

# AGENDA

## Denver Board of Water Commissioners

Denver Water Administration Building  
1600 West 12<sup>th</sup> Avenue  
Denver, CO  
Board Room, Third Floor

**Wednesday, July 22, 2015 9:00 a.m.**

---

### I. BOARD ADMINISTRATIVE BUSINESS

#### A. Call to Order and Determination of Quorum

#### B. Public Comment and Communications

Any person may address the Board at this time on any item of interest to the public that is within the subject matter and jurisdiction of the Board, and is not on the agenda. Speakers wishing to address a specific Action Item will be invited to address the Board at the time the item is being considered. Three minutes are allowed for each person unless the President determines otherwise. Written customer comments are regularly distributed to the Board.

1. Distributor Communications
2. Citizen Advisory Committee Communications

#### C. Ceremonies, Awards and Introductions

### II. ACTION ITEMS

#### A. Consent Items

Items listed below are considered routine and may be enacted by one motion and vote. If any Board member desires discussion beyond explanatory questions, or corrections to the Minutes, the President may order that item to be considered in a separate motion and vote.

1. Agreement with Western Summit Constructors, Inc. for the Jim Creek Siphon – Siphon No. 1 Replacement Project
2. Non-Destructive Excavating, Hydro-Jetting, Vacuuming and Potholing Bid Tabulation

#### B. Individual Approval Items

- |   |                |            |
|---|----------------|------------|
| 1. Revisions to Bylaws of the Denver Board of Water Commissioners | Patricia Wells | 15 minutes |
|---|----------------|------------|

### **III. POLICY MATTERS**

- |   |                |            |
|---|----------------|------------|
| <b>A. OCR Update</b>                        | Jeremy Ross    | 10 minutes |
| <b>B. 2015 Customer Satisfaction Update</b> | Julie Anderson | 1 hour     |

### **IV. MONTHLY AND QUARTERLY REPORTS**

- A. CEO Report**
- B. CFO Report**
- C. Operations Report**

### **V. INFORMATION ITEMS**

- A. Scheduling of Future Board Meetings and Tentative Discussion Topics**
- B. Event Calendar**
- C. New Contract Summary**
- D. 2015 (“On-Call”) General Engineering and Construction Management Service Contracts**

### **VI. ADJOURNMENT**

### **VII. TRUSTEE MATTERS**

### **VIII. EXECUTIVE SESSION**

The Board may adjourn the regular meeting and reconvene in executive session on topics authorized by C.R.S. Sec. 24-6-402 or D.R.M.C Sec. 2-34.

- A. Confidential Report § 24-6-402(4)**

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: July 22, 2015

Board Item: II-A-1

## **Agreement with Western Summit Constructors, Inc. for the Jim Creek Siphon – Siphon No. 1 Replacement Project**

Action by Consent

Action

Information

### Summary:

On June 4, 2015, Denver Water staff solicited proposals from four qualified construction contractors to provide construction management services for the design phase of the Jim Creek Siphon – Siphon No. 1 Replacement Project for Denver Water located in Winter Park, Colorado. The scope of this design phase services contract includes attendance at design meetings, cost estimating, constructability reviews, scheduling, phasing, work package recommendations, and construction delivery analysis.

Prior to soliciting proposals, a pre-qualification process was undertaken. Five general contractors submitted Statements of Qualifications on April 10, 2015, from which four contractors were selected as being eligible to submit proposals. A selection committee reviewed proposals and ranked them based on criteria including skills, experience, support capabilities, and cost. This contract runs through the design phase. Contractor proposals included qualification, as well as anticipated scope and fee for construction-phase services which were considered in the selection process. A separate construction support services contract with this firm may be negotiated prior to the construction phase.

The project was approved to continue with design-phase work in 2015 at the February 18, 2015 System Managers meeting with \$250,000.00 approved for 2015 professional services costs. \$200,000.00 of this 2015 budget amount are associated with this CMAR design-phase services contract with the remaining \$50,000.00 associated with previously executed professional services contracts for geotechnical and wetlands ecology related services. Additional design-phase work will be performed during 2016 and will be budgeted accordingly.

Estimated construction costs are contingent on a selected alternative developed during the design-phase with a general estimated cost range of \$5M to \$10M. Construction is planned for 2017 and will be budgeted accordingly.

### Budget Information:

The 2015 Capital Improvement Plan (MPC 2AA0811 and 2AA0812) includes sufficient funds for this project.

2015 Budget	\$	250,000.00
Amount Requested This Item	\$	365,702.00
YTD Expenditures	\$	22,751.75
Contracted Dollars Committed for Future Years	\$	138,453.75
Revised 2015 Estimate	\$	250,000.00
Budget Adjustment	\$	0.00

Selection of Business Partner:

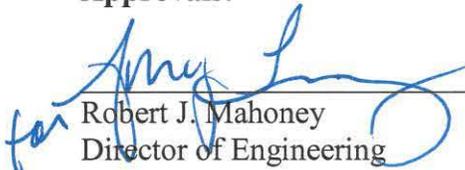
Denver Water solicited proposals from four firms after an advertised pre-qualification process. A selection committee comprised of Denver Water project team members determined that Western Summit Constructors, Inc. provided Denver Water with a strong technical team and provides the highest value to Denver Water. An agreement has been negotiated with Western Summit Constructors, Inc. to provide professional services in the amount of \$365,702.00.

*There was no Minority Women Business Enterprise (MWBE) participation goal required for the consultant portion of the project.*

Recommendation:

It is recommended that the Board approve Agreement 16196A with Western Summit Constructors, Inc. for the Jim Creek Siphon – Siphon No. 1 Replacement Project for the contract period July 22, 2015 through December 31, 2017 for a total contract amount not to exceed \$365,702.00.

**Approvals:**

*for*  
  
\_\_\_\_\_  
Robert J. Mahoney  
Director of Engineering

Respectfully submitted,  
  
\_\_\_\_\_  
James S. Lochhead  
CEO/Manager

  
\_\_\_\_\_  
Patti Wells  
General Counsel

  
\_\_\_\_\_  
Terri Bryant  
Controller

DENVER BOARD OF WATER COMMISSIONERS

REVISED

Meeting Date: July 22, 2015

Board Item: II-A-2

**Non-Destructive Excavating, Hydro-Jetting, Vacuuming and Potholing Bid  
Tabulation  
Contract # 16040A**

Action by Consent

Action

Information

Summary:

Denver Water requires vacuuming services to perform vacuum excavation, as well as for routine cleaning of large underground meter vaults due to pipe corrosion, mud, debris and ground water build up, which becomes hazardous to workers and prevents the repair of meters. Denver Water requires potholing in order to minimize the risk of hitting buried infrastructure during excavation for pipe replacement.

Denver Water needs a vendor to provide vault cleaning services using large truck mounted vacuum systems to remove water and debris and properly disposing of the spoils, as well as hydro-excavation, hydro-jetting, vacuuming and potholing. These services generally use all of the same equipment, and most vendors provide all the services listed.

Budget Information:

Funds for these services were included in the 2015 Operations and Maintenance budget, as well as the Capital budget for the Distribution System. Funds will be added to the 2016 / 2017 Operations and Maintenance and Distribution System capital budgets to cover the remainder of the contract.

2015 Budget	\$ 363,495.00
Amount Requested This Item	\$ 689,862.00
YTD Expenditures	\$ 86,003.50
Dollars Budgeted for Future Years	\$
Revised Estimate	\$
Budget Adjustment	\$

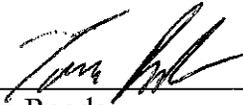
Selection of Business Partner:

Denver Water issued an Invitation to bid to the public on the Rocky Mountain Bidnet, Denver Water’s website, notified the SBE and MWBE community and directly targeted known hydro excavation companies. Denver Water received 13 bids, 0 are MWBE and 6 are SBE. Locate Holdings, Inc. was selected based on lowest total bid for all required services. Locate Holdings, Inc. is not an SBE or MWBE.

Recommendation:

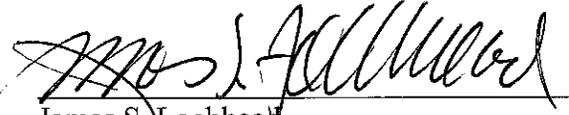
It is recommended that the Board approve Contract 16040A with Locate Holdings, Inc. DBA USIC Locating Services, LLC for hydro excavation, hydro-jetting, vacuuming and potholing for the contract period August 1, 2015 to July 31, 2017 for a total contract amount not to exceed \$689,862.00.

**Approvals:**



\_\_\_\_\_  
Tom Roode  
Director of Operations and Maintenance

Respectfully submitted,



\_\_\_\_\_  
James S. Lochhead  
CEO/Manager



\_\_\_\_\_  
Terri Bryant  
Controller

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: July 22, 2015

Board Item: II-B-1

## Revisions to Bylaws of the Denver Board of Water Commissioners

---

Action by Consent

Action

Information

---

### Summary:

A recent review of the Board's Bylaws found certain inconsistencies with terminology and current practices, including making changes to the time and date of Regular Meetings, posting public notice of meetings, and recording minutes of Executive Sessions. Staff also determined that further clarification is needed regarding Board members' remote attendance at meetings. As a result, staff recommends the revisions to the Bylaws shown in the attached document.

### Recommendation:

It is recommended that the Board adopt the revised Bylaws.

### **Approvals:**



Patricia Wells  
General Counsel

Respectfully submitted,



James S. Lochhead  
CEO/Manager

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: July 22, 2015

Board Item: V-C

## New Contract Summary

Action by Consent

Action

Information

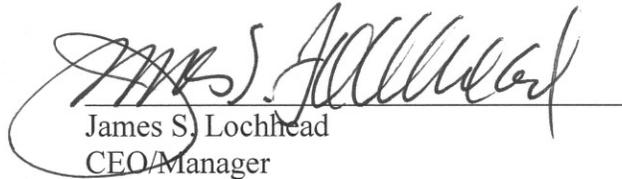
The attached pages list new Denver Water contracts that are between \$20,000 and \$100,000 for the Second Quarter of 2015. This summary report is provided to the Board quarterly as outlined in the Board's June 2012 Resolution delegating spending authority to the CEO/Manager. The total number of contracts for the Second Quarter 2015 between \$20,000 and \$100,000 are 35, totaling \$1,730,149.81 and range in length from 19 days to 20 years. There are also 2 long term easements.

### Approvals:

Respectfully submitted,



Angela C. Bricmont  
Director of Finance



James S. Lochhead  
CEO/Manager



Terri Bryant, CPA  
Controller

**DENVER BOARD OF WATER COMMISSIONERS**

Meeting Date: July 22, 2015

Board Item: V-D

**2015 (“On-Call”) General Engineering and  
Construction Management Service Contracts**

Action by Consent

Action

Information

Summary:

Denver Water’s Engineering Division is utilizing a variety of firms for (“On-Call”) General Engineering Design Services and Construction Management Services. A summary of the work contracted (versus expended) from August 2012 through June 2015, is provided on Exhibit 1 (attached).

The On-Call contracting mechanism provides for expedited contract execution, allowing a quick turnaround by consultant teams.

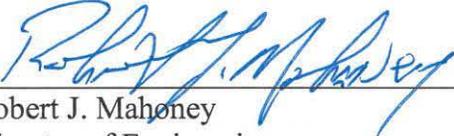
- |    |   |                |
|----|---|----------------|
| 1. | Total Number of GES/CM Firms:                               | 88             |
| 2. | Number of GES/CM Contracts (August 2012 to Date):           | 170            |
| 3. | Total Amount of On-Call Contracts (August 2012 to Date):    | \$7,675,372.62 |
| 4. | Average Cost for On-Call Contracts:                         | \$45,149.25    |
| 5. | Total MWBE/SBE for On-Call Contracts (August 2012 to Date): | \$2,114,456.03 |

<b>S/MWBE Contracts</b>	<b>MWBE Firms</b>	<b>MWBE Amount (\$)</b>	
MWBE	Civil Technology, Inc.	92,111.14	
MWBE	Geocal, Inc.	39,739.00	
MWBE	Kumar & Associates	514,077.00	
MWBE	RG & Associates	318,580.78	
MWBE	Triunity Engineering & Management	<u>370,621.37</u>	<u>SubTotal \$1,335,129.29</u>
SBE	Bates Engineering	10,560.00	
SBE	Lintjer+Haywood Architects	60,585.00	
SBE	Ninyo & Moore	77,705.32	
SBE	RSI Company	39,600.00	
SBE	SDG Incorporated	19,050.00	
SBE	Tumbleweed Electric	171,446.42	
SBE	Vision Land	102,580.00	
SBE	Vista Engineering	<u>297,800.00</u>	<u>SubTotal \$779,326.74</u>
	Total MWBE/SBE Awarded		\$2,114,456.03
	Total GES/CM Agreements Awarded		\$7,675,372.62
	Percent of MWBE/SBE Awarded		27.55%

**Important Notes:**

1. Unlike the On-Call consultant design service task orders, construction management task orders will often exceed \$100,000.00. Board approval will be obtained on all task orders over \$100,000.00.

**Approvals:**

  
\_\_\_\_\_  
Robert J. Mahoney  
Director of Engineering

Respectfully submitted,

  
\_\_\_\_\_  
James S. Lochhead  
CEO/Manager

  
\_\_\_\_\_  
Terri Bryant  
Controller