

AGENDA

Denver Board of Water Commissioners

Denver Water Administration Building
1600 West 12th Avenue
Denver, CO
Board Room, Third Floor

Wednesday, November 4, 2015 10:00 a.m.

I. BOARD ADMINISTRATIVE BUSINESS

A. Call to Order and Determination of Quorum

B. Public Comment and Communications

At this point in the agenda, the Board may allow members of the public to address the Board on any item of interest within the jurisdiction of the Board, and not on the agenda for action. Speakers wishing to address a specific Action Item will be invited to address the Board when the item is being considered. Three minutes are allowed for each person unless the President determines otherwise.

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. Minutes from October 14, 2015 – Open and Executive
2. Employees Eligible for Regular Status
3. Employees Hired Above Mid-Point
4. Ratification of Change Order No. 3 with Sturgeon Electric Company for the Foothills Treatment Plant Electrical Service and Main Switchgear and Replacement
5. Ratification of Construction Contracts Change Orders and Amendments to Contracts/Agreements
6. Street Sweeping Services Bid Tabulation
7. Purchase of Additional Oracle Servers

8. First Authorization for Additional Funds for Kenworth Parts and Service

B. Individual Approval Items

- | | | |
|--|---------------|------------|
| 1. Construction Contracts with MWH Constructions for the Hillcrest Reservoir and Pump Station – CMAR and Work Package No. 1 | Martin Garcia | 10 minutes |
|--|---------------|------------|

III. POLICY MATTERS

- | | | |
|---|---------------------------|------------|
| A. Water Quality Facility Briefing | Greg Fisher/Zeke Campbell | 15 minutes |
|---|---------------------------|------------|

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**

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)**

Employees Eligible for Regular Status

Board Item: II-A-2

Action by Consent

Action

Information

The following employees have completed the introductory period and are recommended for regular status effective November 1, 2015, unless otherwise noted *:

<u>Employee Name, ID#</u>	<u>Retirement Plan Participation Dt</u> <small>Unless otherwise noted^</small>	<u>Division/Section</u>
LAY, ERIN J, #64983	2015-04-20	Human Resources Division Employee Health Services, #425
CARON, DIANA S, #64969	2015-04-20	Human Resources Division HR Information Systems, #429
PRICE, RYAN D, #64964	2015-04-06	Human Resources Division Org. Development & Training, #424
HOUK, JOSHUA C, #64790	2015-04-06	Operations and Maintenance Division T&D Construction & Maintenance, #710
KENT, DEREK B, #64123	2015-04-06	Operations and Maintenance Division T&D Construction & Maintenance, #710
PADILLA, MATTHEW P, #64966	2015-04-06	Operations and Maintenance Division T&D Construction & Maintenance, #710
PEREZ GAYTAN, ALBERTO L, #64789	2015-04-06	Operations and Maintenance Division T&D Construction & Maintenance, #710
SALAS, SANTIAGO F, #64968	2015-04-06	Operations and Maintenance Division T&D Construction & Maintenance, #710

HARRIS,LUKE W, #62467

2015-04-06

Planning Division
Water Rights, #330

WITTERN,MATTHEW W, #64962

2015-04-13

Public Affairs Division
Govnmnt&Stakeholder
Relations, #012

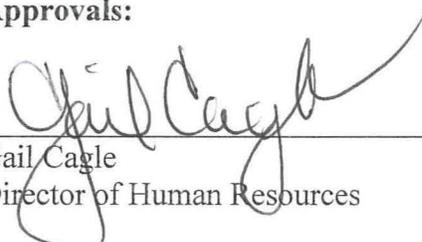
Monthly Employment Totals

	<u>Reg& Intro</u>	<u>Reg P.T.</u>	<u>Reg Total</u>	<u>Temp</u>	<u>Temp P.T.</u>	<u>Temp Total</u>
October 2015 – FTE End of Mo.	1051.0	7.1	1058.1	2.0	3.3	5.3
September 2015–FTE End of Mo.	1045.0	7.1	1052.1	5.0	2.0	7.0
October y 2014 – FTE End of Mo.	1048.0	9.6	1057.6	5.0	0.5	5.5

Recommendation:

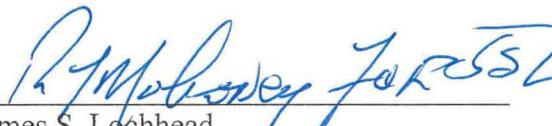
It is recommended that the Board approve these employees for regular status.

Approvals:



 Gail Cagle
 Director of Human Resources

Respectfully submitted,



 James S. Lochhead
 CEO/Manager

Employees Hired Above Mid-Point

Board Item: II-A-3

Action by Consent

Action

Information

Denver Water Personnel Policies require that the Board approve placement of new hires whose recommended pay rate is above the midpoint of their respective pay range. Such placement is recommended by Human Resources based on a candidate's education, experience, certifications, and other qualifications. The following individual is recommended for placement at a rate of pay higher than the midpoint of the pay range:

Candidate Name	Job Title	Hire Date	Rate of Pay	Midpoint of Range	% Higher than Midpoint
Perry Hackwell	IT Sr. Application Developer IV	10/19/2015	\$7,833.33	\$7,670.00	2.1%
Jennifer Gelmini	Engineer IV	10/26/2015	\$8,166.66	\$8,099.00	0.8%

Recommendation:

It is recommended that the Board approve the employee to be hired above the midpoint of the pay range.

Approvals:


Gail Cagle
Director of Human Resources

Respectfully submitted,


James S. Lochhead
CEO/Manager

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: November 4, 2015

Board Item: II-A-4

**Ratification of Change Order No. 3 with Sturgeon Electric Company
For the Foothills Treatment Plant
Electrical Service and Main Switchgear and Replacement
Contract 13474A**

Action by Consent

Action

Information

Summary:

On September 26, 2012, the Board approved Contract 13474A in the amount of \$6,689,770.00 with Sturgeon Electric Company to perform the Foothills Treatment Plant Electrical Service and Main Switchgear Replacement Project.

This Change Order No. 3 reflects credits for the unused balance of the electrical allowance and a credit for the work not required on Motor Control Center H and J. Bid Alternate No. 3 which provided the replacement of a concrete floor and backfill, equipment pad, relocated raceways and appurtenances related to the replacement of MCC-G1 and G2 was also not required.

Previous Change Orders for Reference:

Change Order No. 1 included the Class B Security Projects involving safety sensitive duties. Change Order No. 2 included a credit for financial impacts sustained by Denver Water caused by the delay to the delivery, installation and substantial completion of the 5kV switchgear.

The Minority and Women Business Enterprise (MWBE) goal established for this construction project was 2% participation. Sturgeon Electric Company achieved 9.83% MWBE participation.

Budget Information:

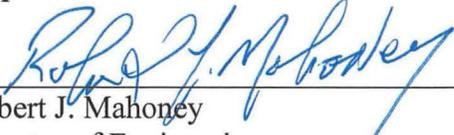
The 2015 Capital Improvement Plan (MPC 2CE0529) included funds for this project.

Recommendation:

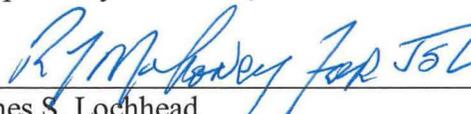
It is recommended that the Board ratify Change Order No. 3 to Contract 13474A in the amount of (\$310,076.11) credit to Denver Water.

Approvals:

Respectfully submitted,



Robert J. Mahoney
Director of Engineering



James S. Lochhead
CEO/Manager



Angela Bricmont
Director of Finance



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: November 4, 2015

Board Item: II-A-5

**Ratification of Construction Contracts Change Orders
and Amendments to Contracts/Agreements**

Action by Consent

Action

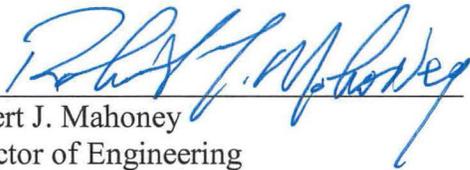
Information

Summary:

The attached are Construction Contracts Change Orders and Amendments to Contracts/Agreements for Board ratification for September and October 2015.

Approvals:

Respectfully submitted,



Robert J. Mahoney
Director of Engineering



James S. Lochhead
CEO/Manager

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: November 4, 2015

Board Item: II-A-6

Street Sweeping Services Bid Tabulation

Contract # 16174A

Action by Consent

Action

Information

Summary:

Denver Water requires street cleaning services to clean and clear streets where Transmission and Distribution crews have been working. Cleaning and clearing the work area is in compliance with environmental regulations. Street cleaning services are also utilized at various Denver Water facilities to maintain paved surfaces and keep them clear of debris.

Budget Information:

Sufficient funds for these services are included in the 2015 and 2016 budgets under MPC 4DD0001; additional funds will be added to the 2017 budget.

2015 Budget	\$ 48,000.00
Amount Requested This Item	\$ 180,000.00
YTD Expenditures	\$ 28,262.25
Dollars Budgeted for Future Years	\$ 108,000.00
Revised Estimate	\$
Budget Adjustment	\$

Selection of Business Partner:

Denver Water issued an Invitation for bid to the public on the Rocky Mountain E-Purchasing System (BidNet), Denver Water's website, and notified the SBE and MWBE community. Denver Water received two bids: one is an MWBE. Metropolitan Services was selected based on lowest total bid. Metropolitan Services is an MWBE.

Recommendation:

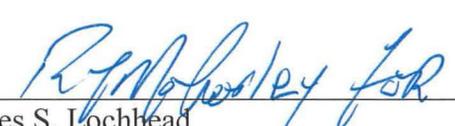
It is recommended that the Board approve Contract 16174A with Metropolitan Services for or street sweeping services for the contract period December 1, 2015 through November 30, 2017 for a total contract amount not to exceed \$180,000.00.

Approvals:

Respectfully submitted,



Thomas J. Roode
Director of Operations and Maintenance



James S. Lochhead
CEO/Manager



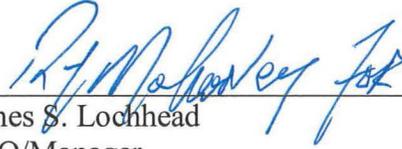
Terri Bryant, Controller

Approvals:

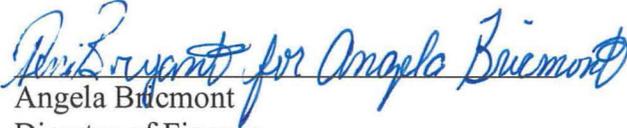


Chris R. Dermody
Director of Information Technology

Respectfully submitted,



James S. Lochhead
CEO/Manager



Angela Brumont
Director of Finance



Terri Bryant
Controller

Attachments (1):

Denver Water Bid Tab Sheet
Mythics Quote

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: November 4, 2015

Board Item: II-A-7

Purchase of Additional Oracle Servers

Action by Consent

Action

Information

Summary:

Denver Water has a need to purchase new servers for the Customer Information System (CIS) upgrade,

The existing CIS servers are the original servers purchased for the new Oracle CIS system over eight years ago and are now nearing their end of life. In order to provide the expected levels of application performance and service, upgraded computer servers are needed to provide additional capacity and processing speed. The Oracle CIS will also undergo a significant software upgrade in 2016, which will require upgraded server performance. This CIS server upgrade is desired to coincide with the CIS software upgrade scheduled for 2016.

Budget Information:

The cost of this equipment is included in the 2015 IT Capital Hardware budget under MPC 3HK0001 TOE 3100.

2015 Budget	\$ 2,963,000.00
Amount Requested This Item	\$ 232,142.78
YTD Expenditures	\$ 1,297,167.63
Revised Estimate	\$ 2,963,000.00
Budget Adjustment	\$ 0.00

The 2015 Budget line specifically for this equipment is \$318,000.00

Selection of Business Partner:

Denver Water's Purchasing Section worked with the IT Infrastructure Section and Oracle (the OEM – Original Equipment Manufacturer) to prepare an RFQ (Request for Quotation) which was provided to three authorized Oracle resellers and posted to denverwater.org web site, which solicited one additional bidder. Bids ranged from a low of \$232,142.78 to a high of \$282,821.24. The vendor bid tabulation is attached.

Recommendation:

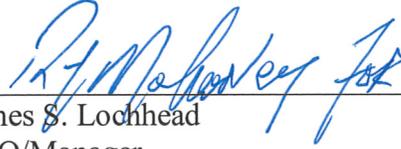
It is recommended the Board approve the purchase of the additional Oracle server equipment as outlined in the quote from Mythics, for a total amount not to exceed \$232,142.78.

Approvals:

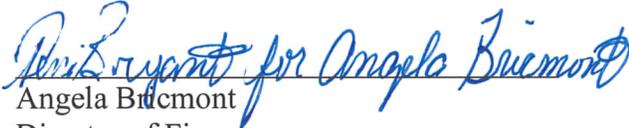


Chris R. Dermody
Director of Information Technology

Respectfully submitted,



James S. Lochhead
CEO/Manager



Angela Brumont
Director of Finance



Terri Bryant
Controller

Attachments (1):

Denver Water Bid Tab Sheet
Mythics Quote

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: November 4, 2015

Board Item: II-A-8

First Authorization for Additional Funds for Kenworth Parts and Service Contract # 15660A

Action by Consent

Action

Information

Summary:

Colorado Kenworth Inc. provides Original Equipment Manufacturer (OEM) truck parts and services to Denver Water's fleet of 11 Kenworth trucks. Subsequent to entering into a contract with this vendor, Fleet Staff standardized the maintenance cycle to six months to proactively maintain this equipment in order to reduce the volume and severity of repairs. In the short term, this standardization has increased the parts and service costs beyond the original contract estimate. The spending rate on this contract should decrease as the benefits of proactive maintenance materialize. The size of this contract will also decrease as Fleet staff utilize more non-OEM parts where appropriate on in-house repairs, and as repairs overall decrease due to the reduction in lifecycle of fleet equipment.

Budget Information:

A variance has been identified for the 2015 budget overage. Sufficient funds for these services are included in the 2016 budget under MPC 4HH0001; additional funds will be added to the 2017 budget.

2015 Budget	\$ 827,988.00
Amount Requested This Item	\$ 230,000.00
YTD Expenditures	\$ 863,259.00
Dollars Budgeted for 2016	\$1,354,960.00
Revised Estimate	\$ 0.00
Budget Adjustment	\$ 40,000.00

Selection of Business Partner:

In October of 2014, Denver Water entered into a three-year agreement with Colorado Kenworth Inc., the designated Kenworth dealer for the Denver metro area. This amendment would increase the total contract amount of that agreement.

Recommendation:

It is recommended that the Board approve the First Authorization of Additional Funds for Agreement 15660A with Colorado Kenworth for truck parts and services for an addition of \$230,000.00 for a total amended contract amount not to exceed \$280,000.00.

Approvals:



Thomas J. Roode
Director of Operations and Maintenance

Respectfully submitted,



James S. Lochhead
CEO/Manager



Terri Bryant, Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: November 4, 2015

Board Item: II-B-1

Construction Contracts with MWH Constructors for the Hillcrest Reservoir and Pump Station CMAR Base Contract (Contract 15979A) and Work Package No. 1 (Contract Amendment 15979B)

Action by Consent

Action

Information

Summary:

On November 12, 2014, a contract was entered into with MWH Constructors (MWHC) for Design-Phase Construction Management Services related to the Hillcrest Reservoir and Pump Station. The Request for Proposal stated that once the final design was complete, construction delivery services could be negotiated under a separate contract for the construction phase.

The construction phase Construction Manager at Risk (CMAR) scope of work for the Hillcrest project will be performed under base Contract 15979A. The addition of Work Packages by Contract Amendments will be as shown in Table 1. The Contract Amendments will be signed by the Board President and reported to the Board. General Conditions costs will be negotiated and included with each Guaranteed Maximum Price (GMP) work package.

MWHC divided Work Package No. 1 into two bid packages that were competitively bid to vendors and rolled up into a total GMP contract amount as shown in Table 2. Denver Water and MWHC analyzed the bids received to determine the lowest responsive Bidder for each bid package.

Contingency: In addition, Denver Water Staff will request approval of a 2% Owner’s contingency fund of \$2,000,000.00 to be administered by Staff. Use of the contingency fund will be reported back to the Board.

Budget Information:

The proposed 2016 Capital Improvement Plan (MPC 1DB0062-Reservoirs and MPC2DB0329-Pump Station) includes sufficient funds for project work in 2016. The remaining funds will be budgeted in future years.

Proposed 2016 Budget	\$	12,200,000.00
Amount Requested This Item	\$	102,000,000.00
Dollars Budgeted in Future Years	\$	89,800,000.00
Revised Estimate	\$	102,000,000.00
Budget Adjustment	\$	0.00

Selection of Business Partner:

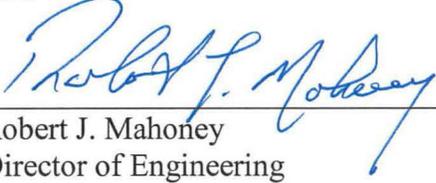
MWHC was chosen for this project through a competitive selection process, including review of qualifications and interviews. The review committee felt that MWH Constructors showed the best knowledge of different types of alternative project delivery, provided the best team for the proposed scope, and had the best tools for pre-construction input. To date, MWHC has provided preconstruction services under Contract 15678A including participation in design activities, providing cost estimating and constructability input for the project. MWHC has been an integral part of the project team leading up to construction.

The MWBE goal for the overall project is 5%. Due to the scope of Work Package No. 1 (pre-purchase of materials), there is no opportunity for MWBE participation. The participation percentage for the overall project will be met as less-specialized portions of the work are bid in subsequent work packages.

Recommendation:

It is recommended that the Board approve the Hillcrest Reservoir and Pump Station project with MWH Constructors for the contract period November 4, 2015 through September 1, 2020 for \$102,000.00.00. Final contract costs will be determined as GMPs are developed for each Work Package. The first two contracts under this approval, per Table No. 1, are Contract 15979A (CMAR Base Contract) and Contract Amendment 15979B (Work Package No. 1).

Approvals:



Robert J. Mahoney
Director of Engineering

Respectfully submitted,



James S. Lochhead
CEO/Manager



Terri Bryant
Controller