

Proposal for the

City of Killeen

ADA Self-Evaluation and Transition Plan

Public Right-of-Way

December 15, 2022



Meeting the Challenge, Inc., A CP&Y Company

3630 Sinton Road, Suite 103, Colorado Springs, CO 80907

MTCAccessibility.com | 720.370.6776



Meeting The Challenge Inc. 3630 Sinton Road, Suite 103 Colorado Springs, Colorado 80907

Ms. Leslie Hinkle City of Killeen P.O. Box 1329 Killeen, TX 76540-1329

Ms. Hinkle,

Meeting the Challenge, Inc. (MTC) is pleased to provide the City of Killeen with our proposal for the Phase II Public Right-of-Way Self-Evaluation and Transition Plan project.

This phase of the project satisfies the requirements for assessing the City's Public Right-of-Way, analyzing, and prioritizing this data, and developing a Transition Plan to remediate the identified barriers. MTC is fortunate to have worked with the City to complete Phase I of the project to assess the Policies, Knowledge, Website, Parks, and Facilities identifying barriers to programs, services, and activities.

This proposal considers the specific schedule needs of this project.

We have added teams to collect data and will be conducting continuous analysis of all findings to rapidly provide the City with updated findings and recommendations to meet the schedule. All information will be provided to the City as appendices to the Phase I Self-Evaluation and Transition Plan.

We understand that ADA Title II Self-Evaluations and Transition Plans can be complicated. Through our experience and long-standing access to the Department of Justice and the U.S. Access Board, MTC has gained the knowledge and expertise to help our clients navigate the often-confusing path to solve their disability law compliance challenges. We will continue to guide the City in understanding the sometimes complicated ADA Title II Self-Evaluations and Transition Plan process.

As all of our Self-Evaluation and Transition Plan projects have shown, the achievement of a project such as yours will be of great importance to enhancing accessibility to the City's programs and facilities and will ultimately create an environment that truly reflects the forward-thinking nature of you, your staff, and the community.

Best regards,

R. Shane Wade, PE Senior VP, Director of Operations CP&Y, Inc., An STV Company

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34

Proposal Contact

Matthew Lucier

December 1989

Number of Years in Business

33



FIRM OVERVIEW

Meeting the Challenge is a national ADA consulting firm that serves individuals and organizations with rights and responsibilities for compliance under federal disability rights laws. We are able to provide the City with the knowledge and resources to solve all disability law compliance challenges and increase access for people with varied abilities.

Meeting the Challenge is a subsidiary of CP&Y, Inc.,a full-service architectural and engineering consulting firm. The combination of MTC and CP&Y brings together a broader suite of accessibility services to our clients.

MTC can provide solutions for the City of Killeen to help solve disability law compliance challenges, which all towns, cities, counties, and states experience.

Meeting the Challenge is able to provide the following services:

- Self-Evaluation and Transition Plans
- Public Right-of-way Audits
- Park and Recreation Audits
- Outdoor Recreation Area Audits
- DOJ Project Civic Access Response Facilitation
- DOJ Photo Verification Reports
- ADA Settlement Resolution Consulting for the DOJ
- Multi-housing FHA Compliance Audits
- Expert Testimony
- Disability Laws Training
- ADA Lawsuit Consulting
- Facility Audits
- Website Accessibility Audits
- ADA Architectural Plan Reviews





MTC provides on-call services in order to continue our partnership with the City as progress is made. Most of our clients keep us on a retainer for on-call services following the completion of the Self-Evaluation Transition Plan process to ensure that the City is working in compliance with the ADA, conduct plan reviews and to answer ADA questions throughout the process.

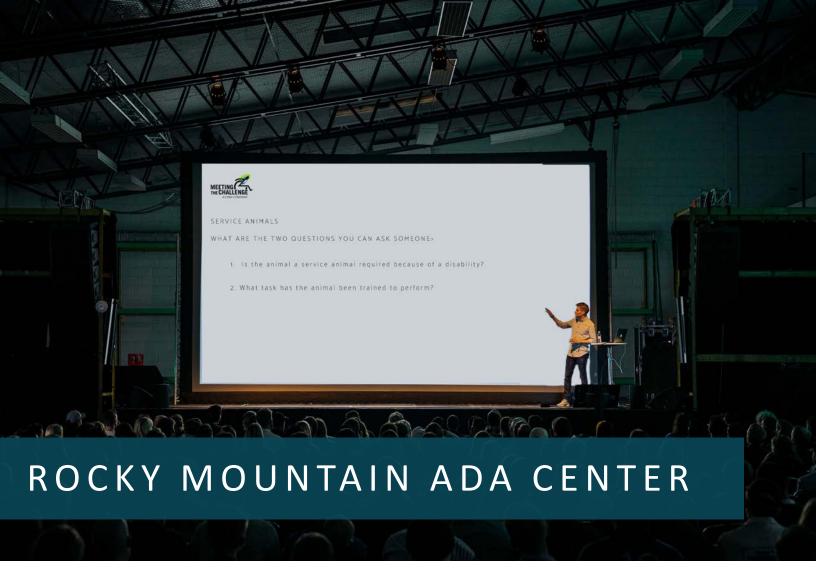
Meeting the Challenge is currently providing consulting services for many on-going projects, including Houston Airport Systems, the City and County of Denver, Colorado, Lumpkin County, Georgia, Boulder County, Colorado, and several other state and local government entities.

MTC is well-suited to provide on-call ADA Consulting Services for the City of Killeen. We understand that there is much work to be completed once the Self-Evaluation and transition plan has been adopted. The role of the ADA Coordinator becomes responsible for guiding the City in the implementation of the plan. We have found that nearly all clients have questions and need guidance during implementation, and MTC gladly offers these services.

Our on-call consulting services will provide the City with access to MTC's staff of ADA consultants to guide the City in implementation of ADA policies and associated guidance documents. MTC has completed plan review services for over 25 architectural firms. Our scope of services generally includes redlining plan review sets at SD, DD, and CD, and at least two site walks during construction. After each site walk, we produce an inspection report, Including ADA plan review in any construction project can help eliminate the need for rework.

MTC is backed by the power of CP&Y's over 400 engineers and architects to provide the highest quality of services.

Together with our local engineers, we recently completed a project that included writing a new chapter in a client's Engineering Criteria Manual, and included staff training, so that moving forward, ADA compliance is considered in the earliest stages of design. We are able to provide similar expertise and services to the City of Killeen.



Since 1991, Meeting the Challenge has operated the Rocky Mountain ADA Center, one of ten Regional technical assistance centers funded by the National Institute on Disability, Independent Living, and Rehabilitation Research, a division of the U.S. Department of Health and Human Services.

The Rocky Mountain ADA Center has provided technical assistance on the Americans with Disabilities Act, throughout the six state Rocky Mountain Region (Colorado, Utah, Wyoming, Montana, South Dakota, and North Dakota), for nearly 33 years and has established itself as a leader among the ten Regional technical assistance centers. Through this experience, Meeting the Challenge has become a recognized authority for ADA knowledge and implementation.

The Rocky Mountain ADA Center helps individuals, institutions, and businesses understand their rights and responsibilities under the ADA and supports full implementation of the ADA. They provide information, guidance, and training on all aspects of the ADA.

With the knowledge and research that the Rocky Mountain ADA Center provides, Meeting the Challenge is able to provide you with the latest information and unlimited technical assistance by our ADA Information Specialists on staff.



TITLE II REQUIREMENTS

Meeting the Challenge has helped many state and local government entities comply with the Americans with Disabilities Act Title II requirements for a Self-Evaluation and Transition Plan. While these requirements are identified as two separate processes in two separate sections of the Title II regulations, the Self-Evaluation and Transition Plan process should be completed in tandem.

MTC is aware that limited budgets require some local governments to complete a Self-Evaluation and Transition Plan project in phases. MTC works with its clients to define a scope of work that will satisfy Self-Evaluation and transition plan requirements and remain within budgetary constraints.

SELF-EVALUATION REQUIREMENTS

ADA regulations require a public entity to evaluate its current services, policies, and practices to determine if they meet the requirements of Title II. If modification of services, policies, and practices is needed, the public entity must make the necessary modifications.

A public entity must also provide an opportunity to interested people, people with disabilities, and organizations that represent people with disabilities, to take part in the Self-Evaluation process, by submitting comments.

A public entity that employs 50 or more persons must maintain its Self-Evaluation on file, make it available for public inspection, and include the following:

- A list of the interested persons consulted
- A description of areas examined and any problems identified
- A description of any modifications made

Other than removing architectural barriers, the best alternative, for providing access to many programs, may be to offer virtual access on a website. Many interactions and transactions that once required face-to-face contact at a public facility can now be accomplished online. MTC recommends at least a top-level review of an entity's website.

To fulfill the requirement for public input, MTC recommends a publication of the Self-Evaluation findings and actions to be taken, to resolve those findings. MTC will name organizations, within the community, that can ask for public comment and feedback, from people with disabilities, on its self-evaluation and transition plan.

TRANSITION PLAN REQUIREMENTS

If a public entity has responsibility or authority over streets, roads, or walkways, its transition plan shall include a schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs, giving priority to walkways serving entities covered by the Act, including State and local government offices and facilities, transportation, places of public accommodation, and employers, followed by walkways serving other areas.

The plan shall, at a minimum—

- i) Identify physical obstacles in the public entity's facilities that limit the accessibility of its programs or activities to individuals with disabilities;
- ii) Describe in detail the methods that will be used to make the facilities accessible;
- iii) Specify the schedule for taking the steps necessary to achieve compliance with this section and, if the time period of the transition plan is longer than one year, identify steps that will be taken during each year of the transition period; and
- iv) Indicate the official responsible for implementation of the plan.



The location of a barrier is critical to understanding the need and volume of program use. A marginally non-compliant sidewalk or curb ramp, in a high traffic area, has a greater priority for mitigation than a corner without a curb ramp in a quiet residential neighborhood.





FACILITIES SERVING PEDESTRIAN TRANSPORTATION

MTC will collect data on the existing conditions of pedestrian facilities in the City's public right-of-way, from the public right-of-way to the City facilities. MTC will analyze the existing conditions of pedestrian facilities based on the U.S. Access Board's Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG), including the proposed guidelines for Shared Use Paths, where appropriate. Application of PROWAG is consistent with the 2010 ADA Standards permission for equivalent facilitation and is recognized by the Federal Highway Administration (FHWA), as best practices for pedestrian facilities in the PROW.

MTC recommends the most practical and cost-effective methods for removing barriers. However, MTC's approach to priority recommendations does not necessarily prescribe removal of the least difficult barriers first. MTC's priority recommendations set us apart from many in the industry.

MTC bases our priority calculations on a straightforward interpretation of DOJ's regulation, listing the categories of facilities served by pedestrian facilities, in their order of importance (see § 35.150(d) (2)).

MTC has concluded, from experience, that the most important factors, in determining the priority for the removal of a given deficiency in pedestrian facilities, are the factors that evaluate the program access needs and volume of pedestrian traffic expected at a given location. It is the context – the program access demand of a location – not the degree of deficiency that determines priority for resolution of a given finding.

MTC calculates a priority with values for each element finding, the lower the value, the higher the priority. Based on the calculation that MTC applies, barriers that are most likely to prevent program access, located in the highest pedestrian traffic areas – where risk is also highest – are the first to be resolved.

PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT-OF-WAY

Pedestrian facilities in the public right-of-way (PROW), i.e., public sidewalks, crosswalks, curb ramps, bus stops, etc., are a public program – pedestrian transportation. The primary function of public sidewalks is to serve transportation needs. The minimal opportunity of people with disabilities to travel even short distances on public sidewalks has a negative impact on their ability to access local services, places of public accommodation, and fixed-route public transit.

WHY PROWAG?

Program access is required even when there are not formal or legally adopted standards that define or prescribe the technical provisions to achieve compliance.

The Federal Highway Administration recognizes Public Right-Of-Way Accessibility Guidelines as "recommended best practices, and [they] can be considered the state of the practice that could be followed for areas not fully addressed by the present ADAAG standards."

PRIORITITIZING REMEDIATION OF FINDINGS

When physical changes to pedestrian facilities are needed to achieve program accessibility, a public entity should develop a transition plan explaining how, when, and who will be responsible for implementing the plan to complete such changes.

The priority is to remove barriers that will most effectively and efficiently make programs accessible. Priority for the remediation of barriers in PROW is essentially a function of location. Locations have priority relative to proximity of entities covered by the ADA. Our team calculates priority of locations starting with the walksheds surrounding covered entities and other locations with high anticipated pedestrian traffic.



Field team noting measurements of a pedestrian signal.



Measuring the slope of a sidewalk ramp.



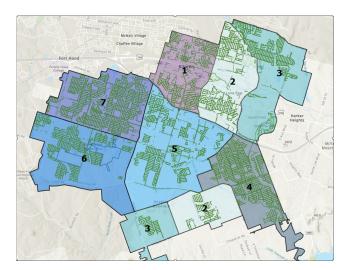
Our team using our data collection tool to collect public right-of-way measurements.

PROJECT WORK ORDERS

MTC has taken the approach of breaking down the data collection efforts into three work orders to allow for the management of collection, analysis, and reporting of the data collected. Taking this approach will enable the City to begin the implementation of barrier removal and incorporating remediations into the City's current Capital Improvement Projects. It also allows the City to receive a draft self-evaluation transition plan (SETP) and an Accessibility Compliance Data Table (ACDT) containing opinions of probable construction costs (OPCC) three times throughout the project rather than at the end.

MTC performed a thorough analysis using spatial and non-spatial data provided by the City from Phase 1 of the facilities' data collection efforts. This data includes geospatial layers and a data table containing each City-owned facility's prioritization.

The facilities are divided into four prioritization categories ranging from 0 - 3.



- Priority level 0 represents the top three City-owned facilities having the highest amount of public interaction and pedestrian foot traffic.
- Priority level 1 represents the remaining facilities with the next highest volume of public interaction.
- Priority level 2 includes any facility primarily shared with the public and City staff members.
- Priority level 3 represents any employee-only facility.

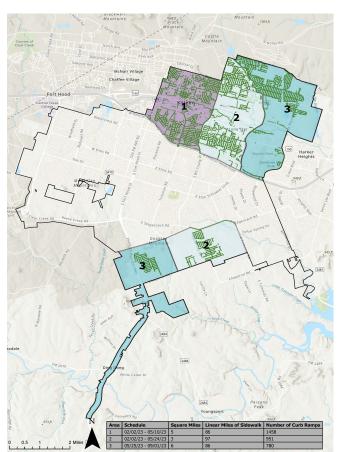
Work order 1 was divided into three targeted areas for the data collection team. Areas 1 - 3 all fall within a one-mile radius of City facilities with a prioritization ranking of 0 and 1. Targeting these areas first allows the City to implement barrier removal six months into the project on pedestrian facilities with the highest pedestrian foot traffic.

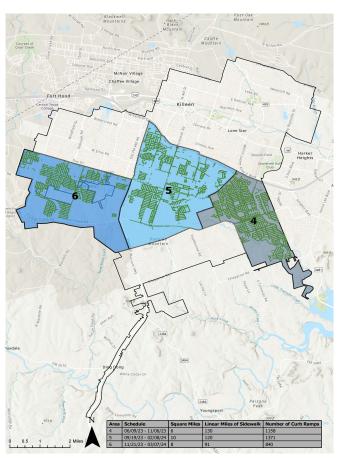
Work order 2 was divided into three targeted areas for the data collection team to begin following the completion of work order 1. Areas 4 - 6 all fall within a one-mile radius of City facilities with a prioritization ranking of 1 and 2. Having these areas as a continuation of work order one allows the City to begin implementing and phasing out work several fiscal years down the road.

Work order 3 comprises Area 7. Area 7 includes residential neighborhoods and City facilities with a prioritization level of 3.

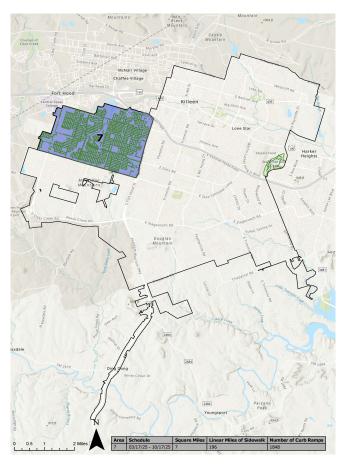
Work Order 1 - PROW Assessment

Work Order 2 - PROW Assessment





Work Order 3 - PROW Assessment



OUR APPROACH

Our project approach is unique based on our broad spectrum of accessibility experience combined with our extensive knowledge of ADA Standards and Regulations, including:

- ➤ 2010 ADA Standards for Accessible Design
- Federal Architectural Barriers Act Accessibility Standards (ABAAS)
- Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG)
- Federal Standards for Outdoor Developed Areas
- ➤ Web Content Accessibility Guidelines (WCAG)

OUR PROCESS

For the majority of your public pedestrian facilities, our field staff will discover physical barriers. However, it is important to know that all barriers are not created equal.

Based on regulatory requirements, there are three main categories of barrier removal that must be identified in every Self-Evaluation and Transition Plan:

- Primary barriers which prevent access to State or local governments' services, programs, and activities, when viewed in their entirety.
- Barriers which were created by new construction or alterations (i.e. new construction and alterations built after January 26, 1992), which do not comply with enforceable standards at the time of construction.
- Barriers which existed prior to the ADA and currently present no barrier to program access, should be listed in the transition plan, even when there is no current requirement for their removal.

Our objective is to develop a process for the City that will guide decisions of mitigating barriers. Public entities should make each of their services, programs, and activities accessible, when viewed in their entirety. However, the regulations do not necessarily require a public entity to make each of its pedestrian facilities accessible.

Considerations, in prioritizing and scheduling the removal of architectural barriers in pedestrian facilities, also include the concepts of covered entities and their proximity to the right-of-way, usage, and zoning.

PRIORITIES

Our team is continuously improving the technology that we use to collect and analyze facility and public right-of-way data. We also work to improve our approach to assessing program access issues and evaluating priorities.

Our approach requires close interaction with our clients to appreciate the uniqueness of the programs, policies, practices, and populations of each community.

Prioritization of the steps and tasks involved in the selfevaluation process and the development of an ADA transition plan is essential for the effective and efficient use of the resources of a community.

Cost Savings

We understand that budgets are not limitless and barriers may need to be removed to ensure that its programs are accessible to qualified individuals with disabilities, which can require many years of planning and implementation.

We will partner with the City to guide available resources to the most critical barriers that can affect access to programs for the greatest number of people.

PROJECT DATABASE AND MAPS

- Meeting the Challenge uses its own company-developed proprietary compliance software called
 Accessibility Compliance Technology (ACT), specifically designed to support the Self-Evaluation in
 capturing data for facilities, parks, trails, and PROW. ACT allows our project teams to quickly and
 efficiently collect and analyze data while simultaneously performing quality control and maintaining
 data integrity.
- Our software solution integrates with ArcGIS as a centralized cloud-based storage and ESRI application for database maintenance, data collection, and analysis.
- All data collected within the right-of-way will integrate with the City's ArcGIS feature classes, making it an efficient transfer of data.
- Utilizing feature classes allows the City to identify and view the location of each exterior barrier by navigating from an element or attribute to ArcGIS.

TRANSITION PLAN

- MTC will consolidate accessibility compliance findings, within the first draft of the PROW Accessibility
 Compliance Data Table (ACDT), in a format that is easy to understand and used for continued
 compliance efforts. The ACDT will include recommendations, priorities, GPS data, and a tracking
 method for the resolution status of barrier mitigation.
- MTC will provide recommendations to remedy all non-compliant elements of program accessibility, considering viewed in its entirety, extent of feasibility, and fundamental alteration.
- MTC will meet with the City to review the draft documents, identify project priorities, and solicit feedback prior to preparing, producing, and presenting a final draft of the ADA Transition Plan to the City.
- MTC will prepare and present findings at a Q&A Session for City staff and City Project Team to clarify information and finalize process.
- MTC will assist the City in incorporating the facilities draft Self-Evaluation and Transition plan into a final Self-Evaluation and Transition Plan, which can be published for public access.

PUBLIC OUTREACH

Note: Though this is not included in the overall scope of the project. MTC is available to provide guidance on the public outreach process

Public input is an essential component of a Self-Evaluation. MTC may support the City in hosting public outreach meetings and assist in the solicitation of public input by inviting community representatives to participate in the City's Self-Evaluation process. MTC considers public input when developing priorities for removing barriers to accessibility.

MTC will assist the City in preparing a presentation for City Council, which will accompany the final report. The Project Manager and other key project members will be available to present, or co-present, the transition plan and will be available to answer questions that may arise.

PROJECT CLOSE OUT

MTC will prepare a final report for the City, which will include a description of how the Self-Evaluation was administered and the recommendations to remediate programmatic access barriers found. The final report will include an executive summary, as well as a full report. The final report will identify actual and potential barriers to inclusion, including procedural, operational, attitudinal, and physical conditions, and the processes by which they were identified and the processes by which they will be resolved. MTC will include priorities for architectural barrier removal and barrier removal in the Public Right-of-Way that are established by the City. We understand that the information must be concise, yet provide the appropriate level of details so that City Council is able to understand the City's obligation for compliance with the ADA and the actions needed to comply.

MTC has experience presenting findings to City and County government officials. It is encouraged to involve City Council members at the beginning stages of the project, so they are aware of the tasks that will take place. It becomes critical for City Council to understand the scope of the project during the Public Outreach task, when constituents may contact their council member for more information. We have successfully guided past clients through the process of formal adoption of a transition plan by ordinance or resolution by elected officials and publication on your website.

PROPOSED SCHEDULE

SELF-EVALUATION ASSESSMENT (Work Order 1)	Dates							
Kickoff Meeting	Jan 2023							
Area 1	Feb 23 - May 2023							
Area 2	Feb 23 - May 2023							
Area 3	May 23 - Sep 2023							
SELF-EVALUATION ASSESSMENT (Work Order 2)								
Area 4	Jun 23 - Nov 2023							
Area 5	Sep 23 - Feb 2024							
Area 6	Nov 23 - Mar 2024							
SELF-EVALUATION ASSESSMENT (Work Order 3)								
Area 7	Mar 24 - Jul 2024							
PROJECT MANAGEMENT/ADMINISTRATION								
	Jan - Sep 2024							

^{*} **Note**: All Projected Completion Dates may change due to contract award date, inclement weather during data collection, or change orders.

PROJECT COST

SELF-EVALUATION ASSESSMENT (Work Order 1)	COST							
Area 1	\$	143,200.00						
Area 2	\$	154,100.00						
Area 3	\$	143,718.00						
SELF-EVALUATION ASSESSMENT (Work Order 2)								
Area 4	\$	186,779.00						
Area 5	\$	176,848.00						
Area 6	\$	148,434.00						
SELF-EVALUATION ASSESSMENT (Work Order 3)								
Area 7	\$	251,214.00						
TOTAL	\$	1,204,293.00						



PROJECT TEAM

"They immediately distinguished themselves as conscientious, compassionate, and energetic consultants."

- Jason Sanchez
 City of Cheyenne, WY

MTC is recognized as a national expert on ADA Title II regulations that cover state and local governments. Over the past 33 years, MTC has provided ADA technical assistance, training, and implementation for hundreds of Title II entities and tens of thousands of individuals.

PROJEÇT TEAM



MATTHEW LUCIER, CPM Project Manager Colorado Springs, CO



NICK KELLEY, ADAC Deputy Project Manager Colorado Springs, CO



JENNIFER BOEN Client Service Manager Waco, TX



GEOFF AMES, RAS Senior Technical Advisor Colorado Springs, CO

SUPPORT TEAM

David Wegener, Project Manager
Ryan Davis, ADAC - Accessibility Specialist
Bryce Coop, Accessibility Specialist
James Wick, RAS - Accessibility Specialist

MATTHEW LUCIER, CPM

PROJECT MANAGER



Registrations

Certified Project Master (CPM)

Education

B.S. Project Management, Colorado Technical University

Years of Experience 20

Additional Assessments

- Town of Vail, CO
- City of Golden, CO
- City of Lakewood, CO
- City of Littleton, CO
- Town of Timnath, CO

BACKGROUND

Matt is a certified project management professional with 20 years of experience leading Information Technology and Facilities Engineering projects utilizing CMMI, ITIL and PMP methodologies. He has extensive management experience in analysis, schedule management, continuous process improvement and quality management in each project. Matt currently leads our SETP project management team and is responsible for the management of all projects to include the ADA SETP for the Town of Vail, City of Commerce City SETP, Town of Timnath and Town of Castle Rock PROW Assessments.

PROJECT EXPERIENCE

ADA SETP FACILITY, City of Killeen, TX

Project Manager. Led team in a full facility SETP with the data collection, analysis of facilities and parks, Policy reviews, Website Assessment, Knowledge Assessments and the drafting of the ADA Self-Evaluation Assessment Report and the Transition Plan for the City of Killeen.

ADA SETP Public Right-of-Way Project, Town of Castle Rock CO

Project Manager. Led project team in the data collection, data analysis and Self-Evaluation reporting of the central district for Public Right-of-Way, 21 miles of sidewalk, 214 curb ramps. Following data collection, led the team in the drafting of the ADA Self-Evaluation Assessment Report and the Transition Plan Database for Castle Rock.

ADA SETP, City of Commerce City, CO

Project Manager. Led team in a full SETP with the data analysis of 6 facilities, Policy reviews, Website Assessment, Management Interviews/Surveys and the drafting of the ADA Self-Evaluation Assessment Report and the Transition Plan for Commerce City.

DISA Manpower Personnel Engineering Facilities Team Technical Support, Defense Information Systems Agency (DISA), Denver CO

This project supported the DISA Facilities Engineering Division by managing and directing the facility engineering, maintenance programs and raised floor infrastructure for Federal (DoD) data centers. Matt provided the project management to a team of 15 engineers. He provided the contractual oversight between the team and the customer ensuring the project was executed within the cost, scope and schedule of the contract. The team provided site engineering surveys and reports, provide documentation, manage design, construction and maintenance projects, support local site facility management staff and establish facility standards and guidance.

NICK KELLEY, ADAC DEPUTY PROJECT MANAGER



RegistrationsADA Coordinator

Years of Experience

Additional Assessments

- · City of Vail, CO
- City of Golden, CO
- City of Lakewood, CO
- City of Littleton, CO
- Town of Timnath, CO

BACKGROUND

Nick is a certified ADA Coordinator with six years of experience in developing ADA Transition Plans for facilities and public right-of-way. He specializes in the 2010 ADA Standards for Accessible Design and PROWAG. Nick is comfortable providing guidance and interpreting rights and responsibilities related to all disability rights laws for government agencies, architects, engineers, attorneys and business owners.

Nick leverages his technical background to produce projects that are accurate and compliant. He is detail-oriented, organized and produces deliverables that help clients successfully become ADA compliant.

PROJECT EXPERIENCE

ADA SETP, City of Highlands Ranch/Highlands Ranch Metropolitan District, CO

Project Specialist. MTC conducted on-site review of 25 Metro District sites in order to produce a Self-Evaluation and Transition Plan for their Park and Recreation facilities. Responsible for on-site data collection and data analysis.

ADA SETP, Town of Castle Rock Parks & Recreation Department, CO

Project Specialist. Led a project team in the data collection and data analysis of 25 facilities, 24 parks and 8 paved trails. After data collection, led the team in data analysis and development of the Transition Plan Database for Castle Rock.

ADA SETP, Boulder County, Multiple Locations, CO

Accessibility Specialist. Led a project team in the data collection and data analysis of 33 facilities and 32 trailheads.

ADA Self-Evaluation and Transition Plan, City and County of Denver, CO Project

Specialist. MTC partnered with the City and County to create policies, procedures, programs and services to discard of any discrimination. This project also included audits of 116 facilities and 315 parks. After every element and attribute was measured, MTC developed and produced a Transition Plan Database with each element prioritized in order of importance. Responsibilities included data collection, data analysis and Transition Plan Database.

ADA Self-Evaluation and Transition Plan, Larimer County, CO

Project Specialist. MTC conducted an assessment of 16 County-owned facilities and 14 parks. Our teams also collected data for 207 intersections and 150 miles of sidewalk in the PROW. Responsibilities included leading technical teams, field liaison and producing a PROW Transition Plan Database.

GEOFF AMES, RAS SENIOR TECHNICAL ADVISOR



Registrations

Registered Accessibility Specialist: Texas No. 1527

Years of Experience

30

BACKGROUND

Geoff is an accessibility implementation specialist responsible for managing consulting projects for physical accessibility surveys, under the ADA, Proposed Guidelines for Pedestrian Facilities in the PROW and other disability laws. He specializes in helping state and local governments with implementing the regulatory requirements for Self-Evaluation and Transition Plans. Geoff will be responsible for ensuring compliance with all standards and assisting the team with data analysis.

RELEVANT EXPERIENCE

ADA SETP, City of Littleton, CO

Project Manager. During Phase One, we completed a facility survey and developed a Transition Plan Database for Littleton's facilities. Geoff's responsibilities included completing an inventory and review of Littleton's ADA policies; and providing policy templates for recommended ADA policies to confirm compliance with title II regulations.

ADA SETP, City of Arvada, CO

Project Manager. Evaluation of the title II entity's public ROW, which consists of over 600 miles, 1,000 intersections and 3,000 curb ramps. Geoff was a guide for the team on the appropriate standards to be used in the analysis of the data collected. He completed management interviews with City staff and provides ongoing ADA guidance.

ADA Transition Plan, City of Trinidad, CO

Project Manager. We partnered with the City of Trinidad and Department of Justice to set a timeline to complete a Self-Evaluation and Transition Plan for the removal of barriers to accessibility throughout the City. Our team conducted a full assessment of the City's policies, procedures and City-owned facilities.

ADA SETP, Arapahoe County, CO

Project Manager. This project included audits of the County's programs and services, 27 facilities and 1,300 intersections and more than 700 miles of walkways. Geoff provided training on Accessible Pedestrian Facilities in the PROW for the Arapahoe County Road and Bridge Department. This training included accessible PROW design criteria based on the Proposed Guidelines for Pedestrian Facilities in the PROWAG.

ADA SETP, Adams County, CO

Project Manager. This project involved audits of the County's programs, services and 38 facilities and parks. After data analysis, the Transition Plan Database was developed listing all elements and attributes that were checked for compliance. After the database was developed and presented to County stakeholders, the County staff used the database to track their mitigation efforts.

JENNIFER BOEN

Client Service Manager



Education Bachelor of Business Administrator, Baylor University, 2001

Professional Registrations

- American Water Works Association
- Association of Rural Communities in Texas
- Waco Business League

Years of Experience 20

Years with CP&Y 20

BACKGROUND

Jennifer has 20 year of management experience and is the current CP&Y Waco Group Leader. In this role she provides project and client management support to three architects, five engineers and a staff of more than 25 employees. She is responsible for updating business development, financial information and the business planning for the Waco group. She oversees, secures and enforces the utilization and scheduling of staff and deliverables.

She is also involved in client development in both the public and private sectors and works closely with the Cities of Waco and Woodway, McLennan County and many private developers in the Central Texas area.

Jennifer has experience managing diverse groups of projects from design phase through construction closeout. She implemented the use of Sharepoint project management software creating and maintaining SharePoint Project Management Sites for more than 20 projects.

PROJECT EXPERIENCE

- City of Waco 4th Street Road and Utility Improvements
- City of Waco 5th Street Road and Utility Improvements
- City of Waco Flat Rock Road Wastewater improvements
- City of Waco SH6/Loop 340 Utility Relocation
- City of Waco Water System Modeling
- City of Waco Hillcrest Pump Station and Storage Tank
- County Road 913 Sanitary Sewer Line Improvements
- City of Crestwood Sewer S1257
- City of Woodway Fairway Gravity Sewer Replacement
- City of Waco FM 1637 Utility Relocation
- City of Waco FM 1637 Forcemain Utility Relocation
- City of Fort Hood 42-inch Sewer line
- City of Fort Hood Pump Station #7
- City of Killeen Diversion and Trimmier Creek Interceptors Phases I & II
- Klondike Additional Water Line Extension and Improvements
- City of Trophy Club Lift Station Replacement Project
- City of Lexington Wastewater Treatment Plan and Lift Station
- Magnolia Silos Redevelopment Phases I & II
- Mt. Carmel Water Treatment Plant Improvements



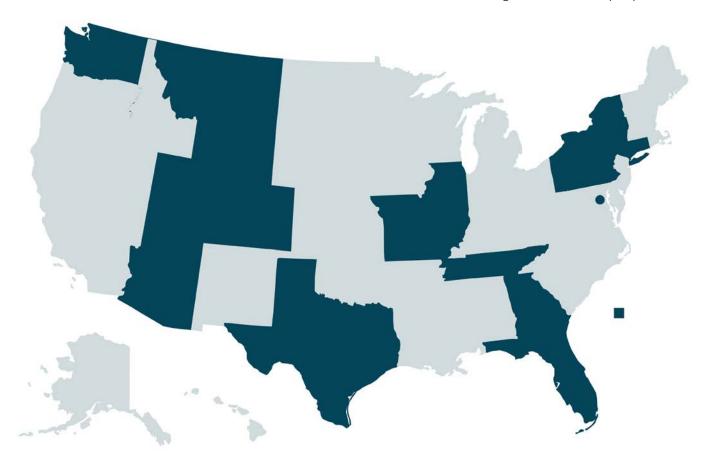
EXPERIENCE

STATE AND LOCAL GOVERNMENT

EXPERIENCE

With over 40 successful completions of ADA Self-Evaluation and transition projects, MTC has demonstrated the capability to work with state and local governments throughout the U.S. These projects range from state and local governments who are proactively performing self-evaluation and transition plan projects to comply with the ADA, to Self-Evaluation and transition projects that are required by a Department of Justice enforcement action that have resulted in a Project Civic Access settlement agreement.

MTC is recognized as a national expert on ADA Title II regulations that cover state and local governments. Over the past 33 years, MTC has provided ADA technical assistance, training, and implementation for hundreds of Title II entities and tens of thousands of individuals. Many of these projects and trainings were contracted as the result of a U.S. Department of Justice enforcement action or settlement agreement. Additionally, through Self-Evaluation and transition plan projects, MTC has helped improve ADA accessibility in diverse communities totaling over 25 million people.



MTC'S NATIONAL PRESENCE



TOWN OF CASTLE ROCK, COLORADO ADA SELF-EVALUATION AND TRANSITION PLAN

The Town of Castle Rock contracted MTC to conduct an on-site review of compliance with the ADA at Town facilities, parks and trails. MTC audited and analyzed the data collected from the 24 facilities, 25 parks and 8 trails identifying and describing barriers, applicable sections of the 2010 Standards and priorities for barrier removal as recommended by the DOJ. The scope of work for this project included the evaluation of the Town of Castle Rocks policies, procedures, practices and programs relative to compliance with Title II of the ADA.

8 Trails 24
Facilities

25

Parks

CLIENT REFERENCE

• Point of Contact: Kristin Read

Title: ADA Coordinator and Assistant
 Town Manager

• Telephone Number: 720.733.3552

• Email: kread@crgov.com

YEAR OF COMPLETION
2021

TOTAL PROJECT COST: \$147,475.00



BOULDER COUNTY, COLORADO

ADA SELF-EVALUATION AND TRANSITION PLAN

MTC provided Boulder County with an SETP for 38 facilities, four parks and recreation facilities, a website assessment and 33 trails/ trailheads. MTC partnered with the County's ADA Advisory Team to review County programs, policies and practices to identify potential physical or procedural barriers for people with disabilities. MTC assisted the County with improvement of ADA-related policies to comply with ADA Title II regulations. MTC provided targeted training to County employees to ensure understanding of ADA regulations specific to the duties. MTC facilitated public outreach, including solicitation of comments from stakeholders representing the disability community.

33 Trails/ Trailheads

38+ Facilities 4 Parks/Rec Facilities

CLIENT REFERENCE

Point of Contact: James Butler

• Title: Lead Architect

• Telephone Number: 303.441.4826

Email: jbutler@bouldercounty.org

YEAR OF COMPLETION 2022

TOTAL PROJECT COST: \$199,000.00



CITY OF LITTLETON, COLORADO

ADA SELF-EVALUATION AND TRANSITION PLAN

During Phase One, we completed a facility survey and developed a Transition Plan Database for Littleton's facilities. We also completed an inventory and review of Littleton's ADA policies and provided policy templates for recommended ADA policies to comply with ADA Title II regulations.

For Phase Two, a survey and analysis of Littleton's pedestrian facilities in the PROW was completed. We provided a Transition Plan Database with findings and GPS data compatible with the City's GIS database. Findings were prioritized based on location and program access demand and given rough order of magnitude estimates of mitigation difficulty. MTC was also engaged to perform Phase Three of this project, which required opinions of probable construction costs, with design standards, for correction of findings in the public right-of-way, along with a logical organization and prioritization of projects necessary to improve accessibility throughout the City. We also provided additional ADA consulting services including a Littleton website accessibility assessment and training for City management and staff, targeted toward needs identified in management interviews and staff surveys.

1150
Intersections

500+

Miles of Sidewalk 19 Facilities

CLIENT REFERENCE

• Point of Contact: Keith Reester

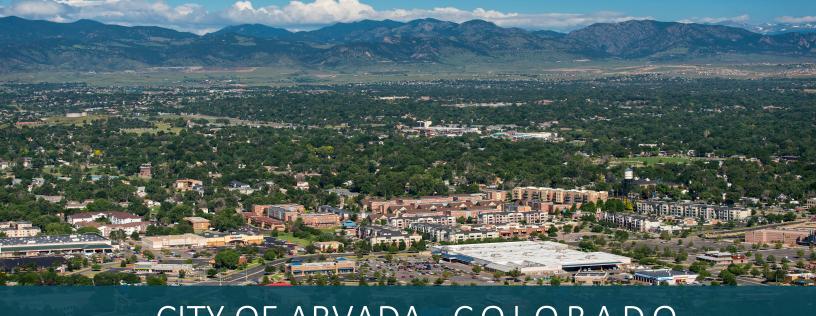
• Title: Director of Public Works

• Telephone Number: 303.795.3866

Email: kreester@littletongov.org

YEAR OF COMPLETION
2020

TOTAL PROJECT COST: \$84,000.00



CITY OF ARVADA, COLORADO ADA SELF-EVALUATION AND TRANSITION PLAN

ADA SELI EVALOATION AND INANSTITON TEAN

The project scope included review of the City's programs, policies and practices. Program access was also evaluated, based on management interviews, a staff ADA knowledge survey and a technical audit and user testing of the City's website. MTC collected accessibility data for the City's buildings, parks and recreation facilities and pedestrian facilities in public rights-of-way. The scope included 24 City buildings, 113 parks and recreation facilities. 796 miles of sidewalks and 10.894 curb ramps. Our team's duties included administration of ArcGIS Online environment including the configuration and performance monitoring of ArcGIS Collector and Survey123 mobile data collection and ADA inspection applications. We provided the client with bi-weekly progress maps that communicated the number of total inspections, miles of sidewalk inspected and overall project status. An ADA Transition Plan was completed through collaborative efforts of MTC and the City staff. MTC worked with the City's Public Information Office to facilitate virtual and inperson public meetings. The draft Transition Plan was also published on the City's website for public comment. Public comments were documented in the final Transition Plan presented to City Council.

CLIENT REFERENCE

• Point of Contact: Kim Vagher

• Title: City Facilities Manager

• Telephone Number: 720.898.7000

Email: kvagher@arvada.org

YEAR OF COMPLETION
2021

TOTAL PROJECT COS

T: \$389,160.00

REFERENCES

"We couldn't have selected a better partner for such an extensive project. The outcome was a fully documented, well-organized, Transition Plan with supporting data

that we were able to use for planning our course of action."

- Jeff Baker Arapahoe County Commissioner

REFERENCES

In addition to the project references provided in our relevant experience section, we invite the City to speak with any of our past and current clients about services we have performed for their projects.

TOWN OF CASTLE ROCK, CO

Kristin Read



ADA Coordinator and Assistant Town Manager

720.7333.3552

kread@crgov.com

BOULDER COUNTY, CO

James Butler



Lead Architect

303.441.4826

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CITY OF LITTLETON, CO

Keith Reester



Director of Public Works

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CITY OF ARVADA, CO

Kim Vagher



City Facilities Manager

720.898.7000

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COMMERCE CITY, CO

Brennan Mendus



Risk Manager

303.227.8796

bmendus@c3gov.com



Our field technician measuring the height of signage in a parking lot.



Our field team measuring the height of a service counter.



Smart level measuring the slope of an accessible parking space.

SAMPLE DELIVERABLES

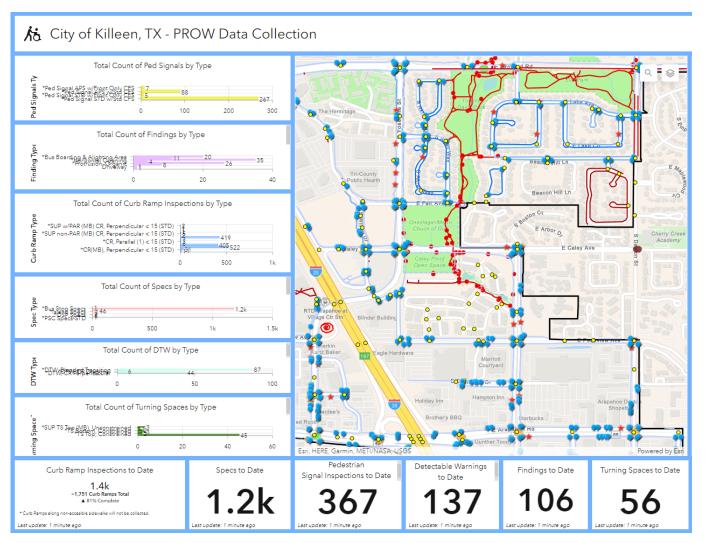
"MTC/CP&Y were outstanding partners to the City of Littleton as we created our firstever ADA Transition Plan. Their knowledge and experience paired with a collaborative problem-solving approach were essential in us developing a plan that outlines our community needs and a strategy to back that up."

> Keith Reester Public Works Director

PROW - Dashboard

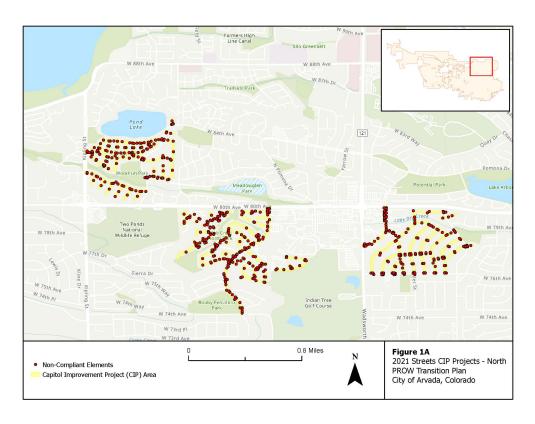
SAMPLE PUBLIC RIGHT-OF-WAY DASHBOARD

During project status meetings, MTC will display a dashboard of the progress of the data collection efforts. This dashboard is be used throughout the project to review the progress of the collection team.



PROW - Prioritized Areas for Barriers

These maps show prioritized areas for barrier removal, overlaid onto existing CIP projects.





PROW - Photo Location Finding

Photographs are attached to location data points.

PHOTOGRAPH 1

11th St, Boulder, CO 80302



PHOTOGRAPH 2

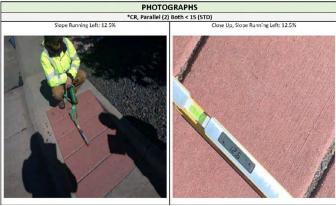
4295 Eaton Ct, Boulder CO, 80303



PROW - Curb Ramp Inspection Photo Log

Photographs are attached to location data points.







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PROW - TRANSISTION PLAN DATABASE

The Transition Plan Database is provided in a filterable, searchable format that can be amended as barriers are removed

2021 BASE YEAR	GRAND TOTAL	GRAND TOTAL COST	IMPROVEMENTS
GRAND TOTAL COST	COST	REMAINING	COMPLETED
\$1,318,059.00	\$1,318,059.00	\$1,318,059.00	\$0.00

ELEN	NT INFO LOCATION INFO COMPLIANCE INFO PRIORITY INFO								REMEDIATION INFO					
CLEI	VIENT INFO			LOCATION IN			COMPLIANCE INFO PRIORITY INFO					REWEDIATION INFO		
Asset ID	Asset	Latitude -	Longitude 🔻	Intersection ID	Intersection Name	LengthFT	Finding	Citations	Zone	Program Access Valu	Program Score	Mitigation Difficulty	Priority Score	Recommendation 1
272	*Sidewalk Specs	39.368617	-104.859603	100053	Phelps St - S Wilcox St	62	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
273	*Sidewalk Specs	39.373861	-104.860115	100017	Fifth St - N Wilcox St	286	Walking surface cross slope is too steep.	R302.6	Zone 0	0-Less than 1 block	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
274	*Sidewalk Specs	39.374279	-104.860698	100019	Fifth St - Jerry St	251	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
275	*Sidewalk Specs	39.373814	-104.858511	100046	Fifth St - N Perry St	288	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
276	*Sidewalk Specs	39.368083	-104.860570	100054	Fair St - S Wilcox St	36	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
277	*Sidewalk Specs	39.374880	-104.859283	100014	Alley - Sixth St	306	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
278	*Sidewalk Specs	39.374460	-104.859314	100021	Fifth St - Alley	274	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
279	*Sidewalk Specs	39.371156	-104.858251	100038	Second St - N Perry St	164	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
280	*Sidewalk Specs	39.365298	-104.859997	100056	Miller Ct - S Perry St	106	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
281	*Sidewalk Specs	39.365382	-104.860255	100056	Miller Ct - S Perry St	60	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
282	*Sidewalk Specs	39.368620	-104.860000	100053	Phelps St - S Wilcox St	78	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
283	*Sidewalk Specs	39.366055	-104.863038	100058	E Plum Creek Pkwy - S	132	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
284	*Sidewalk Specs	39.365186	-104.859581	100061	Miller Ct - Dead End	155	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
285	*Sidewalk Specs	39.371758	-104.859345	100036	Second St - Alley	304	Walking surface cross slope is too steep.	R302.6	Zone 0	0-Less than 1 block	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
286	*Sidewalk Specs	39.374928	-104.858500	100047	Sixth St - N Perry St	306	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
287	*Sidewalk Specs	39.374062	-104.861206	100028	Jerry St - Alley	138	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
288	*Sidewalk Specs	39.375299	-104.859258	100015	Sixth St - N Wilcox St	51	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
289	*Sidewalk Specs	39.365810	-104.859086	100056	Miller Ct - S Perry St	596	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
290	*Sidewalk Specs	39.365380	-104.859699	100061	Miller Ct - Dead End	220	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
291	*Sidewalk Specs	39.366944	-104.861806	100055	Briscoe St - S Wilcox St	293	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
292	*Sidewalk Specs	39.370754	-104.859936	100037	Second St - N Wilcox St	313	Walking surface cross slope is too steep.	R302.6	Zone 0	0-Less than 1 block	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
293	*Sidewalk Specs	39.368644	-104.860391	100003	South St - N Wilcox St	302	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
294	*Sidewalk Specs	39.369058	-104.859750	100003	South St - N Wilcox St	105	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
295	*Sidewalk Specs	39.371760	-104.859900	100034	Third St - N Wilcox St	274	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
296	*Sidewalk Specs	39.373409	-104.859305	100032	N Wilcox St - Fourth St	273	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
297	*Sidewalk Specs	39.365636	-104.860355	100056	Miller Ct - S Perry St	165	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
298	*Sidewalk Specs	39.372819	-104.861469	100027	Jerry St - Fourth St	286	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
299	*Sidewalk Specs	39.366218	-104.862501	100058	E Plum Creek Pkwy - S	195	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
300	*Sidewalk Specs	39.375313	-104.860639	100015	Sixth St - N Wilcox St	290	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
301	*Sidewalk Specs	39.373802	-104.858773	100046	Fifth St - N Perry St	286	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
302	*Sidewalk Specs	39.372366	-104.859302	100034	Third St - N Wilcox St	277	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
303	*Sidewalk Specs	39.371327	-104.859066	100038	Second St - N Perry St	128	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
304	*Sidewalk Specs	39.367791	-104.860821	100054	Fair St - S Wilcox St	127	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
305	*Sidewalk Specs	39.365264	-104.861008	100060	E Plum Creek Pkwy - S	121	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
306	*Sidewalk Specs	39.376457	-104.860065	100012	N Wilcox St - Seventh	90	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
307	*Sidewalk Specs	39.366956	-104.861559	100055	Briscoe St - S Wilcox St	66	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.
308	*Sidewalk Specs	39.374916	-104.859842	100015	Sixth St - N Wilcox St	274	Walking surface cross slope	R302.6	Zone 0	0-Less than 1	0	1-High	0	Remove sidewalk and replace with cross slope 2% maximum.

TO CONCLUDE,

MTC understands the significant importance of a successful and timely completion of the City's ADA Self-Evaluation and Transition Plan. MTC is committed to accomplish this project, with an outstanding conclusion.

Meeting the Challenge is uniquely suited for this project because of its sole focus on disability rights laws consulting for the past 33 years and its experience developing ADA Self-Evaluations and Transition Plans for cities, towns and counties with a total population of over 23 million people.

Should the need for future engineering and architectural services arise, MTC is a CP&Y company, a full-service engineering and architectural company with 400 employees and 14 locations across 4 states. Since 1980, CP&Y has provided innovative and progressive engineering and architectural services. Over the past three decades, CP&Y has delivered advanced solutions for multi-discipline infrastructure projects. More than 87% of CP&Y assignments come from repeat clients.

By choosing Meeting the Challenge for the City of Killeen's ADA Self-Evaluation and Transition Plan project, you can be assured the final outcome will be a Self-Evaluation and Transition Plan that will be delivered on time, within budget, easy to understand and implement, and fully compliant with the ADA.

THANK YOU FOR YOUR CONSIDERATION



Meeting the Challenge, Inc., A CP&Y Company

3630 Sinton Road, Suite 103, Colorado Springs, CO 80907