

MINUTES

Supervisory Committee Meeting

Thursday, January 23, 2020

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
Shawn Lewis	City of Englewood, City Manager
Keith Reester	City of Littleton, Public Works Director
Mark Relph	City of Littleton, City Manager

STAFF PRESENT:

Kacie Allard	SPWRP Deputy Director – Business Solutions
Blair Corning	SPWRP Deputy Director – Environmental Programs
Alyssa Hoffman	SPWRP Business Services Specialist
Zeena Kohr	SPWRP Engineer II
Jamie Langer	SPWRP Engineering Project Manager
David Robbins	Hill & Robbins, SPWRP Attorney
Brian Tracy	SPWRP Deputy Director – Operations & Maintenance
Pieter Van Ry	SPWRP Director
Brenda Varner	SPWRP Government Communications Specialist
Chong Woo	SPWRP Deputy Director – Engineering

GUESTS:

Cynthia Lane	Platte Canyon Water & Sanitation District, Assistant Manager
--------------	--

I. Call to Order

The January Supervisory Committee (Committee) meeting was called to order by Pieter Van Ry, the Director of South Platte Water Renewal Partners (SPWRP). Director Van Ry introduced Jamie Langer, SPWRP Engineering Project Manager and Zeena Kohr, SPWRP Engineer II, to the Committee.

II. Consideration of Minutes for Previous Supervisory Committee Meetings

The December Supervisory Committee meeting minutes were approved via email by Committee Member Reester, Committee Member D’Andrea, Committee Member Relph and Committee Member Lewis on January 27, 28 and 31, 2020.

III. Action Item(s)

On-Call Construction Contracts – General Construction Projects:

Chong Woo, SPWRP Deputy Director – Engineering, discussed the SPWRP staff recommendation to approve an award of two (2) On-Call Contracts (OCCs), each in the amount of \$250,000, with Kc Construction, Inc., and Velocity Plant Services, LLC, for General Construction Projects at the SPWRP facility. The OCCs would be one (1) year in term, with the opportunity for three (3) one-year renewals.

Through the operation of the facility, several projects arise which require small construction or repair services by outside contractors. These projects require minimal design effort and supplement our existing maintenance staff with expertise in industrial construction, manpower and heavy equipment. General construction OCCs provide an effective means to execute small scoped or infrastructure-type projects needed in a timely manner. Contractor services can include concrete and asphalt work, treatment equipment repair, facility upgrades, small improvements, and others.

A statement of qualifications (SOQ) was developed and advertised on the Rocky Mountain E-Purchasing System to identify the ideal contractors for the services. A total of seven (7) proposals were received and reviewed by the SPWRP Selection Committee comprised of SPWRP staff from the Engineering, Operations and Maintenance departments. The contractors were selected using a competitive qualifications process. Each company has the experience and expertise necessary to complete the scope of the projects and meet all SPWRP requirements. The issuance of task orders will be based on the specific requirements of each task matching the specific capabilities of the contractor.

The annual fee for each General Construction Projects annual On-Call Contract is fixed at \$250,000 (not to exceed). Issuance of a contract does not guarantee payment or assignment of work. Work will be issued through individual task orders. Task orders less than \$100,000 shall follow the SPWRP purchasing authorization guidelines. Task orders \$100,000 and greater shall be presented to the Supervisory Committee for approval.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve an award of two (2) On-Call Contracts, each in the amount of \$250,000, with Kc Construction, Inc., and Velocity Plant Services, LLC, for General Construction Projects at the SPWRP facility. The On-Call Contracts would be one (1) year in term, with the opportunity for three (3) one-year renewals. Committee Member D’Andrea moved to approve the recommendation. Committee Member Reester seconded the motion, four ayes, no nays. Motion approved.

Change Order – Administration Building Access Control and Fire Alarm System Improvements Project:

Deputy Director Woo discussed the SPWRP staff recommendation to approve Change Order No. 1, in the amount of \$15,404.13, to Johnson Controls, Inc. for the Administration Building Access Control and Fire Alarm System Improvements Project. The original cost of the contract, \$96,380.00, and the additional Change Order No. 1 exceeds the SPWRP director authorization limit, according to the SPWRP Procurement Policy.

In 2019, SPWRP initiated the Administration Building Access Control and Fire Alarm System Improvements Project to install smoke detectors, manual pull stations, horn, strobes and access security upgrades within the Administration Building. A request for proposals (RFP) was developed and advertised on the Rocky Mountain E-Purchasing System for contractor services and Johnson Controls, Inc. was identified as the most competent and qualified contractor. A contract for services with Johnson Controls, Inc. was approved by Director Van Ry, in the amount of \$96,380.00.

SPWRP requested additional access control points which were not previously identified during the original contract scope. The access control points include an IT computer laboratory, equipment storage and private staff locker rooms. These access control points will provide increased security and protection for the SPWRP facility and its staff. Johnson Controls, Inc. provided a scope of work and cost estimate of \$15,404.13 to complete the additional requested work.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve Change Order No. 1, in the amount of \$15,404.13, to Johnson Controls, Inc. for the Administration Building Access Control and Fire Alarm System Improvements Project. Committee Member Lewis moved to approve the recommendation. Committee Member Relph seconded the motion, four ayes, no nays. Motion approved.

IV. Informational Items

SPWRP staff discussed these informational items with the Committee:

- Regulatory Updates – Mr. Blair Corning, SPWRP Deputy Director – Environmental Programs
 - Deputy Director Corning discussed how the Colorado Department of Public Health & Environment (CDPHE) is currently undertaking the development of a draft narrative policy on PFAS (Per- and Polyfluoroalkyl Substances) found in water and groundwater. CDPHE is aiming for policy completion in February 2020, with final approvals expected by May 2020. SPWRP has been an active member in stakeholder work groups and has made comments on the proposed standards. SPWRP will continue to work closely with CDPHE and other stakeholders through the policy development process.

- Deputy Director Corning updated the Committee on Regulation No. 22 for site location and design, and 61 Colorado Discharge Permit System work. This rulemaking will clarify and improve the site location and design review processes. The changes that will directly affect the SPWRP are: clarifying the processes for pilot projects, potential changes to “design capacity” definition, and changes to the chemical approval process.
- Deputy Director Corning also updated the Committee on the rulemaking hearing for Regulation No. 38, scheduled for June 2020. SPWRP will present findings from an ongoing heat reduction feasibility study which will evaluate costs of meeting temperature permit effluent limits in the future.
- Deputy Director Corning discussed other stakeholder group work on which the SPWRP is involved in. Denver Water OCCT (optimal corrosion control treatment) update – The US Environmental Protection Agency approved Denver Water’s proposal to implement a Lead Reduction Program Plan as an alternative to using orthophosphate for corrosion control. This decision is beneficial to the facility because it eliminates a future 10% influent nutrient load increase and protects downstream waterbodies.
- Coors Distillate Pilot Project – SPWRP received CDPHE approval to begin using waste products from Coors and Laws Distillery as a carbon source in the treatment process.
- The Committee stressed the importance of staying informed and up-to-date in regards to these topics at the state-level, and considered hiring a lobbyist.
- Director Updates
 - Potential SPWRP Lobbyist:
 - Director Van Ry continued the discussion about hiring a lobbyist. He described an opportunity where current state legislation may have a positive impact on the revenue for the SPWRP Biogas project. The Committee considered how a lobbyist may also impact work on other important legislative issues, including PFAS. Director Van Ry brought forth additional information to the Committee on some of his prior work in regards to hiring a lobbyist. The Committee recommended involving both cities’ councils and suggested presenting periodical updates to each council. Director Van Ry clarified that the timing of this effort was critical and he recommended that the Committee formally vote on their approval to move forward in hiring a lobbyist for SPWRP.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve hiring a lobbyist for SPWRP. Committee Member Lewis moved to approve the recommendation. Committee Member Relph seconded the motion, four ayes, no nays. Motion approved.



- Director Updates (cont'd)
 - The February Supervisory Committee meeting will be moved to Feb. 20, 2020 due to SPWRP scheduling conflicts.
 - The SPWRP recently received the 50K prize check from the EPA for winning the 2019 Nutrient Sensor Action Challenge.
 - SPWRP is reallocating a full-time position to hire for the role of Construction Management Services.
 - Director Van Ry updated the Committee on the status of the Chemical Phosphorus and UV project. SPWRP will follow a CMGC model with this project because of challenges and the retrofit nature of the work. The CMGC will help SPWRP lock in variable pricing.
 - Director Van Ry updated the Committee on the status of the Civil Electrical Project. This project is coming in over budget due to higher priced electrical components.
- Three (3)-Month Outlook for Supervisory Committee Action Items
 - Xcel Energy provided comments to the SPWRP on the Xcel Energy Easement and these comments are currently under review by the City of Englewood Attorney. Staff is planning on bringing the easement to the Committee for approval in March 2020 and to city councils in April or May.
- SPWRP Influent Flow and Load Summary:
 - The measured flow to SPWRP averaged 18.8 mgd in December 2019, which is a decrease of approximately 0.9 mgd from December 2018. The measured flow split was 44.6 / 55.4 percent between the cities of Littleton and Englewood, respectively.
- Fiscal Management and Reporting
- David Robbins, SPWRP's Attorney, updated the Committee in regards to the Lowry Landfill remediation. Mr. Robbins reported that there are enough funds in this account for remediation and forward progress continues. Matt Montgomery, SPWRP's Attorney, attends these annual meetings and keeps track of the status of this site on behalf of the SPWRP and the two cities.



SOUTH PLATTE
WATER RENEWAL
PARTNERS

V. Adjournment

The next Supervisory Committee meeting is scheduled for Thursday, February 20, 2020 9:00 a.m., in the Colorado Room, at the South Platte Water Renewal Partners facility.

Adjourned at 10:02 a.m.

Recording Secretary Signature _____
Brenda J. Varner

The SPWRP Supervisory Committee approved the January 23, 2020 meeting minutes via email on February 14, 2020. Committee Member D'Andrea, Committee Member Reester, Committee Member Relph, and Committee Member Lewis voted; four ayes, no nays. Minutes approved.