

MINUTES

Supervisory Committee Meeting

Thursday, January 26, 2023; meeting held virtually via Microsoft Teams – 9 a.m.

South Platte Renew (SPR)

2900 South Platte River Drive, Englewood, CO 80110

COMMITTEE MEMBERS PRESENT:

Jim Becklenberg	City of Littleton, City Manager
Shawn Lewis	City of Englewood, City Manager
Victor Rachael	City of Englewood, Public Works Director
Keith Reester	City of Littleton, Public Works & Utilities Director

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
Elizabeth DeWaard	SPR Business Solutions Supervisor
Alyssa Hoffman	SPR Business Services Specialist
Zeena Williss Kohr	SPR Engineering Supervisor
Izaiah Kruenegel	SPR Deputy Director – Operations & Maintenance
Jackie Loh	City of Englewood, Finance Director
Victoria McDermott	City of Englewood, Assistant City Attorney
Trudi Peepgrass	City of Englewood, Procurement Supervisor
Brian Pritekel	SPR SCADA Administrator
David Robbins	SPR Attorney, Hill & Robbins
Jamie Safulko	SPR Deputy Director – Engineering
Anna Schroeder	SPR Engineering Supervisor
Amanda Smokoff	SPR Engineer II
Brent Soderlin	City of Littleton, Deputy Public Works & Utilities Director
Pieter Van Ry	SPR Director

GUESTS:

None

I. Call to Order

The January Supervisory Committee meeting was called to order by Pieter Van Ry, SPR Director. Director Van Ry welcomed everyone to the meeting.

II. Consideration of Minutes for Previous Supervisory Committee Meetings

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the December 15, 2022, Supervisory Committee meeting minutes.

Committee Member Becklenberg moved to approve the minutes, Committee Member Lewis seconded the motion, four ayes, and zero nays. Minutes approved.

III. Action Item(s)

2023 Master Plan Update Project

Anna Schroeder, SPR Engineering Supervisor, presented the Committee with a recommendation to approve a Professional Services Agreement (PSA) with Tetra Tech, Inc. (Tetra Tech), in the amount of \$479,664, for the 2023 Master Plan Update Project (Project).

SPR completed the last facility-wide Master Plan in 2019, and establishing the 2023 Master Plan provides long-term guidance and planning for future capital improvement projects needed to comply with regulatory requirements, maintain facility reliability, and identify opportunities for innovation. The 2023 Master Plan will serve as the guidance document for facility upgrades from 2024 through 2044.

SPR developed a request for proposal and advertised it on the Rocky Mountain E-Purchasing System. SPR received six (6) proposals. Based on the review of the proposals, SPR selected Tetra Tech. Tetra Tech provides the best value for the Project, local master planning expertise, and the ability to bring innovative solutions to SPR that sets the Project up for success.

In addition to the Professional Services, SPR negotiated Additional Services with Tetra Tech to include a review of cybersecurity regulations in the regulatory analysis, increased workshops, and subsequent identification of pre-treatment and capital improvements, in the revised amount of \$80,091, for a total PSA amount of \$479,664.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the award of a Professional Services Agreement to Tetra Tech, Inc., in the amount of \$479,664, for the 2023 Master Plan Update Project.

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

On-Call Integrator Services

Brian Pritekel, SPR SCADA Administrator, presented the Committee with a recommendation to approve a Contract for Services (CFS) with AmWest Control Inc. (AmWest), in the amount of \$200,000, for On-Call Integrator Services.

SPR's Supervisory Control and Data Acquisition (SCADA) system provides complete operational and process control, data acquisition, and advanced reporting capabilities to the facility. Maintaining and repairing the system requires specialized training and education, and SPR has utilized integrator services since 2008 to execute the preventative maintenance and necessary upgrades.

Historically, SPR has separated integrator Professional Services from equipment and parts purchases. However, due to the high volume of work, the aggregate amount approaches Supervisory Committee-level approval authority of contract amounts at or over \$100,000. Therefore, SPR is combining these services into one (1) CFS.

SPR recommends selecting AmWest as an optimal source to provide On-Call Integrator Services. AmWest has successfully maintained and supported SPR since 2008 providing these services. AmWest has extensive background and familiarity with the SCADA infrastructure and has proven to be a reliable contractor.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the award of a Contract for Services to AmWest Control Inc., in the amount of \$200,000, for the On-Call Integrator Services.

Committee Member Becklenberg 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:

- Competitive Vendor Selection Summary
 - Jamie Safulko, SPR Deputy Director – Engineering, presented an analysis of SPR's competitor vendor selection process, completed in alignment with the 2023 Procurement Policy update. SPR evaluated Professional and Construction Services to understand the distribution of contract services and the variety of vendors utilized at SPR between 2019-2022. SPR employs a strategic approach to vendor selection and justification based on best value methodology. This process upholds the Procurement Policy to guarantee that City funds and rate payers' dollars are responsibly and efficiently utilized to meet the goals and objectives of SPR.

- Operations Complex and Admin Building Remodel Update
 - Zeena Williss Kohr, SPR Engineering Supervisor, presented an update on the Operations Complex and Admin Building Remodel, which has reached 50 percent design. SPR will bring the Guaranteed Maximum Price 1 for Committee approval in February 2023. As the project moves forward to construction, SPR will provide project updates to the City Managers to share with both City Councils.

- Director's Update
 - Kacie Allard, SPR Deputy Director – Business Solutions, proposed moving the Joint Council Study Session from July to August to better align with both Cities' budget processes. The 2023 proposed date is August 17, which received approval from the Committee. As a result, SPR will reestablish the July Supervisory Committee meeting.

 - Blair Corning, SPR Deputy Director – Environmental Programs, informed the Committee that samples received from Lockheed Martin contained the presence of mercury. SPR Pretreatment is working with Lockheed Martin to resolve this.

 - Izaiah Kruegel, SPR Deputy Director – Operations & Maintenance, provided an overview of the Voluntary Incentive Program, which extends the compliance deadline for Regulation No. 31 up to 10 years by voluntarily adopting lower nutrient levels for nitrogen and phosphorus. SPR will continue participation in 2023.

 - Deputy Director Safulko updated the Committee on the Pipeline Injection System. SPR is optimizing the process with the expertise of Bryan Schmerber, SPR Process/Midstream Engineer. The predicted payoff period is Quarter 1 2025, ahead of initial projections.

 - Director Van Ry discussed recent City of Englewood-led meetings with Representative Froelich and Senator Bridges to discuss issues the City is facing. Director Van Ry provided input regarding water challenges facing SPR and Englewood Utilities.

- SPR Influent Flow and Load Summary
 - The measured flow to SPR averaged 16.6 mgd in December 2022, which is an increase of 0.3 mgd from December 2021. The measured flow split was 46.1 / 53.9 percent between the Cities of Littleton and Englewood.

- Fiscal Management and Reporting
 - Deputy Director Allard presented the financial report for November 2022 and the preliminary financial report and aggregate purchases report for December 2022.

V. Adjournment

The next Supervisory Committee meeting is scheduled for Thursday, February 23, 2023, at 9 a.m. via Microsoft Teams. The Committee will hold the March Supervisory Committee meeting in person at SPR.

Adjourned at 10:01 a.m.

Recording Secretary Signature _____

Elizabeth DeWaard

The SPR Supervisory Committee approved the January 26, 2023 meeting minutes during the February 23, 2023 Supervisory Committee Meeting. Committee Member Rachael moved to approve the minutes, Committee Member Lewis seconded the motion, three ayes, and zero nays. Minutes approved. Committee Member Becklenberg excused.