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# **COLORADO**

**Department of Personnel  
& Administration**

**OSA Annual Meeting  
April 12<sup>th</sup>, 2024**



# Agenda

TIME	TOPIC	PRESENTER(S)
8:00 – 8:30	Registration & Continental Breakfast	OSA Team
8:30 – 9:00	Welcome & Introductions	Tana + CSU Staff
9:00 – 9:45	OSA Program Updates - will feature program overview	OSA Team
9:45 – 10:00	Annual Instructions Questions	OSA Team
10:00 - 10:20	BREAK 1 (Networking Time)	
10:20 - 11:00	Office of State Planning and Budgeting (OSPB) Presentation	Tammy Pacheco
11:00 - 11:15	Capital Development Committee (CDC) Presentation	Bo Pogue, Matt Bishop, Nina Forbes
11:15 - 11:30	Joint Budget Committee (JBC) Presentation	Andrea Uhl
11:30 - 11:45	Commission on Higher Education (CHE) Presentation	Kennedy Evans
11:45 - 12:00	Delegation	Tana Lane, Kathleen Miller
12:00 – 1:00	LUNCH (Networking Time)	
1:00 - 1:15	Statewide Planning Program Presentation	James Walker, Javier Chavez
1:15 - 1:30	Real Estate Program Presentation	Cameron Kennedy, Jennifer Threlkeld
1:30 - 2:00	Sustainability Presentation <i>(featuring the Colorado Energy Office, the Sustainability Office, and the Energy &amp; Environment Program)</i>	DeLynne Southern, Caitlin Casassa, Rod Vanderwall, Bailey Vigil
2:00 - 2:15	Buy Clean Colorado Presentation	Bailey Vigil, Hydie Alcantara
2:15 - 2:30	Labor Burden Presentation	Michael Gifford, Assoc. of General Contractors
2:30 – 2:45	BREAK 2 (Networking Time)	
2:45 - 3:15	Closing Remarks	Tana Lane
3:15– 4:00	Campus Information/Tour	CSU Staff



# 2024 OSA Annual Meeting

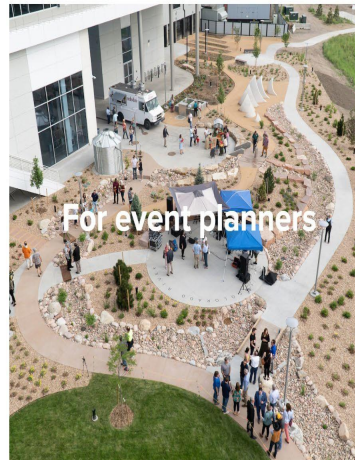
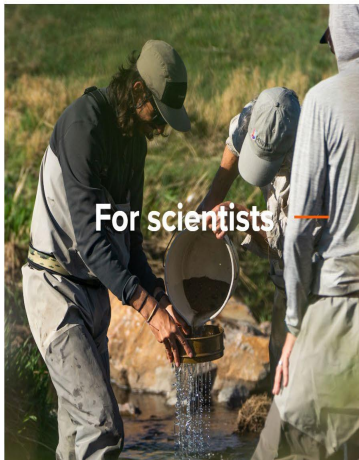
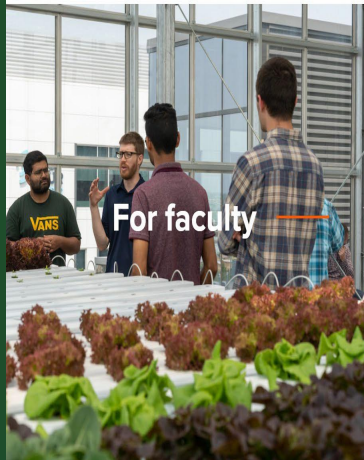
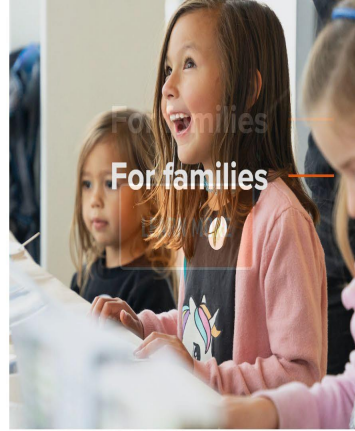
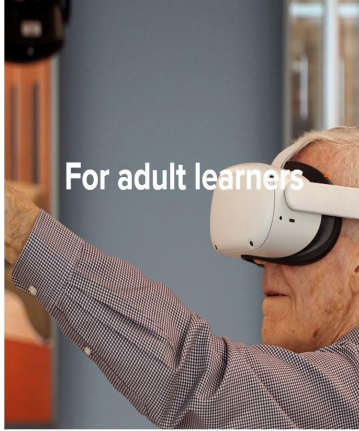
## April 12, 2024

WELCOME TO THE CSU SPUR CAMPUS!

Mike Rush, MSCM,AIA,ICC,CBO  
University Architect, Chief Building Official  
Associate Director |Facilities Management  
Delegate | Office of the State Architect  
Instructor |Department of Construction Management



# a place for everyone





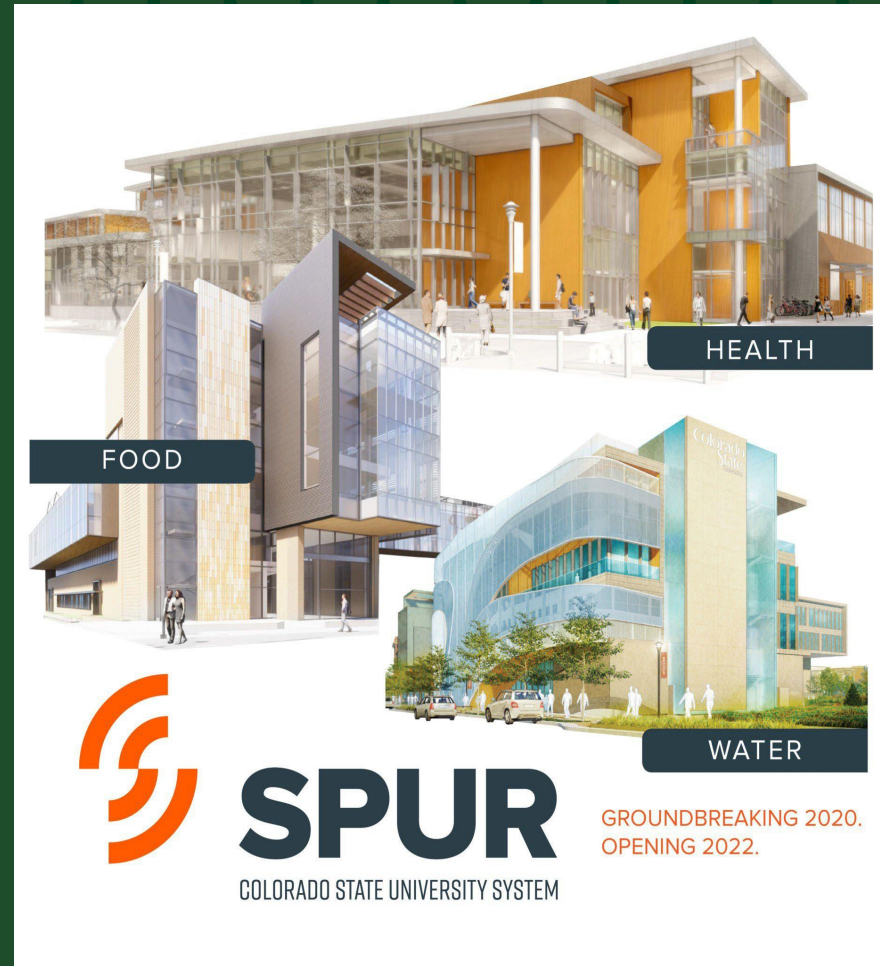
CSU SPUR is a year-round public destination, an innovative take on public access and the Service, Extension, Teaching and Research mission on which CSU was founded.

Made up of three + buildings and associated plazas that are open to the public and offer inclusive, experiential education.

CSU Spur is a place for everyone, fostering research with living/learning space for innovation and collaboration.

Three facilities funded with state and university resources as part of the larger National Western Center redevelopment.

<https://csuspur.org/>



## Hydro

Project Budget: \$96.8M	Architect: Hord Coplan Macht
Project Manager: CAA ICON / Jen Marley / Tracey Abel	Contractor: JE Dunn
GSF: 125,414	Delivery Method: CM/GC

### Hydro – water

Home to programs and initiatives focused on new technologies and approaches to conserve, protect, and monitor precious water resources.

Hydro features a research green roof exploring rooftop agrivoltaics as partial shade structures over planting trials.

In addition to CSU programs, Hydro provides space for nonprofit organizations focused on water and water education and connects visitors to Western water issues through educational exhibits and rotating programs.

Collaboration with Denver Water- new water quality lab on the third floor with capacity to provide over 200,000 tests/ year to monitor water quality

Repurpose and Adaptive Reuse of historic McConnell building! aka “the Shop” to provide coworking space

LEED: Platinum





Houses CSU Extension office-Denver Urban Extension

LEED Gold



Development Cost: \$56.3M	Architect: Anderson Mason Dale
Project Manager: CAA ICON / Jen Marley / Tracey Abel	Contractor: JE Dunn
GSF: 70,545	Delivery Method: CM/GC

Terra – earth land food

Education, research and outreach focused on food and agriculture.

Facilities and meeting space to provide experiential learning opportunities and impactful research.

Everything from a test kitchen to rooftop greenhouses and active roof gardens to multi-disciplinary teaching and learning labs.



## VIDA

Development Cost: \$65.7M	Architect: Clark & Enersen, Inc.
Project Manager: CAA ICON/ Jen Marley / Tracey Abel	Contractor: JE Dunn
GSF: 146,573	Delivery Method: CM/GC

### VIDA – Life Health

Animal health, human health, equine sports medicine and equine assisted therapies, translational therapies

The Dumb Friends League Veterinary Hospital at Spur provides donor-subsidized Veterinary care to families experiencing financial barriers.

Experiential learning: small animal surgery, an equine assisted therapy session, equine rehabilitation treatment using an underwater treadmill and interactive branding display modules throughout the facility.



Collaboration with Dumb Friends League Veterinary Hospital

2<sup>nd</sup> location of Temple Grandin Equine Therapies Center

Residential apartments for visiting veterinary students

LEED: Gold

# National Western Center - Waste Water Heat Recovery System

CSU Spur is part of the largest waste-water (ss)-heat recovery project in North America,

Using residual thermal capacity from Denver's waste-water to provide heating and cooling to buildings at the National Western Center.

Projecting 90% of the heating/cooling needs of seven buildings and more than 1 million square feet at buildout will be met by the system.

The project replaced and buried the Delgany Interceptor pipes (shown at right) that had blocked access to the Platte River for decades.

<https://nationalwesterncenter.com/about/what-is-the-nwc/sustainability-regen/energy/>





## FUN FACTS

Developed the projects during the Pandemic with all the associated challenges but avoided the majority of the cost escalation that we are navigating today.

Benefited from delays on the other associated NWC projects and able to secure additional lay down, storage and staging areas that proved necessary and helped with supply chain issues.

OSA process for procurement and code compliance was administered by CSU –Fort Collins “FM North”

SPUR is independent of CSU Fort Collins for Operations and Maintenance – CSU Fort Collins continues to administer procurement, code compliance and project management for renovations and modifications.

I got to know the folks in the Stockyard Saloon reasonably well



# Introductions- OSA Team

Tana Lane, State Architect

Kathleen Miller, State Buildings Program Analyst

Hailey Brychel, Prevailing Wage Compliance and Training Specialist

Cameron Kennedy, Manager, Real Estate Program

Jennifer Threlkeld, Real Estate Specialist

James Walker, Manager, Statewide Planning Program

Javier Chavez, Senior Planner, Statewide Planning Program

Rod Vanderwall, Manager, Energy & Environment Program

Bailey Vigil, Buildings GHG Emissions Analyst

Hydie Alcantara, Building Materials Tax Analyst

Ellie Maji, Administrative Assistant

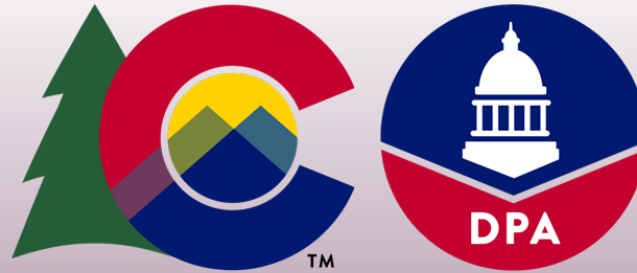
Vacant Position: State Buildings Program Manager



# INTRODUCTIONS

- NAME
- ORGANIZATION
- HOW LONG HAVE YOU BEEN WITH THE STATE?
- HOW LONG HAVE YOU BEEN WITH YOUR ORGANIZATION?





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# **COLORADO**

**Department of Personnel  
& Administration**

## **OSA Program Updates**



# State Buildings Program Contract Updates

- Working toward consistency - they are being revised to capture terms, appropriate capitalization, etc. and of course new legislation.

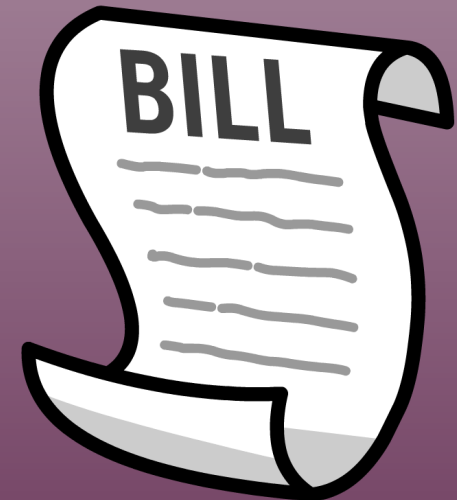




# State Buildings Program Updates

## HB23-1057 AMENITIES FOR ALL GENDERS IN PUBLIC BUILDINGS

- Amendment to IBC Chapter 29 Plumbing Systems was added in August 2023 for compliance with the Statute
- Gender Neutral Signage Requests
  - Lobby signs
  - Baby Changing Stations
  - Restroom Signs
- All signs updated by July 2025



# State Buildings Program Updates

## Contract Manager Training = Project Manager Training

### 3. Agency Responsibilities

The responsibilities listed in this policy are the responsibility of both Program Staff and Procurement Staff as determined below and within each Agency/IHE.

- a. Program Staff - Program staff at each Agency/IHE is responsible for designating a Contract Manager with subject matter expertise and responsibilities for day-to-day

Page 1 of 3

Effective Date: 02/14/23

## STATE CONTROLLER POLICY

management of the Contract, over \$100,000, including performance monitoring, §24-106-107(3), C.R.S.. These Contract Manager responsibilities include, but are not limited to:

- i. Participating in contract management training each fiscal year if Contract Manager manages a personal service commitment voucher over \$100,000;
- ii. Being knowledgeable about the Contract terms, statement of work, available remedies, and any other exhibits or attachments referenced in the Contract;
- iii. Ensuring all Contract provisions are being adhered to by the parties (Contractor and Agency/IHE);
- iv. Tracking and documenting deliverables, including ensuring all goods/services are being delivered in accordance with the Contract requirements;
- v. Documenting performance issues in a manner established in the Contract or in law, rules, policies or Agency/IHE guidelines;
- vi. Notifying the Agency/IHE Procurement Official immediately as issues arise or changes to the Contract are needed;
- vii. Meeting ethical standards and avoiding conflicts of interest per State law, Fiscal Rule requirements, and the State's Conflict of Interest Policy and Technical Guidelines; and
- viii. For personal services contracts or information technology contracts of \$100,000 or



COLORADO

Office of the State Architect

Department of Personnel & Administration

# Apprenticeship & Prevailing Wage LCPTTracker Updates

- LCPTTracker proposals for FY24-25 have been sent out.
- If you have not received yours, please reach out to Hailey Brychel - [hailey.brychel@state.co.us](mailto:hailey.brychel@state.co.us)
- Task orders for FY24-25 are due June 30, 2024
- Please use the Task Order template that was provided to you last year. If you need one, please reach out.
- Invoices will be sent after July 1, 2024



# Apprenticeship & Prevailing Wage LCPTracker Updates



If you received an invoice from LCPTracker for “Over Capacity” you must pay that **BEFORE** you can execute a new Task Order for FY 24-25.

Your capacity in LCPTracker is based off **the contract value** on each of your projects. If your contract values change or you add a new project, this may move you to a new Capacity Level and you will be **required to amend your task order and submit payment** if applicable.

To help you not go over capacity, please make sure that you are marking your projects as ‘closed’ in LCPTracker once they are complete.



# Apprenticeship & Prevailing Wage Reminders

- Wage Determinations and Apprentice Contribution Rates will be updated again by June 30, 2024.
- Please remember to attach the correct wage determination, using the correct construction type, with the solicitation.
- There may be more than one construction type assigned to a project.

"General Decision Number: CO20230001 12/22/2023

Superseded General Decision Number: CO20220001

State: Colorado

Construction Type: Building

Counties: Alamosa, Archuleta, Baca, Bent, Chaffee, Cheyenne, Conejos, Costilla, Crowley, Custer, Delta, Dolores, Eagle, Fremont, Garfield, Grand, Gunnison, Hinsdale, Huerfano, Jackson, Kiowa, Kit Carson, La Plata, Lake, Las Animas, Lincoln, Logan, Mineral, Moffat, Montezuma, Montrose, Morgan, Otero, Ouray, Phillips, Pitkin, Prowers, Rio Blanco, Rio Grande, Routt, Saguache, San Juan, San Miguel, Sedgwick, Summit, Washington and Yuma Counties in Colorado.

BUILDING CONSTRUCTION PROJECTS (does not include residential construction consisting of single family homes and apartments up to and including 4 stories)

Note: Contracts subject to the Davis-Bacon Act are generally required to pay at least the applicable minimum wage rate required under Executive Order 14026 or Executive Order 13658. Please note that these Executive Orders apply to covered contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but do not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60).


If the contract is entered into on or after January 30, 2022, or the contract is renewed or extended (e.g., an option is exercised) on or after January 30, 2022:	Executive Order 14026 generally applies to the contract. The contractor must pay all covered workers at least \$16.20 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in 2023.
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If the contract was awarded on, or between January 1, 2015 and January 29, 2022, and the contract is not renewed or extended on or after January 30, 2022:	Executive Order 13658 generally applies to the contract. The contractor must pay all covered workers at least \$12.15 per hour (or the applicable wage rate listed on this wage determination,
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# Apprenticeship & Prevailing Wage Reminders



**COLORADO**  
Office of the State Architect  
Department of Personnel & Administration

## COLORADO APPRENTICE/JOURNEYMEN TRAINING

### TRADE

International Brotherhood of Boilermakers, Iron Ship Builders, Blacksmiths, Forgers and Helpers	
Local Union #101	
Any member of The International Brotherhood of Boilermakers, Iron Ship Builders, Blacksmiths, Forgers and Helpers may call himself or herself a Boilermaker, and many do even though they do not actually work in boiler construction and repair. Many also refer to themselves by some other trade our union represents through its many divisions. So you may hear our members refer to themselves as blacksmiths, forgers, ship builders, cement workers, stove workers, metal polishers, or numerous other job descriptions. Our members fabricate, erect and repair systems and components throughout the commercial and industrial sector of the Power Generation, Pollution Control, Petro-Chemical, Steel, Pulp & Paper, Ship Repair, Mining, Storage Tanks, Towers & Pressure Vessels, Cement and other related industries.	
Geographic Region:	Colorado Apprenticeship Rate \$ 1.50


  

International Union of Bricklayers and Allied Craft Workers (CO/WY)	
Local Union #07	
Geographic Region:	Colorado unless noted otherwise
description here	
Refractory Projects	Apprenticeship Rate \$ 0.25
Tile, Terrazzo, Marble Stone, Finishers	Apprenticeship Rate \$ 0.35
Masonry - Northern Counties	Apprenticeship Rate \$ 0.25
Masonry - Southern Counties	Apprenticeship Rate \$ 0.25

- Apprentice Contribution Rates (ACR) MUST be included with the Wage Determination.
- REMINDER - ACR's are to be paid in addition to the prevailing wage rate on these projects.

- Are your project managers checking that the GC's have their **daily log** available for inspection at all times?

C.R.S. § 24-92-204(1)(c)



**COLORADO**

STATE OF COLORADO  
OFFICE OF THE STATE ARCHITECT  
STATE BUILDINGS PROGRAM

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**APPRENTICESHIP UTILIZATION CERTIFICATION**  
(Public Projects of \$1 million or more)

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Institution/Agency: \_\_\_\_\_

Project No./Name: \_\_\_\_\_

General Contractor: \_\_\_\_\_

For each trade listed below attach documentation that all firms identified participate in apprenticeship programs as described in the Certification Statement below.

TRADE	SUBCONTRACTOR	UNION CERTIFICATION
Mechanical		
Sheet Metal		
Fire Suppression		
Sprinkler Fitting		
Plumbing		
Electrical		

CERTIFICATION STATEMENT

§ 24-92-115, C.R.S.

(SB 19-196)

- Are you posting the Apprenticeship Certifications within **30 days of receipt?**
- C.R.S. § 24-92-115(2)

# Apprenticeship & Prevailing Wage Reminders



C.R.S. § 24-92-204(1)(b)

Certified Payroll Reports are required to be submitted every 30 days.

- Agencies have to approve the Prime Approvers' payrolls, as they are not allowed to approve their own.
- You **MUST** assign a Prime Approver to each project.

## Upcoming LCPTracker Administrator Trainings:

June 13<sup>th</sup>, 2024

July 9<sup>th</sup>, 2024

August 20<sup>th</sup>, 2024



**COLORADO**  
Office of the State Architect  
Department of Personnel & Administration

# Real Estate Program Updates

- Commercial Leasing Process
- Important Reminders
- Current Market Conditions:
  - Commercial Office Market



# Statewide Planning Program Updates

- Javier Chavez is our new Senior Planner.
- We will be offering **bi-annual check-ins** to assist you with your planning efforts to assist you in managing state assets and properties.





# Energy & Environment Program Updates

The **Buy Clean Colorado (BCCO) Act** applies to projects that begin design solicitation on or after January 1, 2024

- See the [BCCO Act webpage](#) for more info

EPC Roadshow (on later slide)

Water Management (on later slide)



**Eligible Decarbonizing Building Materials Sales & Use**  
tax exemption goes into effect on July 1, 2024

# Energy & Environment Program Updates: Eligible Decarbonizing Building Materials Sales & Use Tax Exemption

- [SB22-051](#)
- Provides State sales & use tax for eligible decarbonizing materials at the point of sale
- State Public Projects are **already exempt** from State sales & use tax



## Applies to non-state projects:

- Personal projects for your house. If you purchase eligible materials, you should receive the sales tax exemption at the point of purchase, or on the invoice from the contractor.
- Commercial construction projects between the contractor and private owner



# OSA Website Updates

The screenshot shows a web browser window with the URL [osa.colorado.gov/state-architect](https://osa.colorado.gov/state-architect). The page title is "State Architect". On the left, there is a sidebar with a dropdown menu labeled "State Architect" which is currently expanded, showing four options: "Annual Budget Instructions & Forms (CCCR - CM)", "OSA Reports & Training", "Unused Facilities & Property", and "Facility Condition Audits & Infrastructure Assessments". The main content area has a paragraph stating: "The State Architect publishes annual requests, facility management reporting, instructions for capital construction, capital renewal & controlled maintenance, meeting and training events, reports to the Capital Development Committee (CDC), underutilized facilities / unused property reports and construction project reporting." Below this paragraph are four large blue rectangular buttons with white text: "Annual Budget Instructions & Forms (CCCR - CM)", "OSA Reports & Training", "Unused Facilities & Property", and "Facility Condition Audits". Below these buttons is a section titled "OSA Alerts" which contains a list of ten alerts, each with a link icon and a date. A yellow callout box on the left side of the screenshot contains the text "OSA Alerts are located in the State Architect tab." and the URL <https://osa.colorado.gov/state-architect> with a large yellow arrow pointing from the callout box to the "OSA Alerts" section.

**State Architect**

The State Architect publishes annual requests, facility management reporting, instructions for capital construction, capital renewal & controlled maintenance, meeting and training events, reports to the Capital Development Committee (CDC), underutilized facilities / unused property reports and construction project reporting.

**Annual Budget Instructions & Forms (CCCR - CM)**

**OSA Reports & Training**

**Unused Facilities & Property**

**Facility Condition Audits**

**OSA Alerts**

- [Alert 011](#) - December 29, 2023: BCCO Act, Water Management Plan Procedure, Modifications to Existing SBP documents
- [Alert 010](#) - September 18, 2023: Modifications to SBP documents
- [Alert 009](#) - August 14, 2023: Modifications to Code Compliance
- [Alert 008](#) - May 24, 2023: OSA 101 Training
- [Alert 007](#) - September 29, 2022: SLFRF Long Bill (HB22-1329) Encumbrance Extension
- [Alert 006](#) - July 29, 2022: Website Template Updates and NEW SLFRF Policy
- [Alert 005](#) - March 14, 2022: Repeal of Certification and Affidavit Regarding Unauthorized Immigrants
- [Alert 004](#) - March 10, 2022: As-Needed Professional Services Program, Contractor's Registration Program Termination
- [Alert 003](#) - January 7, 2022: Contractor LCPTracker Training
- [Alert 002 IHE](#) - October 1, 2021: LCPTracker Task Order Process - Institutions of Higher Education
- [Alert 002 A](#) - October 1, 2021: LCPTracker Task Order Process - State Agencies

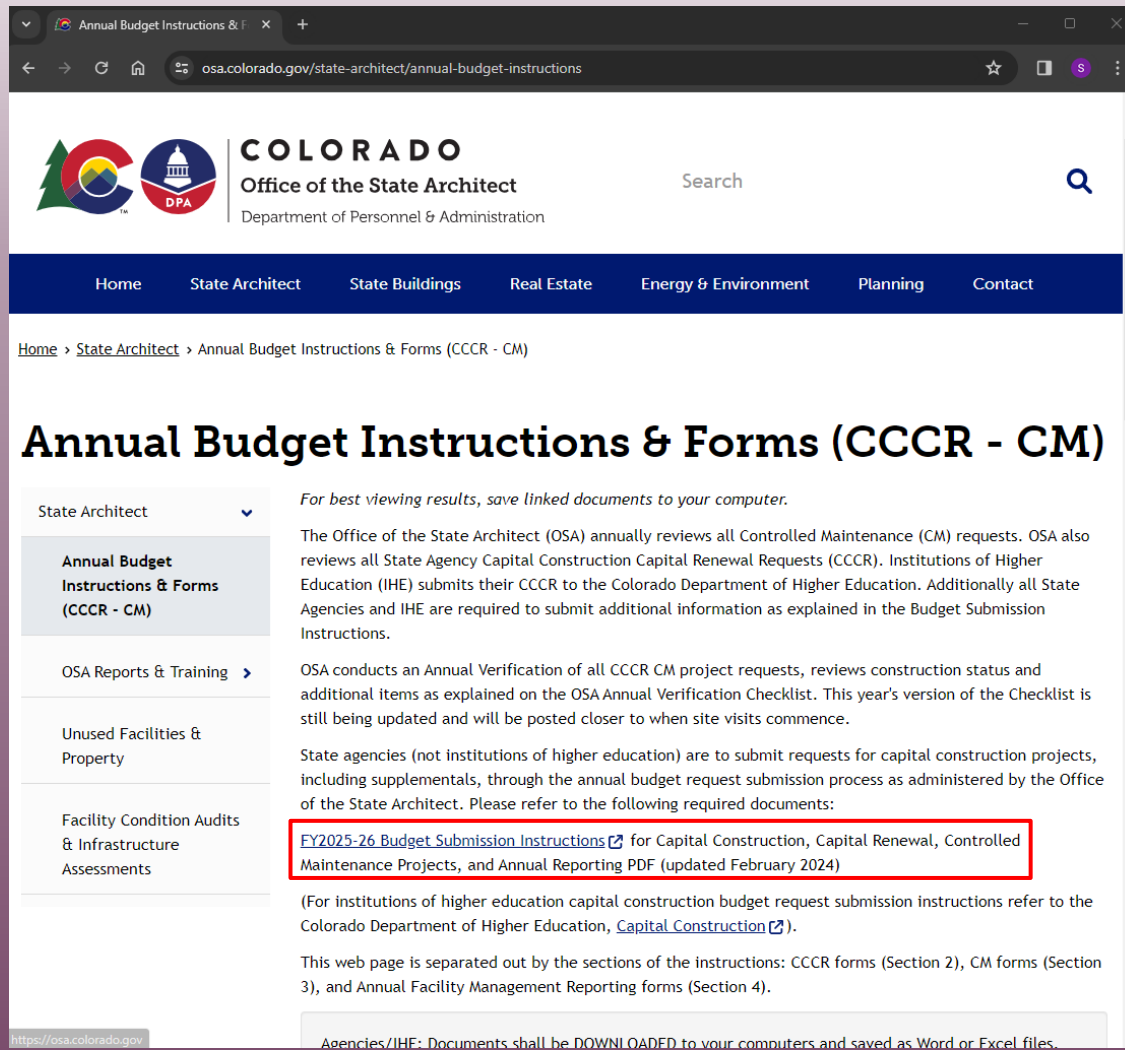
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Office of the State Architect  
Department of Personnel & Administration

# OSA Website Updates



Annual Budget Instructions & Forms (CCCR - CM)

For best viewing results, save linked documents to your computer.

The Office of the State Architect (OSA) annually reviews all Controlled Maintenance (CM) requests. OSA also reviews all State Agency Capital Construction Capital Renewal Requests (CCCR). Institutions of Higher Education (IHE) submits their CCCR to the Colorado Department of Higher Education. Additionally all State Agencies and IHE are required to submit additional information as explained in the Budget Submission Instructions.

OSA conducts an Annual Verification of all CCCR CM project requests, reviews construction status and additional items as explained on the OSA Annual Verification Checklist. This year's version of the Checklist is still being updated and will be posted closer to when site visits commence.

State agencies (not Institutions of higher education) are to submit requests for capital construction projects, including supplementals, through the annual budget request submission process as administered by the Office of the State Architect. Please refer to the following required documents:

**FY2025-26 Budget Submission Instructions** for Capital Construction, Capital Renewal, Controlled Maintenance Projects, and Annual Reporting PDF (updated February 2024)

(For institutions of higher education capital construction budget request submission instructions refer to the Colorado Department of Higher Education, [Capital Construction](#)).

This web page is separated out by the sections of the instructions: CCCR forms (Section 2), CM forms (Section 3), and Annual Facility Management Reporting forms (Section 4).

Agencies/IHE: Documents shall be DOWNLOADED to your computers and saved as Word or Excel files.

FY2025-26 annual budget instructions & forms have been posted online!

<https://osa.colorado.gov/state-architect/annual-budget-instructions>

FY2025-26 forms have green headers. Please take care to use the most updated forms.

# Annual Instructions

## Critical Dates for OSA

### **Sunday, May 5th:**

Last day for state agencies to submit FPP's to OSA  
for current year CC project requests

**Monday, May 6th:**  
OSA site visits begin

**Sunday, June 30th:**  
OSA site visits completed

**Wednesday, July 3rd:**  
State agencies CCCR budget  
requests & IHE CCCR 5-Year-Plans  
due to OSA with copies to OSPB

**Sunday, July 7th:**  
State agency/IHE CM budget  
requests & annual facility  
reporting due to OSA.





# OSA On-Site Verification Visits

**Due by EOD on Monday, April 15<sup>th</sup>**

Each agency must submit any work days they are unavailable between Monday, May 6th and Sunday, June 30th to our email [dpa\\_statebuildings@state.co.us](mailto:dpa_statebuildings@state.co.us)

If agencies do not get their blackout dates to us by this deadline, their requests may not be accommodated.

Any other questions on annual submittal instructions?



# Morning Break

TIME	TOPIC	PRESENTER(S)
8:00 – 8:30	Registration & Continental Breakfast	OSA Team
8:30 – 9:00	Welcome & Introductions	Tana + CSU Staff
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# Capital Construction and IT Capital Requests

Tammy Pacheco & Keith Jacobi  
2024



# Agenda

- Submission of Capital Construction and Capital Renewal Requests to OSPB
- Submission Review
  - OSA Guidance
  - How are Capital Projects scored
- OSPB's Timeline for Submission, Review, and Prioritization

# Submission of Capital Requests to OSPB

# Submission of Capital Requests to OSPB

- The Governor issues his budget guidance to departments in March of each year, which outlines the budget targets for each department as well as guidance on the anticipated funding that may be available for capital projects
- Executive branch departments are required to submit their capital construction and capital renewal requests to OSPB and OSA no later than [August 1, 2024](#).
- Departments must use the instructions and templates provided by OSA for this submission.
- Submissions to OSPB should be sent to:  
[Gov\\_ospb\\_Capital@state.co.us](mailto:Gov_ospb_Capital@state.co.us)



# Submission Review

# Submission Review

- [OSA Guidance](#)
  - Every year OSA updates their Budget Submission Instructions
  - To maintain coordination and changing forms each year is a new color and can only be accessed through their website

# Submission Review

- The OSPB capital analyst will tour all capital projects during the months of May and June. Providing visual context for the potential project will assist the capital analyst in reviewing the project. Budget Analyst are also invited to come on capital tours if they wish.
- All controlled maintenance projects must be less than \$2M and are ranked into Level 1, 2 and 3 by OSA. OSPB will prioritize levels of controlled maintenance but will not adjust the ranking of controlled maintenance projects.
- When determining which projects to submit, OSPB notes when projects fall into one of the following categories:
  - Continuation Projects
  - Life & Safety Projects
  - Projects which advance the Governor's Bold 5 Priorities
  - Projects which ensure the provision of critical services

# Submission Review

How OSPB will assess Capital Request	Total possible points
OSPB will use this Scoring Rubric as a <u>GUIDE</u> to rank Capital Request. All request can be rearranged depending on OSPB's discretion on needs and Budget Guidance.	
Scoring will be up to 105 points for base with a possible 66 points for relevant projects with a total of 171 possible points. Ranking will be based points closer to 100 being top ranked.	
Type	5
CC +0	
CR +5	
Continuation/New	5
Continuation projects will get +5	
New projects will receive 0	
Phased projects	5
Phased projects that are continuation projects will get +5	
Projects that are New and 1 phase only will get +1	
Out Year Costs	5
0 will receive +5	
up to 5M will receive -1	
5M-10M will receive -2	
10M+ will receive -3 with an additional -1 for every additional 10M	
Gov Priorities	5
Top 10 Safest States	
More Housing Now	
Saving people money on health care	
Saving people money on Property Tax & Providing Relief	
Achieve 100% Renewable Energy by 2040	
Life/Safety	75
Does it have an impact on users? +5	
Does it impact on employees? +5	
Does it impact the community? +5	
Is there any Legal Liability? +10	
Is there a mandated by an external entity? +5	
Is there an immediate need (catastrophic failure in the near months)? +10	
Are there any safe alternatives in the meantime? Y+0/N+10	
Does it impact the vulnerable or community entrusted to the state? +10	
Does this contribute to a safe state? +5	
Has there been an "incidents" due this project needing funding? +10	
FCI Score	5
80%-100% N/A	
50%-80% +1	
0%-50% +5	
Extra points where relevant	66
ADA Compliance	
Is current Project to make ADA Compliant Y+0/N+15	
If ADA compliant are the accommodations convenient Y+0/N+5	
If ADA compliant has there been any incidents with current accommodations Y+5/N+0	
ROI (Return on Investment)	
Fiscal ROI +5	
Operation ROI +5	
No Clear ROI or No ROI +0	
Workforce Development	
Does this project create future workforce: Is high demand areas? +2	
Does this help long term with saving people money? +3	
Does the workforce development contribute to making a safer state? +3	
Fed Funds	
Time Limit Fed funds WITH spend plan +3	
Time Limit Fed funds WITH NO spend plan -5	
If there is a Fed Funds match they will receive +5	
Confirmed no significant changes +5	
No confirmation of significant changes -5	
Environmental Impacts	
Is this project eligible for state or federal tax credits or incentives? +3	
If heating system, can it be converted to geothermal heating and cooling? +3	
Is this for any renewable energy systems? +2	
Are there any sustainability or green construction certifications for this project? +2	

## How are Capital Construction Projects scored?

- Governors Bold 5 Priorities
  - 100% Renewable Energy
  - Top Ten Safest States
  - Saving People Money on Healthcare
  - Housing Now
  - Property Tax Reform
- Continuation / Phased project
- Life/ Safety, Loss of use
- ADA Compliant
- FCI Score
- CM/ CR/ CC
- Out Year costs

# Timeline

# Timeline

- **August 1st** all request submitted to OSPB and OSA - [Gov\\_ospb\\_capital@state.co.us](mailto:Gov_ospb_capital@state.co.us)
- September 15th OSPB submits Cash Funded projects to CDC & JTC.
- **September 18th** OSPB passbacks decision on prioritized capital projects to Gov
- September 18th Deadline for Departments to submit SIGNED documents to OSPB for October 1st submission.

ACTION CAPITAL RENEWAL PROJECT REQUEST - (CCCR N)*	
(2) OSA Delegate Signature:	Date
(2) DPA's Risk Management ID#. If a new building list N/A:	
(2) State Controller Project # (if a continuation):	
(2) Principal Representative Signature:	Date
(2) OSA Review Signature:	Date
(2) Revision Date:	Date
(2) Current Phase Cost:	



# Timeline

- **October 1st** OSPB submits Non-Prioritized list to CDC, JTC & JBC.
  - CDHE submits 100% Cash funded projects to CDC, JTC & OSPB.
  - CDOT submits non vertical capital projects to CDC & OSPB.
- **November 1st** OSPB submits prioritized capital list to JBC, CDC, JTC.
- November 13 Departments submit supplementals and budget amendments to OSPB & OSA.
- Early December - CDC & JTC hearings with departments
- **December 11th** OSPB submits non-prioritized capital supplementals and budget amendments to CDC & JTC
- **January 2nd** OSPB submits prioritized capital supplementals to CDC, JTC & JBC

Full OSPB Budget Calendar can be found [here](#)

# Resources

- OSPB Capital Analyst - Tammy Pacheco  
[Tammy.Pacheco@state.co.us](mailto:Tammy.Pacheco@state.co.us)
- OSPB Capital Email:  
[Gov\\_OSPB\\_Capital@state.co.us](mailto:Gov_OSPB_Capital@state.co.us)
- OSPB List of Analysts: [Office of State Planning and Budgeting](#)
- OSPB Website: [Office of State Planning and Budgeting \(OSPB\) | Colorado Governor Jared Polis](#)
- IT Capital Analyst - Keith Jacobi  
[Keith.Jacobi@stae.co.us](mailto:Keith.Jacobi@stae.co.us)
- OSA Website: [Office of the State Architect](#)
- State Architect: Tana Lane
- OSA Contacts:  
<https://osa.colorado.gov/contact>



# Capital Development Committee

Bo Pogue, Matt Bishop, and Nina Forbes  
CDC Staff  
Legislative Council Staff

OSA Annual Conference  
Denver, Colorado  
April 12, 2024

# Outline

- What is the CDC?
- Capital funding
- Legislative process
- FY 2023-24 Long Bill
- Committee travel



# What is the Capital Development Committee?

- Advisory body to the Joint Budget Committee
- Meets year-round
- Hearings on...
  - Property transactions
  - Higher education two-year cash lists
  - Six-month encumbrance deadline
  - Supplemental requests
  - Legislation that affects capital



# Capital Funding

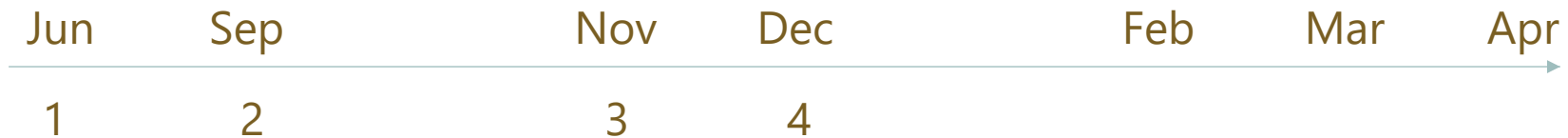
- There is no dedicated funding source for capital.
- Some interest and reversions...
  - A few million dollars v. hundreds of millions in need
- Annual budget is determined by many factors:
  - Governor's recommendation
  - Revenue forecasts
  - Other budgetary pressures
  - Ultimately, legislative negotiation





# Legislative Process

- You do a lot of work on your capital submissions. How do they get to the Long Bill?



1. Agencies, CCHE, OSPB work on submissions.
2. CDC receives non-prioritized projects.
3. OSPB sends its recommended budget and prioritized list.
4. CDC annual hearings.



## Fiscal Year 2024-25 Capital Construction Request

Personnel and Administration  
Kipling Campus Chiller Replacement (Capital Renewal)

### PROGRAM PLAN STATUS

2025-013

Approved Program Plan

No

Date Approved:

### PRIORITY NUMBERS

Prioritized By

Priority

DPA

1 of 3

OSPB

11 of 62

Recommended for funding.

### PRIOR APPROPRIATIONS AND REQUEST INFORMATION

Fund Source	Prior Approp.	FY 2024-25	FY 2025-26	Future Requests	Total Costs
CCF	\$0	\$3,717,529	\$0	\$0	\$3,717,529
<b>Total</b>	<b>\$0</b>	<b>\$3,717,529</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,717,529</b>

### ITEMIZED COST INFORMATION

Cost Item	Prior Approp.	FY 2024-25	FY 2025-26	Future Requests	Total Cost
Land Acquisition	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$295,582	\$0	\$0	\$295,582
Construction	\$0	\$3,110,861	\$0	\$0	\$3,110,861
Equipment	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$311,086	\$0	\$0	\$311,086
<b>Total</b>	<b>\$0</b>	<b>\$3,717,529</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,717,529</b>

### PROJECT STATUS

This is a new, never-before-requested project.

### PROJECT DESCRIPTION / SCOPE OF WORK

The Department of Personnel and Administration (DPA) is requesting state funds to replace three chillers at the Kipling Campus complex, which houses the Office of Information Technology's (OIT) Data Center. This is a capital renewal project. The capital renewal approach focuses on upgrading building systems, infrastructure, and the basic building components within existing buildings on a building-by-building basis, rather than project by project.

The project will replace the three chillers with more efficient water-cooled chillers, reducing the likelihood of a chiller failure and the associated impacts to OIT's data storage and service provision. The new chillers will be more energy efficient and environmentally friendly.

Cost assumption. DPA hired an engineering contractor to provide a cost estimate for the project. DPA added in considerations for contingency and additional design costs. The project accounts for inflation. As a capital renewal request, the project is exempt from the Art in Public Places and High Performance Certification Program requirements.

### PROJECT JUSTIFICATION

DPA maintenance staff report periodic failures of chiller equipment monthly, as well as difficulty obtaining replacement parts in a timely manner. The department explains that the risk of data loss and service interruptions increases if the current chillers malfunction or fail and the Data Center becomes too hot. A 2023 vendor evaluation warned that the equipment is near its end of life, there are safety concerns with water from the cooling towers freezing in the winter, the system's energy efficiency is decreasing, and maintenance costs continue to grow. While the chillers are less than 20 years old, the need to run them at full capacity 24/7 has shortened their life span.

The department explains that the current chillers depend on R22 refrigerant, which is now banned from production and import by the Environmental Protection Agency. It is difficult and expensive for the department to acquire recycled R22. While alternative refrigerants are an option, they reduce the system's efficiency. There is also an environmental danger if the chiller system fails and releases R22.

If the chillers fail, the department estimates that temporary cooling costs would be between \$10,000-\$30,000 per month. The department also points out the incalculable costs associated with a loss of work productivity and service provision across the state if OIT equipment is damaged due to a chiller failure. The department says the project will also benefit the law enforcement building's cooling system, since it branches off of the OIT Data Center system.

Project alternatives. An outside contractor provided an analysis of two different replacement options: air-cooled and water-cooled chiller systems. Both options were more efficient than the current chillers, but DPA chose the water-cooled system, which is 50 percent more efficient at cooling than the air-cooled system and will require fewer structural modifications to the facility.

### PROGRAM INFORMATION

DPA Capitol Complex Facilities Management manages the grounds and the buildings of the Kipling Campus, which includes OIT's Data Center. The OIT Data Center is a 24/7 facility that houses equipment supporting OIT's statewide operations. OIT supports numerous departments and state functions, including the Department of Human Services hospitals, youth services centers, and veteran's community living centers; Department of Public Safety fire & life safety responses; wildfire response; and Department of Corrections facility operations.

### PROJECT SCHEDULE

	Start Date	Completion Date
Design	September 2023	December 2024
Construction	January 2025	June 2027



# CDC Staff Write-Ups

- Topics include:
  - Program plan status
  - Prioritization
  - Prior appropriations, request amounts, itemized costs
  - Scope of work
  - Justification
  - Program information
  - Schedule
  - Source of cash funds (if any)
  - Operating budget impacts

# Legislative Process

- You do a lot of work on your capital submissions. How do they get to the Long Bill?



1. Agencies, CCHE, OSPB work on submissions.
2. CDC receives non-prioritized projects.
3. OSPB sends its recommended budget and prioritized list.
4. CDC Annual Hearings.
5. CDC submits its recommendation to JBC.
6. JBC introduces the Long Bill.
7. Long Bill passes (funding available).
8. Six-month encumbrance deadline (not shown).



# 2024 Session Highlights

- Check the Long Bill to see what capital projects were included
- Legislation to increase the controlled maintenance threshold
- Legislation for floodplain management—OSA leads
- Legislation removing 1319 reporting
- High inflation leads to varied strategies
  - Rescoping, supplemental funding, phasing



# CDC Hits the Road

- Out of session activities (May – December):
  - Meet every 4-6 weeks for regular business
  - Annual Hearings
  - Travel
- Travel
  - Agendas TBD
  - CDC learns how capital needs impact programming
  - ...and vice versa.



# Questions?

## Capital Development Committee

Bo Pogue • Matt Bishop • Nina Forbes

Legislative Council Staff

[cdc@coleg.gov](mailto:cdc@coleg.gov) • (303) 866-5390

[www.leg.colorado.gov/lcs](http://www.leg.colorado.gov/lcs)



# Capital Construction JBC Perspective

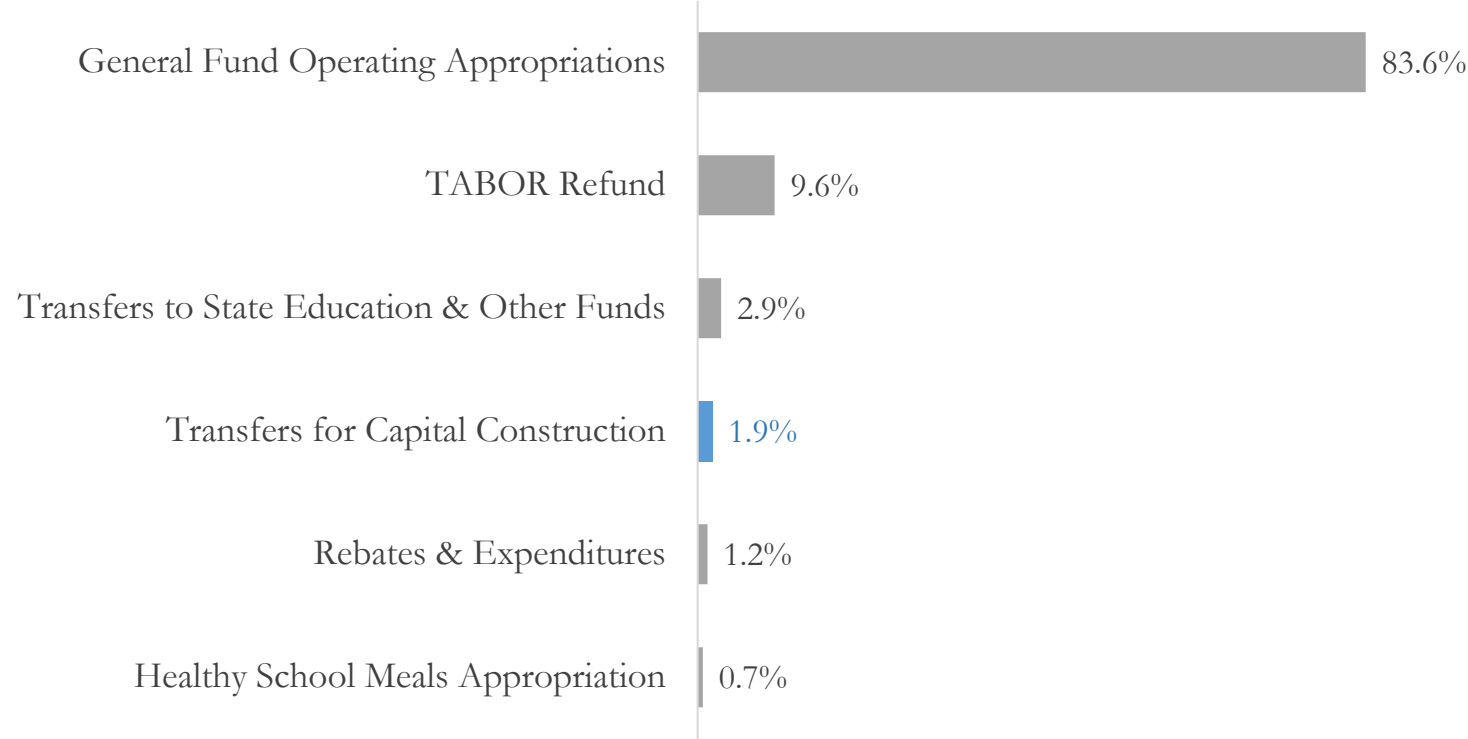
Andrea Uhl, JBC Staff

[andrea.uhl@coleg.gov](mailto:andrea.uhl@coleg.gov)



# Capital Construction as a percentage of overall General Fund budget

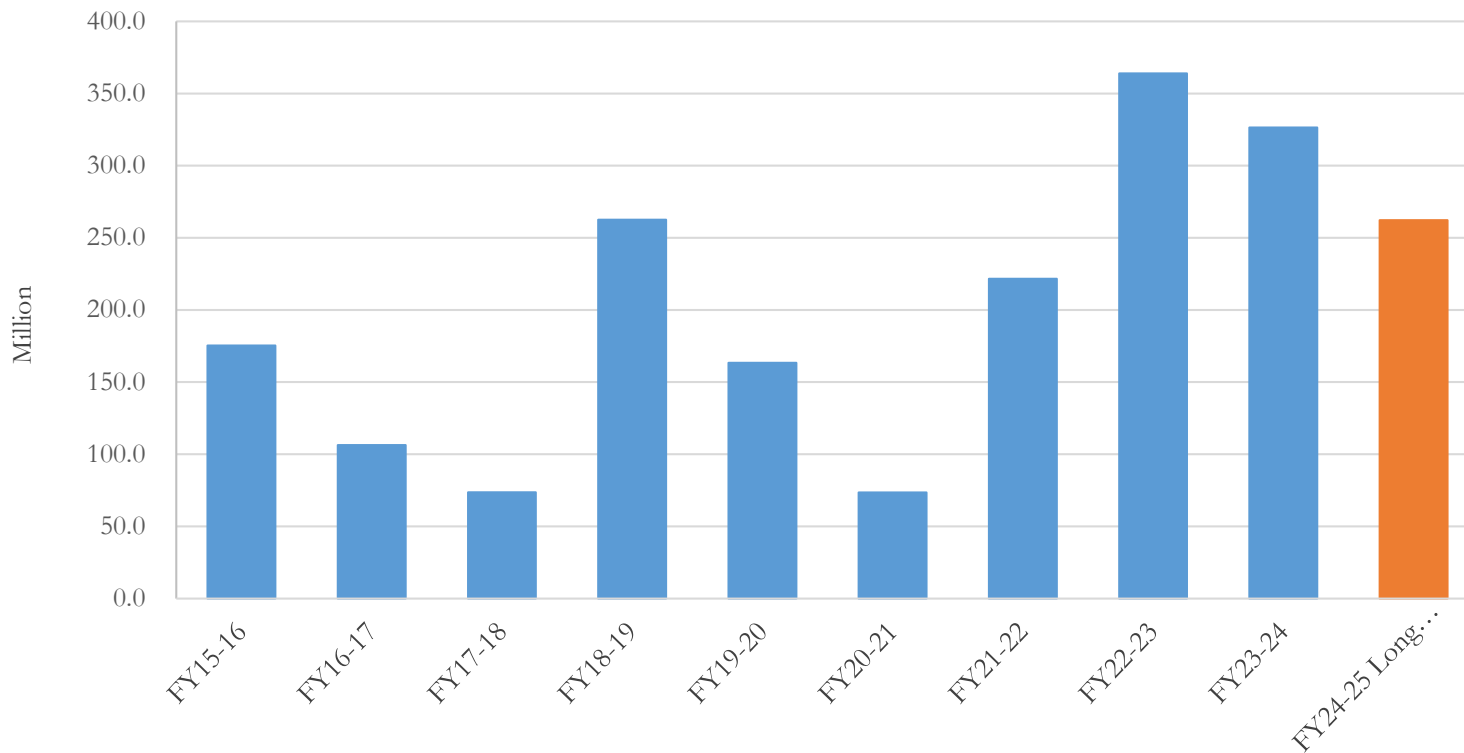
## LCS September 2023 General Fund Overview



Based on the FY 2023-24 appropriation.

## Historical Capital Construction Appropriations (State funds only)

- FY 2022-23 was a record high for capital spending due to the availability of ARPA funds
- The FY 2024-25 Long Bill includes \$262.2 state funds for Capital Construction projects



In deference to the legislative process for capital projects and the role of the CDC, JBC staff does not typically make recommendations for the reprioritization of capital projects

HOWEVER, staff does advise the Committee to consider these budgeting priorities:

- Controlled Maintenance, ideally up to the 1.0% CRV goal
  - Would take \$175.7 million in FY 2024-25 to meet the goal
- Capital Renewal
- Continuation phases of projects that have already been started

Be wary of:

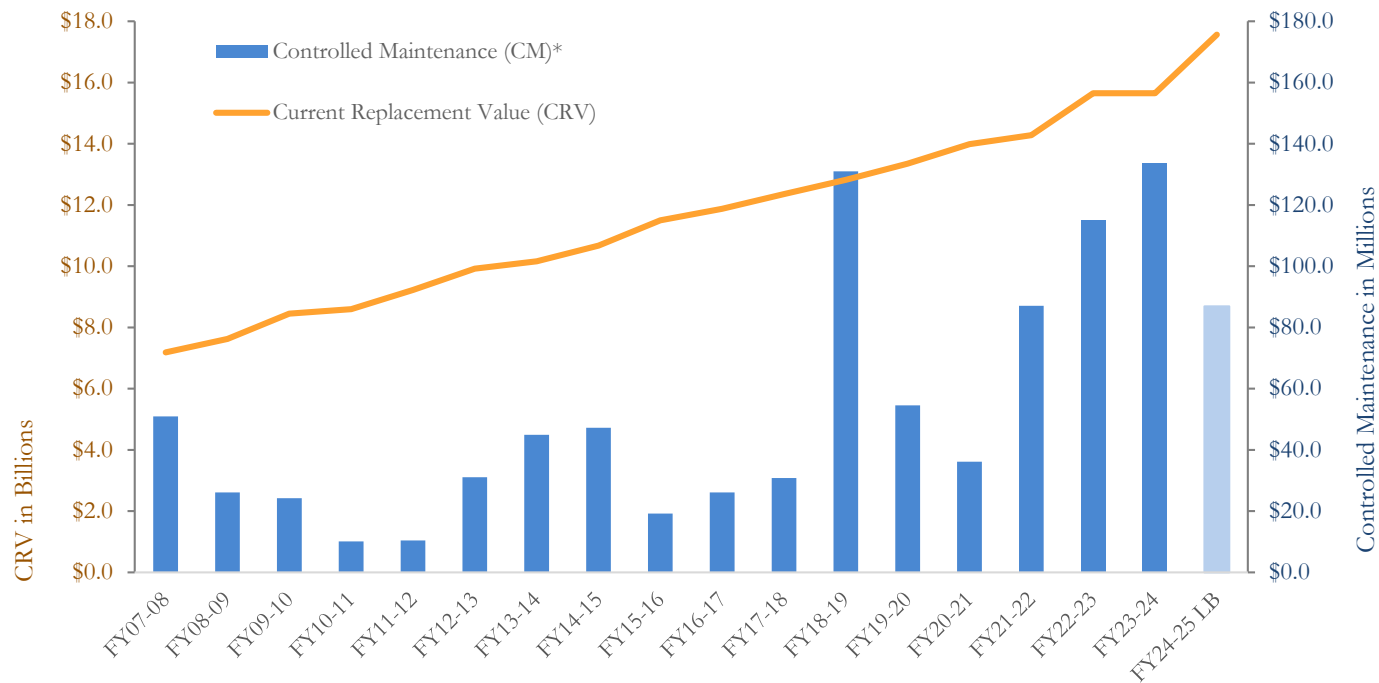
- COP financing
- Phase 1 projects with back-loaded costs

## Excerpt from OSA Annual Report:

Industry standards continue to emphasize that without an annual Reinvestment Rate (RR) of 3% to 4% of the Current Replacement Value (CRV) of a building inventory, conditions cannot be upgraded or maintained at acceptable levels and will continue to deteriorate (Reference: APPA, American Association of Higher Education Facilities Officers, report titled Capital Renewal and Deferred Maintenance Programs 2009). Concurrently, **the Office of the State Architect has recommended as a goal that approximately 1% of the CRV of the State's general funded and academic building inventory be appropriated for Controlled Maintenance on an annual basis to address planned major maintenance and repairs throughout the building inventory and that an additional goal of 1% - 3% of the CRV be appropriated for Capital Renewal/Renovation to address upgrading overall conditions of existing state owned facilities.**

- The Long Bill appropriation (shown below) only includes Level I Controlled Maintenance, totaling \$86.9 million and 0.5% of CRV
  - OSPB and the CDC recommended funding a portion (~22%) of Level II projects
- Funding all three levels would have achieved just under the 1% goal

Controlled Maintenance Funding Compared to Current Replacement Value



\*Controlled Maintenance scale is equal to 1.0 percent of CRV scale

The introduced Long Bill matches the CDC list except for:

- CSDB West Hall Renovation & Addition; and
- \$12.2 million for Controlled Maintenance Level II

HB24-1430 Long Bill Projects (Introduced Bill)				
	Total Funds	Capital Construction Fund	Institutional Cash Funds	Federal Funds
Controlled Maintenance Level 1	\$86,883,052	\$84,875,462	\$100,000	\$1,907,590
HED: CSU Clark Bldg Renovation and Addition, ph 3/4	31,814,757	23,814,757	8,000,000	0
DOC: Sterling Access Controls Electronic Security Sys Rplc ph 2/2 (CR)	33,317,516	33,317,516	0	0
DOC: Sterling Steam Condensate Line Replacement ph 2/2 (CR)	16,367,112	16,367,112	0	0
DHS: Regional Center Kitchens, Pools, and Parking Lots ph 2/3	1,483,534	1,483,534	0	0
HED: CSU Pueblo Technology Building Addition and Renov ph 2/2	14,702,642	14,253,042	449,600	0
DHS: Kitchen Replacement, CMHIP ph 1/2	9,899,619	9,899,619	0	0
HED: Adams State University Facility Services Replacement	29,424,616	28,247,631	1,176,985	0
HED: Auraria Campus Safety Center ph 1/2	19,889,027	19,889,027	0	0
HED: Western CU Crawford Hall Renovation (CR)	4,087,593	3,920,002	167,591	0
HED: NW CC Rangely Siding, Insulation & Window Rplc (CR)	3,641,741	3,641,741	0	0
HED: MSU Classroom to Career Hub	18,600,000	6,000,000	12,600,000	0
DPA: Kipling Campus Chiller Rplc (CR)	3,717,529	3,717,529	0	0
HED: CMU Performing Arts Expansion & Renov ph 2/2	13,669,574	12,288,947	1,380,627	0
<b>Subtotal - CDC State-funded recommendations</b>	<b>\$287,498,312</b>	<b>\$261,715,919</b>	<b>\$23,874,803</b>	<b>\$1,907,590</b>
<b>CDC Cash-funded Recommendations for Funding</b>				
HistCO: Regional Museum Preservation Projects	\$700,000	\$0	\$700,000	\$0
DHS: Depreciation Fund Capital Improvements	1,547,881	0	1,547,881	0
DPA: Capitol Complex Renovation and Footprint Reduction	18,179,092	0	18,179,092	0
DNR: Property Acquisitions & Improvements	25,000,000	0	25,000,000	0
DNR: Infrastructure & Real Property Maintenance	34,001,000	0	34,001,000	0
<b>Subtotal - CDC Cash-funded recommendations</b>	<b>\$79,427,973</b>	<b>\$0</b>	<b>\$79,427,973</b>	<b>\$0</b>

- The JBC typically targets a Capital Construction list similar to the dollar amount proposed by OSPB
- The CDC often recommends a much higher dollar amount
- Capital Construction is usually one of the last decisions the JBC makes when balancing the budget package

The Long Bill Package also includes Joint Budget Committee bill H.B. 24-1422  
(Capital Renewal Project Cost Threshold)

- Increases the threshold for Capital Renewal versus Controlled Maintenance from \$2.0 million to \$5.0 million effective this summer for FY 2025-26 budget requests
- Threshold will be adjusted by inflation as measured by the Producer Price Index every 3 years
- OSA is required to publish the threshold on its website



# Questions?

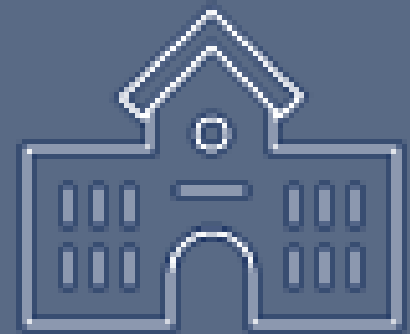
[andrea.uhl@coleg.gov](mailto:andrea.uhl@coleg.gov)

# CCHE/CDHE

## Capital Overview

OSA in-person training 2024

Kennedy Evans, Lead Finance Analyst  
Colorado Department of Higher Education



# Statutory Authority



- CRS 23-1-106: “Duties and powers of the commission with respect to capital construction and long-range planning - legislative declaration - report - definitions.” (1)  
Except as permitted by subsection (9) of this section, it is declared to be the policy of the general assembly not to authorize any activity requiring capital construction or capital renewal for state institutions of higher education unless approved by the commission.”

# CCHE's Role



- CCHE/CDHE are responsible for the scoring and rankings of all capital construction, renewal, and IT projects.
- CCHE utilizes a rubric system to rank all submitted projects.
  - This rubric gets re-vamped every 5 years, to help keep in line with commission priorities.
  - We are currently in the process of updating our rubric for use in the FY25-26 process.

CC/CR Rubric Categories	IT Rubric Categories
<ol style="list-style-type: none"> <li>1. Health and Safety</li> <li>2. Reduction of Deferred Maintenance</li> <li>3. Other Fund Sources               <ul style="list-style-type: none"> <li>○ (Cash Contribution of Total Funds Requested)</li> </ul> </li> <li>4. Space Needs Analysis</li> <li>5. Achieves Strategic Plan Goals               <ul style="list-style-type: none"> <li>○ Updated with new strategic plan</li> </ul> </li> <li>6. Governing Board Priority</li> </ol>	<ol style="list-style-type: none"> <li>1. IT Health, Security and Industry Standards</li> <li>2. Other Fund Sources               <ul style="list-style-type: none"> <li>○ (Cash Contribution of Total Funds Requested)</li> </ul> </li> <li>3. Quality of Planning/Proposal</li> <li>4. Achieves Strategic Plan Goals               <ul style="list-style-type: none"> <li>○ Updated with new strategic plan</li> </ul> </li> <li>5. Governing Board Priority</li> </ol>

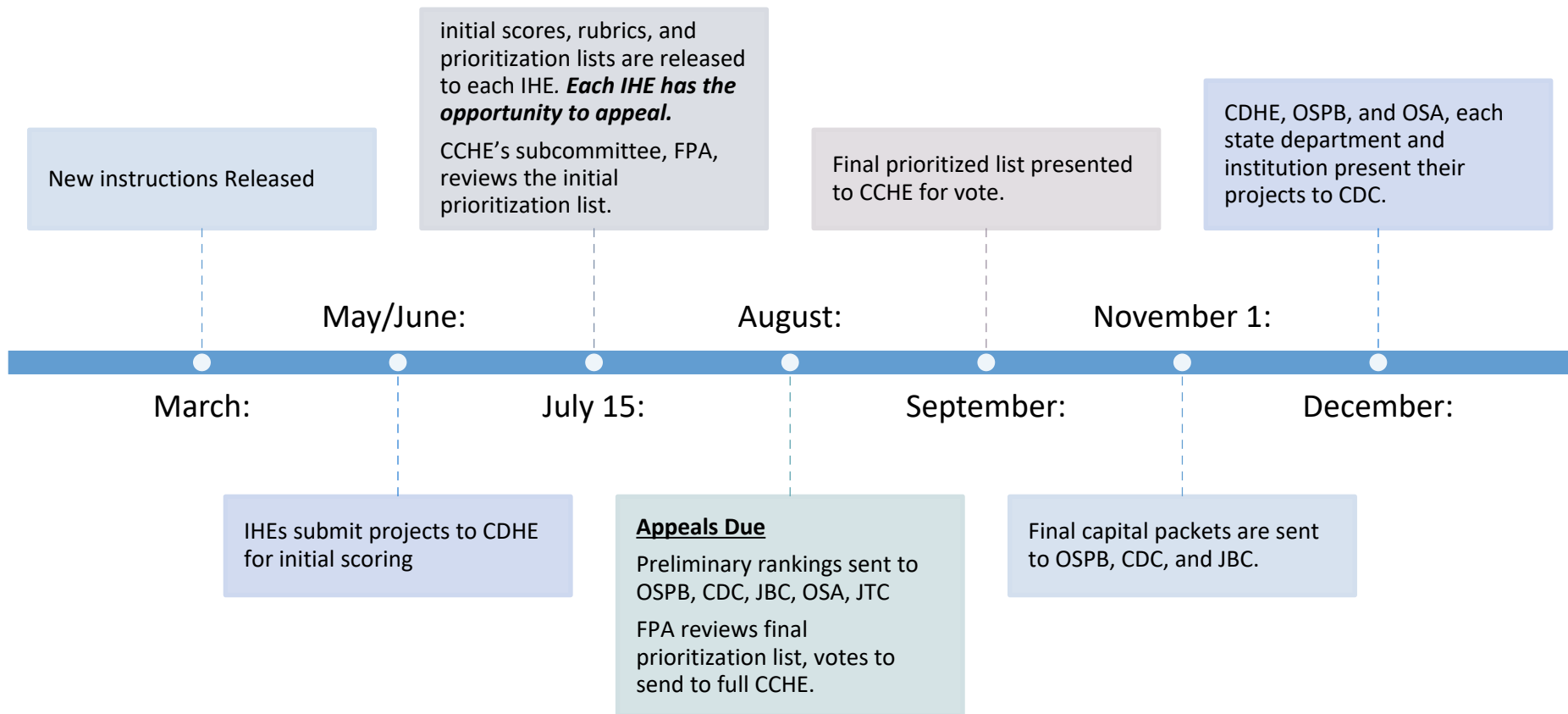
## CCHE Rubric


All FY25-26 Capital Construction/Renewal/IT requests

All CC/CR/IT cash-funded projects

All CC/CR/IT Supplementals

- 1331 Emergency Supplementals
- Regular Supplementals
- Non-Monetary Supplementals





CDHE utilizes different forms & instructions than OSA. For all current forms, please visit:  
<https://highered.colorado.gov/capital-construction>

If you think a form or information is incorrect, please reach out directly.

If you would like to be a part of the CCHE rubric revision group, please reach out via email.





Kennedy Evans, Lead Finance Analyst

- [Kennedy.evans@dhe.state.co.us](mailto:Kennedy.evans@dhe.state.co.us)

Crystal Collins, CFO

- [Crystal.collins@dhe.state.co.us](mailto:Crystal.collins@dhe.state.co.us)

Corey Evans, Budget Director

- [Corey.evans@dhe.state.co.us](mailto:Corey.evans@dhe.state.co.us)

# Delegate Discussion

- With your delegation, you are the Procurement Official for capital construction
- With each signature, you are attesting that a document has been reviewed and has met OSA Policies and Procedures. - No Pressure!
- Find your Letter - If you are partially delegated, are you sending the encumbrance documents to OSA for review prior to signing?



# State Buildings Program Delegation Decoder Ring

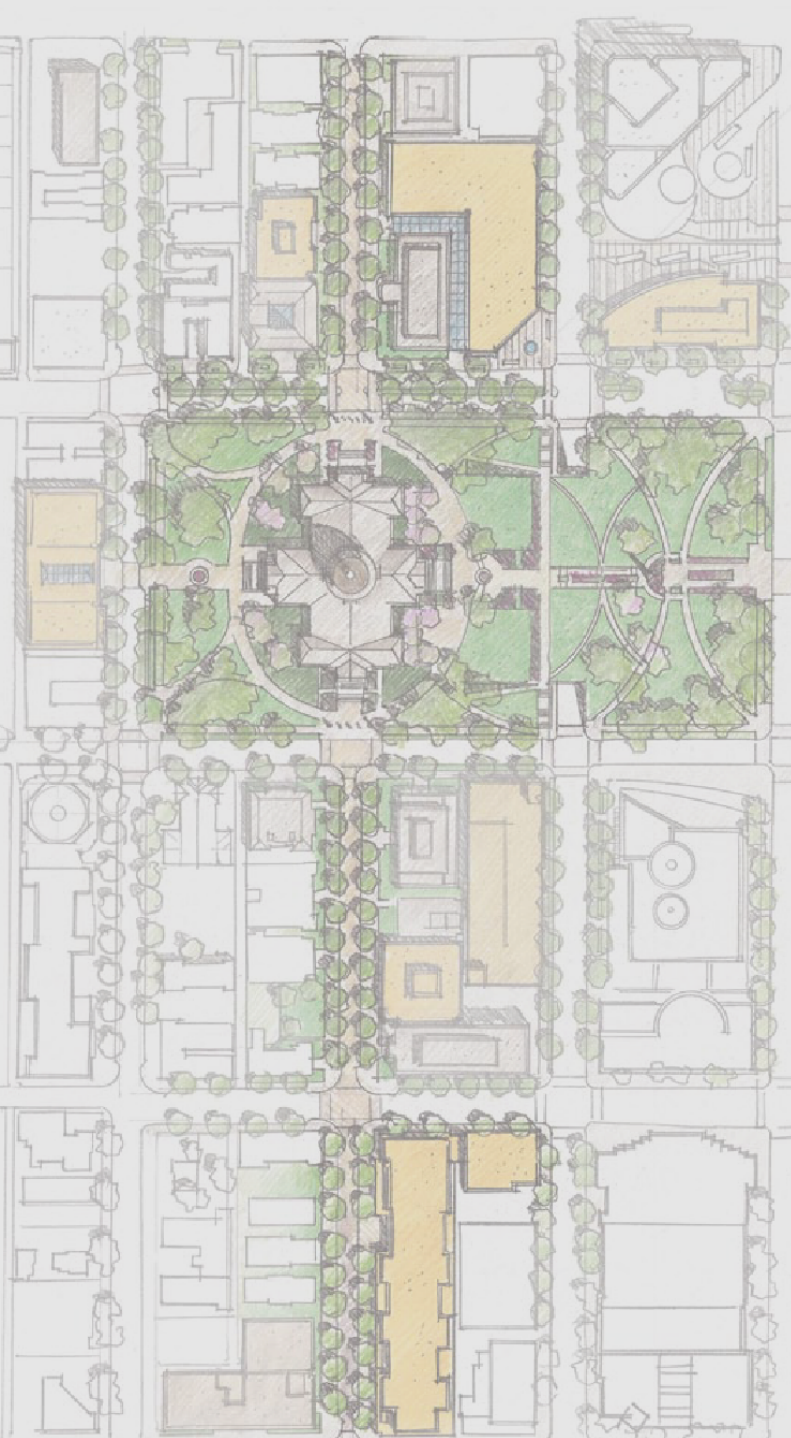


- Read the OSA/SBP Policies and Procedures
- Refer to the Basic Steps Checklist often
- If an issue arises during the administration of a project, please refer to the Policies and Procedures for guidance.
- If the answer or direction is not clear after reviewing the policies and procedures, please put on the Decoder Ring and hold it up to a light source for maximum glow and enlightenment.
- If the answer still does not come to you, then reach out to the Office of the State Architect/State Buildings Program for consultation.



# Lunch Break

TIME	TOPIC	PRESENTER(S)
8:00 – 8:30	Registration & Continental Breakfast	OSA Team
8:30 – 9:00	Welcome & Introductions	Tana + CSU Staff
9:00 – 9:45	OSA Program Updates - will feature program overview	OSA Team
9:45 – 10:00	Annual Instructions Questions	OSA Team
10:00 - 10:20	BREAK 1 (Networking Time)	
10:20 - 11:00	Office of State Planning and Budgeting (OSPB) Presentation	Tammy Pacheco
11:00 - 11:15	Capital Development Committee (CDC) Presentation	Bo Pogue, Matt Bishop, Nina Forbes
11:15 - 11:30	Joint Budget Committee (JBC) Presentation	Andrea Uhl
11:30 - 11:45	Commission on Higher Education (CHE) Presentation	Kennedy Evans
11:45 - 12:00	Delegation	Tana Lane, Kathleen Miller
12:00 – 1:00	LUNCH (Networking Time)	
1:00 - 1:15	Statewide Planning Program Presentation	James Walker, Javier Chavez
1:15 - 1:30	Real Estate Program Presentation	Cameron Kennedy, Jennifer Threlkeld
1:30 - 2:00	Sustainability Presentation <i>(featuring the Colorado Energy Office, the Sustainability Office, and the Energy &amp; Environment Program)</i>	DeLynne Southern, Caitlin Casassa, Rod Vanderwall, Bailey Vigil
2:00 - 2:15	Buy Clean Colorado Presentation	Bailey Vigil, Hydrie Alcantara
2:15 - 2:30	Labor Burden Presentation	Michael Gifford, Assoc. of General Contractors
2:30 – 2:45	BREAK 2 (Networking Time)	
2:45 - 3:15	Closing Remarks	Tana Lane
3:15– 4:00	Campus Information/Tour	CSU Staff



# OFFICE OF THE STATE ARCHITECT STATEWIDE PLANNING PROGRAM

*James Walker*

Manager, Statewide Planning  
Program

*Javier Chavez*

Senior Planner, Statewide Planning  
Program







# GENERAL OVERVIEW

Planning process and document standards:

- *OMP/FMP/FPP instructions and templates*

Planning document review / recommend:

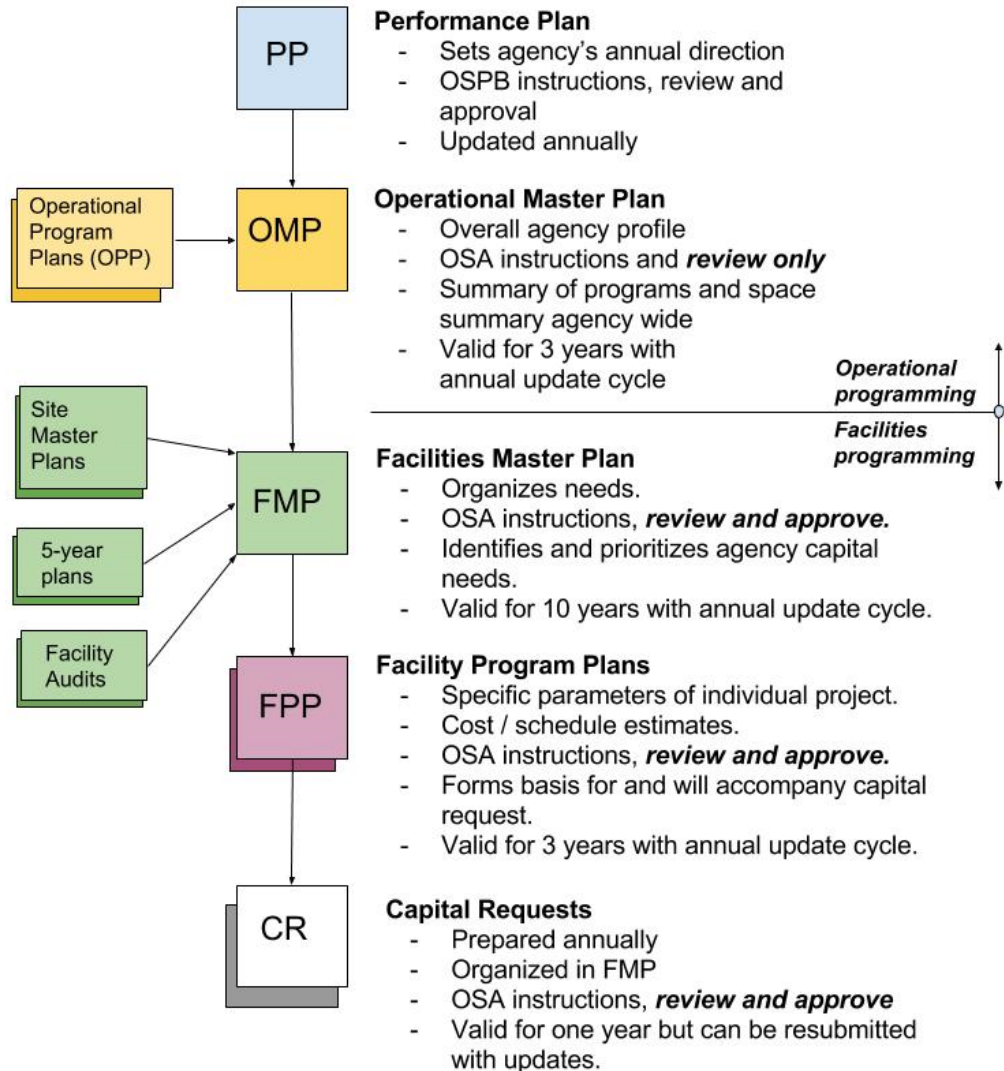
- *Required prior to CC project recommendation for projects over \$500,000*

Annual CC/CR/CM project request review for State Agencies:

- *Project tour/review/recommend for all projects regardless of funding source*



**PLANNING DOCUMENT FRAMEWORK for STATE AGENCIES**  
State of Colorado, Dept of Personnel & Administration  
Office of the State Architect  
Statewide Planning Program



# STATEWIDE PLANNING PROCESS

- Occurs year-round and may involve planning consultant
- Explains program requirements
- Justifies expenditures on facility construction and improvements
- Long-term organization of facility needs for budget planning
- Process details available on OSA website

Department of Human Services  
Five-Year Projection of Need  
FY 2016-17 through FY 2020-21

Project Title	Fund Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	Totals
<i>Current Year Request(s)</i>							
Adams County Youth Services Center Replacement	CCF	\$3,000,000	\$14,845,503	\$0	\$0	\$0	\$17,845,503
	CF	0	0	0	0	0	\$0
Facility Refurbishment for Safety, Risk Mitigation, and Modernization, Division of Youth Corrections	CCF	3,689,500	5,617,550	5,552,500	1,710,000	0	\$16,469,550
	CF	0	0	0	0	0	\$0
Regional Centers Capital Improvements	CCF	0	0	0	0	0	\$0
	CF	0	0	0	0	0	\$0
Resident Safety Services	CF	970,294	---	---	---	---	\$2,913,779
Veterans Com							\$4,877,235
Suicide Risk M							\$1,867,586
							\$0
							\$854,000
							\$0
							\$986,250
							\$0
							\$224,515,000
							\$0
							\$5,197,596
							\$0
							\$24,707,331
							\$0
							\$5,685,887
							\$0
							\$23,539,977
							\$0
							\$326,545,915
							\$329,459,694

Prepared by Legis

Office of the State Architect  
**Department of Personnel  
& Administration**  
Facility Program Plan  
October 21, 2016



**RNL LINCOLN & COLFAX OFFICE BUILDING**  
State of Colorado | Facilities Program Plan

**CAPITOL COMPLEX  
MASTER PLAN** | DENVER,  
COLORADO



NOVEMBER 2014

# PLANNING DOCUMENT TYPES

## Performance/Strategic Plans:

- Prepared annually by departments for OSPB
- Sets annual goals

## Operational Plans:

- Operational Program Plan (OPP): analyzes a specific program/division
- Operational Master Plan (OMP): incorporates the annual performance plan and describes the operations/goals of the department.

## Facility Plans:

- Facility Program Plan (FPP): analyzes a specific facility
- Facilities Master Plan (FMP): analyzes the entirety of the department's facilities
- Space Plans: organizes lease space

## Annual Plans:

- Five Year Plans, Building Inventory, Facility Audits
- Facility Audit Instructions 2018 update

Instructions and Templates available on [the OSA website](#)





COLORADO Office of the State Auditor		March 4, 2024
<b>FY2025-26 CAPITAL CONSTRUCTION CAPITAL RENEWAL PROJECT REQUEST - COST SUMMARY (CCCR CS) *</b>		
(A) (1) Funding Type:	(2) Project Title:	
(B) (1) Agency/Institution:	(2) Project Phase:	
(C) (1) DSA Delegate Name:	(2) Project Topic:	
(D) (1) Year First Requested: FY	(2) State Controller Project #:	
(E) (1) Narrative Signature Date:	(2) Revision Date:	

(f)	(a) Project Budget Cost Components and Funding Sources	(b) Total Project Costs	(c) Total Prior Fiscal Year Appropriation	(d) Current FY Request	(e) Year Two Request	(f) Year Three Request	(g) Year Four Request	(h) Year Five Request
	<b>Land/Building - Acquisition / Disposition</b>							
(1)	Land Acquisition / Disposition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(2)	Building Acquisition / Disposition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(3)	Architectural/Engineering/Basic Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(4)	<b>Total Acquisition/Disposition</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Professional Services</b>							
(5)	Planning/Documentation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(6)	Site Surveys/Investigations/Reports	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(7)	Construction Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(8)	Advisory/Consulting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(9)	Other (Specify)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(10)	<b>Total Professional Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(11)	Inflation Percentage Applied		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
(12)	<b>Total Professional Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

(13)	<b>Construction or Improvement (Attached detailed cost)</b>	
(14)	Infrastructure Services/Utilities	\$
(15)	Infrastructure Site Improvements	\$
(16)	Structural/Systems/Components	\$
(17)	Cost for New (GSF)	\$
(18)	New at \$	\$
(19)	Cost for Renovation (GSF)	\$
(20)	Renovation at \$	\$
(21)	Cost for Capital Renewal (GSF)	\$
(22)	Renewal at \$	\$
(23)	Other (Specify)	\$
(24)	High Performance Certification	\$
(25)	Raw Clean Colorado Act	\$
(26)	Accessibility	\$
(27)	Inflation for Construction	\$
(28)	Inflation Percentage Applied	\$
(29)	<b>Total Construction Costs</b>	\$
	<b>Equipment and Furnishings</b>	
(30)	Equipment	\$
(31)	Furnishings	\$
(32)	Communications	\$
(33)	Inflation for Equipment & Furnishings	\$
(34)	Inflation Percentage Applied	\$
(35)	<b>Total Equipment &amp; Furnishings</b>	\$
	<b>Miscellaneous</b>	
(36)	Art in Public Places	\$
(37)	Relocation Costs	\$
(38)	Other Costs (Specify)	\$
(39)	Other Costs (Specify)	\$
(40)	Other Costs (Specify)	\$
(41)	Other Costs (Specify)	\$
(42)	<b>Total Misc. Costs</b>	\$
(43)	<b>Total Project Costs</b>	\$
(44)	<b>Total Project Costs</b>	\$
(45)	<b>Project Contingency</b>	\$
(46)	<b>Total Contingency</b>	\$
(47)	<b>Total Budget Request</b>	\$
	<b>Funding Source</b>	
(48)	Capital Construction Fund (CCF)	\$
(49)	Cash Funds (CF)	\$
(50)	Reappropriated Funds (RF)	\$
(51)	Federal Funds (FF)	\$
(52)	Highway Users Tax Fund (HUTF)	\$
(53)	<b>Total Funds (TF)</b>	\$

\* Accompanies CCCR N Form

# CC- CR - CM PROJECT REVIEW

The Statewide Planning Program reviews upcoming project requests at State Agencies, regardless of funding:

- Tour all upcoming projects prior to review
- Assist with project approach and requirements, review & approve FPPs
- Review and recommend CC, CR, and CM requests
- Quantify and organize agency projects making recommendations to OSPB
- Also review and approve supplemental project requests

COLORADO Office of the State Auditor		FY2025-26 CAPITAL CONSTRUCTION CAPITAL RENEWAL PROJECT REQUEST - NARRATIVE (CCCR N)*	
A	(1) Project Title:	(2) DSA Delegate Signature:	Date
B	(1) Agency:	(2) DPA's Risk Management ID#: If a new building list N/A:	
C	(1) Funding Type:	(2) State Controller Project # (if a continuation):	
D	(1) Project Phase (Phase_of_):	(2) Principal Representative Signature:	Date
E	(1) Project Type:	(2) DSA Review Signature:	Date
F	(1) First Year Requested: FY	(2) Revision Date:	Date
G	(1) Priority Number: of	(2) Current Phase Cost:	
H	(1) Total Project Cost:		

**A. FACILITY PLANNING DOCUMENTATION:**

1) DSA approved Facility Program Plan/Capital Construction: Yes \_\_\_\_\_ No \_\_\_\_\_ Date Approved: \_\_\_\_\_

2) Facility Condition Audit or other approved Facility Management Plans/Capital Renewal: Yes \_\_\_\_\_ No \_\_\_\_\_ Date Approved: \_\_\_\_\_

3) Enter Reported Facility Condition Audit Index Number (FCI) and Projected FCI: Reported FCI: \_\_\_\_\_ Projected FCI: \_\_\_\_\_

4) Historically Designated Buildings or District: Yes/No: \_\_\_\_\_

**B. PROJECT SUMMARY/STATUS:**

Provide a brief scope description of the project and explain the status of each prior appropriated phase. Do not provide in-depth information regarding the agency or program. See instructions for further detail.

**C. SUMMARY OF PROJECT FUNDING REQUEST: (From CCCR CS form, Rows 47 through 52)**

(a) Funding Source	(b) Total Project Cost	(c) Total Prior Appropriation(s)	(d) Current Budget Year Request	(e) Year Two Request	(f) Year Three Request	(g) Year Four Request	(h) Year Five Request
(47) Capital Const. Funds (CCF):	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(48) Cash Funds (CF):	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(49) Reappropriated Funds (RF):	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(50) Federal Funds (FF):	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(51) Highway Users Tax Fund (HUTF):	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(52) Total Funds (TF):	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**D. PROGRAM INFORMATION:**

Provide a description of the programs within the agency impacted by this request. See instructions for further detail.

**E. PROJECT DESCRIPTION/SCOPE OF WORK/JUSTIFICATION:**

Provide a detailed description of the project, phases, funding and any other information relevant to the project. Include whatever pertinent material available to support the request. See instructions for further detail.

History of Appropriated Projects funded with Controlled Maintenance, Capital Construction Capital Renewal, Emergency CM repairs, cash, or operational funds completed within the last fifteen (15) years or ongoing projects that can be associated with either this CCCR building or infrastructure request.

Project No.	Project Title	Project Cost \$	Completion Date or Status



# ANNUAL DOCUMENT SUBMITTALS

The Statewide Planning Program reviews state agency annual document submittals:

- 5-year Plans for CC-CR and CM
- Asset Management Strategy Plans
- New Facility Audits
- State Agency Project Status Reports
- Updates to Vacant Facility Reports in cooperation with the Real Estate Program
- Updates to Building Inventory Forms
- Action Plans for Code Compliance

FY2025-26 VACANT FACILITY MANAGEMENT PLAN (OSA VFMP)	
1) AGENCY / INSTITUTION:	3) OSA DELEGATE NAME:
2) SUBMITTAL DATE:	4) OSA DELEGATE EMAIL:

FACILITY SPECIFIC INFORMATION	
5) FACILITY NAME:	16) INITIAL DATE VACANT:
6) FACILITY ADDRESS:	17) TOTAL GROSS SQUARE FEET:
7) COUNTY PARCEL NUMBER:	
8) REASON FOR UN	

9) WHAT WAS THE I  
☐ Office ☐ Ret  
☐ Other (Explain)



10) FACILITY USE A  
☐ Office ☐ Ret  
☐ Other (Explain)

A) HAS A COST-  
 POTENTIAL I  
 RENTING AT

B) IF THE FACIL  
 RECYCLED I  
 PROJECTS:

C) ARE THERE /  
 SHARING OF  
 DEMOLITION

11) IS THE INTEN  
 PLAN: (PLEASE I

12) WHAT IS THE AC  
 FACILITY IF FUN

13) ESTIMATED MA

14) HOW WAS A VA  
☐ Appraisal ☐  
☐ Risk Manager

15) DOES THE FACI  
☐ Yes ☐ No

FY2025-26 ASSET MANAGEMENT STRATEGY PLAN (OSA AMSP)	
(A) Agency/Institution:	
(B) Date submitted:	
(C) OSA Delegate Name:	

## A. AGENCY / INSTITUTION PLANNING DOCUMENTS

Indicate the ongoing effort or status of the agency's/institution's recent planning documents. Add rows as needed. It is acceptable to use multiple forms for ease of reporting multiple campuses.

### 1. OPERATIONAL PLANNING DOCUMENTS

Type	Completion Date	Status / Report Cycle
Performance / Strategic Plan		
Operational Master Plan(s)		
Operational Program Plan(s)		
Other		

### 2. FACILITIES PLANNING DOCUMENTS

The following items could be part of the Facilities Master Plan or individual plans/reports. Refer to the list of definitions on the State Architect's webpage for clarity.

Type	Completion Date	Included w/ Master Plan Y/N?	Status / Report Cycle
Facilities Master Plan(s)			
Facility Program Plan(s)			
Space Planning			
Building Condition Audit(s)			
Infrastructure Assessment(s)			
Accessibility Planning			
Energy Management Plan(s)			
Hazardous Material Survey(s)			
Resilience Planning			
Security Planning			
Water Management Plan(s)			
Other			

## B. CAPITAL CONSTRUCTION/CAPITAL RENEWAL (CCCR) FIVE-YEAR PROJECT PLAN DEVELOPMENT

Describe the overall strategy for the development of the CCCR Five-Year plan. Explain how the planning documents are utilized to determine the scope, the importance, and the fiscal year of the request.

## C. CONTROLLED MAINTENANCE (CM) FIVE YEAR PLAN DEVELOPMENT

Describe the strategy for the development of the CM Five-Year plan. Explain how the planning documents are utilized to determine the scope, the importance, and note the fiscal year of the request. Describe the strategy for maintaining and upgrading the condition of all general funded or academic buildings and associated infrastructure. (For example is the intent to upgrade as funding allows, by criticality, by building, by system, by infrastructure, by location or by a combination of these components). Please provide examples of project requests taken directly from your current CM Five-Year Plan.



# ANY QUESTIONS?



## CONTACT INFORMATION

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*Manager, Statewide Planning Program*

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**Javier Chavez**

*Senior Planner, Statewide Planning Program*

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Website: <https://osa.colorado.gov/planning>



# Real Estate

## **Cameron Kennedy**

Manager, Real Estate Program

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## **Jennifer Threlkeld**

Specialist, Real Estate Program

[jennifer.threlkeld@state.co.us](mailto:jennifer.threlkeld@state.co.us)



# Leasing Process Highlights

## Commercial Office Leasing

### Identify space need

- Space Request Form to REP, Secure funding source
- If  $\geq 35\%$  office use, SPP involved space planning

### Must use State Service Broker

- Tenant Authorization Agreement
- Survey of available properties

### Locate New Space

- Site Tours
- Analyze for most desirable
- RFP's to top choices

### Final Selection

- Review Landlord responses to RFP's
- Agency/Broker/REP Assessments
- Broker negotiations

### Lease Drafting

- Reviews and Approvals:
  - 1<sup>st</sup> Landlord
  - 2<sup>nd</sup> Tenant
  - 3<sup>rd</sup> REP
  - 4<sup>th</sup> Controller
  - 5<sup>th</sup> AG
- Final lease is executed

REP = Real Estate Programs



# Important Things to Remember

- Notify REP (Real Estate Programs) early
  - 12 to 18 month lead time
- Identify and Secure Funding Sources
  - Cannot engage broker until funding is confirmed
- Submit SRF (Space Request Form)
  - Kicks off the process within REP
- Must Use Our State Service Broker
  - Very limited exceptions in advance





# Current Market Conditions

- Office occupancy rates vs. utilization rates
- Landlord/Owner financial strength considerations
- Downtown building foreclosure environment
- Lender involvement in leasing
- TI improvements



# Sustainability

## Presenters:

**Colorado Energy Office - DeLynne Southern**  
**Sustainability Office - Caitlin Casassa**  
**Energy & Environment Program - Rod**  
**Vanderwall, Bailey Vigil, Hydie Alcantara**





# Colorado Energy Office

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## Mission

**Reduce greenhouse gas emissions and consumer energy costs by advancing clean energy, energy efficiency and zero emission vehicles to benefit all Coloradans.**



## Vision

**A prosperous, clean energy future for Colorado.**



**COLORADO**  
Energy Office

# FY23 Legislative Accomplishments

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## New Programs & Initiatives

### Building Electrification for Public Buildings (HB22-1362)

- \$10,000,000 Grant Program
- Eligibility: Public buildings that install equipment that reduces GHGs
- 30% of grant fund earmarked for LMI, DI, Just Transition communities

### High Efficiency Electric Heating & Appliances (HB22-1362)

- \$11,000,000 Grant Program
- Eligibility: All sectors, neighborhood-scale energy efficiency upgrades
- 36% of grant fund earmarked for LMI, DI, Just Transition communities

### Geothermal Energy Grant (HB22-1381)

- \$12,000,000 Grant Program
- \$8M for space conditioning & water heating projects; \$4M for P3s to support electricity generation



# FY23 Legislative Accomplishments

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## New Programs & Initiatives

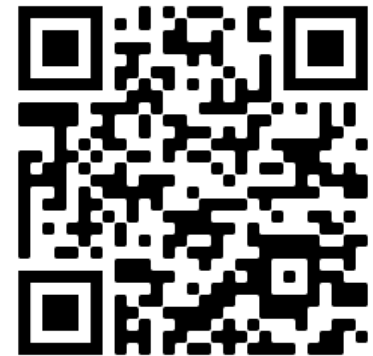
### Geothermal Tax Credit Offering

- Private entities, Contractors, Local Governments, Public private partnerships
- Up to 30% of investment cost coverage or less than \$5M; \$.03/kWh up to \$1M per tax year
- First funding round opens Spring 2024



# Building Performance Colorado: Building List

- Colorado is working with [Touchstone IQ](#) and has launched the [Building Performance](#) program statewide
- Outreach to all covered building owners commenced in March 2022
  - Compiled this list through Tax Assessor data and local benchmarking program data
  - Still trying to fill in several gaps in the building list:
    - *Correct building information*
    - *Correct building owner information*
- To find out if a building you own is covered by Colorado's benchmarking requirements, please use this [Building ID Search Tool](#)



[buildingid.touchstoneiq.com](https://buildingid.touchstoneiq.com)



**COLORADO**  
Energy Office

Contact: [Crystal.egelkamp@state.co.us](mailto:Crystal.egelkamp@state.co.us)

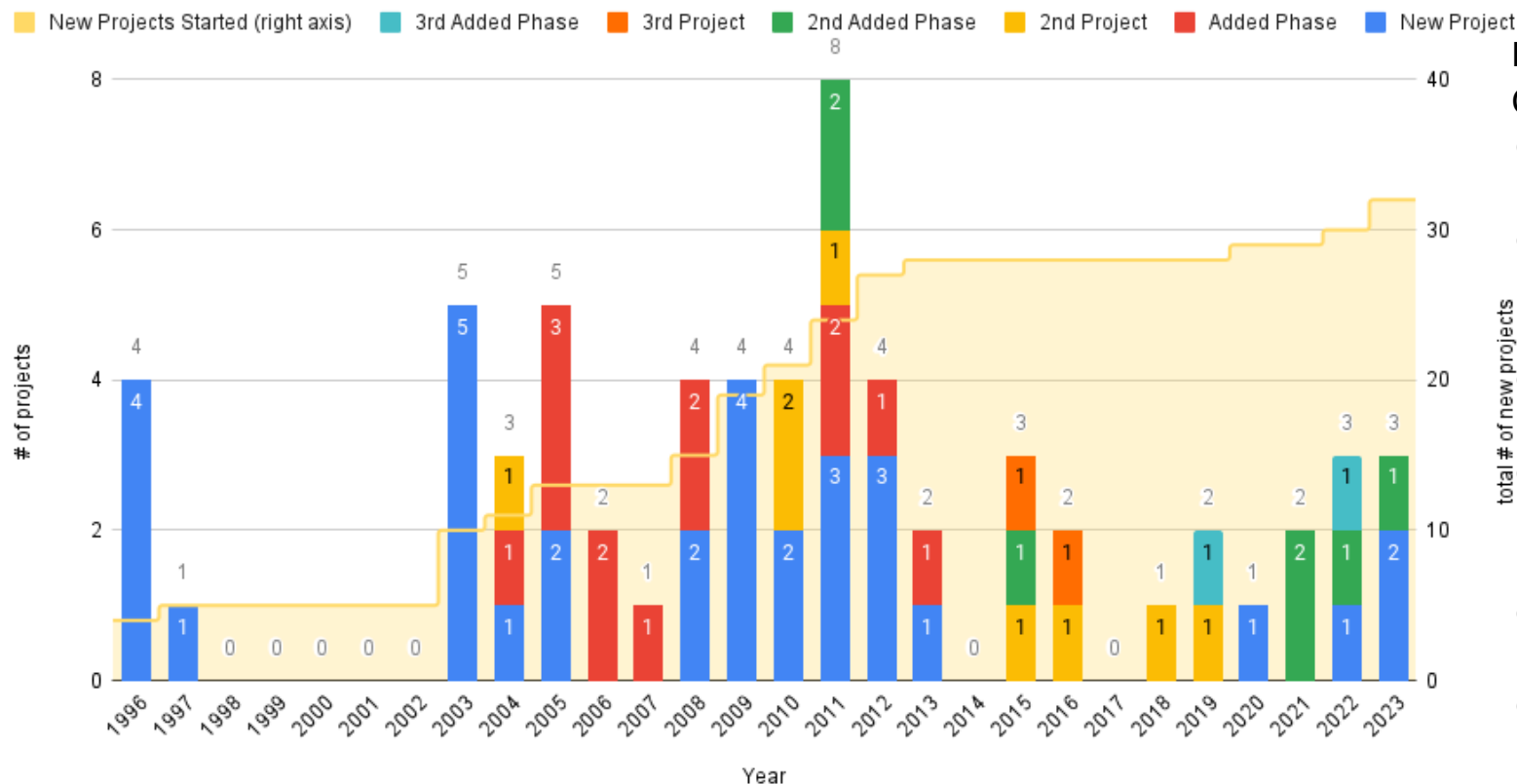
# EPC Green Revolving Loan Fund

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- ✓ **Single Procurement Contract** for design/engineering, installation, startup, and M&V
  - Selection from pre-qualified ESCO list
  - Provides assistance with benchmarking ordinances and future performance requirements
  - Includes savings measures beyond energy (water, rate switching, resource/purchasing optimization)
- ✓ Generates **Positive/Neutral** Cash Flow, exempt from TABOR
- ✓ Payments are from existing utility budgets, not requiring new funding sources
- ✓ **Guaranteed** energy and operational savings
- ✓ Promotes **local workforce** and **economic development**
- ✓ **No-cost support** from the Colorado Energy Office & expedited contracting process
- ✓ Standardized, state-approved documents
- ✓ Colorado Energy Office engineering & contract support throughout lifecycle of the project

# State Agency EPC Project History

EPC Projects: New Project, Added Phase, 2nd Project, 2nd Added Phase, 3rd Project, 3rd Added Phase



## Highlights and Root Causes:

- 32 Agencies/IHE have EPCs
- 5 Departments limited potential
- 6 IHE w/o an EPC
- 2 Agencies have started a 3rd EPC
- Payments on EPC loans
- SB-267 buildings



**COLORADO**  
Energy Office

EPC Roadshow coming soon....

# High Performance Certification Program

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- HPCP
- Third Party Verification Requirement (Work with OSA for a waiver or modification of policy)
- Meet the Goal of the Policy (*in italics*)
  - Sustainable Building Guidelines:
    - LEED (usgbc.org) - *Gold*
    - Green Globes (greenglobe.com) - *3 Globes*
    - BREEAM USA (breeam usa) - *Very Good*
    - Third Party CX (*minimum requirement* - modification of policy per OSA approval)
    - Other Sustainable Building Guideline with OSA Approval



# Executive Order D 2022 016: Greening of State Government

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**C.R.S. § 24-75-114.**

## **Appropriations for utilities - roll-forward spending authority.**

Any unexpended and unencumbered money appropriated to a department in a specific line item for utilities ... remains available for expenditure in the next fiscal year ... without further appropriation ... to purchase utilities conservation equipment or services. At the end of the next fiscal year, money that is unexpended or unencumbered reverts to the fund from which it was appropriated.

## **DPA Water Wildly Important Goal (WIG)**

Reduce water usage in the state agencies by converting X square feet of grass landscaping to xeriscaping or hardscaping by June 30, 2025.





# Executive Order D 2023 018: Office of Sustainability

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## Establish an Office of Sustainability:

Coordinate across State Government on the adoption of water efficiency measures, maximization of federal incentives, energy performance contracting, climate change adaptation, building electrification, pollution reduction, and reduction of costs for state operations.

Create a policy to phase out gas-powered lawn and garden equipment in the ozone nonattainment area and explore the feasibility of expanding this phase-out to all statewide operations.

Develop a water efficient landscaping policy for new construction and substantial renovation projects for State facilities.



# Other Updates

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- Turf Replacement Program ([HB22-1151](#))
  - Requires the [Colorado Water Conservation Board](#) (CWCB) to create a grant program by July 1, 2023.
  - Provides \$2 million to allocate to eligible entities for specific water-wise landscaping and turf replacement (Replacing nonfunctional irrigated turf with water-wise landscaping).
- [SB 24-005](#) - Prohibits DPA from allowing the installation, planting or placement of nonfunctional turf, artificial turf or invasive plant species as part of a project for the construction or renovation of a state facility
- Landscape Policy for New Construction and Substantial Renovation

# Water Management Considerations

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Per [Executive Order D 2022 016](#), agencies and/or departments are directed to:

**Reduce potable water consumption by at least 2% by the end of FY2024-25 over the FY2014-15 baseline.**

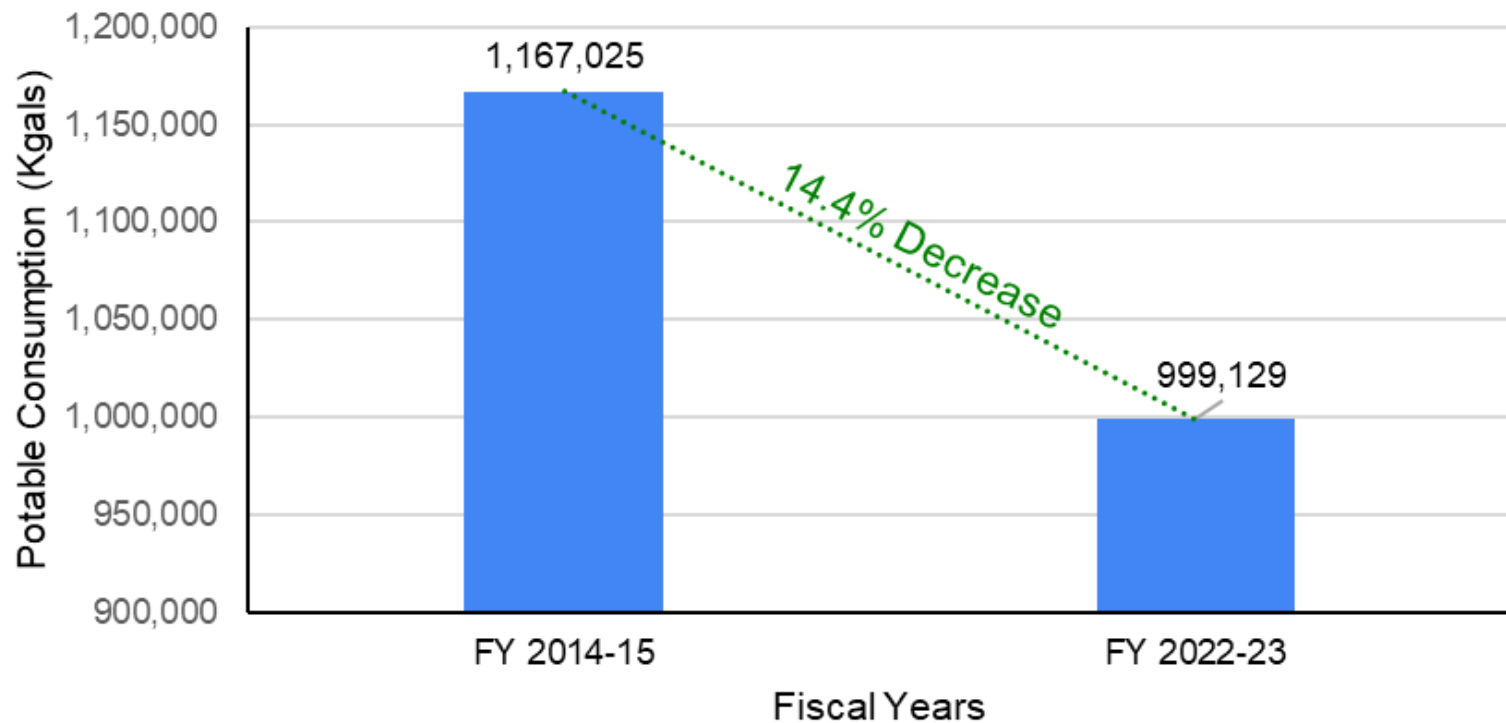
Water Management Plan implementation shall start on May 1, 2024:

- Implementation includes both **the actual work** that needs to be completed and **the request of funding** for projects
- Please submit any CM/CR requests through the annual OSA/CDHE capital request process

AUTOMATING MECHANICAL EQUIPMENT  
 INCREASE IMPERVIOUS HARDSCAPES  
 RECOMMISSION IRRIGATION CONTROL SYSTEM  
 IRRIGATION CONTROLS  
 INCREASED MONITORING  
 EMPLOYEE ENGAGEMENT  
 IMPROVED IRRIGATION  
 MAINTAIN HYBRID WORK  
 TURF REDUCTION  
 SUBMETERING  
 STRATEGIC PLANNING  
 REDUCE BLOWDOWN  
 XERISCAPE  
 WATER SAVINGS EDUCATION  
 SHUT OFF VALVES  
 MAINTAIN HYBRID WORK  
 FIX LEAKS  
 ET CONTROLLER CLOCKS  
 IMPROVED IRRIGATION  
 IMPLEMENT LEAK DETECTION  
 MEASUREMENT AND VERIFICATION  
 MEASUREMENT AND VERIFICATION  
 HIGH PERFORMANCE CERTIFICATION PROGRAM (HPCP)  
 FIX LEAKS  
 SUBMETERING  
 STRATEGIC PLANNING  
 MORE FREQUENT MONITORING  
 IRRIGATION CONTROLS  
 SHUT OFF VALVES  
 IRRIGATION CONTROLS  
 RECOMMISSION IRRIGATION CONTROL SYSTEM  
 XERISCAPE  
 TURF REDUCTION  
 IMPLEMENT LEAK DETECTION  
 FIXTURE UPGRADES  
 MEASUREMENT AND VERIFICATION  
 INFRASTRUCTURE/EQUIPMENT UPGRADES  
 REDUCE BLOWDOWN  
 IMPLEMENT LEAK DETECTION  
 FIXTURE UPGRADES  
 STRATEGIC PLANNING  
 TURF REDUCTION  
 XERISCAPE  
 BUILDING AUTOMATION SYSTEM  
 WATER SAVINGS EDUCATION  
 UPDATE FACILITIES MASTER PLAN  
 IMPROVED IRRIGATION  
 ET CONTROLLER CLOCKS  
 UPGRADE COOLING TOWERS  
 INCREASED MONITORING  
 AUTOMATING MECHANICAL EQUIPMENT  
 MORE FREQUENT MONITORING  
 BUILDING AUTOMATION SYSTEM



## Executive Departments Total Water Consumption



**COLORADO**

Office of the State Architect

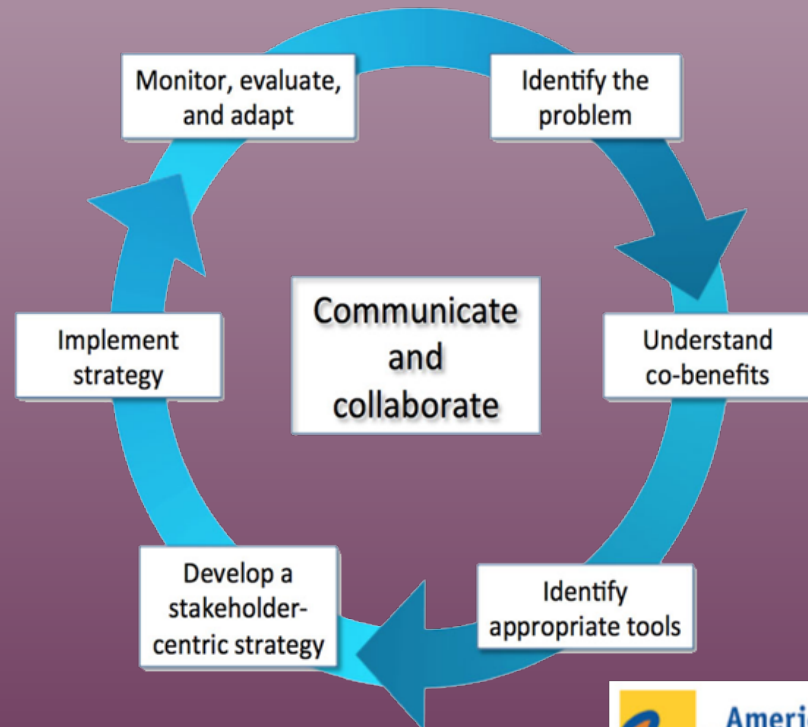
Department of Personnel & Administration

# Water Management Considerations

**DPA Proposed Water Wildly Important Goal (WIG):** Reduce water usage in the state agencies by converting X square feet of grass landscaping to xeriscaping or hardscaping by June 30, 2025.



## The Process of Integrated Water Management



# Sustainability Contacts

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## Colorado Energy Office:

DeLynne Southern, [delynne.southern@state.co.us](mailto:delynne.southern@state.co.us)

## DPA Office of Sustainability:

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## OSA Energy & Environment:

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# Buy Clean Colorado (BCCO) Act: Environmental Product Declaration (EPD) Review

Presented by: Bailey Vigil, EIT II, LEED Green  
Associate

Office of the State Architect

ENVIRONMENTAL  
PRODUCT  
DECLARATION





On OSA Website....

[Home](#) > [Energy & Environment](#) > Buy Clean Colorado Act

## Buy Clean Colorado Act

# Introduction

The Buy Clean Colorado (BCCO) Act ([C.R.S. 24-92-117](#)) applies to State [public projects](#) for which the project cost **exceeds five hundred thousand dollars** (\$500,000) and for which an agency of government issues a **design solicitation** on or after **January 1, 2024**

<https://osa.colorado.gov/energy-environment/buy-clean-colorado-act>

Website contains: BCCO Act Policy, OSA's GWP Limits, BCCO Act Forms, Educational & Training Materials, Important Definitions, and Tools & Resources



# Why are EPDs important?



- EPDs are standardized, third-party-verified documents that report the environmental impacts of a product
- EPDs can be used to support decision-making throughout the project
- EPDs encourage the demand/supply of products that promote the more sustainable use of resources
- Analogy: EPDs are similar to the ingredient labels on food packaging

Nutrition Facts	
Serving Size 212 g	
Amount Per Serving	
Calories 257	Calories from Fat 84
% Daily Value*	
Total Fat 9.4g	14%
Saturated Fat 1.1g	6%
Cholesterol 0mg	0%
Sodium 41mg	2%
Potassium 400mg	11%
Total Carbohydrates 39.8g	13%
Dietary Fiber 10.0g	40%
Sugars 2.1g	
Protein 8.0g	
Vitamin A 10%	Vitamin C 16%
Calcium 3%	Iron 14%
Nutrition Grade A	
*Based on a 2000 calorie diet	

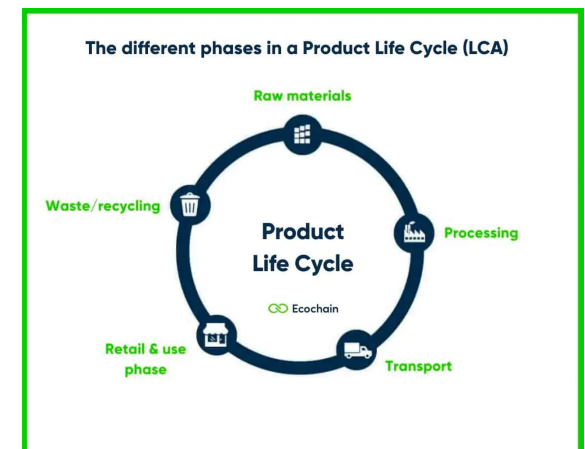
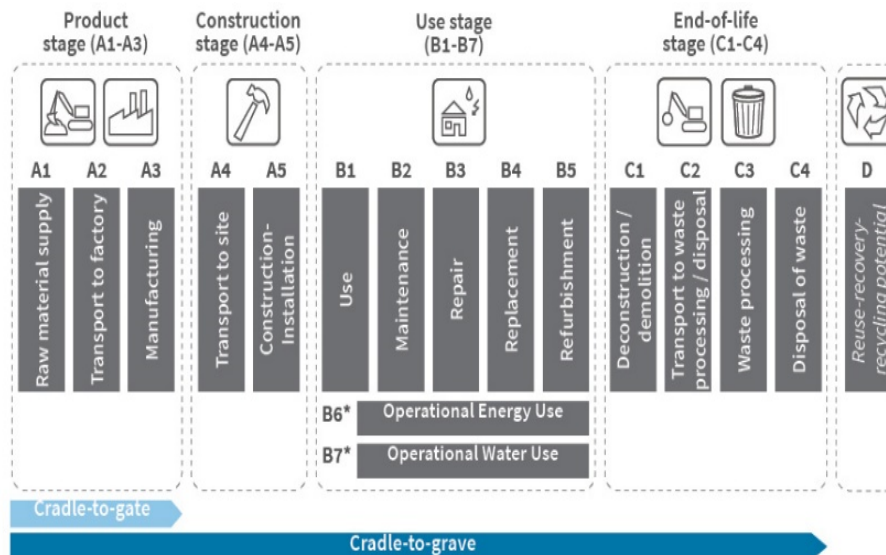


Product Impacts	
Declared Unit: 1 m <sup>3</sup> of 10,000 psi concrete at 28 days	
Amount Per Declared Unit	
Global Warming Potential	445 kgCO <sub>2</sub> eq
Emitted	460 kgCO <sub>2</sub> eq
Sequestered	-15 kgCO <sub>2</sub> eq
Ozone Depletion	0.000 kgCFC11eq
Acidification	2.96 kgSO <sub>2</sub> eq
Eutrophication	0.09 kgNeq
Smog Formation	0.61 kgO <sub>3</sub> eq
Primary Energy Demand	3017 MJ
Non-renewable	3000 MJ
Renewable	17 MJ



# How are EPDs made?

- A product life cycle assessment (LCA) is the required method for quantifying the environmental impacts of a product over its life cycle
  - Considers applicable product category rule (PCR) requirements
  - EPDs disclose the results of product LCAs



\*Operational carbon stages that are typically excluded from life cycle assessments focused on embodied carbon.

# EPD Definitions

**“Environmental Product Declaration” or “EPD” or “Type III EPD”** means a third-party verified document that summarizes the life cycle assessment (LCA) of a single product and publicly discloses its environmental impacts. EPDs enable comparisons between products serving the same function. For an EPD to be deemed approved:

- A. The EPD must be a current product-specific, Type III EPD.
- B. The EPD must reference all ISO Standards - ISO 14025:2006, ISO 14040:2006, ISO 14044:2006, and ISO 21930:2017.
- C. The EPD must align with the applicable product category rule requirements.

**“Industry-Wide Environmental Product Declaration” or “IW-EPD”** means an EPD that meets the representativeness criteria and is released by multiple manufacturers to publish the production-weighted average footprint of the entire industry.



# EPD Demo – What to Look for



What to look for and verify when reviewing EPDs:

- ☑• Period of validity: EPD has not expired yet
- ☑• Product-specific
- ☑• Type III (third-party verified)
- ☑• Compliance with required ISO standards
- ☑• Aligns with the applicable PCR requirements



# EPD Demo: Steel Pipe & Tube

## 2.4 DECLARATION OF METHODOLOGICAL FRAMEWORK

The scope of the EPD is cradle-to-gate, including raw material extraction and processing, transportation, steel manufacture and rolling. The life cycle phases included in the product system boundary are shown below.

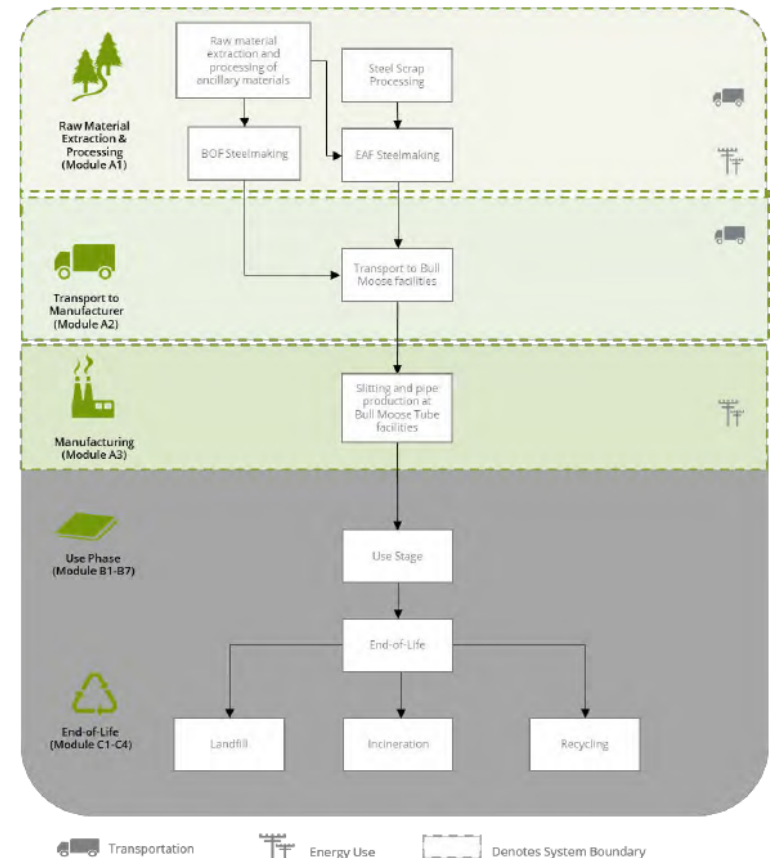
**Table 1.** Life cycle phases included in the Bull Moose Tube steel pipe and tube product system boundary.

Product			Construction Process		Use							End-of-life				Benefits and loads beyond the system boundary
A1	A2	A3	A4	A5	B1	B1	B3	B4	B5	B6	B7	C1	C2	C3	C4	D
Raw material extraction and processing	Transport to manufacturer	Manufacturing	Transport	Construction - installation	Use	Maintenance	Repair	Replacement	Refurbishment	Operational energy use	Operational water use	Deconstruction demolition	Transport	Waste processing	Disposal	Reuse, recovery and/or recycling potential
X	X	X	MND	MND	MND	MND	MND	MND	MND	MND	MND	MND	MND	MND	MND	MND

X = Module Included | MND = Module Not Declared

## 2.2 PRODUCT FLOW DIAGRAM

A flow diagram illustrating the production processes and life cycle phases included in the scope of the EPD is provided below.



**Figure 1.** Flow Diagram for the life cycle of the Bull Moose Tube steel pipe and tube.







## Declaration Owner

## Bull Moose Tube

+1.888.227.5430 | www.bullmoosetube.com |  
techsupport@bullmoosetube.com

Burlington, ON  
2170 Queensway Dr.

Burlington, Ontario L7R 3T1, Canada

Casa Grande, AZ  
1001 North Jefferson Ave.  
Casa Grande, AZ 8512

Chicago Heights, IL  
555 E 16th St.  
Chicago Heights, IL 60411

Elkhart, IN  
29851 County Rd. 20 West  
Elkhart, IN 46517

Gerald, MO  
406 E Industrial Dr./ Hwy. 50  
Gerald, MO 63037

Masury, OH  
1433 Standard Ave. SE  
Masury, OH 44438

Trenton, GA  
195 North Industrial Dr.  
Trenton, GA 30752

## Product:

Steel Pipe and Tube

## Declared Unit

The declared unit is one metric ton of steel

## EPD Number and Period of Validity

SCS-EPD-07425

EPD Valid November 9, 2021 through November 8, 2026

## Product Category Rule

PCR Guidance for Version 3.2. UL Environment.  
PCR Guidance for Building-Related Products and Services.  
Designated Steel Construction Product EPD Requirements. UL  
Environment. August 2020.

## Program Operator

SCS Global Services  
2000 Powell Street, Ste. 600, Emeryville, CA 94608  
+1.510.452.8000 | www.SCSglobal.com



- ☒ Period of validity: EPD has not expired yet
- ☐ Product-specific
- ☐ Type III (third-party verified)
- ☐ Compliance with required ISO standards
- ☒ Aligns with the applicable PCR requirements

## Product:

Steel Pipe and Tube

## Declared Unit

The declared unit is one metric ton of steel tube and pipe

## EPD Number and Period of Validity

SCS-EPD-07425

EPD Valid November 9, 2021 through November 8, 2026

## Product Category Rule

PCR Guidance for Version 3.2. UL Environment. Sept. 2018

PCR Guidance for Building-Related Products and Services. Part B:


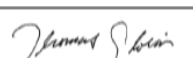
Designated Steel Construction Product EPD Requirements. UL

Environment. August 2020.


## Product Name &amp; Declared Unit

Period of Validity is current

## PCR Alignment

Declaration owner:	Bull Moose Tube
Address:	See cover full list of facilities included in EPD
Declaration Number:	SCS-EPD-07425
Declaration Validity Period:	EPD Valid November 9, 2021 through November 8, 2026
Program Operator:	SCS Global Services
Declaration URL Link:	<a href="https://www.scsglobalservices.com/certified-green-products-guide">https://www.scsglobalservices.com/certified-green-products-guide</a>
LCA Practitioner:	Tess Garvey, Ph.D., SCS Global Services
LCA Software and LCI database:	OpenLCA 1.10 software and the Ecoinvent v3.7.1 database
Product's Intended Application:	Steel Pipe and Tube
Product RSL:	n/a
Markets of Applicability:	Global
EPD Type:	Product-Specific <b>Product-Specific EPD</b>
EPD Scope:	Cradle-to-Gate
LCA Method and Version:	CML-IA and TRACI 2.1
Independent critical review of the LCA and data, according to ISO 14044 and ISO 14071	<input type="checkbox"/> internal <input checked="" type="checkbox"/> external <b>Third Party Verified</b>
LCA Reviewer:	 Thomas Gloria, Ph.D., Industrial Ecology Consultants
Part A Product Category Rule:	PCR Guidance for Building-Related Products and Services Part A: Life Cycle Calculation Rules and Report Requirements. Version 3.2. UL Environment.
Part A PCR Review conducted by:	Lindita Bushi, PhD (Chair); Hugues Imbeault-Tétreault, ing., M.Sc.A.; Jack Geibig
Part B Product Category Rule:	PCR Guidance for Building-Related Products and Services. Part B: Designated Construction Product EPD Requirements. UL Environment. August 2020.
Part B PCR Review conducted by:	Thomas Gloria, PhD; Brandie Sebastian, James Littlefield
Independent verification of the declaration and data, according to ISO 14025 and the PCR	<input type="checkbox"/> internal <input checked="" type="checkbox"/> external <b>Third Party Verified</b>
EPD Verifier:	 Thomas Gloria, Ph.D., Industrial Ecology Consultants
Declaration Contents:	1. Bull Moose Tube 2. Product Description 3. LCA: Calculation Rules 4. LCA: Scenarios and Additional Technical Information 5. LCA: Results 6. LCA: Interpretation 7. References
<p><b>Disclaimers:</b> This EPD conforms to ISO 14025, 14040, 14044, and ISO 21930. <b>References necessary ISO Standards</b></p> <p><b>Scope of Results Reported:</b> The PCR requirements limit the scope of the LCA metrics such that the results exclude environmental performance benchmarks and thresholds, and exclude impacts from the depletion of natural resources, land use ecological impacts related to greenhouse gas emissions, risks from hazardous wastes and impacts linked to hazardous chemical emissions.</p> <p><b>Accuracy of Results:</b> Due to PCR constraints, this EPD provides estimations of potential impacts that are inherently limited in accuracy.</p> <p><b>Comparability:</b> The PCR this EPD was based on was not written to support comparative assertions. EPDs based on different PCRs, or different calculation models, may not be comparable when attempting to compare EPDs or life cycle impacts of products from different companies, the user should be aware of the uncertainty in the final results, due to and not limited to, the practitioner's assumptions, the source of the data used in the study, and the specifics of the product modeled.</p> <p>In accordance with ISO 21930:2017, EPDs are comparable only if they comply with the applicable, include all relevant information modules and are based on equivalent standards.</p>	

- ✓ Period of validity: EPD has not expired yet
- ✓ Product-specific
- ✓ Type III (third-party verified)
- ✓ Compliance with required ISO standards
- ✓ Aligns with the applicable PCR requirements

EPD Type:	Product-Specific <b>Product-Specific EPD</b>
EPD Scope:	Cradle-to-Gate
LCA Method and Version:	CML-IA and TRACI 2.1
Independent critical review of the LCA and data, according to ISO 14044 and ISO 14071	<input type="checkbox"/> internal <input checked="" type="checkbox"/> external <b>Third Party Verified</b>
LCA Reviewer:	 Thomas Gloria, Ph.D., Industrial Ecology Consultants
Part A Product Category Rule:	PCR Guidance for Building-Related Products and Services Part A: Life Cycle Assessment Calculation Rules and Report Requirements. Version 3.2. UL Environment. Sept. 2018
Part A PCR Review conducted by:	Lindita Bushi, PhD (Chair); Hugues Imbeault-Tétreault, ing., M.Sc.A.; Jack Geibig
Part B Product Category Rule:	PCR Guidance for Building-Related Products and Services. Part B: Designated Steel Construction Product EPD Requirements. UL Environment. August 2020.
Part B PCR Review conducted by:	Thomas Gloria, PhD; Brandie Sebastian, James Littlefield
Independent verification of the declaration and data, according to ISO 14025 and the PCR	<input type="checkbox"/> internal <input checked="" type="checkbox"/> external <b>Third Party Verified</b>

**Disclaimers:** This EPD conforms to ISO 14025, 14040, 14044, and ISO 21930. **References necessary ISO Standards**



# Next Steps



- Plans to create CO/OSA EPD list/da
  - Based on agency/IHE submitted EPDs
- Past trainings on the OSA website
  - Can create/host additional trainings as necessary
- Be on the lookout for consultant/contractor pre-recorded training (late Summer or early Fall)
  - Unique design considerations including the BCCO Act, Dark Skies Initiative, Gender Neutral Bathroom Signage, and more!
  - If you have any considerations for additional unique design considerations for CO projects, let us know!



# EPD Resources/Databases

- American Institute of Steel Construction (AISC) EPD
- American Wood Council (AWC) EPDs and Transparency Briefs
- ASTM PCR and EPD Library
- Concrete Reinforcing Steel Institute (CRSI) EPD
- EC3 Tool (Free Registration Required)
- NAPA EPD Program Operator website and EPD Tool
- NRMCA EPD Program Operator website
- SPOT by UL
- Sustainable Minds Transparency Catalog
- WoodWorks Current EPDs for Wood Products



# Annual Meeting Office of the State Architect “Labor Burden Rates”

MICHAEL GIFFORD, AGC OF  
COLORADO

TOM STONE, ADOLFSON &  
PETERSON CONSTRUCTION



**ASSOCIATED  
GENERAL  
CONTRACTORS**



# AGC Colorado



- Statewide chapter of AGC America
  - one of 89 chapters
  - Colorado Contractors Assn
  - 650 commercial construction members
- Advocacy
  - State Capitol, Cities, Economic Development, Coalitions
  - Capital Construction & Controlled Maintenance & BEST
- Member Services
  - Safety, Stormwater, Leadership Programs, 52-page professional development catalog, Networking events
- Workforce Development
  - 63 High School Programs/3,300 students, Apprenticeship
- Culture of Care
  - Well-Being/Mental Health, MWBE Contractors, D&I

# Prevailing Wage v. Labor Burden

## ➤ Prevailing Wage – Wage + Fringe

### ○ Fringe – Hourly Rate


- Health
- Pension/401k
- PTO/Holiday
- Training
- \*No taxes

## ➤ Electrician

- \$30/hr wage
- \$10/hr fringe

## ➤ Labor Burden

- Percentage not \$/hr

 <b>COLORADO</b>	STATE OF COLORADO OFFICE OF THE STATE ARCHITECT STATE BUILDINGS PROGRAM
	<b>DIRECT LABOR BURDEN CALCULATION</b>
Institution/Agency: _____	
Project No./Name: _____	

This form is required to be submitted for review prior to execution of a construction agreement.

List items below by the percentage of what makes up the total labor overhead; Items include benefits that a contractor pays to employees on their payroll. Examples include taxes, pension cost, health and dental insurance etc. The Labor Burden percentage must be agreed to by both the contractor and Principal Representative and will be included in the contract as part of Exhibit A and will be used in the calculation of any future Change Order Proposals (SC-6.312) Line 2.

Major sub-contractors defined as electricians, plumbers, mechanical contractors, excavators, millwork, concrete, block layers etc. Please provide one (1) Labor Burden Calculation Sheet per contractor and for each sub-contractor. These labor burdens shall be used in the calculation of any future Change Order Proposals (SC-6.312) Line 10.

State reserves the right to require back-up confirmation of all information included in this calculation.

Contractor/Subcontractor Name:		
	Percent of Salary Paid	
Payroll Taxes		
Pension Costs		
Health Insurance		
Dental Insurance		
Life Insurance		
Other (Specify)		Description: _____
Other (Specify)		Description: _____
Total Labor Burden Percentage:	0%	

# State Form SBP-6.18



STATE OF COLORADO  
OFFICE OF THE STATE ARCHITECT  
STATE BUILDINGS PROGRAM

### DIRECT LABOR BURDEN CALCULATION

Institution/Agency:	
Project No./Name:	

This form is required to be submitted for review prior to execution of a construction agreement.

List items below by the percentage of what makes up the total labor overhead; Items include benefits that a contractor pays to employees on their payroll. Examples include taxes, pension cost, health and dental insurance etc. The Labor Burden percentage must be agreed to by both the contractor and Principal Representative and will be included in the contract as part of Exhibit A and will be used in the calculation of any future Change Order Proposals (SC-6.312) Line 2.

Major sub-contractors defined as electricians, plumbers, mechanical contractors, excavators, millwork, concrete, block layers etc. Please provide one (1) Labor Burden Calculation Sheet per contractor and for each sub-contractor. These labor burdens shall be used in the calculation of any future Change Order Proposals (SC-6.312) Line 10.

State reserves the right to require back-up confirmation of all information included in this calculation.

# State Form SBP-6.18

Contractor/Subcontractor Name:		
	Percent of Salary Paid	
Payroll Taxes	20%	
Pension Costs	n/a	
Health Insurance	25%	
Dental Insurance	1%	
Life Insurance	5%	
Other (Specify)	11%	Description: Holiday/PTO
Other (Specify)	5%	Description: 401k match
Total Labor Burden Percentage:	67%	



# Afternoon Break

TIME	TOPIC	PRESENTER(S)
8:00 – 8:30	Registration & Continental Breakfast	OSA Team
8:30 – 9:00	Welcome & Introductions	Tana + CSU Staff
9:00 – 9:45	OSA Program Updates - will feature program overview	OSA Team
9:45 – 10:00	Annual Instructions Questions	OSA Team
10:00 - 10:20	BREAK 1 (Networking Time)	
10:20 - 11:00	Office of State Planning and Budgeting (OSPB) Presentation	Tammy Pacheco
11:00 - 11:15	Capital Development Committee (CDC) Presentation	Bo Pogue, Matt Bishop, Nina Forbes
11:15 - 11:30	Joint Budget Committee (JBC) Presentation	Andrea Uhl
11:30 - 11:45	Commission on Higher Education (CHE) Presentation	Kennedy Evans
11:45 - 12:00	Delegation	Tana Lane, Kathleen Miller
12:00 – 1:00	LUNCH (Networking Time)	
1:00 - 1:15	Statewide Planning Program Presentation	James Walker, Javier Chavez
1:15 - 1:30	Real Estate Program Presentation	Cameron Kennedy, Jennifer Threlkeld
1:30 - 2:00	Sustainability Presentation <i>(featuring the Colorado Energy Office, the Sustainability Office, and the Energy &amp; Environment Program)</i>	DeLynne Southern, Caitlin Casassa, Rod Vanderwall, Bailey Vigil
2:00 - 2:15	Buy Clean Colorado Presentation	Bailey Vigil, Hydrie Alcantara
2:15 - 2:30	Labor Burden Presentation	Michael Gifford, Assoc. of General Contractors
2:30 – 2:45	BREAK 2 (Networking Time)	
2:45 - 3:15	Closing Remarks	Tana Lane
3:15– 4:00	Campus Information/Tour	CSU Staff





# Closing Remarks

Tana Lane  
Mike Rush





Questions & Thank You



# Hydro Building Tour



## LEVEL 1

- ★ Main entrance
- 1 Hydro lobby
- 2 Confluence Theater
- 3 Theater lobby
- 4 Water TAP Lab
- 5 Teaching Lab
- 6 Western Daughters Kitchen
- 7 Water Properties exhibit
- 8 Water Uses exhibit
- 9 The Backyard (coming soon!)
- 10 Art at Spur: Crescendo
- 11 Art at Spur: Swirl (coming soon!)
- 12 Art at Spur: Whirlpool (coming soon!)
- 13 Spiral staircase



## LEVEL 2

- 1 CSU Learning Lab
- 2 Stream Table
- 3 Water TAP Lab viewing area
- 4 Music rooms
- 5 Rehearsal space
- 6 Cottonwood Creek classroom
- 8 Bear Creek classroom
- 9 Willow Creek classroom
- 10 Spring Creek classroom
- 11 Rock Creek conference room
- 12 Terrace
- 13 South Platte River exhibit
- 14 Trout in the Classroom fish tank
- 15 Downtown and mountain views

### MAP KEY

- ★ Main entrance
- Information
- Water stations
- Exhibits
- Selfie Spots
- Food & Drink
- Classrooms
- Outdoor spaces
- Art installations
- Event spaces
- Conference rooms
- Stairs
- Elevators
- Restrooms
- Lactation room
- Denver Water
- Viewing areas
- Research/staff areas



## LEVEL 3

- 1 Denver Water: Water Quality Lab and offices
- 2 Water Quality exhibit
- 3 Water Careers exhibit
- 4 Water Supply and Demand exhibit (coming soon!)
- 5 How Water is Cleaned exhibit (coming soon!)
- 6 Ute exhibit
- 7 Bridge to Terra
- 8 Art at Spur: Rotation Index



## WELCOME TO THE SHOP

## LEVEL 1

- 1 Artist studios
- 2 Lounge
- 3 Dolores River conference room

### MAP KEY

- ★ Main entrance
- Information
- Water stations
- Exhibits
- Selfie Spots
- Food & Drink
- Classrooms
- Outdoor spaces
- Art installations
- Event spaces
- Conference rooms
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- Viewing areas
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