

**RECORD OF PROCEEDINGS
MINUTES
of the
Board of Water Commissioners**

Video Conference: <http://zoom.us/join>, Meeting ID: 965 4348 5971, Password: 019391
or Dial-in: (669) 900-6833, Meeting ID: 965 4348 5971

Wednesday, April 22, 2020

Open Session

A duly called Regular Meeting of the Board of Water Commissioners was held Wednesday, April 22, 2020, beginning at 9:00 a.m. via Zoom Video Conference: <http://zoom.us/join>, Meeting ID: 965 4348 5971, Password: 019391 or via Dial-in: (669) 900-6833, Meeting ID: 965 4348 5971. Members of the Board present during the Regular Meeting were:

**H. Gregory Austin, President
Gary M. Reiff, First Vice President
Paula Herzmark, Vice President
Craig Jones, Vice President
John R. Lucero, Vice President**

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

J.S. Lochhead, CEO/Manager	K. Oligney, Director IT Infrastructure
J.A. Anderson, Chief of Staff	K. Petrik, Director Engineering – Construction
A.C. Bricmont, Chief Financial Officer	B. Rasso, Contract Specialist
J. Brody, General Counsel	S. Ravel, Independent Contractor
B.D. Good, Chief Administrative Officer	S. Reeves, Intern-Business/Technical 3
D. Gorgemans, Chief Internal Auditor	K. Riegle, Attorney
M. King, Chief External Affairs Officer	P. Ries, Engineer Sr.
R. Mahoney, Chief Engineering Officer	A. Rettig, Finance Supervisor
T.J. Roode, Chief Operations and Maintenance Officer	U. Sharma, Treasurer
S. Adamkovics, Finance Sr. Analyst	J. Shaw, Community Relations Sr. Specialist
J. Archer, Engineering Manager	L. Southard, Administrative Sr. Assistant
R. Badger, Planning Manager	B. Wedll, Purchasing Specialist
C. Burri, Environmental Lead Scientist	
A. Cavallaro, Paralegal	

S. Chesney, Director Public Affairs
E. Cinchock, Division Sr. Analyst
P. Freeman, Business Operations
Manager
J. Fry, Learning and OD Specialist
K. Greenleaf, Administrative Sr.
Assistant
Y. Her, Procurement Manager
A. Ingram, Contract Supervisor
C. Mbakogu, Division Sr. Analyst
P. McCormick, Project Engineer
A. Menefee, Community Relations Sr.
Specialist
L. Morales, Community Relations Sr.
Specialist

A. Woodrow, Lead Program Manager
A. Witheridge, Environmental Lead
Scientist
J. Crockett, Jacobs
J. Deems
D. Irish, Southgate Water and
Sanitation District
J. Eberlein, US Forrest Service
K. Lammers, City of Edgewater
C. Lane, Platte Canyon Water and
Sanitation District
M. McDonald, Staffing Agency
Temporary
A. Moreno
L. Suer, Jacobs

INTRODUCTORY BUSINESS

Commissioner Austin called the meeting to order at 9:01 a.m.

Public Comment and Communications

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

Ceremonies, Awards, and Introductions

Mr. Lochhead introduced Deputy Regional Forester Jennifer Eberlein of the U.S. Forest Service. Ms. Eberlein has spent 28 years in the Forest Service, starting as an archeologist and moving into management, currently as the Deputy Regional Forester for California and the Pacific Islands.

She stated that the agency is paying attention to the COVID-19 response and making plans to be safe and accomplish work that needs to be done. Some challenges in the upcoming season include capacity issues as far as hiring seasonal workers and adhering to social distancing and safety protocols for work crews. The agency is sharing ideas and concerns with its volunteers and partners in order to continue working together safely. She noted that from a budget perspective, the agency is paying attention to any kind of stimulus bill from Congress, which might focus on jobs creation, work completion, and recreation enhancement.

She reported that recreation management is a big issue right now with everyone trying to get outside. Recreation areas are temporarily closed to camping. Memorial Day and July 4th are important benchmarks as far as recreating safely, and the agency is working closely with other federal agencies and Colorado Parks and Wildlife in order to stay aligned on safety issues. Another important factor is protecting and saving the energy of firefighters to reserve resources. Because it may be a harder season to control fires due to the amount of snow received, open campfires have been prohibited. These safety precautions do not constitute an outright ban for the entire summer, just a delay.

Ms. Eberlein thanked the Board and Denver Water staff for the amazing partnership. She noted that she looks forward to the work ahead and planning for the future.

Commissioner Austin acknowledged the importance of the partnership with the U.S. Forest Service and expressed appreciation for Ms. Eberlein's contribution.

ACTION ITEMS

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

1. ITEM II-A-1: 2020 MAIN REPLACEMENTS – CONTRACT 504267

Approved Contract 504267 with BT Construction, Inc. for 2020 Main Replacements for the contract period from April 22, 2020 through March 2021 to replace a total of 11,600 linear feet of aging distribution mains in three general locations, for a total contract amount not to exceed \$5,223,780.

2. ITEM II-A-2: APPOINTMENT TO THE CITIZENS ADVISORY COMMITTEE HOME BUILDERS ASSOCIATION OF METRO DENVER REPRESENTATIVE

Approved the appointment of Jim Fitzmorris for a three-year term as the Home Builders Association (HBA) of Metro Denver representative.

3. ITEM II-B-1: NORTHWATER TREATMENT PLANT UPDATE

Mr. McCormick presented the Board with the Northwater Treatment Plant Update, a copy of which is attached to and incorporated in these Minutes as Exhibit A. He reported that GMP 10 represents the conclusion of months of contract procurement on the Northwater project with four years remaining until

project completion. This amendment locks in the Total Construction Costs (TCC) as well as the final construction completion date, including contractor contingency, owner contingency, and MWBE participation. The project Estimate at Completion (EAC) is forecasted at \$9 million under budget, which is significantly below target. Budget adjustments have been made to account for Denver Water assuming responsibility for construction utility invoices.

Mr. McCormick thanked the Board and Denver Water staff for their time and support and thanked the team at Jacobs Engineering Group for their countless hours of assistance in reducing construction costs.

In response to a question from Commissioner Austin, Mr. McCormick stated that potential impacts of COVID-19 are being monitored. In order to mitigate any issues, crews have been segregated into groups to protect the workforce and lessen any possible impacts. Strict social distancing guidelines have been implemented and mandatory masks, and hand and glove washing are being enforced. The team is actively monitoring for any potential material or equipment delays.

Approved Contract 504179 with Kiewit Infrastructure Co. for GMP 10 for the contract period from April 22, 2020 to March 23, 2024, for a total contract amount not to exceed \$352,997,801, including contingencies and allowances. Concurrent with this contract amendment, approved the Total Construction Contract (TCC) amended into Contract 503388 for a value of \$405,055,139, with a project Substantial Completion date of February 12, 2024 and a Final Completion date of March 23, 2024.

4. ITEM II-B-2: HILLCREST RESERVOIR AND PUMP STATION REPLACEMENT PROJECT MODIFICATION TO CONTRACT 501033 BUDGET

Mr. Ries presented the Board with the Hillcrest Reservoir and Pump Station Replacement Project Modification presentation, a copy of which is attached to and incorporated in these Minutes as Exhibit B. He reported that the significance of the Hillcrest facility is its nine major conduits that convey water between all three of Denver Water's treatment plants and throughout the entire system. The pump station replacement project includes replacing onsite 30-million-gallon storage tank capacity with 45-million-gallon tank capacity. The reservoir backfill has been restarted and the concrete from existing tanks has been recycled for reuse onsite. Conduit 28/29 replacement has been completed and the pump station is placed.

During construction, 200 ft of asbestos was disturbed, requiring remediation. The Colorado Department of Public Health and Environment (CDPHE) required additional containment, labor, and equipment to obtain the asbestos abatement permit. The extensive asbestos sampling and materials mitigation have been completed and all areas are clear. Asbestos sampling and removal are ongoing, and any material that has tested positive for asbestos has been properly disposed.

Two asbestos-related change orders have been issued for existing basin asbestos abatement cost and transite asbestos sampling and abatement cost. Remaining potential project risks include: 1) additional backfill needed for the pump station and existing tank; and 2) project schedule monitoring for any COVID-19 impacts.

Approved additional funds for Contract 501033 with MWH Constructors, Inc. for the Hillcrest Reservoir and Pump Station Replacement project within the original contract period from November 4, 2015 to September 1, 2020 for an additional \$2,700,000, for a total contract amount of \$104,200,000 plus use of previously-approved Owner's contingency of \$2,000,000, for a total not to exceed \$106,200,000.

POLICY MATTERS

5. ITEM III-A: LEAD PROGRAM UPDATE

Ms. Woodrow presented the Board with the Lead Program Update, a copy of which is attached to and incorporated in these Minutes as Exhibit C. She reported that on April 10, 2020, Denver Water submitted its first quarterly report to the Environmental Protection Agency (EPA) and the Colorado Department of Public Health and Environment (CDPHE), who have acknowledged that Denver Water has met all variance order requirements since the effective date of January 1, 2020.

The budget is currently trending below projected spending due to COVID-19 delays. Accelerated Lead Service Line Replacement (ALSLR) contractors have paused home entry to mitigate the risk to public health. Potholing of commercial properties is underway, and Denver Water crews have shifted their work to some of the larger critical customers, like schools and daycare centers that are currently closed. Construction has doubled over the past week and this ramp-up in work is expected to continue. Staff is developing plans to increase lead service line replacements to make up for the slowed construction in March and April

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while also monitoring the supply chain for potential impacts on filter distribution due to COVID-19.

Filter distribution began on March 30th and since then, 20,000 filters have been distributed. Distribution completion is scheduled for mid-to-late June. Staff is continuing to adjust its outreach efforts by developing virtual community meetings and ramping up social media efforts in lieu of face to face communications.

In response to a question from Commissioner Herzmark, Ms. Woodrow clarified that community outreach involves educating different groups and organizations about the lead program. Staff is connecting with hard to reach groups by posting videos to Denver Water's website and making sure its call center representatives can adequately respond to questions from the public.

Commissioner Austin congratulated Ms. Woodrow and the entire team for their remarkable accomplishments.

EXECUTIVE UPDATE

6. ITEM IV-A: CEO REPORT

Mr. Lochhead noted that he continues to be proud to be associated with Denver Water and its employees as operations continue to proceed seamlessly. The Accelerated Lead Service Line Replacement program (ALSLR) continues to focus on potholing and, although the program is moving at a slower pace because of delays on home entry, Denver Water is working with developers and contractors to manage outages so that construction work in the City and County of Denver can continue.

Yesterday, both Mayor Hancock and Governor Polis provided updates on stay-at-home orders. While the state is shifting its approach from "stay at home" to "safer at home," Mayor Hancock has indicated that the City and County of Denver won't move as quickly as the state of Colorado. Likewise, Denver Water will remain flexible and not reopen as quickly as other businesses, but instead lag behind other openings to make sure employees remain healthy. Mr. Lochhead noted that efforts to continue social distancing will help ensure the safety of employees who must report to a facility or jobsite.

In terms of water use, it is still a little early to know the impact of COVID-19. Early trends over the last few weeks indicate water usage for Denver International Airport is down 64%, the downtown area is down 34%, commercial use is down

33%, single family residential use is up 14% and multi-family residential use is up 6%. Overall, water usage is down 6%, but it's unclear what that's directly related to because April has been unusually cold and wet.

The executive team continues to move forward with its scenario planning as it pertains to the potential impacts of COVID-19 and prepare for various possible futures in order to proceed strategically and in the best interest of employees and the community. Denver Water is looking to delay non-essential programs, and there is currently a hold on hiring.

In response to a question from Commissioner Austin, Mr. Lochhead noted that Denver Water continues to monitor construction projects within the City and County of Denver for those that will move forward and others that may be delayed due to a slowdown in business.

The Board expressed its support for Denver Water and Mr. Lochhead to move slowly on reopening, noting that it's in the best interest of customers and the community to move cautiously. Mr. Lochhead thanked the Board for its endorsement and direction.

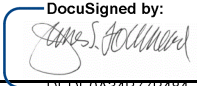
BRIEFING PAPERS & REPORTS


7. ITEM V-A-1: BRIEFING PAPER FOR WATERSHED PLANNING ORGANIZATIONAL PROGRAM QUARTERLY UPDATE

The Board received a Briefing Paper for Watershed Planning Organizational Program Quarterly Update, a copy of which is incorporated and attached to these Minutes as Exhibit D.

ADJOURNMENT

No further business appearing, the Board voted unanimously to adjourn into an Executive Session at approximately 9:55 a.m.

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Secretary

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President