

AGENDA

Denver Board of Water Commissioners

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

Wednesday, March 9, 2016 9:00 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 February 10, 2016 – Open and Executive
2. Minutes from February 24, 2016 – Executive
3. Employees Eligible for Regular Status
4. Employees Hired Above Mid-Point
5. Personnel Policies – Recommended Revisions Sections 2-5-(1) (Attendance), 11-2-(1)(b) (Corrective Action for Abuse of Sick Leave), 14-6 (Sick Leave, Donated Sick Leave)
6. ~~Contract Amendment with Insight Public Sector for Annual Microsoft Enterprise Agreement~~
7. Storm Water Management Agreement

8. Ratification of Construction Contracts Change Orders and Amendments of Contracts/Agreements
9. Ratification of Contract with Global Underground Corporation for 8-Inch Main Installation at S. University Blvd. and E. Vassar Ave.
10. Owner's Consultant for Lupton Lakes Groundwater Cutoff Walls
11. Agreement with Brown and Caldwell for the Hillcrest Pump Station Replacement Project
12. Project Approval for Strontia Springs Dam Emergency Reservoir Drainage System
13. First Amendment for Habcon Services
14. Summit County Multi-Hazard Mitigation Plan Resolution to Adopt Annex K
15. Grand County Multi-Hazard Mitigation Plan Resolution to Adopt Annex I
16. Douglas County Multi-Hazard Mitigation Plan Resolution to Adopt Annex F

B. Individual Approval Items

- | | | |
|--|---------------|-----------|
| 1. Information Technology Asset Management Software, Implementation, Training and Maintenance | Chris Dermody | 2 minutes |
|--|---------------|-----------|

III. POLICY MATTERS

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-3

Action by Consent

Action

Information

The following employees have completed the introductory period and are recommended for regular status effective March 01, 2016, unless otherwise noted *:

<u>Employee Name, ID#</u>	<u>Employment Date</u>	<u>Division/Section</u>
ALVARADO,AURIA B, #65104	2015-08-10	Customer Relations Division Customer Care, #460
SANCHEZ MANCERA,DORA M, #64801	2015-08-17	Customer Relations Division Customer Care, #460
MEDINA,JUSTIN W, #65114	2015-08-24	Information Technology Division Industrial Control Systems, #179
RISTIC,BOJAN, #64619	2015-08-24	Information Technology Division Industrial Control Systems, #179
TANGO,CASEY A, #64394	2015-08-24	Operations and Maintenance Division Foothills, #610
GALVAN,MELISSA A, #65093	2015-08-10	Operations and Maintenance Division Security, #430
BROWN,DAVID H, #65108	2015-08-10	Operations and Maintenance Division T&D Construction & Maintenance, #710
BRUCE,ADAM C, #60946	2015-08-10	Operations and Maintenance Division T&D Construction & Maintenance, #710
DUNGAN,MATTHEW A, #65116	2015-08-24	Operations and Maintenance Division T&D Construction & Maintenance, #710

HOBBS,KEVIN M, #65109	2015-08-10	Operations and Maintenance Division T&D Construction & Maintenance, #710
CANCANON,ERIK C, #64723	2015-08-17	Operations and Maintenance Division Water Quality, #230
OLDANI,BRANDEN J, #65113	2015-08-31	Operations and Maintenance Division Winter Park Area, #520
PETERS,CONOR A, #64745	2015-08-24	Operations and Maintenance Division Winter Park Area, #520

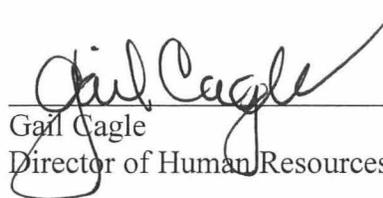
Monthly Employment Totals

	Reg& <u>Intro</u>	Reg <u>P.T.</u>	<u>Reg</u> <u>Total</u>	<u>Temp</u>	Temp <u>P.T.</u>	<u>Temp</u> <u>Total</u>
February 2016–FTE End of Mo.	1072.0	9.4	1081.4	0.0	2.1	2.1
January 2016–FTE End of Mo.	1058.0	8.7	1066.7	0.0	2.1	2.1
February 2015– FTE End of Mo.	1049.0	8.7	1057.7	0.0	0.6	0.6

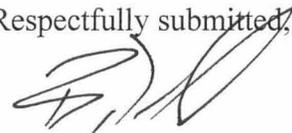
Recommendation:

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
February 1, 2016**

Board Item: II-A-4

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
Erin Gleason	Engineer IV (Dam Safety)	2/8/2016	\$9,000.00	\$8,099.00	11.1%
Julia Keedy	Engineer III (Raw Water)	2/9/2016	\$8,000.00	\$7,750.00	3.1%
Flavio Olmos	Engineering Syst. Tech II	2/8/2016	\$24.04	\$22.92	4.7%
Jason Ellis	Survey Tech IV	2/29/2016	\$30.77	\$30.51	0.8%

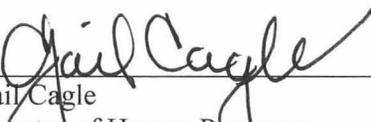
Denver Water Personnel Policies require that the Board approve placement of employees who successfully bid into a new position where the recommended pay rate is above the midpoint of their respective pay range. Such placement is recommended by Human Resources based on a candidate's education, experience, 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	Successful Bid Date	Rate of Pay	Midpoint of Range	% Higher than Midpoint
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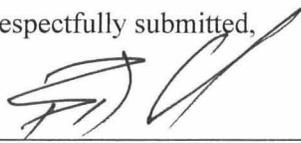
Recommendation:

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: March 9, 2016

Board Item: II-A-5

**Personnel Policies – Recommended Revisions
Sections 2-5-(1) (Attendance), 11-2-(1)(b) (Corrective Action for Abuse of Sick
Leave), 14-6 (Sick Leave, Donated Sick Leave)**

Action by Consent

Action

Information

It is recommended the Board amend *Personnel Policies* § 2-5-(1) (Attendance), § 11-2-(1)(b) (Corrective Action for Abuse of Sick Leave), and § 14-6 (Sick Leave, Donated Sick Leave)

These recommended policy changes address three areas:

- (1) Changes to § 2-5, § 11-2, and most of § 14-6, clarify the behaviors that constitute abuse of sick leave, unscheduled leave, poor attendance, and excessive tardiness, all of which are causes for corrective action. The changes also allow a division director to adopt guidelines interpreting these policies so long as the guidelines are consistent with the policies.
- (2) Changes to § 14-6(6) clean up obsolete language, and clarify that sick leave cannot be used except when the use of sick leave is authorized by the policies.
- (3) Changes to § 14-6(8) are required for the sick leave donation program to comply with an IRS tax ruling, and to conform the policy to actual practice which does not deduct donated leave from a donating employee’s leave bank unless and until the recipient employee exhausts his or her own leave and needs the donated leave.

Recommendation:

It is recommended that the Board approve the changes to the following sections of the *Personnel Policies* contained in the attachment:

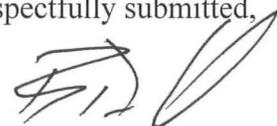
- Chapter 2-5-(1) – Attendance;
- Chapter 11-2-(1)(b) – Corrective Action for Abuse of Sick Leave; and
- Chapter 14-6 – Sick Leave, Donated Sick Leave

Approvals:

Respectfully submitted,



 Patricia L. Wells
 General Counsel



 for James S. Lochhead
 CEO/Manager



 Gail Cagle
 Director of Human Resources

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: March 9, 2016

Board Item: II-A-7

**Storm Water Management Agreement
Contract # 16474A**

Action by Consent

Action

Information

Summary:

Denver Water requires a vendor to assist with storm water management on scheduled pipe replacement jobs and large main breaks. This contractor will ensure that Denver Water is compliant with city and state storm water management requirements by creating a storm water management plan for each job, installing the storm water containment devices (BMPs), maintaining them over the duration of the job, collecting and reusing them (where feasible) after the job is complete, and providing required compliance reports and usage metrics. Denver Water currently handles this internally but piloted this program with a local vendor and believe there will be significant efficiencies in contracting this service.

Budget Information:

Funds for these services were included in the 2016 Operations and Maintenance budget; sufficient funds will be added to the 2017 and 2018 budgets.

2016 Budget	\$	186,345.59
Amount Requested This Item	\$	750,000.00
YTD Expenditures	\$	15,367.50
Dollars Budgeted for Future Years	\$	0.00
Revised Estimate	\$	0.00
Budget Adjustment	\$	0.00

Selection of Business Partner:

Denver Water issued a request for proposal (RFP) 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 eight proposals, two were SBE and four were MWBE. Apex Companies, LLC was selected based on Experience, Price, Service Level, Storm Water Inspection/Installation Program and Understanding of Work. Apex Companies, LLC is not an SBE or MWBE, but will be subcontracting the installation work to Iron Woman Construction and Environmental, a certified MWBE.

Recommendation:

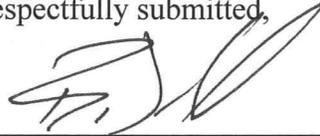
It is recommended that the Board approve Agreement 16474A with Apex Companies, LLC for storm water management services for the contract period March 9, 2016 through December 31, 2018 for a total contract amount not to exceed \$750,000.

Approvals:



Tom Roode
Director of Operations and Maintenance

Respectfully submitted,



for James S. Lochhead
CEO/Manager



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: March 9, 2016

Board Item: II-A-8

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 January and February 2016.

Approvals:



Robert J. Mahoney
Director of Engineering

Respectfully submitted,



James S. Lochhead
CEO/Manager

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: March 9, 2016

Board Item: II-A-9

Ratification of Contract with Global Underground Corporation for 8-Inch Main Installation at S. University Blvd. and E. Vassar Ave. Contract 16638A

Action by Consent

Action

Information

Summary:

On January 5, 2016, Denver Water (DW) Leak Detection staff discovered a leak on a 6-inch water main crossing Harvard Gulch at South University Boulevard and East Vassar Avenue in Denver, Colorado. Line valves were closed on the main at each side of Harvard Gulch to isolate the leak, which is located within a casing pipe under the Harvard Gulch box culvert in South University Boulevard. Repairing the main is critical to provide required fire flow protection to the surrounding neighborhood. Considering difficult access to the main and high traffic at this location, it was determined the leaking portion of the main should be abandoned and replaced with an 8-inch PVC main installed by a contractor with expertise in Horizontal Directional Drilling (HDD) methodology. A meeting was held on-site to familiarize HDD contractors with the proposed work on February 5, 2016. Requests for Quote (RFQ) were issued to three prequalified HDD contractors on February 10, 2016.

On February 16, 2016, quotes were received for the HDD main installation. The lowest responsive quote was authorized to proceed prior to Board approval. Utility locates, potholing, permitting, and material procurement are currently underway. The project consists of installing approximately 400 feet of 8-inch PVC main by HDD, transferring affected service connections to the new main, pressure testing, disinfection, and site restoration. Construction is planned to begin early March, with the main operational by March 25, 2016.

Budget Information:

The 2016 Capital Improvement Plan (MPC 4DD0001 – Transmission & Distribution Mains) includes sufficient funds for this project.

2016 Budget	\$	3,547,524.28
Amount Requested This Item	\$	153,371.88
YTD Expenditures	\$	686,046.15
Revised Estimate	\$	3,547,524.28
Budget Adjustment	\$	0.00

Selection of Business Partner:

Denver Water solicited three qualified HDD contractors and received Letters of Intent from the Contractors to provide quotes for the project. RFQ's were developed and issued to the Contractors. Three quotes were received on the Contractor's company letterhead and the lowest qualified quote

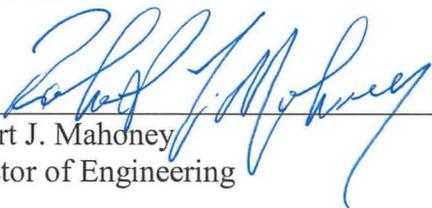
(see attached Bid Tabulation) was submitted by Global Underground Corporation of Colorado Springs, Colorado in the amount of \$153,371.88. The opinion of probable cost for the work was \$150,000.00.

The Minority and Women Business Enterprise (MWBE) goal established for this construction project is 5% participation. Global Underground Corporation achieved 10.5% MWBE participation.

Recommendation:

It is recommended that the Board ratify Contract 16638A with Global Underground Corporation for the 8-Inch Main Installation at S. University Blvd. and E. Vassar Ave. Project for the contract period of February 16, 2016 through April 8, 2016 for a total contract amount not to exceed \$153,371.88.

Approvals:



Robert J. Mahoney
Director of Engineering

Respectfully submitted,



 James S. Lochhead
CEO/Manager



Patricia Wells
General Counsel



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: March 9, 2016

Board Item: II-A-10

Owner's Consultant for Lupton Lakes Groundwater Cutoff Walls Agreement 16657A

Action by Consent

Action

Information

Summary:

On January 13, 2016, the Board approved the Design-Build contract for the Lupton Lakes Groundwater Cutoff Walls Project (Project) in the amount of \$3,984,955.00 (reference: Board Item II-A-13). Also on January 13, 2016, Denver Water solicited proposals from geotechnical engineering consultants to provide Owner's Consultant services for the Project. The Owner's Consultant will support the Project by performing a review of the Design-Builder's drawings, design and specifications, and providing full-time construction administration services.

The goal of the Project is to construct groundwater cutoff walls to prevent groundwater migration to and from the open-pit sand and gravel mine at the Lupton Lakes Reservoir Complex. Limiting the groundwater migration to the rate stipulated in the State Engineer Guidelines for Lining Criteria for Gravel Pits will allow for the conversion of the gravel pit into a surface water reservoir. The State Engineer Guidelines are the primary design consideration and performance criteria for the Project.

Budget Information:

The 2016 Capital Improvement Plan (MPC 1AL0227) includes sufficient funds for this project.

2016 Budget	\$	7,400,000.00
Amount Requested This Item	\$	195,987.78
YTD Expenditures	\$	15,012.87
Dollars Budgeted for Future Years (2017)	\$	7,100,000.00
Revised Estimate	\$	7,400,000.00
Budget Adjustment	\$	0.00

Selection of Business Partner:

RJH Consultants, Inc. was selected through a competitive quality-based selection process. Denver Water advertised a Request for Proposal (RFP) on Denver Water's website and through individual contacts. During the proposal process, Denver Water received inquiries from six potential proposers and ultimately received proposals from four firms.

A team of three Denver Water employees reviewed the proposals and ranked them based on evaluation criteria provided within the RFP document. All evaluators ranked the proposal from RJH Consultants, Inc. as the best proposal and noted they had the most specific and relevant experience and provided the best team for the project. Denver Water negotiated the contract budget to make the scope of services meet the needs of the Project.

A Minority and Women Business Enterprise (MWBE) participation goal was not established for this professional services contract but participation was encouraged in the RFP. RJH Consultants, Inc. attempted to include MWBE participation but the work has limited opportunity for subconsultant participation and RJH was unable to identify a qualified MWBE subconsultant to provide laboratory materials testing. MWBE participation of 8% will be obtained during project construction.

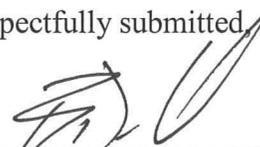
Recommendation:

It is recommended that the Board approve Agreement 16657A with RJH Consultants, Inc. for Owner's Consultant services for the contract period March 9, 2016 through April 28, 2017 for a total contract amount not to exceed \$195,987.78.

Approvals:



Robert J. Mahoney
Director of Engineering

Respectfully submitted,


for James S. Lochhead
CEO/Manager



Patricia Wells
General Counsel



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: March 9, 2016

Board Item: II-A-11

Agreement with Brown and Caldwell for the Hillcrest Pump Station Replacement Project Contract #16652A

Action by Consent

Action

Information

Summary:

A proposal has been negotiated for the preliminary design of the Hillcrest Pump Station Replacement Project, which is part of the overall Hillcrest Reservoir and Pump Station Project. The project consists of the demolition of the existing 12,000 square foot pump station, switch gear, switch yard, and pumps, and the construction of a new 16,000 square foot pump station, switch gear, switch yard and 11 large pumps. The existing pump station structure has had multiple issues with expansive soils that have permanently damaged the structure. The Hillcrest Pump Station is also more than 50 years old.

The consulting services include design to a 30% level of completion for structural design and drafting services. The mechanical, electrical, civil, and landscape design will continue to be performed by Denver Water and the current architectural Agreement #16385A with OZ Architecture. It is anticipated that final design and construction-phase services will be amended to Agreement #16652A at a later date.

Budget Information:

The 2016 Capital Improvement Plan (MPC 2DB0329 and MPC 1DB0062) includes sufficient funds for preliminary design support.

2016 Budget	\$	12,200,000.00
Amount Requested This Item	\$	155,568.00
YTD Expenditures	\$	13,285.00
Revised Estimate	\$	12,200,000.00
Budget Adjustment	\$	0.00

Selection of Business Partner:

During the competitive selection for the Hillcrest Reservoir Replacement Consultant Services Agreement #15598A, Brown and Caldwell's structural group was to coordinate with Bates Engineering for site structural design. Bates Engineering agreed to provide design for the Hillcrest tanks and all other site structural design would be provided by Brown and Caldwell. Denver Water is unable to staff the pump station structural design as originally anticipated, so Brown and Caldwell will be utilized to provide structural design services for the Hillcrest Pump Station Replacement Project.

Recommendation:

It is recommended that the Board award Agreement #16652A to Brown and Caldwell for the design of the Hillcrest Pump Station Replacement Project for the contract period March 2016 through June 2016 for a total contract amount not to exceed \$155,568.00.

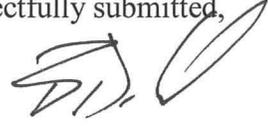
Approvals:



Robert J. Mahoney
Director of Engineering



Patricia Wells
General Counsel

Respectfully submitted,


for _____
James S. Lochhead
CEO/Manager



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: March 9, 2016

Board Item: II-A-12

Project Approval for Strontia Springs Dam Emergency Reservoir Drainage System (ERDS) Rehabilitation

Action by Consent

Action

Information

Summary:

The Emergency Reservoir Drainage System (ERDS) at the Strontia Springs Dam currently is not functional and there is heavy sediment accumulation above the inlet. The ERDS is the lowest outlet for the reservoir and is comprised of a 4-foot by 4-foot steel-lined channel that passes through the dam, two 4-foot by 4-foot bonneted slide gates and one 42-inch butterfly valve on the hydro turbine inlet. Complete refurbishment of this system is needed in order to restore its full functionality for dam safety and facility operations. The ERDS is used to flush sediment that accumulates on the bottom of the reservoir and to allow complete drainage of the reservoir if needed.

To complete the refurbishment of this system, multiple contracts are needed for:

- Design of a bulkhead and replacement gate components.
- Procurement of the bulkhead and replacement gate components.
- Intermediate gate repair for sediment flushing.
- Underwater condition assessment diving.
- Diving to install and remove the bulkhead at the ERDS inlet.
- Refurbishment of the ERDS gates and turbine inlet butterfly valve.
- Relining of the ERDS channel.
- Refurbishment of the ERDS inlet trash rack.
- Refurbishment of the four outlet works fixed wheel gates.

Since the work under this project is considered a top priority, the project schedule is aggressive to allow the refurbishment to be completed in 2016. The project team has determined that a Construction Manager at Risk (CMAR) approach should be used to manage the work most efficiently. The use of a CMAR contract will also help to provide better construction cost controls for Denver Water.

Budget Information:

Engineering is requesting approval to spend \$4,150,000.00 from the 2016 Capital Improvement Plan (MPC 1AB0026). At this point, the project team believes that the budgeted funds are adequate to complete the entire planned scope of work.

2016 Budget	\$	4,150,000.00
Amount Requested This Item	\$	4,150,000.00
YTD Expenditures	\$	24,276.00
Revised Estimate	\$	4,150,000.00
Budget Adjustment	\$	0.00

Selection of Business Partner:

The next step is to issue a Request for Qualifications (RFQ) to contractors for the CMAR contract. A short list of approved contractors will be developed based on the qualification statements received from contractors for the RFQ. The approved contractors will then be issued a Request for Proposal. A quality-based selection process will be used to objectively evaluate the proposals and to select a contractor for the award. The CMAR contract is anticipated to be presented to the Board at the May 11, 2016 Board Meeting.

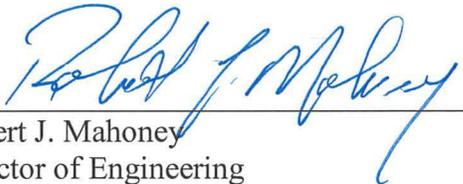
Table 1 (attached) shows the various contracts to be executed to perform this work.

Recommendation:

It is recommended that the Board approve the use of \$4,150,000.00 for this project to repair and restore the ERDS at the Strontia Springs Dam.

Approvals:

Respectfully submitted,



Robert J. Mahoney
Director of Engineering




James S. Lochhead
CEO/Manager



Patricia Wells
General Counsel



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: March 9, 2016

Board Item: II-A-13

First Amendment for Habcon Services Contract #15375A

Action by Consent

Action

Information

Summary:

Denver Water owns over 5,800 acres of property along the South Platte River originally purchased in the 1980s and 90s to develop the Two Forks Reservoir project. Existing on the property at the time of purchase were many structures including recreation cabins, full time residences and businesses. In 2003 Denver Water agreed to take no action on the water storage project for a minimum of 20 years. To maintain the integrity of the Two Forks community and commerce during this time of no action, Denver Water leases the existing structures to credible tenants who in turn act as quasi-caretakers on our property.

There are nine well water systems in the Two Forks area (from Deckers to Nighthawk) that service Denver Water leases, businesses and guests. Of these nine systems there are two at Deckers that are supplied by one treatment plant and have a registered Potable Water System Identification Number (PWSID) with the Colorado Department of Public Health and Environment's (CDPHE) Water Quality Control Division under the Safe Drinking Water Act and Colorado Primary Drinking Water Regulations.

Recently new regulations took effect Under the Safe Drinking Water Program, Article 7.4, Policy Number DW-003, "Determination of Groundwater Under the Direct Influence of Surface Water (GWUDI.) Under the new regulations it was determined that the Deckers system must be brought up to GWUDI standards. This means substantial treatment upgrades, on-line monitoring and additional water testing must be carried out to ensure compliance to prevent Denver Water from receiving potential non-compliance violations issued by CDPHE.

The current Contract No. 15375A with Habcon Services, Inc. began on April 10, 2014 and was for a two-year term, expiring on April 30, 2016. This amendment will extend Contract No. 15375A through April 30, 2017 and allow the contractor to be paid for the labor charges associated with the GWUDI upgrade, daily monitoring plan, routine maintenance and supplies as needed for the calendar year 2016 and a portion of 2017.

Budget Information:

Funds for these services were included in the 2016 Operations and Maintenance budget and will be added to the 2017 budget to cover the remainder of the contract.

2016 Budget	\$	260,000.00
Amount Requested This Item	\$	170,000.00
YTD Expenditures	\$	6,091.54
Dollars Budgeted for Future Years	\$	324,000.00
Revised Estimate	\$	0.00
Budget Adjustment	\$	0.00

Selection of Business Partner:

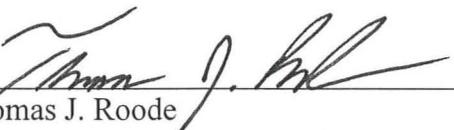
Since the two systems at Deckers are registered under the PWSID, state requirements mandate that a certified Operator Responsibility in Charge is required for required testing of the water quality. Jon Grill with Habcon Services Inc., is a state certified Treatment and Distribution System Operator and is currently responsible for testing and treating the nine water systems. With the new regulations for GWUDI compliance Jon has designed and upgraded the system so that Denver Water remains in compliance with the applicable drinking water regulations. His design for the GWUDI upgrade was approved by the CDPHE.

Previously an RFP was sent out for testing of the two systems to companies listed with the State of Colorado with Treatment and Distribution System Operator certifications under Regulation 100-5 CCR 1003-2. There was an overall lack of interest and difficulty getting companies to participate in the mandatory site visit mainly due to the remote mountain locations of these water systems, as well as companies willing to also perform the necessary routine maintenance for these water systems.

Recommendation:

It is recommended that the Board approve the First Amendment to Contract No. 15375A for the maintenance and upgraded compliance testing for an additional \$170,000.00 and a total amended contract amount not to exceed \$268,000.00.

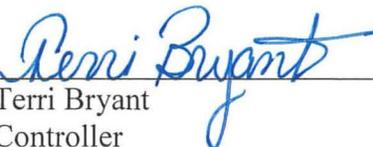
Approvals:



Thomas J. Roode
Director of Operations and Maintenance

Respectfully submitted,


for James S. Lochhead
CEO/Manager



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: 03/09/2016

Board Item: II-A-14

Summit County Multi-Hazard Mitigation Plan Resolution to Adopt Annex K

Action by Consent

Action

Information

Summary:

The purpose of multi-hazard mitigation is to reduce or eliminate long-term risk to people and property. In order for state, local or tribal jurisdictions to be eligible for Federal Emergency Management Agency (FEMA) assistance, they must develop a hazard mitigation plan, submit it to FEMA for approval and then each jurisdiction and supporting agency must adopt the plan and implement.

In 2012, several local county governments (i.e., Summit, Grand, Douglas, Boulder, Jefferson and Denver counties) approached Denver Water's Emergency Management Section and asked that we participate in their local planning effort due to the extent of Denver Water infrastructure located in their counties. The planning sessions started in January of 2013 and have continued to the present.

Denver Water was asked to provide action items that will assist in the mitigation efforts. The action items that Denver Water suggested are functions that Denver Water staff currently perform as part of their normal operations and emergency preparedness efforts. Examples that have been submitted under various plans include: Maintaining/updating drought plan; updating of flood inundation mapping on dams; public outreach, education and conservation efforts; and wildland fire mitigation/prevention.

Budget Information:

This resolution does not have additional budget impacts beyond existing operating and capital budgets.

Recommendation:

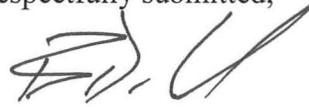
It is recommended that the Board adopt this resolution related to the Summit County Multi-Hazard Mitigation Plan.

Approvals:



Tom Roode
Director Operations & Maintenance

Respectfully submitted,



 James S. Lochhead
CEO/Manager



Patricia L. Wells
General Counsel

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: 03/09/2016

Board Item: II-A-15

Grand County Multi-Hazard Mitigation Plan Resolution to Adopt Annex I

Action by Consent

Action

Information

Summary:

The purpose of multi-hazard mitigation is to reduce or eliminate long-term risk to people and property. In order for state, local or tribal jurisdictions to be eligible for Federal Emergency Management Agency (FEMA) assistance, they must develop a hazard mitigation plan, submit it to FEMA for approval and then each jurisdiction and supporting agency must adopt the plan and implement.

In 2012, several local county governments (i.e., Summit, Grand, Douglas, Boulder, Jefferson and Denver counties) approached Denver Water's Emergency Management Section and asked that we participate in their local planning effort due to the extent of Denver Water infrastructure located in their counties. The planning sessions started in January of 2013 and have continued to the present.

Denver Water was asked to provide action items that will assist in the mitigation efforts. The action items that Denver Water suggested are functions that Denver Water staff currently perform as part of their normal operations and emergency preparedness efforts. Examples that have been submitted under various plans include: Maintaining/updating drought plan; updating of flood inundation mapping on dams; public outreach, education and conservation efforts; and wildland fire mitigation/prevention.

Budget Information:

This resolution does not have additional budget impacts beyond existing operating and capital budgets.

Recommendation:

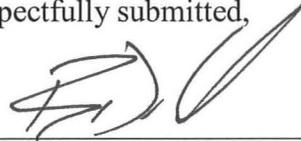
It is recommended that the Board adopt this resolution related to the Grand County Multi-Hazard Mitigation Plan.

Approvals:



Tom Roode
Director Operations & Maintenance

Respectfully submitted,



 James S. Lochhead
CEO/Manager



Patricia L. Wells
General Counsel

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: 03/09/2016

Board Item: II-A-16

Douglas County Multi-Hazard Mitigation Plan Resolution to Adopt Annex F

Action by Consent

Action

Information

Summary:

The purpose of multi-hazard mitigation is to reduce or eliminate long-term risk to people and property. In order for state, local or tribal jurisdictions to be eligible for Federal Emergency Management Agency (FEMA) assistance, they must develop a hazard mitigation plan, submit it to FEMA for approval and then each jurisdiction and supporting agency must adopt the plan and implement.

In 2012, several local county governments (i.e., Summit, Grand, Douglas, Boulder, Jefferson and Denver counties) approached Denver Water's Emergency Management Section and asked that we participate in their local planning effort due to the extent of Denver Water infrastructure located in their counties. The planning sessions started in January of 2013 and have continued to the present.

Denver Water was asked to provide action items that will assist in the mitigation efforts. The action items that Denver Water suggested are functions that Denver Water staff currently perform as part of their normal operations and emergency preparedness efforts. Examples that have been submitted under various plans include: Maintaining/updating drought plan; updating of flood inundation mapping on dams; public outreach, education and conservation efforts; and wildland fire mitigation/prevention.

Budget Information:

This resolution does not have additional budget impacts beyond existing operating and capital budgets.

Recommendation:

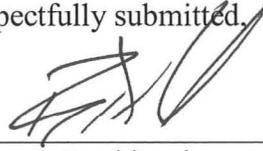
It is recommended that the Board adopt this resolution related to the Douglas County Multi-Hazard Mitigation Plan.

Approvals:



Tom Roode
Director Operations & Maintenance

Respectfully submitted,



 James S. Lochhead
CEO/Manager



Patricia L. Wells
General Counsel

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: March 9, 2016

Board Item: II-B-1

Information Technology Asset Management Software, Implementation, Training and Maintenance Contract #16344A

Action by Consent

Action

Information

Summary:

Denver Water desires to implement an IT Asset Management (ITAM) software solution to manage comprehensive licensing, configuration and support information for both software and hardware assets from purchase through retirement. ITAM software proactively monitors for unlicensed or unused software across the organization to ensure appropriate software license compliance and avoid unnecessary license purchases, maintenance and support fees. ITAM software can also provide certified reports that are sufficient for software license audits, and help avoid non-compliance penalties.

A contemporary ITAM software solution will enable Denver Water to achieve cost savings through:

- Elimination of maintenance on unused / never deployed licenses
- Reduction of purchases through the re-use of licenses
- Reduction of audit risks
- Automation of license recovery, deployment, and compliance
- Productivity improvements via automated software asset management
- Negotiated hard dollar savings

Gartner, a leading information technology research and advisory company states that organizations save upwards of 5 – 25 percent in annual software spend by implementing a robust, optimized software asset management solution.

Budget Information:

Annual fees will be locked in for an initial three-year period and are estimated at approximately \$50,427 the first year, and \$66,181 per year for years two and three where the price will be increased because we will add additional modules for Oracle and IBM. Additionally, there is a one-time fee to fully implement the ITAM software, not to exceed \$166,500. It is intended that the ITAM software will be utilized beyond the initial three-year contract period. Subsequent annual subscription and support fees will be renegotiated prior to the third anniversary date of the contract.

A budget adjustment was made to the 2016 budget and funds are planned for the 2017 and 2018 budget. Payment for license subscription fees will be made for as long as we use the software.

2016 Budget	\$
Amount Requested This Item	\$ 349,289.00
YTD Expenditures	\$ 0
Dollars Budgeted for Future Years	\$ 177,362.00
Revised Estimate	\$ 349,289.00
Budget Adjustment	\$ 172,000.00

Selection of Business Partner:

The Denver Water Purchasing & Contracting section issued a Request for Proposal (RFP) in August 2015 via the Rocky Mountain E-Purchasing System (BidNet), the Denver Water public website, and direct e-mail to the SBE/MWBE Chambers List. Denver Water received responses from ten vendors, none of which were SBE/MWBE. The selection committee evaluated each proposal based on the general system and design features of the software, the project implementation plan, the training plan, the proposed customer service level and pricing. The committee selected Flexera Software as the proposer who best met their overall needs.

Recommendation:

It is recommended that the Board approve Contract No. 16344A with Flexera Software, LLC, for IT Asset Management software subscription, implementation services, and training services, for the contract period of March 9, 2016 through March 8, 2019 for a total contract amount not to exceed \$349,289.00.

Approvals:



Chris Dermody
Director of Information Technology

Respectfully submitted,



James S. Lochhead
CEO/Manager



for Terri Bryant
Controller