

RECORD OF PROCEEDINGS

MINUTES OF THE BOARD OF WATER COMMISSIONERS

OPEN SESSION

July 10, 2013

A duly called Regular Meeting of the Board of Water Commissioners was held Wednesday, July 10, 2013, beginning at 9:20 a.m. in the Board Room, Room 309, 1600 West 12th Avenue, Denver, Colorado. Members of the Board present during the Regular Meeting were:

H. Gregory Austin, President
John R. Lucero, First Vice President
Thomas A. Gougeon, Vice President
Paula Herzmark, Vice President
Penfield W. Tate, III, Vice President

Board employees and others present during portions of the Meeting were:

J.S. Lochhead, CEO/Manager	P.L. Wells, General Counsel
A.C. Bricmont, Director of Finance	D.L. Little, Director of Planning
S.C. Covington, Director of Public Affairs	J.A. Anderson, Director of Customer Relations
B.D. Good, Deputy Manager of Organizational Improvement	T. Roode, Director of Operations and Maintenance
R.J. Mahoney, Director of Engineering	B. Riggs, <i>Acting</i> Director of Information Technology
C. Elam-Floyd, Director of Human Resources	P.A. Carey, Manager of Purchasing and Contracting
K. Bates, Attorney	P.B. Coleman, Chief Internal Auditor
T. Cristiano, Manager of Rate Administration	M. Garcia, Engineer
T. Bryant, Controller	J. Fischer, Engineer
T.E. Lowe, Manager of Sales Administration	M. Thomas, IT Infrastructure Technician
J.S. Walker, Contracts Supervisor	A. Chavez, Staff Analyst
	A. Alexander, Contract Specialist
	M. Bond, Community Relations Specialist

RECORD OF PROCEEDINGS

**MINUTES
OF THE
BOARD OF WATER COMMISSIONERS**

N. Sperandeo, Manager of
Recreation
J. Ross, Engineer

A. Turney, Chief of Distribution and Property
Management

Marc Pedrucci, Adams County
Mike Moore, Garney Companies, Inc.
R. Buirgy, Buirgy Consulting, Inc.

Commissioner Austin called the meeting to order.

Upon motion regularly made, seconded and unanimously carried, the reading of the Minutes of the Regular Meetings of June 12, 2013, and June 26, 2013, was dispensed with and such Minutes were approved.

Upon motion regularly made, seconded and unanimously carried, the Minutes of the Executive Sessions of June 12, 2013, and June 26, 2013, were approved.

Public Comment

Commissioner Austin issued an invitation to members of the public to comment to the Board on any matters not included in the Agenda for the meeting. There was no response.

Upon motion regularly made, seconded and unanimously carried by the Commissioners then present, unless otherwise noted, the Board acted upon the following agenda items:

1. ITEM V-A-1: HUMAN RESOURCES CHANGES

Approved the human resources changes set forth in Agenda Item V-A-1 dated July 10, 2013, which is attached to and incorporated in these Minutes as Exhibit "A."

RECORD OF PROCEEDINGS

**MINUTES
OF THE
BOARD OF WATER COMMISSIONERS**

2. ITEM V-A-2: EMPLOYEES ELIGIBLE FOR REGULAR STATUS

The following employees were classified as regular employees of the Board, with all rights and privileges thereof, effective July 1, 2013, unless otherwise noted:

Employee Name	Employment Date	Retirement Plan Participation Date <small>Unless otherwise noted^</small>	Division/Section
Waldron, Delinda	2012-12-12	2012-12-12	Information Technology Division Infrastructure & Technology, #173
Hottor, Beverly A.	2013-01-02	2013-01-02	Operations and Maintenance Division O&M Business Support, #790
Murray, Jennifer LHF	2012-12-10	2012-12-10	Planning Division Treated Water Planning, #360

3. ITEM V-A-3: CONTRACT FOR JANITORIAL SUPPLIES

Approved entering into Contract 15035A with Waxie Sanitary Supply for janitorial supplies for the contract period July 1, 2013, through June 30, 2016, for a total contract amount not to exceed \$225,000.00.

4. ITEM V-A-4: CONTRACT FOR NON-DESTRUCTIVE HYDRO-EXCAVATING SERVICES

Authorized award of Contract 15020A to Site Wise Corporation for non-destructive hydro-excavating services for the contract period August 1, 2013, through July 31, 2015, for a total contract amount not to exceed \$200,000.00.

RECORD OF PROCEEDINGS

**MINUTES
OF THE
BOARD OF WATER COMMISSIONERS**

5. ITEM V-A-5: EXTENSION AND ADDITIONAL FUNDS FOR PROPANE CONTRACT

Authorized an extension for Contract 14119A with Ferrellgas for propane through June 30, 2014, and an additional \$125,000.00, for a total amended contract amount not to exceed \$230,000.00.

6. ITEM V-A-6: ADDITIONAL FUNDS FOR YOUTH EDUCATION PROGRAM DEVELOPMENT

At the request of staff, this item was withdrawn from the agenda.

7. ITEM V-A-7: CONTRACT FOR HIGHLANDS RESERVOIR AND PUMP STATION REPLACEMENT OF BASIN NOS. 1 AND 2

Authorized entering into Contract 14062A with Garney Companies, Inc., for the Highlands Reservoir and Pump Station Replacement of Basin Nos. 1 and 2, for a total contract amount not to exceed \$10,680,000.00.

8. ITEM V-A-8: FOURTH AMENDMENT TO AGREEMENT WITH BROWN AND CALDWELL

Approved the Fourth Amendment to Agreement 13530A with Brown and Caldwell for the Highlands Treated Water Basin 1 and 2 Replacement Project. The amendment extends the agreement to July 30, 2015, and adds \$195,848.00 for construction phase services, for a total amended contract amount not to exceed \$1,089,826.56. The amendment is attached to and incorporated in these Minutes as Exhibit "B."

9. ITEM V-A-9: CONTRACT FOR VAULT MODIFICATIONS 2013-2014

Authorized entering into Contract 14624A with Concrete Works of Colorado, Inc., for the Vault Modifications 2013-2014 Project, for a total contract amount not to exceed \$1,995,000.00, at the prices shown in the tabulation of proposals attached to and incorporated in these Minutes as Exhibit "C."

RECORD OF PROCEEDINGS

**MINUTES
OF THE
BOARD OF WATER COMMISSIONERS**

**10. ITEM V-A-10: AGREEMENT FOR DRAFTING SERVICES FOR THE
2014-2015 VAULT MODIFICATIONS PROJECT**

Approved entering into Agreement 15052A with AECOM Technical Services, Inc., for drafting services for the 2014-2015 Vault Modifications Project, for a total contract amount not to exceed \$199,848.00. The Agreement is attached to and incorporated in these Minutes as Exhibit "D."

**11. ITEM V-A-11: RATIFICATION OF CONSTRUCTION CONTRACT
CHANGE ORDERS AND AMENDMENTS TO AGREEMENTS**

Ratified Construction Contract Change Orders and Amendments to Agreements authorized by the CEO/Manager in the period May 2013 through June 2013 as follows:

Change Order No. 1 to Contract 14011A with McDade-Woodcock, Inc., for Foothills Treatment Plant HVAC Improvements;

Change Order No. 7 to Contract 14024A with HCP Constructors for Conduit No. 302 – 36-Inch Recycled Water Pipeline;

Change Order No. 1 to Contract 14074A with Northwest Pipe Company for Moffat Tunnel Collection System Vasquez St. Louis Collection Conduit Siphon No. 1 Pipe Procurement;

Change Order No. 1 to Contract 14193A with T. Lowell Construction, Inc., for Conduit No. 94 – 2012 Repairs and Conduit No. 125 Repair in Southpark Way and Conduit No. 72 Electrical Isolation at East Colorado Avenue and South Holly Street;

Third Amendment to Contract 14508A with Restruction Corporation for Williams Fork Dam Spillway and Powerhouse Access Road Repairs;

RECORD OF PROCEEDINGS

MINUTES OF THE BOARD OF WATER COMMISSIONERS

Change Order No. 3 to Contract 14643A with T. Lowell Construction, Inc., for Meter Conversions at the Denver Zoo;

Change Order No. 2 to Contract 14688A with Colorado Excavating for Lupton Lakes Properties Demolition; and

Fourth Amendment to Agreement 13374A with J. Kent Staffing, Inc., for Temporary Employment Services and Payroll Services,

all as more particularly described in the attachment to Agenda Item V-A-11, which is attached to and incorporated in these Minutes as Exhibit "E."

12. **ITEM V-E-1: CONTRACT FOR MOFFAT TUNNEL COLLECTION SYSTEM VASQUEZ – ST. LOUIS COLLECTION CONDUIT SIPHON NO. 1 REPLACEMENT**

Approved entering into Contract 15022A with T. Lowell Construction, Inc., for the Moffat Tunnel Collection System Vasquez – St. Louis Collection Conduit Siphon No. 1 Replacement Project, for a total contract amount not to exceed \$1,017,000.00, at the prices shown in the tabulation of proposals attached to and incorporated in these Minutes as Exhibit "F."

13. **ITEM V-E-2: INTERGOVERNMENTAL AGREEMENT FOR THE SOUTH PLATTE RIVER TRAIL**

Approved the Intergovernmental Agreement between the County of Adams, the City and County of Denver, acting by and through its Board of Water Commissioners, and the South Adams County Water and Sanitation District for the South Platte River Trail. The trail, to be constructed and maintained by Adams County, will cross the Board's Howe-Haller Reservoir Cells A and B and Hazeltine Reservoir properties. The agreement is attached to and incorporated in these Minutes as Exhibit "G."

RECORD OF PROCEEDINGS

MINUTES OF THE BOARD OF WATER COMMISSIONERS

The Board also approved Mr. Lochhead's request to submit a letter to Great Outdoors Colorado ("GOCO") in support of additional funding GOCO may provide for the trail project.

14. ITEM VI-A: DISCUSSION AND INFORMATION: HIGH LINE CANAL

Commissioner Lucero inquired about the condition of the trees along the High Line Canal, due to the lack of water running through the canal. Mr. Roode said that presently there is no water available to run through the canal, but Greenwood Village is taking some water from Denver Water's hydrant flushing program and putting it in the canal. Mr. Little explained the High Line Canal water right is a junior water right; however, he explained Denver Water could release water from Antero Reservoir and put it into the canal in the fall. At that time, staff will evaluate the stress on the canal's trees.

Commissioner Lucero also asked whether Denver Water has any intergovernmental agreements regarding the canal. Mr. Roode explained there is a memorandum of understanding with other entities to review the feasibility of putting stormwater in the canal.

Commissioner Austin asked whether Denver Water has a history of not running water in the canal and, if so, whether the trees survived. Mr. Little explained no water ran in the canal in 2002 or in 2012, and there was no loss of trees.

15. ITEM VI-B-1: DISCUSSION AND INFORMATION: OFFICE SUPPLIES

The Purchasing and Contracting Section has reviewed multiple cooperative contracts for office supplies in order to find the best value for Denver Water. The Board approved staff's recommendation to continue to purchase office supplies under the National IPA cooperative contract with Office Depot.

RECORD OF PROCEEDINGS

MINUTES OF THE BOARD OF WATER COMMISSIONERS

16. **ITEM VI-B-2: DISCUSSION AND INFORMATION: PURCHASING CARD SERVICES**

Following a proposal by US Bank to extend Denver Water's contract for purchasing card services, the Purchasing and Contracting Section reviewed three government cooperative purchasing agreements for the best rebate values offered with purchasing card services. The Board approved a three-year extension of Contract 10843A with US Bank for purchasing card services through May 31, 2016.

17. **ITEM VI-F-1: DISCUSSION AND INFORMATION: STATUS OF THE INVESTMENT PORTFOLIO**

The Commissioners received the Denver Water Monthly Investment Portfolio Report dated June 30, 2013, as set forth in Agenda Item VI-F-1 dated July 10, 2013, which is attached to and incorporated in these Minutes as Exhibit "H."

18. **ITEM VI-F-2: DISCUSSION AND INFORMATION: 2013 GENERAL ENGINEERING AND CONSTRUCTION MANAGEMENT SERVICES CONTRACTS**

The Commissioners received a report on the Engineering Division's general engineering and construction management services contracts for the period August 2012 through June 2013, which is attached to and incorporated in these Minutes as Exhibit "I."

19. **ITEM VI-F-3: DISCUSSION AND INFORMATION: NEW CONTRACT SUMMARY**

The Commissioners received a report of contracts entered into in the Second Quarter of 2013 for amounts between \$20,000.00 and \$100,000.00, which is attached to and incorporated in these Minutes as Exhibit "J."

RECORD OF PROCEEDINGS

MINUTES OF THE BOARD OF WATER COMMISSIONERS

20. **ITEM VI-F-4: DISCUSSION AND INFORMATION: STATUS OF CONTRACT WORK AND CONSULTANT SERVICES**

The Commissioners received the reports "Status of Contract Work" dated June 28, 2013, and "Status of Consultant Services" dated June 23, 2013, which are attached to and incorporated in these Minutes as Exhibits "K" and "L" respectively.

21. **ITEM VI-G: SCHEDULING OF FUTURE BOARD MEETINGS**

The Board confirmed a Study Session will take place on **Wednesday, July 24, 2013, at 9:00 a.m.** in the Board Room, Room 309, 1600 W. 12th Avenue, Denver, Colorado. A portion of the meeting will take place in Executive Session.

The Board confirmed a Regular Meeting will take place on **Wednesday, August 14, 2013, at 9:15 a.m.** in the Board Room, Room 309, 1600 W. 12th Avenue, Denver, Colorado.

No further business appearing, the Board adjourned the Action portion of the meeting at 10 a.m.

EXECUTIVE SESSION

On Wednesday, July 10, 2013, commencing at 10 a.m. in the Board Room, Room 309, 1600 West 12th Avenue, Denver, Colorado, the Board of Water Commissioners met in Executive Session. The following matters, which are authorized by C.R.S. § 24-6-402 or D.R.M.C. § 2-34, were discussed during the Executive Session:

1. Attorney-Client Matters § 24-6-402(4)(b)
2. Negotiations § 24-6-402(4)(e)

RECORD OF PROCEEDINGS

**MINUTES
OF THE
BOARD OF WATER COMMISSIONERS**

There being nothing further for the Board to consider, the Executive Session concluded at 11:07 a.m.


Secretary


President