



City Council
March 5, 2019

Addendum #3
Items Received at the Meeting

Louisville Community Food Bank

Who are we? We are volunteers who have been delivering food to those in need for over 40 years. This began as a Louisville Methodist church mission, and in the last several years has evolved into a community wide outreach program. Louisville Community Food Bank operates a food pantry as a supplemental assistance for the 80027 zip code. The Food Bank is open Tuesday 9:00 a.m. - 1 p.m. for shopping or for donated food drop off. In addition, there is a quarterly delivery of food to the local area for those unable to visit the food pantry.

How are we funded? We are funded totally by donations. We receive contributions from Community Food Share, school food drives, local businesses, private organizations and individuals. There are no administrative costs; 100% of all donations go directly to food procurement and delivery.

How can you help? You can become involved in this very worthwhile program in several ways:

- 1.) Donate tax deductible non-perishable food items to the Louisville Food Bank or Community Food Share.
- 2.) Give a tax deductible monetary gift to help us purchase much needed food items that do not come in as donations. LCFB is a 501c3 not-for-profit organization. **Federal ID # 82-1072636**
- 3.) Donate a few hours of your time to help pack and deliver food, stock pantry shelves or greet shoppers.
- 4.) Should you know of local families or persons in need of food assistance, please share this brochure with them.



Louisville Community Food Bank

741 Jefferson Street
Louisville, Colorado 80027

Tuesdays 9:00 a.m. - 1 p.m.

Food boxes are distributed quarterly.
Packing: Tuesday mornings at 9 a.m.
Delivering: Saturday mornings 9 - 12

For more information or to make a contribution, please contact:

Kim Echols: 303.356.0202
Nancy Holloway: 303.808.3660

"Citizen Preservation of the Miner's Cabins" (CPMC)
Proposal For A Community Hands-on Volunteer Project

November 5, 2018

Louisville City Council and
Heather Balsler, City Manager
City Hall
749 Main Street
Louisville CO 80027

Dear City of Louisville Council Members and Heather Balsler,

Please accept our citizen committee's offer of volunteer labor performance to rehabilitate and relocate the two City-owned Miner's Cabins. We respectfully submit this grant proposal of \$49,000 to cover material costs, equipment rental, and limited professional services.

Our volunteer committee represents concerned individuals with expertise in community organizing, public works, historic architecture, city planning, and building renovation dedicated to organizing a volunteer labor force to preserve and relocate the two City-owned Miner's Cabins to permanent location(s). This type of volunteer project will allow for the public to gain hands-on preservation technology and skills, and will enhance community support for the City's preservation program in a way other grants and standard contracting do not.

On behalf of our committee I thank you for considering our proposal.

Charles (Chuck) C. Thomas, III, AICP



190 Mesa Court
Louisville, CO 80027

Cc: Lynda Haley, Chairperson Historic Preservation Commission
Robert Zuccaro, Director of Planning & Building Safety
Felicity Selvoski, Planner/ Historic Preservation

“Citizen Preservation of the Miner’s Cabins” (CPMC)
Proposal For A Community Hands-on Volunteer Project

Introduction

The City of Louisville Colorado has a unique small-town character that has led to it being recognized nationally as one of the top small cities in the USA. A significant critical component contributing to this recognition is the historic legacy from the late 19th to the early 20th centuries, largely as an immigrant coal-mining community. Early residents built modest shelters and businesses, and their struggles to survive and prosper in challenging times remains an inspiration to us today. Preserving the memory of diverse cultural traditions and turn-of-the-century modest-built environment is a great challenge. These principles are essential to Louisville as echoed in the City Charter, policies, plans, and goals:

Historic preservation offers an opportunity for the City to celebrate its past and ensure its heritage continues to be an important component of what makes this community special. Louisville’s unique voluntary Preservation Program, with its dedicated sales tax, recognizes the historical and architectural significance of nearly 30(+) local landmarks. (Source: Louisville 2015 Preservation Plan).

Public participation is an essential element of the City’s representative form of government. To promote effective public participation City officials, advisory board members, staff and participants should all observe the following guiding principles, roles and responsibilities:

- *Guiding principles for public involvement*
 - *Voluntary Participation - The process will seek the support of those participants willing to invest the time necessary to make it work.*
 - *Adaptability - The process will be adaptable so that the level of public involvement is reflective of the magnitude of the issue and the needs of the participants. (Source: Louisville Home Rule Charter § 5-1 Public Involvement Policy)*

Cultural Services - Promote, collect, preserve, and interpret the history of Louisville, with emphasis on the coal mining period from 1877-1955. Make historical artifacts and documents accessible both physically and virtually. Educate children and adults about Louisville’s past through programs, displays, and publications. (Source: 2018 City of Louisville Programs, Goals and Sub-Programs)

Cultural Services - Provide information and technology to all members of the community, with assistance from an approachable, knowledgeable staff. Foster lifelong learning by delivering wide-ranging, hands-on learning activities and programs to all ages, (Source: 2018 City of Louisville Programs, Goals and Sub-Programs)

Community Design - Provide incentives to preserve the historic character of old town to encourage the promotion and preservation of Louisville’s history and cultural heritage. Provide incentives and processes to preserve historic buildings. (Source: 2018 City of Louisville Programs, Goals and Sub-Programs)

“Citizen Preservation of the Miner’s Cabins” (CPMC) Proposal For A Community Hands-on Volunteer Project

Our volunteer committee, “Citizen Preservation of the Miner’s Cabins” (CPMC), represents concerned individuals of diverse talents dedicated to organizing a volunteer labor force to preserve and relocate the two City-owned Miner’s Cabins to permanent site(s). The committee membership, to date, includes: Peter Stewart, John Leary, Tom Phare, Jean Morgan, Greg Kidd, and Chuck Thomas. Our group has the necessary expertise in community organizing, public works, historic architecture, city planning, and building renovation to accomplish this goal at considerable cost savings to the City of Louisville vs. a private rehabilitation firm. We are prepared to renovate the cabins as a grassroots hands-on community project – rather than using the current city approach of “contracting” out for the work. This new low-cost community volunteer approach using citizen involvement and donated services saves the City time, talent, and treasury without increasing the administrative work load over a private contractor. It eliminates the need for a new RFP process, a higher cost general contractor, and the associated City contract administration expenses.

As an additional benefit this type of volunteer project will allow the public to gain hands-on preservation technology and skills, and will enhance community support for the City’s preservation program in a way other grants and standard contracting do not.

Scope of Work

CPMC will organize volunteer labor and manage the project. The City will designate a liaison to the project and reimburse costs for construction material, equipment rental, and professional services. We propose that CPMC and the City provide the following:

Management

- CPMC will manage the project from start to final completion;
- CPMC will provide all project management;
- CPMC will perform all accounting and reporting; and
- CPMC will provide outreach to the community, recruit and organize volunteers, and conduct educational activities.

Design

- CPMC will secure Colorado licensed professional services for architectural and engineering;
- CPMC will submit all construction documents to the City’s Planning Department for review and approval;
- CPMC will submit construction documents for necessary building permits; and
- The City, will pay/waive permit fees, issue permits, and ensure code compliance.

Construction

- CPMC will recruit/ organize and train volunteers to perform preservation construction work and associated educational activities. CPMC will prepare necessary volunteer-associated paperwork as required by the City;
- CPMC will manage work days and construction activities;
- CPMC will solicit donations of materials from local suppliers; and

“Citizen Preservation of the Miner’s Cabins” (CPMC)
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- CPMC will submit a list of materials, equipment rental, and professional services for City review for each scheduled project phase prior to purchasing. CPMC will submit all project costs for reimbursement in accordance with City grant procedures.

Insurance

- CPMC architectural and engineering design professionals will be required to provide their own professional liability insurance;
- The City will provide necessary insurance coverage for CPMC committee and volunteers in accordance with other city volunteer projects, commissions, and boards; and
- As the owner of record, property insurance will be the responsibility of the City.

Estimated Costs and Schedule

In order to determine costs our committee examined the Summit Construction, LLC proposed budget of \$244,956; removed the professional services, the overhead and profit, the bonding and insurance itemization; and reduced by two thirds the hard costs of materials and labor to develop an approximate Miner’s Cabins Volunteer Budget for each line item as a proxy for an actual material cost estimate of \$49,00.00. This represents a savings over the Summit Construction proposal of about \$170,000.00. The Approximate Value of Donated Architectural & Engineering Fees is \$42,000.00. All work is anticipated to be completed within calendar year 2019.

SCOPE OF WORK AND BUDGET	
PHASE 1 – Current City Operations Yard Storage Site	CPMC Volunteers
Architectural & Engineering; Weatherproofing; Exterior Door Rehabilitation; Exterior Window Rehabilitation; and Exterior Rehabilitation	\$15,600.00
<ol style="list-style-type: none"> 1. Complete construction documents, specs and drawings. 2. Attend required meetings. 3. Integrate volunteer involvement. 4. Wrap structures to protect cabins from the elements until restoration begins. 5. Rehabilitate exterior wood doors and screen doors. 6. Prep, prime, and paint exterior wood components. 7. Repair or replace existing siding. 8. Repair or replace soffit material. 9. Repair or replace exterior trim. 10. Replace roof sheathing as needed. 11. Install new roofing on the structures. 	
PHASE 2 – Cabins on Permanent Site(s)	
Engineering; New Site Preparation; Pick/Set Structures/Hauling	\$33,400.00
<ol style="list-style-type: none"> 1. Soils engineering report (if necessary). 2. Mobilize and prep site by clearing and grubbing if necessary. 3. Excavation for the new foundation. 4. Form and pour the new foundations. 	

**“Citizen Preservation of the Miner’s Cabins” (CPMC)
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SCOPE OF WORK AND BUDGET	
5. Install the concrete flatwork at new site. 6. Grading and landscaping associated with the new site. 7. Rehabilitate the interior finished base on construction documentations. 8. Check bracing and adjust for the second move of the structures. 9. Hoist structures with a crane on the flatbed trailers to be relocated from the operations yard to the new site. 10. Pick the structures off of the flatbed trailer and place them on the new foundation. 11. Secure structures to the new foundation. 12. Finish rehabilitation work on the interior and any remaining site work.	
Total	\$49,000.00

Conclusion

Using volunteer labor and materials it is expected that the City’s capital outlay should be in the \$50,000 range. In order to reduce impediments and costs to volunteer labor performance on the two City-owned structures the CPMC respectfully requests the City use a modified grant process with the CPMC and/ or one of their representatives instead of requiring a “Consultant/ Contractor” type contract.

Next Steps

1. The City needs to determine if they wish to proceed with the rehab and relocation of the Miner’s Cabins as proposed by the CPMC; and if so, determine how best to contract with CPMC and/ or their representative.
2. CPMC will, subsequent to a preliminary City agreement, submit a detailed cost estimate for materials, equipment rental, and professional services as outlined in the aforementioned Scope of Services.

Submitted By The Committee For “Citizen Preservation of the Miner’s Cabins”:

John Leary
Peter Stewart
Tom Phare
Jean Morgan
Greg Kidd
Chuck Thomas

The CPMC contact is:

Chuck Thomas
190 Mesa Court
Louisville CO 80027
cthoma3@Buffalo.edu
585 208-0190

"Citizen Preservation of the Miner's Cabins" (CPMC)
Address to the Louisville Colorado City Council - March 5, 2019

Good Evening: My name is Chuck Thomas, I reside in Louisville at 190 Mesa Court

- I'm a Louisville Historic Preservation Commission Board Member, I address the council, and Staff today not on behalf of the HPC but as a member of a volunteer effort to renovate the Miner's Cabins.
- Our group is the "Citizen Preservation of the Miner's Cabins" (CPMC) and on November 5, 2018 we submitted a Proposal to the City, not to exceed \$50,000, for "A Community Hands-on Volunteer Project" to renovate the Miner's Cabins. Our proposal was submitted to Louisville City Council members, the City Manager, the HPC Chairperson, the Director of Planning & Building Safety, and the City Planner/ Historic Preservation Specialist.
- Our Volunteer Committee Members include: John Leary, Peter Stewart, Tom Phare, Jean Morgan, Greg Kidd, and myself. I'm speaking on behalf of the committee.

Introduction

The guiding principles of historic preservation and public participation are essential to Louisville as echoed in the City Charter, policies, plans, and goals. Specifically the charter emphasizes voluntary participation and adaptability:

"Voluntary Participation - The process will seek the support of those participants willing to invest the time necessary to make it work..."

Adaptability - The process will be adaptable so that the level of public involvement is reflective of the magnitude of the issue and the needs of the participants."

Our volunteer committee represents concerned individuals of diverse talents dedicated to organizing a volunteer labor force to preserve the two Miner's Cabins. We have the necessary expertise in community organizing, public works, historic architecture, city planning, and building renovation to accomplish this goal at considerable cost savings to the City of Louisville. We are prepared to renovate the cabins as a grassroots hands-on community project. This new community volunteer approach saves the City time, talent, and treasury without increasing administrative work load. It eliminates the need for a new RFP process, a higher cost general contractor, and the associated City contract administration expenses.

As an additional benefit this volunteer approach will allow the public to gain hands-on preservation skills, and should enhance community support for the City's preservation program in a way other grants and private contracting do not.

**"Citizen Preservation of the Miner's Cabins" (CPMC)
Address to the Louisville Colorado City Council - March 5, 2019**

Therefore, We respectfully request:

- 1. That the Council budget for and designate the renovation of the Miner's Cabins as a Special Volunteer Project, and direct Staff to work with our committee (CPMC) to accomplish this task instead of bidding out the project.**
- 2. Failing that, should the Council choose to bid out this project, we respectfully request staff be directed to bid the project in three phases: A) Site Preparation, B) Relocation of the Cabins, and C) Renovation of the Cabins. Furthermore, that volunteer groups be welcomed to bid on any one or more of these phases.**

Thank You for Considering our Request