



**TOWN OF BRECKENRIDGE**  
**OPEN SPACE & TRAILS**

**Breckenridge Open Space Advisory Commission**

July 15, 2024

Council Chambers in Town Hall  
150 Ski Hill Road, Breckenridge, CO 80424

THE TOWN OF BRECKENRIDGE IS HOLDING HYBRID MEETINGS. THIS MEETING WILL BE HELD IN PERSON AT BRECKENRIDGE TOWN HALL. ALL MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND. IN PERSON ATTENDEES MUST NOT ACCESS THE VIRTUAL MEETING WHILE IN COUNCIL CHAMBERS.

This meeting will also be broadcast live over Zoom. Log-in information is available in the calendar section of our website: [www.townofbreckenridge.com](http://www.townofbreckenridge.com). Questions and comments can be submitted prior to the meeting to [websiteopenspace@townofbreckenridge.com](mailto:websiteopenspace@townofbreckenridge.com).

**4:00 pm**      ***Site Visit to the Toad Alley Reroute in Cucumber Gulch Preserve***

**5:30 pm**      ***Call to Order***

**5:35 pm**      ***Discussion/Approval of Minutes***

- June 15<sup>th</sup>, 2024 Draft BOSAC Meeting Minutes

**5:40 pm**      ***Discussion/Approval of Agenda***

**5:45 pm**      ***Public Comment (Non-Agenda Items; 3-Minute Limit Please)***

**5:50 pm**      ***Staff Summary***

- Field Season Update
- Friends of Breckenridge Trails
- Dry Gulch & Little Daisy Update
- Xcel / B&B Restoration
- TetraTech Passive Treatment at Wellington Oro
- BOSAC Vacancy
- Open Space & Trails New Website Update
- Camp-Hale Continental Divide National Monument (CHCDNM) Access Planning
- Breckenridge International Festival of Arts (BIFA)

**5:55 pm**      ***Open Space Discussion***

- Town of Breckenridge Equity and Inclusivity Lens
- Signage Workplan Award - MERJE
- Trails Plan Workshop

**7:15 pm**      ***Executive Session***

**7:30 pm**      ***Adjournment***

**I) CALL TO ORDER**

Duke Barlow called the June 17<sup>th</sup>, 2024, regular meeting of BOSAC to order at 5:31 pm. Other members of BOSAC present included Nikki LaRochelle, David Rossi, Bobbie Zanca, Chris Tennal, and Town Council liaison Jay Beckerman. Staff members present included Mark Truckey, Tony Overlock, Scott Reid, and Alex Stach. Julia Puester and Brad LaRochelle were present virtually. Katherine King from Summit County Open Space & Trails was also present. Members of the public included: Turk Montepare.

**II) APPROVAL OF MINUTES**

**A) BOSAC REGULAR MEETING – April 22<sup>nd</sup>, 2024**

The minutes were approved as presented. There were no minutes from May 2024 (Open Space & Trails Open House).

**III) PUBLIC COMMENTS**

N/A

**IV) STAFF SUMMARY**

Mr. Overlock presented the Staff Summary topics to BOSAC. We did not review each item listed in the Staff Summary, as we had several topics under Open Space Discussion and Executive Session that would take up most of the Committee's time during this meeting.

Mrs. Zanca asked about the progress of the Signage Workplan. OST Staff replied that there would be an award announcement in the next few days and that BOSAC would be informed via email of the Selection Committee's choice.

Mr. Barlow inquired about the Friends of Breckenridge Trails event on Saturday, June 15<sup>th</sup>. Mr. Overlock replied that 12 participants completed trail construction work on the new Ellie's Features trail.

**V) OPEN SPACE DISCUSSION**

**Summit County Safe Passages**

Mr. Stach introduced Stefan Ekernas, representing Summit County Safe Passages (SCSP), who presented on the organization's planning efforts for the East Vail Pass Wildlife Crossings project. Mr. Ekernas overviewed the history of SCSP, the importance of the proposed East Vail Pass Wild Crossings project, and why this location is a critical gap for wildlife corridor connectivity in Colorado. Mr. Ekernas's presentation touched on their 2020 I-70 East Vail Pass Feasibility study and the specifics of the underpass/overpass structures and related wildlife fencing. He stated that SCSP has been using game cameras to track wildlife movements in the proposed section of the highway and has observed 17 species of carnivores, in addition to expected ungulates (deer, elk, and moose). Mr. Ekernas also highlighted some important statistics regarding traffic accidents, roadkill, and the current status of the project – CDOT assuming project ownership and receiving multiple grants in

2024 for around \$725K. At this time, SCSP is pursuing funding to complete their design/planning process and get the East Vail Pass Wildlife Crossing project to the point it is “shovel ready” and apply for higher amounts of federal grant funding.

Mr. Rossi asked Mr. Ekernas if there was a partner organization in Eagle County. Mr. Ekernas replied no, but that he was meeting with Eagle County in the coming days and is going to attempt to get towns/municipalities on board.

Mrs. Zanca was curious about the expected efficacy of the project and if there would be a tangible reduction in wildlife interaction at the proposed wildlife crossing. Mr. Ekernas replied that these structures are remarkably effective and talked about a controlled study on Highway 9 overpasses south of Kremmling that reduced wildlife collisions on that stretch of road by 92%.

Mr. Tennal asked if the recreational bike path that runs along this stretch of interstate would require any special considerations regarding the construction of multiple wildlife underpasses in close proximity to the path. Mr. Ekernas replied that the structures would be located an appropriate distance away and not interfere with the Rec Path. Ms. Zanca followed this up with a question regarding conflicts between wildlife and Rec Path users. Mr. Ekernas replied that this is a rather unique situation and that wildlife density would certainly increase with the installation of these underpasses, but he also stated he didn’t believe it would lead to a safety concern and could probably mitigate with signage.

Mr. Beckerman was curious about the overall cost for the construction phase, to which Mr. Ekernas said the final cost is around \$32 million and the best pathway for funding is through the Wildlife Crossings Pilot Project.

Mr. Rossi asked if Stefan knew if this project would be included in the Colorado Department of Transportation’s 10-Year Plan. Stefan explained the internal processes regarding the 10-Year Plan and that the East Vail Pass Wildlife Crossing project is not one of the priority items on that plan but is attempting to be included in the Intermountain Transportation Planning Agency’s priority plan.

Mr. Barlow was curious if there was a specific ask from SCSP for tonight’s BOSAC meeting, to which Mr. Ekernas replied that if the Town/Town Open Space & Trails Program had available funding to contribute to the final planning steps or a letter of commitment for next year’s budget cycle it would be greatly appreciated and help meet the objectives of both the Town, Summit County and SCSP.

OST staff stated that had met with SCSP in March to discuss this presentation and how to approach BOSAC for the ask and established that \$100,000 felt like an appropriate figure to bring to the committee.

Mr. Rossi explained that the Board of County Commissioners wrote a letter of support for this, but under the condition that it did not take funding away from other projects (Frisco Exit 203, Silverthorne Exit 205.) He felt that there were a lot of politics revolving around the road projects in the county and that all the members of the TPR should be involved in this

conversation. Mr. Beckerman said that this discussion should be brought up during the MMC meetings to see if there is any collaboration potential between all the towns within the county and take a more united front.

BOSAC felt the best approach was to align with the other municipalities, table this decision and revisit it when we felt comfortable with the direction the County and TRP would like to go.

### **Summit County – Dillon Ranger District Recreation Action Planning Initiative**

Mr. Stach briefly reviewed the Camp Hale – Continental Divide National Monument and the momentum that effort created for local land managers to take a closer look at the county's trailheads from a capacity and amenities perspective. Our partners with the USFS and Summit County Open Space & Trails invited Town OST Staff to participate in this Summit County – Dillon Ranger District Recreation Action Planning Initiative exercise which was included in the June BOSAC packet. OST Staff were mainly curious if BOSAC agreed with the overall approach of this exercise, and if BOSAC had questions or comments regarding some of the Upper Blue trailheads used as examples and felt comfortable using this resource as a tool for making decisions going forward.

There was a discussion between Mrs. Zanca, Mr. Tennal, and OST staff on how this initiative aligned with our OST Master Plan's management zones, to which all parties agreed that there needs to be a level of flexibility in assigning capacity and amenities when it comes to these type of guidelines. Mr. Beckerman was curious about the tool analysis in the exercise that suggested e-bike charging stations. The committee discussed the concept, some of its limitations, and that it was encouraging to see creative ways to promote microtransit.

Mrs. Zanca was curious about the area-wide recreation passes suggested in the "Parking Fees" tool category. Mr. Stach explained it was a concept that came up in this process that would allow Summit County residents the opportunity to purchase a recreation pass for a single fee that would allow them to park for the season at busier trailheads where fees might be suggested.

Mr. Barlow said he appreciated the expertise but was curious about how bound we are the guidelines. Mr. Overlock replied that we view this toolkit as general guidance from a different perspective, but that we aren't tied to anything and we can implement these suggestions how we want to. Mrs. LaRochelle asked Mr. Overlock for his opinion when he saw some of the higher tier categories suggested at local trailheads like the B&B, to which Mr. Overlock replied he felt it was a new direction, but that the B&B Trailhead was a busy a trail and OST staff wanted to bring it to the committee's attention that these are some of the suggestions being made during these exercises. Mr. Barlow suggested incorporating a winter-use perspective into this project as well.

### **New OST Website**

OST Coordinator Alex Stach presented on the Phase 1 Launch of the new Open Space & Trails website completed with CivicBrand. Mr. Stach gave a quick overview of the site, how to navigate between subpages, and how to sign up for an event on the Events Calendar. There were several edits and requested changes by BOSAC and staff members who had the chance to explore the new website. Mr. Stach took notes on all the feedback and will incorporate appropriate changes into the next phase.

Ms. Zanca brought up the possibility of a partner app for wayfinding purposes, Ms. LaRochelle asked if we would eventually have a map of the full system and if there is any possibility to display recommended routes and loops on the trails page, in addition to individual trail information.

### **Council Matters Related to Open Space Topics**

Mr. Beckerman shared that the recommendation from BOSAC to the Council regarding Toad Alley was approved. He stated that the Council decided not to take any minimization efforts at this time. Mr. Beckerman also briefly mentioned the release of the new Breckenridge Tourism Office app and some of the tools included to help wayfinding and reduce visitor traffic at certain locations. Mr. Beckerman's last matter involved the Blue River Pathways project and explained some of the ideas regarding the Ice House and Sawmill Lots.

### **Other Matters**

Ms. LaRochelle asked about the standing of the Excel Energy powerline work at Australia Gulch. Mr. Overlock and Mr. Stach replied that they are going to start their restoration work in early July, using topsoil and native seed to restore the road.

Mr. Barlow praised staff for the Open House last month but also encouraged OST staff to try a different approach to the Open House next year for additional engagement. BOSAC members discussed the importance of location and timing for the Open House.

## **VI) ADJOURNMENT**

A motion to adjourn the BOSAC meeting was made by Mr. Barlow, and Mr. Tennial seconded it. The June 17<sup>th</sup>, 2024 regular meeting of BOSAC ended at 8:07 pm.

The next regular meeting of BOSAC is scheduled for July 15<sup>th</sup>, 2024.

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Duke Barlow, Chair

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Memorandum

To: Breckenridge Open Space Advisory Commission  
From: Open Space & Trails Staff  
Re: July 15<sup>th</sup>, 2024 Meeting

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### **Staff Summary**

#### **Field Season Update**

Trail Technicians and contractors have been busy completing the following:

- System-wide downed tree removal and maintenance walks.
- Replacing buck & rail fencing at the Reiling Dredge Trail.
- Retrofitting the Trollstigen Trail to an “All Person Trail.” A concrete apron will be installed in the coming weeks to improve the entrance from the parking lot.
- Additional All-Persons Trail construction at the Sawmill Reservoir. Wayfinding and informational signage will be installed in the next few weeks.
- Resurfacing and the construction of a new black line has been finished at the Wellington Bike Park.
- Higher Ground Earthworks is currently doing maintenance on the Hard Luck Trail, including improving drainages, reshaping tread/berms, and improving alternate lines.
- McGill Trail Fabrication is nearing completion at the new Ellie’s Features trail. The Friends of Breckenridge Trails and other volunteer groups will complete finish grade throughout the summer.

#### **Friends of Breckenridge Trails**

June 29<sup>th</sup> – FOBT hosted a successful and productive event with 25 volunteers constructing 1,000 feet of finish grade on the new Ellie’s Features Trail.

July 13<sup>th</sup> – FOBT hosted a community-wide weed pull focusing on the River Trail and the Cucumber Gulch Nature Preserve. Staff will update BOSAC at the upcoming meeting.

For more information on upcoming FOBT events, please visit [Friends of Breckenridge Trails](#).

#### **Dry Gulch and Little Daisy**

The Walker Consultants recently completed a structural assessment of the buildings located on the Dry Gulch Property. Their report is expected to be completed by the end of the month. Staff will use this information as guidance moving forward with a Dry Gulch management plan. The existing septic tanks will be cleaned and crushed on-site the week of August 19<sup>th</sup>.

To meet State and County regulations, the septic tanks on the Little Daisy property need to be replaced. A wetland delineation for the new septic tank replacement has been completed. Cleaning and replacement for the new tank is scheduled for late August.

#### **Xcel / B&B Restoration**

Xcel is planning to restore the resource damage incurred to the B&B property during their transmission line project in Fall 2022. Work includes revegetation, regrading, and waterbar installations and is tentatively scheduled to take place between 7/18 and 7/29 (after the Breck Epic and before Labor Day weekend).

### **TetraTech Passive Treatment at Wellington Oro**

The EPA/ESAT (Environmental Services Assistance Team) conducted an investigation into French Gulch in 2020 and completed an Optimization Review in 2022. This report provided multiple recommendations to better address surface water quality in French Gulch. In 2023, the EPA provided the CDPHE (Colorado Department of Public Health and Environment) with a grant to evaluate Passive Treatment as a potential replacement for the Wellington Oro Water Treatment Plant. The CDHPE finalized a contract in 2024 with Tetra Tech to complete the work covered under this grant.

More information can be found here - [TetraTech Passive Treatment](#)

Tetra Tech will be hosting a site visit and kickoff meeting with stakeholders (EPA, CDPHE, TOB OST, SCOS, TOB Water Division) on 7/17. Staff will update BOSAC on this project at the 8/19 BOSAC meeting.

### **BOSAC Vacancy**

The current BOSAC vacancy will open for applications on 7/12, extending through 8/2. The vacancy was translated to Spanish and staff worked with the Town's Community Engagement Division regarding strategic message distribution. The advertisement will be posted on the Town's social media channels, website, and advertised in the Summit Daily multiple times. Applicants will be given the opportunity to provide a letter of interest and answer a short series of interview questions. These submissions will be passed directly to Town Council who will interview applicants during their 8/13 work session and appoint the new BOSAC member during their 8/13 evening meeting. BOSAC can then conduct its officer elections during the 8/19 BOSAC meeting.

### **OST Website Phase 2**

Staff and CivicBrand have finalized Phase 1 of the new OST website. All initial errors and edits have been corrected; BOSAC's input was useful in this process and helped formulate ideas for future updates. We are currently producing "Current Projects" and "Document Library" subpages, in addition to a recommended loops and routes section on our "Trails" page for our Phase 2 launch, which is expected later this week.

### **CHCDNM Access Planning**

On June 26<sup>th</sup>, OST Staff joined partners with the US Forest Service, Summit County Open Space & Trails, and the US Department of Transportation's Volpe Center for a site visit at the Quandary Peak Trailhead. The designation of the new Camp Hale Continental Divide National Monument (CHCDNM) has presented an opportunity for local land managers to potentially develop a couple of busy trailheads within the CHCDNM as hubs and improve the overall parking and amenities in this area. At the Quandary TH, there has been discussion on expanding the existing parking area using an adjacent property that the County purchased. From there, the Town/County could provide the right level of amenities (shuttle connections, kiosks/information booth, shade structures, bathroom/portalets, signage, etc.) and could also consider designing new trails to reach both Blue Lakes and McCullough Gulch via newly designed single-track trails as opposed to the existing roadways. The working group is currently conducting a parking survey to gauge the average number of vehicles/duration of stay at each trailhead and has neighborhood meetings scheduled for 7/30 (McDill Neighborhood) and 7/31 (Spruce Creek Neighborhood) to introduce concepts and gather feedback from locals nearest to the trailheads.

**BIFA**

BreckCreate will be installing its BIFA Trail Mix series from 8/1 - 8/16, with installations available for viewing 8/16 - 9/8, and de-installation occurring between 9/9 - 9/13. Trails selected are Iowa Hill, Illinois Creek, and Moonstone Trail, as well as an audio installation at the Reiling Dredge. This series was discussed at the 1/29/24 BOSAC meeting.



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Memorandum

To: Breckenridge Open Space Advisory Commission  
From: Open Space & Trails Staff  
Re: July 15<sup>th</sup>, 2024 Meeting

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**Open Space & Trails Discussion**

**Town of Breckenridge Equity and Inclusivity Lens Training**

Flor Cruz, Bilingual Outreach and Engagement Specialist with the Town of Breckenridge will be presenting her new Equity and Inclusivity Lens Training.

The Town of Breckenridge's Equity and Inclusivity Lens Training includes key terminology definitions, reflection on self-identity, and quick scenarios to help the audience navigate the Equity and Inclusivity Lens. The purpose of the Equity and Inclusivity Lens is to assist the audience in making better decisions that result in more equitable and inclusive outcomes. The lens allows the user to consider different perspectives and prompts important questions.

**1. Does BOSAC have any questions on the Equity and Inclusivity Lens training?**

**Signage Workplan Award & Update – MERJE**

The Town of Breckenridge Open Space & Trails Department is pleased to announce the selection of MERJE – Environments and Experiences, a recognized environmental graphic design firm, with specific expertise in Parks, Trails, and Community Wayfinding from West Chester, Pennsylvania to complete our Signage Workplan project.

We are excited to welcome MERJE to Breckenridge for the week of July 22<sup>nd</sup> – 26<sup>th</sup>. OST Staff and MERJE will begin with a "Kick-Off Meeting," providing MERJE with some background and recommending starting points in our trails network for the first part of their process – the Discovery Phase. MERJE will then present its proposal at the July 23<sup>rd</sup> Town Council Work Session. The remainder of their time that week will be spent in focus groups/public meetings and touring the network to help develop their initial wayfinding analysis and recommendations.

OST Staff and MERJE are currently working to identify at least 3-5 focus groups to provide input to MERJE. Once dates/times/locations are finalized we will email BOSAC members with the specific meeting information. The scope of work and project schedule are included in the BOSAC packet.

**1. Does BOSAC have any input on focus groups and/or specific sites in the network?**

**2. Does BOSAC have any input on the project's overall scope of work and/or deliverable?**

**Trails Plan Workshop**

To supplement our Master Plan, staff has been directed to create a Trails Work Plan. This will be a living document that identifies community needs for specific trail connection opportunities, access, and parking, and allowed trail uses. Currently, staff is working with the Volpe Center and our partners to develop a tool kit analysis of each of our trailheads with recommendations. OST Staff has also hired MERJE to work on an overall sign plan to improve upon its best management practices. Staff would like to create a working list of potential trails to add to our Trails Work Plan.

Staff requests that BOSAC provide a list of trails for future projects while focusing on the Trail Philosophy from our Master Plan. Once this list has been created, it will be shared with our partners and prioritized accordingly.

#### Master Plan Trail Philosophy

The OST program's overall philosophy with trails is to provide for a variety of responsible recreational uses across the OST's extensive network of trails. From planning to construction, the philosophy of trail development is to achieve three equally important objectives:

- 1) Provide critical connections and access to existing trails, various points of interest, neighborhoods, other areas of Town, and throughout the Upper Blue River Watershed.
- 2) Limit impacts on natural resources, while focusing on sustainability.
- 3) Resolve conflict and create a variety of experiences for multiple user groups in all seasons.

Draw in your prospective trails on this interactive ArcGIS map (for staff and BOSAC; password required)

– <https://experience.arcgis.com/experience>.

#### **Council Matters Related to Open Space Topics**

Jay Beckerman, in his role as Council liaison to BOSAC, will provide updates on open space-related topics that the Council has recently discussed.

#### **Other Matters**

This standing agenda item is intended to provide commissioners an opportunity to raise questions for a brief discussion and response or to suggest items for upcoming agendas.



Figure 3, Transmission Line 5487 Restoration Site Map; Structures 8 through 10.





Figure 10, Transmission Line 5487 Restoration Site Map; Structures 10 through 11.

**7) Access Between Structure 11 and Structure 13**

- a. Install buck-rail fence barrier at entrance to access road, near structure 11 (see #6 above).
- b. Restore vegetation to access road by adding topsoil, and seeding for entire road from structure 11 to 13 (see Figure 15).
  - i. ~~Approximately 125 tons of topsoil to be added.~~
  - ii. Seeding will include cross rip roadway for water retention.
  - iii. Broadcast seed at 50lbs/acre
  - iv. Apply Flexterra Hydro-mulch at 3,000lbs/acre.
- c. The initial 100-feet of access road will have slash place over entire access road.
- d. Remaining road will have slash brought back to road edges.
  - i. Water bars require through entire access road.
    - 1. USFS style water-bars with rock checks
  - ii. ~~Approximately 4 water bars in structure 11 to 12 segment.~~
  - iii. ~~Approximately 4 water bars in structure 12 to 13 segment.~~
  - iv. North of structure 12 (see Figure 16), reestablish berm across access road on downslope side to drainage protection.
- e. Sidehill cut on southside of access road near structure 13 needs to be stabilized (see Figures 13 and 14). Using natural rock from toe of slope to rock armor vertical face and stabilize slope.
- f. Restoration will grade area to lessen the vertical slope as well.
- g. Broadcast seed.



# Field Notes (cont'd)

June 23, 2023\_REV04 (Sept. 28, 2023)



Figure 15, Transmission Line 5487 Restoration Site Map; Structures 11 through 13.

**10) Unauthorized Work**

- a. Ground access beyond structure 5487-13 to address structure 5487-14 guy-wire adjustments was approved for pedestrian crews. No access improvements were included in Xcel grading plan and ground access beyond structure 5487-13 was not included in the Summit County Grading Permit (GE22-0141) and CDPS General Permit COR400000.
- b. Approximately 500-feet of primary access was installed along with an additional approximately 100-feet of secondary access was installed to complete the guy-wire work for 5487-14 (see Figure 21 below).
- c. The Town and County requested that Xcel investigate how and why this occurred.
- d. The Town and County requested that Xcel prepare a restoration plan to return the area to pre-construction construction.
  - i. Concern was raised by the County regarding the challenges for restoration because of the steep slopes and thin soils.
  - ii. Restoration will likely take several years, and Xcel's LOC funds will be held until work is completed appropriately.

**11) Proposed Restoration**

- a. In General, the restoration and stabilization practice to be utilized is:
  - i. ~~Import topsoil where needed.~~
  - ii. Grade and re-contour disturbed area to reduce footprint and restore to natural terrain.
  - iii. ~~Add water bars where needed (USFS spec with rock checks)~~
  - iv. Rock armor drainage crossings (Texas crossing)
  - v. Surface roughening in a manner to promote moisture retention and reduce the risk of sediment run-off.
  - vi. Pocket sloped areas to promote moisture retention and reduce the risk of sediment run-off.
  - vii. Broadcast provided seed mix at 50 lbs/acre.
  - viii. Rake out any vehicle or equipment tracks prior to hydro-mulch.
  - ix. Apply wood fiber mulch (Flex-terra) at 3,000 lbs/acre.
  - x. Scatter slash to detour traffic and utilize as a barrier near waterways.
- b. Access road: Complete restoration of access road per standard practice of surface roughening, apply seed at 50 lbs/acre and apply hydro-mulch at 3,000 lbs/acre. Install water bars at natural drainage points and every 30 yards as needed to limit sediment run-off.
  - i. Re-contour slope (pull fill to the cut to eliminate the vertical slope then ~~add topsoil~~, pocket, seed and hydro-mulch.
  - ii. Scatter slash as work is completed and crews back out.

## Field Notes *(cont'd)*



June 23, 2023\_REV04 (Sept. 28, 2023)

- c. Structure 14 anchor points: There is an active waterway in the immediate vicinity of the anchor sets / disturbed area. This causes an environmental hazard due to the potential of sediment loss from our work area into the waterway. To stabilize this area, ~~we need to import 20 tons of topsoil, spread soil and pocket slope to~~ promote moisture retention, broadcast seed and hydro-mulch. As a secondary measure to protect the waterway, pile slash at toe of disturbance to create a natural barrier.
- d. Noxious weed mitigation: Canadian Thistle in the area, recommend spot treating with herbicide twice – fall of 2023 and spring of 2024.
- e. Structure 14: add rock runoff area from the drainage to where it crosses the access road to prevent concentrated flow of water and reduce the risk of washing out the road.

### 12) Additional Specifications

- a. Wherever topsoil and Flexterra are applied, biotic earth with compost and fertilizer will be used.

### 13) Grading permit

- a. Upon Summit County's approval of the restoration plans provided in the notes above, the plans will be appended to Xcel's Summit County Grading Permit (GE22-0141) for completing of the restoration efforts.



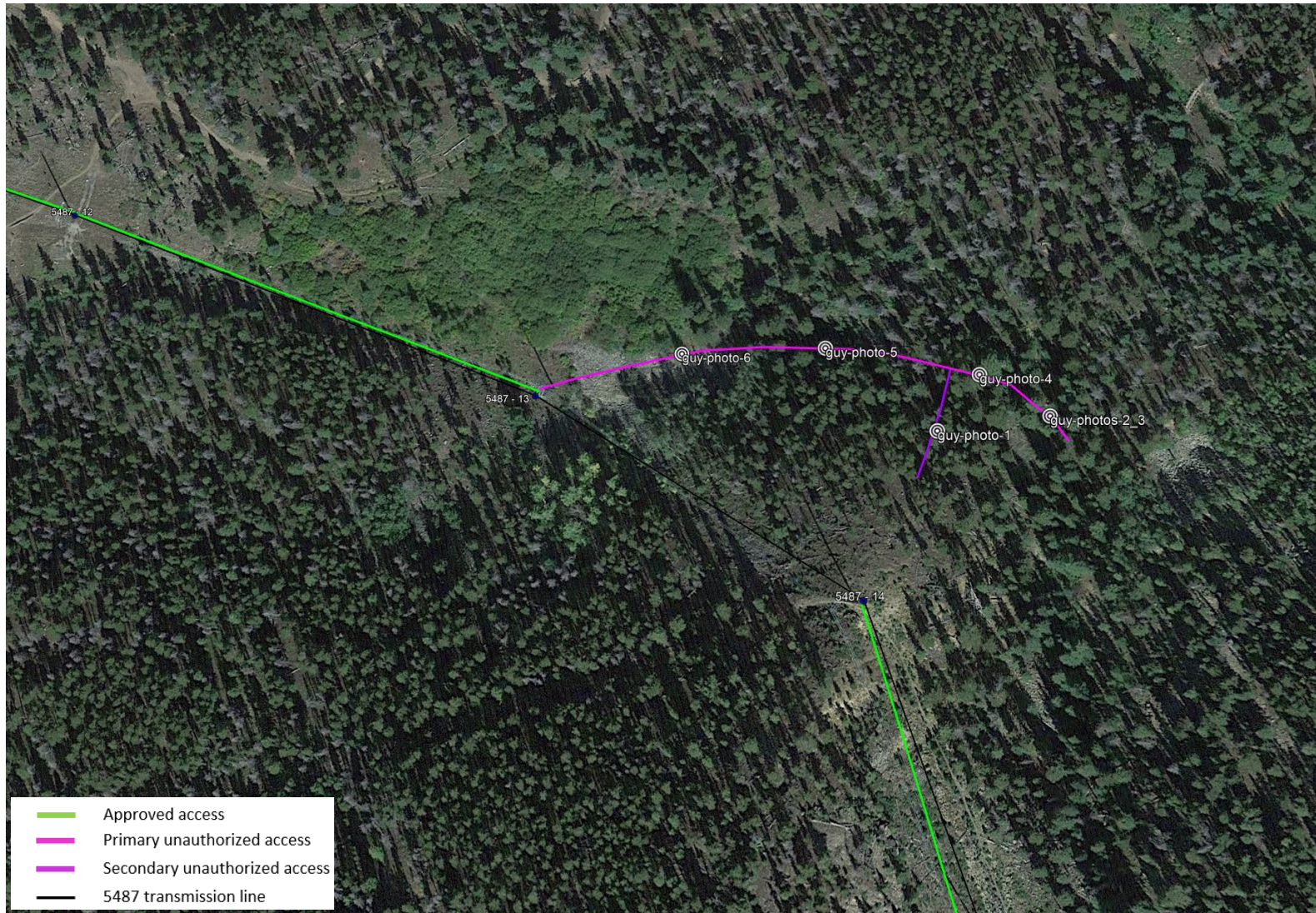


Figure 21, Transmission Line 5487 Unauthorized Work Site Map.



### **Topsoil Water Bars:**

- Potentially introducing undesired vegetation or even noxious weeds. There is no weed free topsoil.**
- Less herbicide will be needed in upcoming maintenance years.**
- Importing 125 tons of topsoil will compromise current conditions or even worsen them with large trucks and multiple trips back and forth with other equipment.**
- The topsoil will be very dry this time of year, the dust will be disturbing to all that are using the trails.**
- The amount of loose sediment imported, is just that much more that could end up in the watersheds surrounding the project.**
- The replacement of importing topsoil will be significantly safer for recreators and our crews alike. This includes substitution of a significant amount of equipment traffic, black smoke in the forest, dust and our drivers trucking over Loveland pass.**
- Water bars constructed out of dirt alone, will divert 100% of the water off into undisturbed forest. This could potentially carry sediment from the water bars of the project and cause erosion that is not present currently.**

### **Filtrexx Water Bars/Checks:**

- When trenched in perpendicular to the sheet flow of water, these will divert most water off site, while some will be able to flow through.**
- Locally sourced material such as rocks and slash will be used to bolster the water bar. This will be more aesthetically pleasing with less impact on the environment.**



Request for Proposal

## RFP 03122024 Open Space & Trails Signage Workplan

April 12, 2024

merJe

ENVIRONMENTS & EXPERIENCES

Found Design LLC (d.b.a. MERJE)  
5 W. Gay Street  
West Chester, PA 19380

T. 484.266.0648  
[jbosio@merjedesign.com](mailto:jbosio@merjedesign.com)  
[www.merjedesign.com](http://www.merjedesign.com)

April 8, 2024

Mr. Alex Stach  
OST Coordinator  
Town of Breckenridge  
PO Box 168  
Breckenridge, CO 80424

RE: RFP FOR TOWN OF BRECKENRIDGE OPEN SPACE & TRAILS SIGNAGE WORKPLAN

Dear Mr. Stach,

Thank you for the opportunity to be considered for the design of the Town Of Breckenridge Open Space & Trails Signage Workplan.

MERJE focuses exclusively on wayfinding, with a specific expertise designing signage programs for trails, parks and communities, including mountain towns, where the unique climate and environment requires signage materials that can withstand low temperatures, high UV rays, snow, and wind. We can share with you not only the best practices for design and planning, but also the strategies associated with material selection, long-term maintenance and the general administration of a trail wayfinding program.

Our experience includes similar projects throughout the U.S. and Canada, including the **Whistler Valley Trail (Canada), and Mammoth Lakes, CA Community Wayfinding Program**. On a daily basis we work closely with Parks & Recreation staff, local stakeholders and trail advocates to develop wayfinding programs for a variety of experiences.

Our wayfinding experience in Colorado currently includes signage programs for **Commerce City**, and **Nederland**, as well as a previously completed town-wide program for **Parker**. Additional our trail projects have included **Santa De Rosa Trail (Cotati, CA), the Crossway Trails (South Bend, IN)** and most notably the **Atlanta Beltline**.

I will act as the day-to-day project manager for this project. If you have any questions or require additional information you may contact me directly. We appreciate this opportunity and look forward to presenting our experience and capabilities to you in more detail.

Best Regards,

John F. Bosio  
Principal  
jbosio@merjedesign.com

## EXPERIENCE: PARKS, TRAILS & COMMUNITIES

Recent studies have shown that being outdoors improves your health and emotional well being. Parks and Trails provide us the opportunity to unplug, de-stress and enjoy our moments with friends and family.

In order for trails to function properly and users to experience them fully, the wayfinding and signage program needs to communicate consistent and appropriate information.

MERJE is a nationally recognized environmental graphic design firm, with a specific expertise in Parks, Trails and Community Wayfinding. We believe a successful wayfinding and signage program can market your trail network as a community asset, present a friendly image and communicate that the trail managers are efficient, organized and caring. Helping a visitor “find their way” is an important part of their experience and time spent hiking, biking and paddling your trails and rivers.

Our national experience has provided us the knowledge to address many common operational, safety and wayfinding problems, as well as the creative solutions that have been developed to solve such issues as obtaining funding, building consensus, integration of technology and long term maintenance.

Our approach to wayfinding is holistic and will consider all the tools and touch-points a visitor encounters during their exploration and discovery.

The diversity of our projects includes, Whistler Canada Parks System, Baton Rouge Parks and Recreation (BREC) the City of Garland, Texas Parks System, Atlanta Belt-Line, Tampa RiverWalk, 918 Trails (Tulsa, OK) and Crossway Trails (Indiana / Michigan). We have also developed signage and wayfinding programs for several outdoor active communities, such as Whistler, Canada, Mammoth Lakes, CA, Missoula, MT and Lake Havasu, AZ.

Our wayfinding programs are “of their place”, we offer no formulas or pre-conceived ideas. Our solutions balance the creative aspect of the design process with standard engineering criteria for legibility, typeface selection and contrast. We offer you additional examples of these projects in the portfolio section of this proposal.



Valley Trail, Whistler Canada



Wissahickon Trail, Philadelphia, PA

# MERJE INTRODUCTION

FULL LEGAL NAME: Found Design LLC (d.b.a. MERJE)

PHYSICAL ADDRESS

5 W. Gay Street  
West Chester, PA 19380

MAILING / PAYMENTS

PO Box 3307  
West Chester, PA 19380

PHONE NUMBER 484.266.0648

WEBSITE [www.merjedesign.com](http://www.merjedesign.com)

PRIMARY EMAIL CONTACTS [jbosio@merjedesign.com](mailto:jbosio@merjedesign.com) [gswantak@merjedesign.com](mailto:gswantak@merjedesign.com)

BUSINESS ORGANIZATION: Limited Liability Corporation (LLC) / Partnership

STATE ORGANIZED: Pennsylvania

FOREIGN QUALIFICATIONS: AR, CA, FL, GA, LA, NC, NJ, TN, TX, VT, WA

YEAR BUSINESS EST.: 1993 Hillier Graphic Design Studio  
2007 Found Design LLC (d.b.a. MERJE)

PROJECT OFFICE: MERJE has a single office located in Pennsylvania. All work completed by MERJE will be done out of this office.

PARTNER INFORMATION:

John Bosio  
202 Conard Mill Rd  
Lincoln University, PA 19352  
[jbosio@merjedesign.com](mailto:jbosio@merjedesign.com)  
215.801.5722  
Ownership: 50%

Glen Swantak  
806 Walnut Place  
Havertown, PA 19083  
[gswantak@merjedesign.com](mailto:gswantak@merjedesign.com)  
610.331.7516  
Ownership: 50%

GEOGRAPHIC REACH: National and International

SERVICES: Wayfinding, Signage Design, Branding, Landmarks and Exhibits

SECTORS: Communities, Parks & Trails, Transit, Education / Campuses,

WAYFINDING EXPERIENCE: (2) Principals 25+ years  
(2) Designers 10 - 15 years  
(2) Designers 2 - 5 years

## REFERENCES

### **WHISTLER CULTURAL CONNECTOR IDENTITY & PEDESTRIAN WAYFINDING**

Martin Pardoe  
Manager

#### **Resort Parks & Open Space Planning**

4325 Blackcomb Way  
Whistler, B.C. V0N 1B4  
mpardoe@whistler.ca  
T. 604.935.8186

### **RESORT MUNICIPALITY OF WHISTLER WAYFINDING PROGRAM**

Ted Battiston

#### **Manager Of Special Projects**

4325 Blackcomb Way  
Whistler, B.C. V0N 1B4  
T. 604.935.8205  
tbattiston@whistler.ca

### **TOWN OF PARKER, CO**

Mary Munekata  
Associate Planner

#### **Community Development Department**

20120 E. Mainstreet  
Parker, CO 80138  
T. 303.805.3337  
mmunekata@parkeronline.org  
www.parkeronline.org

### **COMMERCE CITY COMMUNITY DEVELOPMENT**

Tricia McKinnon  
Community Development Manager

#### **City of Commerce City**

7887 E. 60th Avenue  
Commerce City, CO 80022  
tmckinnon@c3goc.com  
T. 303.227.8828

### **NEDERLAND, CO WAYFINDING MASTER PLAN**

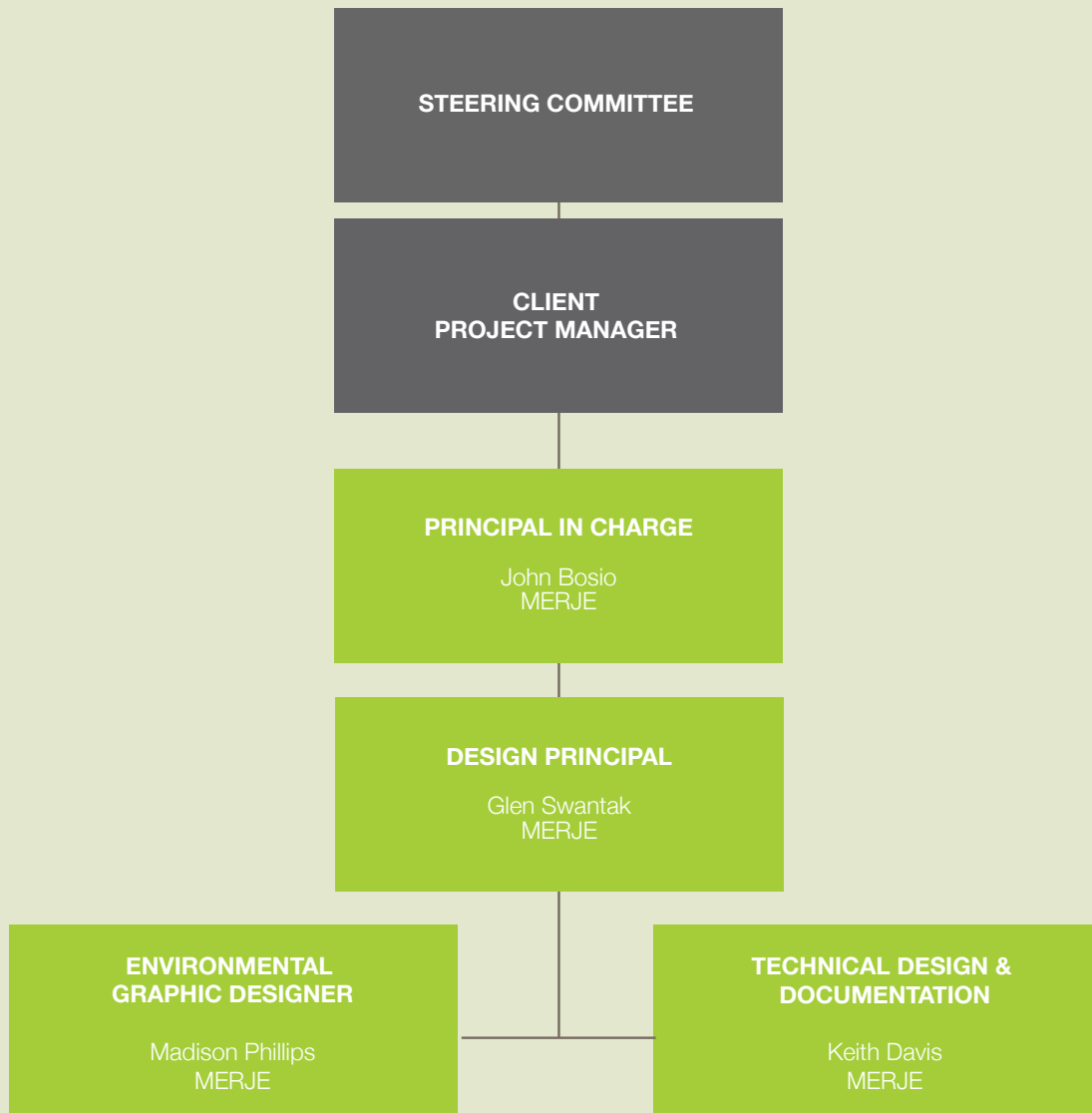
Steve Karowe  
Nederland DDA Board Member  
75 Rowland Way #200  
Novato CA 94945  
T. 415.899.8976  
sstohler@cityofnovato.org

### **ATLANTA BELTLINE WAYFINDING PROGRAM**

Meghan Injaychock  
Project Manager  
**Atlanta BeltLine**  
100 Peachtree Street NW  
Suite 2300  
Atlanta, GA 30303  
T. 912.223.1200  
minjaychock@atlbeltline.org

*\* References for all other projects are available upon request*

# Project Team Organization Chart



**MERJE** is a nationally recognized design firm, specializing in wayfinding and signage. Our role in the project will include the Wayfinding Analysis, Design, Planning, Documentation and Construction Administration. MERJE will also assist with administrative strategies, related to destination inclusion, funding / phasing strategies and the development of a long-term maintenance plan for the wayfinding program.

# merje

As environmental graphic designers we create memorable places and meaningful visitor experiences that promote and enhance our client's brand and help them achieve their strategic mission and goals.

This is done through a holistic design approach that merges graphic design with the built environment. Our work commonly includes five basic elements: branding and identity, wayfinding and signage, architectural and visual enhancements, exhibit and interpretive design, and print materials.





## METHODOLOGY

MERJE will utilize a 5 step approach for the strategy, planning, design and implementation of the project. This design process provides a basic structure for to our methodology, while identifying milestones and opportunities to address individual issues that are unique to this project.

### Task 1 | Discovery

Kick Off meeting with Steering Committee and Stakeholder Group. This may include client representatives, major attractions, business leaders and approving agencies.

Tour / photograph project area and conduct stakeholder interviews

Review existing branding materials, including identity and graphic standards.

TRAILHEADS: The design team will identify 2 -3 typical trailhead locations and through the use of case study images, present potential approaches, materials and overall design intent. This will include a plan view, photographs of existing conditions and visual example of solutions from other places with similar situations. Note these are not formal concepts, simply examples that show design intent to help build consensus for placement and overall aesthetic direction.

WAYFINDING: Discussion shall center around primary and secondary routes, circulation, State roadways, assigned speed limits, parking, pedestrian requirements, districts/zones, transition points, decision points, information hierarchy, create a general menu of sign types, terminology, audience considerations, daytime vs. evening travel, flexibility, vandal resistance and maintenance.

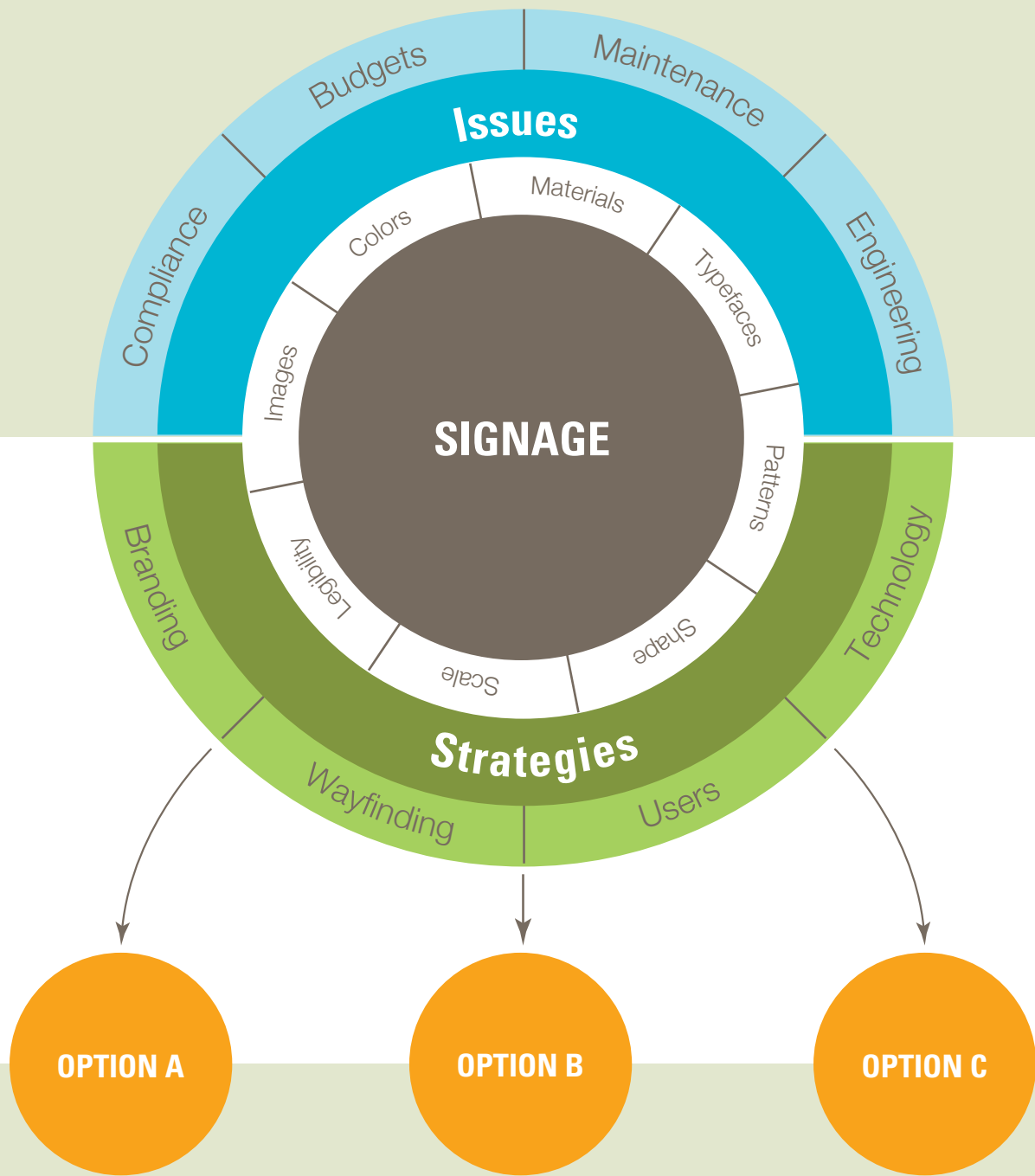
Develop criteria for destination inclusion and list of destinations. Determine terminology (or abbreviations) necessary for each destination/attraction.

Develop a project budget and outline potential Phasing Strategy.

Design Brief: Upon completion of the Discovery Kick-Off and Stakeholders/User Group interviews, MERJE will provide a Design Brief. This will act as a form of meeting minutes as well as provide a beginning list of wayfinding issues and criteria.

**TASK 1 DELIVERABLE: Present preliminary findings based on the information gathered during the on-site assessment and stakeholder interviews. This will result in a series of recommendations, a framework for the design and planning process to be based upon.**

*The intent of the Discovery phase is to gain an understanding of the destination, understand current conditions, identify wayfinding issues and build consensus that will support the upcoming design and planning efforts.*



# DESIGN

## Task 2 | Schematic Design: Trailheads and Wayfinding Signage

Prepare preliminary branding, trailhead and wayfinding sign design based on a limited number of sign types. (3 options)

TRAILHEADS: based on the preferences identified during the Discovery Phase, concepts will be developed for 2 -3 trailhead locations. This may include site plans, photo-renderings and/or illustrations. Design elements may include: signage, lighting, landscaping, architectural structures, public art, landscaping, etc.

Meet with approving agencies and commissions to review concepts and wayfinding approach.

Develop a preliminary budget for fabrication and installation of the signage system.  
Develop Phasing Plan for priority sign types

Presentation of proposed brand and wayfinding system. This would include typical sign types, location, size, shape and colors. (Includes Community Review #1)

**TASK 2 DELIVERABLE: Presentation of 3 design options that establish the overall design direction of the trailhead and wayfinding program. In addition an Order of Magnitude Budget shall be provided.**

## Task 3 | Programming: Placement Guidelines (15 - 20 Scenarios)

Prepare preliminary sign location plans, typical messages and general sign types.

Site check locations for appropriateness, available space, and general environment conditions. Note: this is a general review only (no field mark-outs). Update plans.

Submittal of a message schedule and sign location plans for review and approval by city representatives and destinations. Update as required (2 Submittals)

Upon general agreement of sign locations and messages, Submit a draft Sign Location Plan and Message Schedule to approving agencies / commissions for review and preliminary approvals.

**TASK 3 DELIVERABLE: Approved Sign Location Plans and Message Schedule. These are general plans only, detailed site plans and individual placement drawings are provided as part of Task 5 deliverables.**

*Schematic Design offers the opportunity to investigate big picture concepts, brand integration and the overall design intent of the sign program.*

*Programming is the detailed planning of each sign location and the associated message. This task takes into consideration the sequential flow and hierarchy of information presented to the user.*

#### Task 4 | Design Development

*Design Development acts a bridge between the conceptual schematic designs and a fully documented program.*

Refine selected design options for Trailhead and Wayfinding elements. Expand the menu of sign types to include all necessary wayfinding tools.

Finalize functional aspects of Trailheads and sign program, size, materials, contrasts, nomenclature, typography, symbols, hardware and placement.

Submit "design development" drawings to fabricators for preliminary pricing and constructability reviews. Value engineer if necessary. Receive cost estimates.

Meet with DOT and other approving agencies to finalize trailhead / signage design and locations.

Present to client for final review and approval, including Community Review #2

**TASK 4 DELIVERABLE: Design Development presentation to Steering Committee, Stakeholders and Council, this shall include a fully developed Sign Family Menu, Photo-Renderings, Material Samples, Color Palettes, Budget Analysis and Phasing Strategy.**

#### Step 5 | Sign Standards Manual

*The Sign Standards Manual finalizes all the necessary graphic standards, technical drawings and specifications, into a single package that allows for competitive bidding, as well as guidelines for long term maintenance of the sign program.*

Design intent drawings indicating, material specifications for all sign types, illustrating size, typefaces, graphic elements, pictograms, letter spacing, materials, finishes, construction details, installation methods, colors and locations.

Technical Specifications describing materials, products, submittals, coordination, execution, quality assurance, installation, etc.

Prepare Placement Guidelines and Message Schedule (GIS), including sign placement drawings based information gathered in the field. (15 - 20 scenarios)

Prepare final cost estimate based on final design and sign counts.

**TASK 5 DELIVERABLE: Provide Brand Strategy Manual, including all design intent drawings, sign location plans and message schedules necessary to receive competitive bids from qualified sign vendors.**

## PUBLIC OUTREACH & BUILDING CONSENSUS

The wayfinding program and its components will be crafted by the design team, but this marks the culmination of a process driven by the collective understanding and values cultivated among the consultant team, the client, and project stakeholders. Our role involves attentive listening and offering recommendations and solutions to facilitate the consensus-building process. We adhere to three consensus-building principles:

- 1) The design shall align with the criteria set by the client and project stakeholders.
- 2) Solutions should be readily comprehensible to someone visiting for the first time.
- 3) The design team will consistently take into account the culture and character of the local community when formulating design suggestions.

### Methods Of Public Outreach

- Strategic placement of newspaper and magazine articles
- Social Media and Networking Outreach
- Open House Presentations
- Pre-Recorded Virtual Presentations
- Project Websites
- On-line Surveys
- Mock-ups and Prototypes

### Building Consensus Best Practices

- Take tiny steps
- Understand the approval process and protocol
- Conduct small workshops w/ stakeholders
- Decisions are made for the betterment of all
- Craft a list of design criteria
- Provide options within options

### Promotional Outreach

For this type of project a highly organized public relations initiative is strongly suggested. Not much different than an advertising campaign, getting the word out, across a variety of media will help increase the programs success.



# PUBLIC INPUT GOALS & TOOLS

**DISCOVERY**



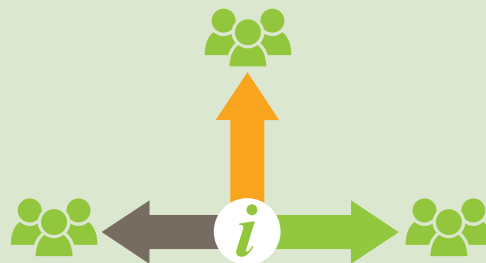
Information Gathering

**DESIGN**



Feedback & Consensus

**IMPLEMENTATION**

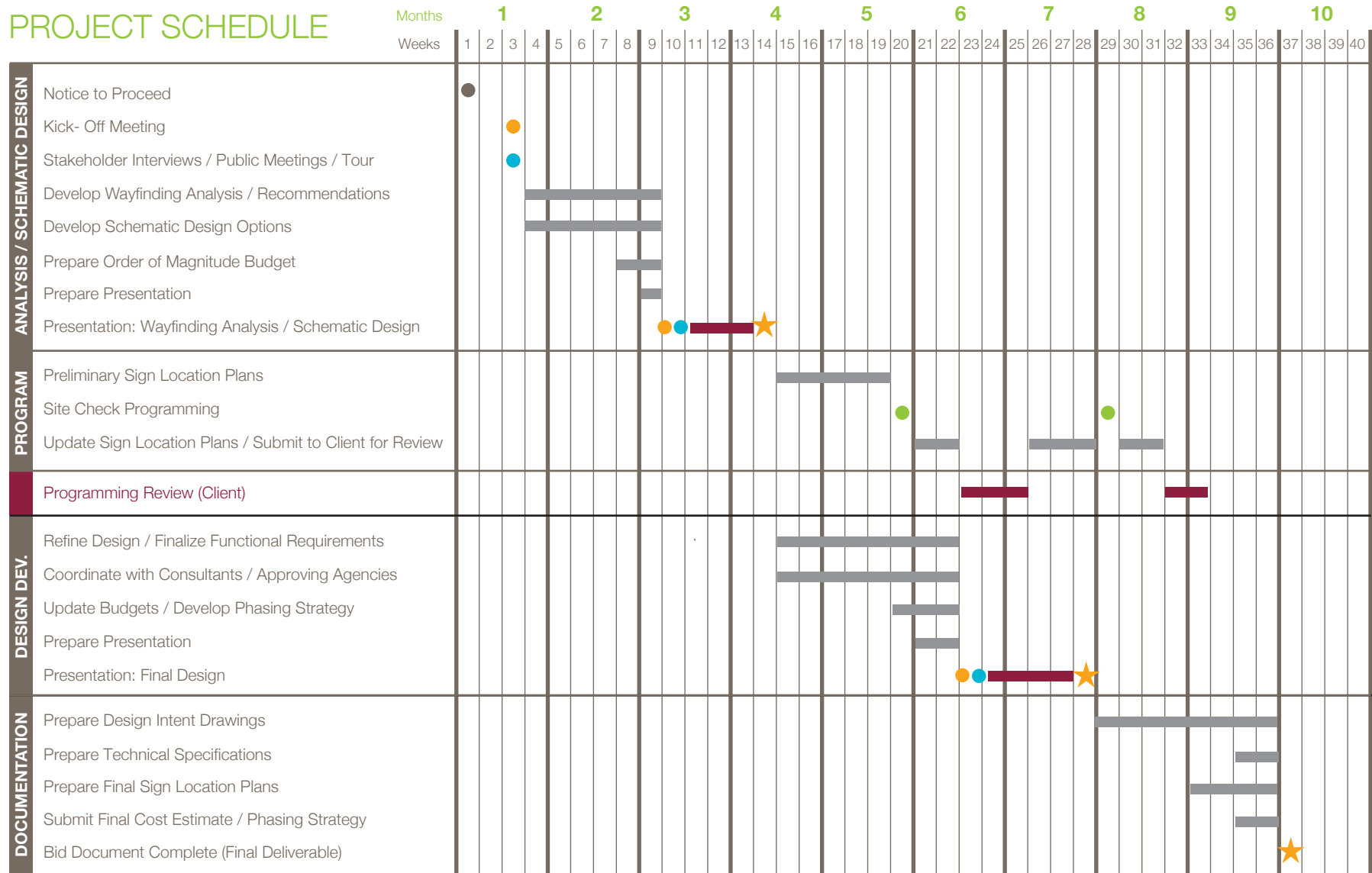


Education & Encouragement



Publicity • Stakeholder Interviews • Public Meetings • Design Feedback • Marketing  
E-Blasts • Virtual Meetings • Online Surveys • Webinars • Social Media

# PROJECT SCHEDULE



## Key

- Steering Committee ●
- Stakeholders / Public ●
- Site Checks ●
- MERJE Tasks
- Client Review / Approvals
- Stage Complete ★

## Design and Planning Schedule:

Schedule shown illustrates typical time frames for tasks provide by MERJE. Client reviews and approvals, including State, County and City are difficult to predict and generally have a effect on the final completion date

We will work with you to develop a revised project schedule once we have a better understanding of the project and your internal approval requirements and protocols.

## Fabrication and Installation Schedule:

The time-frame for the implementation phase will depend on the quantity of signs and final scope of work. Typical lead times for this stage can range between 4 and 9 months.



## BUDGET

Thank you for considering MERJE for the development of the Breckenridge Open Space & Trails Signage Workplan. I hope you have found the Scope of Work to be reflective of your requirements and expected deliverables of the system. We are deeply appreciative of this opportunity and based on the scope of the project, your requirements, and the services outlined in our Project Approach, we propose the following compensation:

Please note, as suggested, we are providing a comprehensive approach to the program. We would welcome the opportunity to discuss both the fees and scope of work with you in more detail.

<u>BASE PROJECT</u>	<u>FEE</u>
1. Wayfinding Assessment	\$ 10,950
2. Schematic Design	\$ 12,000
3. Programming (Placement Guidelines)	\$ 8,000
4. Design Development	\$ 8,000
5. Documentation & Graphic Layouts	<u>\$ 10,000</u>
TOTAL LUMP SUM FEE	\$ 48,950

Note: Reimbursable expenses for travel are included in the Total Lump Sum Fee

<u>OPTIONAL SERVICES</u>	<u>FEE</u>
Bid Review and Construction Administration	To Be Determined*
Orientation Map Design	\$ 8,000
Detailed Sign Location Plans	\$ 500 per mile
Structural, Electrical or Civil Engineering	To Be Determined*
Additional Meetings (per person/per day)	\$ 1,320 (+ travel)

\* Scope and Fee will depend on complexity and quantity of sign locations.

## HOURLY BILLING RATES

Principal In Charge	\$ 165	Project Coordination and Presentations
Senior Designer	\$ 125	Lead Designer and Presentations
Graphic Designer	\$ 110	Design Assistance, Field Work & Production
Jr. Designer	\$ 90	Production / Field Assistance

## REIMBURSABLE EXPENSES

Reimbursable expenses are included in the basic compensation outlined above. These expenses include, but are not limited to: CADD machine plots, photocopies, travel, airfare, lodging, meals, fares, tolls, auto rental, parking, art materials, first-class mail, special overnight mail and delivery services.

## POTENTIAL ADDITIONAL SERVICES

The following items are potential additional services, and if authorized by the client a separate proposal will be developed to address a specific project requirement.

- Bid Review and Construction Administration
- Orientation Map Design and Artwork
- Structural, Electrical or Civil Engineering
- Meetings / Presentations beyond those outlined in this proposal
- Interpretive Signage for historic areas (scope, quantity to be determined)
- Design of print material design, websites or other non-signage wayfinding tools
- Design of wall murals, super graphics or other sign types outside the agreed upon menu.
- Landscape or Lighting Design
- Documentation and Specification of Highway Signage
- Mobile Phone Applications and othe Digital Tools