

Compliance Standards for Construction

within the Cherry Creek North Business Improvement District (CCN BID)



01.25.2024

**CHERRY (CREEK
NORTH**



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Introduction

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1.0 Introduction



Map of Cherry Creek North Business Improvement District (CCN BID)

Cherry Creek North (CCN) is an active, walkable, mixed-use district embedded within the fabric of Cherry Creek neighborhoods. It spans 16-blocks from 1st Avenue to 3rd Avenue, and from University Boulevard to Steele Street. Its special character is defined by the quality of the public realm and its outdoor, pedestrian-friendly shopping environment.

This publication is concerned with construction projects that affect the unique public realm in CCN and the BID's investment in the many streetscape assets. The CCN BID is a compact urban area with significant vehicular and pedestrian traffic on a daily and nightly basis as well as regular community events. The building conditions are much more demanding than what is typically found in suburban or green-field sites. Pedestrian and retail access, in addition to the BID's investment in the streetscape, must be maintained in a safe and convenient way.

As the area continues to evolve, it is essential that developers, contractors and sub-contractors respect and reinforce the BID's goals and the District's mixed-use nature, while contributing to its special character. Construction should be completed efficiently while maintaining a livable, vibrant and desirable public realm for the many residents, retailers, workers and visitors in and around the area.

These standards inform parties undertaking construction projects within the BID's boundaries of the requirements and expectations prior to, during and upon completion of construction.



1.1 Purpose

The purpose of the Compliance Standards for Construction (Standards) is to provide a clear, comprehensive document articulating the expectations of construction projects built within the BID's boundaries. This document provides developers, general contractors, sub-contractors and all other trades with an understanding of the Standards for working within the District. This document addresses the standards and expectations for the work that takes place within the public right-of-way, as it impacts vehicular and pedestrian traffic flow, access to parking and any damage to the BID's streetscape assets made during construction. The General Contractor shall be the entity that will be held accountable if the standards are not met.

1.2 Applicability

All new construction, exterior renovation, site impacts, 5G and all utility work proposed within CCN as mapped are subject to the Standards. Failure to adhere to these standards will result in the project's Certificate of Occupancy review and approval being delayed. The CCN BID and its representatives shall be party to the final city R.O.W. inspection prior to the Certificate of Occupancy approval. In the event of non-compliance, the CCN BID may charge the general contractor for any repairs as well as an administrative fee. A preconstruction meeting with BID staff is required for all work undertaken within the City's right of way.



1.3 Context

Cherry Creek North is bounded on two sides by important arterials, First Avenue on the south and University Boulevard on the west. These east-west and north-south connectors provide convenient access to the district. A major regional bike path runs two blocks to the south along Cherry Creek. On the north, east, and west sides, the District is bounded by vibrant neighborhoods, which generates pedestrian traffic. The Cherry Creek Shopping Center, a popular enclosed mall that provides a complement to Cherry Creek North's outdoor shopping experience, is located to the south of First Avenue and north of the Cherry Creek.

The combined efforts of the public and private sector have helped Cherry Creek North become the largest gathering of independent merchants in the region, and to be locally and regionally known for its events, dining, shopping, visiting and living opportunities as well as its inviting pedestrian environment. The Standards acknowledge the evolved complexity of Cherry Creek North, as well as blending of activities and the varying elements of character.

1.4 Goals

Minimize Adverse Construction Impacts on Residents, Retailers + Site Users

- All construction within the CCN BID shall be respectful of the needs for the current users within the District by managing disruption to pedestrian and vehicular flow, on-street parking, excess noise and visual condition of the project site. This includes clear communication, including notification of neighbors of schedule, and disruptive events.
- The CCN BID Standards specify methods to plan and organize the project site and construction process to minimize the disruptive impacts of development and construction within the CCN BID.

Minimize Disruption + Damage to Existing Landscape / Hardscape

- In November of 2010, the CCN BID financed and managed the design and construction of "The New North", an \$18.5 million streetscape renovation effort created to retain and attract visitors and users, and to protect and preserve the District's character, while keeping it a competitive retail environment. No City funds were used on this project. The CCN BID has paid for and maintains the streetscape within the District using its own funds. It is critical to the CCN BID and the property owners within the District that this investment is not destroyed or compromised by current and future construction projects.
- The CCN BID's goal is to provide design and construction management standards so that the current streetscape is improved and enhanced by new construction maintaining CCN BID as the Rocky Mountain's premier destination to live, work, play and stay.



1.4 Goals

Safety of Pedestrian Domain

Contractors must provide a safe pedestrian environment for residents, workers and visitors in the District with the following:

To accomplish this the sidewalks and temporary passage ways must be clear of hazards such as uneven paving and obstacles and provide active traffic management to prevent conflicts between pedestrians and construction activities. Clear signage and appropriate light levels shall be provided to eliminate confusion and maintain safe passageways.

Continuous pedestrian access on both sides of the street must be maintained and kept open at all times during construction. Pedestrian circulation along streets shall be maintained in a safe and accessible manner at all times, with adequate lighting, semi enclosed canopies with a safe roof to protect pedestrians from falling debris and American with Disability Act (ADA) compliant travel surface.

Night lighting shall include approved temporary lighting on fences and perimeters and be maintained throughout the construction life cycle to provide safe lighting levels for vehicular traffic on the street and within the pedestrian domain and at all street intersections.





Standards and Guidelines

2.0



The Standards and Guidelines are organized into three categories:

2.1 - Pre-Construction

2.2 - Construction

2.3 - Post-Construction



2.0.1 List of Plan Submittals to the CCN BID

1. Project Schedule
2. Site Demolition Plan
3. Traffic Control Plan (TCP)
4. Communication Plan
5. Public Safety Plan
6. Pedestrian Access Plan
7. Security Plan
8. Emergency Action Plan
9. Construction Fencing and Management Plan
10. Signage Plan
11. Lighting Plan
12. Landscape and Irrigation Plan
13. Site Clean Up and Repair Plan

2.0.2 List of Mandatory Meetings with the CCN BID

- **Meeting #1:** Preconstruction Meeting

CCN BID - Contact Information

2401 E. 2nd Avenue, Suite 150
Denver, Colorado 80206
1.303.394.2904 - info@cherrycreeknorth.com



Standards and Guidelines

2.1 Pre-Construction



2.1.1. Meetings with the CCN BID

2.1.1.1. Meeting #1: Review of Standards

A mandatory pre-construction meeting with the CCN BID is required prior to beginning work within the district to review the Standards. This meeting is to confirm the purpose and importance of the Standards and to acquaint site-superintendents and developers with the Standards.

2.1.1.2. Meeting #2: Acceptance of Standards

A second mandatory pre-construction meeting with the CCN BID is required prior to beginning work within the district to review the Receipt and Acknowledgement Standards (section 4.0) After review of project plans, the BID will meet with the Project Development/Construction team to gain sign off and acceptance of the BID Compliance Standards . The BID or its consultant will review the designs at the onset of plan submittal with the City Planning Department to avoid any conflicts with specifications or design. If additional review is required, the BID may charge for the review based on a pre-determined hourly rate.

All modifications to existing streetscape conditions must be approved in writing by the BID’s designated consultant. Any fees generated by the consultant may be assessed to the Developer/Contractor at a pre-determined hourly rate.



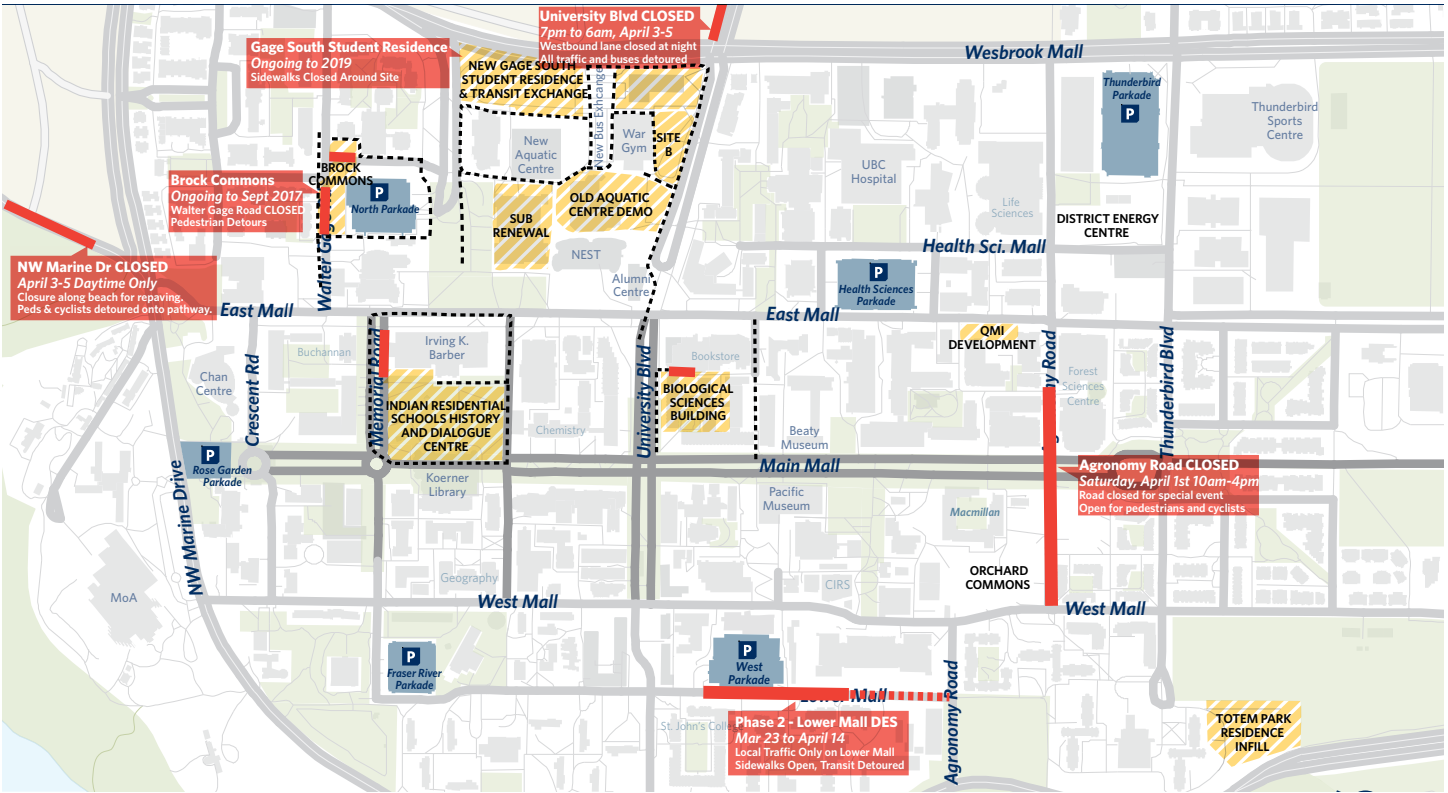


2.1.2. Traffic Control Plan (TCP)

A Traffic Control Plan (TCP) shall be submitted to the CCN BID prior to the start of demolition. This plan should include information such as:

- Road Closure Schedules: A master road closure / right of way permit plan shall be developed and submitted anticipating major construction events such as initial demolition, excavation, concrete pours, temporary crane assembly, etc.
- Haul Routes: The CCN BID has designated specific project haul roads throughout the District. The project must follow the designated routes and specify any additional routes necessary to complete hauling operations. Project haul routes shall be oriented to minimize traffic congestion and maximize pedestrian safety.
- On-site Vehicle Limitations: All construction related vehicle activities shall be defined. Maximum vehicle weights and sizes shall be specified.





An example of a Traffic Control Plan (TCP)

2.1.3. Standard Construction Schedule for Project Timelines

A standard construction schedule including all project phasing, with item details, and specific item completion dates or duration of phasing is required. The schedule shall be developed using Microsoft Project or a program of equal or greater capabilities as approved by the CCN BID.





2.1.4. Contractor Communication Plan

The General Contractor is to maintain regular communication with the CCN BID and impacted parties. The impacted parties include properties within a one-block radius from the outer edge of the construction and include:

- property owners,
- retail tenants,
- residential neighbors
- permitted events

The General Contractor shall create a list with contact information for each of the impacted parties and submit it to the CCN BID for review and approval. Regular communication includes an introductory e-mail to the impacted parties explaining the project scope and schedule.

- e-mail will provide the impacted parties with the General Contractors point of contact name and contact information,
- invitation to a pre-demolition meeting between the General Contractor, CCN BID and impacted parties.

2.1.54.1. Construction Meetings & E-mail Communication

Following the pre-construction meeting, the General Contractor will send out a regularly distributed informational e-mail twice each month to the CCN BID and impacted parties with updates on the construction schedule and to alert the parties to activities that will negatively impact the retailers and business owner’s ability to conduct business on a normal basis.

These events will include, but not be limited to:

- street and lane closures;
- On-street parking closure
- utility excavations;
- sidewalk closures;
- significant change to construction plans;
- other

The CCN BID holds mandatory monthly construction meetings. Meeting will be held virtually to review logistics and to make certain that all General Contractors are aware of and are coordinating construction logistics within the district with the CCN BID and each other. The General Contractor shall provide updates to their schedules during these meetings and alert the CCN BID of any major disruptions being anticipated. These meetings are attended by construction project superintendents, City of Denver DOTI, and BID staff. The meeting provides an opportunity for construction projects representatives to collaborate on shared construction management issues and schedules.

2.1.5. Public Safety Plan

All construction projects located within the CCN BID shall uphold the utmost respect to public health and welfare. A public safety plan and coordinator shall be provided by the general contractor to address public and worker safety.

Temporary guardrails, construction barriers, pedestrian walkways, building materials and equipment storage, protective canopies, field offices and similar items shall not be constructed on public right-of-way without prior approval from the CCN BID.

Pedestrian Safety

1. Areas for public pedestrian traffic shall be clearly marked at the construction site always.
2. Sidewalks and temporary passage ways must be clear of hazards such as uneven paving and obstacles and provide active traffic management to prevent conflicts between pedestrians and construction activities.
3. Public pedestrian traffic that follows the existing sidewalk network around the construction site shall be maintained always. Areas shall be maintained so that slipping, tripping and falling hazards are eliminated.
4. Non-level surfaces shall be immediately repaired and prior to repair shall be delineated with high visibility markings, signs or notices.
5. Stairs must have a minimum of two risers. Ramps must meet Federal ADA codes and have handrails on both sides as required.
6. Elevated areas shall have safety guardrails.
7. Walking surfaces and other public areas affected by the construction project shall be adequately illuminated.



Falling and Wind-borne Objects

1. To prevent construction objects or debris from creating a public hazard, barriers, catch platforms, enclosures, perimeter or vertical debris netting or other administrative or engineering controls must be employed.
2. Public areas adjacent to the job site shall be protected by sheds, overhangs, perimeter netting systems, platforms, scaffolding or similar structures to protect pedestrians from falling objects or debris.
3. Construction material, tools, debris, waste, equipment or other items shall be contained, secured, tied off, removed, braced, enclosed or restrained so that they do not fall, blow away or enter public areas.

Security Plan

1. Measures shall be established to restrict public access to the job site.
2. Security systems or personnel shall be employed during or after work hours to ensure that the public cannot gain access to the job site.
3. Authorities and security personnel are to receive a list of those individuals who are authorized to access the job site during non-work hours.
4. Local enforcement authorities should be made aware of all security plans and they shall receive a list of personnel who will assist them

Emergency Action Plan

1. An emergency action plan that outlines the actions and responsibilities to be taken in the event of an emergency shall be incorporated in the public hazard control plan.
2. Job site personnel shall be instructed in the emergency procedures to be followed in the event of an emergency that involves or affects the public.

Denver Police Department - District #3

Contact Information

1625 S. University Blvd., Denver, CO 80210
(720) 913-1300





2.1.6. Pedestrian Access Plan

While covered walkways are necessary as a safety mechanism, they are also necessary for pedestrian access to ground-floor retail and businesses.

1. The BID requires all sidewalks to be safely maintained for pedestrian use always or a temporary sidewalk to be constructed to allow for pedestrian access. Sidewalks shall not be closed unless work is conducted on the sidewalk itself or required by the City.
2. Continuous pedestrian access on both sides of the street must be maintained and kept open always during construction.
3. Pedestrian circulation along streets shall be maintained in a safe and accessible manner always, with adequate lighting, semi enclosed with a safe roof to protect pedestrians from falling debris and American with Disability Act (ADA) compliant travel surface. Walkways should comply with Denver Revised Municipal Code Chapter 49, Article Section 49-271 Pedestrian Walkway Entrance Requirements.



2.1.7. Construction Parking / Staging Plan

Street parking is intended for the use of visitors and shoppers to the area. A specific parking plan for all contractors and tradesmen will be provided to the CCN BID prior to starting demolition and/or construction.

The Parking Plan must include:

- Parking demand timeline identified for various phases of the life of the project including approximate daily numbers of anticipated workers.
- Securement of appropriate off-site parking locations and/or an employee shuttle system.
- Proof that these spaces are in place will be required.
- Contractors will provide written notification to all staff and sub-contractors regarding parking alternatives to discourage use of on-street parking.
- Workers are not allowed to stage or work from vehicles or parking spaces.
- The contractor will be responsible for the daily monitoring and implementation of this plan, including sub-contractors and contractor will be responsible for responding to complaints from stakeholders and retailers regarding noncompliance.



2.1.8. Construction Fencing and Management Logistics

All construction areas shall have a secure construction fence or other approved device securely placed around the areas to be protected adhering to the following specifications:

- The fence shall be a minimum of six feet (6') in height and constructed out of chain-link fence with mesh windscreens (visual barriers).
- Decorative construction fences may be allowed at the discretion of the CCN BID.
- Construction fencing shall be maintained in a professional manner with straight upright support poles, tight fencing and netting that does not sag or bow in or out.
- Fencing shall be maintained in a visually attractive manner.

The proposed fencing enclosure design must be submitted to the BID for review and approval prior to installation. The review will include location, quality, appropriateness and visual graphics.





2.1.9. Signage Plan

A project signage plan shall be submitted to the CCN BID for review prior to installation of the construction fencing.

- Signage shall be organized and condensed into a single composition indicating Developer, General Contractor, Architect, and any subcontractors.
- Advertising on site fencing is discouraged.
- Signage must clearly note the emergency phone number for off hour calls
- Additional contractor or subcontractor signage is not permitted on the project construction fencing or anywhere else visible from adjacent buildings or the public right of way.
- A single free-standing project sign may be allowed but must be submitted to Denver’s Department of Community Planning and Development for review and approval prior to installation.
- Signs noting that businesses are open and accessible shall be installed at appropriate locations.
- Clear signage and appropriate light levels shall be provided to eliminate confusion and maintain safe passageways.
- Contractor will monitor and maintain signage daily.

PROJECT

NAME

BUILDING PERMIT

General Contractor Name

General Contractor Contact

Contact Phone#

Emergency Phone#

24 Hour Emergency Contact #

(SIGN NEEDS TO BE GREEN IN COLOR)





2.1.10. Lighting Plan

Right of Way Lighting for Pedestrian Safety

In pedestrian-oriented development projects, it is important to provide a higher quality of pedestrian lighting, particularly along sidewalks and walkways with higher volumes of nighttime pedestrian activity, specifically in commercial pedestrian districts. When lighting is removed or compromised by construction activity, the Contractor is required to provide temporary lighting at all times.

Night lighting shall include approved temporary lighting on fences and perimeters and be maintained throughout the construction life cycle to provide safe lighting levels for vehicular traffic on the street and within the pedestrian domain and at all street intersections.

Due to decreased lighting as a result of construction, the site-superintendent is required to install appropriate lighting to ensure pedestrian and vehicular safety at all times.



Standards and Guidelines

2.2 Construction



Cherry Creek Arts Festival



Cherry Creek North - Winter Fest - Ice Carving

2.2.1. Work During Holiday Weekends

Many CCN BID retailers make over 30% of their revenue each year between Thanksgiving and New Year's. Most of the annual sales in the district occur during these six (6) weekends. As part of the community's good neighbor efforts, general contractors should curtail heavy construction work such as demolition, pile driving, major utility work, etc. during this period.

- Please reference the City of Denver Department of Transportation and Infrastructure (DOTI) policy regarding issuing new permits in the right-of-way during the holiday period
- Construction workers are required to park off-site and not take up street parking as outlined in the parking plan.
- Staging of parking zones reserved for workers will not be allowed during the Holiday season.

2.2.2. Holiday Permit Freeze

In an effort to help promote access to retail and dining establishments during the holiday season and provide the best experience possible for patrons, DOTI will refrain from issuing new permits for utility or development construction and/or to close the public Right-of-Way in critical retail locations such as Cherry Creek North from Thanksgiving Day through January 1. During the Holiday Permit Freeze, new permit applications for reserved parking area, or street, alley, sidewalk and parking lane closures will not be issued. Also, permit applications to close streets that provide access to CCN retail areas will not be issued.

2.2.3. Special Events in Cherry Creek North

The BID hosts several special events throughout the year. These are very popular with visitors and residents, often drawing thousands of visitors to the area. During these special events, the demand for parking is at a premium and pedestrian circulation, access and safety must be seamless.

As part of the community's good neighbor efforts, general contractors should curtail heavy construction work such as demolition, pile driving, major utility work, etc. during these event periods.



2.2.4. City of Denver Noise Ordinance

The City of Denver’s noise ordinance applies in CCN as well as in the rest of the city.

Table A: Allowable Sound Pressure Levels (in dB(A)) with Time of Day Allowance

Source Premises	Residential		Commercial	
	7 AM - 10 PM	10 PM - 7 AM	7 AM - 10 PM	10 PM - 7 AM
Residential	55	50	65	60
Commercial	55	50	65	60

Table A exemptions: Construction equipment and activities.

a. No person shall operate, or cause to be operated, any construction equipment nor conduct any construction activities, including, without limitation, preparation activities, job site deliveries, and job site pick-ups, on weekdays between the hours of 9:00 p.m. and 7:00 a.m. in a manner that exceeds the sound pressure limits of Table A.

b. No person shall operate, or cause to be operated, any construction equipment nor conduct any construction activities, including, without limitation, preparation activity, job-site deliveries, and job-site pick-ups, on weekends between the hours of 5:00 p.m. and 8:00 a.m. in a manner that exceeds the sound pressure limits of Table A.

c. Construction equipment must be properly maintained, used for the manufacturer’s intended purpose, and operated in compliance with any required license. The board of environmental health, in accordance with chapter 24, article I, may grant variances from the construction restrictions if it can be demonstrated that a construction project will interfere with traffic or jeopardize public safety if completed during daytime.

(Code 1950, § 717.7; Ord. No. 237-99, § 5, 3-29-99; Ord. No. 313-08, § 6, 6-16-08)



2.2.5. Utility Locates

The Cherry Creek North BID is comprised of decorative brick sidewalks that were installed as a part of the Streetscape improvements. Painting these sidewalks for locates with semi-permanent markings takes away from the design element and visitor experience.

When locating utilities, the following products are not allowed:

- Oil / solvent based paints
- Water based paints

NOTE: If these paints are used within the district, the CCN BID will hire an outside contractor to remove the paint when the locate time expires. The cost, plus an administrative fee, will be charged to the General Contractor.

The following products are encouraged:

- Krylon Marking Chalk is a water based utility marker which is a completely removable aerosol marking chalk. It will wash away with weather or can be easily cleaned off or washed away with soap and water.
- This is the preferred brand that should be used in the CCN BID.



2.2.6. Demolition – Removal of CCN BID Materials

Prior to Demolition of existing conditions, the contractor shall provide a removal and storage plan to the BID addressing the BID’s property such as light fixtures, banner poles, street furniture, pavers, etc. The BID will document the existing condition of the property for comparison when the materials are reinstalled. Pre-cast concrete pavers shall not be reused. The fired Edicott brick pavers may be reused if in excellent shape, otherwise they shall be disposed of and recycled. All other property is to be removed carefully and stored in a safe and dry environment off site. Any damage done to the BID’s property shall be repaired to the original condition prior to reinstalling.



2.2.7. Tree and Plant Protection

Tree and plant protection along with on-going maintenance is the responsibility of the general contractor. The plants are owned by the BID and it is expected that all plant material will be maintained by the general contractor in a healthy and vigorous condition during construction. This includes protecting the plant roots from damage and soil compaction, protecting the trunk, canopy and branches from damage of any kind and includes regular watering. All plant material that is damaged during construction will be replaced in quantity, size and quality by the general contractor.



2.2.8. Underground Utilities

All contractors are required to schedule a meeting with CCN BID staff prior to, and after completion of, any project that requires digging in the public right of way. All areas disrupted by utility work shall be repaired immediately and meet the BID’s standards.

All work shall be coordinated with the BID and that a preconstruction meeting is held with the BID. All repairs are to be completed to a like or better condition.



2.2.9. Site Management

The general contractor shall insure that the project site shall be clean and kept in an orderly fashion and that wind-borne dirt and trash shall not leave the site.

The general contractor shall also insure that the impact on the public R.O.W. is minimized due to construction worker's use. This includes items such as litter, damage to existing landscape and site furnishings.





2.2.10. Hardscape Installation

All paving within the BID shall be either cast in place concrete for sidewalks to meet City standards or fired brick pavers manufactured by Endicott Pavers or an approved equal paver. Pre-cast concrete pavers will not be allowed within the BID.



2.2.11. Lighting Installation

Lighting installation shall be overseen by Weifield Electric. All light fixtures shall match the existing fixtures within the BID. These are supplied by Broomfield Signs.



2.2.12. Irrigation

Unlike most projects, where the irrigation within the streetscape is provided by the building owner, the irrigation within the BID is owned and controlled by the BID. The entire BID streetscape has a central irrigation system that runs through all of the plant beds, tree pits and planters within the BID.

New projects are required to tie into the BID's system and utilize the irrigation contractor that the BID uses. This insures that the system is correctly connected to the master irrigation loop and that all of the materials and installation standards are consistent.

The general contractor is responsible to maintain the irrigation connection between their site and adjacent sites to maintain continuity of this loop during the entire construction period. If the irrigation loop and consistent flow is interrupted, the general contractor will be responsible for all required hand watering and replacement of turf, ground cover, shrubs, floral arrangements and trees within the entire irrigation loop that their site is part of.



2.2.13. Planting Installation

Plants shall be installed in a manner that is consistent with the BID's standards. These include trees that have at least a six-foot branching height so that the branches will not interfere with pedestrian traffic or injure pedestrians. Tree stakes and guy wires shall be placed in a manner that is away from pedestrian traffic and not a safety hazard.



2.2.14. Site Clean Up Standards

The construction site and area within the right-of-way shall be kept in a clean and neat condition to provide a safe and attractive site.

- The public right of way, adjacent sidewalks and streets shall be cleaned immediately following any type of material spill or construction trash and debris impact.
- The site shall be thoroughly cleaned at the end of each work day.
- The Contractor will follow best practices for trash and debris management including covering all open dumpsters when not in use.
- The General Contractor will provide and maintain additional trash and cigarette butt containers adjacent to the construction site.
- All CCN BID streetscape improvements such as paving, site furnishings, signage, plant materials and irrigation shall be repaired to its original condition if it is impacted or damaged in any way.
- All existing landscape and trees within the construction fencing are to be protected, watered and maintained on a schedule. A written landscape plan is to be submitted to the BID.
- Efforts will be made to control dust, mud, noise, exhaust emissions, vehicle staging, deliveries and related impacts.
- Measures will be taken to maintain construction materials in a safe, orderly and secure manner
- Contractor is responsible for snow removal on permitted areas and must comply with City Code regarding snow removal.
- The BID or its agent will perform regular inspections noting non-compliant areas and will work with the contractor and City Right of Way staff to correct the non-compliance.
- The Contractor will have a single point of contact for managing the Public Right of Way to mitigate negative impacts. The contact phone number will be available to BID Staff.
- The CCN BID holds the highest standards of cleaning and sanitation, if standards are not met, the BID will hire a contracted cleaning company. The cost of this work plus an administrative fee will be charged back to the General Contractor.

Standards and Guidelines

2.3 Post-Construction

2.3.1. Meeting with BID: BID Acceptance of Streetscape Improvements

The BID will participate in all phases of Streetscape restoration including inspection, punch list and final approval. Improvement must meet or exceed the District Streetscape Guidelines or will not be accepted.

Cherry Creek North Business Improvement District Project Acceptance

Item	Date Completed
Contractor / City of Denver	
Certificate of Occupancy _____	_____
Warrantee Certificates _____	_____
Operation and Maintenance Manuals _____	_____
As Built drawings _____	_____
List of warrantee agents _____	_____
Keys – Turnover Items _____	_____
Inspections _____	_____
All punch list work complete _____	_____
Architect / Consultant	
Record drawings prepared from As Builts. _____	_____
Acceptance Sign-off and Acceptance _____	_____
Owner Project Manager - BID	
Provide copies of Maintenance Manuals _____	_____
Provide copies of Warrantee and Agents _____	_____



2.3.2. Chargeback of Fees: Post-Construction Review

The CCN BID will hire a professional landscape architect and/or professional engineer to assist, advise and represent the CCN BID for the post-construction reviews. The cost of this work plus an administrative fee will be charged to the General Contractor.

Design Review - Initial Design Review with the City - No Charge. Any additional review or changes after plan acceptance may incur a fee at a published rate based on reviewer.

Modification Plan Review may incur a fee at a published rate.

2.3.3. Certificate of Occupancy - Approval

Representatives from the CCN BID (staff and professional advisors) will join the DOTI Works Right-of-Way inspection during the final review, prior to signing off on the Certificate of Occupancy. If the CCN BID standards are not adhered to, the Certificate of Occupancy approval will be delayed or conditions applied to assure compliance within a reasonable amount of time.



2.3.4. Warranty Period

- All CCN BID right-of-way improvements / components, new, or items that were removed and replaced, shall have a two-year maintenance and replacement warranty period starting at the date of substantial completion.
- The CCN BID reserves the right to contract for replacement of all damaged and non-performing improvements and materials if an item is not replaced within 30 days of written notice identifying the non-performance. These costs will be billed to the General Contractor.

Contact during warranty period:

1. Project: project’s landscape architect / architect / owner
2. Cherry Creek North Business Improvement District
2401 East 2nd Ave, Ste 150
Denver, CO 80206
(303) 394-2904

Non-Compliance

3.0



3.1. Non-Compliance of Standards

- Upon notice of non-compliance with the Standards, the CCN BID shall issue written notice of non-compliance to the Site Superintendent/Construction Project Manager and a copy to the City of Denver’s DOTI, Right-of-Way Inspector.
- In the notice, Contractors are given no more than seven (7) days to comply, however, immediate compliance is expected.
- If Contractor non-compliance continues, the Project Developer will be contacted and asked to take immediate action to insure compliance. If the problem is not addressed and remedied within seven (7) days of Project Developer notification, the CCN BID shall hire a separate, specialized contractor to fix the problem. The cost of this work plus an administrative fee will be charged to the General Contractor.



Receipt and Acceptance of Standards

4.0

4.0. Receipt and Acceptance of Standards

I have received and accept the Cherry Creek North Business Improvement District Compliance Standards for Construction.

Signee #1 (Developer)

Name

Title / Company

Signature

Date

Signee #2 (Construction Manager)

Name

Title / Company

Signature

Date

Signee #3 (Site-Superintendent)

Name

Title / Company

Signature

Date

Signee #4 (CCN BID)

Name

Title / Company

Signature

Date





Cherry Creek North Business Improvement District

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