provide a written,
notarized copy of the affirmation, similar in form as attached hereto as Attachment 2, to
the City.

F. This Contract constitutes the legal, valid and binding obligation of the Consultant
enforceable in accordance with its terms.

7. INDEMNIFICATION.

A. Consultant shall indemnify, defend and hold harmless the City and each of its
officers, employees, agents and consultants, from and against any and all claims, demands, suits,
actions, proceedings, judgments, losses, damages, injuries, penalties, costs, and expenses (including
reasonable attorneys’ fees), and liabilities, of, by or with respect to third parties (“any claims”) to
the extent they arise from or may be alleged to arise, directly or indirectly, in whole or in part, from
the negligent acts or omissions of the Consultant or any of its subcontractors or material suppliers,
agents or employees, in connection with this Contract and/or the Consultant’s Work hereunder.
Further, the Consultant hereby agrees to indemnify, defend and hold harmless the City and each of
its officers and employees from and against any and all claims, demands, suits, actions, proceedings,
judgments, losses, damages, injuries, penalties, costs and expenses (including reasonable attorneys’
fees) and liabilities of, by or with respect to, third parties (“any claims”), arising directly or
indirectly, in whole or in part, from the negligent acts or omissions of the Consultant, its employees,
subcontractors, material suppliers or agents or employees, or the agents or employees of any
subcontractors or material suppliers which causes or allows to continue a condition or event which
deprives the City or any of its officers or employees of its sovereign immunity under the Colorado
Governmental Immunity Act, Sections 24-10-101, et seq., Colorado Revised Statutes. The
obligations of the indemnifications extended by the Consultant to the City under this Section shall
survive termination or expiration of this Contract.

B. Contractor’s defense, indemnification and insurance obligations shall be to the
fullest extent permitted by law and nothing in this Contract shall be construed as requiring the
Contractor to defend in litigation, indemnify or insure the City against liability for damage arising
out of the death or bodily injury to persons or damage to property caused by the negligence or fault
of the City or any third party under the control or supervision of the City.”

8. PROJECT WARRANTIES.

A. Consultant’s warranties in respect of the Work (the “Project Warranties”) are as
follows: Consultant warrants to the City that the Work shall be free from defects and that all
work shall meet all requirements of this Contract. Work not conforming to the Project
Warranties shall be considered defective. Consultant shall comply with the standard of care for
similar professionals undertaking similar work in the same geographic area.
B. Consultant shall promptly correct Work rejected by the City for failing to conform to the Project Warranties. Consultant shall bear all costs of correcting such rejected Work and compensating the City for expenses made necessary thereby.

C. Project Warranties shall commence on the date work has been completed. Notwithstanding the foregoing provisions of this Section of this Contract is terminated prior to completion of the Work, Project Warranties in respect of all Work performed under this Contract by the Consultant prior to such termination shall be deemed to commence on the date immediately preceding the effective date of such termination.

D. If at any time within one year after the date on which the Project Warranties commenced, any portion of the Work is found to be not in accordance with the Project Warranties, the Consultant shall correct it promptly after receipt of written notice from the City to do so.

9. ASSIGNMENT. Neither the City nor Consultant may assign this Contract or parts hereof or its rights hereunder without the express written consent of the other Party.

10. OWNERSHIP OF MATERIALS AND RISK OF LOSS. The City shall be deemed the owner of all materials incorporated into the Work, with the exception of any intellectual property rights contained therein, owned or created by Consultant prior to the effective date of this Agreement; and/or created outside the scope of this Agreement, at such time as the City has paid for those materials, and shall be deemed the owner of all materials paid for by the City. Any reuse or modification by the City of Consultant’s work product without Consultant’s permission shall be at City’s sole risk. Until all of the work is completed, the risk of loss or damage to the Work or work product shall reside with the Contractor.

11. TERMINATION

A. Types of Termination.

1. Default and Termination for Cause. Events of Default. Consultant shall be immediately in default hereunder (an “Event of Default”) upon the occurrence of any of the events described in this Section 11(A) (1).
   a. Any breach of the terms and conditions of this Contract.
   b. Failure to perform the Work under this Contract, or significant delay or discontinuance of performance of the Work.
   c. Lack of financial responsibility (including failure to obtain and maintain insurance) for loss or damage to the City or its property.
   d. Dishonesty, embezzlement or false reporting of any material financial information, including but not limited to invoices.
   e. Insolvency, bankruptcy or commission of any act of bankruptcy or insolvency; or assignment for the benefit of creditors.
   f. Any attempt by the Consultant to assign its performance of this Contract without the consent required by Section 9.
g. Termination of any subcontract for any substantial Work without the prior written consent of the City.

2. Termination Not For Cause. In addition to any other rights provided herein, the City shall have the right in its sole discretion to terminate, not for cause, this Contract and further performance of the Work by delivery to the Consultant of written notice of termination specifying the extent of termination and the effective date of termination.

B. Remedies.

1. City’s Remedies Upon Termination For Cause. Upon an Event of Default by the Consultant, the City may by notice terminate this Contract for cause immediately.

2. City’s Remedies Upon Termination Not For Cause. The City shall provide a notice of termination not for cause to the Consultant thirty days prior to termination.

3. Any Other Remedies Allowed by Law. The City shall be entitled to any other remedies allowed by law in addition to the remedies provided herein.

C. Payment and Liabilities Upon Termination.

1. Termination for Cause. If an Event of Default has occurred, the Consultant shall be liable to the City for any actual damages for losses, including, but not limited to, any and all costs and expenses reasonably incurred by the City or any party acting on the City’s behalf in completing the Work or having the Work completed (excluding changes in the Work by the City following such Event of Default). The City shall determine the total cost of the Work satisfactorily performed by the Consultant prior to the date of termination for cause. All reasonable damages, losses, costs and charges incurred by the City, including attorney’s fees and costs, relating to obtaining and mobilizing another consultant, of completing the Work and of retaining another contractor’s acceptance of full responsibility for all obligations of the Consultant under this Contract shall be deducted from any monies due or which may become due to the Consultant. The City shall determine the total amount due and shall notify the Consultant in writing of the amount the Consultant owes the City or the amount the City owes the Consultant.

2. Termination Not For Cause. After termination not for cause, the Consultant shall submit a final termination settlement invoice to the City in a form and with a certification prescribed by the City. Consultant shall submit the invoice promptly, but no later than thirty (30) days from the effective date of termination, unless extended in writing by the City upon written request of the Consultant within such thirty-day period. If the Consultant fails to submit the invoice within the time allowed, the City’s payment obligations under this Contract shall be deemed satisfied and no further payment by the City to the Consultant shall be made.

D. Consultant’s Obligations Upon Termination. After receipt of notice of termination, and unless otherwise directed by the City, the Consultant shall immediately proceed as follows:
1. Stop work on the Work as specified in the notice of termination; and

2. Take any action that may be necessary, or that the City may direct, for the protection and preservation of the property related to this Contract that is in the possession of the Consultant and in which the City has or may acquire an interest.

12. **INSURANCE.**

   A. Consultant shall acquire and maintain in full force and effect, during the entire term of the Contract, including any extensions hereof, and at any time thereafter necessary to protect the City and its respective officers, employees, agents, consultants and Consultant from claims that arise out of or result from the operations under this Contract by Consultant or by a subcontractor or a vendor or anyone acting on their behalf or for which they may be liable, the coverages set forth in Paragraph B of this Section 12. All insurance is to be placed with insurance carriers authorized in the State of Colorado with an A.M. Best and Company rating of no less than A or as otherwise accepted by the City. The City and its respective officers, employees, and agents shall be named as an additional insured on a non-contributory basis on the Consultant’s commercial general liability insurance, automobile liability insurance, and excess liability insurance. Consultant’s insurance shall provide that the insurer will give the City thirty (30) days written notice prior to the cancellation or material modification of any policy of insurance obtained to comply with this Section 12, except for ten (10) days notice for cancellation due to non-payment of premium.

   B. **Minimum Insurance Coverages:**

      1. Workers’ compensation insurance in accordance with applicable law, including employers’ liability with minimum limits of $100,000 each accident, $500,000 Disease-Policy Limit, $100,000 Disease each employee.

      2. Commercial general liability insurance in the amount of $1,000,000 combined single limit bodily injury and property damage, each occurrence; $2,000,000 general aggregate, and $1,000,000 products and completed operations aggregate. Coverage shall be on an ISO 1996 Form (CG 0001 or equivalent), include all major divisions of coverage and be on a comprehensive basis, including:

         a. Premises and operations;
         b. Personal injury liability without employment exclusion;
         c. Blanket contractual;
         d. Broad form property damage, including completed operations;
         e. Products and completed operations;
         f. Independent contractor’s coverage;
         g. Explosion, collapse and underground;
         h. Contractors’ limited pollution coverage; and
         i. Endorsement CG 2-503 or equivalent; general aggregate applies on a per project basis.
3. Commercial automobile liability insurance in the amount of $1,000,000 combined single limit bodily injury and property damage, each accident covering owned, leased, hired, non-owned, and employee non-owned vehicles used at the contractor project site.

4. Professional Liability – coverage in the amount of $1,000,000 each claim and in the aggregate covering the negligent acts or omissions of the Consultant and/or its subcontractors in the performance of the Work.

5. Excess Liability Coverage – Liability coverage inclusive of general liability, professional liability, automobile liability and employers liability in the amount of at least $1,000,000 combined single limit bodily injury and property damage, each occurrence: and $1,000,000 in the aggregate. Separate aggregates need to be structured as found in the underlying coverages. Excess Liability Coverage may be made up of any combination of primary and excess policies.

6. All coverages specified herein, shall waive any right of subrogation against the City and its officers and employees. The policies shall state: “Permission is expressly granted to the insured to waive any right of subrogation against an individual, firm or corporation, provided such waiver is executed in writing prior to any occurrence giving rise to claims hereunder.”

C. Additional Insured Parties. All policies (with the exception of workers’ compensation insurance and Professional Liability) shall insure the interest of the City and its respective officers, employees, agents, and consultants on a non-contributory basis.

D. Certificates of Insurance. Prior to commencing any work under the Contract, the Consultant shall provide the City with a certificate or certificates evidencing the coverages identified on the face of the certificate with the contract number for this Contract, the name of the project and a copy of the additional insured endorsement. If the Consultant subcontracts any portion(s) of the work, such subcontractor(s) shall be required to furnish certificates evidencing workers’ compensation and employers’ liability insurance, commercial general liability insurance coverage, and automobile liability insurance, in amounts satisfactory to the City and the Consultant and containing the “additional insured” and “cancellation” conditions found in this Section 12. If the coverage required expires during the term of this Contract, the Consultant and its subcontractor(s) shall provide replacement certificate(s) evidencing the continuation of the required policies at least 15 days prior to expiration.

E. Additional Provisions. Each general liability policy and, where required, umbrella/excess liability policy is to contain, or be endorsed to contain, the following:

1. For any claims related to the work performed or to be performed by the Contract, wherever the City is named as an additional insured, the Consultant’s insurance coverage shall be primary insurance with respect to the City and its officers and employees. Any insurance maintained by the City (or officers and employees) shall be in excess of the Consultant’s insurance and shall not contribute to it.
2. Consultant’s insurance shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to limits of liability.

F. Failure to Comply with Reporting Provisions. Any failure on the part of the Consultant to comply with reporting provisions or other conditions of the policies shall not affect the obligation of the Consultant to provide the required coverage to the City (and its officers and employees).

G. Claims-Made Policies. If any policy is a claims-made policy, the policy shall provide the Consultant the right to purchase, upon cancellation or termination by refusal to renew the policy, an extended reporting period of not less than two years. Consultant agrees to purchase such an extended reporting period if needed to ensure continuity of coverage. Consultant’s failure to purchase such an extended reporting period as required by this paragraph shall not relieve it of any liability under this Contract. If the policy is a claims-made policy, the retroactive date of any such renewal of such policy shall be no later than the date this Contract is executed by the parties hereto. If the Consultant purchases a subsequent claims-made policy in place of any prior claims-made policy, the retroactive date of such subsequent policy shall be no later than the date this Contract is executed by the parties hereto.

H. No Limitation on Other Obligations. The procuring of required policies of insurance shall not be construed to limit the Consultant’s liability hereunder or to fulfill the indemnification provisions and requirements of this Contract. Consultant shall be solely responsible for any deductible losses under the policy.

I. Additional Risks and Hazards. If the City requests in writing that insurance for risks other than those described herein or for other special hazards be included in property insurance policies, Consultant shall obtain such insurance, if available, in a form and for a cost approved by the City, and the cost thereof shall be charged to the City.

13. MISCELLANEOUS PROVISIONS.

A. INDEPENDENT CONTRACTOR. CONSULTANT IS AN INDEPENDENT CONTRACTOR AND NOTHING HEREIN CONTAINED SHALL CONSTITUTE OR DESIGNATE THE CONSULTANT OR ANY OF ITS EMPLOYEES OR AGENTS AS EMPLOYEES OR AGENTS OF THE CITY. THE CITY IS CONCERNED ONLY WITH THE RESULTS TO BE OBTAINED.

B. Time is of the Essence. The performance of the Work of the Consultant shall be undertaken and completed in such sequence as to assure its expeditious completion in light of the purposes of the Contract. It is agreed that time is of the essence in the performance of this Contract.

C. Notices. Any notices or other communications required or permitted by this Contract or by law to be served on, given to, or delivered to either party hereto, by the other party shall be in writing and shall be deemed duly served, given, or delivered when personally delivered
to the party to whom it is addressed or in lieu of such personal services, when received in the United States’ mail, first-class postage prepaid addressed to:

City: Consultant:

City of Woodland Park
P.O. Box 9007
Woodland Park, CO 80866
Attn: Planning Director

Either party may change its address for the purpose of this Section by giving written notice of such change to the other party in the manner provided in this Section.

D. **Headings.** The headings and captions in this Contract are intended solely for the convenience of reference and shall be given no effect in the construction or interpretation of this Contract.

E. **Controlling Law and Venue.** This Contract shall be governed by and construed in accordance with the laws of the State of Colorado and any legal action concerning the provisions hereof shall be brought in the State of Colorado, County of Teller.

F. **No Waiver.** No waiver of any of the provisions of this Contract shall be deemed to constitute a waiver of any other of the provisions of this Contract, nor shall such waiver constitute a continuing waiver unless otherwise expressly provided herein, nor shall the waiver of any default hereunder be deemed a waiver of any subsequent default hereunder.

G. **Binding Contract.** This Contract shall inure to and be binding on the heirs, executors, administrators, successors, and assigns of the parties hereto.

H. **Entire Contract.** This Contract constitutes the entire agreement between the parties and sets forth the rights, duties, and obligations of each to the other as of this date. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Contract are of no force and effect.

I. **Severability.** The invalidity or unenforceability of any portion or previous version of this Contract shall not affect the validity or enforceability of any other portion or provision. Any invalid or unenforceable portion or provision shall be deemed severed from this Contract and the balance of this Contract shall be construed and enforced as if this Contract did not contain such invalid or unenforceable portion or provisions.

J. **Counterpart Execution.** This Contract may be executed in counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

K. **Contract Modification.** The Contact Documents may not be amended, altered, or otherwise changed except by a written agreement between the parties.
L. Compliance with the Law. The work and services to be performed by Consultant hereunder shall be done in compliance with applicable laws, ordinances, codes, rules and regulations.

[Remainder of page intentionally left blank.]
IN WITNESS WHEREOF, the parties hereto have executed this Contract on the date first above written. By the signature of its representative below, each party affirms that it has taken all necessary action to authorize said representative to execute this Contract.

CITY OF WOODLAND PARK

By: ________________________________
Its: ________________________________

ATTEST:

______________________________

APPROVED AS TO FORM:

______________________________

City Attorney

CONSULTANT

By: ________________________________
Its: ________________________________

ATTEST:

______________________________
Exhibit A

SCOPE OF WORK
Exhibit B

RATE SCHEDULE

{Rate schedule should include rates for all key personnel}
Attachment 1
CERTIFICATION REGARDING ILLEGAL ALIENS

To: CITY OF WOODLAND PARK

I, ____________________________, as ______________________ of _______________ ________, the prospective “Contractor” for that certain contract for _______________ ________ services to be entered into with the City of Woodland Park, do hereby certify on behalf of said Contractor that, as of the date of this Certification, Contractor does not knowingly employ or contract with an illegal alien who will perform work under this Contract and that Contractor will participate in either the E-Verify Program administered by the U.S. Department of Homeland Security and the Social Security Administration, or in the Colorado Department of Labor and Employment’s Employment Verification Program pursuant to Section 8-17.5-102(5)(c), Colorado Revised Statutes in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under this Contract.

Executed on the ___ of ____________, 2012.

CONTRACTOR

By: ____________________________
Its: ____________________________
Attachment 2
AFFIRMATION OF LEGAL WORK STATUS

Pursuant to Colorado Revised Statute § 8-17.5-102(5) (c) (II)

Employee Name: ______________________________________________

Last                     First                     Middle

Date of Birth: ___________ Date of Hire: ______________

In accordance with Colorado Revised Statute § 8-17.5-102(5) (c) (II), I have:

_____ examined the legal work status of the above named employee.


_____ not altered or falsified the identification documents for the above named employee.

Employer Name / Designated Representative: ________________________________

_________________________________________ ___________________________
Signature Date

_________________________________________ ___________________________
Official Title Employer Phone Number

STATE OF COLORADO )
COUNTY OF __________ ) ss.

The foregoing instrument was acknowledged before me this ____ day of
______________, 20__, by ______________________ as _______________ of
_______________________________.

(SEAL)

My commission expires: __________. ________________________________

Notary Public
The City of Woodland Park is developing a Comprehensive Plan and we need your input! The Comprehensive Plan provides the framework for decisions that affect the City's physical, social and economic realm. The plan represents the goals of Woodland Park's residents and business owners, and provides a strong foundation for policy direction, land use decisions and public investments. Please take 15 minutes or so to tell us your opinion about Woodland Park. We encourage all adults in your household to each complete a survey. What would you like to change? What should Woodland Park be like in 2015? 2025? Your responses, along with the input we receive at the community meetings, will form the basis for the City's Comprehensive Plan to enhance our quality of life and help guide decisions on how your tax dollars will be spent in the future.

Please encourage each member of your household to fill out their own survey individually (rather than two people sharing one survey). Thank you for your participation!

WOODLAND PARK AS A COMMUNITY

1. How long have you lived in Woodland Park? 1-2 years 3-5 years 6-10 years 11-20 years 21+ years

2. Where do you live? (Nearest two cross streets, subdivision name or approximate location): ____________________

3. Do you live within Woodland Park’s City limits? _____ Yes _____ No _____ Not sure

4. Why did you move to Woodland Park? (Check the four most important factors in your decision to move to Woodland Park)
   ____ Affordable housing
   ____ Close to place of employment
   ____ Reputation of schools
   ____ Quality of public services
   ____ Proximity to Colorado Springs
   ____ Availability of cultural amenities and community activities
   ____ The small-town character
   ____ Grew up in Woodland Park/lifelong resident
   ____ Availability of recreational amenities, parks, trails and open space
   ____ The climate
   ____ The mountain environment and scenic beauty
   ____ Privacy
   ____ Other (Please Specify) ____________________________

5. What do you like most about Woodland Park? ____________________________

6. What do you like least about Woodland Park? ____________________________

7. If you were to leave Woodland Park, why would you move from the area? (Check all that apply)
   ____ Better employment opportunities
   ____ Better schools for my children
   ____ Cost of housing
   ____ To be near family
   ____ Better shopping experiences
   ____ To be in a better climate
   ____ Better cultural amenities
   ____ Other (Please Specify) ____________________________

8. When friends or family visit, what three things are you likely to show them in Woodland Park?
   (1) __________________________________________________________
   (2) __________________________________________________________
   (3) __________________________________________________________

9. When friends and family visit, what three things are you likely to show them in the region (outside of Woodland Park)?
   (1) __________________________________________________________
10. Please rate each of the items listed below:

<table>
<thead>
<tr>
<th>Item</th>
<th>Very Bad</th>
<th>Bad</th>
<th>Adequate</th>
<th>Good</th>
<th>Very Good</th>
<th>No Opinion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall, as a place to live and quality of life</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Overall safety of residents</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>As a place to raise children</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>As a place to retire</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>As a place to work</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>As a place to own a business</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Availability and diversity of job opportunities</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Availability and diversity of dining opportunities</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Availability and diversity of shopping opportunities</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Availability and diversity of entertainment</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Availability of quality healthcare</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Availability of continuing education</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Quality of public schools</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Quality of the library</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Availability of quality affordable housing</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Community openness and acceptance of all people</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
</tbody>
</table>

GROWTH MANAGEMENT

11. The existing water system has the capacity to serve approximately 12,900 people. The City currently serves approximately 8,500 people. It will likely take 20-30 years to reach a population of 12,900. When (if at all) should the City start securing additional sources of water for the community to serve a population exceeding 12,900?

<table>
<thead>
<tr>
<th>Time Frame</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Now</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Within the next 10 to 20 years</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Never</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

12. Eventually, the City will be unable to serve water to any additional residential or commercial developments with its existing water supply. Should the City pursue potential development(s) that would benefit and enhance the community even if the development(s) may exceed the capacity of the City's planned water service?

<table>
<thead>
<tr>
<th>Development Type</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annex additional land into the City limits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New residential subdivisions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New commercial subdivisions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Housing for senior citizens</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Affordable workforce housing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additional housing downtown (e.g., mother-in-law units, condos above retail buildings)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New industrial developments</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**CITY GOVERNMENT AND SERVICES**

<table>
<thead>
<tr>
<th>14. Please rate the City’s performance in each of the following areas:</th>
<th>Very Bad</th>
<th>Bad</th>
<th>Adequate</th>
<th>Good</th>
<th>Very Good</th>
<th>No Opinion</th>
</tr>
</thead>
<tbody>
<tr>
<td>The job the City does at informing citizens</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>The job the City does at welcoming citizen involvement</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>The job the City does at listening to citizens</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Managing and planning for growth</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Efficient operation of programs and services</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>The overall direction the City is taking</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Promoting economic development and supporting local businesses</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>15. Please rate your level of satisfaction with the following City Services:</th>
<th>Very Bad</th>
<th>Bad</th>
<th>Adequate</th>
<th>Good</th>
<th>Very Good</th>
<th>No Opinion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quality of water service</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Cost of water service</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Quality of sewer service</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Cost of sewer service</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Street Maintenance</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Snow removal, sanding and salting roads</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Police service</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
</tbody>
</table>

Comments: __________________________________________________________________________________

**ECONOMIC HEALTH**

16. How frequently do you or members of your household go to Downtown Woodland Park? (Downtown is generally bounded from McDonalds on the east and City Market on the west.)

- ___ At least five times per week
- ___ Several times per year
- ___ At least once per week
- ___ Almost Never
- ___ Several times per month
- ___ Never. If you checked Never, skip question 17.

17. What are the main reasons for going to Downtown Woodland Park? (Check all that apply)

- ___ Employed at a downtown location
- ___ To obtain personal services (e.g., beauty shops or dry cleaners)
- ___ To obtain retail goods (e.g., groceries or gifts)
- ___ To obtain a government service
- ___ To obtain professional services (e.g. doctors, lawyers or veterinarians)
- ___ For entertainment (e.g., movies, music or festivals)
- ___ To obtain business services (e.g., accountant or banking)
- ___ To eat or drink at restaurants, coffee shops or bars
- ___ To window shop or stroll
- ___ Other (Please Specify) ____________________________________________

18. Of the following, please rank which two business/retail changes to Woodland Park you would most like to see?

- ___ More fine dining restaurants
- ___ More family style restaurants
- ___ More clothing shops
- ___ More hotel and lodging choices
- ___ More entertainment opportunities
- ___ More home improvement stores
- ___ Other (Please Specify) ____________________________________________
19. When you shop outside of Woodland Park, what is the main reason for doing so? (Rank the top two reasons)

- More convenient hours
- Better prices
- Better service
- Better selection (I need more variety and/or I can’t find what I need)
- I shop online
- Woodland Park has a tax on food
- I shop where I work (outside of Woodland Park)

20. To which of the following, if any, should the City give priority? (Please prioritize)

<table>
<thead>
<tr>
<th>1st Choice</th>
<th>2nd Choice</th>
<th>3rd Choice</th>
<th>4th Choice</th>
<th>5th Choice</th>
<th>No Opinion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attract and grow commercial businesses</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Attract new companies to increase job opportunities</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Expand existing businesses and companies</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Increase tourism</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Increase educational opportunities</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

21. If the City were to ever project a revenue shortfall, how should the City respond (please prioritize)?

<table>
<thead>
<tr>
<th>1st Choice</th>
<th>2nd Choice</th>
<th>3rd Choice</th>
<th>4th Choice</th>
<th>5th Choice</th>
<th>No Opinion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reduce services</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Raise property taxes</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Increase fees and charges</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Promote commercial development to increase sales tax revenues</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Other _____________________________</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

22. As a priority, should the City actively pursue companies and industries that add jobs? ______ Yes ______ No

23. Approximately half the workforce commutes outside of Woodland Park for employment, is that acceptable? ______ Yes ______ No

TRANSPORTATION

24. How frequently do you use the following modes of travel for recreation or transportation?

<table>
<thead>
<tr>
<th>Mode of Travel</th>
<th>Most days</th>
<th>At least 3 days per week</th>
<th>Once a week</th>
<th>Once a month</th>
<th>Almost Never</th>
</tr>
</thead>
<tbody>
<tr>
<td>Walk</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bicycle</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drive light vehicles (mopeds, scooters, electric bicycles)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motorcycles</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drive motorized vehicles (car, truck, SUV)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Take the bus</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
25. Please rate the quality of the following in Woodland Park:

<table>
<thead>
<tr>
<th></th>
<th>Very Bad</th>
<th>Bad</th>
<th>Adequate</th>
<th>Good</th>
<th>Very Good</th>
<th>No Opinion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ease of driving in Woodland Park</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Woodland Park as a walkable community</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Ease of traveling by bicycle in Woodland Park</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Availability of parking downtown</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Traffic congestion</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Timing of traffic signals</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Speed limits on Highway 24</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
</tbody>
</table>

Comments: ________________________________________________________________

26. Are you aware of the Ute Pass Express Transit bus service? ______ Yes ______ No

27. If you answered yes to the question above, how often do you use the service?
   ______ 2 or more days per month ______ I have used a few times ______ I have never used the service

<table>
<thead>
<tr>
<th></th>
<th>Strongly Disagree</th>
<th>Disagree</th>
<th>Neutral</th>
<th>Agree</th>
<th>Strongly Agree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintain the ease of driving in Woodland Park</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Expand Ute Pass Express Bus Service</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Improve Woodland Park’s walkability</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Improve bicycling opportunities and bicycle facilities</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Improve parking downtown</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Lessen traffic congestion</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Street maintenance</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

PARKS, RECREATION AND CULTURAL ACTIVITIES

29. Please rate the quality of the following in Woodland Park:

<table>
<thead>
<tr>
<th></th>
<th>Very Bad</th>
<th>Bad</th>
<th>Adequate</th>
<th>Good</th>
<th>Very Good</th>
<th>No Opinion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parks</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Trails</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Availability and quality of recreational opportunities</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Availability and quality of cultural opportunities</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>0</td>
</tr>
</tbody>
</table>
30. During the past year, how often have you and/or a family member participated in or utilized:

<table>
<thead>
<tr>
<th>Event</th>
<th>Never</th>
<th>1-5 times</th>
<th>6-10 times</th>
<th>11-15 times</th>
<th>16+ times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Events at the Ute Pass Cultural Center</td>
<td></td>
<td></td>
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<tr>
<td>City Recreation Programs</td>
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<tr>
<td>City Parks or Meadow Wood Sports Complex</td>
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<tr>
<td>Centennial Trail</td>
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<tr>
<td>Woodland Park Library</td>
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</tbody>
</table>

31. Funds for parks and recreation capital improvements are limited. Where should these funds be prioritized?

<table>
<thead>
<tr>
<th>Choice</th>
<th>Trails and sidewalks</th>
<th>Neighborhood parks</th>
<th>Meadow Wood Sports Complex</th>
<th>Community recreation center/YMCA</th>
<th>Open space preservation</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td></td>
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<td>2nd</td>
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<td>3rd</td>
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<td>4th</td>
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<td>5th</td>
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</tbody>
</table>

32. Do you and/or your family members participate in competitive youth sports? _____ Yes _____ No

33. Do you and/or your family members feel there is a need for a more competitive level of play in youth sports? _____ Yes _____ No _____ No Opinion

34. Are you aware of the Teller County Build-A-Generation efforts in Woodland Park? _____ Yes _____ No

ENVIRONMENTAL HEALTH

35. Do you:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Regularly</th>
<th>Rarely</th>
<th>Never</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recycle</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Compost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grow some of your own food</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Attempt to limit car use</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use renewable energy systems</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Limit water use in landscaping</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use energy-efficient lighting</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

36. Are you aware of the Woodland Park Healthy Forest Initiative? ______ Yes ______ No

37. Are you aware of the Woodland Park Harvest Center project? ______ Yes ______ No
### EDUCATION

39. If Pikes Peak Community College courses were available in Woodland Park, would you take a class?
   - _____ Yes  _____ No  _____ Maybe
   (If you checked no, please skip questions 40 – 43)

40. If you were to take courses, check ALL of the fields of study that you think you might be interested in.
   - _____ Math  _____ English
   - _____ Information Technology  _____ Criminal Justice
   - _____ Social Science  _____ Communications
   - _____ Art  _____ Medical Training
   - _____ Training related to current job (updates, new skills, etc.)  Please list your current job/field ____________________________
   - _____ Other: ____________________________

41. Which would you prefer for class scheduling?
   - _____ Morning weekday classes
   - _____ Afternoon weekday classes
   - _____ Evening weekday classes
   - _____ Saturday classes during the day

42. If you would like to take evening classes during the week, what time would be best for you?
   - _____ Anytime
   - _____ 4:00 p.m.
   - _____ 4:30 p.m.
   - _____ 5:00 p.m.
   - _____ 5:30 p.m.
   - _____ 6:00 p.m.

43. Would you prefer to take classes online?
   - _____ Yes  _____ No  _____ Maybe

---

<table>
<thead>
<tr>
<th>38. Please rate the quality of the following in Woodland Park:</th>
<th>Very Bad</th>
<th>Bad</th>
<th>Adequate</th>
<th>Good</th>
<th>Very Good</th>
<th>No Opinion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community's visual attractiveness</td>
<td>1 2 3 4 5 0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Air quality</td>
<td>1 2 3 4 5 0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drinking water quality</td>
<td>1 2 3 4 5 0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Recycling programs</td>
<td>1 2 3 4 5 0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Stormwater management and erosion control</td>
<td>1 2 3 4 5 0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Noise</td>
<td>1 2 3 4 5 0</td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>Light pollution</td>
<td>1 2 3 4 5 0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Conservation efforts (forest health)</td>
<td>1 2 3 4 5 0</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Overall quality of environment</td>
<td>1 2 3 4 5 0</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
DEMOGRAPHICS

44. Are you: _____ Male _____ Female

45. How old are you? 19 and under 20-24 years 25-34 years 35-44 years 45-54 years 55-64 years 65-74 years 75+

46. How many people live in your household, including yourself? 1 2 3 4 5 6 7 8 or more

47. How many children under the age of 18 live in your home? None 1 2 3 4 5 6 or more

48. How many adult members of your household are employed, including yourself? 1 2 3 4 or more

49. What is your employment status?
   _____ full-time _____ part-time _____ disabled and cannot work at this time _____ retired _____ self employed
   (Please skip questions 50 and 51 if you are not employed at this time.)

ONE RESPONSE PER HOUSEHOLD – For questions 50 through 57, please provide only one response per family.

50. What is your occupation?
   _____ Professional/managerial _____ Service worker _____ Student
   _____ Owner/proprietor _____ Skilled labor _____ Homemaker
   _____ Sales/marketing _____ Active military _____ Retired
   _____ High Technology _____ Clerical
   _____ Government Other __________________________

51. Please check the community where you work:
   _____ Woodland Park _____ Home-based business in Woodland Park
   _____ Cripple Creek/Victor _____ Colorado Springs
   _____ Other locations in Teller/ Park County _____ El Paso County
   _____ Denver area Other __________________________

52. Please check the highest educational level that you have attained:
   _____ Did not complete high school _____ College graduate
   _____ High school graduate/GED _____ Post graduate work
   _____ Post high school vocational training _____ Post graduate degree
   _____ Some college

53. Do you _____ own your home or _____ rent?

54. Are you a _____ full-time or _____ part-time resident?

55. What type of home do you live in?
   _____ Single family house _____ Duplex _____ Townhome/condominium
   _____ Apartment/multi-family _____ Modular _____ Mobile home
56. Which of the following most clearly represents your household’s total 2008 gross income? Please include the income for all household members who contribute in any way to the household’s expenses.

<table>
<thead>
<tr>
<th>Income Range</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under $25,000</td>
<td></td>
</tr>
<tr>
<td>$25,001 - $34,999</td>
<td></td>
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<tr>
<td>$35,000 - $49,999</td>
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<tr>
<td>$50,000 - $74,999</td>
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<tr>
<td>$75,000 - $99,999</td>
<td></td>
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<tr>
<td>$100,000 - $149,999</td>
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<tr>
<td>$150,000 - $200,000</td>
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<tr>
<td>Above $200,000</td>
<td></td>
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</tbody>
</table>

57. How do you get your information about what is going on locally (check all that apply)?

- Pikes Peak Courier View
- WP Chamber of Commerce Website and Grapevine
- Ute Pass Trader
- Local Governmental Meetings/Cable TV
- Mountain Jackpot
- Radio
- Colorado Springs Gazette
- Word of mouth
- Colorado Springs Independent
- Flyers
- Church or Civic Organizations
- Other ____________________________

OTHER COMMENTS: (PLEASE USE THE OTHER SIDE OF THE SURVEY IF NECESSARY)

------------------------------------------------------------------------------------------------------------------

OPTIONAL: If you would like to add your name, email address or phone number, we would like to keep you informed about the Comprehensive Planning process, build our communications database and provide you with the survey results. Your contact information will be kept separate from your anonymous Comprehensive Plan community survey response.

Name: ____________________________ Email ____________________________

Phone Number ____________________

Thank you for your participation!

For paper copies, please return your completed surveys to Woodland Park City Hall at 220 W. South Avenue, Attention: Sally Riley or fax to (719) 686-1010 or mail to:

City of Woodland Park
P.O. Box 9007
Attn: Sally Riley
Woodland Park, CO 80866

This survey is also available online at www.wpcompplan.org.
## Exhibit C

### Evaluation Criteria

**Comprehensive Plan Consultants**

<table>
<thead>
<tr>
<th>Past performance on similar projects</th>
<th>Proposal 1</th>
<th>Proposal 2</th>
<th>Proposal 3</th>
<th>Proposal 4</th>
<th>Proposal 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Team (manager and key staff) Qualifications</td>
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<tr>
<td>Project approach (critical issues, presentation style, concepts)</td>
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<tr>
<td>Community Outreach (public input, data collection, analysis)</td>
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<tr>
<td>Work Program and Schedule</td>
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<tr>
<td>Products (usefulness, graphics, community ownership)</td>
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<tr>
<td>Consultants land use code expertise</td>
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<tr>
<td>Overall Consultant’s capability and capacity</td>
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</table>

### RATING TOTAL

<table>
<thead>
<tr>
<th>Proposal 1</th>
<th>Proposal 2</th>
<th>Proposal 3</th>
<th>Proposal 4</th>
<th>Proposal 5</th>
</tr>
</thead>
</table>

### BID/COST

<table>
<thead>
<tr>
<th>Proposal 1</th>
<th>Proposal 2</th>
<th>Proposal 3</th>
<th>Proposal 4</th>
<th>Proposal 5</th>
</tr>
</thead>
</table>

Reviewers will rate each category as High (3), Medium (2), and Low (1) and provide a final rating for each Consultant’s proposal.
Note: This map illustrates general future land uses. Densities and developability may vary based on site-specific constraints such as wetlands, steep slopes, access, etc. Last revised March 2, 2011.