

# AGENDA

## Denver Board of Water Commissioners

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

**Wednesday, May 27, 2015 9:00 a.m.**

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### 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. Purchase of Additional Cisco Networking Equipment
2. Purchase of Additional HP Disk Storage Equipment
3. Renewal of Insurance Policies
4. Gross Reservoir Expansion Community Engagement Facilitator and Outreach Support contract
5. Gross Reservoir Expansion Transportation Engineering Consultant
6. Tabulations of Proposals for 12-Inch Main Relocation between Smith Road and East 37<sup>th</sup> Avenue at Joliet Street

7. Tabulation of Proposals for the Antero Dam Rehabilitation, Phase III
8. Antero Dam Rehabilitation, Phase III Construction Management and Engineer of Record Services
9. Tabulation of Bids for Tires, Tire Repair Service, Alignments and Repairs
10. Additional Contract Funds for the Warehouse Barcoding System
11. Large Diameter Butterfly Valves for Moffat Water Treatment Plant
12. First Authorization for Additional Contract Funds for Thomson Reuters/Westlaw Group for Online Legal Research
13. Purchase of Oracle Database Licenses

**B. Individual Approval Items**

**1. Operations Complex Redevelopment Project**

- |  |                |        |
|--|----------------|--------|
| a. Owner’s Representative Agreement    | Jeremy<br>Ross | 1 hour |
| b. Architect Design Services Agreement |                |        |

**2. ORCA Project**

- |  |                    |       |
|--|--------------------|-------|
| a. Change Management and Organizational Readiness Consultant                                     |                    |       |
| b. First Amendment to Contract with The Doyle Group for Time and Labor Systems Project Manager   | Jonathan<br>Spitze | 5 min |
| c. First Amendment to Contract with Talent Recruiters Inc. for Financial Systems Project Manager |                    |       |

**III. POLICY MATTERS**

- |  |                      |        |
|--|----------------------|--------|
| <b>A. Rate Structure Review Committee Presentation</b> | Jennifer<br>Gremmert | 45 min |
|--|----------------------|--------|

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

##### **A. CEO Report**

##### **B. CFO Report**

1. Monthly Financial Report, April 30, 2015

##### **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)(c)p**

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-A-1

## Purchase of Additional Cisco Networking Equipment

Action by Consent

Action

Information

### Summary:

Denver Water has a need to purchase additional Cisco networking equipment for its primary and alternate datacenters. The primary core-network switch (located in the primary datacenter) is now ten years old and at the end of its useful life and capacity. This switch is the backbone of the Denver Water communications network, connecting the primary datacenter with more than 2,000 devices, supporting employees and SCADA systems across a communications network linking of over 50 facilities including collection system facilities, treatment plants decentralization stations, operations complex buildings, hundreds of SCADA nodes, and many wireless networks used by both field and office employees.

Additionally, two MDS switches (one located in the primary datacenter, the other located in the alternate datacenter) are also at their end of life and capacity. These MDS switches provide high-speed connectivity between the enterprise file/database servers and the data storage systems.

Consistent with our infrastructure technology refresh plans, these three network switches need to be replaced in order to achieve acceptable system and network performance levels for employees. Like the existing network switches being replaced, each of the new network switches is expected to have useful life in the range of 7-10 years. Two of the new switches (located in the current primary datacenter) will be re-provisioned and used in conjunction with the OCR project.

### Budget Information:

The cost of this equipment is included in the 2015 IT Infrastructure Capital Hardware budget (Cost Center 173) under MPC 3HK0001, TOE 3100. For reference, a detailed equipment listing and pricing details are attached.

2015 Budget (for IT Infrastructure Hardware)	\$ 2,963,000.00
Amount Requested This Item	\$ 857,020.70
YTD Expenditures	\$ 10,808.84
Dollars Budgeted for Future Years	\$ 0.00
Revised Estimate	\$ 0.00
Budget Variance Required	\$ 0.00

### Selection of Business Partner:

Denver Water's Purchasing Section worked with the IT Infrastructure section and Cisco (the equipment manufacturer) to prepare an RFQ (Request for Quotation) which was submitted to four local authorized Cisco resellers. Bids ranged from a low of \$857,020.70 to a high of \$880,838.32. The vendor bid tabulation is also attached.

Recommendation:

It is recommended the Board approve the purchase of the additional Cisco network equipment as outlined in the quote from ProTech Computer Systems, Inc., for a total amount not to exceed \$857,020.70.

**Approvals:**

Respectfully submitted,



Chris R. Dermody  
Director of Information Technology



*for* James S. Lochhead  
CEO/Manager



Angela Bricmont  
Director of Finance



Terri Bryant  
Controller

Attachments (2):

Detailed equipment listing – RFQ Bill of Materials  
Denver Water-Bid Tab Sheet

May 14, 2015  
Revised by CEO's Office 8/19/2011

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-A-2

## Purchase of Additional HP Disk Storage Equipment

Action by Consent

Action

Information

### Summary:

Denver Water has a need to purchase additional HP disk storage equipment for its primary and alternate datacenters.

As we continue to expand data storage capacity to meet growing business needs, the current disk storage systems no longer have the capability to handle storage capacity and performance demands for our key business applications. In order to provide the expected levels of application performance and service, upgraded data storage systems are needed to provide additional capacity and processing speed.

### 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	\$ 297,695.93
YTD Expenditures	\$ 10,808.84
Dollars Budgeted for Future Years	\$ 0.00
Revised Estimate	\$ 0.00
Budget Adjustment	\$ 0.00

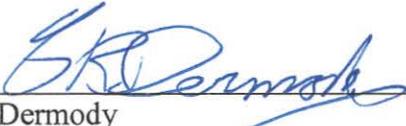
### Selection of Business Partner:

Denver Water's Purchasing Section worked with the IT Infrastructure Section and Hewlett Packard (the OEM – Original Equipment Manufacturer) to prepare an RFQ (Request for Quotation) which was provided to four authorized HP resellers, three of which are local. Bids ranged from a low of \$297,695.93 to a high of \$325,862.50. The vendor bid tabulation is attached.

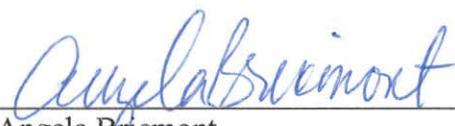
### Recommendation:

It is recommended the Board approve the purchase of the additional HP disk storage equipment as outlined in the quote from Summit Partners Colorado, for a total amount not to exceed \$297,695.93.

**Approvals:**

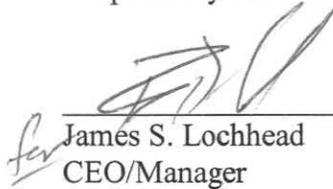


Chris R. Dermody  
Director of Information Technology



Angela Bricmont  
Director of Finance

Respectfully submitted,



James S. Lochhead  
CEO/Manager



Terri Bryant  
Controller

**Attachments (2):**

- Denver Water Bid Tab Sheet
- Summit Partners Colorado Quote

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-A-3

## Renewal of Insurance Policies

### Contract # 13390B

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Action by Consent

Action

Information

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#### Summary:

Denver Water is contracted with Arthur J. Gallagher Risk Management Services LLC (“AJG”) to provide insurance brokerage services. AJG rebids insurance policies on behalf of the Board every three to five years, with insurance premiums renegotiated annually. Staff is recommending Board approval of annual coverage and premiums for property and equipment, excess liability, crime and fiduciary insurance policies as recommended by AJG for the period covering June 1, 2015 through June 1, 2016.

#### Budget Information:

2015 Budget	\$	715,247
Amount Requested This Item	\$	565,733
YTD Expenditures	\$	0
Dollars Budgeted for Future Years	\$	0
Revised Estimate	\$	565,733
Budget Adjustment	\$	0

#### Selection of Business Partner:

This year AJG approached 10 carriers for the property and equipment insurance and 7 carriers for the excess liability insurance. Two firm quotes were received for property and equipment insurance and one firm quote was received for excess liability insurance. Fiduciary and crime insurance were not marketed this year as crime was issued with a three year term in 2014 and fiduciary was marketed in 2014.

XL Insurance is recommended by AJG for property and equipment insurance because they offered much better coverage at a slightly higher price (\$16,000). Argonaut is recommended for excess liability insurance because the cost for coverage was substantially less than Lexington, the other carrier that provided a quote. XL insurance has provided the property and equipment insurance since 2010, and Argonaut has provided excess liability insurance since 2012.

This contract is amended each year for each new or renewed insurance policy due to the standard insurance industry practice of not committing to a price for coverage for more than one year at a time. Additional amendments are required when additional coverage is requested or policy dates differ. This amendment will be the seventh amendment to this contract. AJG’s contract and the pass-through contract will terminate at the end of this year and broker services will be competitively bid later this year.

#### Recommendation:

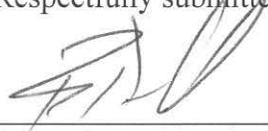
Recommendation:

It is recommended that the Board approve the seventh amendment with Arthur J. Gallagher Risk Management Services LLC pass-through contract for property and equipment, excess liability, crime and fiduciary insurance policies covering the period June 1, 2015 through June 1, 2016 for an addition of \$565,733 for a total amended contract amount not to exceed \$3,134,483.

**Approvals:**

  
\_\_\_\_\_  
Angela C. Bricmont  
Director of Finance

Respectfully submitted,

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

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

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-A-4

## **Gross Reservoir Expansion Community Engagement Facilitator and Outreach Support Agreement 16090A**

Action by Consent

Action

Information

### Summary:

On March 31, 2015, Denver Water solicited proposals for a Community Engagement Facilitator and Outreach Support to lead an engagement effort with the communities surrounding Gross Reservoir that will be impacted by the Gross Reservoir Expansion construction activities. The Gross Reservoir Expansion Program (Program) team has identified 10 key critical success factors for the Program. In particular, the top three factors focus on safety, corporate social responsibility, and meaningful engagement with stakeholders. The communication effort will provide a platform for Denver Water to distribute information about the project and expected impacts, and to engage the community so that community supported solutions can be built into construction plans.

The objective of the work is to set up Denver Water's communication strategy and to engage the local community in meaningful discussions around the construction impacts of the project. The scope was separated into two phases. The first phase matches Denver Water's short term Program schedule and objectives and focuses on our commitment with Boulder County to create a meaningful public engagement process where Denver Water, through an endorsement by Boulder County, communicates directly with the local community. The engagement process will use a series of facilitated workshops to allow Denver Water a forum to detail specific activities and impacts generated from the Program, and to give the community a direct communication path to voice their comments and concerns regarding construction impacts.

The second phase of the outreach effort will focus on delivering Program information to both the community and the broader general public. The second phase of the project is not included within Agreement 16090A, as provided in the original solicitation, and will be presented to Board as an amendment to Agreement 16090A in 2016, dependent upon ROD/404 Permit schedule.

### Budget Information:

The 2015 Capital Improvement Plan (MPC 1AL0014) includes sufficient funds for this project.

2015 Budget	\$	1,420,000.00
Amount Requested This Item	\$	283,940.00
YTD Expenditures	\$	274,380.95
Dollars Budgeted for Future Years	\$	0.00
Additional Expenditures Anticipated	\$	861,679.05
Revised Estimate	\$	1,420,000.00
Budget Adjustment	\$	0.00

Selection of Business Partner:

Katz & Associates was selected through a competitive quality based selection process. Denver Water advertised a Request for Proposals (RFP) on Denver Water's website, through Rocky Mountain e-Purchasing System (Bid Net), and through individual contact. Denver Water received inquiries from five interested consultants during the proposal process and ultimately received proposals from four firms. A team of Denver Water employees reviewed the proposals and ranked them based on evaluation criteria provided within the Denver Water RFP document. All evaluators ranked Katz and Associates the highest and noted they had the most specific and relevant experience and provided the best team for the project.

*There was no specific Minority and Women Business Enterprise (MWBE) goal established for this portion of the project, although the solicitation was sent to MWBE firms. However, Katz & Associates, is a WBE certified firm and will obtain 100% participation.*

Recommendation:

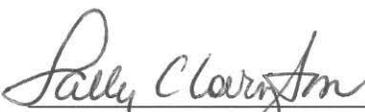
It is recommended the Board award Agreement 16090A to Katz & Associates for Gross Reservoir Expansion Community Engagement Facilitator and Outreach Support Contract for the period of May 27, 2015 to January 16, 2016, in the amount of \$283,940.00.

**Approvals:**

Respectfully submitted,

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

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

  
\_\_\_\_\_  
Sally C. Covington  
Director of Public Affairs

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

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

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-A-5

## **Gross Reservoir Expansion Transportation Engineering Consultant Agreement 16096A**

Action by Consent

Action

Information

### Summary:

On April 6, 2015, Denver Water solicited proposals for a Transportation Engineering Consultant to support the Gross Reservoir Expansion Program (Program). The Program team has identified 10-key critical success factors for the Program. One of these success factor focuses on safety. The objective of the consultant's work is to design roadway improvements and traffic control plans that provide a safe haul route for the public and for the delivery of labor, materials, and equipment during construction.

The scope of services was separated into two phases to best coordinate the transportation improvements with the ongoing permitting process and public outreach effort for the Program. The first phase, includes design services from 5% Design to 30% Design. This phase is very critical as it requires engagement with external stakeholders and local agencies. The second phase will include design services from 30% Design to bid ready contract documents.

### Budget Information:

The 2015 Capital Improvement Plan (MPC 1AL0014) includes sufficient funds for this project.

2015 Budget	\$	1,420,000.00
Amount Requested This Item	\$	328,587.59
YTD Expenditures	\$	274,380.95
Dollars Budgeted for Future Years	\$	0.00
Additional Expenditures Anticipated	\$	817,031.46
Revised Estimate	\$	1,420,000.00
Budget Adjustment	\$	0.00

### Selection of Business Partner:

Alliant Engineering was selected through a competitive quality based selection process. Denver Water advertised a Request for Proposal (RFP) on Denver Water's website and through phone calls to consultants identified with the assistance of Colorado Department of Transportation staff. During the proposal process Denver Water received inquiries from eight potential proposers and ultimately received proposals from three firms. Although Denver Water only received three proposals, five of the eight contacted firms submitted proposals as either a prime or a subconsultant. A team of three Denver Water employees reviewed the proposals and ranked them based on evaluation criteria provided within the Denver Water RFP document. All evaluators ranked Alliant Engineering the highest and noted they had the most specific and relevant experience and provided the best team for the project.

Denver Water negotiated the contract budget based on the current Program schedule and the expected ROD/404 Permit date. The contract budget requested in this Board Item covers services through 30% Design, estimated through December 2015. Upon completion of this phase of the project and the overall schedule of the Program, an amendment will be presented to the Board to continue work with Alliant Engineering to provide support in executing the overall Program's transportation improvements plan.

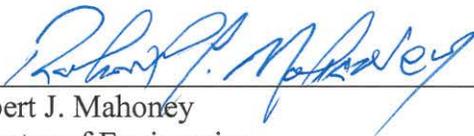
*Denver Water staff encouraged Minority and Women Business Enterprise (MWBE) participation for this design assignment, and Alliant Engineering estimates 3.1% MWBE participation.*

Recommendation:

It is recommended the Board award Agreement 16096A to Alliant Engineering for Gross Reservoir Expansion Transportation Engineering Consultant Agreement for the period of May 27, 2015 through December 31, 2015, in the amount of \$328,587.59.

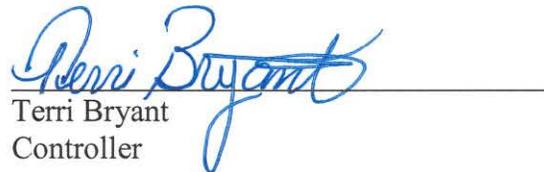
**Approvals:**

Respectfully submitted,

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

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

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

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

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-A-6

## **Tabulations of Proposals for 12-Inch Main Relocation Between Smith Road and East 37<sup>th</sup> Avenue at Joliet Street Contract 15648A**

Action by Consent

Action

Information

### Summary:

On May 14, 2015, proposals were received for the 12-Inch Main Relocation between Smith Road and East 37<sup>th</sup> Avenue at Joliet Street Project. The main is being relocated east of an existing main located in a railroad corridor. The casing on the existing main could not be extended under the new FasTrack rail lines due to a grade conflict. Approximately 326 feet of new main and a check valve will be installed, with 250 feet of the main installed in a steel casing. Approximately 206 feet of the casing pipe will be installed using trenchless methods.

### Budget Information:

The project is budgeted for construction in 2015 and there are sufficient funds budgeted to pay for the work to be completed this year. The water main must be cased before the FasTrack rail lines are placed into revenue service in 2016. Once completed, this project will not commit the Board to future year expenditures.

The 2015 Capital Improvement Plan (MPC 2DD1015) includes sufficient funds for this project.

2015 Budget	\$	300,000.00
Amount Requested This Item	\$	247,767.00
YTD Expenditures	\$	0.00
Dollars Budgeted for Future Years	\$	0.00
Additional Expenditures Anticipated	\$	52,233.00
Revised Estimate	\$	300,000.00
Budget Adjustment	\$	0.00

### Selection of Business Partner:

A Quality Based Selection (QBS) process was used to select the winning proposal from prequalified Contractors. The additional risk associated with trenchless installations justified the use of a QBS process. In this way the Contractor's personnel, proposed methods and project understanding as well as the price, factored into the award decision. Advertising for qualifications was done in the Daily Construction Journal, on the Denver Water Website and through emails sent to Contractors by the Design Project Manager. Five contractors received prequalification. The proposals were ranked and scored by

a team representing both Denver Water design and construction and by Brierley Associates. Of the five Contractors provided with Contract Documents, a total of three responded with proposals, and the lowest qualified bid was submitted by BT Construction Inc. of Henderson, Colorado in the amount of \$247,767.00. The Opinion of Probable Cost for the work was \$319,000.00.

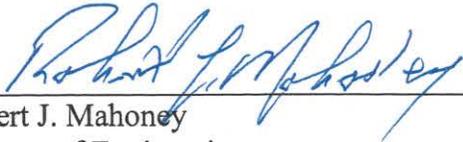
*The Minority and Women Business Enterprise (MWBE) goal established for this construction project is 5% participation. BT Construction, Inc. achieved 14.78% MWBE participation.*

Recommendation:

It is recommended that the Board approve Contract 15648A with BT Construction, Inc. for the 12-Inch Main Relocation between Smith Road and East 37<sup>th</sup> Avenue at Joliet Street for the contract period May 27, 2015 through November 6, 2015 for a total contract amount not to exceed \$247,767.00.

**Approvals:**

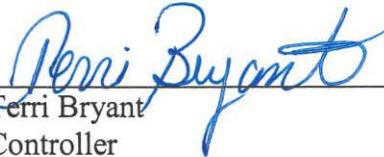
Respectfully submitted,



Robert J. Mahoney  
Director of Engineering



James S. Lochhead  
CEO/Manager



Terri Bryant  
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-A-7

**Tabulation of Proposals for the  
Antero Dam Rehabilitation, Phase III  
Contract 15780A**

Action by Consent

Action

Information

Summary:

On May 5 2015, proposals were received for the Antero Dam Rehabilitation, Phase III Project. Antero Dam is being modified to meet present day engineering standards and regulations. The construction of these modifications has been separated into discrete construction packages. The Antero Dam Rehabilitation, Phase III Project is the third division of work for the modifications. The primary purpose of the project is to construct a soil-bentonite barrier wall five feet into bedrock through the dam embankment along approximately 4,000 linear feet of the dam crest. The reservoir will be drained for the construction of the soil-bentonite barrier wall. The project consists of providing all labor, materials, and equipment including the following major components: site mobilization and demobilization; construction of soil-bentonite barrier wall into the foundation through the dam embankment; excavation and placement of embankment material; excavation, stockpiling, and placement of riprap and riprap bedding; modifying existing instrumentation; erosion and sediment control; borrow development; and wetland and reservoir protection.

Budget Information:

The 2015 Capital Improvement Plan (MPC 2AA0035) includes sufficient funds for this project.

2015 Budget	\$	5,960,703.00
Amount Requested This Item	\$	4,536,610.00
YTD Expenditures	\$	52,282.96
Dollars Budgeted for Future Years	\$	1,336,610.00
Additional Expenditures Anticipated	\$	2,708,420.04
Revised Estimate	\$	5,960,703.00
Budget Adjustment	\$	0.00

Selection of Business Partner:

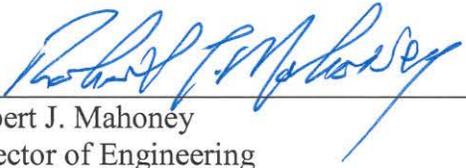
This contract was a Quality Based Selection conducted using Invitation for Bids on the QuestCDN platform. Eight General Contractors were pre-qualified to bid on the work from a publically advertised request for Statement of Qualifications (SOQ) from which seventeen SOQs were received. Six proposals were received on May 5, 2015, and the lowest qualified bid was submitted from SEMA Construction, Inc. of Centennial, Colorado in the amount of \$4,536,610.00. The Opinion of Probable Cost for the work was \$4,915,625.00.

*The Minority and Women Business Enterprise (MWBE) goal established for this construction project is 5% participation. SEMA Construction, Inc. achieved 4.96% MWBE participation.*

Recommendation:

It is recommended that the Board approve Contract 15780A with SEMA Construction, Inc. for the Antero Dam Rehabilitation, Phase III for the contract period May 27, 2015 through July 15, 2016 for a total contract amount not to exceed \$4,536,610.00.

**Approvals:**

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

Respectfully submitted,

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

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

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-A-8

## **Antero Dam Rehabilitation, Phase III Construction Management and Engineer of Record Services Agreement 16100A**

Action by Consent

Action

Information

### Summary:

On April 24, 2013, the Board approved Agreement 15000A with RJH Consultants, Inc. to provide civil engineering and design services for the Antero Dam Rehabilitation, Phase I Project (aka Sand Filter Trench Design and Benefit Cost Analysis) for Denver Water located in Park County Colorado. The original design agreement was for an amount not to exceed \$617,405.00. RJH Consultants, Inc. was competitively selected as the project design engineer, with the option to amend the contract for future design and construction related services. Amendments 1 through 3 were for design and construction services for Phase I. Amendments 4 and 5 were related to Construction Management and Engineer of Record Services for Phase II.

Agreement 16100A allows RJH Consultants, Inc. to provide construction contract administration and engineer of record services for the Antero Dam Rehabilitation, Phase III Project in the amount of \$551,612.00, which includes an Owner-controlled contingency.

### Budget Information:

The 2015 Capital Improvement Plan (MPC 2AA0035) includes sufficient funds for this project.

2015 Budget	\$	5,960,703.00
Amount Requested This Item	\$	551,612.00
YTD Expenditures	\$	52,282.96
Dollars Budgeted for Future Years	\$	287,612.00
Additional Expenditures Anticipated	\$	2,444,420.04
Revised Estimate	\$	5,960,703.00
Budget Adjustment	\$	0.00

### Selection of Business Partner:

Denver Water staff solicited proposals in December, 2012, from consulting firms to provide civil engineering and design services for the Antero Dam Rehabilitation, Phase I Project. Proposals were received from three firms and reviewed by a selection committee comprised of Denver Water project team members for a quality-based selection. The Committee determined that RJH Consultants, Inc. provided Denver Water with a strong technical team, had the best response to the Request for Proposal, and lowest hourly rates for comparable professional services.

RJH Consultants, Inc. was competitively selected as the project design engineer, with the option to amend the contract for future design and construction related services. Work performed under this agreement is based upon the results of the previous work, and will help to ensure the continuity of care during construction, continuity of the Engineer of Record is required by the Dam Safety Office of the State Engineer's Office.

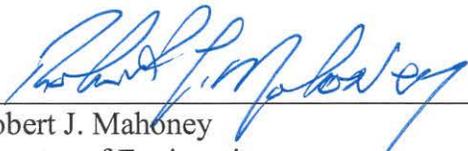
*There was no Minority Women Business Enterprise (MWBE) participation goal required for the consultant (inspection) portion of the project. A 4.96% participation goal was obtained through the construction contract.*

**Recommendation:**

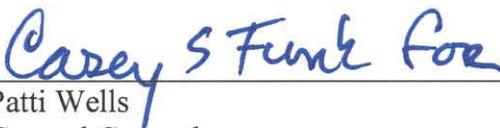
It is recommended that the Board approve Agreement 16100A with RJH Consultants, Inc. for Construction Management and Engineer of Record Services for the Antero Dam Rehabilitation, Phase III Project for the contract period May 27, 2015 through November 15, 2016 for a total contract amount not to exceed \$551,612.00.

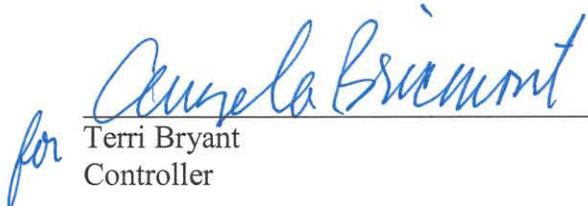
**Approvals:**

Respectfully submitted,

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

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

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

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

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-A-9

**Tabulation of Bids for Tires, Tire Repair Service, Alignments and Repairs**

**Contract # 15809A**

Action by Consent

Action

Information

Summary:

Denver Water contracts the supply of tires and comprehensive tire service and repair including designated roadside installation services for its fleet vehicles. This contract is for the purchase of tires, service trucks and personnel to furnish all labor, equipment and materials necessary for tire repair and installation services in the Denver metropolitan area.

Budget Information:

Funds for these services and material are included in the 2015 Operations and Maintenance budget.

2015 Budget	\$147,517
Amount Requested This Item	\$590,000
YTD Expenditures	\$
Dollars Budgeted for Future Years	\$442,551
Revised Estimate	\$
Budget Adjustment	\$

Selection of Business Partner:

In April 2015, Denver Water issued an Invitation for Bid on Rocky Mountain E-Purchasing System (BidNet), Denver Water’s website, and notified the Small Business Enterprise (SBE)/Minority Women Business Enterprise (MWBE) trade organizations. One vendor responded, whom is not a MWBE. The vendor selection criteria evaluated price, roadside repairs availability, and past performance.

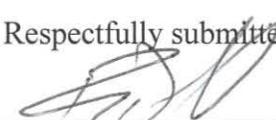
Recommendation:

It is recommended that the Board approve Contract 15809A with A & E Tires, Inc. for tires, tire repair service, front end alignments and repairs for the contract period June 1, 2015 through May 31, 2017 for a total contract amount not to exceed \$590,000.00.

**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: May 27, 2015

Board Item: II-A-10

**Additional Contract Funds for the Warehouse Barcoding System  
Contract # 14064B**

Action by Consent

Action

Information

Summary:

Denver Water purchases annual maintenance and support for the Board’s Warehouse Barcoding System (RF-SMART) from Information & Computing Services, Inc. Annual renewal of this software maintenance and support provides continued support for licensed users to efficiently process warehouse inventory transactions.

Budget Information:

Funding for annual maintenance and support for the Warehouse Barcoding System is fully budgeted within Information Technology’s Operational Asset Management (CCCN 170) budget under MPC 4JN0002. The total amount spent on this contract to-date is \$102,400.00. This contract should have been brought to the Board last year for approval of additional funding exceeding \$100,000. This request for additional funding of \$12,800.00 is being brought to the Board for approval.

2015 Budget	\$	443,180.00
Amount Requested This Item	\$	12,800.00
YTD Expenditures	\$	158,491.03
Dollars Budgeted for Future Years	\$	866,248.00
Revised Estimate	\$	443,180.00
Budget Adjustment	\$	N/A

Recommendation:

It is recommended that the Board approve the Third Amendment to Contract Number 14064B with Information & Computing Services, Inc. for RF-SMART Software annual maintenance and support for an extension of the contract period through June 14, 2016 and for an addition of \$12,800.00 for a total amended contract amount not to exceed \$115,200.00.

**Approvals:**

Respectfully submitted,

Chris Dermody  
Director of Information Technology

James S. Lochhead  
CEO/Manager

Terri Bryant  
Controller

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-A-11

## Large Diameter Butterfly Valves for Moffat Water Treatment Plant Contract 16050A

Action by Consent

Action

Information

### Summary:

On May 12, 2015, bids were received for furnishing 22 large diameter butterfly valves for replacement of 30 year old valves at the Moffat Water Treatment Plant (WTP). The new valves will replace the existing valves in the filter plants at Moffat WTP, and are critical for maintaining production capacity and meeting water quality goals. The project will ensure the WTP operates reliably until the North System Renewal WTP is constructed to replace Moffat in 8 to 10 years.

### Budget Information:

The System Managers approved the funds which have been incorporated into the exception budget. This item does not commit the Board to any future year expenditures. All of the critical filter valves at Moffat were extensively inspected and prioritized for replacement in order to minimize the capital investment into the WTP without compromising water quality or production capacity. The risk of not completing this work would be the WTP losing production capacity with an existing valve failure. As more valves begin to fail due to age, additional filters will have to be taken out of service or the WTP would have to risk violating water quality restrictions. The Moffat WTP has experienced 6 such failures in the last 18 months.

The 2015 Capital Improvement Plan (MPC 2CE0566) includes sufficient funds for this material purchase.

2015 Budget	\$	500,000.00
Amount Requested This Item	\$	137,772.00
YTD Expenditures	\$	6,065.48
Dollars Budgeted for Future Years	\$	0.00
Additional Expenditures Anticipated	\$	356,162.52
Revised Estimate	\$	500,000.00
Budget Adjustment	\$	0.00

### Selection of Business Partner:

This Invitation to Bid was sent to five prospective vendors via direct solicitation, BidNet, Denver Water's website and emailed to the Small Business Enterprise (SBE)/Minority Women Business Enterprise (MWBE) trade organizations. Three vendors submitted bids. Out of the three vendors, one was an SBE/MWBE organization. Vendor selection criteria evaluated the total cost and the ability to meet the delivery date. Dezurik, Inc. of Sartell, Minnesota was identified as the Supplier that can meet all the selection criteria while providing the lowest cost in the amount of \$137,772.00. The Opinion of Probable Cost for the work was \$135,000.00.

There was no Minority and Women Business Enterprise (MWBE) goal established for this project due to the special nature of the project requirements.

Recommendation:

It is recommended that the Board approve Contract 16050A with DeZurik, Inc. for the large diameter butterfly valves for the contract period May 27, 2015 through May 1, 2016 for a total contract amount not to exceed \$137,772.00.

**Approvals:**

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

  
\_\_\_\_\_  
Angela Bricmont  
Director of Finance

Respectfully submitted,

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

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

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-A-12

**First Authorization for Additional Contract Funds for Thomson Reuters/Westlaw Group for Online Research Contract # 15283A**

Action by Consent

Action

Information

Summary:

Under Contract 15283A, Thomson Reuters/Westlaw Group provides online legal research solutions, legal forms, books, and Case Logistix eDiscovery software critical to legal services and litigation management. Additional contract funds are required to continue services through the end of the contract period in November 2015.

Budget Information:

This item is budgeted for the current year, and the funds are sufficient to cover the current year expenses. Approving this expenditure does not commit the Board to future year expenditures that were not previously planned. Additional contract funds are required to continue services needed during upcoming trial and legal matters.

2015 Budget	\$ 73,000.08
Amount Requested This Item	\$ 60,000.00
YTD Expenditures	\$ 12,476.11
Dollars Budgeted for Future Years	\$
Revised Estimate	\$
Budget Adjustment	\$

Selection of Business Partner:

The contract has been in place since November 2013. At that time, the Legal Division received quotes from two vendors and chose to continue with the existing vendor. Prior to the completion of this contract in November 2015, the Legal Division will begin solicitations for a new contract.

Recommendation:

It is recommended that the Board approve the First Authorization for Additional Contract Funds to Contract 15283A with Thomson Reuters/Westlaw Group for an addition of \$60,000.00 for a total amended contract amount not to exceed \$160,000.00.

**Approvals:**

  
\_\_\_\_\_  
Patricia L. Wells  
General Counsel

Respectfully submitted,

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

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

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-A-13

## Purchase of Oracle Database Licenses Contract # 11431D

Action by Consent

Action

Information

### Summary:

Denver Water has a need to purchase additional Oracle Database processor licenses for use by the Customer Care & Billing (CC&B) System.

These additional database processor licenses for the CC&B system servers will provide increased processing speed, urgently needed for the nightly batch processing (billing cycle). As we continue to add new functionality and historical data to the system, additional database processing power is required to ensure nightly batch processing completes before the next day's business.

### Budget Information:

The cost of the additional Oracle Database licenses is included in the 2015 Information Technology Infrastructure (CCCN 173) software budget under MPC 4JN0002 TOE 5012.

2015 Budget (IT Infrastructure software)	\$ 1,089,370.00
Amount Requested This Item	\$ 184,525.00
YTD Expenditures	\$ 183,128.87
Dollars Budgeted for Future Years	\$ 890,812.00
Revised Estimate	\$ 1,089,370.00
Budget Adjustment	\$ n/a

Denver Water negotiated a pricing discount directly with Oracle by leveraging a grandfathered licensing model that has been in place for several years. This resulted in a cost of \$184,525, as compared to a planned cost of \$235,000.

### Selection of Business Partner:

It is Oracle's business practice to hand-off the license order details and negotiated pricing to an authorized reseller. The purchase of these licenses is being done through Mythics, an Oracle Platinum Partner/reseller who was selected by Oracle in 2012.

### Recommendation:

It is recommended that the Board approve Contract Number 11431D with Mythics for the purchase of additional Oracle Database licenses including associated maintenance and support services as outlined in the attached detail quote from Mythics for the contract period 6/1/2015 – 5/31/2016 for a total contract amount not to exceed \$184,525.00.

**Approvals:**



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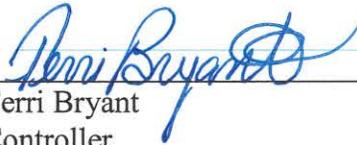
Chris Dermody  
Director of Information Technology

Respectfully submitted,



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James S. Lochhead  
CEO/Manager



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Terri Bryant  
Controller

Attachment (1):

Mythics quote

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-B-1-a

**Operations Complex Redevelopment Project  
Owner's Representative  
Agreement 15706A**

Action by Consent

Action

Information

Summary:

The purpose of this agreement is to have TC Denver Development Inc. (TC) manage and execute the Operations Complex Redevelopment (OCR) Project as the Owner's Representative. TC will execute the duties and responsibilities described in the agreement including implementation of the design and construction, managing all designers and contractors, managing schedule and budget, and providing reporting for the Project.

Budget Information:

The 2015 Capital Improvement Plan (MPC 1HA0006) includes sufficient funds to be expended in 2015. The remaining funds will be budgeted in future years.

Selection of Business Partner:

In January 2014, after a competitive selection process, TC was contracted to provide Program Manager services for the OCR Project. Denver Water reserved the right to extend the services of TC into design and construction of the OCR Project based on their performance of Agreement 15333A. TC completed the work under Agreement 15333A successfully, working with the team to complete the concept layout and establish the goals of the OCR project.

TC will be compensated for the work under this agreement based on 2.5% of all managed costs converted to a lump sum not to exceed \$4,693,522.00. TC has the ability to earn an incentive fee of 0.25% for successful completion of the Project under the final project budget including all Project costs and fees. This agreement will also include sub-consultants to be managed by TC during the Project including testing and inspections, environmental assessments and abatement, furniture and equipment, and building equipment relocations totaling \$5,254,144.00. The total budget for the OCR Project is \$195,802,331.00.

*There is no Minority and Women Business Enterprise (MWBE) goal for this agreement; however, the design and construction contracts will include 12% and 18% MWBE participation, respectively.*

Recommendation:

It is recommended that the Board approve Agreement 15706A with TC Denver Development Inc. for the OCR Project Owner's Representative. The agreement period will go from May 27, 2015 through December 30, 2019. The total agreement amount is not to exceed \$9,947,666.00 based upon the fee structure defined above and stated in the agreement.

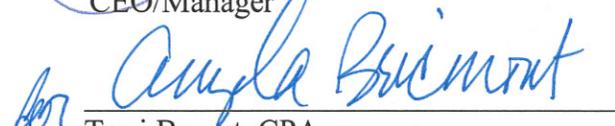
**Approvals:**

Respectfully submitted,

  
Robert J. Mahoney  
Director of Engineering

  
James S. Lochhead  
CEO/Manager

  
Patti Wells  
General Counsel

  
for Terri Bryant, CPA  
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-B-1-b

**Operations Complex Redevelopment Project  
Architect Design Services  
Agreement 15778A**

Action by Consent

Action

Information

Summary:

The purpose of this agreement is to have RNL Design provide architect design services for the Operations Complex Redevelopment (OCR) Project as Master Architect. RNL will execute the duties and responsibilities described in the agreement including designing all of the facilities associated with OCR Project, managing all design consultants, provide constructability reviews, permitting the project through the City's development process, and providing construction administration services.

Budget Information:

The 2015 Capital Improvement Plan (MPC 1HA0006) includes sufficient funds to be expended in 2015. The remaining funds will be budgeted in future years.

Selection of Business Partner:

In March 2014, after a competitive selection process, RNL was contracted to provide Master Architect services for the OCR Project. Denver Water reserved the right to extend the services of RNL into design and construction of the OCR Project based on their performance of Agreement 15485A. RNL completed the work under Agreement 15485A successfully, working with the team to complete the concept layout, complete the programming, and establish the overall goals of the OCR Project.

RNL will be compensated for the work under this agreement based on 8.5% of the Hard Costs of Construction, minus the work that has been completed under Agreement 15485A (\$1,060,563.00) converted to a lump sum not to exceed \$12,859,894.00. The lump sum amount includes reimbursables at actual cost, and will be paid based on level of design completion. The total budget for the OCR Project is \$195,802,331.00.

*The Minority and Women Business Enterprise (MWBE) goal for this contract is 12%.*

Recommendation:

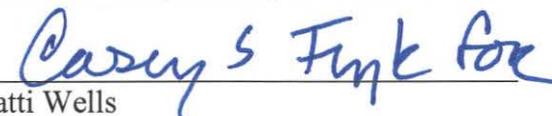
It is recommended that the Board approve Agreement 15778A with RNL Design for the OCR Project for architect design services. The agreement period will go from May 27, 2015 through December 30, 2019. The total agreement amount is not to exceed \$12,859,894.00 based upon the fee structure defined above and stated in the agreement.

**Approvals:**

Respectfully submitted,

  
Robert J. Mahoney  
Director of Engineering

  
James S. Lochhead  
CEO/Manager

  
Patti Wells  
General Counsel

  
Terri Bryant, CPA  
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-B-2-a

**ORCA Change Management and Organizational Readiness Consultant  
Contract # 15920A**

Action by Consent

Action

Information

Summary:

The Organizational Reporting and Communication Alignment (ORCA) project is an enterprise system change that will take place in three increments over the next three to four years. The first increment of the ORCA project will involve significant changes to Denver Water’s financial, timekeeping and attendance, and work management systems, affecting employees across the entire organization.

The ORCA Change Management effort is aimed at managing the people side of change associated with the foundational changes to Denver Water’s systems, business processes, and tools. That change management firm selected will utilize change management methodologies to plan, manage and reinforce change, with the goal of maximizing employee adoption and usage, and minimizing resistance to the change. The consultant will lead this Change Management effort throughout the first increment of the ORCA project, including the development of business impact assessments, organization readiness activities, communication, and training activities. The consultant will also support the ORCA Project Team and IT Focused Scrum Teams in integrating change management activities into their project plans and activities.

Budget Information:

This work is budgeted for 2015 and the funds are sufficient to cover the expense.

2015 Budget (ORCA Project – Professional Services)	\$	952,992.00
Amount Requested This Item	\$	248,000.00
YTD Expenditures	\$	116,184.00
Dollars Budgeted for Future Years	\$	0.00
Revised Estimate	\$	952,992.00
Budget Adjustment	\$	0.00

Selection of Business Partner:

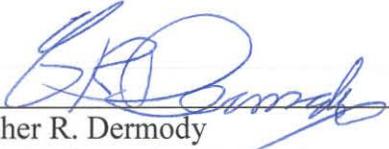
In February 2015, Denver Water issued a Request for Proposals via Rocky Mountain E-Purchasing System (BidNet) and the Denver Water public website. Denver Water received responses from ten proposers, of which four are SBE, two are both SBE and MWBE, and four are neither SBE nor MWBE. The selection committee evaluated each proposal based on the proposer’s methodology and approach to the work, qualifications and change management experience, price, and references; the committee then agreed on the top three candidates to interview. The interview consisted of each candidate presenting their approach to a specified change management scenario followed by preset questions from the selection committee. Based on these interviews, the committee unanimously selected Breo Solutions, LLC as the consultant best meeting Denver Water’s need. Breo Solutions, LLC is a SBE organization.

Recommendation:

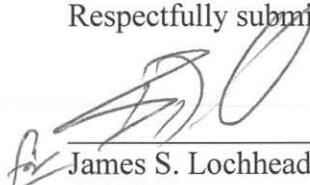
It is recommended that the Board approve Contract No. 15920A with Breo Solutions, LLC for Change Management and Organizational Readiness consulting services for the contract period June 1, 2015 through May 31, 2016, for a total contract amount not to exceed \$248,000.00.

**Approvals:**

Respectfully submitted,



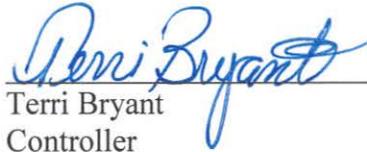
\_\_\_\_\_  
Christopher R. Dermody  
Director of Information Technology



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



\_\_\_\_\_  
Angela C. Bricmont  
Director of Finance



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

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-B-2-b

## **First Contract Amendment with The Doyle Group for ORCA Time and Labor Systems Project Manager Contract # 15926A**

Action by Consent

Action

Information

### Summary:

James McManus of The Doyle Group, LLC., acting under the direction of the Denver Water ORCA project director, will continue to provide project leadership for two significant sub-projects of the ORCA project: the new Time and Labor System implementation and the ORCA Reporting system enhancements.

### Budget Information:

Expenses for this contract extension are fully budgeted within the approved 2015 and proposed 2016 ORCA Project budget (MPC: 3HN0066)

2015 Budget	\$ 1,497,844.00
Amount Requested This Item	\$ 248,400.00
YTD Expenditures	\$ 77,450.00
Dollars Budgeted for Future Years - Budget for ORCA will be included in the proposed 2016 Capital Budget.	\$ 0.00
Revised Estimate	\$ 1,497,844.00
Budget Adjustment	\$ n/a

### Selection of Business Partner:

In February and March of 2015, two solicitations for this contracted Project Manager role were issued and posted on the Denver Water website. A total of eleven (11) vendors responded, proposing a total of twenty seven (27) potential contract candidates. Five of the eleven responding vendors were SBE or MWBE certified. Following telephone interviews, in-person interviews were held with the top five proposed candidates. James McManus of The Doyle Group was selected as the best candidate based on his skills and experience. A three month professional services contract was executed with The Doyle Group to engage Mr. McManus, through which he has demonstrated his project management skills and abilities. This contract amendment will extend the services of James McManus through the completion of the ORCA Time and Labor System implementation and the ORCA Reporting System enhancements.

### Recommendation:

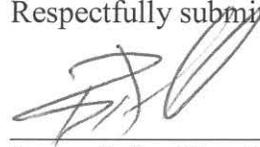
It is recommended that the Board approve this First Amendment to contract 15926A with The Doyle Group for project management services provided by James McManus through July 1, 2016, for an addition amount of \$248,400, and a total amended contract amount not to exceed \$317,400.

**Approvals:**

  
\_\_\_\_\_  
Chris Dermody  
Director of Information Technology

  
\_\_\_\_\_  
Angela Bricmont  
Director of Finance

Respectfully submitted,

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

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

# DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: May 27, 2015

Board Item: II-B-2-c

## **First Contract Amendment with Talent Recruiters Inc. for ORCA Financial Systems Project Manager Contract # 15927A**

Action by Consent

Action

Information

### Summary:

Fanchon Gibson of Talent Recruiters, Inc., acting under the direction of the Denver Water ORCA project director, will continue to provide project leadership for two significant sub-projects of the ORCA project; the Financial System Reimplementation and the Budget Development system implementation.

### Budget Information:

Expenses for this contract extension are fully budgeted within the approved 2015 and proposed 2016 ORCA Project budget (MPC: 3HN0066)

2015 Budget	\$ 1,497,844.00
Amount Requested This Item	\$ 231,120.00
YTD Expenditures	\$ 77,450.00
Dollars Budgeted for Future Years - Budget for ORCA will be included in the proposed 2016 Capital Budget.	\$ 0.00
Revised Estimate	\$ 1,497,844.00
Budget Adjustment	\$ n/a

### Selection of Business Partner:

In February 2015, a solicitation for this contracted Project Manager role was issued and posted on the Denver Water website. A total of five (5) vendors responded, proposing a total of thirteen (13) potential contract candidates. One of the five responding vendors was SBE or MWBE certified. Following telephone interviews, in-person interviews were held with the top six candidates. Fanchon Gibson of Talent Recruiters (SBE) was selected as the best candidate based on her skills and experience. A three month professional services contract was executed with Talent Recruiters to engage Ms. Gibson, through which she has demonstrated her project management skills and abilities. This contract amendment will extend the services of Fanchon Gibson through the completion of the ORCA Financial System Reimplementation and the Budget Development system sub-projects.

### Recommendation:

It is recommended that the Board approve this First Amendment to contract 15927A with Talent Recruiters, Inc. for project management services provided by Fanchon Gibson through July 1, 2016, for an addition amount of \$231,120, and a total amended contract amount not to exceed \$282,480.

**Approvals:**



Chris Dermody  
Director of Information Technology



Angela Bricmont  
Director of Finance

Respectfully submitted,



James S. Lochhead  
CEO/Manager



Terri Bryant  
Controller