

MINUTES

Supervisory Committee Meeting

Thursday, November 17, 2022; meeting held virtually via Microsoft Teams – 9:30 a.m.

South Platte Renew (SPR)

2900 South Platte River Drive, Englewood, CO 80110

COMMITTEE MEMBERS PRESENT:

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| Jim Becklenberg | City of Littleton, City Manager |
| Tim Dodd | City of Englewood, Interim Director of Public Works |
| Shawn Lewis | City of Englewood, City Manager |
| Keith Reester | City of Littleton, Public Works & Utilities Director |

COMMITTEE MEMBERS ABSENT:

None

STAFF PRESENT:

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| Kacie Allard | SPR Deputy Director – Business Solutions |
| Erin Bartlett | SPR Public Outreach & Marketing Specialist |
| Blair Corning | SPR Deputy Director – Environmental Programs |
| Elizabeth DeWaard | SPR Government Communications Specialist |
| Shannon Harney | SPR Engineer I |
| Izaiah Kruenegel | SPR Deputy Director – Operations & Maintenance |
| Jackie Loh | City of Englewood, Director of Finance |
| Chloe Lopez-Jauffret | SPR Engineer I |
| Victoria McDermott | City of Englewood, Assistant City Attorney |
| Matt Montgomery | Hill & Robbins, SPR Attorney |
| Joe Morrisette | SPR EI&C Manager |
| David Robbins | Hill & Robbins, SPR Attorney |
| Erin Sandos | SPR Engineer I |
| Amanda Smokoff | SPR Engineer II |
| Brent Soderlin | City of Littleton, Deputy Public Works & Utilities Director |
| Pieter Van Ry | SPR Director |

GUESTS:

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| Cynthia Lane | Platte Canyon Water & Sanitation District General Manager |
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I. Call to Order

The November 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 October 27, 2022, Supervisory Committee meeting minutes.

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

III. Action Item(s)

On-Call Concrete Repair and Coatings Project – Coblaco Renewal No. 2

Shannon Harney, SPR Engineer I, presented the Supervisory Committee with a recommendation to approve Renewal Agreement No. 2 with Coblaco Services, Inc. (Coblaco) for the On-Call Concrete Repair and Coatings Project (Project), in the amount of \$250,000.

Various projects arise that require the repair and rehabilitation of concrete and coatings on process tanks and equipment. These projects, completed by outside contractors, require minimal design effort and supplement SPR's existing staff expertise.

In 2020, SPR developed a Statement of Qualifications (SOQ) and advertised it on the Rocky Mountain E-Purchasing System and received two (2) proposals. SPR awarded Coblaco the Project in 2021 for a one (1) year term, with the option of three (3) one-year renewals. The Committee approved Renewal Agreement No. 1 with Coblaco in December 2021. Renewal Agreement No. 2 will extend the on-call services for 2023.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the award of Renewal Agreement No. 2 to Coblaco Services, Inc., in the amount of \$250,000, for the On-Call Concrete Repair and Coatings Project.

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

On-Call HVAC Services Project – CMS Renewal No. 1

Shannon Harney presented the Committee with a recommendation to approve Renewal Agreement No. 1 with Colorado Mechanical Systems (CMS), in the amount of \$100,000, for the On-Call Heating, Ventilation, and Air Conditioning (HVAC) Services Project.

In 2020, SPR completed a facility-wide HVAC Master Plan to evaluate the condition and functionality of all units on-site. SPR discovered that several units are reaching the end of their useful life and have begun to show signs of failure. By utilizing an on-call HVAC contractor to complete the needed repairs and replacements, SPR can maintain consistency

in repairs, complete work on various HVAC units, and ensure work is completed in a timely manner.

In 2021, SPR advertised an SOQ on the Rocky Mountain E-Purchasing System and received one (1) proposal. SPR selected CMS due to its expertise and experience in completing the scope of services. The Committee approved the Job-Order Contract with CMS in January 2022 for On-Call HVAC Services for a term of one (1) year. Approval of Renewal Agreement No. 1 will extend the on-call services for 2023.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the award of Renewal Agreement No. 1 to Colorado Mechanical Systems, in the amount of \$100,000, for the On-Call HVAC Services Project.

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

On-Call Equipment Rebuild Program – Brimhall Renewal No. 1

Shannon Harney presented the Committee with a recommendation to approve Renewal Agreement No. 1 with Brimhall Industrial (Brimhall) for the On-Call Equipment Rebuild Program, in the amount of \$150,000.

SPR currently utilizes twenty-four (24) vertical turbine Fairbanks Nihhuis pumps at several locations on-site. Maintaining the functionality of these pumps is critical to ensuring treatment at all stages of the process. SPR developed the Equipment Rebuild Program to maintain and rebuild pumps at regular, planned intervals to increase longevity and extend their useful lives. SPR identified one (1) pump that requires rebuilding in 2023.

In 2021, SPR staff contacted two (2) qualified rebuild facilities and requested quotes for one (1) pump rebuild needed in 2022. SPR selected Brimhall since they provided the best value quote and service overall. The Committee approved the On-Call Contract in May 2022, and Renewal Agreement No. 1 would extend these services through 2023.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the award of Renewal Agreement No. 1 to Brimhall Industrial, in the amount of \$150,000, for the On-Call Equipment Rebuild Program.

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

On-Call Electrical Projects – MWI Renewal No. 3

Joe Morrissette, SPR EI&C Manager, presented the Committee with a recommendation to approve Renewal Agreement No. 3 with McDade-Woodcock, Inc. (MWI) for the On-Call Electrical Projects, in the amount of \$250,000.

SPR utilizes outside contractors to perform on-call electrical services for projects that require small electrical construction or repair services. On-call services provide an effective means to execute small-scoped projects needed in a timely manner.

In 2019, SPR advertised an SOQ on the Rocky Mountain E-Purchasing System and received two (2) proposals. SPR selected MWI and Weifield Contracting Group, Inc. In 2020, SPR awarded MWI an Agreement for a one (1) year term, with the option for three (3) one-year renewals. The Committee approved Renewal Agreement No. 1 with MWI in December 2020 and Renewal Agreement No. 2 in December 2021. Renewal Agreement No. 3 will extend the on-call services for 2023.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the award of Renewal Agreement No. 3 to McDade-Woodcock, Inc., in the amount of \$250,000, for the On-Call Electrical Projects.

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

On-Call Electrical Projects – Weifield Renewal No. 3

Joe Morrissette presented the Committee with a recommendation to approve Renewal Agreement No. 3 with Weifield Group Contracting, Inc. (Weifield) for the On-Call Electrical Projects, in the amount of \$250,000.

SPR utilizes outside contractors to perform on-call electrical services for projects that require small electrical construction or repair services. On-call services provide an effective means to execute small-scoped projects needed in a timely manner.

In 2019, SPR advertised an SOQ on the Rocky Mountain E-Purchasing System and received two (2) proposals. SPR selected MWI and Weifield. In 2020, SPR awarded Weifield an Agreement for a one (1) year term, with the option for three (3) one-year renewals. The Committee approved Renewal Agreement No. 1 with Weifield in January 2021 and Renewal Agreement No. 2 in December 2021. Renewal Agreement No. 3 will extend the on-call services for 2023.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the award of Renewal Agreement No. 3 to Weifield Group Contracting Inc., in the amount of \$250,000, for the On-Call Electrical Projects.

Committee Member Dodd 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:

- Colorado State University Research Agreement
 - Erin Sandos, SPR Engineer I, presented on SPR's long-term partnership with Colorado State University to research the beneficial reuse of biosolids. SPR renewed the partnership for 2023. SPR continues to receive significant benefit from the information developed as part of this partnership.
- Ammonia Upset Memo
 - Director Van Ry informed the Committee that SPR provided a final memo summarizing the August 15, 2022 Ammonia Upset for the City of Englewood (COE) and City of Littleton (COL) City Managers to share with City Councils.
- Director's Update
 - Kacie Allard, SPR Deputy Director – Business Solutions, announced the upcoming Grease & Oil Takeback event on December 3, 2022, from 9 a.m. to noon.
 - Blair Corning, SPR Deputy Director – Environmental Programs, notified the Committee of a discharge monitoring report filed in October 2022 that included a missed weekly sampling frequency. Deputy Director Corning also discussed the drought conditions on SPR-owned farmland and its effect on biosolid land application. SPR is exploring solutions and will keep the Committee informed.
 - Izaiah Kruenegel, SPR Deputy Director – Operations and Maintenance, reported on SPR's participation in the Xcel Energy Management Cohort. SPR joined the cohort in October 2021 and has completed five (5) low or no-cost energy optimization projects at the facility. These efforts align closely with both Cities' sustainability goals.
 - Jamie Safulko, SPR Deputy Director – Engineering, summarized the Israel Water Reuse Delegation, which focused on integrated water resources management. The delegation offered an excellent opportunity to deepen SPR's understanding of global and US challenges, expand SPR's name recognition, and network with other industry leaders.
 - Director Van Ry discussed the COE Council Study Session on November 14, 2022, regarding SPR ownership. COE Council is interested in exploring

options further, contingent upon COL Council's continued interest. Director Van Ry will meet with the City Managers in December 2022 to discuss the next steps.

- SPR Influent Flow and Load Summary
 - The measured flow to SPR averaged 16.2 mgd in October 2022, which is a decrease of 0.2 mgd from October 2021. The measured flow split was 45.8 / 54.2 percent between the Cities of Littleton and Englewood.
- Fiscal Management and Reporting
 - Deputy Director Allard presented the financial report for September 2022 and the preliminary financial report and aggregate purchases report for October 2022.

V. Adjournment

The next Supervisory Committee meeting is scheduled for Thursday, December 15, 2022, at 9 a.m. via Microsoft Teams.

Adjourned at 10:34 a.m.

Recording Secretary Signature _____

Elizabeth DeWaard

The SPR Supervisory Committee approved the November 17, 2022 meeting minutes during the December 15, 2022 Supervisory Committee Meeting. Committee Member Reester moved to approve the minutes, Committee Member Becklenberg seconded the motion, three ayes, one abstention, and zero nays. Minutes approved.