

## **MINUTES**

### **Supervisory Committee Meeting**

**Thursday, March 24, 2022; 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, Director of Public Works
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 Solutions
Erin Bartlett	SPR Public Outreach & Marketing Specialist
Blair Corning	SPR Deputy Director – Environmental Programs
Dan DeLaughter	SPR Data & Regulatory Programs Manager
Elizabeth DeWaard	SPR Government Communications Specialist
Alyssa Hoffman	SPR Business Services Specialist
Zeena Williss Kohr	SPR Engineer III
Caroline Miller	SPR Asset Manager
Matt Montgomery	Hill & Robbins, SPR Attorney
Kaitlin Parker	City of Englewood, Assistant City Attorney
Trudi Peepgrass	City of Englewood, Procurement Supervisor
Jamie Safulko	SPR Deputy Director – Engineering
Erin Sandos	SPR Engineer II
Anna Schroeder	SPR Engineer III
Pieter Van Ry	SPR Director

### **GUESTS:**

Cynthia Lane	Platte Canyon Water & Sanitation District General 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**  
***ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the February 24, 2022, Supervisory Committee meeting minutes.***

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

**III. Action Item(s)**

**Data Integration and Visualization Support Services**

Erin Sandos, SPR Engineer II, presented the Supervisory Committee with a recommendation to approve a Professional Services Agreement (PSA) with Brown and Caldwell for Data Integration and Visualization Support Services, for a not-to-exceed amount of \$100,000. Under the terms of the executed PSA, the selected consultant may be authorized for up to two (2) one-year renewals.

SPR requires technical and professional services to integrate existing data systems, establish a streamlined data systems architecture, and develop additional tools for data visualization. Operational intelligence tools that support real-time reporting and decision-making improve SPR’s resiliency to process upsets, improve equipment efficiency, and establish SPR as a leader among data-driven organizations.

SPR advertised a statement of qualifications on the Rocky Mountain E-Purchasing System and received six (6) proposals. After reviewing and ranking the proposals, SPR interviewed three (3) firms with the highest scores. SPR selected Brown and Caldwell, as they received the highest total score based on the initial ranking and subsequent interview and have the expertise required to provide the requested services.

***ACTION TAKEN – The Supervisory Committee considered the recommendation to approve a Professional Services Agreement with Brown and Caldwell for Data Integration and Visualization Support Services, for a not-to-exceed amount of \$100,000.***

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

**PARC Project Construction**

Anna Schroeder, SPR Engineer III, presented the Supervisory Committee with a recommendation to approve the PSA Renewal #2 with Jacobs Engineering Group, Inc. (Jacobs), in the amount of \$117,356, for construction phase services and design modifications related to the Pilot and Research Center Project (PARC Project).

This piloting program will help SPR direct future capital planning and dictate the best full-scale treatment processes to meet regulations. In April 2020, SPR selected Jacobs as the

design engineer for the Project. During the design phase, the project team identified the process stream locations and developed all necessary design documents for the three (3) process streams conveyed to the pilot area. In the construction phase, Jacobs' proposed services will include invoicing and progress reports; attendance at construction progress meetings; assistance with submittal reviews and requests for information; specialty construction inspection; and general construction support throughout the life of the Project.

Jacobs has been an integral part of the design phase, and SPR expects this to continue into the Project's construction phase. They continue to put forward a strong project team and have a comprehensive understanding of project goals and scope.

***ACTION TAKEN – The Supervisory Committee considered the recommendation to approve a Professional Services Agreement Renewal #2 with Jacobs Engineering Group, Inc., in the amount of \$117,356, for construction phase services and design modifications related to the Pilot and Research Center Project.***

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

#### Infor EAM Integrator Project

Caroline Miller, SPR Asset Manager, presented the Supervisory Committee with a recommendation to approve a PSA with Stratum Consulting Partners (Stratum), in the amount of \$147,498.50, for the Infor Enterprise Asset Management (EAM) Integrator Project (Project).

SPR's current asset management software, Infor EAM, is crucial for asset management and work planning/scheduling and proved integral to developing an Asset Management Program. In 2021, SPR staff and asset management consultant, WSP, completed a business case analysis and needs assessment to identify asset management gaps at SPR. The business case analysis recommended that SPR maintains Infor EAM software while making configuration enhancements, interface updates, and mobile workforce tools improvements.

This Project's scope includes integration and programming updates to Infor EAM, refining the current asset hierarchy, functional enhancements, and integration with data visualization efforts.

SPR advertised a request for proposals (RFP) on the Rocky Mountain E-Purchasing System and received one (1) proposal. SPR selected Stratum for the award of the Project, as they are a certified Infor Alliance Partner that specializes in the Infor EAM line and have a long working relationship with SPR. Stratum has the experience and expertise necessary to complete the identified scope of work and meet all SPR requirements.

**ACTION TAKEN** – *The Supervisory Committee considered the recommendation to approve the award of a Professional Services Agreement to Stratum Consulting Partners, in the amount of \$147,498.50, for the Infor EAM Integrator Project.*

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

#### Chemical Purchase Orders

Blair Corning, SPR Deputy Director – Environmental Programs, presented the Supervisory Committee with a recommendation to approve the additional open Purchase Order (PO) funds for process treatment chemicals:

- \$128,000 to Chemtrade Chemicals US LLC for ferric sulfate
- \$343,000 to KubWater Resources, Inc. for polymer
- \$114,000 to DPC Industries for sodium hypochlorite
- \$170,500 to Industrial Chemical Corporation for methanol

SPR issues an open PO at the beginning of each fiscal year to a specific chemical vendor and applies individual purchases against the PO. In December 2021, SPR received approval from the Supervisory Committee for partial authorization of the 2022 bulk treatment chemical budget. The current request will allow access to the total 2022 budget for treatment chemicals, of which the annual budget exceeds \$100,000 in 2022.

SPR established the requested amounts during the 2022 budgeting process based on 2021 pricing trends and 2021 actual use. However, current price trends require full utilization of the budgeted amounts and may necessitate a request for additional funds later in the fiscal year.

**ACTION TAKEN** – *The Supervisory Committee considered the recommendation to approve the following additional Purchase Order funds for chemical purchases:*

- ***\$128,000 to Chemtrade Chemicals US LLC for ferric sulfate***
- ***\$343,000 to KubWater Resources, Inc. for polymer***
- ***\$114,000 to DPC Industries for sodium hypochlorite***
- ***\$170,500 to Industrial Chemical Corporation for methanol***

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

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

SPR staff discussed these informational items with the Committee:

- Operations Complex and Admin Building Remodel Construction Manager/General Contractor (CMGC) Selection
  - Zeena Williss Kohr, SPR Engineer III, presented an update on the CMGC selection for the Operations Complex and Admin Building Remodel Project’s



preconstruction phase services. Preconstruction services entail design review assistance and value engineering, risk and mitigation planning, guaranteed maximum price (GMP) development, and scheduling and phasing coordination.

SPR advertised an RFP on the Rocky Mountain E-Purchasing System and received four (4) proposals, which were ranked and evaluated by the SPR Selection Committee. SPR selected two (2) contractors, including PCL, to move forward with interviews and reference checks. After completing interviews and reference checks, SPR recommends moving forward with PCL as they were the most qualified and responsive bidder. Through past project experience, PCL has a thorough understanding of SPR requirements, processes, and procedures and has gained the trust and confidence of SPR staff. The proposed cost for preconstruction phase services is \$55,721, with the potential for continuance into the construction phase at a separate fee based on the GMP.

- Barr Milton Watershed Overview
  - Erin Jenkins presented an overview of the Barr Lake and Milton Reservoir Association (BMW), which encourages stakeholder collaboration to improve water quality within the two lakes. SPR is actively involved with BMW, and staff has served as chair of the board for the past four years. BMW is currently leading a coalition to promote phosphorus-free fertilizer since phosphorus is one water quality parameter that contributes to the pH and dissolved oxygen impairments in the two lakes. SPR supports this effort and plans to provide its logo for outreach purposes.
- Director's Update
  - Kacie Allard, SPR Deputy Director – Business Solutions, introduced SPR's new Public Outreach & Marketing Specialist, Erin Bartlett, and discussed the upcoming River Clean-Up event in April 2022.
  - Deputy Director Corning updated the Committee on recent SPR permit modifications regarding phosphorus removal. SPR submitted comments to the Colorado Department of Public Health & Environment and is awaiting a response. Deputy Director Corning also discussed legislative tracking efforts and let the Committee know the Beneficial Use division is fully staffed.
  - Jamie Safulko, SPR Deputy Director – Engineering, reported on the Chemical Phosphorus & UV Disinfection Project construction progress.
  - Director Van Ry informed the Committee that SPR is actively recruiting for the Deputy Director – Operations & Maintenance position.

- **SPR Influent Flow and Load Summary**  
The measured flow to SPR averaged 16.3 mgd in February 2022, which is an increase of 0.1 mgd from February 2021. The measured flow split was 45.9 / 54.1 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 2022.

## **V. Adjournment**

The next Supervisory Committee meeting is scheduled for April 28, 2022, at 9 a.m., held virtually via Microsoft Teams.

Adjourned at 10:10 a.m.

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

Elizabeth DeWaard

***The SPR Supervisory Committee approved the March 24, 2022 meeting minutes during the April 28, 2022 Supervisory Committee Meeting. Committee Member Reester moved to approve the minutes, Committee Member D’Andrea seconded the motion, three ayes, and zero nays. Committee Member Lewis excused. Minutes approved.***