

MINUTES

Supervisory Committee Meeting

Thursday, December 19, 2024; meeting held via 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
Brent Soderlin	City of Littleton, Public Works & Utilities Director

STAFF PRESENT:

Kacie Allard	SPR Deputy Director – Business Solutions
Blair Corning	SPR Deputy Director – Environmental Programs
Kevin Engels	City of Englewood, Finance Manager
Stephanie Fevig	SPR Engineer IV
Alyssa Hoffman	SPR Procurement Specialist
Zeena Williss Kohr	SPR Engineering Supervisor
Izaiah Kruenegel	SPR Deputy Director – O&M
Victoria McDermott	City of Englewood, Deputy City Attorney
Matthew Montgomery	SPR Attorney, Hill & Robbins
Trudi Peepgrass	City of Englewood, Procurement Supervisor
David Robbins	SPR Attorney, Hill & Robbins
Angela Sapir	SPR Administrative Specialist
Bryan Schmerber	SPR Process/Midstream Engineer
Anna Schroeder	SPR Engineering Supervisor
Makenna Shaw	SPR Business Solutions Supervisor
Pieter Van Ry	SPR Director

I. Call to Order

The December 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 November 21, 2024, Supervisory Committee meeting minutes.

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

III. Action Items

On-Call Construction Services – Renewal #2 – PCL

Zeena Willis Kohr, SPR Engineering Supervisor, presented the Supervisory Committee with a recommendation to approve Renewal #2 with PCL Construction, Inc (PCL), in the not-to-exceed amount of \$500,000, for On-Call Construction Services. The Job-Order Contract is for a one (1) year term, and Renewal #2 is the second of three (3) possible one-year renewals.

This contract allows SPR to complete small to medium scope projects around the facility through supplementation of staff abilities and time. These scopes of work can be expedited, ensuring that emergency work is completed efficiently. From 2020 to 2022, SPR had four (4) different contractors onsite to complete a variety of projects. However, due to safety concerns, a decision was made to reduce the number of contractors from four (4) to one (1). In 2022, SPR selected PCL through a competitive bidding process to provide Construction Manager/General Contractor (CMGC) services for several projects. To enhance coordination and reduce risks across multiple projects, SPR also selected PCL to provide On-Call Construction Services. Both contracts were approved by the Supervisor Committee in October 2022, with renewals approved in 2023. PCL has been working with SPR since 2020, starting with the Chemical Phosphorus and UV Disinfection Project, which was completed ahead of schedule and under budget.

Currently, PCL is involved in several projects, including the Headworks Improvements and Solids Contact Tanks Enhancement Projects. PCL's work showcases their technical expertise, adaptability, and commitment to safety, quality, communication, and value. Their ability to self-perform much of the work helps reduce costs and optimize scheduling.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve Renewal #2 of the Job-Order Contract with PCL Construction, Inc, in the not-to-exceed amount of \$500,000, for On-Call Construction Services.

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

Packaged CMGC Services – Renewal #2 – PCL

Zeena Willis Kohr, SPR Engineering Supervisor, presented the Supervisory Committee with a recommendation to approve Renewal #2 with PCL for the Packaged CMGC Services for multiple SPR projects, in the not-to-exceed amount of \$249,000. The Professional Services Agreement (PSA) is for a one (1) year term, and Renewal #2 is the second of three (3) possible one-year renewals.

Due to complex project coordination onsite and a need to bring a contractor in during earlier project phases for enhanced collaboration, SPR sought a contractor with strong

collaborative project delivery experience to provide Packaged CMGC Services. The contractor should have qualified staff skilled in collaborative contracts and fieldwork, capable of providing transparent, open-book cost estimates and ensuring adherence to schedules. This approach ultimately reduces project costs and timelines, while also enhancing safety and ensuring compliance with permits. In 2022, SPR issued a Request for Qualifications to select Contractors for CMGC Services, receiving three (3) statements of qualifications. After evaluation, PCL was chosen for their strong track record of collaborative and traditional project delivery, technical expertise, and prior experience with SPR. The Supervisory Committee approved the Professional Services Agreement for CMGC Services in October 2022, with a renewal approved in December 2023 extending the agreement through 2024. This agreement renews services for 2025.

PCL has been actively involved in several ongoing projects at SPR in 2024, with extensive experience in the water and wastewater industry. Their culture of safety, quality, and success, along with their ability to self-perform on diverse projects, has made them a key contractor, especially on large, complex projects like the Operations Complex and Admin Building Remodel.

Work completed by any specified contractor during a CMGC does not guarantee Guaranteed Maximum Price (GMP) approval by the Committee nor does it guarantee the selection of any specified contractor for completion of the GMP upon Committee approval.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve Renewal #2 of the Professional Services Agreement with PCL Construction, Inc., in the not-to-exceed amount of \$249,000, for Packaged Construction Manager General Contractor Services.

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

Headworks Improvements Project – Engineering Services

Stephanie Fevig, SPR Engineer IV, presented the Supervisory Committee with a recommendation to approve Amendment #3 to the PSA with Brown and Caldwell (BC), in the amount of \$368,532, for Engineering Services During Construction related to the Headworks Improvements Project (Project).

In May 2022, SPR selected BC to assess the Headworks Building, identifying necessary repairs and replacements to enhance operational efficiency and process reliability. BC worked closely with the project contractor, PCL, during the design process, which was completed in November 2024. Due to long lead times on critical equipment, SPR brought GMP 1 and GMP 2 to the Committee in mid-2024 to avoid construction delays, both of

which the Committee approved. GMP 3 is expected to be brought to the Committee in February 2025.

Since GMP 1 and GMP 2 are already approved and in progress, SPR requested approval for this PSA with BC to review equipment submittals as part of the ongoing GMP packages. This amendment includes design services for the replacement of grip piping, which was not originally scoped but is now considered necessary to ensure the success of the overall project.

BC has proven to be a reliable professional service provider to SPR, delivering design and engineering services on time and contributing valuable input during preconstruction. Their understanding of project goals and collaboration with SPR has ensured effective and safe execution. SPR has built a strong relationship with BC and believes their continued involvement is key to the project's success. Approval of Amendment #3 to the PSA with BC is crucial for managing the schedule, mitigating risks, and executing GMPs 1 and 2 effectively.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve Amendment #3 to the Professional Services Agreement with Brown and Caldwell, in the amount of \$368,532, for Engineering Services During Construction related to the Headworks Improvements Project.

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

Chemical Purchase Orders

Izaiah Kruenegel, SPR Deputy Director – O&M, presented the Supervisory Committee with a recommendation to approve the following open Purchase Orders (POs) for process treatment chemicals required as part of the disinfection and solids handling processes:

- \$350,000 to Chemtrade Chemicals US LLC for Aluminum Sulfate
- \$600,000 to Chemtrade Chemicals US LLC for Ferric Sulfate
- \$805,000 to KubWater Resources, Inc. for polymer
- \$515,000 to Brenntag Pacific, Inc. for methanol
- \$325,000 to Univar Solutions USA, Inc. for sodium hydroxide

SPR issues an open PO to the chemical vendor at the beginning of each fiscal year and applied individual purchases against the PO. The procurement of ferric sulfate, aluminum sulfate, and methanol is covered under the Colorado Municipal Assembly of Procurement Officials cooperative bidding process. Polymer is an optimal source purchase from KubWater Resources, Inc. SPR established the requested open PO amounts during the

budgeting process, and cost estimates for 2025 are based on 2024 pricing trends and 2024 actual use.

Committee Member Becklenberg asked SPR to provide the percent increase trends in price on chemicals dating back to 2020. Deputy Director Kruenegel stated he will provide follow up.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the following open Purchase Orders for chemical purchases:

- ***\$350,000 to Chemtrade Chemicals US LLC for Aluminum Sulfate***
- ***\$600,000 to Chemtrade Chemicals US LLC for Ferric Sulfate***
- ***\$805,000 to KubWater Resources, Inc. for polymer***
- ***\$515,000 to Brenntag Pacific, Inc. for methanol***
- ***\$325,000 to Univar Solutions USA, Inc. for sodium hydroxide***

Committee Member Rachael moved to approve the recommendation, Committee Member Becklenberg 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**
 - Kacie Allard, SPR Deputy Director – Business Solutions, reported on the 8th Annual Grease & Oil Takeback held on December 7, 2024, in which SPR collected approximately 275 gallons of cooking grease and automotive oil, a 129% increase over 2023.
 - Blair Corning, SPR Deputy Director – Environmental Programs, provided an update on COVID-19 Sampling. In December 2024, the Colorado Department of Public Health and Environment (CDPHE) Epidemiology Department and the Center for Disease Control and Prevention sent a letter thanking SPR for participating in the Colorado Wastewater Surveillance Program. Since the beginning of the program, the CDPHE has reduced the number of participating wastewater utilities. However, because of consistent and reliable lab sampling, SPR was chosen as a sentinel site, one of only 20 wastewater utilities in the state.
 - Deputy Director Kruenegel informed the Committee of a suspected natural gas event. On December 5, 2024, onsite staff noticed a strong natural gas odor in the Administration Building parking lot. SPR's

evacuation procedures were activated, and the local fire department was notified. They responded quickly and inspected the facility, finding no signs of gas leaks, after which staff was allowed to safely return to the facility.

- Director Van Ry briefed the Committee on recruitment for the Deputy Director – Engineering position. SPR is in the process of finalizing a contract with an outside recruiter to assist with a national recruitment search, which is expected to begin in late January 2025. It is anticipated to take three months to fill the position, with a candidate likely starting in April 2025. Until a replacement is found, SPR Engineering Managers will report directly to Director Van Ry.
- SPR Influent Flow and Load Summary
 - The measured flow to SPR averaged 20.2 mgd in November 2024, which is an increase of 3.4 mgd from November 2023. The measured ten (10)-month average flow split was 45.5 / 54.5 percent between the Cities of Littleton and Englewood.
 - On May 31, 2024, SPR implemented a flume rating curve to provide increase accuracy and precision for flow measurements, resulting in adjustments to the flow measurement and Cities' flow split.
- SPR Voluntary Incentive Program Summary
 - SPR has received 6.6 years of credits and is on track to receive the full extension of 10 years. As of November 2024, SPR has achieved 182 days toward its target treatment goals for Total Inorganic Nitrogen and 109 days for Total Phosphorus.
- SPR Pipeline Injection System Summary
 - As of November 2024, SPR received \$2,110,551 in year-to-date gross receivables on the Pipeline Injection System. The current projected payback is March 2025.
- Fiscal Management and Reporting
 - Deputy Director Allard presented the financial report and aggregate purchases report for November 2024.

V. Adjournment

The next Supervisory Committee meeting is scheduled for Thursday, January 23, 2025, at 9 a.m., held in person at South Platte Renew.

Adjourned at 9:50 a.m.
Recording Secretary Signature

Angela Sapir

Digitally signed by Angela Sapir
Date: 2025.02.04 09:06:31 -07'00'

Angela Sapir

The SPR Supervisory Committee approved the December 19, 2024, meeting minutes during the January 23, 2025, Supervisory Committee Meeting. Committee Member Lewis moved to approve the minutes, Committee Member Becklenberg seconded the motion, four ayes, and zero nays. Minutes approved.