

## **MINUTES**

### **Supervisory Committee Meeting**

**Thursday, May 23, 2019**

**South Platte Water Renewal Partners (SPWRP)**

**2900 South Platte River Drive, Englewood, CO 80110 - Colorado Room 9:00 a.m.**

### **COMMITTEE MEMBERS PRESENT:**

Maria D'Andrea	City of Englewood, Public Works Director
Dorothy Hargrove	City of Englewood, Interim City Manager
Keith Reester	City of Littleton, Public Works Director

### **COMMITTEE MEMBERS ABSENT:**

Mark Relph	City of Littleton, City Manager
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### **STAFF/CONSULTANTS PRESENT:**

Kacie Allard	SPWRP Deputy Director – Business Solutions
Blair Corning	SPWRP Deputy Director – Environmental Programs
Alyssa Hoffman	SPWRP Business Services Specialist
David Robbins	Hill & Robbins, SPWRP Attorney
Pieter Van Ry	SPWRP Director
Brenda Varner	SPWRP Government Communications Specialist
Chong Woo	SPWRP Deputy Director – Engineering

### **GUESTS PRESENT:**

Cynthia Lane	Assistant Manager, Platte Canyon Water & Sanitation District
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## **I. Call to Order**

The May Supervisory Committee (Committee) meeting was called to order by Pieter Van Ry, the Director of South Platte Water Renewal Partners (SPWRP).

## **II. Consideration of Minutes for Previous Supervisory Committee Meetings**

The April Supervisory Committee meeting minutes were approved via email by Committee Member D'Andrea, Committee Member Reester, Committee Member Hargrove, and Committee Member Relph on May 6 and 7, 2019.

### III. Action Item(s)

#### Electrical Improvements Projects Design – Contract Award:

Mr. Chong Woo, SPWRP Deputy Director – Engineering, discussed the recommendation for a professional services agreement between SPWRP and Carollo Engineers, to perform the Electrical Improvements Project Design (Project), in the amount of \$349,000. This Project will improve SPWRP operational efficiency through asset renewal and replacement of variable frequency drives, two electrical switchgears, and a sewer pump station control panel. In addition, the Project includes installation of new emergency light fixtures required within the SPWRP facility.

Mr. Woo discussed the two proposals SPWRP staff received for this Project with the Supervisory Committee. Mr. Woo explained how SPWRP staff arrived at their recommendation to award the project to Carollo Engineering. Carollo has the capacity, capability, experience and expertise to perform the requested scope of services. Carollo prepared a proposal which took a holistic view of the project in regards to plant operability, now and into the future. Carollo also exhibited a comprehensive understanding of the project, they were able to provide alternatives for design and construction to suit the needs of SPWRP, and they proposed a phased approach to partnering within the final design sequences. Additionally, Carollo's approach provided insight into the effects of future construction at the facility and how that may impact electrical demands.

Alternatively, the other bid received did not exhibit the level of understanding, experience, or technical capability necessary to complete a project of this magnitude and was deemed a non-responsible bid. This vendor provided no insight into the design or management approaches they would take during the design and construction phases.

***ACTION TAKEN – The Supervisory Committee considered the recommendation to approve a professional services agreement with Carollo Engineers, for the Electrical Improvements Projects Design Project, in the amount of \$349,000. Committee Member Hargrove moved to approve the professional services agreement with Carollo Engineers, Committee Member Reester seconded the motion, three ayes, no nays. Motion approved. Committee Member Relph absent.***

#### Ethernet Infrastructure Replacement Project – Contract Award:

Mr. Woo discussed the recommendation for a construction contract between SPWRP and McDade-Woodcock, Inc., to perform the Ethernet Infrastructure Replacement Project (Project), in the amount of \$838,998.01. At the July 5, 2018 Supervisory Committee meeting, the Committee approved a professional services agreement with Carollo Engineering which provided SPWRP with design consulting services for this Project. These consulting services will provide 100% drawings and specifications for this Project. This Project is necessary to update the facilities' Ethernet control systems and improve overall network functionality. The existing technologies installed at the facility are no longer

supported by the manufacturers and have reached the end of their useful life. McDade-Woodcock, Inc., will provide the management, technical expertise, and resources to complete the scope of work.

Mr. Woo discussed the invitation to bid that was developed and advertised on the Rocky Mountain E-Purchasing System to find the best solution. A total of one (1) proposal was received. SPWRP staff and the Committee discussed how receiving only one bid for a proposal for electrical work was not surprising since electrical work costs seem to be increasing throughout the wastewater industry.

This Project has high criticality as well as serious consequence if not addressed. The Ethernet control system assets are critical to the operability, optimization, and controllability of the SPWRP treatment facility. Due to the limited number of IP addresses, inability to update firmware due to lack of Ethernet infrastructure, and capacity reaching over 90% thereby stressing the system, renewal and replacement is recommended.

***ACTION TAKEN – The Supervisory Committee considered the recommendation to approve a construction contract with McDade-Woodcock, Inc., for the Ethernet Infrastructure Replacement Project, in the amount of \$838,998.01. Committee Member D’Andrea moved to approve the construction contract with McDade-Woodcock, Inc., Committee Member Reester seconded the motion, three ayes, no nays. Motion approved. Committee Member Relph absent.***

**Asset Management Strategic Plan – Contract Award:**

Mr. Woo discussed the recommendation for a professional services agreement between SPWRP and WSP USA Inc., to perform an asset management strategic plan for the SPWRP facility, in the amount of \$48,000. This action item was previously brought to Committee for their approval, at the March 28, 2019 Supervisory Committee meeting. At the March meeting, the Committee tabled this action item and requested that a competitive procurement process be utilized prior to Committee approval.

Mr. Woo discussed the three (3) engineering consulting firm proposals for this Project with the Committee. Based on SPWRP staff review of the proposals, WSP was recommended to serve as the consultant for the Project. WSP (formerly Parsons Brinckerhoff) is a national leader in driving efficient, economic and sustainable business practices in asset management. WSP has worked extensively with clients, including government entities, who have real world challenges in managing assets, executing within constrained budgets, maintaining performance and minimizing risks.

WSP was selected based on an overall project approach, methodologies, and team experience and capabilities. WSP will deep dive into the understanding of asset class lifecycle needs, integrate business transformation practices, and deliver a strategic vision

and roadmap to focus on the key enablers to a successful program: people, processes, technology and information.

Asset management is a critical function to ensure the effective operation and reliability of the SPWRP facility. It allows the SPWRP facility the capability to meet regulatory requirements and provide maximum value through the management of equipment lifecycle costs and planning effective budgetary requirements for equipment renewal and replacement.

To achieve goals and meet the mission and vision of the organization, improvements to the existing program are necessary. The strategy developed by WSP, in collaboration with SPWRP staff, will build upon past initiatives and promote new opportunities to provide long-term sustainable operations for SPWRP.

***ACTION TAKEN*** – ***The Supervisory Committee considered the recommendation to approve a professional services agreement with WSP USA, Inc., to perform an asset management strategic plan for the SPWRP facility, in the amount of \$48,000. Committee Member D’Andrea moved to approve the professional services agreement with WSP USA, Inc., Committee Member Hargrove seconded the motion, three ayes, no nays. Motion approved. Committee Member Relph absent.***

Civil Improvements Project – Contract Award:

Mr. Pieter Van Ry, SPWRP Director, requested to have the Civil Improvements Project action item tabled until the June 2019 Committee meeting.

***ACTION TAKEN*** – ***The Supervisory Committee unanimously agreed to table the contract for the Civil Improvement Project. Action item moved to the June 2019 Supervisory Committee meeting.***

#### IV. Informational Items

SPWRP staff discussed the informational items listed below with the Supervisory Committee:

- Director Updates:
  - Discussion on Ribbon-Cutting Event for Biogas Project Completion
  - SPWRP Master Plan discussion
  - SPWRP Community Open House, Wednesday, June 19, 2019
  - SPWRP Quarterly Update discussion
- Update from CDPHE Meeting on April 30, 2019
- Three (3)-Month Outlook for Supervisory Committee Action Items

- SPWRP Influent Flow and Load Summary:
  - The measured flow to the SPWRP averaged 19.1 MGD in April 2019. The measured flow split was 44.7 / 55.3 percent between the cities of Littleton and Englewood respectively.
- Fiscal Management and Reporting

## V. Adjournment

The next Supervisory Committee meeting is scheduled for Thursday, June 27, 2019, at 9:00 – 10:30 a.m., at the South Platte Water Renewal Partners facility.

The annual Joint Council's Study Session will replace the July 2019 Supervisory Committee meeting on Thursday, July 25, 2019, from 8:00 a.m. to 10:00 a.m., with a complimentary breakfast from 7:30 a.m. to 8:00 a.m. for Councilmembers, Committee and staff. It will be held in the South Platte Room at the South Platte Water Renewal Partners facility.

Adjourned at 9:55 a.m.

Recording Secretary Signature \_\_\_\_\_

Brenda J. Varner

***The SPWRP Supervisory Committee approved the May 23, 2019 meeting minutes via email on June 7, 2019. Committee Member D'Andrea, Committee Member Hargrove and Committee Member Reester voted, three ayes, zero nays, Committee Member Relph absent. Minutes approved.***