Town Hall 551 Hot Springs Blvd
Pagosa Spring, CO 81147

AGENDA

Sanitation General Improvement District Meeting
March 3, 2026 @ 5:00 PM

REMOTE PARTICIPATION

Join Zoom Meeting By Computer - https://us06web.zoom.us/j/84183643649
Dial by Phone - 1-669-900-6833 US - Meeting ID: 841 8364 3649

A Zoom link is made available. The Town cannot guarantee internet service or online broadcasting.
Remote participation is at the risk of attendees. The meeting will continue in person regardless of the broadcast capability.

I. CALL MEETING TO ORDER

II. ROLL CALL

III. DISCLOSURES AND/OR CONFLICT OF INTEREST

IV. PUBLIC COMMENT

V. CONSENT AGENDA

1. **Approval of the Feburary 17, 2026 Special Meeting Minutes**

VI. REPORTS TO BOARD

1. **Sanitation District Update**

VII. NEW BUSINESS

1. **Capital Projects Update: San Juan WWTF**

VIII. NEXT BOARD MEETING APRIL 8, 2026 AT 5:00 PM

IX. ADJOURNMENT

Shari Pierce

Public comment and agenda comment item sign-up sheets are available at the meeting
Copies of proposed Ordinances and Resolutions are available to the public from the Town Clerk

Town Hall 551 Hot Springs Blvd
Pagosa Spring, CO 81147

MINUTES

Sanitation General Improvement District Meeting
February 17, 2026 @ 5:00 PM

A special meeting of the Town of Pagosa Springs Sanitation General Improvement District was called to order on February 17, 2026 at 5:00 PM in the Town Hall 551 Hot Springs Blvd.

BOARD PRESENT: Board President Pierce, Board Member Bergon, Board Member deGraaf, Board Member DeGuise, Board Member Lindner, Board Member Martinez

BOARD ABSENT: Board Member Williams

I. CALL SPECIAL MEETING TO ORDER

II. ROLL CALL

III. DISCLOSURES AND/OR CONFLICT OF INTEREST

None

IV. PUBLIC COMMENT

None

V. CONSENT AGENDA

1. Approval of the February 3, 2026 meeting minutes

Board Member deGraaf moved to approve the consent agenda, Board Member DeGuise seconded. Motion Passed.

VI. REPORTS TO BOARD

1. Sanitation District Update

Sanitation Supervisor, Lucian Brewster, provided an update. Both pump stations 1 and 2 have failed and are currently working off a bypass pump. Parts have been ordered for repairs to the pumps. He said having critical spares of pumps, vfd's, and soft starts on-hand and an on-call engineer would be helpful. Brown's Hill Engineering is the electrical engineers who help with soft starts. He said there are pumps through Flight that may be more available; they are waiting on a quote from Flight. A grit removal system would replace the current bar screen system. He said in 2-3 months there may be parts to have 1 train working in each of the pump stations.

Board Member Martinez said he appreciates the sanitation district employees. Board Member Bergon said having a potential contractor who can help take the stress off of the crew would be positive.

The decommissioning of the lagoon at S 5th Street has been completed.

VII. NEXT BOARD MEETING MARCH 3, 2026 AT 5:00 PM

VIII. ADJOURNMENT

Board Member Pierce adjourned the meeting at 5:25 pm.

Shari Pierce
Board President

AGENDA BRIEF

MEETING: Pagosa Springs Sanitation General Improvement District Meeting
FROM: Karl Johnson

PROJECT: Sanitation District Update
ACTION: Information Only
Discussion

PURPOSE/BACKGROUND:

PS1 and PS2 failure response:

1. Actions have resulted in temporary bypass pumping systems being installed and operational at both stations with daily monitoring by staff. Scheduled maintenance on the bypass pass pump has been initiated with vendor Velocity to perform and inspect bypass pumps to ensure operation.
2. Replacement parts have been quoted and ordered. Delivery time TBD.
3. Critical spares have either been ordered or requests for quotations have been completed.

San Juan WWTP:

1. Discharge permit application has been submitted and receipt by CDPHE confirmed. The review process is a minimum of 60 days.
2. Re-use water permit application has been submitted and receipt by CDPHE confirmed. The review process is a minimum of 60 days.
3. A design review meeting took place on 2/25/26 to develop a clear understanding of the submittal and review process for the new WWTP. During this meeting it was confirmed that there will need to be an application for the temporary WWTP and another complete application for the permanent WWTP.
4. Requests for a temporary WWTP pricing have been made with vendors to confirm pricing and delivery.
5. A review of all costs associated with the operation and repairs for PS1 and PS2 is underway to include LPEA rates, PAWSD treatment, equipment replacements, rentals, and staff time.

GOALS & OBJECTIVES: Develop a long-term strategy to provide essential sanitation collection and treatment services that are financially viable, future -orientated, and maximize the existing assets and partnerships in a community of our size with limited resources.

AGENDA BRIEF

MEETING: Pagosa Springs Sanitation General Improvement District Meeting
FROM: Karl Johnson

PROJECT: Capital Projects Update: San Juan WWTF
ACTION: Discussion and Action

PURPOSE/BACKGROUND:
Capital projects update:

1. Recap of work that has been completed to date and the evolution of how RFE got to this point in design services, which started with a complete system assessment.
2. Assistance RFE has provided in assessing rates, assisting with the bond and sales tax work, and continued assessment of rates quarterly.
3. Because of familiarity with the system, emergency design services began on Collection system replacement for Category 5s (imminent failure).
4. Emergency design of the 1st street lift station was initiated as a result of the October 2025 flood event.
5. Research into WWTF permitting and design due to ongoing emergency failures of the Pump Station 1 and 2.
6. Now we are working on discharge permit applications for a temporary WWTF and permanent WWTF.
7. Started initial site approval documentation for WWTF engineering and design review process.

ATTACHMENTS:
1. PSSGID San Juan WWTF - Scope and Fees Memo 2.25.26_

FISCAL IMPACT: Design Costs up to $1,200,000

GOALS & OBJECTIVES: Develop a long-term strategy to provide essential sanitation collection and treatment services that are financially viable, future-oriented, and maximize the existing assets and partnerships in a community of our size with limited resources.

RECOMMENDATIONS:
1. Initiate a new contract between the Town of Pagosa Springs and Roaring Fork Engineering for the purpose of design and permitting of a new WWTF and the 1st St Lift Station.
2. Amend the existing contract between the Town of Pagosa Springs and Roaring Fork Engineering to include the WWTF and the 1st St Lift Station design and permitting initiated after recent emergency situations.
3. Advise staff on direction.

ROARING FORK ENGINEERING

TO: Karl Johnson, Public Works Director
David Harris, Town Manager

FROM: Maggie McHugh, PE
Principal and Co-Owner of Roaring Fork Engineering

CC: Kyle Rickert, Town Project Manager

DATE: February 25, 2026

RE: WWTF Scope and Fee Estimate

SAN JUAN WWTF DESIGN AND PERMITTING

PROJECT BACKGROUND

Until 2015, PSSGID (District) operated a lagoon-based wastewater treatment system. That year, the District transitioned to a pumped conveyance system, bringing Lift Stations PS#1 and PS#2 and approximately 7.5 miles of force main online to transport wastewater to the Pagosa Area Water and Sanitation District (PAWSD) Wastewater Treatment Facility. This system relies on two high-horsepower pump stations operating continuously to serve the District's needs.

From the outset, the lift station system presented operational challenges. The originally specified pumps struggled to keep pace with incoming flows, resulting in sanitary overflow events. Additionally, the stations lacked emergency overflow vaults to provide operational resiliency during emergency or unplanned outages. Over the past decade, PSSGID has invested significant time, financial resources, and engineering effort to maintain reliable service. These investments have included ongoing pump replacements, piping and system repairs, major system modifications including construction of overflow vaults, and the purchase of spare bypass pumps to prevent service interruptions and avoid violations with the Colorado Department of Public Health and Environment (CDPHE).

While these efforts have maintained uninterrupted service to the community, the system's dependence on high-maintenance, energy-intensive infrastructure has required continual reinvestment. In today's regulatory environment, where nutrient limits, discharge standards, and resiliency requirements continue to evolve, this reactive maintenance model is neither cost-efficient nor strategically aligned with long-term utility stewardship.

Recognizing both the financial burden and regulatory risks associated with the current configuration, PSSGID is evaluating the construction of its own Wastewater Treatment Facility (WWTF) at the former lagoon site. This approach represents a shift from ongoing emergency and maintenance spending toward proactive capital investment in infrastructure the Town owns and controls. As part of this evaluation, the District is also analyzing the feasibility of installing a temporary treatment facility. A comprehensive financial and engineering review is underway to assess capital costs, utility consumption, operational staffing requirements, and CDPHE permitting timelines associated with a temporary installation. This step reflects prudent fiscal management while advancing toward a permanent solution.

The long-term plan envisions construction of a new WWTF designed to treat the entirety of the Town's service area flows. The facility would be rated for an initial capacity of 0.995 million gallons per day (MGD), with expansion capability to at least 2.0 MGD or greater to accommodate future growth and regulatory

changes. Designing with expansion in mind positions the Town to respond to population growth, economic development, and increasingly stringent discharge requirements without costly retrofits.

The Town and PSSGID have identified the urgent need to move forward with design, permitting, and construction. RFE has prepared a scope and preliminary schedule targeting initial site work and construction as early as Summer 2027, contingent upon CDPHE permitting timelines and the potential for expedited review.

This project represents more than infrastructure replacement, it is an investment in resilience, regulatory compliance, environmental stewardship, and long-term fiscal responsibility. A modern WWTF will reflect the Town Council's commitment to thoughtful design, energy efficiency, and meaningful utility construction. It will ensure the discharge of high-quality effluent to the San Juan River while reducing long-term operational risk.

By investing in this facility, the Town of Pagosa Springs positions itself for greater independence, stronger regulatory resiliency, and leadership in wastewater treatment. Most importantly, it provides a sustainable, generational solution for the residents of PSSGID and broader community.

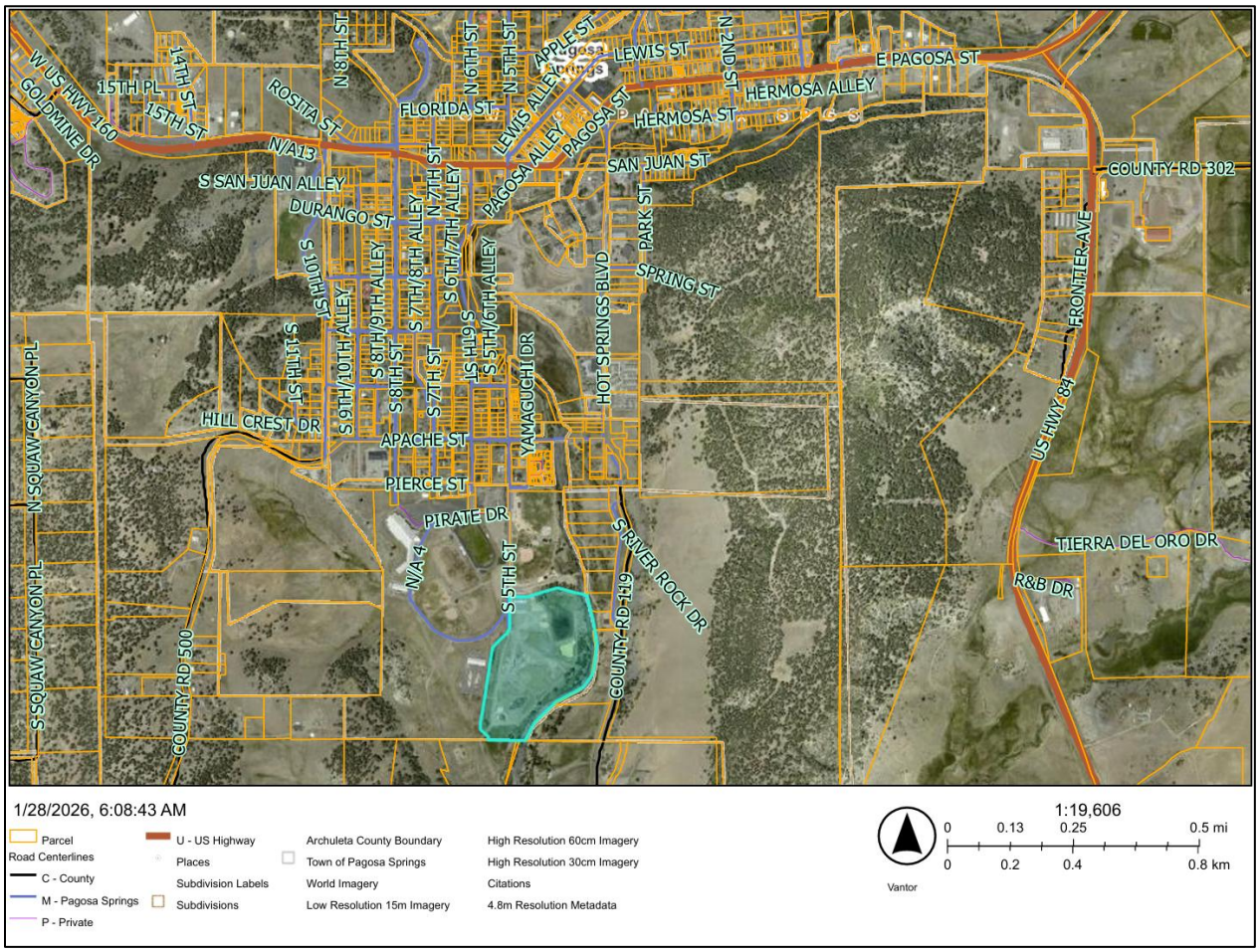


Figure 1. Proposed WWTF Location.

PRIOR COMPLETED AND ONGOING WORK

1. **In 2023, RFE completed the initial assessment and collection system design**
   Roaring Fork Engineering (RFE) was hired in 2023 to conduct a system feasibility study and rate study for the community. That work was completed in 2023-2024 and included an in-depth analysis of the GID's current system operations, short and long-term challenges, and financial commitments for ongoing treatment costs to PAWSD. During this analysis phase, it became apparent that timely design of the Category 4 and 5 collection pipes was necessary to protect the lift stations and major pump stations for failure and overflow violations. The collection system was inundated with McCabe Creek and San Juan River water and causing lift station overflow and failure events which needed to be addressed immediately.

2. **In 2024, RFE was asked to assist the GID with obtaining state grant funding for design of critical Category 4 and 5s and begin designing the replacement work immediately.**
   RFE assisted the GID with procuring grant money to fund the design of the Category 4 and 5 collection system replacement at critical locations. In Fall of 2025, RFE and the GID put out the highest area of infiltration out to bid for complete replacement. RFE continues to assist the GID with implementation of this construction project. RFE is continuing to design critical areas of need which threaten the lift station and pump station capacities, with most of the design work being completed this Spring 2026.

3. **In 2025, RFE began investigating the ability of the GID to bring a new WWTF online at the old lagoon property by engaging CDPHE and reviewing historical documents.**
   During the system assessment and collection system improvement work, Pump Station 1 and 2 were continually failing. The GID staff dedicated hours of overtime and large financial investments to replace the pumps, install emergency by-pass systems, and install provisions to prevent future failures where possible. However, the system continues to fail regardless of the amount of money, time, and efforts that the GID, engineering firms, pump manufacturer and suppliers have poured into finding a feasible solution. This is due to the fact that the design and layout of the system is not functional for any modern pumping system. Due to the repeated ongoing failures at PS 1 and 2, and large financial investment that the GID has continued to spend to keep the Pump Stations operational, RFE was asked to assist with evaluating alternative solutions during the initial 2023 assessment. In 2025 that topic was readdressed and RFE led the effort with CDPHE to understand if any work previously completed could be used for re-engineering.

   Towards the end of 2025, the continued failures of the pump station raised the question if a short-term temporary WWTF could operate at the old lagoon site in lieu of delivering waste to PAWSD. RFE began conversations with CDPHE to understand permitting, review, and discharge requirements for a temporary facility.

4. **In Fall 2025, the design efforts for the 1st Street Lift Station started**. The research into WWTF permitting process was temporarily paused as RFE helped the GID respond to the emergency Highway 160 sewer pipe failure during the October 2025 flood. This led to a reprioritization of tasks and a heavy focus on 1st Street Lift Station permitting, funding and design. RFE is continuing to assist the GID with obtaining a SRF loan, and complete design and permitting for the lift station most recently submitting the PNA and ensuring the $350,000 SRF grant can be used to reimburse a majority of costs to date.

5. **In February 2026, RFE submitted a discharge permit application for a surface water discharge permit and reuse permit.** This permit information will provide the necessary information for the design team to move forward with both a temporary WWTF and permanent WWTF. operating at the lagoon site was discussed with CDPHE and ongoing discussion of Pump Station 1 and 2, the alternative of installing a temporary WWTF at the old lagoon site began. RFE

has assisted with preparing and submitting the discharge permit for the site which will apply to both the temporary and permanent WWTF.

Throughout all the project efforts, RFE has been heavily involved with the financing efforts for the GID. This first included a comprehensive rate study to identify funding gaps which needed to be filled by raising rates. Atter two large rate increases, and identification of more high priority projects, it became apparent additional revenue streams would be needed to support the GID's and Town efforts. The grant money included so far include:

1. $25,000 administrative grant
2. $200,000 design and engineering grant from DOLA
3. $360,000 design and engineering grant from SRF
4. RFE assisted with getting the Sales Tax approved for the GID use in 2025, which is estimated to bring in up to $3.5 million of additional revenue per year.
5. RFE also assisted with a $4 million bond to help pay for the critical collection system projects, although a large portion of that money has been spent on fixing the major pump stations.
6. Finally, WWTF will require a loan and more grant money (up to $550,000 or more from multiple agencies) should be available and will be obtained for the GID to assist for paying design efforts.

RFE is extraordinarily familiar with the GID's sewer system, collection system, financial status and need, and community culture. RFE has a built a long-term relationship with Public Works and Town staff to help execute projects on a timely basis and create meaningful solutions to large and complex problems. RFE is positioned to help the GID continue to do this as these projects continue to move forward.

RFE recognizes that is a major goal for the community to eventually reduce rates or the stall the increase of rates, if the sales tax continues to provide an adequate revenue stream, and additional grant funding is obtained for the project. RFE will work with the Town to help achieve that goal.

PROJECT GOALS

RFE has discussed the temporary and new WWTF many times with the Town Public Works Director and Manager. RFE and the GID have worked closely to understand the Town's needs and plan for a sustainable long-term solution that can be celebrated for generations to come. D

Discussion with the Town Manager and Public Works Director, along with Town Project Manager and Operators have led to four key goals identified as part of this project:

1. Design a WWTF which can serve the entire Town population, including the ability for future expansion for either acceptance of a larger service area or PAWSD sewage.

2. The WWTF should be a community centric facility which includes the ability for students, and community members, to interact with the site safely and learn more about wastewater treatment and operations.

3. The building should be LEED certified, integrate into the natural landscape (green roof), include renewable energy when possible and be designed by a local architect who understands the community's infrastructure.

4. The treatment processes should be progressive, forward thinking and regulatory resilient, energy efficient, and long-term sustainable for a small community to operate. This shall include the ability to treat wastewater to non-potable reuse standards for localized irrigation on properties nearby.

PROJECT TEAM

Understanding the background and project goals, Roaring Fork Engineering has brought together a team of Colorado Western Slope local firms who can design and permit the WWTF for the Town. This team has worked together before on a major plant projects and is well suited to design to the Town's goals. Furthermore, our four-member team can operate independently, while in sync maximizing schedule and resources to meet the Town's schedule. The team includes the following members:

1. **Roaring Fork Engineering (Carbondale CO)**
    a. Project Managers and Main Point of Contact with Town
    b. Process and Civil Design Lead
    c. Funding Application Lead

2. **Western Water Solutions (Glenwood Springs CO)**
    a. Glenwood Springs, CO based structural firm who specializes in water and wastewater concrete structures.
    b. With a specialization in structures built in floodplains, and challenging Geotechnical conditions.

3. **Browns Hill Engineering (Littleton CO with local Pagosa Springs employees)**
    a. Current controls integrator for the PSSGID and Colorado based electrical and controls design team.
    b. Denver based firm with local presence in Pagosa and familiarity with PSSGID staff, control systems, and preferences.
    c. LEED certified designers.

4. **Big Horn Mechanical (Grand Junction CO)**
    a. Grand Junction based firm which includes design services for mechanical systems including plumbing, and HVAC for the entire WWTF.
    b. LEED certified designers who can assist the architecture team and Browns Hill team with LEED certification decisions during design.

PROJECT SCOPE

The team proposed for this project includes four Colorado based firms with Western Slope founding or satellite offices which have worked together before on large technical projects. RFE will lead the team and produce monthly progress updates which will be presented to the Council at every other GID meeting. The scope follows a typical design, bid, build contract. However, integration with a local contractor can begin earlier (at 60% level) for construction feedback during design which can help produce cost savings and efficiencies during construction to save on costs. RFE plans to hold bi-weekly meetings internally with the design team, and PSSGID staff will be invited to join as well. Monthly design meetings will also take place with PSSGID staff prior to Council presentation. The overall project scope includes:

- Geotechnical Investigation
- RFE has already completed the site survey.
- Civil Site Design, including grading, and drainage.
- Interior process piping, pumping, and equipment layout design.
- Structural subgrade basins (e.g. aeration basins, clarifiers, digesters, etc.) which hold WW.
- Electrical and controls design
    - Completed by Browns Hill Engineering current EIC designer and contractor for PSSGID.

- Process and Instrumentation Design.
- Mechanical HVAC design

Task Breakdown is as follows:

0. **Temporary WWTF Design and Permitting**
    a. Site Application Report
    b. Process Design Report
    c. Civil Site Design
    d. Electrical Design
    e. Deliverables:
        i. Layout Drawings using manufacturer supplied information and prefabricated drawings.
        ii. Electrical transformer loading and sizing.
        iii. CDPHE Site Application and Process Design Submittal.
            1. Please note that the outlines of these reports which include a lot of community information can be reused for Tasks 2 and 4.

1. **Conceptual Design**
    a. Geotechnical Investigation
    b. Civil Site Proposed Plan
        i. Major drainage issues identified
    c. Plant Model for conceptual sizing of basins and equipment
    d. Structural Conceptual Basin Sizing and Design Constraints
    e. Electrical Transformer and Load Analysis
    f. Preliminary building sizes
    g. Deliverables:
        i. Conceptual drawings
        ii. Design Report
            1. Summarizing discussions, key decisions, and questions for PSSGID.

2. **Site Application Submittal**
    a. RFE will lead this process with a small amount of input for other disciplines as needed to meet CDPHE requirements.
    b. Site Application Report
    c. Appendix developing including:
        i. Site Plan
        ii. Process Flow Diagram
        iii. Preliminary WWTF calculations
        iv. Overview of alarms and controls
        v. Conceptual Design Drawings
    d. Deliverables:
        i. Site Application Report and Form
        ii. Conceptual Drawings and Appendix Exhibits
        iii. Preliminary Cost Estimate

3. **60% Design**
    a. Process and Civil

i. Plant model progression
b. Structural
c. Electrical and I/C
d. Mechanical
e. **Deliverables:**
    i. 60% Design Drawings
    ii. Specification Outline
    iii. Design Report
        1. Outline key decisions, discussions, and highlight any operational impacts from key decisions.
    iv. Updated Cost Estimate

4. Process Design Report

a. RFE will lead this process with a small amount of input for other disciplines as needed to meet CDPHE requirements.
b. Process Design Report development
c. Plant Model development
d. Deliverables:
    i. Process Design Report and Appendix
    ii. 60% Drawings

5. 90% Design

a. Process and Civil Drawings
    i. Plant model development
b. Structural Drawings
c. Electrical and I/C Drawings
d. Mechanical Drawings
e. Deliverables:
    i. 90% Drawings
    ii. Specification Book (Project Manual)
    iii. Design Report.
    iv. Updated EOPC.

6. Bid Package

a. Process and Civil Drawings
    i. Plant model finalized for operational use.
b. Structural Drawings
c. Electrical and I/C Drawings
d. Mechanical Drawings
e. Deliverables:
    i. Bid Drawings
    ii. Bid Project Manual
    iii. Final Design Report.
    iv. Updated and Final EOPC.

Specific exclusions:

1. Geotechnical services are not included in the cost and will be contracted with RFE directly using a local vendor.
2. It is assumed that minimal design is required for the temporary WWTF permitting process. If design drawings or detailed specifications are required this will be an additional fee and scope.
3. The proposed schedule assumes that the PSSGID and CDPHE have agreed upon an expedited schedule given the current situation. If not, the design periods and review periods will likely push the start of the WWTF to 2028 or later.
4. Review periods by state or federal agencies is out of control of the design team.
5. NEPA permitting, wetland delineation, or other environmental or cultural surveys are not included in this fee. Those services will be rendered on a as needed basis pending final funding package for the project.
6. **Additional outside design services which are not included in this scope and the Town will contract separately include:**
    1. Architectural engineering services for a community focused WWTF, green roof,
        a. Building design for LEED certification
        b. Includes structural design for building
        c. Lab room and equipment design
        d. Meeting space design
        e. Interactive community options

PROJECT FEES

The team's fees are included in detail in Attachment A. The fee estimate totals $1,188,881. Industry standard typical estimates 5-10% of estimated construction costs to cover the design, and permitting of large treatment plant projects. However, our team's fee is well below this standard because of the previous work completed by our team, familiarity of the community, and ability to work efficiently as a team together. The fees will be reviewed quarterly and updated as needed based on new information and feedback from the GID.

ATTACHMENT A

Detailed Fee Estimate

WWTF Design, Permitting, Bidding, and Funding

Discipline	Fee
Task 0: Temporary WWTF Permitting	
Process and Civil	$55,800
Structural and Geotechnical	$23,500
Electrical	$5,750
Task 0 Subtotal	**$85,050**
Task 1: Conceptual Design and Alternatives Analysis	
Process and Civil	$67,152
Structural	$28,700
Electrical	$5,750
Mechanical	$6,000
Task 1 Subtotal	**$107,602**
Task 2: Site Application Submittal	
Process and Civil	$55,720
Structural	$3,000
Electrical	$3,000
Mechanical	$0
Task 2 Subtotal	**$61,720**
Task 3: 60% Design	
Process and Civil	$245,620
Structural	$128,293
Electrical	$39,000
Mechanical	$36,600
Task 3 Subtotal	**$449,513**
Task 4: Process Design Report	
Civil and Process	$85,950
Structural	$3,000
Electrical	$2,500
Task 4 Subtotal	**$91,450**
Task 5: 90% Design	
Process and Civil	$165,000
Structural	$87,633
Electrical	$35,000
Mechanical	$18,300
Task 5 Subtotal	**$305,933**
Task 6: Bid Package and Evaluation	
Process and Civil	$85,000
Structural	$36,383
Electrical	$9,500
Mechanical	$6,100
Task 6 Subtotal	**$136,983**
Task 7: Funding Research and Applications	
Process and Civil	$35,680
Task 7 Subtotal	**$35,680**
Project Total	**$1,188,881**

ATTACHMENT B

Proposed Schedule

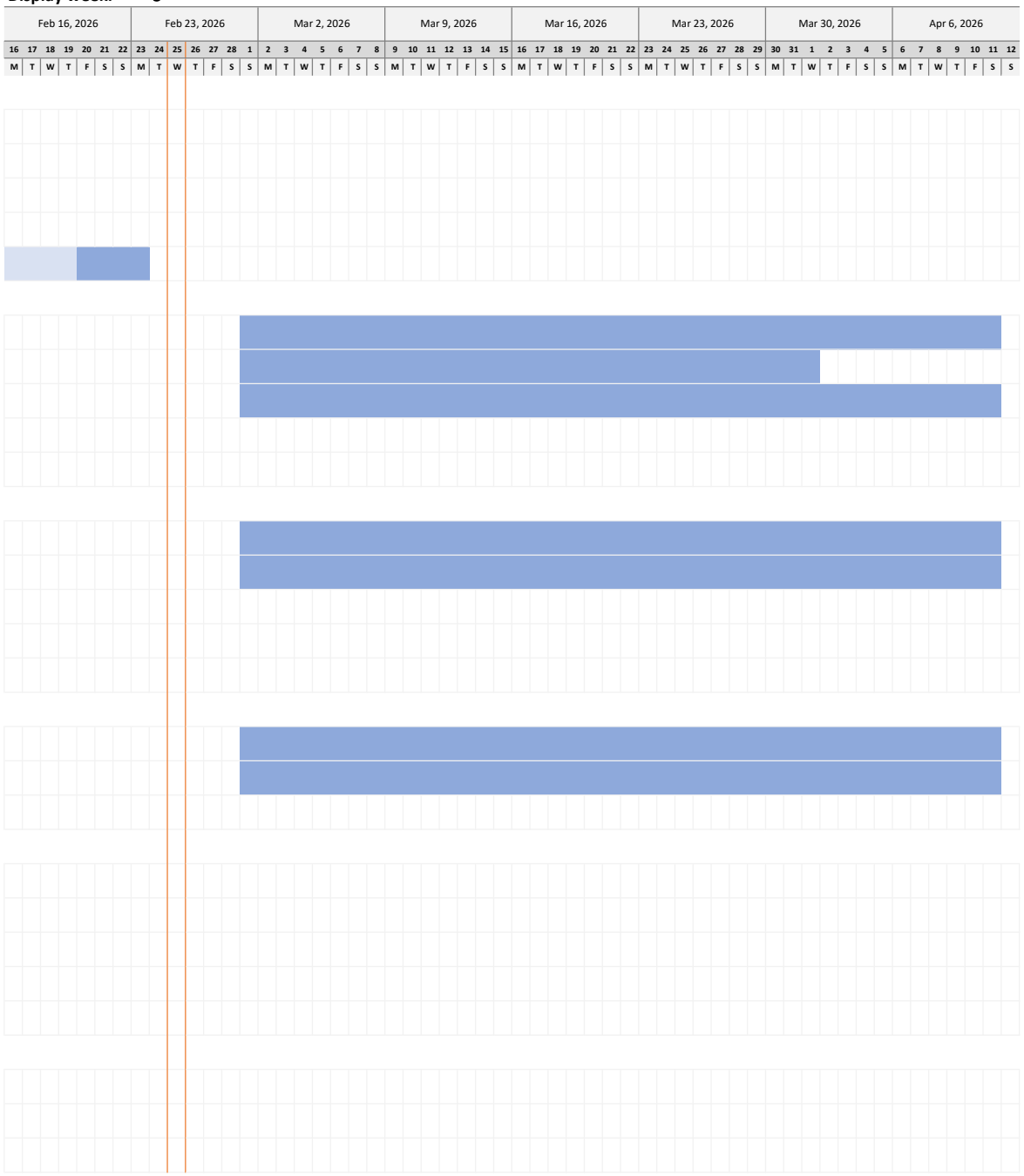
Pagosa Springs WWTF Permitting and Design Process

PSSGID

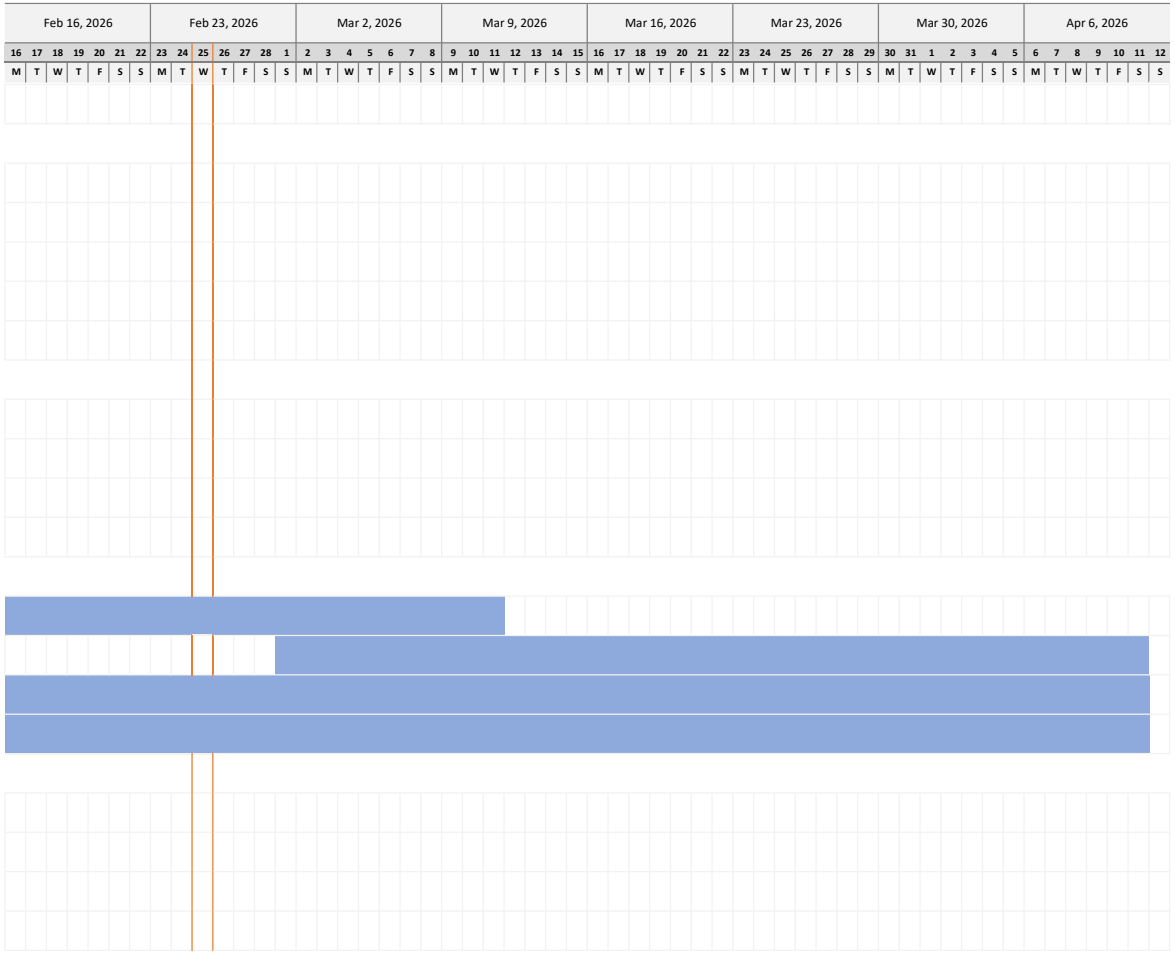
Project start: Thu, 1/22/2026

Display week: 5

TASK	ASSIGNED TO	PROGRESS	START	END
Permitting				
Discharge Permit Application Preparation	Maggie McHugh	100%	1/22/26	2/11/26
Town Review	Karl and David	100%	1/30/26	2/4/26
Submission and Fee Submission	Maggie McHugh	95%	2/11/26	2/11/26
Chemical Evaluation Form	Maggie McHugh	100%	1/22/26	2/11/26
Water Reuse Permit Application	RFE and PSSGID	75%	2/11/26	2/23/26
Task 0: Temporary WWTF Permitting and Design				
Site Application	Design Team	25%	3/1/26	4/22/26
Geotechnical Investigation	RFE	0%	3/1/26	4/1/26
Process Design Report	RFE	0%	3/1/26	6/1/26
Design Drawings and Utility Connections	RFE	0%	4/22/26	4/22/26
Site Design and Preparation	Design Team	0%	4/22/26	5/1/26
Task 1: Alternatives Analysis and Conceptual Design				
Alternatives Analysis	Design Team	25%	3/1/26	4/22/26
Plant Model	RFE Team	0%	3/1/26	6/1/26
Conceptual Design Review	PSSGID	0%	4/22/26	4/22/26
Finalize Conceptual Design	Design Team	0%	4/22/26	5/1/26
Conceptual Design Drawings and Report	**Design Team**	**0%**	**5/3/26**	**5/3/26**
Task 2: Site Application Process				
Site Application Report	Design Team	0%	3/1/26	6/1/26
Site Application Process Flow and Design Drawings	Design Team	0%	3/1/26	6/15/26
Submit Site Application	**Design Team**	**0%**	**6/1/26**	**6/2/26**
Task 3: 60% Design				
60% Design Drawings	Design Team	0%	5/1/26	8/15/26
60% Design Report	Design Team	0%	5/1/26	8/15/26
Plant Model	RFE Team	0%	5/1/26	8/15/26
60% Design Review Meeting	**Design Team and PSSGID**	**0%**	**7/15/26**	**7/16/26**
Finalize 60% Design	Design Team	0%	8/15/26	8/15/26
Task 4: Process Design Report				
Process Design Report	Design Team	0%	6/1/26	8/15/26
Plant Model	Design Team	0%	5/1/26	8/1/26
Process Design Report Review Meeting	**Design Team and PSSGID**	**0%**	**7/15/26**	**7/16/26**



TASK	ASSIGNED TO	PROGRESS	START	END
Submit PDR	Design Team	0%	8/1/26	8/1/26
Task 5: 90% Design				
90% Design Drawings	Design Team	0%	6/1/26	8/15/26
90% Design Report (For Records)	Design Team	0%	5/1/26	8/1/26
90% Specifications and Project Manual	Design Team	0%	5/1/26	8/1/26
Design Review Meeting	**Design Team and PSSGID**	**0%**	**7/15/26**	**7/16/26**
Finalize 90% Design	Design Team	0%	12/15/26	12/15/26
Task 6: Bid Package				
Bid Package Drawings	Design Team	0%	12/15/26	2/1/27
Bid Specification and Project Manual	Design Team	0%	12/15/26	2/1/27
Design Review Meeting	**Design Team and PSSGID**	**0%**	**1/15/27**	**1/16/27**
Finalize Bid Package	Design Team	0%	2/15/27	2/15/27
Task 7: Funding Applications				
Funding Research and Memo	RFE	25%	1/22/26	3/11/26
Funding Application Submissions	Karl and David	0%	3/1/26	6/1/26
Funding Application Processes	RFE	0%	2/1/26	12/1/26
SRF Loan Application	RFE	0%	1/1/26	11/15/26
Future Anticipated Construction Schedule				
Headworks Building and Improvements	Contractor	0%	5/1/27	10/1/27
Site Improvements and Prep	Contractor	0%	5/1/27	10/1/27
Building Foundations and Concrete Work	Contractor	0%	5/1/27	10/1/27
WWTF Construction	Contractor	0%	5/1/28	11/1/28



ATTACHMENT C

Subcontractor Proposals

BROWNS HILL
ENGINEERING & CONTROLS

8130 Shaffer Parkway, Unit A
Littleton, CO 80127
PHONE: 720-344-7771
FAX: 720-344-7460

Engineering Proposal

Client: Town of Pagosa Springs
Project: San Juan WWTF Design

Browns Hill Job #: <Project #>
Date: February 13, 2026

Engineer: RFE

Subject: Browns Hill Engineering & Controls, LLC herein proposes to furnish the following engineering services:

Scope of Work:

Provide electrical and controls engineering for the above noted project

Electrical and Controls Work:

Provide the electrical and controls design work for the project
- Design incoming service entrance for the new plant
- One-line diagrams for power systems and controls
- Network diagrams for the control system of the plant
- Meet with owner to coordinate their desires for the control system of the plant
- Design the plant to comply as much as possible to LEED guidelines
- Develop P&IDs after RFE provides process flow diagram

Conceptual Design

Provide preliminary load analysis for the plant and service entrance requirements
Provide control system philosophy for the plant with initial control system network diagram

Site Application Submittal

Assist with information to RFE as needed

60% Design Phase

Produce initial drawings and specifications for the project
- Power distribution one-lines
- Control system one-lines
- Installation details as needed
- More detailed control system network design
- Initial plant plan views and site plans (backgrounds by RFE)
  - Locate equipment and lighting on these plans

Prepare an engineer's opinion of probable costs for the electrical and controls portion

Process Design Report

Assist with information to RFE as needed

90% Design Phase

Update and complete drawings and specifications for the project
Prepare an engineer's opinion of probable costs for the electrical and controls portion

Bid Package
Final drawings and specifications for the project

Proposal not to exceed cost:

Conceptual Design Phase - Electrical and I&C
$5,750 and no/100 dollars

Site Application Phase - Electrical and I&C
$3,000 and no/100 dollars

60% Design Phase - Electrical and I&C
$39,000 and no/100 dollars

Process Design Report Phase - Electrical and I&C
$2,500 and no/100 dollars

90% Design Phase - Electrical and I&C
$35,000 and no/100 dollars

Bid Package Phase - Electrical and I&C
$9,500 and no/100 dollars

$94,750 **Total for entire proposal**

This proposal is valid for 60 days and subject to revision after that time.

We appreciate the opportunity to provide this proposal and should you have any questions please contact the undersigned at 720-344-7771.

Sincerely,

Ted Wille
Browns Hill Engineering & Controls, LLC

January 30, 2026

Maggie McHugh, P.E.
Roaring Fork Engineering
592 Highway 133
Carbondale, Colorado 81623

RE: Letter Proposal for Engineering Services related to the San Juan Wastewater Treatment Facility Structural Design

Dear Maggie,

Western Water Solutions, LLC (WWS) is pleased to provide this letter proposal for engineering services associated with the structural design of the San Juan Wastewater Treatment Facility (WWTF) for the Town of Pagosa Springs.

This proposal and the associated fee are based on prior discussions with Roaring Fork Engineering (RFE). WWS understands the plant configuration and level of detail available currently are preliminary. Accordingly, the structural engineering fee has been developed based on WWS's experience with wastewater treatment facilities of similar size, configuration, and structural complexity.

WWS will provide structural engineering design services for the below-grade reinforced concrete structures, including aeration basins, clarifier basins, and digester basins. WWS will coordinate directly with RFE and with the project team, including Brown's Hill and Bighorn Engineering.

Scope of Services

Task 01 – Conceptual Design

WWS will perform initial structural evaluations and establish the structural design basis for the liquid-containing reinforced concrete basins. This effort includes selection of the basin structural system; development of preliminary wall thickness ranges; evaluation of uplift, buoyancy, and groundwater loading conditions; and coordination with the geotechnical engineer. WWS will also consider hydrostatic, preliminary penetrations criteria, and digester loading assumptions, and will prepare a structural design criteria memorandum documenting the basis of design.

Deliverable: Basin conceptual structural layouts accompanied by a design memorandum summarizing the structural basis of design, key assumptions, and any decisions or items requiring further coordination.

Task 02 – Site Application Submittal

WWS will support RFE in preparation of the site application submittal, including narrative input and conceptual structural layouts addressing geotechnical considerations, basin sizing, and potential site constraints.

Task 03 – 60% Design

WWS will advance the conceptual structural design to a structural design development level and prepare the 60% design drawings. The primary effort for this task is the structural design development, followed by preparation of the drawings. This task also includes coordination with process and mechanical equipment layouts and associated loading and support requirements.

Deliverables: Structural drawings and a specification outline, accompanied by a summary memorandum summarizing key design decisions for review. WWS will also provide an Engineer's Opinion of Probable Construction Cost (EOPC) in support of the grant and loan application process for the basin elements.

Task 04 – Process Design Report

WWS will support RFE in preparation of the Process Design Report, similar in level of effort to Task 02, with focus on the interaction of process mechanical equipment and piping with the concrete basin structures.

Task 05 – 90% Design

WWS will refine and coordinate the structural design drawings and specifications based on interdisciplinary input and design review comments, including coordination of penetrations, embeds, and equipment loading requirements.

Deliverables: Updated structural drawings and technical specifications (Division 03, 05, 07, and 09), accompanied by a memorandum summarizing key design decisions for review. WWS will also provide an updated EOPC.

Task 06 – Bid Package

WWS will prepare final structural drawings and specifications suitable for bidding. Effort will include cross-checking specifications to drawing details, consistency reviews, reinforcement clarity, and constructability review.

Deliverables: Final structural drawings and Project Manual, accompanied by a memorandum summarizing key design decisions for review.

Schedule and Project Coordination

The proposed fee is based on the preliminary design schedule provided by RFE. The scope includes bi-weekly coordination meetings with RFE, periodic design coordination meetings with the project team, and in-person design review meetings with the Town of Pagosa Springs at the 60%, 90%, and Final for Bid milestones.

Fee

WWS estimates a total fee of **$287,009** for the services described herein. A detailed breakdown of the estimated fee is provided in the table below.

The allocation of effort among individual tasks reflects the anticipated level of structural design development at each project phase. Certain tasks are weighted more heavily due to the engineering analysis, while other tasks are currently assumed to require less effort. As the project progresses and the scope and structural complexity become better defined, the level of effort associated with individual tasks may vary. WWS intends to manage the work within the overall project budget and will adjust the distribution of hours among tasks as necessary to respond to project needs, coordination requirements, and review comments, while maintaining the total proposed fee.

Task No.	Task Description	Total Fee
01	Conceptual Design	$28,700
02	Site Application Submittal	$3,000
03	60% Design	$128,293
04	Process Design Report	$3,000
05	90% Design	$87,633
06	Bid Package	$36,383
	Subtotal	$287,009

WWS greatly appreciates the opportunity to support Roaring Fork Engineering and the Town of Pagosa Springs on this project. Please contact me with any questions or requested revisions.

Sincerely,

Theresa Weidmann

Theresa Weidmann, PE
Western Water Solutions

BIGHORN
CONSULTING ENGINEERS, CO.
386 Indian Road, Grand Junction, CO 81501 ♦ Phone: (970) 241-8709 ♦ www.bighorneng.com

February 11, 2026

Maggie McHugh
Roaring Fork Engineering
592 Highway 133
Carbondale, CO 81623

RE: Pagosa (San Juan) WWTF

Dear Maggie:

Bighorn Consulting Engineers is pleased to provide you with this proposal for mechanical and plumbing engineering services on the above-mentioned project. The project involves M&P design for a new WWTF at the old lagoon site. It is anticipated that the facility will be an approximately 1 MGD plant with the ability to expand to 2MGD in the future. There is a desire to make this building LEED certified.

Mechanically, the scope of work will include design of heating, ventilation, and air-conditioning systems for both the facility in compliance with the ICC codes and the NFPA 820 Standard for Fire Protection in Wastewater Treatment and Collection Facilities. This will include provisions for the lab area, hoods, exhaust, etc. HVAC will be designed with input from the owner and building codes to provide the best solution for comfort, economy, and energy efficiency requirements. Plumbing design will include interior waste, vent, gas, cold and hot water piping layout design.

We will provide:

1. Construction drawings and specifications for mechanical and plumbing systems.
2. Mechanical and energy compliance reports.
3. Construction administration including RFI and submittal review.
4. HVAC System design and documentation for LEED certification. (Add Service if required)

Not included in this scope of work is the following:

1. Re-design after Value Engineering due to budget constraints.
2. Re-design after completion of Construction Documents.

Our fee for the service above will be:

$ 6,000	**Conceptual Design & Site Application**
$ 36,600	**60% Design**
$ 18,300	**90% Design**
$ 6,100	**Bid Package**
$ 5,500	**Construction Administration**
$ 72,500	**Total**

Add Service HVAC LEED Documentation: $7,500

Mark J. Harrington
Mark J. Harrington, P.E.
Vice President

Proposal Accepted:

Signature_____ Title_____

Company_____ Date_____

Standard Terms and Conditions

Payment to the Firm shall be due upon receipt of the Firm's invoice and not contingent upon receipt of funds from other parties.

Bighorn Consulting Engineers (BCE) services shall be provided consistent with and limited to the professional standard of care which is the skill and care ordinarily provided by similarly situated professionals practicing in the same or similar locality under the same or similar circumstances. Such standard of care is not a warranty or guarantee, either express or implied, and consultant shall have no such obligation. Accordingly, Client shall provide appropriate contingencies in both schedule and cost. Schedule changes due to unexpected events outside Consultant's reasonable control including, but not limited to, Acts of God, disease, government shutdown, government regulations, IT terrorism/ransom, shall be accommodated without penalty.

BCE shall not be responsible for the statements, performance, acts, errors, or omissions of any person or entity not under its direct control.

The Firm's work does not include any services related to asbestos abatement and/or hazardous or toxic materials.

BCE shall have no other duties or responsibilities except those set forth above/below except as agreed to in writing.

Construction Observation Trips shall be for observation and recommendations only. These site visits are for familiarity of the work and not to guarantee installation and workmanship of the contractor.

Either Client or Firm can terminate services at any time should the other fail to fulfill obligations herein. Prior to terminating this Agreement for breach or non-performance, a Party must provide seven days written notice to the other Party of such breach or non-performance and provide such Party an opportunity to correct such breach or non-performance within that seven-day period. Upon termination, the Client shall pay the Firm for services provided to the date of termination.

BCE shall have no control over means and methods of construction, schedule of construction, procedures, or safety precautions of the job site.

BCE shall be compensated for scope of work changes or redesign due to Client changes.

Notwithstanding any other provision, BCE shall retain all rights of ownership and use of its skills, knowledge and experience that have a general applicability, including such skills, knowledge or experience gained by the Firm in connection with performing service for the Project. Such knowledge and experience include, but are not limited to standard arrangements and configurations, individual standard features, details, and design elements, specification, general notes, and design templates. BCE shall also own all documents produced by the firm. The Client shall not use these documents in any other endeavor without written consent from the firm.

This Agreement and the design may not be transferred or assigned by either Party without written consent.
Notwithstanding any clause or provision in this Agreement or any other applicable Agreement to the contrary, Consultant's only obligation with regard to indemnification shall be to indemnify and hold harmless (but not defend) the Client, its officers, directors, and employees from and against those damages and costs that the Client is legally obligated to pay as a result of third party tort claims, to the extent caused by the wrongful misconduct or negligent act, error or omission of the Consultant or anyone for whom the Consultant is legally responsible, subject to any limitations of liability contained in this Agreement.

The Client shall indemnify to the fullest extent of the law, BCE, its employees and sub-consultants from and against all damage, liability, and costs including reasonable attorney's fees and defense costs in any way connected with the performance by any of the parties listed, except those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the Firm.

To the fullest extent permitted by law, the total liability, in the aggregate, of BCE, BCE's officers, directors, partners, employees, agents, and subconsultants, to the Client, and anyone claiming by, through, or under the Client for any claims, losses, costs, or damages whatsoever arising out of, resulting from, or in any way related to this Project or Agreement from any cause or causes, including but not limited to negligence, professional errors and omissions, strict liability, breach of contract, or breach of warranty, shall not exceed the total compensation received by BCE or $50,000 whichever is greater. The Client may negotiate a higher limitation of liability for a reasonable additional fee, which is necessary to compensate for the greater risk assumed by BCE.