

AGENDA

Denver Board of Water Commissioners

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

Wednesday, August 23, 2017 9:00 a.m.

I. INTRODUCTORY 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. Proposed Changes to Personnel Policies Concerning Discretionary Employees, and Identification of Discretionary Positions and Personnel
2. Contract 16869A PeopleSoft Technical Development & Support Services
3. Contract 17109A-1 First Amendment with Peak Audio Visual dba CCS Presentations for Audio Visual maintenance and Design

Denver Water aspires to be the best water utility in the nation.

Integrity :: Vision :: Passion :: Excellence :: Respect



B. Individual Approval Items

- | | | |
|---|--------------------------|------------|
| 1. Resolution for the Moffat Collection System Project, Clean Water Act Section 404 Permit | Anne Sibree/Paula Daukas | 10 minutes |
|---|--------------------------|------------|

III. POLICY MATTERS

- | | | |
|---|---------------|------------|
| A. OCR | Jeremy Ross | 10 minutes |
| B. Customer Survey | Mike Aragon | 10 minutes |
| C. Business Technology Transformation Update | Chris Dermody | 20 minutes |
| D. Chatfield Reservoir Environmental Pool Update | Dave Bennett | 15 minutes |

IV. EXECUTIVE UPDATE

- A. CEO Update**
- B. CFO Update**
 - 1. CFO Financial Report
- C. Operations Update**

V. BRIEFING PAPERS & REPORTS

- A. Briefing Paper**
 - 1. Customer Survey
- B. Report**

VI. ADJOURNMENT

VII. TRUSTEE MATTERS

1. Approval of July 12, 2017 Trustee Meeting Minutes
2. 2017 Q2 DB Plan Performance Report–Janet Becker-Wold, Callan – 10 minutes
3. Retirement Plan Q2 Performance Report – Jeff Bogner
4. 2016 Annual Retirement Plan Report and Popular Report

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)

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: August 23, 2017

Board Item: II-A-1 1

Proposed Changes to Personnel Policies Concerning Discretionary Employees, and Identification of Discretionary Positions and Personnel

Action by Consent

Individual Action

Summary:

The Denver Charter allows the Board to hire up to 2% of its workforce outside of the classified service as “at-will” employees who serve solely at the pleasure of the Board, meaning they are not entitled to civil service protections. Denver Water refers to these employees as discretionary employees. At Denver Water, discretionary employees hold policymaking or senior-level positions that report directly to the CEO/Manager or to division Chiefs.

The proposed changes to the *Personnel Policies* better define discretionary employees, and clarify those policies that apply to discretionary employees, and those that do not. For example, discretionary employees are not entitled to the due process and other rights related to corrective action provided to regular employees in Chapter 11 of the policies.

In addition, under the current and proposed policies, the Board is responsible for identifying those positions it considers discretionary. With changing job titles over the years, the list of positions identified by the Board as discretionary has become obsolete. Below are several tables: table 1 includes the positions currently identified as discretionary and the persons who currently hold those positions; table 2 includes two positions that it is recommended the Board designate as discretionary, and the third identifies a position that currently is part of the classified service but it is recommended be changed to discretionary. Note that none of the employees currently holding discretionary positions receive any benefits in addition to those benefits already provided by the Board to regular employees, and each is paid within the established pay range for the position.

Table 1. Current Discretionary Positions and Incumbents

Discretionary Position	Current Holder of Discretionary Position	Date of Hire as Discretionary Employee*
Chief of Staff	Anderson, Julie A	9/3/2011*
General Counsel	Wells, Patricia L	10/1/1991
Chief Internal Auditor	Coleman, Prescott B	5/18/2009
Chief Administrative Officer	Good, Brian D	10/23/2004*
Chief Engineering Officer	Mahoney, Robert J	11/1/2006
Chief Finance Officer	Bricmont, Angela C	7/26/2010
Chief Human Resources Officer	Cagle, Doris G	1/13/2014
Chief Information Officer	Dermody, Christopher R	7/10/2000
Chief Operations & Maintenance Officer	Roode, Thomas J	7/27/2009
Chief External Affairs	King, Michael E	2/8/2016
Rates Manager	Davis, Fletcher W	1/17/2017
Controller	Bryant, Teresa A	5/7/2012
Treasurer	Sharma, Usha	4/13/2009
Director Stakeholder Relations	Elliott, Melissa E	1/7/2008

Denver Water aspires to be the best water utility in the nation.

Integrity :: Vision :: Passion :: Excellence :: Respect



Director Communication/Marketing

McGuire-Collier, Trina L

7/20/1992

* These employees held positions in the classified service at the time they were selected for discretionary positions.

Table 2. Current Discretionary Positions to be Reclassified as Regular

Budget Manager	Abram, Stephanie M	9/21/2016
Director Engineering- Projects	Reum, Stephen C	9/17/2011*

Table 3. Current Classified Position to be Reclassified as Discretionary

Public Affairs Manager	Christopher Piper	4/22/1996
------------------------	-------------------	-----------

Budget Information:

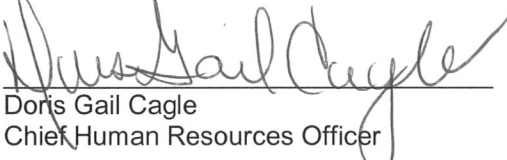
None.

Recommendation:

It is recommended that the Board adopt the following recommendations:

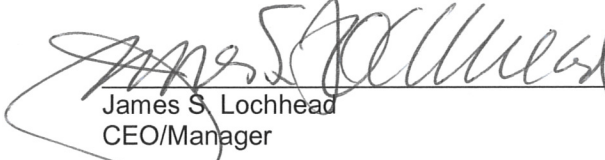
1. Adopt the proposed changes to the Personnel Policies as described in the attachment ____.
2. Approve the identification of the positions listed above in Table 1 as "discretionary" positions/
3. Approve the reclassification of the positions of Budget Manager and Director Engineering-Projects from discretionary to regular.
4. Approve the reclassification of the position Public Affairs Manager from regular to discretionary.

Approvals:



 Doris Gail Cagle
 Chief Human Resources Officer

Respectfully submitted,



 James S. Lochhead
 CEO/Manager



 Patricia Wells
 General Counsel

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: August 23, 2017

Board Item: II-A-2

PeopleSoft Technical Development & Support Services Contract 16869A

Action by Consent

Individual Action

Summary:

Additional PeopleSoft technical development and support services are needed to provide the necessary support for Human Resource and Payroll business users and all Denver Water employees. The Board's IT team will be working to complete several PeopleSoft related projects over the next three (3) years, including implementation of employee contributions to the defined benefit pension plan, vendor integration to support outsourced administration of the pension plan, employee leave management and other benefits. These projects will require additional technical resources beyond the capacity of the existing IT team, which will be used on an as-needed basis only. The use of these services is not inconsistent with the Grant Thornton recommendation to transition PeopleSoft functionality to a cloud based ERP solution in the coming years.

Budget Information:

The total amount of this contract is \$180,000 and the term of the contract is through September 30, 2020. Funds for this contract are included in the 2017 IT HCM budget, sufficient funds to pay the \$60,000 estimated to be needed in 2017. The remaining \$120,000 will be budgeted in years 2018, 2019 & 2020. The hourly billable rate is set at \$125/hour for the full term of the contract.

Selection of Business Partner:

Denver Water issued a Request for Proposals (RFP) to the public on Rocky Mountain E-Purchasing System (BidNet), on Denver Water's website, directly to known suppliers, and through notifications to the SBE and MWBE communities. Denver Water received twelve (12) proposals. Seven (7) of the Proposers are SBE and three (3) of those seven (7) are MWBE certified. Dimension Systems, Inc. ("DSI") was selected based on their proposal pricing, understanding of work, and experience. DSI is SBE. DSI is the incumbent for this service, under Contract No. 15385A, which is effective March 12, 2014 through September 30, 2017.

Recommendation:

It is recommended the Board approve the contract 16869A with Dimension Systems, Inc. for PeopleSoft support services, through September 30, 2020, for an amount not to exceed \$180,000.

Approvals:

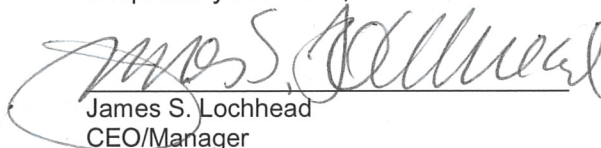
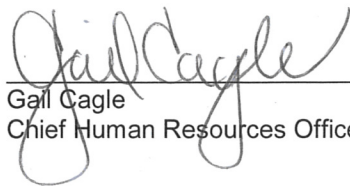
DocuSigned by:



076C6CC26E5449B

Chris Dermody
Chief Information Officer

Respectfully submitted,


James S. Lochhead
CEO/Manager
Gail Cagle
Chief Human Resources Officer



Angela Brimont
Chief Finance Officer

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: August 23rd

Board Item: II-A-3

Audio/Visual Equipment Design and Installation-First Amendment Contract #17109A

 Action by Consent Individual Action

Summary:

The Board currently has audio/visual systems located throughout its main campus and at more than fifteen (15) other facilities, including Water Treatment Plants, Water Quality Lab, Decentralization Stations, Back-Up Load Control facility and others. During the Operations Complex Redevelopment (OCR), the Board has and will continue to need services involving the design or re-design of audio/visual systems including, but not limited to replacement/upgrades of audio/visual systems in existing building facilities and design/implementation of new audio visual systems in new building facilities.

This amendment will increase the current Peak Audio Visual, dba CCS Presentations contract funding for design and installation of audio/visual equipment. As part of our vendor management, we monitor and evaluate our vendor's overall value based on price, response time and quality of work. We have determined that our current vendor, Linx Multimedia, LLLP, consistently provides design and installation quotes above competitive pricing levels, with no additional value provided. We have compared the quotes and level of service with Peak/CCS who ranked second during our RFP process. It is our recommendation to transfer funds that are currently approved and budgeted from the Linx Multimedia contract (#16680A) to the Peak Audio Visual, dba CCS Presentations contract (#17109A) for new AV design and installation work.

Budget Information:

The total amount of this contract amendment will increase the Peak/CSS contract amount by \$270,000, resulting in an approved total contract amount of \$300,000. The term of the contract will remain as April 22, 2017 – July 31, 2019. Funds for this service/contract are included in the 2017 IT Asset Management budget which has sufficient funds to pay the \$80,000 estimated to be needed in year 2017. The remaining \$190,000 will be budgeted in years 2018 – 2019.

Selection of Business Partner:

Denver Water issued Request for Proposal ("RFP") for audio/visual services in April, 2016 and received six (6) responses. Linx Multimedia was selected for the entire scope, consisting of audio visual equipment maintenance, with the possibility of design and installation work. Subsequently, in April, 2017, Peak Audio Visual, dba CCS Presentations, the second highest ranked proposer in the 2016 RFP process, was engaged under contract 17109A, with a total contract amount of \$30,000, to take advantage of cost-effective design and installation services. There have been no other amendments to this Agreement.

Recommendation:

It is recommended that the Board approve the First Amendment to Contract 17109A with Peak Audio Visual dba CCS Presentations for audio visual services for an addition of \$270,000, for a total amended contract amount not to exceed \$300,000.

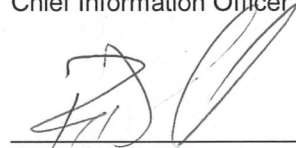
Approvals:

DocuSigned by:



076C6CC26E5449B...

Chris Dermody
Chief Information Officer



Brian Good
Chief Administrative Services Officer



Angela Bricmont
Chief Finance Officer

Respectfully submitted,



James S. Lochhead
CEO/Manager

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: August 23, 2017

Board Item: II-B-1

Resolution Regarding the Section 404 Permit for the Moffat Collection System Project

Action by Consent

Individual Action

Summary:

July 6, 2017 marked a significant milestone in Denver Water's effort to complete the Moffat Collection System Project. After 14 years of NEPA analysis and review under Section 404 of the Clean Water Act, the Army Corps of Engineers issued its Record of Decision and the Section 404 Permit. The Corps' decision verified Denver Water's need for greater reliability, flexibility and firm yield in its North system to deal with existing vulnerability and future demand. The Corps' Record of Decision concludes that the least environmentally damaging alternative to address these needs is expansion of Gross Reservoir to store an additional 77,000 acre-feet of water, which will create 18,000 acre-feet of new water supply each year and include a 5,000 acre foot Environmental Pool.

The Resolution instructs Denver Water's CEO to sign the 404 Permit, indicating that Denver Water agrees to comply with the terms and conditions of the Permit, including three compensatory mitigation actions that will need to be under construction in the next few months.

Recommendation:

It is recommended that the Board approve the attached Resolution of the Denver Board of Water Commissioners Regarding the 404 Permit for the Moffat Collection System Project.

Approvals:




Patricia Wells
General Counsel



Mike King
Chief External Affairs Officer

Respectfully submitted,



James S. Lochhead
CEO/Manager