



June 25, 2025

Town of Palmer Lake
Attn: Dawn Collins, Town Administrator
& Tim Caves, Town Trustee
42 Valley Crescent St.
Palmer Lake, CO 80133

RE: Professional Consulting Services Quote on Elephant Rock for the Town of Palmer Lake

Dawn & Tim,

Prism Design and Consulting Group, Inc. (Prism) is offering to provide the following Professional Consulting Services:

Land Surveying Services

Boundary survey for the entire 20-acre Elephant Rock parcel... Cost \$3600

The perimeter boundary for the entire parcel must be surveyed completely in order to establish the 2 new internal parcels, including the EcoSpa parcel and the Lodge parcel, and also for preparation of the PD Plans.

Preparation of legal description and placement of property corner monumentation for the Lodge parcel... Cost \$1100

Preparation of legal description and placement of property corner monumentation for the EcoSpa parcel... Cost will be covered by Willan

A legal description for the 12-acre balance of the site is not necessary unless or until the property is to change ownership.

Topographic mapping and complete comprehensive as-built data of all improvements for the entire Elephant Rock property (utilities, structures, etc)... Cost \$3100

Note : Regarding the creation of the two new parcels within the overall twenty-acre parcel. It is not necessary to prepare a subdivision plat for approval due to the fact that the Town of Palmer Lake as a municipal jurisdiction has statutory authority to provide exemption to any persons, companies or entities from platting requirements at their discretion. SB35-1972 and its subsequent amendments provide for this and as well as

many other exceptions to Towns and Cities within Colorado. This exemption would be beneficial to the citizens of the Town by saving taxpayers money with reduced need for consulting services.

Civil Engineering Services

Preparation of a Phase 1 Drainage Letter (basin determination; rainfall determination; runoff determination; letter; and basic/simple drainage plan)... Cost \$2800

Preparation of Phase 3 Drainage Analysis, Plan, and Report (basin determination; rainfall determination; runoff determination; hydraulic analysis; detention design, if necessary; report; and drainage plan; erosion control plan)... Cost \$12,150, if necessary. (Note: if both Phase 1 and Phase 3 Report/analysis are required, Prism will apply \$750 of the Phase 1 Letter toward the Phase 3 Report/Design.)

Preparation of Erosion Control Plan (plan showing Erosion Control BMPs)... Cost \$1200, if necessary.

Preparation of Stormwater Management Plan (report format)... Cost \$2900, if necessary.

It is Prism's approach to this RFP that the Town of Palmer Lake has the ultimate authority as to what requirements they will subject themselves to, including submittal documentation, and review process. If the Town is not expecting any significant work within the site or increases in impervious ground cover (pavement, gravel drive areas, walks, buildings, etc.), then Prism does not believe that a full drainage design is useful or necessary.

Therefore, a Phase 1 letter should be sufficient to document the existing drainage conditions and typical runoff rates based on these existing conditions. If the Town proposes land disturbance that will NOT result in an increase of impervious ground cover, then Prism recommends that a Phase 1 Drainage Letter be provided in conjunction with an Erosion Control Plan. If noteworthy, near-term site improvements are anticipated, then Prism recommends pursuing the Phase 3 Drainage Analysis, Plan, and Report, along with the Erosion Control Plan, and Stormwater Management Plan.

The stated fees shown are based on the understanding that this is for documentation and approval purposes only for the Town itself, and that there will be no technical review by other Agencies, County, or State jurisdiction or by consultants of said jurisdictions.

Site design, plan and profile, site grading, or other design features are not included except for drainage and conveyance features, if necessary as part of a Phase 3 Report and Plan.

Preparation of the PDP / PUD and-or Development guide.

A PUD exhibit document labeled Salvation Army Camp Elephant Rock was prepared in 1986 for this property donated to the Town of Palmer Lake. Our understanding is that the town wishes to create a new Planned Development exhibit and guide. This will be prepared as a comprehensive exhibit map, which will provide governance in specific uses, growth and development of the entire 20-acre site. It is understood that no new additional improvements of any significance are planned at this point, other than the possible future site for Police-Fire-EMS in the northwest corner of the property.

Prism will prepare the PDP / PUD exhibit and development guide which will include current existing conditions, future development zoning uses, improvements, lighting, storm water runoff allocation, etc
all per the Town's current approved Code and Regulations.

The Work includes working with Town of Palmer Lake elected persons, employees, volunteer groups and Town Departments in order to present all the pertinent data that has been discussed and agreed upon by all the mutual parties in Town that have provided comment, requests, designated uses, etc...Cost \$8900

The fees identified here are reflective of providing professional services in preparation of the items needed for town elected officials, to approve, sign, and record the documents. These fees do not include post-final preparation, addressing review comments from any other outside agency, contractor, or persons, private or public. It is our belief that the Town of Palmer Lake has complete authority over creation, review, and approval of this development plan and therefore, no other agency would need to be involved and thereby would not be providing review comments.

Please feel free to call if you have any questions. We would be happy to discuss these Professional Services with you.

Sincerely,

Garry Rohleder, P.L.S.

Brian Johnson, P.E.

Prism Design & Consulting Group