

**FIRST AMENDMENT TO AGREEMENT  
WITH J. KENT STAFFING, INC. FOR  
TEMPORARY EMPLOYMENT AND PAYROLL SERVICES  
AGREEMENT 13525A**

 Action by Consent Action Information

The substantial amount of ongoing drafting for Engineering for the Conduit Rectification requires the use of specific additional temporary resources with knowledge and expertise in these disciplines. J. Kent Staffing will provide budgeted payroll services for two temporary employees for 2011 through 2013.

This Agreement allows for J. Kent Staffing to provide payroll services for two temporary employees who will perform the following work:

- Research and organize historical records. Records will then be sorted and reviewed to identify those necessary to perform the data capture.
- Identify survey assistance required. Denver Water survey crews will be tasked with collecting surface features for appurtenances not previously captured, to verify spatial locations for important features that will help to accurately locate the pipeline, and to resolve "busts" in the alignment.
- Draft alignment in AutoCad using the JQTool approach developed in-house.
- Resolve questions or conflicts in attributes and alignment. This task may require field visits, coordination with O&M, Distribution Engineering, and/or additional survey data may be required if the records show conflicting information.

The business benefits to completing the Conduit Rectification project in a timely manner include significantly improved mapping of our large transmission pipes. The improvements will help in several critical aspects of Denver Water's business including better field locates, improved engineering design for new capital projects, reduction in property conflicts (e.g., when the mapped pipeline location falls outside an easement), and better emergency response in the event of a main break (e.g., having current and accurate information regarding valves, and access openings). In addition, the asset inventory will be more complete and accurate as a result of capturing additional information not previously captured in the enterprise geographic information system (GIS), which is Denver Water's asset repository.

J. Kent was competitively selected through an RFP process in April 2011 to provide Denver Water's temporary staffing and has agreed to hold the current negotiated rates for these employees through 2013.

The 2011-2013 Capital Budget includes funds for temporary staffing under the budget for professional services related to Conduit Rectification. This \$300,000.00 budget will be allocated evenly over the contract period.

**RECOMMENDATION**

It is recommended that the Board approve First Amendment to Agreement 13525A with J. Kent Staffing, Inc., in the amount of \$300,000.00 for professional staffing services.

Approvals:

*for*   
Robert J. Mahoney  
Director of Engineering

  
James S. Lochhead  
CEO/Manager

  
Patti Wells  
General Counsel