

MINUTES

Supervisory Committee Meeting

Thursday, March 25, 2021; meeting held virtually through Microsoft Teams – 9 a.m.

South Platte Renew (SPR)

2900 South Platte River Drive, Englewood, CO 80110

COMMITTEE MEMBERS PRESENT:

Maria D’Andrea	City of Englewood, Public Works Director
Shawn Lewis	City of Englewood, City Manager
Mark Relph	City of Littleton, City Manager

COMMITTEE MEMBERS ABSENT:

Keith Reester	City of Littleton, Public Works Director
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STAFF PRESENT:

Kacie Allard	SPR Deputy Director – Business Solutions
Blair Corning	SPR Deputy Director – Environmental Programs
Elizabeth DeWaard	SPR Government Communications Specialist
Becca Erickson	SPR Engineer II
Samma Fox	City of Littleton, Assistant to the City Manager
Alyssa Hoffman	SPR Business Services Specialist
Jackie Loh	City of Englewood, Director of Finance and Administrative Services
Caroline Miller	SPR Asset Manager
Matt Montgomery	Hill & Robbins, SPR Attorney
David Robbins	Hill & Robbins, SPR Attorney
Jamie Safulko	SPR Engineering Project Manager
Brian Tracy	SPR Deputy Director – Operations & Maintenance
Pieter Van Ry	SPR Director
Chong Woo	SPR Deputy Director – Engineering

GUESTS:

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

The March Supervisory Committee meeting was called to order by Pieter Van Ry, SPR Director. Director Van Ry welcomed everyone to the Microsoft Teams conference call.

II. Consideration of Minutes for Previous Supervisory Committee Meetings

The January Supervisory Committee meeting minutes were approved via email by Committee Member Reester, Committee Member D'Andrea, and Committee Member Relph on March 1, 2021. Committee Member Lewis abstained from voting.

III. Action Item(s)

Envelope Facility Improvements – Contract for Services

Becca Erickson, SPR Engineer II, presented the Committee with a recommendation to approve a Contract for Services in the amount of \$344,379 for the Exterior Envelope Repairs Project (Project) and a staff-managed contingency of \$25,000 for a total authorization of \$369,379.

In 2018, SPR selected Inter Group Architects to conduct a condition assessment of the facility and prepare a report identifying a need for repair or replacement of the assessed areas. Amtech Solutions was contracted to complete the design and Class 4 cost estimate for the Project in 2020.

SPR identified five areas to move forward for repair and replacement. In November 2020, SPR advertised the Project on the Rocky Mountain E-Purchasing System and received six (6) bids for the Project. SPR selected Region 8 International for the Project. Completion of this Project will maintain SPR's critical infrastructure and ensure it functions properly in the long-term.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve a Contract for Services in the amount of \$344,379 for the Exterior Envelope Repairs Project and a staff-managed contingency of \$25,000 for a total authorization of \$369,379.

Committee Member D'Andrea moved to approve the recommendation, Committee Member Relph seconded the motion, three ayes, and zero nays. Motion approved. Committee Member Reester excused due to personal matters.

Pump Rebuild – Ambiente H2O, Inc.

Caroline Miller, SPR Asset Manager, presented the Committee with a recommendation to approve a Purchase Order for the rebuild of two (2) return secondary sludge (RSS) pumps through Ambiente H2O, Inc. (Ambiente) in the amount of \$142,210.

SPR utilizes eight (8) RSS pumps, and data provided by SPR's asset management system identified two (2) pumps with reduced performance due to normal wear. Industry best practices recommend that RSS pumps be rebuilt every five to 10 years for preventative maintenance and to extend their useful life.

SPR selected Ambiente, the authorized Rocky Mountain region Fairbanks Nijhuis representative, to ensure the pumps are rebuilt with Original Equipment Manufacturer repair parts, service, and testing.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve a Purchase Order for the rebuild of two (2) return secondary sludge (RSS) pumps through Ambiente H2O, Inc. in the amount of \$142,210.

Committee Member Lewis moved to approve the recommendation, Committee Member Relph seconded the motion, three ayes, and zero nays. Motion approved. Committee Member Reester excused due to personal matters.

IV. Informational Items

SPR staff discussed these informational items with the Committee:

- Director's Update
 - Kacie Allard, SPR Deputy Director – Business Solutions, discussed SPR's third annual River Clean-Up event. The virtual event will take place between April 12 and April 25, and volunteers are asked to clean up their local neighborhood, rivers, lakes, or parks.
 - Chong Woo, SPR Deputy Director – Engineering, updated the Committee on the Asset Management Program. As part of the Program, SPR developed a draft Implementation Plan which identifies the fundamental steps and strategies for implementation, the Program's organizational structure, and a draft Asset Management Policy.
 - Blair Corning, SPR Deputy Director – Environmental Programs, informed the Committee that SPR staff met with the Colorado Department of Public Health and Environment to discuss the chemical approval process. Deputy Director Corning also reviewed SPR's meeting with the Colorado Energy Office, a routine compliance evaluation inspection, and a submission for Party Status for Regulation 31.
 - Brian Tracy, SPR Deputy Director – Operations & Maintenance, reported on the cleaning of Digester #1. This cleaning is part of regular maintenance and allows staff to conduct an inspection and condition assessment on the equipment.
 - Director Van Ry presented on the SPR Safety Program. SPR formed a team to identify potential cultural and systematic safety issues and to improve significant internal processes. The team's findings and recommendations have informed changes to SPR's project processes, and the team will

continue to examine areas of improvement that foster a safety-first culture at SPR.

- SPR Influent Flow and Load Summary:
 - The measured flow to SPR averaged 16.3 mgd in February 2021, which is a decrease of approximately 2.3 mgd from February 2020. The measured flow split was 46.2 / 53.8 percent between the cities of Littleton and Englewood.
- Fiscal Management and Reporting
 - Deputy Director Allard presented the financial report and aggregate purchases report for January and February 2021.

V. Adjournment

The next Supervisory Committee meeting is scheduled for Thursday, April 22, 2021, at 9:00 a.m. This meeting will utilize Microsoft Teams, until further notice.

Adjourned at 9:42 a.m.

Recording Secretary Signature _____

Elizabeth DeWaard

The SPR Supervisory Committee approved the March 25, 2021 meeting minutes via email on April 19 and 28, 2021. Committee Member Reester, Committee Member D'Andrea, Committee Member Lewis, and Committee Member Relph voted; four ayes, no nays. Minutes approved.