

## **MINUTES**

### **Supervisory Committee Meeting**

**Thursday, July 8, 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
Keith Reester	City of Littleton, Public Works Director
Mark Relph	City of Littleton, City Manager

### **COMMITTEE MEMBERS ABSENT:**

None

### **STAFF PRESENT:**

Kacie Allard	SPR Deputy Director – Business Services
Blair Corning	SPR Deputy Director – Environmental Programs
Elizabeth DeWaard	SPR Government Communications Specialist
Alyssa Hoffman	SPR Business Services Specialist
Jackie Loh	City of Englewood, Director of Finance and Administrative Services
Matt Montgomery	Hill & Robbins, SPR Attorney
Joe Morrissette	SPR I&C Manager
David Robbins	Hill & Robbins, SPR Attorney
Jamie Safulko	SPR Interim Deputy Director – Engineering
Brian Tracy	SPR Deputy Director – Operations & Maintenance
Pieter Van Ry	SPR Director

### **GUESTS:**

None

#### **I. Call to Order**

The June 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 May Supervisory Committee meeting minutes were approved via email by Committee Member D'Andrea, Committee Member Reester, Committee Member Lewis, and Committee Member Relph on June 22, July 9, and July 19, 2021.

## III. Action Item(s)

### Chemical Phosphorus and UV Disinfection Project – GMP 2

Jamie Safulko, SPR Interim Deputy Director – Engineering, presented the Committee with a recommendation to approve a Change Order with PCL Construction, Inc. (PCL), in the amount of \$6,198,491, for construction phase services related to the Chemical Phosphorus and Ultraviolet (UV) Disinfection Project (Project). The Project is necessary to meet SPR's Regulation No. 85 compliance date by June 2023.

The Project has been split into three (3) Guaranteed Maximum Prices (GMPs) to allow for potholing and excavation, price-locking, and optimization of the construction schedule. SPR presented GMP 1 to the Supervisory Committee in February 2021. GMP 2 includes procurement of equipment, site work, concrete work, and site mobilization. The PCL Change Order is included under the current Construction Manager/General Contractor (CMGC) Agreement with PCL for GMP 2.

PCL has extensive CMGC project delivery experience and has proven to be a trusted partner through the design and preconstruction phase of the Project. SPR has developed an excellent working relationship with PCL and believes they will be crucial to the success of the Project moving forward into construction.

***ACTION TAKEN – The Supervisory Committee considered the recommendation to approve a Change Order to the Construction Manager/General Contractor Agreement with PCL Construction, Inc. for Guaranteed Maximum Price 2, in the amount of \$6,198,491, for the construction phase services related to the Chemical Phosphorus and Ultraviolet Disinfection Project.***

***Committee Member Lewis moved to approve the recommendation, Committee Member Reester seconded the motion, four ayes, and zero nays. Motion approved.***

### Chemical Phosphorus and UV Disinfection Project – Stantec Professional Services Agreement

Interim Deputy Director Safulko presented the Committee with a recommendation to approve a Professional Services Agreement with Stantec Consulting Services, Inc. (Stantec), in the amount of \$860,360, for construction phase services and design modifications related to the Chemical Phosphorus and UV Disinfection Project (Project).

SPR selected Stantec as the design engineer for the Project in October 2019, and the Project team has worked closely to determine the best design to meet all future nutrient



***Committee Member Relph moved to approve the recommendation, Committee Member Reester seconded the motion, four ayes, and zero nays. Motion approved.***

SPR Proposed Draft 2022 Budget

Kacie Allard, SPR Deputy Director – Business Services, presented the Committee with a recommendation to forward the Draft 2022 Budget, in the amount of \$32,947,937.44, to the COE and City of Littleton (COL) Councils for their consideration and approval.

The proposed draft 2022 budget provides a concise summary of SPR’s Enterprise expenses and revenue for the 2022 fiscal year to ensure that both Cities’ sewer funds are prepared to cover the proposed expenses. There is an overall 13% increase to expenses due in large part to Capital Expenses. Capital Expenses have two primary drivers: 1) asset replacement for aging infrastructure and 2) regulatory improvements to meet upcoming Regulations 85 and 31.

The Draft 2022 Budget will be presented to the COE and COL City Councils at the SPR Joint Council Study Session on Thursday, July 22, 2021, as an informational item and has been shared with both Cities’ Finance Directors to incorporate into the sewer fund budgets. The Committee recommended presenting the 5-year and 10-year Capital Improvement Plan at the Joint Council Study Session to show anticipated Capital Expenses in the future, which SPR will incorporate into the presentation.

***ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the forwarding of the Draft 2022 Budget for SPR, in the amount of \$32,947,937.44, to the City of Englewood and City of Littleton Councils for their consideration and approval.***

***Committee Member Relph moved to approve the recommendation, Committee Member Lewis seconded the motion, four ayes, and zero nays. Motion approved.***

#### **IV. Informational Items**

SPR staff discussed these informational items with the Committee:

- Director's Update
  - Deputy Director Allard discussed the development of a Capital Equipment and Vehicle Replacement Policy to evaluate vehicles and equipment for repair and replacement, incorporate new technologies and safety upgrades, and optimize fleet sizing. Expected replacement and repair costs have been incorporated as a line item in the proposed draft 2022 budget.
  - Blair Corning, SPR Deputy Director – Environmental Programs, provided an overview of new Per- and polyfluoroalkyl substances (PFAS) monitoring requirements from the Colorado Department of Public Health and Environment.

- Brian Tracy, SPR Deputy Director – Operations & Maintenance, reported on the increased cost of chemicals, which SPR is tracking closely. SPR is actively updating cost forecasts based on the fluctuating prices and process optimization. Future action by the Committee may be needed to increase Purchase Order amounts for chemicals.
- Director Van Ry notified the Committee that Jamie Safulko is acting Interim Deputy Director of the Engineering division. Director Van Ry also presented SPR's Joint Council Study Session presentation to the Committee.
- SPR Influent Flow and Load Summary
  - The measured flow to SPR averaged 19.1 mgd in May 2021, which is an increase of approximately 0.1 mgd from May 2020. The measured flow split was 45.8 / 54.2 percent between the COL and COE.
- Fiscal Management and Reporting
  - Deputy Director Allard presented the financial report and aggregate purchases report for April and May 2021.

## V. Adjournment

The annual Joint Council Study Session is scheduled for Thursday, July 22, 2021, at 7:30 a.m. at SPR. The meeting will take the place of the regularly scheduled Supervisory Committee meeting for July 2021.

The next Supervisory Committee meeting is scheduled for Thursday, August 26, 2021, at 9 a.m., held virtually via Microsoft Teams.

Adjourned at 10:15 a.m.

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

Elizabeth DeWaard

***The SPR Supervisory Committee approved the July 8, 2021 meeting minutes via email on August 24, August 25, and September 15, 2021. Committee Member Reester, Committee Member Relph, Committee Member D'Andrea, and Committee Member Lewis voted; four ayes, no nays. Minutes approved.***