



City Council Communication

AGENDA DATE: February 2, 2025 **LEGISTAR ITEM #:** Ord 2759

PRESENTER: Theresa Wilson **DEPARTMENT:** Finance

<input checked="" type="checkbox"/> Ordinance		<input type="checkbox"/> Resolution	<input type="checkbox"/> Public Hearing
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REQUEST

Approve an ordinance recognizing new revenue in the form of a \$90,500 transfer from the Urban Renewal Authority (URA) and appropriating said funding within the Grants Fund for use on the completion of the Derby Photometric Study & Lighting Plan (Plan). The information contained in this communication is similar to companion URA Resolution No. 2026-002, proposed for URA Board approval to authorize the transfer of \$90,500 to the City.

BACKGROUND

In 2024, the City of Commerce City (City) received a Crime Prevention Through Safer Streets Program Grant funding award of \$100,000 from the Colorado Division of Criminal Justice to be used for this Plan.

In 2025, the City conducted an Invitation for Bid (IFB) process to complete this Plan. After evaluating three IFB responses, NV5 was identified as the lowest responsive and responsible bidder. NV5's best and final offer bid amount is \$190,500. For this amount, NV5, with expertise in photometric studies, lighting evaluation, and design services will create a unified design and safe environment for residents and visitors of the Derby Downtown District. However, this bid amount is \$90,500 over the grant award amount available to cover the cost of this Plan.

A previous lighting study for the Derby Downtown District was completed in 2018. The previous study includes signage; however, the new Plan will focus on completing a photometric study of the area, recommendations for new lighting, and safety needs.

CITY COUNCIL COMMUNICATION CONTINUED

FINANCIAL IMPACT

Contractor	NV5
Amount of Request/Contract	\$190,500
Amount Not To Exceed	\$190,500
Amount Budgeted	\$100,000
Budget Year	FY2026
Funding Source	Crime Prevention Through Safer Streets Program Grant from the Colorado Division of Criminal Justice
Additional Funds Needed	\$90,500
Funding Source (if funds needed)	URA Derby Plan Area Funds

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
January 1, 2026	December 15, 2026
Years and Months of Contract	Number of Times Renewable
12 months	N/A

JUSTIFICATION

<input type="checkbox"/> Council Goal	<input checked="" type="checkbox"/> Strategic Plan	<input type="checkbox"/> Work Plan	<input type="checkbox"/> Legal
Citation	The need for improvements was first highlighted in the Derby Business District Urban Renewal Plan (2009), which prioritized critical intersections for reinvestment to support redevelopment and neighborhood vitality, and later reaffirmed in the City's Transportation Master Plan (2010).		

BOARDS & COMMISSIONS ASSIGNED

Board or Commission	Urban Renewal Authority Board
Recommendation	Anticipated approval
Date of Recommendation	September 15, 2025

CITY COUNCIL COMMUNICATION CONTINUED

AVAILABLE ACTIONS

- Available Action #1. Approve Ordinance as Submitted.
- Available Action #2. Approve with Conditions or Amendments.
- Available Action #3. Continue the Item for Further Review. This action would postpone award of the contract and could impact the project timeline.
- Available Action #4. Take No Action / Maintain Status Quo. City Council may decline to approve the ordinance and not move forward with the project.

STAFF RECOMMENDATION

e.g. Staff recommends action #1, approval of the item.