Policy Name:	Fee Policy for Changes to RTD's Physical Infrastructure and Event Closures				
Policy #:	RTD-CAP-PLY-0001	Date Issued:	2018-07-02	Current Version:	A
General Manager Approval:					
Assistant General Manager Approval:					
Responsible Department:	Capital Programs				

1. POLICY STATEMENT

RTD has a right to assess and recover costs of implementing non-RTD projects and event closures, including reasonable reimbursement of staff time spent, and associated lost revenue. Disruption to RTD services is highly discouraged. RTD will keep open lines of communication with adjacent landowners, developers, local agencies and businesses, while keeping RTD infrastructure safe and minimizing passenger inconvenience.

2. REASON FOR POLICY

Local agencies, utility companies, and private developers sometimes request modifications to RTD's physical infrastructure and transit service, to make their projects work. Additionally, municipalities, non-profit organizations and for profit companies request rail closures for special events.

Non-RTD projects and event closures consume RTD employees' time to review, analyze, assess, and assist in the implementation of such projects. Such projects may disrupt RTD transit services, modify existing infrastructure, incur additional costs for concessionaires, and may need specialty consultants and contractors to implement.

3. RESPONSIBILITIES

All RTD employees who are involved in making changes to RTD's physical infrastructure, granting access to RTD properties and right-of-way, and implementing event closures must comply with this policy and its supporting procedure.

4. REFERENCES

RTD-CAP-PRC-0001 Fee Procedure for Changes to RTD's Infrastructure and Event Closures

An outward facing copy of this policy and associated procedure will be available on the external RTD website.

REVISION BLOCK

Draft prepared by:			
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Reviewed by: David Genova; Henry Stopplecamp; Rolf Asphaug; Michael Ford; Heather McKillop;			
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