

# NORTHWEST LAKEWOOD SANITATION DISTRICT

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 • 800-741-3254  
Fax: 303-987-2032

## NOTICE OF REGULAR MEETING AND AGENDA OF THE BOARD OF DIRECTORS OF THE DISTRICT AND OF THE WASTE WATER UTILITY ENTERPRISE

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Anthony M. Dursey	President	2022/May 2022
Gregory A. "Greg" Fabisiak	Vice President/Treasurer	2023/May 2023
James D. "Jim" Zimmerman	Secretary	2022/May 2022
Catherine "CiCi" Kesler	Assistant Secretary	2023/May 2023
George C. Davenport	Assistant Secretary	2022/May 2022

DATE: April 27, 2022

TIME: 4:00 P.M.

PLACE: **VIA Zoom**

*If you experience technical difficulties, email Steve Beck at [sbeck@sdmsi.com](mailto:sbeck@sdmsi.com).*

Join Zoom Meeting

<https://us02web.zoom.us/j/81440542282?pwd=cHIUaXh0dVNEbW1vQ1ZMSi9wUm5CUT09>

Meeting ID: 814 4054 2282

Passcode: 490672

One tap mobile

+12532158782,,81440542282# US (Tacoma)

### I. ADMINISTRATIVE MATTERS

- A. Review and approve Minutes of the March 23, 2022 regular meeting (enclosures).
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### II. PUBLIC COMMENT

- A. \_\_\_\_\_

### III. FINANCIAL MATTERS

- A. Review and approve the payment of claims through the period ending April 19, 2022 as follows (enclosure):

General Fund	\$	21,339.95
Enterprise Fund	\$	60,941.28
<b>Total:</b>	<b>\$</b>	<b><u>82,281.23</u></b>

and accept the schedule of cash position as of March 31, 2022 (enclosure); and the unaudited financial statements for the period ending March 31, 2022; and a report on collections for the facilities renovation fees, grease trap inspection fee collections, commercial billing and any other fees imposed and collected by the District (enclosure).

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IV. LEGAL MATTERS

A. Discuss Common Sewer Line Agreement for 2650 Simms Street.

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B. Public Hearing to consider adoption of a Resolution to change the Tap Fees for 2022 and to approve the revised fee schedule (enclosure).

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C. Discuss an update to the Rules and Regulations.

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D. Consider approval of Master Emergency Services Agreement with Diamond Contracting (enclosure).

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E. Discuss request from Westridge Sanitation regarding service to a property on West 38<sup>th</sup> Avenue.

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F. Review proposals for Public Relations for possible November Election (enclosures).

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V. OPERATIONS MATTERS

A. Operations Monthly Report (enclosure).

1. \_\_\_\_\_

B. Engineer's Report (enclosure).

1. Status of 2021 Capital Improvements.

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2. Consolidated Mutual update.

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3. Consider approval of Change Order No. 5 and Pay Application No. 5, payable to Insituform Technologies, LLC, in the amount of \$\_\_\_\_\_, for 2021 Sanitary Sewer Improvements (enclosure).
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4. Consider approval of invoice from Diamond Contracting, Work Order #2, in the amount of \$17,271.00 for emergency repairs at West 14<sup>th</sup> Place and Yank Street (enclosure).
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VI. OTHER BUSINESS

- A. Metro Water Recovery Update (enclosures).
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- B. Website update.
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VII. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR MAY 25, 2022.**

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
NORTHWEST LAKEWOOD SANITATION DISTRICT  
AND THE BOARD OF DIRECTORS OF THE  
WASTEWATER UTILITY ENTERPRISE  
HELD  
MARCH 23, 2022**

In part due to COVID-19 concerns, the Regular Meeting of the Board of Directors of the Northwest Lakewood Sanitation District and the Board of Directors of its Wastewater Utility Enterprise (collectively referred to hereafter as “Board”) was convened by Zoom video conference and teleconference call on Wednesday, March 23, 2022, at 4:00 PM. The Zoom Meeting and call-in information was listed in the meeting notice posted by the District, and the public was able to attend the meeting by telephone, if they so desired.

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**ATTENDANCE**

**Directors In Attendance Were:**

Anthony M. Dursey  
Greg Fabisiak  
Jim Zimmerman  
Cici Kesler  
Clark Davenport

**Also In Attendance Were:**

Steve Beck; Special District Management Services, Inc.

Tim Flynn, Esq.; Collins Cole Flynn Winn & Ulmer, PLLC

Bill Willis; Martin/Martin Consulting Engineers

Ismael Gomez; Ramey Environmental Compliance

Walt Frankland

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**ADMINISTRATIVE  
MATTERS**

**Minutes:** The Board reviewed the minutes of the January 26, 2022 Regular Meeting.

Following discussion, upon motion duly made by Director Davenport, seconded by Director Kesler, and upon vote, unanimously carried, the minutes of the January 26, 2022. Regular Meeting were approved, as presented.

The Board reviewed the minutes of the February 23, 2022 Regular Meeting.

Following discussion, upon motion duly made by Director Davenport, seconded by Director Fabisiak, and upon vote, unanimously carried, the minutes of the February 23, 2022 Regular were approved, as presented.

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## RECORD OF PROCEEDINGS

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**PUBLIC  
COMMENTS**

None.  
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**FINANCIAL  
MATTERS**

**Claims:** Mr. Beck discussed with the Board the payment of claims for the period ending March 8, 2022, as follows:

General Fund	\$ 12,878.39
Enterprise Fund	\$ 95,509.38
Total	<b><u>\$ 108,387.77</u></b>

Mr. Beck noted that the claims included payments to Diamond Contracting for emergency repairs and to Insituform for Pay App #4 and CO#4 to be discussed during the engineering report.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending March 8, 2022.

**Unaudited Financial Statement:** Mr. Beck reviewed with the Board the unaudited financial statements of the District setting forth the cash deposits, investments, and budget analysis, accounts payable vouchers for the period ending February 28, 2022, the schedule of cash position dated February 28, 2022, and the Accounts Receivable reports on collections of fees, the past due accounts and collection efforts.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Fabisiak, and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District setting forth the cash deposits, investments, budget analysis, accounts payable vouchers and accounts receivables reports for the period ending February 28, 2022, and the schedule of cash position dated February 28, 2022, as presented.

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**LEGAL MATTERS**

**Roybal Complaint Update:** Attorney Flynn reported that the Motion to Dismiss has been filed with prejudice and the complaint has been settled and finalized.

**Common sewer line agreement for 2650 Simms Street:** Attorney Flynn reported that the agreement has been sent to Mr. Bauer. Mr. Bauer's response has been that the agreement is acceptable for all conditions except that he is requesting the clause restricting the ADU to be for family use only to be removed in the event that at some point they would want to lease out the ADU to individuals outside of the family. According to Mr. Willis, if the ADU is built with no kitchen there is no impact on the system but the District would be required to inspect the unit annually to make sure that the unit was in compliance. The Board is concerned that a kitchen could be installed in the event the property were to be leased to individuals other than family members.

## RECORD OF PROCEEDINGS

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Following discussion a motion was made by Director Kesler that if Mr. Bauer desires to construct the ADU with no restrictions in lieu of the original proposed agreement then he will be required to pay an extra tap fee for the ADU. The motion was seconded by Director Davenport and, upon vote, unanimously carried, the Board approved the motion.

**Consider the adoption of a Resolution to change the tap fees for 2022:** Attorney Flynn discussed the resolution and the posting of the notice for a public hearing and asked that this be scheduled for consideration and approval at the April Meeting.

**November Election and inclusion of a TABOR vote:** Attorney Flynn discussed the cancellation of the May election and reported that his PR contacts would be unable to assist the District with a November election. Director Kesler has contacted a few firms that she has experience with and is talking with the Communications Infrastructure Group about assisting the District and will report back in April. All others declined to work with the District.

### **OPERATIONS MATTERS**

**Operations Monthly Report:** Mr. Gomez reviewed the monthly report (February 1-28) with the Board. A copy of the report is attached hereto and incorporated herein by this reference.

**Engineer's Report:** Mr. Willis reviewed with the Board the engineering report dated March 23, 2022. A copy of the report is attached hereto and incorporated herein by this reference.

Mr. Willis discussed the repairs done at 10531 W 22<sup>nd</sup> Place and that it was determined that faulty construction in the past was the problem and the District's responsibility.

Mr. Willis discussed the proposed development on W 38<sup>th</sup> Street that is out of the District but they are desiring to connect to the District transmission line.

Following discussion, upon motion duly made by Director Davenport, seconded by Director Kesler, and, upon vote, unanimously carried, the Board agreed to not allow a connection to the District line.

**Pay Application No. 4 from Insituform Technologies LLC:** Mr. Willis discussed the Pay Application No. 4 invoice for the work performed through March 9, 2022 which is about 51% of the original contract and includes Change Order No. 4.

Following discussion, upon motion duly made by Director Davenport, seconded by Director Kesler, and, upon vote, unanimously carried, the Board approved Change Order No. 4 and authorized the payment.

## RECORD OF PROCEEDINGS

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Following discussion, upon motion duly made by Director Davenport, seconded by Director Kesler, and, upon vote, unanimously carried, the Board approved the payment of Pay Application No. 4 to Insituform Technologies LLC.

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### **OTHER BUSINESS**

**Metro Wastewater Update:** Director Davenport updated the Board on the board meetings for Metro Water Recovery District.

**Website Update:** Mr. Frankland reported that the website is updated and current and that there are no problems. Mr. Frankland discussed the status of the website as to ADA compliance and available software. Attorney Flynn discussed the ADA statement that must be adopted by the Board and will have that statement available at either the April or May meeting.

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### **ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made by Director Kesler, seconded by Director Davenport and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By \_\_\_\_\_  
Secretary for the Meeting

Check No and Date	Payee	Invoice No	GL Account Title	GL Acct	Amount	Total
2543						
04/19/2022	Collins Cockrel & Cole	5029M 02/2022	Legal	1-675	139.00	139.00
Total 2543:						139.00
2544						
04/19/2022	Collins Cole Flynn Winn & Ulmer,	1615	Legal	1-675	4,935.00	4,935.00
Total 2544:						4,935.00
2545						
04/19/2022	Colorado Community Media	51967	Election and Publication	1-635	24.36	24.36
Total 2545:						24.36
2546						
04/19/2022	Consolidated Mutual Water Co	3174-01 04/2022	Utilities	4-765	23.40	23.40
04/19/2022	Consolidated Mutual Water Co	6960	Repairs & Maintenance-L	4-740	210.00	210.00
Total 2546:						233.40
2547						
04/19/2022	Diamond Contracting Corp.	1003238	Repairs & Maintenance-L	4-740	17,271.00	17,271.00
Total 2547:						17,271.00
2548						
04/19/2022	Frankland, Walter	APRIL-2022	Website	1-677	100.00	100.00
Total 2548:						100.00
2549						
04/19/2022	Freedom Mailing Services, Inc.	42682	Billing	4-616	1,961.12	1,961.12
Total 2549:						1,961.12
2550						
04/19/2022	Martin/Martin	17.0638-00193	2022 CIP	4-884	582.50	582.50
04/19/2022	Martin/Martin	17.0638-00194	Sewer Lines/Eng./Observ.	4-810	290.00	290.00
04/19/2022	Martin/Martin	17.0638-00195	Sewer Lines/Eng./Observ.	4-810	730.00	730.00
04/19/2022	Martin/Martin	17.0638-00196	Sewer Lines/Eng./Observ.	4-810	2,303.75	2,303.75
04/19/2022	Martin/Martin	17.0638-00197	2021 CIP	4-883	18,975.00	18,975.00
Total 2550:						22,881.25
2551						
04/19/2022	Ramey Enviromental Compliance	23739	COS-Collection System	4-746	9,211.86	9,211.86
04/19/2022	Ramey Enviromental Compliance	23739	COS-Locates	4-742	8,606.50	8,606.50
04/19/2022	Ramey Enviromental Compliance	23739	COS-Emergency Service	4-748	383.55	383.55
Total 2551:						18,201.91
2552						
04/19/2022	Special Dist Management Serv	03/2022	Office Supplies	1-690	220.19	220.19
04/19/2022	Special Dist Management Serv	03/2022	Election and Publication	1-635	207.20	207.20
04/19/2022	Special Dist Management Serv	03/2022	Accounting	1-612	4,292.00	4,292.00
04/19/2022	Special Dist Management Serv	03/2022	Billing	1-616	2,779.00	2,779.00
04/19/2022	Special Dist Management Serv	03/2022	Administration	1-614	8,643.20	8,643.20



Check No and Date	Payee	Invoice No	GL Account Title	GL Acct	Amount	Total
Total 2552:						16,141.59
2553						
04/19/2022	UNCC	222031002	Repairs & Maintenance-L	4-740	392.60	392.60
Total 2553:						392.60
Grand Totals:						82,281.23

**Northwest Lakewood Sanitation District**  
**April-22**

	<b>General</b>	<b>Enterprise</b>	<b>Totals</b>
<b>Disbursements</b>	<b>\$ 21,339.95</b>	<b>\$ 60,941.28</b>	<b>\$ 82,281.23</b>
<b>Payroll</b>			<b>\$ -</b>
			<b>\$ -</b>
<b>Payroll Taxes (Quarterly)</b>	<b>\$ -</b>		<b>\$ -</b>
<b>Direct Pay -- Consolidated Mutual Water</b>	<b>\$ -</b>		<b>\$ -</b>
<b>Total Disbursements from Checking Account</b>	<b>\$ 21,339.95</b>	<b>\$ 60,941.28</b>	<b>\$ 82,281.23</b>

**NORTHWEST LAKEWOOD SANITATION DISTRICT**

Schedule of Cash Position

March 31, 2022

	<u>Rate</u>	<u>Operating</u>	<u>Enterprise</u>	<u>Total</u>
<b>Checking:</b>				
Checking Acct 1st Bank		\$ 2,402.32	\$ 150,213.61	\$ 152,615.93
<b>Investments:</b>				
Cash in Bank-ColoTrust	0.2588%	1,033,359.60	3,844,344.98	4,877,704.58
1st Bank Liquid Asset Account	0.0500%	13,077.70	3,614,986.50	3,628,064.20
Xpress Bill Pay		-	31,588.32	31,588.32
<b>TOTAL FUNDS:</b>		<u>\$ 1,048,839.62</u>	<u>\$ 7,641,133.41</u>	<u>\$ 8,689,973.03</u>

**2022 Mill Levy Information**

Certified General Fund Mill Levy	7.696
Refunds/Abatements	0.011
Temporary Mill Levy Reduction	<u>-2.046</u>
Total Certified Mill Levy	<u><u>5.661</u></u>

**Board of Directors**

- \* Anthony Dursey
- \* Gregory Fabisiak
- \* James Zimmerman
- \* Catherine Kesler
- George Clark Davenport

\* Authorized signer on the Checking Account

**NORTHWEST LAKEWOOD SANITATION DISTRICT**

**FINANCIAL STATEMENTS**

**March 31, 2022**

NORTHWEST LAKEWOOD SANITATION DISTRICT  
 COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS  
 March 31, 2022

	GENERAL	ENTERPRISE	TOTAL
<b>Assets</b>			
Checking Acct 1st Bank	\$ 2,402.32	\$ 150,213.61	\$ 152,615.93
1st Bank Liquid Asset Account	13,077.70	3,614,986.50	3,628,064.20
Xpress Bill Pay	-	31,588.32	31,588.32
Cash in Bank-ColoTrust	1,033,359.60	3,844,344.98	4,877,704.58
Property Taxes Receivable	975,939.37	-	975,939.37
Accounts Receivable-Commercial	-	118.90	118.90
Accounts Rec-Fac Renovtion Fee	-	648,548.96	648,548.96
A/R Fee Cert to Cty Treasurer	-	23,673.00	23,673.00
Account Rec-Grease Trap Insp	-	1,110.00	1,110.00
Prepaid Expenditures	22,825.47	-	22,825.47
<b>Total Current Assets</b>	<b>2,047,604.46</b>	<b>8,314,584.27</b>	<b>10,362,188.73</b>
<b>Capital Assets</b>			
Land	-	7,584.33	7,584.33
Sewer Lines	-	15,946,084.72	15,946,084.72
Accumulated Depreciation	-	(5,036,441.57)	(5,036,441.57)
Construction in Progress	-	874,401.31	874,401.31
<b>Total Capital Assets</b>	<b>-</b>	<b>11,791,628.79</b>	<b>11,791,628.79</b>
<b>Total Assets</b>	<b>\$ 2,047,604.46</b>	<b>\$ 20,106,213.06</b>	<b>\$ 22,153,817.52</b>
<b>Liabilities</b>			
Accounts Payable	\$ 24,018.10	\$ 132,783.13	\$ 156,801.23
Payroll Liabilities	443.70	-	443.70
Expense Reimbursement Deposit	18,884.96	-	18,884.96
Retainage	-	46,021.12	46,021.12
2021 Encumbrances Payable	-	874,401.31	874,401.31
<b>Total Liabilities</b>	<b>43,346.76</b>	<b>1,053,205.56</b>	<b>1,096,552.32</b>
<b>Deferred Inflows of Resources</b>			
Deferred Property Taxes	975,939.37	-	975,939.37
<b>Total Deferred Inflows of Resources</b>	<b>975,939.37</b>	<b>-</b>	<b>975,939.37</b>
<b>Fund Balance</b>			
Contributed Capital-Sewer Line	-	6,250,713.25	6,250,713.25
Contributed Capital-Inclusions	-	1,752,454.13	1,752,454.13
Fund Balance	768,486.06	10,966,654.02	11,735,140.08
Fund Balance-Restricted	42,100.00	-	42,100.00
Current Year Earnings	217,732.27	83,186.10	300,918.37
<b>Total Fund Balances</b>	<b>1,028,318.33</b>	<b>19,053,007.50</b>	<b>20,081,325.83</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<b>\$ 2,047,604.46</b>	<b>\$ 20,106,213.06</b>	<b>\$ 22,153,817.52</b>

**NORTHWEST LAKEWOOD SANITATION DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**  
**For the 3 Months Ending,**  
**March 31, 2022**  
**General Fund**

<u>Account Description</u>	<u>Period Actual</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>Under/(Over)</u> <u>Budget</u>	<u>% of</u> <u>Budget</u>
<b>Revenues</b>					
Property Tax	\$ 551,555.91	\$ 561,865.72	\$ 1,537,826.00	\$ 975,960.28	36.5%
Specific Ownership Tax	8,694.16	18,500.85	108,000.00	89,499.15	17.1%
Interest & Misc. Income	229.33	335.74	12,000.00	11,664.26	2.8%
<b>Total Revenues</b>	<u>560,479.40</u>	<u>580,702.31</u>	<u>1,657,826.00</u>	<u>1,077,123.69</u>	<u>35.0%</u>
<b>Expenditures</b>					
Accounting	4,292.00	9,146.40	30,000.00	20,853.60	30.5%
Administration	8,643.20	18,707.20	48,000.00	29,292.80	39.0%
Audit	-	-	6,500.00	6,500.00	0.0%
Billing	2,779.00	8,242.20	32,000.00	23,757.80	25.8%
Bank Charges	2.80	2.80	120.00	117.20	2.3%
Director's Fees	-	2,900.00	6,000.00	3,100.00	48.3%
Dues & Subscriptions	-	1,237.50	1,250.00	12.50	99.0%
Election and Publication	231.56	256.36	25,000.00	24,743.64	1.0%
Insurance and Bonds	2,457.83	7,628.53	45,000.00	37,371.47	17.0%
Legal	5,074.00	9,969.00	48,000.00	38,031.00	20.8%
Website	100.00	300.00	2,000.00	1,700.00	15.0%
Miscellaneous Expenses	-	-	1,000.00	1,000.00	0.0%
Office Supplies	220.19	609.46	5,000.00	4,390.54	12.2%
Payroll Taxes-Directors	-	221.85	459.00	237.15	48.3%
Treasurer's Fees	8,229.54	8,384.19	23,067.00	14,682.81	36.3%
Treatment Charges	-	295,808.25	1,183,233.00	887,424.75	25.0%
Engineering	-	-	60,000.00	60,000.00	0.0%
Utilities	-	-	4,000.00	4,000.00	0.0%
Contingency	-	-	150,000.00	150,000.00	0.0%
Emergency Reserve	-	-	49,735.00	49,735.00	0.0%
<b>Total Expenditures</b>	<u>32,030.12</u>	<u>363,413.74</u>	<u>1,720,364.00</u>	<u>1,356,950.26</u>	<u>21.1%</u>
<b>Transfers and Other Sources (Uses)</b>					
Transfer to Enterprise Fund	-	-	-	-	
<b>Total Transfers and Other Sources (Uses)</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Change in Fund Balance	528,449.28	217,288.57	(62,538.00)	(279,826.57)	
Beginning Fund Balance	499,869.05	811,029.76	870,415.00	59,385.24	
<b>Ending Fund Balance</b>	<u>\$ 1,028,318.33</u>	<u>\$ 1,028,318.33</u>	<u>\$ 807,877.00</u>	<u>\$ (220,441.33)</u>	

**NORTHWEST LAKEWOOD SANITATION DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**  
**For the 3 Months Ending,**  
**March 31, 2022**  
**Enterprise Fund**

<u>Account Description</u>	<u>Period Actual</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>Under/(Over) Budget</u>	<u>% of Budget</u>
<b>Revenues</b>					
Service Agreement-Westridge	\$ -	\$ -	\$ 2,350.00	\$ 2,350.00	0.0%
Service Agreement-Applewood	-	-	8,000.00	8,000.00	0.0%
Treatment Chgs-College Park	52,358.06	52,358.06	209,432.00	157,073.94	25.0%
Facilities Renovation Fees	580,915.44	1,108,297.64	2,250,000.00	1,141,702.36	49.3%
Tap Fees	-	-	38,000.00	38,000.00	0.0%
Grease Trap Inspection	(25.00)	1,625.00	12,000.00	10,375.00	13.5%
Interest Income	939.60	1,515.09	4,000.00	2,484.91	37.9%
Transfer Service Fee	950.00	795.00	6,000.00	5,205.00	13.3%
Inspection Fees	450.00	1,050.00	6,000.00	4,950.00	17.5%
Permit Fees	50.00	150.00	400.00	250.00	37.5%
Denver Water Service Agreement	-	-	37,000.00	37,000.00	0.0%
Transfer from General Fund	-	-	-	-	0.0%
<b>Total Revenues</b>	<b>635,638.10</b>	<b>1,165,790.79</b>	<b>2,573,182.00</b>	<b>1,407,391.21</b>	<b>45.3%</b>
<b>Expenditures</b>					
<b>Administrative</b>					
Billing	5,141.79	7,903.42	24,000.00	16,096.58	32.9%
Legal	-	-	750.00	750.00	0.0%
Miscellaneous Expenses	-	-	500.00	500.00	0.0%
Treasurer's Fees	-	-	450.00	450.00	0.0%
<b>Total Administrative</b>	<b>5,141.79</b>	<b>7,903.42</b>	<b>25,700.00</b>	<b>17,796.58</b>	<b>30.8%</b>
<b>Operations and Maintenance</b>					
Treatment Charges-Westridge	-	-	16,500.00	16,500.00	0.0%
Tap Fees-Metro's Portion	-	-	18,500.00	18,500.00	0.0%
Repairs & Maintenance-Lines	32,342.60	33,520.10	10,000.00	(23,520.10)	335.2%
COS-Grease Trap	-	-	9,500.00	9,500.00	0.0%
COS-Locates	8,606.50	20,875.25	60,000.00	39,124.75	34.8%
COS-Collection System Oversight	9,211.86	24,999.77	95,000.00	70,000.23	26.3%
COS-Daily Operations	-	-	16,000.00	16,000.00	0.0%
COS-Emergency Service	383.55	1,150.65	12,000.00	10,849.35	9.6%
COS-Maintenance	-	14,156.06	175,000.00	160,843.94	8.1%
Utilities	23.40	92.90	250.00	157.10	37.2%
<b>Total Operations and Maintenance</b>	<b>50,567.91</b>	<b>94,794.73</b>	<b>412,750.00</b>	<b>317,955.27</b>	<b>23.0%</b>
<b>Capital Outlay</b>					
Sewer Lines/Eng./Observ.	3,323.75	11,719.55	400,000.00	388,280.45	2.9%
2020 CIP	-	-	-	-	0.0%
2021 CIP	52,350.43	891,981.49	-	(891,981.49)	0.0%
2022 CIP	76,205.50	76,205.50	2,100,000.00	2,023,794.50	3.6%
<b>Total Capital</b>	<b>131,879.68</b>	<b>979,906.54</b>	<b>2,500,000.00</b>	<b>1,520,093.46</b>	<b>39.2%</b>
<b>Total Expenditures</b>	<b>187,589.38</b>	<b>1,082,604.69</b>	<b>2,938,450.00</b>	<b>1,855,845.31</b>	<b>36.8%</b>
Excess (Deficiency) of Revenues Over Expenditures	448,048.72	83,186.10	(365,268.00)	(448,454.10)	
Beginning Fund Balance	10,601,791.40	10,966,654.02	6,070,313.00	(4,896,341.02)	
<b>Ending Fund Balance</b>	<b>\$ 11,049,840.12</b>	<b>\$ 11,049,840.12</b>	<b>\$ 5,705,045.00</b>	<b>\$ (5,344,795.12)</b>	

**RESOLUTION NO. 2022-4-1**  
**NORTHWEST LAKEWOOD SANITATION DISTRICT**  
**JEFFERSON COUNTY, COLORADO**

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**A RESOLUTION RATIFYING, APPROVING, CONFIRMING AND IN SOME INSTANCES, INCREASING THE RATES, FEES AND CHARGES OF THE NORTHWEST LAKEWOOD SANITATION DISTRICT FOR CALENDAR YEAR 2022 OR A PORTION THEREOF**

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**WHEREAS**, pursuant to Section 32-1-1001(1)(j)(I), C.R.S., the Board of Directors (“Board”) of the Northwest Lakewood Sanitation District (“District”) has the authority to fix and from time to time increase or decrease rates, fees, tolls, penalties, or charges for services, programs, or facilities furnished by the District; and

**WHEREAS**, the District operates a sanitary sewer collection system (“System”) that was initially constructed in the 1950’s; and

**WHEREAS**, it is in the interest of the public health, welfare, and safety of the District and of the District’s inhabitants that the District collect adequate revenues to pay ongoing operation and maintenance costs and generate sufficient reserves to replace the System as and when needed; and

**WHEREAS**, in connection with the preparation and adoption of the District’s 2022 Budget, the Board reviewed the District’s rates, fees, tolls and charges and determined that it may be necessary to increase certain rates, fees, tolls and charges and leave others at their present levels: and

**WHEREAS**, at least thirty (30) days’ advance notice of the Board’s intention to consider an increase in the District’s wastewater service fee and other charges has been provided to the Districts’ customers in accordance with the provisions of Section 32-1-1001(2)(a), C.R.S. by utilizing the District’s transparency notice that is posted on the publicly accessible section of the Special District Association of Colorado website.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Northwest Lakewood Sanitation District, Jefferson County, Colorado that:

**Section 1. Increase in Connection/Tap Fee.** As of April 1, 2022, the District’s sanitary sewer connection fee shall increase from \$4,550 per single family residential equivalent tap to \$4,710, and the District’s sanitary sewer connection fee for a qualifying multiple dwelling unit shall also increase from \$4,550 per dwelling unit to \$4,710.



**Section 2. Metro Water Recovery Fee.** In addition to the District’s \$4,710 connection fee per single family residential equivalent unit, the District also must collect the Metro Water Recovery Fee as adopted by Metro for calendar year 2022. The Metro Water Recovery wastewater connection tap fee for 2022 per single family residential equivalent tap is \$4,710 which effective January 1, 2022, the District collects at the same time it collects the Northwest Lakewood tap fee.

**Section 3. Facilities Renovation and Service Fee.** For calendar year 2022, the District’s Facilities Renovation and Service Fee shall remain at \$400 per single family residential equivalent tap payable quarterly in installments of \$100 per single family residential equivalent tap. The Facilities Renovation and Service Fee shall be collected and utilized as previously approved by the Board pursuant to Resolution 2008-12-1, Resolution 2009-12-1, Resolution 2021-7-1 and the late fee shall remain at \$15 and shall be imposed on the 35<sup>th</sup> day after any installment of the Facilities Renovation and Service Fee is considered due and payable.

**Section 4. Grease Trap Inspection Fee.** For calendar year 2022 the District’s Grease Trap Inspection Fee re-affirmed by Resolution 2015-12-1 at \$100 for each grease trap and grease interceptor (collectively “Grease Trap”) inspected or re-inspected by the District shall remain at \$100.00; provided, however, with respect to any re-inspection the District’s Manager may waive the re-inspection fee if the Grease Trap passes inspection and has corrected all previously noted deficiencies. The late fee for non-payment of the Grease Trap Inspection Fee shall remain at \$15, which fee shall become delinquent thirty-five (35) days after the date of the bill for the inspection for which the fee is imposed pursuant to Resolution 2008-8-1 and 2015-12-1.

**Section 5. Miscellaneous Charges.** The District’s miscellaneous charges for 2022 shall be as follows:

<b><u>Description</u></b>	<b><u>Amount</u></b>
Late Fee	\$15 per delinquent amount assessed only one time. Said late fee shall be imposed with regard to any fee that is not paid when due, i.e., 35 days after the billing date.
Return Check Fee	\$30 per occurrence
Transfer Fee	Customer Account Transfer Fee shall be \$50 per transfer.
Plumber, Drain Layer, Contractor License Fee	\$100 per year or part thereof. The renewal fee for any license shall be \$50 after the original issuance of the license.
Inspection Fee for Stub-Ins	\$150 per inspection

Inspection Fee for Disconnection	\$150 per disconnection
Inclusion Fee	\$2,500 per acre or part thereof
Service Charges for Tax Exempt Contributors and Excess Contributors	The service charge for tax exempt contributors and excess contributors shall continue to be calculated in accordance with the previously approved formula.
Sewer Tap Connection Inspection Fee	\$150
Public Records Research Fee	\$33.58 after the first hour of research
Copying Charge	\$0.25 per page/actual cost for other materials
Exclusion Fee	Prevailing rate for legal administration and publication costs.
Deposits by Contractor	In advance 110% of the agreed estimated cost of the improvements to be installed or the expenses to be incurred by the District.
Tap Reactivation Fee	\$130 per single family residential equivalent tap.

**Section 6. Equivalency for Non-Qualifying Residential Units.** For purposes of determining the equivalency of a non-qualifying residential unit sewer connection to the District’s wastewater collection system, the District shall continue to follow the methodology used by the Metro Water Recovery for determining the equivalency of a commercial tap, as the same now exists or may hereafter be amended from time to time.

**Section 7. Non-Qualifying Residential Tap Definition.** A non-qualifying residential tap connection is any connection that serves a structure which has multiple dwelling units such as an apartment, condominium, dormitories, retirement home, motel, hospital, etc. which has three or more dwelling units that are served through a common water service line and are classified by Metro as commercial for purposes of determining their equivalency.

**Section 8. Public Health and Safety.** The adoption of and/or re-affirmance rates as set forth above is necessary for and promotes the public health, welfare, and safety of the District’s inhabitants. It is hereby re-affirmed that all rates as set forth herein are effective as of April 1, 2022 and shall remain in effect until changed by the Board.

**Section 9. Section Amendment.** The aforementioned rates, fees and charges shall remain in effect until further action by the Board of Directors.

**Section 10. Rules and Regulations.** This Resolution shall supersede any contrary provision contained in the District’s Rules and Regulations, which shall be

modified as soon as reasonably practical to conform to the provisions set forth in this Resolution.

**APPROVED AND ADOPTED** on the 27th day of April 2022

**NORTHWEST LAKEWOOD  
SANITATION DISTRICT**

By: \_\_\_\_\_  
Gregory A. Fabisiak, Vice President

Attest:

\_\_\_\_\_  
James D. Zimmerman, Secretary

## **AGREEMENT FOR EMERGENCY MAINTENANCE SERVICES**

**THIS AGREEMENT FOR EMERGENCY MAINTENANCE SERVICES** (“Agreement”) is entered into this \_\_\_\_ day of \_\_\_\_\_, 2022 to be effective of as of \_\_\_\_\_, 2022, by and between the **NORTHWEST LAKEWOOD SANITATION DISTRICT**, a quasi-municipal corporation and political subdivision of the State of Colorado (“District”) and **DIAMOND CONTRACTING CORP.**, a Colorado corporation (“Contractor”) whose address is 18300 West Highway 72, Arvada, Colorado 80007, telephone number (303) 456-7666.

### **RECITALS**

**WHEREAS**, District owns, operates and maintains a sanitary sewer collection system (“Collection System” or “System”); and

**WHEREAS**, the District desires to retain a contractor that will respond 24 hours a day, 7 days a week and promptly provide such emergency repair and maintenance services as are necessary from time to time for the System; and

**WHEREAS**, Contractor has performed such services for the District in the past and District desires to continue receiving such services from Contractor during 2022; and

**WHEREAS**, Contractor represents that it has the personnel and expertise necessary to perform such services for the District, and that it has performed similar services for other public and private entities; and

**WHEREAS**, Contractor represents that it has a successful record of completing work of the highest quality with competent staff in a thorough and timely manner; and

**WHEREAS**, after reviewing the rates and other information provided by the Contractor on or about March 15, 2022, the District’s Board of Directors has determined to retain the Contractor to perform the required services, upon the terms and conditions specified below.

**NOW THEREFORE**, in consideration of the promises set forth herein, the District and Contractor agree as follows:

1. **Scope of Services.** Contractor agrees to provide emergency sanitary sewer repair and maintenance services for the System (“Emergency Services” or “Services”) in accordance with the Scope of Services described on **Exhibit A** (consisting of two pages), as attached hereto and incorporated herein by this reference.

2. **Notice to Proceed.** After the effective date of this Agreement and after District has received satisfactory Certificates of Insurance as required by Paragraph 15

below, District will notify Contractor of the need for Emergency Services as, when, and if such need arises by making a Request for Services.

The District, using one of its representatives identified in Paragraph 18 below, will notify Contractor of the need for Emergency Services on a case-by-case basis by calling Contractor by telephone at (303) 456-7666, or such other telephone number as Contractor shall hereinafter provide in writing to the District. At the time the call is made by an authorized representative of the District, the representative shall state the general property address where the Emergency Services are desired and generally indicate the type and nature of Emergency Services that are needed. Upon receipt of a call from an authorized District representative, Contractor will respond within two and a half (2.5) hours on workdays during normal business hours and within three (3) hours after normal business hours during weekdays, or at any time on the weekends or on holidays. Contractor will at all times maintain the capability of responding to at least two (2) different District sites on an emergency basis at the same time. For the purposes of this Agreement, the term "response by Contractor in an emergency situation" is defined as being onsite with an adequate number of personnel and proper equipment to commence and properly perform to completion all necessary Emergency Services.

3. **Completion of Work.** All Services required under this Agreement shall be performed in a timely manner and diligently completed once a Request for Services hereunder has been given by a District representative. Under no circumstances, however, shall Contractor be responsible for circumstances beyond Contractor's control, including but not limited to Acts of God, the work of other contractors, work not included in the initial Request for Services, weather problems, or other causes outside of Contractor's control which may delay completion.

4. **Confidentiality of Information.** Subject to the Public (Open) Records Act, Section 24-72-102, et. seq., C.R.S., as amended, Contractor will hold in strictest confidence all information furnished by the District or others during the performance of Services, including the results of any reports or investigations or observations made by Contractor or communicated to Contractor during its performance of Services. Contractor shall not disclose such information to others without the prior written consent of the District.

5. **Ownership of Work Product.** All documents of whatsoever kind or nature, if any, produced for the District as a result of the performance of Services under this Agreement by Contractor, including but not limited to all printed materials and electronic documents, shall be the sole property of the District and may not be used, sold or disposed of in any manner without prior written approval of the District's representative. All documents produced for the District as a result of Services performed hereunder shall be turned over to the District as and when completed.

6. **Contractor's Warranty.** Contractor guarantees that all Services performed hereunder will be performed in accordance with the standards of care prevailing in the Metro Denver community for services of this nature at the time the Services are performed.

In addition, and without in any way limiting the foregoing, Contractor guarantees that all Services performed hereunder, including all labor and materials shall be free from defects of whatsoever kind or nature, including defects in workmanship for a period of one (1) year from the date accepted by the District.

7. **Compensation.** The District shall compensate Contractor for Services performed under this Agreement on a time and material basis in accordance with the hourly rates and prices that are more particularly set forth on Contractor's Rate Schedule attached hereto as **Exhibit B** (consisting of one page) and incorporated herein by this reference.

The compensation to Contractor provided for by this Agreement is entire and complete. Contractor has not received and will not receive any other compensation in connection with this Agreement. Contractor warrants that it has not paid or promised to pay any compensation to anyone (except District approved subcontractors and the Contractor's officers and employees) in order to obtain this Agreement. It is further understood and agreed that, subject to the provisions of Paragraph 25 below, Contractor will contract with and pay directly all subcontractors, if any, retained by Contractor for any Services that are subcontracted by Contractor.

8. **Method of Payment.** Contractor shall invoice the District for all Services performed under this Agreement after the Services have been completed, inspected, and accepted by the District. Invoices submitted by Contractor shall include a description of the Services rendered and an itemization of the charges contained therein and, where practical, shall be supported by such data or documents substantiating Contractor's right to payment as the District's manager may reasonably require, including but not limited to, the date the Services were performed, the man hours worked, the name, position and rate of each employee involved in the performance of the Services, the equipment used and the number of hours used, and a list of materials including actual and billed cost, together with copies of requisitions from subcontractors and suppliers, where applicable.

It is contemplated that all invoices submitted by Contractor will normally be paid within thirty (30) to forty-five (45) days of receipt by the District. However, notwithstanding any other provision contained in this Agreement to the contrary, the District shall have the right to refuse to pay all or any portion of an invoice that is inconsistent with this Agreement. The District may reasonably delay payment until it can verify the accuracy of an invoice, obtain releases or waivers with respect to work covered in the invoice, or resolve a dispute with the Contractor regarding an invoice.

9. **Conflict of Interest.** During the term of this Agreement, Contractor shall not engage in any business or personal activities or practices or maintain any relationships that conflict in any way with the Contractor fully performing its obligations under this Agreement or compromises the effectiveness of Contractor.

10. **Records and Audits.** Contractor shall at all times maintain a system of accounting records in accordance with its normal billing procedures, together with

supporting documentation for all Services performed under this Agreement. Contractor shall make available for audit and reproduction by the District, all records, in whatever form, related to any and all Services performed under this Agreement. Contractor shall provide such availability during the term of this Agreement and for two (2) years thereafter. Contractor shall refund to the District any charges determined by any District audit to be inconsistent with this Agreement.

11. **Changes in Services.** The District shall have the right to order additions, deletions or changes to any Emergency Services authorized under this Agreement, so long as such changes are within the Scope of Services as attached to this Agreement as Exhibit A. Requests for material changes in any Services may be made by a District representative orally or in writing, provided, the oral request shall be confirmed by written request within two (2) days after the oral request. If the District directs Contractor to proceed with any material change, Contractor shall be paid for the change as agreed by the Parties.

12. **Independent Contractor.** In the performance of Services under this Agreement, Contractor shall be, for all purposes, an independent contractor and not an employee or agent of the District. Contractor and its employees and subcontractors, if any, shall in no way represent themselves to third parties as agents or employees of the District.

The District shall not supervise the work of the Contractor or instruct the Contractor on how to perform the Services. Contractor shall be responsible for the professional quality, technical accuracy, time of completion, and coordination of all Services rendered hereunder. Contractor agrees that all Services shall be performed in accordance with the District's engineering standards and specifications in effect the time the work is authorized, and in accordance with all applicable District rules, regulations, policies and procedures to the extent the Contractor is made aware of the same.

13. **No Unemployment Insurance or Workers' Compensation Benefits.** Contractor is not entitled to unemployment insurance or workers' compensation benefits as a result of the performance of Services for the District. Contractor is required to provide workers' compensation and unemployment insurance benefits for all contractor employees and/or subcontractors retained by Contractor.

14. **Payment of Taxes.** Contractor is fully liable for any federal and state income and withholding taxes, unemployment taxes, FICA taxes, and worker's compensation payments and premiums applicable to any Services, or additional services performed under this Agreement. Contractor shall indemnify the District for any liability resulting from nonpayment of any such taxes and sums.

15. **Insurance.** Neither Contractor nor any subcontractor, agent, or employee thereof shall commence work on any Services authorized under this Agreement until the following minimum insurance coverages have been obtained:

(a) **Workers' Compensation and Employer's Liability Insurance.**

Contractor and each subcontractor shall carry Worker's Compensation and Employer's Liability Insurance to cover liabilities under the laws of the State of Colorado in connection with the Services performed under this Agreement. Contractor and each subcontractor, if applicable, shall carrier a separate policy.

(b) **Commercial General Liability Insurance.**

Contractor and each subcontractor, if any, shall carry Commercial General Liability Insurance, which shall include blanket contractual liability coverage. Such insurance shall be in the amount of \$387,000 for each occurrence and \$1,093,000 general aggregate in combined single limit coverage for bodily injury and property damage.

(c) **Automobile Liability Insurance.**

Contractor and each subcontractor, if applicable, shall carry Automobile Liability Insurance to include owned, non-owned and hired vehicles used in the performance of Services under this Agreement. Such insurance shall be in the amount of \$387,000 per occurrence and \$1,093,000 general aggregate and combined single limit coverage for bodily injury and property damage.

The required Commercial General Liability and Automobile Liability policies shall: (i) name the District as an additional insured for coverage only, with no premium payment obligation; and (ii) provide that the coverage for the District shall not be impaired by Contractor's or any subcontractors' failure to comply with any of the terms or conditions of the policy. Contractor and each subcontractor shall provide Certificates of Insurance (and renewals thereof) identifying this Agreement and demonstrating that the required coverage have been obtained. Contractor shall not allow any subcontractor, agent or employee to commence work on any Services until appropriate Certificates of Insurance has been obtained and approved by the District. The coverages specified in each Certificate of Insurance shall not be terminated, reduced or modified without providing at least thirty (30) prior written days' notice to the District.

16. **Compliance with Laws.**

(a) **Excavation Statute.**

In performing Services, under this Agreement, Contractor shall at all times comply with all applicable laws, rules and regulations, including but not limited to the Colorado Workers' Compensation Act and all federal, state and local laws. By way of explanation and not limitation Contractor shall comply with all certification and training requirements required by Section 25-9-101, C.R.S., et. seq., and all notification and other requirements imposed by the Excavation Requirements Statute 9-1.5-101, C.R.S., et. seq., including notifying the Utility Notification Center of Colorado (UNCC) for locates prior to any excavation. Contractor warrants and represents to the District that all work performed hereunder by Contractor on the District's System shall be performed by or under the supervision of an employee of Contractor who has obtained all certifications and satisfied all education requirements necessary to perform Services on the District's System as required by law. At a minimum, each such employee shall be at least a Class 3 Wastewater Collection System Operator and a Class 3 Water Distribution System



Operator as certified by the Water and Wastewater Facility Operator's Certification Board of Colorado.

The Contractor shall obtain all street cut permits when necessary and Contractor agrees to perform all work, including but not limited to the excavation, backfilling and compaction of any excavation in strict compliance with the requirements set forth in any and all street cut permits that are obtained by the District.

(b) **Workers Without Authorization.** In addition to Paragraph 16 (a) above, Contractor certifies that Contractor shall comply with the provisions of Section 8-17.5-101, C.R.S., et seq. Contractor shall not knowingly employ or contract with a worker without authorization to perform Services under this Agreement or enter into a contract with a subcontractor that knowingly employs or contracts with a worker without authorization. The Contractor represents, warrants, and agrees that it has confirmed the employment eligibility of all employees who are newly hired for employment to perform Services under this Agreement through participation in either the E-Verify Program or the Department Program described in Section 8-17.5-101, C.R.S. The Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed. If the Contractor obtains actual knowledge that a subcontractor performing Services under this Agreement knowingly employs or contracts with a worker without authorization, the Contractor shall: (i) notify the subcontractor and the District within three (3) days that the Contractor has actual knowledge that the subcontractor is employing or contracting with a worker without authorization; and (ii) terminate the subcontract with the subcontractor if within three (3) days of receiving such notice, the subcontractor does not stop employing or contracting with the worker without authorization, unless the subcontractor provides information to establish that the subcontractor has not knowingly employed or contract with a worker without authorization. Contractor shall comply with all reasonable requests made in the course of an investigation by the Colorado Department of Labor and Employment. If Contractor fails to comply with any requirement of Section 8-17.5-102(2), C.R.S., the District may terminate this Agreement for breach and the Contractor shall be liable for actual damages to the District. If the Contractor participates in the Department Program, Contractor shall provide the affirmation required under Section 8-17.5-102(5)(e)(III), C.R.S., to the District.

17. **Indemnification.** Contractor hereby expressly agrees to defend, indemnify and hold harmless the District, its officers, agents, employees and insurers against any and all liability, loss, damage, action, cause of action or expense of whatsoever kind or nature (including court costs and reasonable attorneys' fees) which may result from any loss, injury, death or damage allegedly sustained by any person, firm, corporation or other entity, which arises out of or is caused by any negligent or wrongful act or omission of the Contractor, its officers, agents or employees (or the Contractor's subcontractors, or any of said subcontractor's officers, agents or employees) in connection with, or in any way arising out of this Agreement. Contractor's obligation to defend and indemnify shall survive termination of this Agreement.

18. **Communications.** District hereby designates Steve Beck, its manager and Bill Willis from Martin/Martin Consulting Engineers, the District's engineer, or any other authorized representative of the manager and/or Martin/Martin, Inc., as the District's representatives for purposes of communicating with Contractor. District may change its designated representative or name additional representatives from time to time by written notice to Contractor.

Contractor hereby designates Christopher Redding, Contractor's President, or any other authorized representative of Contractor, as its representative who will give information to and receive information from District. Contractor may change its designated representative or name additional representatives from time to time by written notice to District.

19. **Acceptance Not A Waiver.** The District's approval of any Services and the payment therefore shall not in any way relieve Contractor of responsibility for the quality of the workmanship and materials incorporated into any job or project. The District's approval, acceptance of, or payment for any Services shall not be construed to operate as a waiver of the District's rights under this Agreement, or of any cause of action arising out of the performance of this Agreement.

20. **Term.** This Agreement shall commence on April 1, 2022, and shall expire on December 31, 2022 ("Initial Term"), unless sooner terminated or extended as provided herein. The Term of this Agreement shall be automatically extended and renewed for two (2) separate and successive periods of one (1) year each (each an "Extension Period") unless District or Contractor provides the other Party with a notice of non-renewal at least ninety (90) days prior to the expiration of the then-existing Term. During extension of the Term of this Agreement, all terms, covenants, and conditions of this Agreement shall be and remain in full force and effect. For purposes of this Agreement, the Initial Term and the Extension Periods (to the extent neither Party delivers a notice of non-renewal) shall be referred to as the "Term" of the Agreement.

21. **Suspension/Termination.** The District reserves the exclusive right to suspend all or any portion of the Services by giving fourteen (14) days prior written notice to the Contractor. The District may also terminate this Agreement for any reason upon thirty (30) days prior written notice to the Contractor. If this Agreement is terminated or suspended either in whole or in part, the District shall pay the Contractor equitably for all Services properly performed prior to the effective date of such suspension or termination. If any of the Emergency Services authorized hereunder are suspended by the District and the Contractor is not given an order to resume work within thirty (30) days from the effective date of the suspension, this Agreement shall be considered terminated. Upon termination, Contractor shall immediately deliver to the District any documents then in existence that have been prepared by the Contractor pursuant to this Agreement.

22. **Default.** Every term and condition of this Agreement shall be deemed to be a material element of this Agreement. In the event either Party shall fail or refuse to perform

according to the material terms of this Agreement, such Party may be declared in default by the other Party by a written notice.

23. **Remedies.** In the event a Party has been declared in default, such defaulting Party shall be allowed a period of fifteen (15) days within which to correct or commence correcting, the default. In the event the default has not been correct or begun to be corrected, or the defaulting Party has ceased to pursue the correction with due diligence, the Party declaring default may elect to: (i) terminate this agreement and seek damages; (ii) treat the Agreement as continuing and require specific performance; or (iii) avail itself of any other remedy at law or equity. In the event Contractor fails or neglects to perform the Services of this Agreement, the District may elect to correct such deficiencies and charge consultant for the full cost of the corrections.

24. **No Multiple Fiscal Year Obligations.** No provision of this Agreement shall be construed or interpreted as creating an indebtedness or a multiple fiscal year direct or indirect debt or other multiple year financial obligation whatsoever of District within the meaning of any constitutional or statutory debt limitation provision including, without limitation, Article XI, Sections 1, 2, and 6 and Article X, Section 20 of the Colorado Constitution. This Agreement shall not directly or indirectly obligate the District to make any payment beyond the funds legally available to it for the then current fiscal year. No provision of this Agreement shall be construed to pledge or create a lien on any class or source of monies of the District, nor shall any provision of this Agreement restrict or limit the discretion of the District in the budgeting and appropriation of its funds. Further, the District shall notify Contractor if funds are exhausted for any fiscal year, and Contractor may, at its discretion, decide whether to continue working for the District during that fiscal year.

25. **Assignment and Subcontractors.** Contractor shall not assign to any other person or firm the performance of any of the Services hereunder in whole or in part, without the prior written approval of the District, which may be withheld for any reason. All work under this Agreement shall be performed under Contractor's direct supervision and control. Subject to the provisions of this Paragraph 25, this Agreement shall bind and inure to the benefit of the Parties hereto and their respective successors and assigns.

26. **Non-Exclusive Agreement.** District and Contractor agree that this not an exclusive agreement, and District may retain other contractors to perform similar services, at the District's sole discretion.

27. **Compliance with Bid Statutes.** Except for emergencies, nothing contained in this Agreement shall be construed as authorizing Contractor to perform any work that by law the District may contract for only through the public bid process required under the provisions of Section 32-1-1001(1)(d)(I), C.R.S.

28. **Force Majeure.** The Parties shall not be responsible for any failure or delay in the performance of any obligations under this Agreement caused by Acts of God, flood, fire, war or public enemy.

29. **Governing Law.** This Agreement shall be governed by and construed under the laws of the State of Colorado.

30. **Governmental Immunity.** The Parties understand and agree that the District is relying upon, and has not waived, the monetary limitations of \$387,000 per person, \$1,093,000 per occurrence, and all other rights, immunities and protections provided the District by the Colorado Governmental Immunity Act, Section 24-10-101, et. seq., C.R.S., at the Act now exists or may hereafter be amended from time to time.

31. **Entire Agreement.** This Agreement constitutes the entire Agreement between the District and Contractor and replaces all prior written or oral agreements and understandings. It may be altered, amended or repealed, only by a duly executed written instrument.

32. **Effective Date.** This Agreement shall be effective in accordance with its terms as of April 1, 2022.

33. **Interpretation.** If there is any uncertainty in the interpretation of any provision of this Agreement, all of the provision of this Agreement shall be construed on the basis that all Parties hereto assisted in the drafting and finalization hereof.

34. **Severability.** The terms of this Agreement are severable. If any term of this Agreement is found to be unlawful, the remaining terms shall remain in full force and effect, and the Parties agree to negotiate a substitute term of equivalent value or effect.

35. **Special District Act.** This Agreement is made under and is conformable to all of the requirements imposed by law upon a special district operating in the State of Colorado by the Colorado, including but not limited to, the Colorado Special District Act, Section 32-1-101, et. seq., C.R.S. In so far as applicable, the Special District Act and any other provision of law pursuant to which the District operates shall supersede any apparently conflicting provisions otherwise contained in this Agreement.

36. **Notice.** All notices required or given under this Agreement shall be in writing and shall be deemed effective: (i) when delivered personally to other Party; or (ii) seven (7) days after depositing in the United States Mail, First Class Postage Prepaid, addressed as follows: or (iii) when sent by facsimile transmission and receipt is confirmed by returned facsimile transmission.

If to Contractor: Christopher Redding, President  
Diamond Contracting Corp.  
18300 West Highway 72  
Arvada, Colorado 80007

If to District: Steve Beck, Manager  
Special District Management Services, Inc.  
141 Union Blvd, Suite 150  
Lakewood, Colorado 80227

With a Copy To: Timothy J. Flynn  
Collins Cole Flynn Winn & Ulmer, PLLC  
165 South Union Blvd., Suite 785  
Denver, Colorado 80228

Or such other persons or addresses that the Parties may hereafter designate in writing.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement in duplicate original as of this \_\_\_ day of \_\_\_\_\_, 2022.

This Agreement must have the signature of an authorized representative of Contractor and the District on both original copies.

**NORTHWEST LAKEWOOD SANITATION DISTRICT**, a quasi-municipal corporation and political subdivision of the State of Colorado

By: \_\_\_\_\_  
Gregory A. Fabisiak, Vice  
President/Treasurer

Attest:

\_\_\_\_\_  
James D. Zimmerman, Secretary

**DIAMOND CONTRACTING CORP.**, a  
Colorado corporation

By: \_\_\_\_\_  
Christopher Redding, President

## EXHIBIT "A"

### **Scope of Services**

Contractor agrees to supply all necessary labor, equipment, and material to fully perform the following:

A. Emergency Repair and Maintenance Services.

Contractor shall maintain at all times, at its sole cost and expense, a 24-hour message receiving service capable of receiving emergency calls and conveying them in time for prompt, effective response and repair. Contractor will respond to an emergency situation within two and a half (2.5) hours of receiving an emergency call on workdays during normal business hours and within three (3) hours during the evening, on weekends, or on holidays. Contractor shall at all times maintain the capability of responding to at least two different sites within the District on an emergency basis at the same time.

Contractor agrees to maintain a broad range of commonly used sanitary sewer repair materials, including, but not limited to, pipe repair clamps, pipe couplings, and sanitary sewer pipe of various sizes. Said materials shall be provided upon the approval of an authorized District employee at a cost not to exceed the Contractor's actual cost plus twenty (20%) percent. Contractor shall arrange to purchase all materials using the District's tax-exempt status and tax-exempt number so that the District does not pay any sales tax for materials supplied by Contractor.

B. Excavation/Backfill Activities.

When excavation is required in Jefferson County, the City of Wheat Ridge, Golden, or Lakewood, Contractor shall perform work in compliance with all applicable County and/or City regulations. Contractor shall not be responsible for obtaining County or City street cut permits but will be responsible for complying with all City and County excavation, backfill and compaction requirements. Excavation and backfilling services shall include street resurfacing, provided, however, the District reserves the right to obtain street resurfacing services from another contractor upon providing written notice to Contractor that District intends to exercise this right.

C. Designation of Emergency Situations.

The District shall have complete discretion for determining when a repair or maintenance situation is deemed an emergency requiring the immediate response of the Contractor.

D. Miscellaneous.

The District's primary objective in entering into this Agreement is to obtain emergency repair and maintenance services when needed and to the extent necessary, as determined by the District, to fully repair and/or restore any unintended sewer blockage or other damage or malfunctions sustained by District sewer lines, manholes and related appurtenances from time to time. The emergency services to be provided by Contractor hereunder shall include any services reasonably inferable by Contractor as necessary to produce the results intended by this Agreement.

## EXHIBIT "B"

### 2020 T&M Rates

18300 W. Hwy. 72  
Arvada, CO 80007  
Email: DCCPIPE@yahoo.com  
Office: (303)456-7666



Labor Rates					
Item	Description	Qty	Unit	Unit Price	Total Price
1	Superintendant/Estimator		HR	83	
2	Foreman		HR	60	
3	Operator		HR	58	
4	Pipelayer		HR	50	
5	Laborer		HR	41	
6	Flagger		HR	32	
7	Truck Driver		HR	55	

Equipment Rates					
Item	Description	Qty	Unit	Unit Price	Total Price
8	Excavator - PC 35		HR	40	
9	Excavator - PC 88		HR	45	
10	Excavator - PC 138		HR	55	
11	Excavator - PC 200		HR	100	
12	Excavator - PC 220		HR	105	
13	Loader - WA 150		HR	95	
14	Loader - WA 200		HR	110	
15	Tandem Dump Truck		HR	65	
16	Semi w/Side dump		HR	100	
17	Semi w/Lowboy		HR	100	
18	Bobcat Skid loader		HR	40	
19	Small Equipment*		DAY	175	
20	Job Truck w/ tools		HR	40	

Service Rates					
Item	Description	Qty	Unit	Unit Price	Total Price
21	Trench Milling*		FT	2.25	
22	Mobilization		HR	155	
23	TCS & Truck*		HR	75	

- Billings based upon time and material sheet documented by DCC
- Pricing does not include overtime, multiply hourly rate by 1.5 for labor hours above 40hrs/week
- Night work will be billed as overtime rate for labor and \$20/HR will be added on equipment
- Payment due net 30, no retainage held

\*small equipment includes; jumping jack, trench box, generator, demo saw, trash pump, plate compactor, arrow boards, etc.

\*Trench Milling includes all labor and equipment needed for work.

\*TCS & Truck includes MHT design & implementation in field



# Kristi Estes, Principal, [kristi@cig-pr.com](mailto:kristi@cig-pr.com)



Calm, methodical and detail-oriented, Kristi brings 110% to work every day, and she's never satisfied with "good enough." Clients love her not only for her unparalleled commitment to quality, but because of her peaceful demeanor, even-keeled personality and poker face. An amazing photographer and former journalist, she possesses excellent writing skills, strong leadership qualities, a strategic media mind and a creative soul.

Kristi has been with CIG since the company's inception. She currently manages day-to-day operations at CIG and oversees communication efforts on the Central 70 Project, I-25 North Express Lanes Segments 5 & 6, and the Colorado Department of Transportation's (CDOT) High Performance Transportation Enterprise (HPTE). She previously managed the public information team for CDOT's US 36 Express Lanes Project. Prior to her involvement with US 36, Kristi provided strategic counsel to the public information team for the Regional Transportation District's (RTD) multi-billion-dollar FasTracks program, implementing and managing a comprehensive communications plan designed to shape and influence public perception and build support for the high-impact public project.

Before joining CIG, Kristi served as the community and business manager for Denver's Transportation Expansion (T-REX) Project, where she was responsible for creating and implementing overall project messaging for the \$1.67 billion public improvement project. She also served as the point-person for public involvement for the Elati Light Rail Maintenance Facility, managing community relations for the controversial build. Kristi also served as communication specialist for the I-225 Major Investment Study (MIS), coordinating programs in public involvement and facilitating public meetings.

Bachelor of Arts in journalism, Metropolitan State University

Accredited in Public Relations (APR) through the Public Relations Society of America (PRSA)



# We tell your story, you get the glory.

You're working hard to shape our communities, and we want you to have the most positive impact possible. Our team will go the extra mile until we've crafted the best strategy and narrative for your unique story. Then we'll roll up our sleeves and work alongside you until you get the desired result.

Let's build a relationship and help evolve your stories and strategies over time.

**Public Relations**

**Public Information**

**Creative**

**Events**

# Public Relations

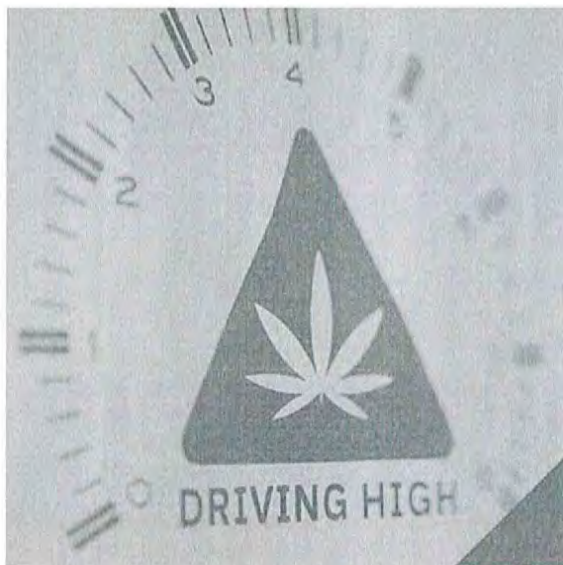
You have a story to tell, and we're eager to help you tell it. We're PR and marketing pros who can effectively communicate nuanced and technical messages so your audience hears you, understands who you are, and gets what you have to say. We bring the calm in the chaos as well as a clear path to achieving your strategic communication goals.

If we haven't seen it all in the PR world, we're close. Our range of experience gives us the confidence to take on any challenge. Education and behavior change campaigns, reputation management, brand identity, media relations — you name it, we'll craft a plan for you.

# What We Do

- Strategic planning
- Issue and crisis management
- Internal/external communications
- Community involvement
- Media relations

**SEE MORE +**



Questions? Please reach out to [connect@cig-pr.com](mailto:connect@cig-pr.com)

# Public Information

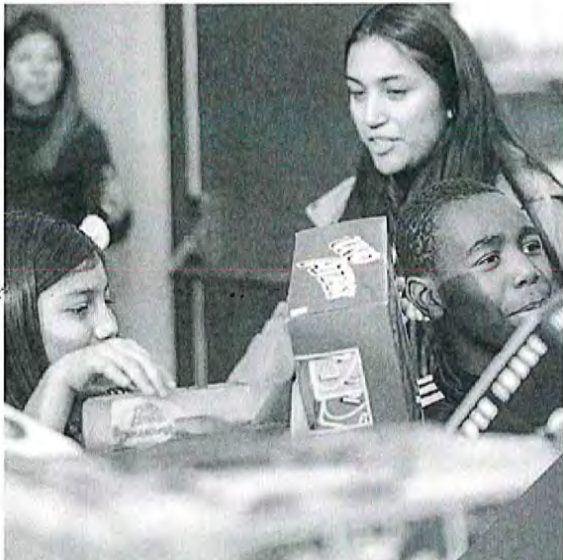
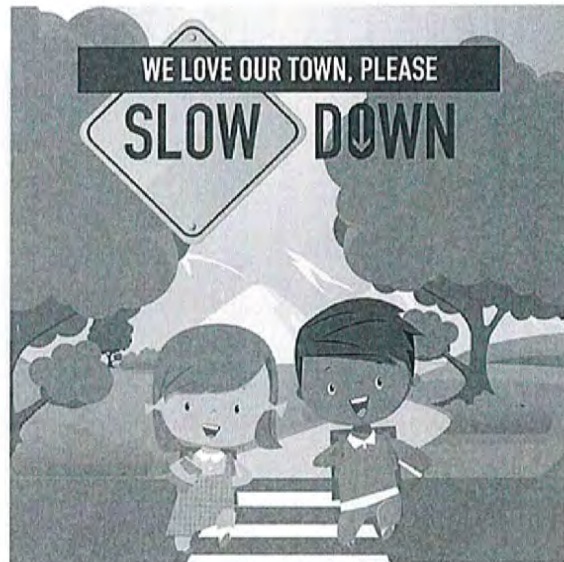
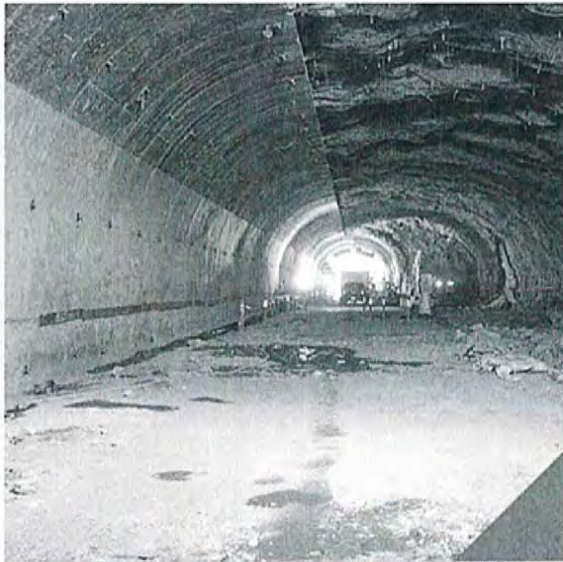
You have an infrastructure project that needs public involvement and information — so that's where our team of experts comes in. At CIG, our roots are in public information (PI) and we can do it all — no challenge is too big or too small. Our team is skilled at creating strategies and tactics for both gathering input (i.e. during the project planning phase) and providing information (i.e. during construction).

We're your front lines when it comes to communicating what the public needs to know, as well as addressing potential issues you didn't even know you have or will have. We can hit the ground running with a comprehensive game plan and reach out to your audience in a variety of ways including written collateral, interpersonal communications and electronic messages.

# What We Do

- Strategic communications
- Communications outreach
- Social media planning and outreach
- Crisis communications
- Issues management processes

**SEE MORE +**



Questions? Please reach out to [connect@cig-pr.com](mailto:connect@cig-pr.com)

# Creative

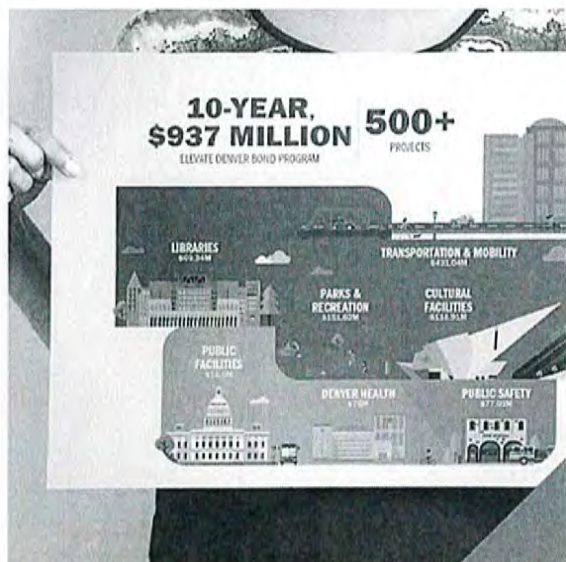
The best creative isn't just beautiful, it's powerful and effective. And when it comes to crafting your message, we are passionate about using our talents to help you shape our community. Every creative execution is designed to enhance your message, educate the public, provoke emotion, and ignite behavior change.

So think of us as more than designers, copywriters and art directors. We're strategic problem solvers that work hand in hand with our PR, PI and Events teams to come up with customized solutions that best tell your story and deliver the results you seek.

## What We Do

- Branding
- Campaign concept development
- Copywriting
- Digital and print advertising
- Web design and development

## SEE MORE +





Questions? Please reach out to [connect@cig-pr.com](mailto:connect@cig-pr.com)

# Events

Our highly-experienced team specializes in crafting events that reflect your organization's identity and make a lasting impact. We help our clients focus on the big picture while we work behind the scenes to make an event flow seamlessly.

A great event takes weeks, months or even a year to plan — culminating in one special day. CIG will partner with you every step of the way to leverage our knowledge and contacts in the event industry to make your vision a reality. Our team can tackle all the details and complexity of event planning with precision and poise — and in the process, we'll make your life a whole lot easier.

We're process-driven, deadline-critical, budget-conscious, and focused on giving your event the legacy it deserves.

# What We Do

- Groundbreakings, grand openings and milestone events
- Media events
- Fundraising galas
- Product and brand launches
- Civic, international, and cultural events

**SEE MORE +**



Questions? Please reach out to [connect@cig-pr.com](mailto:connect@cig-pr.com)

## Our Impact

1660 Lincoln St.  
Suite 1800  
Denver, CO 80264  
303.670.2537  
[connect@cig-pr.com](mailto:connect@cig-pr.com)

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"CRL has been, and continues to be, invaluable in helping us understand Denver-specific co

- Marisa Moret, Airbnb Public Policy Mar



## Partners in Progress

Our experienced public affairs professionals specialize in bringing your visions to life.

Our Colorado roots run deep, giving us the ability to move issues forward in creative and inclusive ways. Established in 1981 on a foundation of deep knowledge and trusted relationships, CRL has grown into a diverse team of lobbyists with a wide range of skills and thorough knowledge of our community. We provide more than 130 years of combined public affairs experience and an unrivaled commitment to our clients.

### Trusted. Connected. Collaborative.

No project is too big or small for our team. Whether it's successfully navigating legislation, collaborating on diverse public policy issues or paving the way for important transportation or land use initiatives, we make projects happen through our:

- In-depth institutional knowledge and understanding of how local public policy is developed
- Experience navigating the public and private sectors in a range of areas, including infrastructure, land use and affordable housing, as well as political campaigns and important ballot initiatives
- Trusted relationships with leaders in communities throughout Colorado
- Passion for listening to people with varied interests and transparently engaging with them to find common ground
- Commitment to overcoming obstacles through hard work and creative solutions

## Explore Our Work

We also help clients create change through public policy, coalition building and community advocacy. Whether it's building consensus on local government policies, running public engagement campaigns on issues such as housing, public health and transportation; or educating the public about important ballot measures, we develop winning strategies that garner results.

Our projects range in size, type and geography, so we're flexible and experienced on a broad array of issues. Whether it's a major urban redevelopment or a small-town municipal issue, we're dedicated to championing progress in Colorado.

[View Our Work](#)

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"Without the insight and high quality work of CRL, the National Western E

*- Paul Andrews, President and CFO, National West*

## Shaping Communities, Shaping Lives

Our public affairs professionals are committed to helping your team succeed.

Completing a new project or advancing an important issue can be complicated. Obstacles often include regulatory hurdles, community concerns or disagreement between decision-makers. We bring more than 130 years of collective public affairs experience to help clients navigate complex situations and accomplish their goals.

### Sectors We Work In

Our work exists at the intersection of private enterprise and public policy, and our reach is broad. We connect clients with top decision-makers, perform community outreach and transform public policy in sectors including:

- Associations
- Aviation
- Construction
- Emerging Technology
- Energy
- Healthcare
- Hospitality and Tourism
- Non-profits
- Public Sector
- Real Estate, Land Use and Development (zoning, entitlements, permits)
- Special Districts
- Sports and Entertainment
- Telecommunications
- Trade industries
- Transportation, Transit and Infrastructure
- Utilities

## Our Services

Clients bring us in when the stakes are high: during a project launch, transition or crisis. As a trusted and collaborative partner, we offer the following services:

- Lobbying
- Public Affairs
- Government Affairs
- Business Development
- Public Engagement
- Telephone Town Halls
- Campaign Management
- Strategic Communications

## Talk to an Expert

Discover how we can help you overcome an obstacle or realize your goals.

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"CRL has been, and continues to be, invaluable in helping us understand Denver-specific co

- Marisa Moret, Airbnb Public Policy Mar



## Roger Sherman

Partner



Roger Sherman joined CRL Associates with a highly regarded reputation for his skills in coalition building, community outreach and public positioning. He is experienced at forging links between diverse interests and groups, applying careful listening while treating all sides with respect. He approaches CRL's work with the mentality that there is no problem too complicated to solve or idea too big for finding common ground.



Roger has worked significantly with clients in the transportation and public policy sectors, and has been a strategic consultant to a number of transportation-related initiatives in urban markets around the country. He also has a strong history of work in the area of campaign strategy, from top to bottom - budgeting, campaign planning, fundraising, marketing, and more.

He is an alumni of Colorado State University, and today serves on the Board of Directors for [SafeHouse Denver](#), helping victims of domestic violence

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## **Northwest Lakewood Sanitation District**

### **Monthly Report**

### **March 1-31, 2022**

Tues	3/1	Performed 1 tap replacement inspection at 13486 W. 34 <sup>th</sup> Pl. Performed 4 locates. Performed 1 bore meet locate.
Thurs	3/3	Performed 3 work orders. Performed 1 locate. Performed 1 bore meet locate.
Fri	3/4	Performed 1 tap replacement inspection at 1100 Yank St. Responded to a possible back-up at 2535 Swadley St. Performed 2 locates.
Sat	3/5	Responded via phone to an emergency locate at 2535 Swadley St. for a sewer service repair.
Tues	3/8	Performed 3 locates. Performed 3 bore meet locates.
Wed	3/9	Performed 3 locates. Performed 4 bore meet locates.
Fri	3/11	Performed 4 locates. Performed 2 bore meet locates. Performed 1 tap replacement inspection at 10351 W. 23 <sup>rd</sup> Pl.
Mon	3/14	Performed 2 locates.
Tues	3/15	Performed 1 passing grease trap inspection. Performed 1 locate. Performed 2 bore meet locates. Responded with the jet truck to a possible back-up at 2440 Miller St. outside of normal business hours.
Wed	3/16	Responded via phone to 1 emergency locate at 12600 W. Colfax Ave. for an electric main repair, outside of normal business hours. Performed 2 tap inspections: 40 Skyline Dr. 2100 Braun Dr. Performed 1 locate.

		Performed 2 bore meet locates.
Thurs	3/17	Performed 1 work order. Responded to request to jet line at 2100 Braun Dr. to remove debris from a point repair. Performed 1 locate. Performed 1 bore meet locate.
Fri	3/18	Performed 4 locates. Performed 4 bore meet locates.
Sat	3/19	Responded onsite to a back-up at 11021 W. 27 <sup>th</sup> Pl. outside of normal business hours.
Tues	3/22	Performed 1 tap replacement inspection at 2545 Robb St. Performed post jetting video inspection for the back-up at 11021 W. 27 <sup>th</sup> Pl. Performed 3 locates.
Wed	3/23	Performed 1 work order. Performed 2 locates. Performed 4 bore meet locates.
Thurs	3/24	Performed 1 tap inspection at 13595 W. 23 <sup>rd</sup> Pl. Performed 3 locates. Performed 13 bore meet locates.
Sat	3/26	Responded via phone to 1 emergency locate at 2558 Alkire St. for a sewer service repair, outside of normal business hours.
Mon	3/28	Responded onsite to 1 emergency locate at 1500 Orchard Dr. for a ditch pipe removal, during normal business hours. Performed 5 locates.
Tues	3/29	Performed 3 locates. Performed 1 bore meet locate.
Wed	3/30	Performed 1 tap inspection at 12855 W. 16 <sup>th</sup> Dr. Performed 5 locates. Performed 1 bore meet locate.
Thurs	3/31	Performed 4 locates. Performed 1 bore meet locate.

<b>Task #3 - Maintenance Services</b>				
	<b>Projected 2022 Footage</b>	<b>YTD Actual 2022 Footage</b>	<b>Current Monthly 2022 Footage</b>	<b>YTD Percentage 2022</b>
	<b>Zone A</b>			
<b>Jetting</b>				
14" or Less				
15 or More"				
Easement				
<b>Total Jetting</b>	<b>112,098.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0%</b>
<b>Televising</b>				
14" or Less				
15 or More"				
<b>Total Televising</b>	<b>112,098.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0%</b>
<b>Accelerated Maintenance</b>				
Non-Routine Jetting		<b>1,195.0</b>	<b>1,195.0</b>	
Non-Routine Televising		<b>160.0</b>	<b>160.0</b>	
Hot Spot Jetting				<b>0%</b>
Hot Spot Televising				<b>0%</b>
Accelerated Jetting		<b>1,068.0</b>	<b>1,068.0</b>	<b>0%</b>
Annual Root Televising				<b>0%</b>
Annual Root Cut				<b>0%</b>
Annual Mineral Cleaning				<b>0%</b>
Annual Mineral Televising				<b>0%</b>
<b>Total Accelerated Maintenance</b>	<b>0.0</b>	<b>2,423.0</b>	<b>2,423.0</b>	<b>0%</b>
<b>Total Length of Cleaning</b>	<b>112,098.0</b>	<b>1,068.0</b>	<b>1,068.0</b>	<b>1%</b>
<b>Total Length of Televising</b>	<b>112,098.0</b>	<b>160.0</b>	<b>160.0</b>	<b>0%</b>
<b>Total Task #3</b>	<b>224,196.0</b>	<b>3,651.0</b>	<b>3,651.0</b>	<b>2%</b>

**Northwest Lakewood Sanitation District**  
**Summary for February 1-28, 2022**

**March 4, 2022**  
**2535 Swadley St.**  
**Possible Back-Up**

On Friday, March 4, 2022, at 2:15pm, Ismael Gomez of REC. Inc. was contacted by Steve Beck (303-987-0835) of Special District Management Services for Northwest Lakewood Sanitation District, regarding the homeowner at 2535 Swadley St. having issues with their service lateral and believing the issue to be at the District main. Ismael arrived on site and met with Galvan's Plumbing to locate the clean out in the neighbor's yard, as the service lateral goes east through the neighbor's property on the north side by the fence line and connects to the District main at the easement. Ismael and Galvan's Plumbing found the clean out, scoped the service lateral, saw it was full of roots and observed the District main to be clear with no standing water or obstruction. Ismael then cleared Northwest Lakewood Sanitation District, departed the site, and informed Mr. Beck of his findings. No further action is needed at this time.

**Total time on this issue: Ismael Gomez – 1.0hrs.**

**March 5, 2022**  
**2535 Swadley St.**  
**Emergency Locate**

On Saturday, March 5, 2022, at 8:00am, Ismael Gomez of REC. Inc. was contacted by the after-hours service regarding an emergency locate at 2535 Swadley St. for a sewer service repair. Ismael contacted Manny Guerrero (720-312-9102) of Pipeline Solutions to get more information about the work to be performed, and Mr. Guerrero informed him they were going to repair a section of the service lateral in the front yard and add a set of clean-outs. Ismael informed him the District main is clear of the work area, and they did not need an inspection for the point repair, but if anything changes to call him, Ismael, back. Ismael cleared Northwest Lakewood Sanitation District. No further action is needed at this time.

**Total time on this issue: Ismael Gomez -- .50hrs.**

**March 15, 2022**  
**2440 Miller St.**  
**Possible Back-Up**

On Tuesday, March 15, 2022, at 8:30pm, Dustin Anderson of REC. Inc. received a phone call from Ismael Gomez, of REC. Inc., dispatching him to a possible sewer back-up at 2440 Miller St. Dustin contacted Jeff LeBeck also of REC. Inc., requesting assistance with this issue, and they met at the Arvada office to pick up the jet truck. Dustin and Jeff stopped at a Consolidated Mutual Water fire hydrant on Quail St., topped off the water supply in the jet truck, arrived on site, and set up on MH GG-2, located on W. 25<sup>th</sup> Ave., to jet the pipe between MH GG-4 and GG-2. When Jeff opened manhole GG-2, normal flows were observed. Dustin and Jeff proceeded to jet approximately 730ft. in total from this manhole, with the hose and nozzle making the distance with no obstruction or slowdown. Flows were observed to be normal with no debris when the hose and nozzle were removed. Dustin contacted the homeowner, Dustin Schmitt 720-480-4746, and asked if the sewer back-up at the residence had subsided. Mr. Schmitt stated it had not and Dustin informed Mr. Schmitt the sewer main was clear and the issue was in the private sewer line of the residence. Mr. Schmitt acknowledged the issue was his responsibility and thanked REC. Inc. for their help. Dustin and Jeff packed up the jet truck and departed the site. No further action is needed at this time.

**Total time on this issue: Dustin Anderson – 3.0hrs.**  
**Jeff LeBeck – 2.25hrs.**

**March 16, 2022**  
**12600 W. Colfax Ave.**  
**Emergency Locate**

On Wednesday, March 16, 2022, at 6:30pm, Dustin Anderson of REC. Inc. was contacted via email from Colo811 regarding an emergency locate at 12600 W. Colfax Ave. for an electric main repair. Dustin called Dumitru Soare (720-597-2033) of Sturgeon Electric, to obtain more information about the work area, and determined this area was not by the District main. Dustin cleared Northwest Lakewood Sanitation District. No further action is needed at this time.

**Total time on this issue: Dustin Anderson -- .50hrs.**

**March 17, 2022**  
**2100 Braun Dr.**  
**Debris in District Main**

On Thursday, March 17, 2022, at 10:30am, Robert LaBarge and Jeff LeBeck both of REC. Inc. were dispatched by Ismael Gomez also of REC. Inc. to jet clean the District main at 2100 Braun Dr. to collect any debris that may have entered the line from the recent point repair done on Wednesday, March 16, 2022. Robert and Jeff arrived on site and proceeded to jet the District main between manholes ZC-8 and ZC-7 for a total of 300ft. and removed several river rocks from the line. Normal flows were observed in the District main upon completion. Robert and Jeff departed the site. No further action if needed at this time.

**Total time on this issue: Robert LaBarge – 1.25hrs.**  
**Jeff LeBeck – 1.25hrs.**

**March 19, 2022**  
**11021 W. 27<sup>th</sup> Pl.**  
**Back-Up**

On Saturday, March 19, 2022, at 8:00pm, Mark Doody of REC. Inc. was contacted by the After-Hours Service regarding a back-up at 11021 W. 27<sup>th</sup> Pl. Mark contacted Jane Dvorak (303-919-9275), the homeowner, and was informed a plumber told her and her husband the manhole in front of their house was holding water. Mark contacted Jeff LeBeck also of REC. Inc. and requested assistance with this issue. Mark and Jeff arrived on site in the jet truck and opened MH C-4B-4 and found it was indeed surcharged. They proceeded to open and set up on MH C-4B-3 and began to jet clean the line. While jetting they encountered a slight obstruction at approximately 150ft., broke through the clog which consisted of roots and flushable wipes, and cleared the debris from the District main. At this time Ken Dvorak, the homeowner, contacted Mark and Jeff and when they asked Mr. Dvorak about damages due to the back-up, Mr. Dvorak responded they were going to shampoo the carpet, which was only a little wet, as most of the water was contained within the tiled laundry room. Mark told Mr. Dvorak that Mrs. Dvorak had his number and please call him if anything changed. With the District main flows restored, Mark and Jeff departed the site. This line will be videoed within the next few days. This is an ongoing matter.

**Total time on this issue: Mark Doody – 2.50hrs.**  
**Jeff LeBeck – 2.50hrs.**

**March 22, 2022**

**11021 W. 27<sup>th</sup> Pl.**

**Post Back-up Video Inspection**

On Tuesday, March 22, 2022, at 7:00am, Robert LaBarge of REC. Inc. was dispatched by Ismael Gomez also of REC. Inc. to 11021 W. 27<sup>th</sup> Pl. to perform a post back-up video inspection of the District main. The District main in this area had backed-up on Saturday, March 19, 2022, was jet cleaned at that time, and normal flows were restored. Robert arrived on site and proceeded to perform a video inspection of the District main for a total of 160.7ft., found no obstruction, and departed the site. No further action is needed at this time.

**Total time on this issue: Robert LaBarge – 1.50hrs.**

**March 26, 2022**

**2558 Alkire St.**

**Emergency Locate**

On Saturday, March 26, 2022, at 11:00am, Jeff LeBeck of REC. Inc. was contacted by the After-Hours Service regarding an emergency locate at 2558 Alkire St. for a sewer service repair. Jeff contacted Cole Wakeman (303-856-7476) of Dig Boss to get more information on the work area and was informed this was a point repair and they would be working in the yard only. Jeff cleared Northwest Lakewood Sanitation District. No further action is needed at this time.

**Total time on this issue: Jeff LeBeck -- .50hrs.**



**Northwest Lakewood Sanitation District  
Engineering Report  
April 27, 2022**

**2021 - Approximate Linear Footage**

- 151,393 LF total
- 110,286 LF in Zone C (jetting/Televising) Excludes footages for Accel maint. 6,783 LF Roots, minerals.
- 36,469 LF of accelerated maintenance outside Zone C (Jet and CCTV)
- 3,341 LF of root cuts with CCTV outside Zone C
- 1,297 LF of mineral cleaning with CCTV outside Zone C

Signed contracts were received from Insituform on September 9, 2021, and the District has execute them. A scheduling a pre-construction meeting and Notice to Proceed are in process. 1) Signed contracts were received from Insituform on September 22, 2021. 2) REC Moffat reads were received on October 4, 2021. 3) A pre-con meeting is tentatively scheduled the week of October 26<sup>th</sup> with NTP on November 1<sup>st</sup>. Insituform is aware of the need for three lines to be completed by December 29, 2021, and then they expect to start the rest of the lining in January of 2022. 4) Martin/Martin has followed up with CDOT but still do not have an update on the permits that were applied for on September 8<sup>th</sup>. Comments from City of Lakewood were finally received Oct. 20 and simply a re-arrangement of City projects separated from Wheat Ridge and JeffCo has been requested. CCTV from REC for the District will be ready by the end of the year. M/M will start reviews in 2022. Work has begun on projects specific to the combined trunk main with CPWSD and NWLSD. Lakewood approvals have been received. 1) M/M's review of the bypass second submittal was sent to Insituform on December 20, 2020. Their submittal appears acceptable. 2) Moffat December reads were received on January 6, 2022. 3) An initial pay request is attached. 4) 1081 Xenophon (John Berry) complained about needing to not run water for a small time frame to allow a CIPP to take place in the main. 1) MH submittal was received on January 26, 2022, by Insituform and comments were sent back to the Contractor on January 28<sup>th</sup>. 2) Insituform sent three maps of all repairs performed for the 2021 CIP. Pay requests No. 2 and 3 are submitted for payment. Moffat February reads were received on March 3, 2022. Pay request No. 4 is submitted for payment.

**UPDATE: Pay request No. 5 is has been submitted for payment. The project is over 50% complete.**

**12601 W. 32<sup>nd</sup> Ave. (Valvoline Instant Oil Change) 4-4-22**

**UPDATE: Proposed Valvoline Oil Change development. Availability letter sent out.**

**1991 Youngfield St. (Applewood Beer Garden) Juan Sanchez 4-14-22**

**UPDATE: Proposed bar and restaurant. MM in review for initial referral and plans**

**3400 Pierson St. – Prospect Valley Elementary**

The Districts 10" mainline that runs across the School's property within and easement, needs to be relocated to accommodate plans for a new school. The line appears to have an option to relocate west along the south roadway to Quail and replace Quail north to the end of the cul-de-sac. A meeting was held on November 13<sup>th</sup> to discuss sanitary re-alignment that crosses the school parcel to Quail St. An agreement from District's Attorney was reviewed. Provided information to the design/JeffCo schools related to need for equivalent ability to transmit flow as exists with the two lines that exist (8" within School property and 10" down Quail). A 12" will be required from the point of intercept north on Quail to the end of the Cul-de Sac. We have addressed all questions to date asked by the School with exception of existing taps which we have the information available. District Details were also provided to the School's Engineer. 100% CDs were received on January 29, 2021 and are under review. Questions



about the necessary requirements were received and answered on February 8, 2021. We understand that the deposit has not yet been received and thus response to the CD's will be held up until received. The agreement has been executed and MOA Architecture paid the deposit. A full review of plans was provided, and further coordination being provided. The plans should be fairly easy to complete. A question related to allowing more than one connection from the school needs to be considered. They currently show three individual 6" connections. Typically, only a single connection is allowed. The access gate on Amanda Weaver's property needs to be modified to accommodate changes to the School's fence and ROW. Revised plans were received and most modification are complete and ready to go in terms of the new sanitary within Quail Street. The shifting of Amanda Weaver's Gate was reviewed and accepted as it should not affect the sanitary main. Contractor needs to schedule a precon meeting with all Authorities before construction can begin. An acceptance letter was sent to JVA on July 8, 2021. A pre-con meeting was held on September 2, 2021. A relocation agreement was also sent to the Developer for this effort. Coordination related to temp service for the School is being coordinated. 1) There are concerns about the temporary bypass that the school is proposing. There has been discussion with the District's Attorney as to what is needed for this approach. This approach was not included in the original plans that were approved in May. 2) RFI #19's response was received on October 8, 2021, and Martin/Martin informed the Developer that 25' easements need to be shown. The contractor will need to supply legal descriptions and exhibits for this temporary easement and an agreement is required between the District and JeffCo Schools. 1) The temporary easement was sent to the District on October 19<sup>th</sup> and appears acceptable. The District's Attorney has drafted the easement agreement allowing a temporary line realignment. As part of the temp easement, the vacation of the existing easement will take place. 2) The sewer relocation agreement was received and is under review by the District. 3) A meeting was also held on November 2<sup>nd</sup> with the School to determine if they were going to use an oil minder monitor or oil interceptor for the bottom of an elevator. An additional deposit was coordinate by the District. The agreement with JeffCo Schools was completed and sent following review. This allowed the temp sanitary to be constructed. Temporary construction began on January 8, 2022. M/M informed the School that the temporary connections will only need to be inspected and that a more in depth precon meeting will need to take place before permanent construction begins. A meeting was held with JVA on January 21, 2022, and plans were received on January 24<sup>th</sup>. Another meeting is scheduled for early February to discuss the final layout of the line. JeffCo was desiring to leave the temp line in place and were told this would not work due to long term maintenance. Subsequently they requested to move the new main in Quail to the west and have the ability to directionally drill. These concepts appeared acceptable as long as the final product provided a straight pipe with MH's that operate appropriately. A request for info on existing taps on the Quail line was made and information sent 3/14/22

**UPDATE: Quail Street sewer line replacement was discussed at residence meeting on 3/31. Coordination related to existing sanitary services was made.**

### 2100 Youngfield – Land Use

M/M received plans for a proposed Long-Term Temporary Use for surface parking development on December 7, 2018. An acceptance letter was sent to the City of Lakewood on December 17, 2018. M/M received proposal on June 26, 2019 and provided response on June 27, 2019. There appears to be a MH in the middle of the site but it doesn't appear they are planning to use it. TJC contacted M/M to get info on review process and get checklists, details, and paperwork. Developer is working on agreements. M/M requested a \$15,000 deposit, provided TJC with details and most of the District common notes, and stated that an easement agreement, extension agreement and locates will be required. TJC Limited requested the necessary paperwork to set up escrow and agreements and they are ready to start submitting design plans. M/M sent the Developer an invoice for the required deposit on December 12, 2019. Sanitary utilities map was sent to the contractor and suggested that they verify line sizes. A flow study is being required based on volume anticipated to be contributed and potential of 6" line existing. Legal exhibit, easement, title commitment, and plat were sent to the Attorney on June 9, 2020. Sanitary plans were received and appear acceptable. The developer has also requested a vacation of existing easement as it no longer is necessary to serve the District. A stamped easement and exhibit were received from



the Developer on July 9, 2020. A flow study has been completed and is acceptable. The Attorney has prepared a sewer line easement and extension agreement and we are awaiting Developer. An availability letter was provided for each building (5) for submission to the City. The contractor notified MM that they found a MH in the middle of their parcel. Research confirmed this to be a MH on the segment to the East roadway. The solution is that they will cap the main at the property line so if a service is live on the line it will not be affected. The one service on the line does not appear live and we will ultimately verify no connection. Plans were received on January 15, 2021 for review. The Contractor was informed that they will also need to hold a pre-construction meeting before work begins and after plans are reviewed and appear acceptable. Utility submittals were received on January 19, 2021 and are under review. Work has progressed. Comments were received from the submittal and there were issues with the grading, this has been resolved. The Contract estimates that the sanitary work will begin in early May 2021. Coordination with the developer on timing and review of the mainline extension was provided. A list of all required items for conditional approval was conveyed to the Developer on May 13, 2021. MM visited the sight and spoke with the Superintendent on June 2, 2021 reminding them about the need to abandon the center MH and cap the abandoned service line at the property line. MM inspected the air testing on July 9, 2021. Construction continues. Work has picked back up and air testing is being re-tested and connections are being completed. The site passed air testing on September 17, 2021. Outstanding items include: PLS stamped as-built drawings, tracer wire testing, M/M to witness the abandonment of existing lines, and CCTV of the sanitary lines after jetting. Taps should not be sold until conditional acceptance of the sanitary extension. Compaction reports and photos of the abandoned manhole and capped sanitary line still need to be received from the Contractor to initiate conditional acceptance.

**UPDATE: Received documentation of completed tracer wire testing. Still needing as-built survey and documentation of abandonment of old mainline which can take place at the MH in the street. Coordination related to tap fee payment is on-going. Service line observation will be accomplished using CCTV.**

#### [14<sup>th</sup> and Yank Street Emergency Repair March 2022 – Diamond Contracting](#)

**UPDATE: CCTV found an area where pipe was missing and dirt starting to collapse in. Diamond was solicited right away, and a Work Order established. The repair has been completed and invoice submitted and recommended for payment. A master agreement for emergency work with Diamond Contracting is also being recommended.**

#### [11733 W. 33<sup>rd</sup> Ave \(4-15-22\) Lafata Residence](#)

**UPDATE: A proof of submission has been requested along with a plan review**

#### [10019 W. 26<sup>th</sup> Ave. \(Gold's Market – Em's Ice Cream\)](#)

Proposed ice cream shop. Recommended 20 GPM grease interceptor.

**UPDATE: None**

#### [12700 W. 19<sup>th</sup> Pl](#)

Proposed addition to existing house.

**UPDATE: None**

#### [2535 Swadley – Private Sewer Backup – Service Locate: 3/4/22 Joe Plutt](#)

Owner experiencing backups and needed to know where the service line ran. Alignment crosses the Cul-de-Sac, crosses north side of neighbors parcel, and connects to a main that comes off Simms into a parcels west of it. REC went on-site to assist in finding the service.

**UPDATE: None**



**20th Ave Oak to Nelson – City of Lakewood Storm and Road Improvements: (Ray) 3/3/22**

M/M provide FIR comments and attended the FIR meeting to provide comments. There is a line that is anticipated to need lowering the crosses 20<sup>th</sup> near Nelson St.

**UPDATE: None**

**10531 West 22<sup>nd</sup> Pl (12/23/21) – Bruce Mathers**

The Owner provided a CCTV of his service line that showed a break in the service about 10 feet from the main. However, the mainline is newer pvc and the service appears to have been constructed at the same time. Research has indicated that the PVC was installed in the main prior to 2017 but we have not been able to verify an actual date. A warranty would not exist any longer. The owner is stating the mainline installation and service caused and left the break. We suggest that the District get a contractor to expose the break, view the circumstances and repair the line. However, an agreement with the owner should be obtained in case other circumstances caused the break and the Owner should pay for the repair. Additionally, the agreement would carry with it a full release. Diamond Contracting has repaired the line. Replaced original rubber coupling with strongback coupling and formed concrete cradle around the coupling. Also provided proper bends that were not existing previously.

**UPDATE: None**

**2650 Simms Street – Single Family with desire to add an ADU on the property – John Bauer**

M/M provided Mr. Bauer with the process to accommodate an ADU. GIS mapping was provided to show potential mains they can connect to. A variance request was accepted by the Board on October 27<sup>th</sup> and the District's Attorney will prepare a common service line agreement for this property. A draft of the common service line agreement was sent to the District and M/M for review. Comments were sent back to the District's Attorney on February 2, 2022. The agreement has been sent to the Owner.

**UPDATE: None**

**3322 Simms St. – Kelsey Kistler (01/18/22) – Single Family Home**

Coordination of plans for review of Proof of submission is in process. The proof of submission was sent on January 19, 2022. The Owner/Engineer was able to make the system work with Gravity flow vs. a pump that was initially submitted.

**UPDATE: None**

**1325 Normandy – Jim Skeen (303-809-0027) ADU addition to Single Family**

Coordination took place as to needed plan review and ADU requiring an additional tap connection fee. The proof of submission was received on October 22 and was returned to the Owner with an availability letter on October 25<sup>th</sup>.

**UPDATE: None**

**Paramount Heights Shopping Center (10027 & 10033 W. 26th Ave.) – NWC 26th & Kipling – Golds Grocery**

The addresses for this subdivision have been consolidated to 10027 and 10033 West 26<sup>th</sup> Avenue. A grease questionnaire was sent to the Developer's engineer on October 7, 2021 so they can verify if the original 5,000 gallon Interceptor is actually needed for the tenant currently slated for one of the units. The grease interceptor questionnaire was received on October 15, and it is their desire to not move forward with the grease interceptor. It appears acceptable for the 'Dog Biscuit' unit to use a grease trap. The District will monitor to verify the larger interceptor is not needed. A Coffee shop is anticipated to go into the complex and they determined that a mop sink can not be directed to the grease interceptor that had previously been constructed. A variance was granted based on limited grease or debris anticipated within the mop sink.



**UPDATE: None**

**12599 W 27th Ave – New Dewatering Building – Consolidated Mutual Water**

M/M received plans for a new proposed dewatering building on November 15, 2018. M/M received the plumbing plans for a new proposed dewatering building on November 21, 2018. Tap fees appear to be up to date as long as a single service to their treatment and maintenance buildings is ok. Service fees are more difficult to identify. A metering manhole could be installed in the future. Has requested tap application for ¾" service to new solids building. On-going coordination is taking place for flow values contributed over the years without service fees. M/M received interceptor sizing calculations and design drawings for the Consolidated Mutual sanitary service lines on August 19, 2019 and corrected documents were received August 20, 2019. M/M is reviewing. M/M provided review letter for sand interceptor on September 9, 2019. Flow data and lab results were received from REC on July 29, 2021. M/M is in process of evaluating the data to translate the information into a single family equivalent SFE in order for billing to take place. MM has evaluated flows and have a couple alternatives of calculation for the finalizing of SFRE for the facility. This will be coordinated with Consolidated, and a final recommendation made. 2020 and 2021 fees were invoiced and sent to CMW on October 25, 2021. CMW will be added to the District's regular billing and 2022 will be billed in January. Martn/Martin has evaluated the Water Treatment building and will attempt to bring a consensus SFRE value to the Board. Coordination is on-going and will be complete for March

**UPDATE: Options are complete and being final coordinate with Consolidated.**

**2419 Ward – Dave Coggeshall (303) 917-5230 (Cell) Or (303) 777-0894 (Office)**

Coordination took place as to plan review and ADU requiring an additional tap connection fee was coordinated by District manager.

**UPDATE: None**

**2259 Kipling St. – 3-Unit Townhome Referral**

City of Lakewood sent a referral letter request September 15, 2020. M/M will address following review. The Developer is going to tie into the existing mainline within Kipling and plans are being updated to reflect this change. REC checked depths of MH's to verify if this is feasible. The decision is based on a lack of easement area to the west for a mainline extension. REC created a map showing the depths of the MHs on May 13, 2021. This information was shown to the developer.

**UPDATE: None**

**Miscellaneous**

- 2022 Flow Projections were sent to Metro 4/19/21. Metro 2022 budget was received on May 4, 2021.
- 26<sup>th</sup> and Oak Sanitary: Ongoing conversation about the bike incident has been taking place (Roybal).
- Lot split requested at 910 Alkire and 13181 9<sup>th</sup> Ave.
- Proposed request to vacate Tract S at 1755 Union St.
- **Backup at 11021 W. 27<sup>th</sup> Ave. Jetted immediately to remove blockage.**
- **11324 W. 38<sup>th</sup> will need to work with Westridge to obtain service instead of Northwest Lakewood.**
- **Metro 2023 Projected flow and Loading characteristics were completed and provided to Steve for submission to Metro.**
- **Metro inquired about the District root cutting and / or CIPP within the District as they are having a Toxic issue with effluent WET test.**

April 20, 2022

Steve Beck  
Northwest Lakewood Sanitation District  
141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228

Re: Northwest Lakewood Sanitation District – 2021 Sanitary Sewer Improvements  
Martin/Martin, Inc. Project No.: 17.0638.C.08

Dear Mr. Beck,

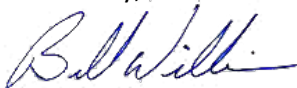
Attached is the Application for Payment Number **Five** for work completed on the Northwest Lakewood Sanitation District – 2021 Sanitary Sewer Improvements project through April 8, 2022. To date, approximately 57% of the project has been completed including Cured in Place Pipe (CIPP) and point repairs, as detailed in the attached spreadsheet.

This application for payment includes Change Order CO5, which accounts for quantity adjustments needed to complete the project. Bid Items A19 and A27 did not require the use of Import Fill, Trench Stabilization, or Concrete Cut-off Walls, and these quantities have been adjusted accordingly. Bid items A3 and A14 were removed from the scope of this project. Bid item A3 was removed due to conflicts with other existing utilities located above the point repair location, including an existing brick storm line. This repair can be scheduled for CIPP during the 2022 program so it can be rehabilitated without open excavation. Bid Items A14 and B57 were removed because it was found that the lines were rehabilitated with CIPP during prior programs. Bid item B54 was found to have a diameter change mid segment from 6" to 8" and therefore is no longer recommended for CIPP rehabilitation. Bid items B55 and B56 contain large offsets that should be remediated with open excavation prior to CIPP and therefore are recommended for deferral until the 2022 CIP. Change Order CO5 in a reduction of (\$87,611.00) reflects the adjustments in this pay application.

Martin/Martin recommends approval of Change Order No. 5 and Application for Payment Number Five, and a check prepared to Insituform Technologies, LLC in the amount of **\$71,841.85**. This amount reflects a retainage of **\$3,781.15** for this pay period, withheld based on 5% of each pay request application as required. The total project retainage is currently \$46,021.12.

If you have any questions, please feel free to contact me at your convenience.

Sincerely,



Bill Willis, P.E.  
Principal

Cc: Eric Huss, Alex Fonov – Insituform Technologies, LLC



**PAY APPLICATION #5**

Project: Northwest Lakewood Sanitation District -  
2021 Sanitary Sewer Improvements  
Owner: Northwest Lakewood Sanitation District  
Contractor: Insituform Technologies, LLC  
For Period: Thru 04.08.2021

Date: April 20, 2022  
Job No. 17.0638.C.04  
Prep. By: KFK  
Chkd. By: BPW

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Original Contract Price	\$ 1,659,124.00
Additions to Original Contract Price	\$ (93,931.57)
Revised Contract Price	<u>\$ 1,565,192.43</u>
Total Work Completed to Date	\$ 920,422.43
Less Retainage (5% of each pay request of the contract)	\$ 46,021.12
Net Earned	<u>\$ 874,401.31</u>
Less Previous Payments	\$ 802,559.46
Amount Due This Application	<u>\$ 71,841.85</u>

The undersigned Contractor certifies that: the amounts and values contained herein are correct; all work has been performed and/or supplied in accordance with the requirements of the Contract; no part of the Amount Due This Application has been received; title to all work, material, and/or equipment covered by this Application for payment will pass to Owner at time of payment, free and clear of all liens, claims, and encumbrances.

Contractor: Insituform Technologies, LLC

By: (See Attached Invoice) Date: 04.20.2022

This Application for Payment meets the requirements of the Contract and payment of the Amount Due is recommended.

MARTIN/MARTIN, Inc.

By:  Date: 04.20.2022



**CHANGE ORDER #5**

Project: Northwest Lakewood Sanitation District -  
2021 Sanitary Sewer Improvements  
Owner: Northwest Lakewood Sanitation District  
Contractor: Insituform Technologies, LLC

Date: April 20, 2022  
Job No. 17.0638.C.08  
Prep. By: KFK  
Chkd. By: BLT/BW

Nature of Change  
(Reason, Item, Units)

Price Change  
(Add/Deduct)

Time Change  
(Add/Deduct)


See Attachment "A"

These Changes result in the following adjustment of Contract price and Contract Time:

Contract Price Prior to This Change Order	\$1,652,803.43
Net Increase Resulting from this Change Order	(\$87,611.00)
Current Contract Price Including this Change Order	\$1,565,192.43

The above changes are approved:

MARTIN/MARTIN, INC.

BY: 

Date: April 20, 2022

The above changes are accepted:

Contractor:

BY: \_\_\_\_\_

Date: \_\_\_\_\_



## Change Order Number 4

### Attachment "A"

Nature of Change (Reason, Item, Units)  
(Add/Deduct)

Price Change

Bid Schedule A & B

1. A3a. Deduct 5 LF Point Repair @ \$855/LF (0LF Total). Point repair removed due to conflicts with existing utilities including brick storm. Project may be scheduled for CIPP in following program.	Sub-Total	(\$4,275.00)
2. A3b. Deduct 1 LS Remove/Replace Asphalt Pavement @ \$1,604/ LS (0 LS Total).	Sub-Total	(\$1,604.00)
3. A3c. Deduct 5 LF Import Fill @ \$267/LF (0 LF Total).	Sub-Total	(\$1,335.00)
4. A3d. Deduct 5 LF Trench Stabilization @ \$251/ LF (0 LF Total).	Sub-Total	(\$1,255.00)
5. A3e. Deduct 1 EA Cutoff Wall @ \$1,005.00 EA (0 EA Total).	Sub-Total	(\$1,005.00)
6. A3f. Deduct 1 LS Bypass Pumping @ \$2,673/ LS (0 LS Total).	Sub-Total	(\$2,673.00)
7. A3g. Deduct 1 LS Traffic Control @ \$2,673/ LS (0 LS Total).	Sub-Total	(\$2,673.00)
8. A14a. Deduct 5 LF Point Repair @ \$855/LF (0LF Total). Point repair removed because the pipe was already rehabilitated with CIPP during a previous program.	Sub-Total	(\$4,275.00)
9. A14b. Deduct 1 LS Remove/Replace Asphalt Pavement @ \$1,604/ LS (0 LS Total).	Sub-Total	(\$1,604.00)
10. A14c. Deduct 5 LF Import Fill @ \$267/LF (0 LF Total).	Sub-Total	(\$1,335.00)
11. A14d. Deduct 5 LF Trench Stabilization @ \$251/ LF (0 LF Total).	Sub-Total	(\$1,255.00)
12. A14e. Deduct 1 EA Cutoff Wall @ \$1,005.00 EA (0 EA Total).	Sub-Total	(\$1,005.00)
13. A14f. Deduct 1 LS Bypass Pumping @ \$2,673/ LS (0 LS Total).	Sub-Total	(\$2,673.00)
14. A14g. Deduct 1 LS Traffic Control @ \$2,673/ LS (0 LS Total).	Sub-Total	(\$2,673.00)
15. A19c. Deduct 5 LF Import Fill @ \$267/LF (0 LF Total). Repair completed without import fill.	Sub-Total	(\$1,335.00)

16. A19d. Deduct 5 LF Trench Stabilization @ \$251/ LF (0 LF Total). Repair completed without trench stabilization.	Sub-Total	(\$1,255.00)
17. A19e. Deduct 1 EA Cutoff Wall @ \$1,005.00 EA (0 EA Total). Repair completed without cutoff wall.	Sub-Total	(\$1,005.00)
18. A27d. Deduct 20 LF Trench Stabilization @ \$251/ LF (0 LF Total). Repair completed without trench stabilization.	Sub-Total	(\$5,020.00)
19. A27e. Deduct 1 EA Cutoff Wall @ \$1,005.00 EA (0 EA Total). Repair completed without cutoff wall.	Sub-Total	(\$1,005.00)
20. B12a. Deduct 402 LF Full Lining @ \$32.00/ LF (0 LF Total). Pipe already lined as part of previous program.	Sub-Total	(\$12,864.00)
21. B12b. Deduct 6 EA Service Reconnection @ \$102.00/ EA (0 EA Total). Pipe already lined as part of previous program.	Sub-Total	(\$612.00)
22. B54a. Deduct 328 LF Full Lining @ \$33.00/ LF (0 LF Total). Pipe already lined as part of previous program.	Sub-Total	(\$10,824.00)
23. B54b. Deduct 1 EA Service Reconnection @ \$102.00/ EA (0 EA Total). Pipe already lined as part of previous program.	Sub-Total	(\$484.00)
24. B55a. Deduct 296 LF Full Lining @ \$32.00/ LF (0 LF Total). Pipe already lined as part of previous program.	Sub-Total	(\$9,176.00)
25. B55b. Deduct 5 EA Service Reconnection @ \$102.00/ EA (0 EA Total). Pipe already lined as part of previous program.	Sub-Total	(\$1,605.00)
26. B56a. Deduct 101 LF Full Lining @ \$32.00/ LF (0 LF Total). Pipe already lined as part of previous program.	Sub-Total	(\$3,131.00)
27. B56b. Deduct 3 EA Service Reconnection @ \$102.00/ EA (0 EA Total). Pipe already lined as part of previous program.	Sub-Total	(\$963.00)
28. B57a. Deduct 212 LF Full Lining @ \$41.00/ LF (0 LF Total). Pipe already lined as part of previous program.	Sub-Total	(\$8,692.00)

**Sub-Total Schedule A: (\$87,611.00)**

Total Change Order 5 Adjustment:	(\$87,611.00)
Total Change Order 4 Adjustment:	\$18,655.43
Total Change Order 3 Adjustment:	(\$23,661.00)
Total Change Order 2 Adjustment:	(\$32,594.00)
Total Change Order 1 Adjustment:	\$31,279.00
<hr/>	
Total Change Order Adjustments:	(\$93,931.57)
Original Contract Amount:	\$1,659,124.00

**Revised Total Contract Price: \$1,565,192.43**

**MARTIN/MARTIN**

PROJ. NAME:	NWLS D 2021 SANITARY SEWER IMPROVEMENTS	Date:	04.20.2022
FOR PERIOD:	Through 04.08.2022	Job No.:	17.0638.C.08
OWNER:	NORTHWEST LAKEWOOD SANITATION DISTRICT	Prep. By:	BLT/KFK
ENGINEER:	MARTIN/MARTIN, INC.	Chk'd By:	BW/BLT
CONTRACTOR:	INSITUFORM TECHNOLOGIES		

Bid Item	Description	Unit	Original Quantity	C.O. NO.	Revised Qty.	Unit Price	Totals		Total Previous		This Estimate		Total to Date			
							Original	Revised	Qty.	%	Amount	Qty.	%	Amount	Qty.	%
<b>A1</b>	<b>Bid Schedule A (Point Repairs)</b>															
<b>AD-1-1 to AD-1, W 31st PL - 8" Line, 10' Point Repair</b>																
A1a	Point Repair: 167 LF to 177 LF (1 Service)	LF	10			\$ 909.00	\$ 9,090.00	\$ 9,090.00		0%	\$ -	0%	\$ -	0%	\$ -	
A1b	Remove/Replace Asphalt Pavement	LS	1			\$ 2,138.00	\$ 2,138.00	\$ 2,138.00		0%	\$ -	0%	\$ -	0%	\$ -	
A1c	Import Fill (trench width, if required)	LF	10			\$ 267.00	\$ 2,670.00	\$ 2,670.00		0%	\$ -	0%	\$ -	0%	\$ -	
A1d	Trench Stabilization (if required)	LF	10			\$ 251.00	\$ 2,510.00	\$ 2,510.00		0%	\$ -	0%	\$ -	0%	\$ -	
A1e	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00		0%	\$ -	0%	\$ -	0%	\$ -	
A1f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -	0%	\$ -	0%	\$ -	
A1g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -	0%	\$ -	0%	\$ -	
<b>A2</b>	<b>BOD-2-2B to BOD-2-2A, Winfield PL - 8" Line, (2) 5' Point Repairs</b>															
A2a	Point Repair: 83 LF to 88 LF (0 Services)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00	5	100%	\$ 4,275.00	0%	\$ -	5	100%	\$ 4,275.00
A2b	Point Repair: 53 LF to 58 LF (0 Services)	LF	5			\$ 748.00	\$ 3,740.00	\$ 3,740.00	5	100%	\$ 3,740.00	0%	\$ -	5	100%	\$ 3,740.00
A2c	Remove/Replace Asphalt Pavement	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00	0%	\$ -	1	100%	\$ 2,673.00
A2d	Import Fill (trench width, if required)	LF	5	3	0	\$ 267.00	\$ 1,335.00	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -
A2e	Trench Stabilization (if required)	LF	5	3	0	\$ 251.00	\$ 1,255.00	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -
A2f	Cutoff Wall (if required)	EA	1	3	0	\$ 1,005.00	\$ 1,005.00	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -
A2g	Bypass Pumping	LS	1			\$ 3,742.00	\$ 3,742.00	\$ 3,742.00	1	100%	\$ 3,742.00	0%	\$ -	1	100%	\$ 3,742.00
A2h	Traffic Control	LS	1			\$ 3,742.00	\$ 3,742.00	\$ 3,742.00	1	100%	\$ 3,742.00	0%	\$ -	1	100%	\$ 3,742.00
<b>A3</b>	<b>A-56A-4 to A-56A-3, Skyline Dr - 8" Line, 5' Point Repair</b>															
A3a	Point Repair: 21 LF to 26 LF (0 Services)	LF	5	5	0	\$ 855.00	\$ 4,275.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -
A3b	Remove/Replace Asphalt Pavement	LS	1	5	0	\$ 1,604.00	\$ 1,604.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -
A3c	Import Fill (trench width, if required)	LF	5	5	0	\$ 267.00	\$ 1,335.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -
A3d	Trench Stabilization (if required)	LF	5	5	0	\$ 251.00	\$ 1,255.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -
A3e	Cutoff Wall (if required)	EA	1	5	0	\$ 1,005.00	\$ 1,005.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -
A3f	Bypass Pumping	LS	1	5	0	\$ 2,673.00	\$ 2,673.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -
A3g	Traffic Control	LS	1	5	0	\$ 2,673.00	\$ 2,673.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -
<b>A4</b>	<b>BE-2 to BE-1 Union St - 8" Line, 5' Point Repair</b>															
A4a	Point Repair: 56 LF to 61 LF (0 Services)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00	5	100%	\$ 4,275.00	0%	\$ -	5	100%	\$ 4,275.00
A4b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00	1	100%	\$ 1,604.00	0%	\$ -	1	100%	\$ 1,604.00
A4c	Import Fill (trench width, if required)	LF	5	3	0	\$ 267.00	\$ 1,335.00	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -
A4d	Trench Stabilization (if required)	LF	5	3	0	\$ 251.00	\$ 1,255.00	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -
A4e	Cutoff Wall (if required)	EA	1	3	0	\$ 1,005.00	\$ 1,005.00	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -
A4f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00	0%	\$ -	1	100%	\$ 2,673.00
A4g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00	0%	\$ -	1	100%	\$ 2,673.00
<b>A5</b>	<b>AB-10-6-4A to AB-10-6-3A, Taft Ct - 8" Line, 5' Point Repair</b>															
A5a	Point Repair: 23 LF to 28 LF (0 Service)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A5b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A5c	Import Fill (trench width, if required)	LF	5			\$ 267.00	\$ 1,335.00	\$ 1,335.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A5d	Trench Stabilization (if required)	LF	5			\$ 251.00	\$ 1,255.00	\$ 1,255.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A5e	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A5f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A5g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -	0%	\$ -	0	0%	\$ -
<b>A6</b>	<b>AC-1 to A-30, W32nd Ave - 8" Line, 5' Point Repair</b>															
A6a	Point Repair: 392 LF to 397 LF (0 Service)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A6b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A6c	Import Fill (trench width, if required)	LF	5			\$ 267.00	\$ 1,335.00	\$ 1,335.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A6d	Trench Stabilization (if required)	LF	5			\$ 251.00	\$ 1,255.00	\$ 1,255.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A6e	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A6f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A6g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -	0%	\$ -	0	0%	\$ -
<b>A7</b>	<b>BF-18-2 to BF-18-1, W33rd Pl - 8" Line, 5' Point Repair</b>															
A7a	Point Repair: 18 LF to 23 LF (0 Services)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00	5	100%	\$ 4,275.00	0%	\$ -	5	100%	\$ 4,275.00
A7b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00	1	100%	\$ 1,604.00	0%	\$ -	1	100%	\$ 1,604.00
A7c	Remove/Replace Landscaping	LS	1	3	0	\$ 2,673.00	\$ 2,673.00	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -
A7d	Import Fill (trench width, if required)	LF	5	3	0	\$ 267.00	\$ 1,335.00	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -
A7e	Trench Stabilization (if required)	LF	5	3	0	\$ 251.00	\$ 1,255.00	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -
A7f	Cutoff Wall (if required)	EA	1	3	0	\$ 1,005.00	\$ 1,005.00	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -
A7g	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00	0%	\$ -	1	100%	\$ 2,673.00
A7h	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00	0%	\$ -	1	100%	\$ 2,673.00
<b>A8</b>	<b>BG-3A-LH to BG-3A, Urban Ct - 8" Line, 5' Point Repair</b>															
A8a	Point Repair: 105 LF to 110 LF (0 Service)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00	5	100%	\$ 4,275.00	0%	\$ -	5	100%	\$ 4,275.00
A8b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00	1	100%	\$ 1,604.00	0%	\$ -	1	100%	\$ 1,604.00
A8c	Import Fill (trench width, if required)	LF	5	4	0	\$ 267.00	\$ 1,335.00	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -
A8d	Trench Stabilization (if required)	LF	5	4	0	\$ 251.00	\$ 1,255.00	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -
A8e	Cutoff Wall (if required)	EA	1	4	0	\$ 1,005.00	\$ 1,005.00	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -
A8f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00	0%	\$ -	1	100%	\$ 2,673.00
A8g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00	0%	\$ -	1	100%	\$ 2,673.00
<b>A9</b>	<b>C-3B-2-2 to C-3B-2-1, W 28th Pl - 8" Line, 5' Point Repair</b>															
A9a	Point Repair: 91 LF to 96 LF (0 Services)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A9b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00		0%	\$ -	0%	\$ -	0	0%	\$ -
A9c	Import Fill (trench width, if required)	LF	5			\$ 267.00	\$ 1,335.00	\$ 1,335.00		0%	\$ -	0%	\$ -	0	0%	\$ -

MARTIN/MARTIN

PAY APPLICATION 05

PROJ. NAME: NWLSD 2021 SANITARY SEWER IMPROVEMENTS  
 FOR PERIOD: Through 04.08.2022  
 OWNER: NORTHWEST LAKEWOOD SANITATION DISTRICT  
 ENGINEER: MARTIN/MARTIN, INC.  
 CONTRACTOR: INSITUFORM TECHNOLOGIES

Date: 04.20.2022  
 Job No.: 17.0638.C.08  
 Prep. By: BLT/KFK  
 Chk'd By: BW/BLT

Bid Item	Description	Unit	Original Quantity	C.O. NO.	Revised Qty.	Unit Price	Totals		Total Previous			This Estimate			Total to Date		
							Original	Revised	Qty.	%	Amount	Qty.	%	Amount	Qty.	%	Amount
A9d	Trench Stabilization (if required)	LF	5			\$ 251.00	\$ 1,255.00	\$ 1,255.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A9e	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A9f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A9g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -		0%	\$ -	0	0%	\$ -
<b>A10</b>	<b>Z-7 to Z-6, Alkire St - 8" Line, 5' Point Repair</b>																
A10a	Point Repair: 83 LF to 88 LF (0 Services)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00	5	100%	\$ 4,275.00		0%	\$ -	5	100%	\$ 4,275.00
A10b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00	1	100%	\$ 1,604.00		0%	\$ -	1	100%	\$ 1,604.00
A10c	Import Fill (trench width, if required)	LF	5	3	0	\$ 267.00	\$ 1,335.00	\$ -	0	0%	\$ -		0%	\$ -	0	100%	\$ -
A10d	Trench Stabilization (if required)	LF	5	3	0	\$ 251.00	\$ 1,255.00	\$ -	0	0%	\$ -		0%	\$ -	0	100%	\$ -
A10e	Cutoff Wall (if required)	EA	1	3	0	\$ 1,005.00	\$ 1,005.00	\$ -	0	0%	\$ -		0%	\$ -	0	100%	\$ -
A10f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00		0%	\$ -	1	100%	\$ 2,673.00
A10g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00		0%	\$ -	1	100%	\$ 2,673.00
<b>A11</b>	<b>ZD-2-1 to ZD-2, W 22nd Pl - 8" Line, 5' Point Repair</b>																
A11a	Point Repair: 52 LF to 57 LF (0 Services)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00	5	100%	\$ 4,275.00		0%	\$ -	5	100%	\$ 4,275.00
A11b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00	1	100%	\$ 1,604.00		0%	\$ -	1	100%	\$ 1,604.00
A11c	Import Fill (trench width, if required)	LF	5	3	0	\$ 267.00	\$ 1,335.00	\$ -	0	0%	\$ -		0%	\$ -	0	100%	\$ -
A11d	Trench Stabilization (if required)	LF	5	3	0	\$ 251.00	\$ 1,255.00	\$ -	0	0%	\$ -		0%	\$ -	0	100%	\$ -
A11e	Cutoff Wall (if required)	EA	1	3	0	\$ 1,005.00	\$ 1,005.00	\$ -	0	0%	\$ -		0%	\$ -	0	100%	\$ -
A11f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00		0%	\$ -	1	100%	\$ 2,673.00
A11g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00		0%	\$ -	1	100%	\$ 2,673.00
<b>A12</b>	<b>EA-4A-1 to EA-4A, W 22nd Pl - 8" Line, 5' Point Repair</b>																
A12a	Point Repair: 204 LF to 209 LF ( Service)	LF	5			\$ 909.00	\$ 4,545.00	\$ 4,545.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A12b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A12c	Import Fill (trench width, if required)	LF	5			\$ 267.00	\$ 1,335.00	\$ 1,335.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A12d	Trench Stabilization (if required)	LF	5			\$ 251.00	\$ 1,255.00	\$ 1,255.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A12e	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A12f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A12g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -		0%	\$ -	0	0%	\$ -
<b>A13</b>	<b>E-8A-1 to E-8A, Easement - 8" Line, 5' Point Repair</b>																
A13a	Point Repair: 29 LF to 34 LF (0 Services)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A13b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A13c	Import Fill (trench width, if required)	LF	5			\$ 267.00	\$ 1,335.00	\$ 1,335.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A13d	Trench Stabilization (if required)	LF	5			\$ 251.00	\$ 1,255.00	\$ 1,255.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A13e	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A13f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A13g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -		0%	\$ -	0	0%	\$ -
<b>A14</b>	<b>AB-11-2 to AB-11-1, W 28th Ave - 8" Line, 5' Point Repair</b>																
A14a	Point Repair: 59 LF to 64 LF (0 Services)	LF	5	5	0	\$ 855.00	\$ 4,275.00	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
A14b	Remove/Replace Asphalt Pavement	LS	1	5	0	\$ 1,604.00	\$ 1,604.00	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
A14c	Import Fill (trench width, if required)	LF	5	5	0	\$ 267.00	\$ 1,335.00	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
A14d	Trench Stabilization (if required)	LF	5	5	0	\$ 251.00	\$ 1,255.00	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
A14e	Cutoff Wall (if required)	EA	1	5	0	\$ 1,005.00	\$ 1,005.00	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
A14f	Bypass Pumping	LS	1	5	0	\$ 2,673.00	\$ 2,673.00	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
A14g	Traffic Control	LS	1	5	0	\$ 2,673.00	\$ 2,673.00	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
<b>A15</b>	<b>ACA-1 to AC-2 - Simms St - 8" Line, 20' Point Repair</b>																
A15a	Point Repair: 25 LF to 45 LF (0 Services)	LF	20			\$ 748.00	\$ 14,960.00	\$ 14,960.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A15b	Remove/Replace Asphalt Pavement	LS	1			\$ 3,742.00	\$ 3,742.00	\$ 3,742.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A15c	Import Fill (trench width, if required)	LF	20			\$ 267.00	\$ 5,340.00	\$ 5,340.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A15d	Trench Stabilization (if required)	LF	20			\$ 251.00	\$ 5,020.00	\$ 5,020.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A15e	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A15f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A15g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -		0%	\$ -	0	0%	\$ -
<b>A16</b>	<b>B-1 to A-27, Easement - 12" Line, (2) 5' Point Repairs</b>																
A16a	Point Repair:350 LF to 355 LF (0 Service)	LF	5			\$ 962.00	\$ 4,810.00	\$ 4,810.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A16b	Point Repair: 245 LF to 250 LF (0 Service)	LF	5			\$ 962.00	\$ 4,810.00	\$ 4,810.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A16c	Remove/Replace Landscaping	LS	1			\$ 3,207.00	\$ 3,207.00	\$ 3,207.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A16d	Import Fill (trench width, if required)	LF	5			\$ 267.00	\$ 1,335.00	\$ 1,335.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A16e	Trench Stabilization (if required)	LF	5			\$ 251.00	\$ 1,255.00	\$ 1,255.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A16f	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A16g	Bypass Pumping	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
<b>A17</b>	<b>B-1A to B-1, Easement - 12" Line, 20' Point Repair</b>																
A17a	Point Repair: 304 LF to 324 LF (0 Service)	LF	20			\$ 855.00	\$ 17,100.00	\$ 17,100.00		0%	\$ -	20	100%	\$ 17,100.00	20	100%	\$ 17,100.00
A17b	Remove/Replace Asphalt Pavement	LS	1			\$ 3,742.00	\$ 3,742.00	\$ 3,742.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A17d	Remove/Replace Landscaping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A17c	Import Fill (trench width, if required)	LF	5			\$ 267.00	\$ 1,335.00	\$ 1,335.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A17d	Trench Stabilization (if required)	LF	5			\$ 251.00	\$ 1,255.00	\$ 1,255.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A17e	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A17f	Bypass Pumping	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -	1	100%	\$ 5,346.00	1	100%	\$ 5,346.00
A17g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -	1	100%	\$ 2,673.00	1	100%	\$ 2,673.00
<b>A18</b>	<b>BF-16A to BF-16, Youngsfield Service Rd - 12" Line, 10' Point Repair</b>																
A18a	Point Repair: 16 LF to 26 LF (0 Services)	LF	10			\$ 962.00	\$ 9,620.00	\$ 9,620.00		0%	\$ -		0%	\$ -	0	0%	\$ -

**MARTIN/MARTIN**

**PAY APPLICATION 05**

PROJ. NAME: NWLSD 2021 SANITARY SEWER IMPROVEMENTS  
 FOR PERIOD: Through 04.08.2022  
 OWNER: NORTHWEST LAKEWOOD SANITATION DISTRICT  
 ENGINEER: MARTIN/MARTIN, INC.  
 CONTRACTOR: INSITUFORM TECHNOLOGIES

Date: 04.20.2022  
 Job No.: 17.0638.C.08  
 Prep. By: BLT/KFK  
 Chk'd By: BW/BLT

Bid Item	Description	Unit	Original Quantity	C.O. NO.	Revised Qty.	Unit Price	Totals		Total Previous		This Estimate		Total to Date			
							Original	Revised	Qty.	%	Amount	Qty.	%	Amount	Qty.	%
A18b	Remove/Replace Asphalt Pavement	LS	1			\$ 2,138.00	\$ 2,138.00	\$ 2,138.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A18c	Import Fill (trench width, if required)	LF	10			\$ 267.00	\$ 2,670.00	\$ 2,670.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A18d	Trench Stabilization (if required)	LF	10			\$ 251.00	\$ 2,510.00	\$ 2,510.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A18e	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A18f	Bypass Pumping	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A18g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
<b>A19</b>	<b>BG-2A to BG-2, W 35th Ave - 8" Line, 5' Point Repair</b>															
A19a	Point Repair: 205 LF to 210 LF (1 Service)	LF	5			\$ 909.00	\$ 4,545.00	\$ 4,545.00	0%	\$ -	5	100%	\$ 4,545.00	5	100%	\$ 4,545.00
A19b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00	0%	\$ -	1	100%	\$ 1,604.00	1	100%	\$ 1,604.00
A19c	Import Fill (trench width, if required)	LF	5	5	0	\$ 267.00	\$ 1,335.00	\$ -	0%	\$ -	0%	\$ -	0	100%	\$ -	
A19d	Trench Stabilization (if required)	LF	5	5	0	\$ 251.00	\$ 1,255.00	\$ -	0%	\$ -	0%	\$ -	0	100%	\$ -	
A19e	Cutoff Wall (if required)	EA	1	5	0	\$ 1,005.00	\$ 1,005.00	\$ -	0%	\$ -	0%	\$ -	0	100%	\$ -	
A19f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	0%	\$ -	1	100%	\$ 2,673.00	1	100%	\$ 2,673.00
A19g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	0%	\$ -	1	100%	\$ 2,673.00	1	100%	\$ 2,673.00
<b>A20</b>	<b>C-3A-1 to C-3A, W 28th Ave - 8" Line, (2) 5' Point Repairs</b>															
A20a	Point Repair: 4 LF to 9 LF (1 Service)	LF	5			\$ 909.00	\$ 4,545.00	\$ 4,545.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A20b	Point Repair: 237 LF to 242 LF (0 Service)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A20c	Remove/Replace Asphalt Pavement	LS	1			\$ 3,207.00	\$ 3,207.00	\$ 3,207.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A20d	Import Fill (trench width, if required)	LF	5			\$ 267.00	\$ 1,335.00	\$ 1,335.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A20e	Trench Stabilization (if required)	LF	5			\$ 251.00	\$ 1,255.00	\$ 1,255.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A20f	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A20g	Bypass Pumping	LS	1			\$ 3,742.00	\$ 3,742.00	\$ 3,742.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A20h	Traffic Control	LS	1			\$ 3,742.00	\$ 3,742.00	\$ 3,742.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
<b>A21</b>	<b>C-9-1 to C-9, Queen St - 8" Line, 5' Point Repair</b>															
A21a	Point Repair: 90 LF to 95 LF (0 Services)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A21b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A21c	Import Fill (trench width, if required)	LF	5			\$ 267.00	\$ 1,335.00	\$ 1,335.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A21d	Trench Stabilization (if required)	LF	5			\$ 251.00	\$ 1,255.00	\$ 1,255.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A21e	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A21f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A21g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
<b>A22</b>	<b>C-12-2 to C-12D, Simms St - 8" Line, 5' Point Repair</b>															
A22a	Point Repair: 63 LF to 68 LF (0 Service)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A22b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A22c	Import Fill (trench width, if required)	LF	5			\$ 267.00	\$ 1,335.00	\$ 1,335.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A22d	Trench Stabilization (if required)	LF	5			\$ 251.00	\$ 1,255.00	\$ 1,255.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A22e	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A22f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A22g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
<b>A23</b>	<b>Z-7-3 to Z-7-2, Alkire St - 8" Line, 5' Point Repair</b>															
A23a	Point Repair: 246 LF to 251 LF (0 Services)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00	5	100%	\$ 4,275.00	5	100%	\$ 4,275.00		
A23b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00	1	100%	\$ 1,604.00	1	100%	\$ 1,604.00		
A23c	Import Fill (trench width, if required)	LF	5	3	8	\$ 267.00	\$ 1,335.00	\$ 2,136.00	8	100%	\$ 2,136.00	8	100%	\$ 2,136.00		
A23d	Trench Stabilization (if required)	LF	5	2	0	\$ 251.00	\$ 1,255.00	\$ -	0	0%	\$ -	0	0%	\$ -		
A23e	Cutoff Wall (if required)	EA	1	2	0	\$ 1,005.00	\$ 1,005.00	\$ -	0	0%	\$ -	0	0%	\$ -		
A23f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00	1	100%	\$ 2,673.00		
A23g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00	1	100%	\$ 2,673.00		
<b>A24</b>	<b>ZC-13 to ZC-12, Braun Dr - 8" Line, 5' Point Repair</b>															
A24a	Point Repair: 2 LF to 7 LF (0 Services)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00	5	100%	\$ 4,275.00	5	100%	\$ 4,275.00		
A24b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00	1	100%	\$ 1,604.00	1	100%	\$ 1,604.00		
A24c	Import Fill (trench width, if required)	LF	5	3	8	\$ 267.00	\$ 1,335.00	\$ 2,136.00	8	100%	\$ 2,136.00	8	100%	\$ 2,136.00		
A24d	Trench Stabilization (if required)	LF	5	2	0	\$ 251.00	\$ 1,255.00	\$ -	0	0%	\$ -	0	0%	\$ -		
A24e	Cutoff Wall (if required)	EA	1	2	0	\$ 1,005.00	\$ 1,005.00	\$ -	0	0%	\$ -	0	0%	\$ -		
A24f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00	1	100%	\$ 2,673.00		
A24g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	1	100%	\$ 2,673.00	1	100%	\$ 2,673.00		
<b>A25</b>	<b>Z-3 to Z-2, Alkire St - 8" Line, (2) 5' Point Repairs</b>															
A25a	Point Repair: 332 LF to 337 LF (0 Services)	LF	5	2	0	\$ 855.00	\$ 4,275.00	\$ -	0%	\$ -	0%	\$ -	0	100%	\$ -	
A25b	Remove/Replace Asphalt Pavement	LS	1	2	0	\$ 3,207.00	\$ 3,207.00	\$ -	0%	\$ -	0%	\$ -	0	100%	\$ -	
A25c	Import Fill (trench width, if required)	LF	5	2	0	\$ 267.00	\$ 1,335.00	\$ -	0%	\$ -	0%	\$ -	0	100%	\$ -	
A25d	Trench Stabilization (if required)	LF	5	2	0	\$ 251.00	\$ 1,255.00	\$ -	0%	\$ -	0%	\$ -	0	100%	\$ -	
A25e	Cutoff Wall (if required)	EA	1	2	0	\$ 1,005.00	\$ 1,005.00	\$ -	0%	\$ -	0%	\$ -	0	100%	\$ -	
A25f	Bypass Pumping	LS	1	2	0	\$ 3,742.00	\$ 3,742.00	\$ -	0%	\$ -	0%	\$ -	0	100%	\$ -	
A25g	Traffic Control	LS	1	2	0	\$ 3,742.00	\$ 3,742.00	\$ -	0%	\$ -	0%	\$ -	0	100%	\$ -	
<b>A26</b>	<b>B-11R-7-2-1 to B-11R-7-2, Easement - 6" Line, 10' Point Repair</b>															
A26a	Point Repair: 90 LF to 100 LF (0 Services)	LF	10			\$ 802.00	\$ 8,020.00	\$ 8,020.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A26b	Remove/Replace Asphalt Pavement	LS	1			\$ 2,138.00	\$ 2,138.00	\$ 2,138.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A26c	Remove/Replace Landscaping	LS	1			\$ 2,138.00	\$ 2,138.00	\$ 2,138.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A26d	Import Fill (trench width, if required)	LF	10			\$ 267.00	\$ 2,670.00	\$ 2,670.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A26e	Trench Stabilization (if required)	LF	10			\$ 251.00	\$ 2,510.00	\$ 2,510.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A26f	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00	0%	\$ -	0%	\$ -	0	0%	\$ -	
A26g	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00	0%	\$ -	0%	\$ -	0	0%	\$ -	

MARTIN/MARTIN

PAY APPLICATION 05

PROJ. NAME: NWLSD 2021 SANITARY SEWER IMPROVEMENTS  
 FOR PERIOD: Through 04.08.2022  
 OWNER: NORTHWEST LAKEWOOD SANITATION DISTRICT  
 ENGINEER: MARTIN/MARTIN, INC.  
 CONTRACTOR: INSITUFORM TECHNOLOGIES

Date: 04.20.2022  
 Job No.: 17.0638.C.08  
 Prep. By: BLT/KFK  
 Chk'd By: BW/BLT

Bid Item	Description	Unit	Original Quantity	C.O. NO.	Revised Qty.	Unit Price	Totals		Total Previous			This Estimate			Total to Date		
							Original	Revised	Qty.	%	Amount	Qty.	%	Amount	Qty.	%	Amount
A26h	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -		0%	\$ -	0	0%	\$ -
<b>A27</b>	<b>AG-3 to AG-2, Easement - 8" Line, 20' Point Repair</b>																
A27a	Point Repair: 130 LF to 150 LF (0 Services)	LF	20			\$ 748.00	\$ 14,960.00	\$ 14,960.00		0%	\$ -	20	100%	\$ 14,960.00	20	100%	\$ 14,960.00
A27b	Remove/Replace Asphalt Pavement	LS	1			\$ 3,742.00	\$ 3,742.00	\$ 3,742.00		0%	\$ -	1	100%	\$ 3,742.00	1	100%	\$ 3,742.00
A27c	Import Fill (trench width, if required)	LF	20			\$ 267.00	\$ 5,340.00	\$ 5,340.00		0%	\$ -	20	100%	\$ 5,340.00	20	100%	\$ 5,340.00
A27d	Trench Stabilization (if required)	LF	20	5	0	\$ 251.00	\$ 5,020.00	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
A27e	Cutoff Wall (if required)	EA	1	5	0	\$ 1,005.00	\$ 1,005.00	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
A27f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -	1	100%	\$ 2,673.00	1	100%	\$ 2,673.00
A27g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -	1	100%	\$ 2,673.00	1	100%	\$ 2,673.00
<b>A28</b>	<b>A-56A-2 to A-56A-1, Easement/ Paramount Pkwy - 8" Line, 5' Point Repair</b>																
A28a	Point Repair: 5 LF to 10 LF (0 Service)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00		0%	\$ -	5	100%	\$ 4,275.00	5	100%	\$ 4,275.00
A28b	Remove/Replace Asphalt Pavement	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A28c	Remove/Replace Landscaping	LS	1			\$ 2,138.00	\$ 2,138.00	\$ 2,138.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A28d	Import Fill (trench width, if required)	LF	5			\$ 267.00	\$ 1,335.00	\$ 1,335.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A28e	Trench Stabilization (if required)	LF	5			\$ 251.00	\$ 1,255.00	\$ 1,255.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A28f	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A28g	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -	1	100%	\$ 2,673.00	1	100%	\$ 2,673.00
A28h	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -	1	100%	\$ 2,673.00	1	100%	\$ 2,673.00
<b>A29</b>	<b>BH-16 to BH-1-5, Winfield Dr - 12" Line, 10' Point Repair</b>																
A29a	Point Repair: 196 LF to 206 LF (0 Service)	LF	10			\$ 962.00	\$ 9,620.00	\$ 9,620.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A29b	Remove/Replace Asphalt Pavement	LS	1			\$ 2,138.00	\$ 2,138.00	\$ 2,138.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A29c	Import Fill (trench width, if required)	LF	10			\$ 267.00	\$ 2,670.00	\$ 2,670.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A29d	Trench Stabilization (if required)	LF	10			\$ 251.00	\$ 2,510.00	\$ 2,510.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A29e	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A29f	Bypass Pumping	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A29g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -		0%	\$ -	0	0%	\$ -
<b>A30</b>	<b>BP-1A to BP-1, Easement - 8" Line, 5' Point Repair</b>																
A30a	Point Repair: 3 LF to 8 LF (0 Services)	LF	5			\$ 855.00	\$ 4,275.00	\$ 4,275.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A30b	Remove/Replace Landscaping	LS	1			\$ 1,604.00	\$ 1,604.00	\$ 1,604.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A30c	Import Fill (trench width, if required)	LF	5			\$ 267.00	\$ 1,335.00	\$ 1,335.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A30d	Trench Stabilization (if required)	LF	5			\$ 251.00	\$ 1,255.00	\$ 1,255.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A30e	Cutoff Wall (if required)	EA	1			\$ 1,005.00	\$ 1,005.00	\$ 1,005.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A30f	Bypass Pumping	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -		0%	\$ -	0	0%	\$ -
A30g	Traffic Control	LS	1			\$ 2,673.00	\$ 2,673.00	\$ 2,673.00		0%	\$ -		0%	\$ -	0	0%	\$ -
	<b>Sub-Total A</b>						<b>\$ 576,598.00</b>	<b>\$ 491,616.00</b>		<b>0%</b>	<b>\$ 101,019.00</b>		<b>15%</b>	<b>\$75,623.00</b>		<b>36%</b>	<b>\$176,642.00</b>
	<b>Bid Schedule B (Full Linings)</b>																
<b>B1</b>	<b>B-11R-32-1A to B-11R-32-1, Union Way - 8" Line</b>																
B1a.	Full Lining - 220 LF (3 Services)	LF	220			\$ 40.00	\$ 8,800.00	\$ 8,800.00	220	100%	\$ 8,800.00		0%	\$ -	220	100%	\$ 8,800.00
B1b.	Service Reconnection	EA	3			\$ 122.00	\$ 366.00	\$ 366.00	3	100%	\$ 366.00		0%	\$ -	3	100%	\$ 366.00
<b>B2</b>	<b>AP-1 to A-51, W 30th Ave - 8" Line</b>																
B2a.	Full Lining - 324 LF (8 Services)	LF	324			\$ 34.00	\$ 11,016.00	\$ 11,016.00	324	100%	\$ 11,016.00		0%	\$ -	324	100%	\$ 11,016.00
B2b.	Service Reconnection	EA	8			\$ 94.00	\$ 752.00	\$ 752.00	8	100%	\$ 752.00		0%	\$ -	8	100%	\$ 752.00
<b>B3</b>	<b>B-94 to B-93, Zinna St - 8" Line</b>																
B3a.	Full Lining - 247 LF (5 Services)	LF	247			\$ 38.00	\$ 9,386.00	\$ 9,386.00	247	100%	\$ 9,386.00		0%	\$ -	247	100%	\$ 9,386.00
B3b.	Service Reconnection	EA	5			\$ 103.00	\$ 515.00	\$ 515.00	5	100%	\$ 515.00		0%	\$ -	5	100%	\$ 515.00
<b>B4</b>	<b>BW-1A-4 to BW-1A-3, Xenophon St - 8" Line</b>																
B4a.	Full Lining - 303 LF (4 Services)	LF	303			\$ 35.00	\$ 10,605.00	\$ 10,605.00	303	100%	\$ 10,605.00		0%	\$ -	303	100%	\$ 10,605.00
B4b.	Service Reconnection	EA	4			\$ 112.00	\$ 448.00	\$ 448.00	4	100%	\$ 448.00		0%	\$ -	4	100%	\$ 448.00
<b>B5</b>	<b>DELETED</b>																
B5a.	DELETED	LF	0			\$ -	\$ -	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
B5b.	DELETED	EA	0			\$ -	\$ -	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
<b>B6</b>	<b>BOA-5-1 to BOA-5, Zinnia St - 8" Line</b>																
B6a.	Full Lining - 300 LF (5 Services)	LF	300			\$ 35.00	\$ 10,500.00	\$ 10,500.00	300	100%	\$ 10,500.00		0%	\$ -	300	100%	\$ 10,500.00
B6b.	Service Reconnection	EA	5			\$ 105.00	\$ 525.00	\$ 525.00	5	100%	\$ 525.00		0%	\$ -	5	100%	\$ 525.00
<b>B7</b>	<b>DELETED</b>																
B7a.	DELETED	LF	0			\$ -	\$ -	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
B7b.	DELETED	EA	0			\$ -	\$ -	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
<b>B8</b>	<b>DELETED</b>																
B8a.	DELETED	LF	0			\$ -	\$ -	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
B8b.	DELETED	EA	0			\$ -	\$ -	\$ -		0%	\$ -		0%	\$ -	0	100%	\$ -
<b>B9</b>	<b>RO-11A-3A to RO-11A-3, Easement/ Nelson Dr - 24" Line</b>																
B9a.	Full Lining - 378 LF (2 Services)	LF	378	1	515	\$ 142.00	\$ 53,676.00	\$ 73,130.00	515	100%	\$ 73,130.00		0%	\$ -	515	100%	\$ 73,130.00
B9b.	Service Reconnection	EA	2			\$ 322.00	\$ 644.00	\$ 644.00	2	100%	\$ 644.00		0%	\$ -	2	100%	\$ 644.00
<b>B10</b>	<b>RO-11A-3A to RO-11A-4, Easement/ Nelson Dr - 24" Line</b>																
B10a.	Full Lining - 425 LF (2 Services)	LF	425	1	492	\$ 138.00	\$ 58,650.00	\$ 67,896.00	492	100%	\$ 67,896.00		0%	\$ -	492	100%	\$ 67,896.00
B10b.	Service Reconnection	EA	2			\$ 331.00	\$ 662.00	\$ 662.00	2	100%	\$ 662.00		0%	\$ -	2	100%	\$ 662.00
<b>B11</b>	<b>JA-2 to JA-1, Willow Lane - 8" Line</b>																
B11a.	Full Lining - 116 LF (3 Services)	LF	116			\$ 56.00	\$ 6,496.00	\$ 6,496.00	116	100%	\$ 6,496.00		0%	\$ -	116	100%	\$ 6,496.00
B11b.	Service Reconnection	EA	3			\$ 117.00	\$ 351.00	\$ 351.00	3	100%	\$ 351.00		0%	\$ -	3	100%	\$ 351.00
<b>B12</b>	<b>GF-13 to GF-12, Linda Vista Dr - 8" Line</b>																

**MARTIN/MARTIN** **PAY APPLICATION 05**

PROJ. NAME: NWLSD 2021 SANITARY SEWER IMPROVEMENTS  
 FOR PERIOD: Through 04.08.2022  
 OWNER: NORTHWEST LAKEWOOD SANITATION DISTRICT  
 ENGINEER: MARTIN/MARTIN, INC.  
 CONTRACTOR: INSITUFORM TECHNOLOGIES

Date: 04.20.2022  
 Job No.: 17.0638.C.08  
 Prep. By: BLT/KFK  
 Chk'd By: BW/BLT

Bid Item	Description	Unit	Original Quantity	C.O. NO.	Revised Qty.	Unit Price	Totals		Total Previous		This Estimate		Total to Date		
							Original	Revised	Qty.	%	Amount	Qty.	%	Amount	Qty.
B12a.	Full Lining - 402 LF (6 Services)	LF	402	5	0	\$ 32.00	\$ 12,864.00	\$ -		0%	\$ -		0	100%	\$ -
B12b.	Service Reconnection	EA	6	5	0	\$ 102.00	\$ 612.00	\$ -		0%	\$ -		0	100%	\$ -
<b>B13</b>	<b>DELETED</b>														
B13a.	DELETED	LF	0				\$ -	\$ -		0%	\$ -		0	100%	\$ -
B13b.	DELETED	EA	0				\$ -	\$ -		0%	\$ -		0	100%	\$ -
<b>B14</b>	<b>A-28 to A-27, Easement - 12" Line</b>														
B14a.	Full Lining - 396 LF (2 Services)	LF	396			\$ 52.00	\$ 20,592.00	\$ 20,592.00	396	100%	\$ 20,592.00		396	100%	\$ 20,592.00
B14b.	Service Reconnection	EA	2			\$ 241.00	\$ 482.00	\$ 482.00	2	100%	\$ 482.00		2	100%	\$ 482.00
<b>B15</b>	<b>AB-3 to AB-2, West 26th Avenue Easement - 8" Line</b>														
B15a.	Full Lining - 131 LF (2 Services)	LF	131			\$ 53.00	\$ 6,943.00	\$ 6,943.00	131	100%	\$ 6,943.00		131	100%	\$ 6,943.00
B15b.	Service Reconnection	EA	2			\$ 140.00	\$ 280.00	\$ 280.00	2	100%	\$ 280.00		2	100%	\$ 280.00
<b>B16</b>	<b>AB-7A-2 to AB-7A-1, W 28th Pl - 8" Line</b>														
B16a.	Full Lining - 334 LF (7 Services)	LF	334	2	378	\$ 34.00	\$ 11,356.00	\$ 12,852.00	378	100%	\$ 12,852.00		378	100%	\$ 12,852.00
B16b.	Service Reconnection	EA	7	2	8	\$ 97.00	\$ 679.00	\$ 776.00	8	100%	\$ 776.00		8	100%	\$ 776.00
<b>B17</b>	<b>AB-10 to AB-9, Robb Cir - 8" Line</b>														
B17a.	Full Lining - 294 LF (5 Services)	LF	294			\$ 35.00	\$ 10,290.00	\$ 10,290.00	294	100%	\$ 10,290.00		294	100%	\$ 10,290.00
B17b.	Service Reconnection	EA	5			\$ 105.00	\$ 525.00	\$ 525.00	5	100%	\$ 525.00		5	100%	\$ 525.00
<b>B18</b>	<b>AB-10-5 to AB-10-4, 28th Pl - 8" Line</b>														
B18a.	Full Lining - 66 LF (0 Services)	LF	66	2	68	\$ 84.00	\$ 5,544.00	\$ 5,712.00	68	100%	\$ 5,712.00		68	100%	\$ 5,712.00
B18b.	Service Reconnection	EA	0			\$ -	\$ -	\$ -	0	0%	\$ -		0	100%	\$ -
<b>B19</b>	<b>AB-10-6-1 to AB-10-6, Applewood Knolls Dr - 8" Line</b>														
B19a.	Full Lining - 201 LF (2 Services)	LF	201			\$ 41.00	\$ 8,241.00	\$ 8,241.00	201	100%	\$ 8,241.00		201	100%	\$ 8,241.00
B19b.	Service Reconnection	EA	2			\$ 144.00	\$ 288.00	\$ 288.00	2	100%	\$ 288.00		2	100%	\$ 288.00
<b>B20</b>	<b>AB-10-6-1A to AB-10-6-1, Taft Ct - 8" Line</b>														
B20a.	Full Lining - 197 LF (2 Services)	LF	197			\$ 42.00	\$ 8,274.00	\$ 8,274.00	197	100%	\$ 8,274.00		197	100%	\$ 8,274.00
B20b.	Service Reconnection	EA	2			\$ 144.00	\$ 288.00	\$ 288.00	2	100%	\$ 288.00		2	100%	\$ 288.00
<b>B21</b>	<b>AB-10-6-3A to AB-10-6-2A, Taft Ct - 8" Line</b>														
B21a.	Full Lining - 300 LF (6 Services)	LF	300			\$ 35.00	\$ 10,500.00	\$ 10,500.00	300	100%	\$ 10,500.00		300	100%	\$ 10,500.00
B21b.	Service Reconnection	EA	6			\$ 100.00	\$ 600.00	\$ 600.00	6	100%	\$ 600.00		6	100%	\$ 600.00
<b>B22</b>	<b>AB-10-9-5 to AB-10-9-4, Taft St - 8" Line</b>														
B22a.	Full Lining - 299 LF (3 Services)	LF	299			\$ 35.00	\$ 10,465.00	\$ 10,465.00	299	100%	\$ 10,465.00		299	100%	\$ 10,465.00
B22b.	Service Reconnection	EA	3			\$ 125.00	\$ 375.00	\$ 375.00	3	100%	\$ 375.00		3	100%	\$ 375.00
<b>B23</b>	<b>AB-11-2 to AB-11-1, W 28th Ave - 8" Line</b>														
B23a.	Full Lining - 285 LF (3 Services)	LF	285			\$ 36.00	\$ 10,260.00	\$ 10,260.00	285	100%	\$ 10,260.00		285	100%	\$ 10,260.00
B23b.	Service Reconnection	EA	3	2	5	\$ 125.00	\$ 375.00	\$ 625.00	5	100%	\$ 625.00		5	100%	\$ 625.00
<b>B24</b>	<b>ACC-1 to ACA-2, W 30th Pl - 8" Line</b>														
B24a.	Full Lining - 166 LF (3 Services)	LF	166	2	248	\$ 45.00	\$ 7,470.00	\$ 11,160.00	248	100%	\$ 11,160.00		248	100%	\$ 11,160.00
B24b.	Service Reconnection	EA	3			\$ 119.00	\$ 357.00	\$ 357.00	3	100%	\$ 357.00		3	100%	\$ 357.00
<b>B25</b>	<b>AD-1-2 to AD-1-1, W 31st Pl - 8" Line</b>														
B25a.	Full Lining - 300 LF (6 Services)	LF	300			\$ 35.00	\$ 10,500.00	\$ 10,500.00	300	100%	\$ 10,500.00		300	100%	\$ 10,500.00
B25b.	Service Reconnection	EA	6			\$ 100.00	\$ 600.00	\$ 600.00	6	100%	\$ 600.00		6	100%	\$ 600.00
<b>B26</b>	<b>AD-5 to AD-4, Rouff Cir - 8" Line</b>														
B26a.	Full Lining - 125 LF (2 Services)	LF	125			\$ 53.00	\$ 6,625.00	\$ 6,625.00	125	100%	\$ 6,625.00		125	100%	\$ 6,625.00
B26b.	Service Reconnection	EA	2			\$ 140.00	\$ 280.00	\$ 280.00	2	100%	\$ 280.00		2	100%	\$ 280.00
<b>B27</b>	<b>AD-6-1 to AD-6, W 29th Pl - 8" Line</b>														
B27a.	Full Lining - 162 LF (1 Service)	LF	162			\$ 46.00	\$ 7,452.00	\$ 7,452.00	162	100%	\$ 7,452.00		162	100%	\$ 7,452.00
B27b.	Service Reconnection	EA	1			\$ 210.00	\$ 210.00	\$ 210.00	1	100%	\$ 210.00		1	100%	\$ 210.00
<b>B28</b>	<b>B-2A-2 to B-2A-1, Easement, 8" Line</b>														
B28a.	Full Lining - 66 LF (0 Services)	LF	66			\$ 85.00	\$ 5,610.00	\$ 5,610.00	66	100%	\$ 5,610.00		66	100%	\$ 5,610.00
B28b.	Service Reconnection	EA	0			\$ -	\$ -	\$ -	0	0%	\$ -		0	100%	\$ -
<b>B29</b>	<b>B-4 to B-3, Easement - 8" Line</b>														
B29a.	Full Lining - 73 LF (0 Services)	LF	73	2	0	\$ 130.00	\$ 9,490.00	\$ -		0%	\$ -		0	100%	\$ -
B29b.	Service Reconnection	EA	0			\$ -	\$ -	\$ -		0%	\$ -		0	100%	\$ -
<b>B30</b>	<b>C-1A-4-2-1 to C-1A-4-2, Owens Ct - 8" Line</b>														
B30a.	Full Lining - 180 LF (2 Services)	LF	180			\$ 43.00	\$ 7,740.00	\$ 7,740.00	180	100%	\$ 7,740.00		180	100%	\$ 7,740.00
B30b.	Service Reconnection	EA	2			\$ 140.00	\$ 280.00	\$ 280.00	2	100%	\$ 280.00		2	100%	\$ 280.00
<b>B31</b>	<b>C-8A-4 to C-8A-3, W 25th Pl - 8" Line</b>														
B31a.	Full Lining - 301 LF (5 Services)	LF	301	3	172	\$ 35.00	\$ 10,535.00	\$ 6,020.00	172	100%	\$ 6,020.00		172	100%	\$ 6,020.00
B31b.	Service Reconnection	EA	5			\$ 100.00	\$ 500.00	\$ 500.00	5	100%	\$ 500.00		5	100%	\$ 500.00
<b>B32</b>	<b>DELETED</b>														
B32a.	DELETED	LF	0			\$ -	\$ -	\$ -		0%	\$ -		0	100%	\$ -
B32b.	DELETED	EA	0			\$ -	\$ -	\$ -		0%	\$ -		0	100%	\$ -
<b>B33</b>	<b>RO-29 to RO-28, Easement - 18" Line</b>														
B33a.	Full Lining - 297 LF (0 Services)	LF	297	1	299	\$ 235.00	\$ 69,795.00	\$ 70,265.00	299	100%	\$ 70,265.00		299	100%	\$ 70,265.00
B33b.	Service Reconnection	EA	0			\$ -	\$ -	\$ -	0	0%	\$ -		0	100%	\$ -
<b>B34</b>	<b>ZC-13-3 to ZC-13-2, Braun Dr - 8" Line</b>														
B34a.	Full Lining - 322 LF (8 Services)	LF	322			\$ 34.00	\$ 10,948.00	\$ 10,948.00	322	100%	\$ 10,948.00		322	100%	\$ 10,948.00
B34b.	Service Reconnection	EA	8			\$ 94.00	\$ 752.00	\$ 752.00	8	100%	\$ 752.00		8	100%	\$ 752.00
<b>B35</b>	<b>ZD-5-1 to ZD-5, W 25th Pl - 8" Line</b>														
B35a.	Full Lining - 249 LF (3 Services)	LF	249	2	254	\$ 38.00	\$ 9,462.00	\$ 9,652.00	254	100%	\$ 9,652.00		254	100%	\$ 9,652.00
B35b.	Service Reconnection	EA	3			\$ 123.00	\$ 369.00	\$ 369.00	3	100%	\$ 369.00		3	100%	\$ 369.00

**MARTIN/MARTIN** **PAY APPLICATION 05**

PROJ. NAME: NWLSD 2021 SANITARY SEWER IMPROVEMENTS	Date: 04.20.2022
FOR PERIOD: Through 04.08.2022	Job No.: 17.0638_C.08
OWNER: NORTHWEST LAKEWOOD SANITATION DISTRICT	Prep. By: BLT/KFK
ENGINEER: MARTIN/MARTIN, INC.	Chk'd By: BW/BLT
CONTRACTOR: INSITUFORM TECHNOLOGIES	

Bid Item	Description	Unit	Original Quantity	C.O. NO.	Revised Qty.	Unit Price	Totals		Total Previous			This Estimate			Total to Date			
							Original	Revised	Qty.	%	Amount	Qty.	%	Amount	Qty.	%	Amount	
B36	<b>ZD-5-2 to ZD-5-1, W 25th Pl - 8" Line</b>																	
B36a.	Full Lining - 92 LF (2 Services)	LF	92			\$ 64.00	\$ 5,888.00	\$ 5,888.00	92	100%	\$ 5,888.00	0%	\$ -	92	100%	\$ 5,888.00		
B36b.	Service Reconnection	EA	2			\$ 137.00	\$ 274.00	\$ 274.00	2	100%	\$ 274.00	0%	\$ -	2	100%	\$ 274.00		
B37	<b>DELETED</b>																	
B37a.	DELETED	LF	0			\$ -	\$ -	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B37b.	DELETED	EA	0			\$ -	\$ -	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B38	<b>ZD-6 to ZD-5, W 26th Ave - 8" Line</b>																	
B38a.	Full Lining - 222 LF (4 Services)	LF	222	2	224	\$ 29.00	\$ 6,438.00	\$ 6,496.00	224	100%	\$ 6,496.00	0%	\$ -	224	100%	\$ 6,496.00		
B38b.	Service Reconnection	EA	4			\$ 95.00	\$ 380.00	\$ 380.00	4	100%	\$ 380.00	0%	\$ -	4	100%	\$ 380.00		
B39	<b>ZD-7 to ZD-6, W 26th Ave - 8" Line</b>																	
B39a.	Full Lining - 219 LF (4 Services)	LF	219	2	225	\$ 29.00	\$ 6,351.00	\$ 6,525.00	225	100%	\$ 6,525.00	0%	\$ -	225	100%	\$ 6,525.00		
B39b.	Service Reconnection	EA	4			\$ 95.00	\$ 380.00	\$ 380.00	4	100%	\$ 380.00	0%	\$ -	4	100%	\$ 380.00		
B40	<b>ZD-7-1 to ZD-7, Devinney Ct - 8" Line</b>																	
B40a.	Full Lining - 326 LF (6 Services)	LF	326			\$ 34.00	\$ 11,084.00	\$ 11,084.00	326	100%	\$ 11,084.00	0%	\$ -	326	100%	\$ 11,084.00		
B40b.	Service Reconnection	EA	6			\$ 100.00	\$ 600.00	\$ 600.00	6	100%	\$ 600.00	0%	\$ -	6	100%	\$ 600.00		
B41	<b>ZH-1 to Z-20, Creighton Dr - 8" Line</b>																	
B41a.	Full Lining - 107 LF (2 Services)	LF	107	2	109	\$ 39.00	\$ 4,173.00	\$ 4,251.00	109	100%	\$ 4,251.00	0%	\$ -	109	100%	\$ 4,251.00		
B41b.	Service Reconnection	EA	2			\$ 122.00	\$ 244.00	\$ 244.00	2	100%	\$ 244.00	0%	\$ -	2	100%	\$ 244.00		
B42	<b>ZH-2 to ZH-1, Creighton Dr - 8" Line</b>																	
B42a.	Full Lining - 109 LF (1 Services)	LF	109	2	105	\$ 39.00	\$ 4,251.00	\$ 4,095.00	105	100%	\$ 4,095.00	0%	\$ -	105	100%	\$ 4,095.00		
B42b.	Service Reconnection	EA	1			\$ 122.00	\$ 122.00	\$ 122.00	1	100%	\$ 122.00	0%	\$ -	1	100%	\$ 122.00		
B43	<b>ZJ-1 to Z-21, Coors Dr - 8" Line</b>																	
B43a.	Full Lining - 195 LF (2 Services)	LF	195	2	202	\$ 33.00	\$ 6,435.00	\$ 6,666.00	202	100%	\$ 6,666.00	0%	\$ -	202	100%	\$ 6,666.00		
B43b.	Service Reconnection	EA	2		2	\$ 126.00	\$ 252.00	\$ 252.00	2	100%	\$ 252.00	0%	\$ -	2	100%	\$ 252.00		
B44	<b>ZJ-2 to ZJ-1, W 26th Ave - 8" Line</b>																	
B44a.	Full Lining - 222 LF (1 Service)	LF	222	2	118	\$ 33.00	\$ 7,326.00	\$ 3,894.00	118	100%	\$ 3,894.00	0%	\$ -	118	100%	\$ 3,894.00		
B44b.	Service Reconnection	EA	1		1	\$ 126.00	\$ 126.00	\$ 126.00	1	100%	\$ 126.00	0%	\$ -	1	100%	\$ 126.00		
B45	<b>Z-3 to Z-2, Alkire St - 8" Line</b>																	
B45a.	Full Lining - 398 LF (2 Services)	LF	398			\$ 32.00	\$ 12,736.00	\$ 12,736.00	398	100%	\$ 12,736.00	0%	\$ -	398	100%	\$ 12,736.00		
B45b.	Service Reconnection	EA	2			\$ 157.00	\$ 314.00	\$ 314.00	2	100%	\$ 314.00	0%	\$ -	2	100%	\$ 314.00		
B46	<b>A-37B-1-2 to A-37B-1-1, Nelson Ct - 8" Line</b>																	
B46a.	Full Lining - 107 LF (2 Services)	LF	107			\$ 58.00	\$ 6,206.00	\$ 6,206.00	107	100%	\$ 6,206.00	0%	\$ -	107	100%	\$ 6,206.00		
B46b.	Service Reconnection	EA	2			\$ 138.00	\$ 276.00	\$ 276.00	2	100%	\$ 276.00	0%	\$ -	2	100%	\$ 276.00		
B47	<b>AG-5 to AG-4, Easement - 8" Line</b>																	
B47a.	Full Lining - 265 LF (3 Services)	LF	265	2	0	\$ 37.00	\$ 9,805.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B47b.	Service Reconnection	EA	3	2	0	\$ 124.00	\$ 372.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B48	<b>RO-12 to RO-11A, Easement - 8" Line</b>																	
B48a.	Full Lining - 190 LF (1 Service)	LF	190	1	199	\$ 156.00	\$ 29,640.00	\$ 31,044.00	199	100%	\$ 31,044.00	0%	\$ -	199	100%	\$ 31,044.00		
B48b.	Service Reconnection	EA	1			\$ 330.00	\$ 330.00	\$ 330.00	1	100%	\$ 330.00	0%	\$ -	1	100%	\$ 330.00		
B49	<b>RO-11A-5 to RO-11A-4, W 38th Pl - 24" Line</b>																	
B49a.	Full Lining - 396 LF (0 Services)	LF	396	1	401	\$ 141.00	\$ 55,836.00	\$ 56,541.00	401	100%	\$ 56,541.00	0%	\$ -	401	100%	\$ 56,541.00		
B49b.	Service Reconnection	EA	0			\$ -	\$ -	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -		
B50	<b>BF-1A-A to B-5A, W 34th Pl - 12" Line</b>																	
B50a.	Full Lining - 297 LF (1 Service)	LF	297			\$ 58.00	\$ 17,226.00	\$ 17,226.00	297	100%	\$ 17,226.00	0%	\$ -	297	100%	\$ 17,226.00		
B50b.	Service Reconnection	EA	1			\$ 383.00	\$ 383.00	\$ 383.00	1	100%	\$ 383.00	0%	\$ -	1	100%	\$ 383.00		
B51	<b>GK-3A-B to GK-3A-A, Robb St - 8" Line</b>																	
B51a.	Full Lining - 296 LF (12 Service)	LF	296			\$ 35.00	\$ 10,360.00	\$ 10,360.00	296	100%	\$ 10,360.00	0%	\$ -	296	100%	\$ 10,360.00		
B51b.	Service Reconnection	EA	12			\$ 87.00	\$ 1,044.00	\$ 1,044.00	12	100%	\$ 1,044.00	0%	\$ -	12	100%	\$ 1,044.00		
B52	<b>B-5A to B-5, Easement - 24" Line</b>																	
B52a.	Full Lining - 11 LF (0 Services)	LF	11			\$ 6,073.00	\$ 66,803.00	\$ 66,803.00	11	100%	\$ 66,803.00	0%	\$ -	11	100%	\$ 66,803.00		
B52b.	Service Reconnection	EA	0			\$ -	\$ -	\$ -	0	0%	\$ -	0%	\$ -	0	100%	\$ -		
B52c.	Added Bypass Pumping	LS	0	4	1	\$ 22,150.43	\$ -	\$ 22,150.43	1	100%	\$ 22,150.43	0%	\$ -	1	100%	\$ 22,150.43		
B53	<b>DELETED</b>																	
B53a.	DELETED	LF	0			\$ -	\$ -	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B53b.	DELETED	EA	0			\$ -	\$ -	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B54	<b>B-11R-7-1 to B-11R-7, W 29th Pl - 6" Line</b>																	
B54a.	Full Lining - 328 LF (1 Service)	LF	328	5	0	\$ 33.00	\$ 10,824.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B54b.	Service Reconnection	EA	1	5	0	\$ 484.00	\$ 484.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B55	<b>B-11R-7-2 to B-11R-7-1, W 29th Pl - 6" Line</b>																	
B55a.	Full Lining - 296 LF (5 Services)	LF	296	5	0	\$ 31.00	\$ 9,176.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B55b.	Service Reconnection	EA	5	5	0	\$ 321.00	\$ 1,605.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B56	<b>B-11R-7-3 to B-11R-7-2, W 29th Pl - 6" Line</b>																	
B56a.	Full Lining - 101 LF (3 Services)	LF	101	5	0	\$ 31.00	\$ 3,131.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B56b.	Service Reconnection	EA	3	5	0	\$ 321.00	\$ 963.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B57	<b>B-26-2-1-A-A to B-26-2-1-A, Youngsfield St - 8" Line</b>																	
B57a.	Full Lining - 212 LF (0 Services)	LF	212	5	0	\$ 41.00	\$ 8,692.00	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B57b.	Service Reconnection	EA	0			\$ -	\$ -	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B58	<b>DELETED</b>																	
B58a.	DELETED	LF	0			\$ -	\$ -	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
B58b.	DELETED	EA	0			\$ -	\$ -	\$ -		0%	\$ -	0%	\$ -	0	100%	\$ -		
ADD B59	<b>B-2A-1 to B-2A-A1, Easement, 8" Line</b>																	



**MARTIN/MARTIN** **PAY APPLICATION 05**

PROJ. NAME: NWLSD 2021 SANITARY SEWER IMPROVEMENTS	Date: 04.20.2022
FOR PERIOD: Through 04.08.2022	Job No.: 17.0638.C.08
OWNER: NORTHWEST LAKEWOOD SANITATION DISTRICT	Prep. By: BLT/KFK
ENGINEER: MARTIN/MARTIN, INC.	Chk'd By: BW/BLT
CONTRACTOR: INSITUFORM TECHNOLOGIES	

Bid Item	Description	Unit	Original Quantity	C.O. NO.	Revised Qty.	Unit Price	Totals		Total Previous			This Estimate			Total to Date		
							Original	Revised	Qty.	%	Amount	Qty.	%	Amount	Qty.	%	Amount
B59a.	Full Lining - 86 LF (0 Services)	LF	0	2	86	\$ 85.00	\$ -	\$ 7,310.00	86	100%	\$ 7,310.00		0%	\$ -	86	100%	\$ 7,310.00
B59b.	Service Reconnection	EA	0	2	0	\$ -	\$ -	\$ -	0	0%	\$ -		0%	\$ -	0	100%	\$ -
	<b>Sub-Total B</b>						<b>\$ 752,730.00</b>	<b>\$ 743,780.43</b>		100%	<b>\$ 743,780.43</b>		0%	<b>\$0.00</b>		100%	<b>\$743,780.43</b>
	<b>Bid Schedule C1 (Manhole Repairs)</b>																
<b>C1</b>	<b>MH Z-3: Alkire St near W 29th Ave</b>																
C1a.	Remove/Replace Existing Brick MH with Precast Concrete MH	LS	1			\$ 26,729.00	\$ 26,729.00	\$ 26,729.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C1b.	Import Fill Class 2 (full depth - if necessary)	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C1c.	Asphalt Remove/Replace	LS	1			\$ 3,207.00	\$ 3,207.00	\$ 3,207.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C1d.	Trench Stabilization (if necessary)	LS	1			\$ 1,508.00	\$ 1,508.00	\$ 1,508.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C1e.	Traffic Control	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C1f.	Bypass Pumping (if necessary)	LS	1			\$ 12,830.00	\$ 12,830.00	\$ 12,830.00		0%	\$ -		0%	\$ -	0	0%	\$ -
<b>C2</b>	<b>MH Z-5: Alkire St near W 28th Ave</b>																
C2a.	Remove/Replace Existing Brick MH with Precast Concrete MH	LS	1			\$ 26,729.00	\$ 26,729.00	\$ 26,729.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C2b.	Import Fill Class 2 (full depth - if necessary)	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C2c.	Asphalt Remove/Replace	LS	1			\$ 3,207.00	\$ 3,207.00	\$ 3,207.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C2d.	Trench Stabilization (if necessary)	LS	1			\$ 1,508.00	\$ 1,508.00	\$ 1,508.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C2e.	Traffic Control	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C2f.	Bypass Pumping (if necessary)	LS	1			\$ 12,830.00	\$ 12,830.00	\$ 12,830.00		0%	\$ -		0%	\$ -	0	0%	\$ -
<b>C3</b>	<b>MH ZC-14: Coors Dr near W 20th Pl</b>																
C3a.	Remove/Replace Existing Brick MH with Precast Concrete MH	LS	1			\$ 26,729.00	\$ 26,729.00	\$ 26,729.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C3b.	Import Fill Class 2 (full depth - if necessary)	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C3c.	Asphalt Remove/Replace	LS	1			\$ 3,207.00	\$ 3,207.00	\$ 3,207.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C3d.	Trench Stabilization (if necessary)	LS	1			\$ 1,508.00	\$ 1,508.00	\$ 1,508.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C3e.	Traffic Control	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C3f.	Bypass Pumping (if necessary)	LS	1			\$ 12,830.00	\$ 12,830.00	\$ 12,830.00		0%	\$ -		0%	\$ -	0	0%	\$ -
<b>C4</b>	<b>MH ZD-3-1: W 23rd Pl Near W 26th Ave</b>																
C4a.	Remove/Replace Existing Brick MH with Precast Concrete MH	LS	1			\$ 26,729.00	\$ 26,729.00	\$ 26,729.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C4b.	Import Fill Class 2 (full depth - if necessary)	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C4c.	Asphalt Remove/Replace	LS	1			\$ 3,207.00	\$ 3,207.00	\$ 3,207.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C4d.	Trench Stabilization (if necessary)	LS	1			\$ 1,508.00	\$ 1,508.00	\$ 1,508.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C4e.	Traffic Control	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C4f.	Bypass Pumping (if necessary)	LS	1			\$ 12,830.00	\$ 12,830.00	\$ 12,830.00		0%	\$ -		0%	\$ -	0	0%	\$ -
<b>C5</b>	<b>MH ZD-3-4: W 23rd Pl Near Creighton Dr</b>																
C5a.	Remove/Replace Existing Brick MH with Precast Concrete MH	LS	1			\$ 26,729.00	\$ 26,729.00	\$ 26,729.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C5b.	Import Fill Class 2 (full depth - if necessary)	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C5c.	Asphalt Remove/Replace	LS	1			\$ 3,207.00	\$ 3,207.00	\$ 3,207.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C5d.	Trench Stabilization (if necessary)	LS	1			\$ 1,508.00	\$ 1,508.00	\$ 1,508.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C5e.	Traffic Control	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C5f.	Bypass Pumping (if necessary)	LS	1			\$ 12,830.00	\$ 12,830.00	\$ 12,830.00		0%	\$ -		0%	\$ -	0	0%	\$ -
<b>C6</b>	<b>MH ZC-7: Braun Dr near Braun Ct</b>																
C6a.	Remove/Replace Existing Brick MH with Precast Concrete MH	LS	1			\$ 26,729.00	\$ 26,729.00	\$ 26,729.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C6b.	Import Fill Class 2 (full depth - if necessary)	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C6c.	Asphalt Remove/Replace	LS	1			\$ 3,207.00	\$ 3,207.00	\$ 3,207.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C6d.	Trench Stabilization (if necessary)	LS	1			\$ 1,508.00	\$ 1,508.00	\$ 1,508.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C6e.	Traffic Control	LS	1			\$ 5,346.00	\$ 5,346.00	\$ 5,346.00		0%	\$ -		0%	\$ -	0	0%	\$ -
C6f.	Bypass Pumping (if necessary)	LS	1			\$ 12,830.00	\$ 12,830.00	\$ 12,830.00		0%	\$ -		0%	\$ -	0	0%	\$ -
	<b>Sub-Total C</b>						<b>\$329,796.00</b>	<b>\$329,796.00</b>		0%	<b>\$ -</b>		0%	<b>\$0.00</b>		0%	<b>\$0.00</b>
	<b>GRAND TOTAL</b>						<b>\$1,659,124.00</b>	<b>\$1,565,192.43</b>		<b>54%</b>	<b>\$844,799.43</b>		<b>5%</b>	<b>\$75,623.00</b>		<b>59%</b>	<b>\$920,422.43</b>
											<b>\$ 42,239.97</b>			<b>\$ 3,781.15</b>			<b>\$ 46,021.12</b>
	5% Bid Bond						<b>\$1,659,124.00</b>	<b>\$1,565,192.43</b>			<b>\$802,559.46</b>			<b>\$ 71,841.85</b>			<b>\$ 874,401.31</b>

\* Retainage not subtracted out for Contract Total percent calculation.

The above pay request is approved:  
OWNER: Northwest Lakewood Sanitation District

The above pay request is approved:  
ENGINEER: MARTIN/MARTIN, INC.

BY: \_\_\_\_\_ DATE: 4/20/2022  
The above pay request is accepted:  
CONTRACTOR: Insituform Technologies

BY: *B.W. With* \_\_\_\_\_ DATE: 4/20/2022

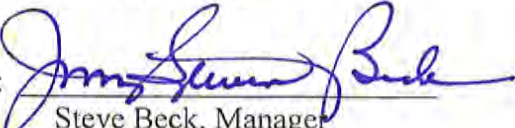
<p>ORDERED BY:  <b>NORTHWEST LAKEWOOD  SANITATION DISTRICT  ("DISTRICT")</b></p> <p>Steve Beck, Manager  <b>Email:</b> <a href="mailto:sbeck@sdmsi.com">sbeck@sdmsi.com</a>  <b>Voice:</b> 303-987-0835 Ext. 206</p>		<h1 style="text-align: center;">WORK ORDER</h1> <p>Work Order No.: <u>2</u></p> <p>Date Issued: <u>March 30, 2022</u></p>
<p>Contractor:</p>		<p>Notes:</p>
<p><b>DIAMOND CONTRACTING  CORP.  ("CONTRACTOR")</b></p> <p><b>Email:</b> <a href="mailto:dccpipe@yahoo.com">dccpipe@yahoo.com</a>  <b>Voice:</b> 303-456-7666  <b>Fax:</b> 303-456-7690</p>		

Subject to issuance of a Notice to Proceed by the District, this Work Order authorizes Contractor to supply materials, labor, and services ("Services") to excavate and repair the District's sanitary sewer collection line located generally at the intersection of West 14<sup>th</sup> Place and Yank Street in Lakewood, Colorado. The District shall issue a Notice to Proceed upon Contractor's execution of the Special Conditions attached hereto as **Exhibit A** and received by the District proof of insurance as required by Special Condition 3. Contractor agrees to perform the Services in accordance with this Work Order including all attachments and to complete the Services to District's reasonable satisfaction with ten (10) days of issuance of a Notice to Proceed.

Item	Description	Unit Cost	Amount	Quantity
N/A				

**NORTHWEST LAKEWOOD SANITATION DISTRICT**

Authorized Signatures:

By:   
Steve Beck, Manager

**EXHIBIT A**  
**SPECIAL CONDITIONS**

These Special Conditions are attached to and form an integral part of that certain Northwest Lakewood Sanitation District ("District") Work Order No. 2, dated March 30, 2022, and issued by the District to Contractor. When the Work Order is accepted by Contractor it shall constitute a contract ("Contract") between the parties.

1. **Compensation.** District shall compensate Contractor for the Services performed on a time and material basis in accordance with the rates set forth on **Exhibit 1**, as attached hereto and incorporated herein by this reference.

a) Upon completion of the Services, Contractor shall provide District with an invoice. Unless Contractor does not properly perform the Services, the invoice will be paid within thirty (30) to forty-five (45) days after receipt.

b) District reserves the right to refuse to pay all or a portion of any invoice that is inconsistent with this Contract and may delay payment until it can verify the accuracy of an invoice or resolve a dispute with Contractor regarding an invoice.

2. **Independent Contractor.** In the performance of the Services, Contractor shall be, for all purposes, an independent contractor and not an employee or agent of District. Contractor and its employees and subcontractors shall in no way represent themselves to third parties as agents or employees of District. **As an independent contractor, Contractor is not entitled to workers' compensation benefits and Contractor is obligated to pay federal and state income tax on any monies earned pursuant to this Contract.**

3. **Insurance.** Contractor shall not commence work on any Services until the following minimum insurance coverages have been obtained:

a) **Workers' Compensation Insurance.** Contractor shall carry worker's compensation insurance to cover liability under the laws of the State of Colorado in connection with the Services performed pursuant to this Contract.

b) **Commercial General Liability Insurance.** Contractor shall carry commercial general liability insurance, which shall include blanket contractual liability coverage. Such insurance shall be in an amount not less than \$1,000,000 per occurrence and with having a \$1,000,000 aggregate limit for bodily injury and property damage.

c) **Automobile Liability Insurance.** Contractor shall carry automobile liability insurance to include owned, non-owned, and hired vehicles used in the performance of the Services. Such insurance shall be in an amount not less than \$1,000,000 per occurrence and with having a \$1,000,000 aggregate limit for bodily injury and property damage.

The required commercial, general liability and automobile policies shall: (i) name the District as an additional insured for coverage only, with no premium payment obligations; (ii) and provide that the coverage for the District shall not be impaired by Contractor's failure to

Insurance demonstrating the required coverages have been obtained prior to commencing any work.

4. **Compliance with Laws.** In performing the Services, Contractor shall comply with all applicable laws, rules and regulations applicable to the Services including, but not limited to, all federal, state and local laws. By way of explanation and not limitation, Contractor certifies that Contractor shall comply with the provisions of Section 18-17.5-101, et seq, C.R.S. Contractor shall not knowingly employ or contract with a worker without authorization to perform Services for District or enter into a contract with a subconsultant or subcontractor that knowingly employs or contracts with a worker without authorization. Contractor represents, warrants and agrees that it has confirmed the employment eligibility of all employees who are newly hired for employment to perform Services under this Contract through participation in either the E-Verify Program or the Department Program described in Section 8-17.5-101, C.R.S. However, Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this Contract is in effect. If Contractor obtains actual knowledge that a subconsultant performing Services under this Contract knowingly employs or contracts with a worker without authorization, Contractor shall: (i) notify the subcontractor and District within three (3) days that Contractor has actual knowledge that the subcontractor is employing or contracting with a worker without authorization; (ii) terminate the subcontract with the subcontractor if within three (3) days of receiving such notice, the subcontractor does not stop employing or contracting with the worker without authorization, unless the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with a worker without authorization. Contractor shall comply with all reasonable requests made in the course of an investigation by the Colorado Department of Labor and Employment. If Contractor fails to comply with any requirement of Section 8-17.5-102(2), C.R.S., District may terminate this Contract for breach, and Contractor shall be liable for actual damages to District.

5. **Assignment and Subcontractors.** Contractor shall not employ any subcontractor without the prior written approval of District, nor shall Contractor assign any rights or obligations under this Contract either in whole or in part without District's prior written approval, which may be withheld for any reason.

6. **Indemnification.** Contractor agrees, to the fullest extent permitted by law, to indemnify, defend and hold harmless the District, its officers, directors, employees, and consultants from and against any and all damages, liabilities and costs, including reasonable attorney's fees, defense costs, and workers' compensation insurance costs and premiums, if any, arising out of or in any way related to Contractor's performance of Services under this Contract.

7. **Termination or Suspension.** The District reserves the exclusive right to terminate or suspend all or any portion of the Services under this Contract by giving five (5) days written notice to Contractor.

8. **Ownership of Work Product and Documents.** All pertinent materials and electronic documents produced as a result of the Services shall become the sole property of District after payment to Contractor and may not be used, sold, or disposed of by Contractor in any manner without the prior written consent of District, except that Contractor may use and

reproduce such materials and documents for purposes solely relating to Contractor's performance of Services, including but not limited to, Contractor's archival records.

**ACCEPTANCE:**

The foregoing Special Conditions are hereby accepted by Contractor this \_\_\_\_ day of \_\_\_\_\_, 2022.

**CONTRACTOR:**  
DIAMOND CONTRACTING CORP

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

## Exhibit 1

### 2022 T&M Rates

18300 W. Hwy. 72

Arvada, CO 80007

Email: DCCPIPE@yahoo.com

Office: (303)456-7666

◆ **DIAMOND** ◆  
**CONTRACTING**



#### Labor Rates

Item	Description	Qty	Unit	Unit Price	Total Price
1	Superintendent/Estimator		HR	86	
2	Foreman		HR	72	
3	Operator		HR	67	
4	Pipelayer		HR	54	
5	Laborer		HR	48	
6	Flagger		HR	42	
7	Truck Driver		HR	65	

#### Equipment Rates

8	Excavator - PC 35/TB 240		HR	45	
9	Excavator - PC 138		HR	85	
10	Excavator - PC 210		HR	110	
11	Excavator - PC 220		HR	110	
12	Excavator - PC 238		HR	125	
13	Loader - WA 150		HR	100	
14	Loader - WA 200		HR	115	
15	Tandem Dump Truck		HR	65	
16	Semi w/Side dump		HR	120	
17	Semi w/Lowboy		HR	120	
18	Bobcat Skid loader		HR	45	
19	Small Equipment*		DAY	250	
20	Job Truck w/ tools		HR	50	

#### Service Rates

21	Trench Milling*		FT	3.25	
22	Mobilization		HR	185	
23	TCS & Truck*		HR	100	

- Billings based upon time and material sheet documented by DCC
- Pricing does not include overtime, multiply hourly rate by 1.5 for labor hours above 40hrs/week
- Night work will be billed as overtime rate for labor and \$20/HR will be added on equipment
- Payment due net 30, no retainage held

\*small equipment includes; jumping jack, trench box, generator, demo saw, trash pump, plate compactor, arrow boards, etc.

\*Trench Milling includes all labor and equipment needed for work.

\*TCS & Truck includes MHT design & implementation in field

# METRO WATER RECOVERY

## Board of Directors Meeting

Tuesday, April 19, 2022

The regular monthly meeting of the Board of Directors of Metro Water Recovery will be held Tuesday, April 19, 2022 at 5:30 p.m. in the Administration Building Boardroom.

The **Agenda** will be as follows:

### 1. OATH OF OFFICE

The following Directors have been reappointed by their Member Municipalities for a two-year term of office which expires June 30, 2024.

#### Appointed Director

Phil Burgi  
David Councilman  
Janet Kieler  
Laura Kroeger  
Mary Beth Susman  
Amerigo Svaldi

#### Member Municipality

Wheat Ridge Sanitation District  
Pleasant View Water and Sanitation District  
City and County of Denver  
City of Lakewood  
City and County of Denver  
North Washington Street Water and Sanitation District

### 2. ROLL CALL

### 3. PUBLIC COMMENT

### 4. APPROVAL OF MINUTES

Minutes of the Board of Directors Meeting on March 15, 2022 (*Tab No. 1*)

### 5. PROGRESS AND PROJECTION REPORTS

5.a Report by Chief Executive Officer (*Tab No. 2*)

5.b Report by General Counsel (*Tab No. 3*)

### 6. REPORTS OF OFFICERS AND COMMITTEES

### 7. NEW BUSINESS

#### Consent Agenda

7.a **Consideration of Renewal of All-Access Pass Agreement with Franklin Covey**  
[Recommended O/F/E] (*Tab No. 4*)

7.b **Consideration of METROGRO Farm Chemical Application** [Recommended O/F/E]  
(*Tab No. 5*)

- 7.c **Consideration of Support Buildings Improvements Project (PAR 1369)**  
[Recommended O/F/E] (*Tab No. 6*)

**Roll Call Agenda**

- 7.d **Consideration of Northern Treatment Plant Clarifier Cover Repair Project (PAR 1396)** [Recommended O/F/E] (*Tab No. 7*)

**8. INDIVIDUAL DIRECTOR COMMENTS**

**9. OTHER INFORMATION**

**10. ADJOURNMENT**

Scott Twombly  
Chairman

Committee Meeting Minutes in Chronological Order (*Tab No. 8*).

MC:rak/lmn



# METRO WATER RECOVERY

## Board of Directors Meeting

April 19, 2022

### Action Items—Committee Recommendations

**1. Consideration of Renewal of All-Access Pass Agreement with Franklin Covey**

**Operations** : Unanimously recommended approval.  
**Finance** : Unanimously recommended approval.  
**Executive** : Unanimously recommended approval.

**2. Consideration of METROGRO Farm Chemical Application**

**Operations** : Unanimously recommended approval.  
**Finance** : Unanimously recommended approval.  
**Executive** : Unanimously recommended approval.

**3. Consideration of Support Buildings Improvements Project (PAR 1369)**

**Operations** : Unanimously recommended approval.  
**Finance** : Unanimously recommended approval.  
**Executive** : Unanimously recommended approval.

**4. Consideration of Northern Treatment Plant Clarifier Cover Repair Project (PAR 1396)**

**Operations** : Unanimously recommended approval.  
**Finance** : Unanimously recommended approval.  
**Executive** : Unanimously recommended approval.

# METRO WATER RECOVERY

## Minutes of the Regular Meeting of the Board of Directors

March 15, 2022

The Board of Directors of the Metro Water Recovery, in the Counties of Adams, Arapahoe, Douglas, Jefferson, and Weld, and the City and County of Denver, State of Colorado, met in regular session at 6450 York Street, Denver, Colorado, Tuesday, March 15, 2022 at 5:35 p.m. in the Boardroom.

### 1. OATH OF OFFICE

The following Director has been appointed by his Member Municipality to complete a two-year term of office expiring June 30, 2022.

#### Appointed Director

Curt Aldstadt

#### Member Municipality

City of Westminster

Chairman Twombly welcomed Director Aldstadt back.

### 2. ROLL CALL

Secretary Niyork called the roll.

#### **Officers Present:**

Scott Twombly, Thornton  
Andrew Johnston, Denver  
Sarah Niyork, South Adams  
Jo Ann Giddings, Aurora

Chairman  
Chairman Pro Tem  
Secretary  
Treasurer

#### **Directors Present:**

Curt Aldstadt, Westminster  
Peter Baertlein, Denver  
Greg Baker, Aurora  
Phil Burgi, Wheat Ridge  
Nadine Caldwell, Aurora  
David Councilman, Pleasant View  
Deborah Crisp, East Lakewood  
John Dingess, Aurora  
Robert Duncanson, Denver\*  
Marv Falconburg, Brighton  
Joan Iler, Westridge  
Janet Kieler, Denver\*  
Craig Kocian, Arvada  
Kathy Laurienti, Crestview

Doug Lazure, Denver  
Bob LeGare, Aurora  
Charles Long, Thornton  
Jamie Miller, North Table Mountain\*  
Steve Pott, Applewood  
Bill Ray, Arvada  
Bob Roth, Aurora\*  
Greg Sekera, Lakewood  
Del Smith, Bancroft-Clover\*  
Peter Spanberger, Denver  
Mary Beth Susman, Denver  
Dennis Towndrow, North Pecos\*  
Jennifer Williams, Denver  
Ronald Younger, Denver

#### **Directors Absent:**

John Chavez, Berkeley  
Clark Davenport, Northwest Lakewood  
Laura Kroeger, Lakewood

Martin Majors, Fruitdale  
Michael Sapp, Denver  
Amerigo Svaldi, North Washington Street

**Others Present:**

Mickey Conway  
Emily Jackson  
Liam Cavanaugh  
Ruth Kedzior  
Yvonne Kohlmeier  
Sean Morris  
Lydia Nkem\*  
Brittany Peshek\*  
Ray Sandoval  
James DeHerrara\*  
Wayne King  
Steve Lotzar  
\*Attended via virtually

Chief Executive Officer (CEO)  
General Counsel  
Deputy CEO/Chief Operating Officer (COO)  
Assistant to the CEO  
Senior Administrative Assistant  
IT Senior Support Analyst  
Executive Assistant  
Administrative Analyst  
IT Service Delivery Manager  
City of Aurora  
Workplace Resource  
Intereum Inc.

**3. PUBLIC COMMENT**

There was no comment.

**4. APPROVAL OF MINUTES**

4.a Minutes of the Board of Directors Meeting on February 15, 2022

Chairman Twombly asked if there were any corrections, deletions, or additions to the minutes of the Regular Meeting of the Board of Directors held February 15, 2022.

Director Iler moved and Director Spanberger seconded the motion to approve the minutes of the Regular Meeting of the Board of Directors held February 15, 2022.

The motion carried unanimously.

**5. PROGRESS AND PROJECTION REPORTS**

5.a Report by CEO

CEO Conway reviewed his written report noting the selection of Shawn Fredrickson as the new Director of Information Technology and Chairman Twombly's published response in The Denver Post clarifying a recent article on per- and polyfluoroalkyl (PFAS) substances in wastewater treatment plants. Mr. Conway remarked on his recent attendance at the National Association of Clean Water Agencies (NACWA) Board meetings and Winter Conference and the Water Environment Foundation (WEF) Utility Management Conference.

Mr. Conway responded to a request stating in regard to future editorial submissions, it would be good protocol for staff to reach out to Directors in advance.

5.b Report by General Counsel

General Counsel Jackson asked for feedback on her revised format of the Legal Report in advance of the upcoming November review period.

Ms. Jackson provided an update on the recent developments concerning the Farmers Reservoir and Irrigation Company, Burlington Ditch Reservoir and Land Company,

and Henrylyn Irrigation District (Ditch Companies) stating an Order to Deny the Motion to Dismiss was filed. Ms. Jackson also noted the motions practice in the Donald Temples litigation has concluded.

Directors Baertlein and Ray extended their appreciation for the newly re-formatted General Counsel Report with an increased amount of information being shared.

Ms. Jackson answered a question whether the judge in the Ditch Companies litigation gave a reason for his light reasoning.

## **6. REPORTS OF OFFICERS AND COMMITTEES**

### **6.a Meeting Minutes**

There were no additions to the following meeting minutes:

Defined Benefit Plan Retirement Board	November 18, 2021
Defined Contribution Plan Retirement Board	November 18, 2021
Operations Committee	March 1, 2022
Finance Committee	March 3, 2022
Executive Committee	March 8, 2022

## **7. NEW BUSINESS**

### **Consent Agenda**

#### **7.a Consideration to Amend Electrical Job-Order Contracts**

Director Burgi moved and Director Sekera seconded the motion to adopt the following resolution:

WHEREAS, it is in the best interest of Metro Water Recovery, hereinafter referred to as "Metro," to amend its two Job Order Contracting (JOC) Services Agreements for on-call electrical contracting services; and

WHEREAS, Metro currently contracts with two electrical contracting firms to provide electrical construction services, and each contract expires in October 2025 or when the upper limit dollar amount is reached; and

WHEREAS, each of the agreements is projected to reach the upper limit dollar amount mid-2022, two years into the five-year contract term; and

WHEREAS, Metro staff recommends increasing the not-to-exceed upper limit dollar amount of each agreement from \$250,000 to \$750,000 for a total, combined amount of \$1.5 million between both agreements, to allow staff to continue completing work quickly and efficiently by supplementing personnel with outside resources; and

WHEREAS, the Operations and Finance committees, after having reviewed the matter, recommend authorizing the Chief Executive Officer to amend the five-year, job-order contracting service agreements with Guarantee Electrical Contracting and McDade Woodcock Inc., to increase the not-to-exceed upper limit dollar amount of

each agreement from \$250,000 to \$750,000 for a total, combined amount of \$1.5 million between both agreements; and

WHEREAS, the Executive Committee, after having reviewed the matter, concurs in the recommendation of the other committees;

NOW, THEREFORE, BE IT RESOLVED the Chief Executive Officer be and hereby is authorized to amend the five-year, job-order contracting service agreements with Guarantee Electrical Contracting and McDade Woodcock Inc., to increase the not-to-exceed upper limit dollar amount of each agreement from \$250,000 to \$750,000 for a total, combined amount of \$1.5 million between both agreements.

The motion carried unanimously.

## **Roll Call Agenda**

### **7.b Consideration of Connector Request**

Director Laurienti moved and Director LeGare seconded the motion to adopt the following resolution:

WHEREAS, it is in the best interest of Metro Water Recovery, hereinafter referred to as "Metro," to include the City of Fort Lupton (Fort Lupton) within the boundaries of Metro; and

WHEREAS, on June 25, 2021, Fort Lupton requested Metro determine the feasibility of serving Fort Lupton through its facilities and establish the terms and conditions for Fort Lupton's inclusion in Metro; and

WHEREAS, on July 20, 2021, the Metro Board of Directors passed a resolution finding it was feasible to serve Fort Lupton and setting the terms and conditions upon which Fort Lupton may be included within Metro; and

WHEREAS, after publication as required by the Act, on September 7, 2021, Fort Lupton held a public hearing regarding its desire to be included within Metro; and

WHEREAS, on September 7, 2021, Fort Lupton passed an ordinance declaring the public health, safety, and general welfare require the inclusion of Fort Lupton within Metro and it desires to be included within Metro under the terms and conditions prescribed by Metro's July 20, 2021, resolution; and

WHEREAS, the Operations and Finance committees of Metro, after having reviewed the matter, recommend Fort Lupton be included within the boundaries of Metro under the terms and conditions set forth in Metro's July 20, 2021 resolution and Fort Lupton's September 7, 2021 ordinance; and

WHEREAS, the Executive Committee, after having reviewed the matter, concurs in the recommendation of the other Committees;

NOW, THEREFORE, BE IT RESOLVED Metro Water Recovery hereby includes the City of Fort Lupton within the boundaries of Metro under the terms and conditions as set forth in Article VIII of the *Sewage Treatment and Disposal Agreement* attached hereto as Exhibit A; and

BE IT FURTHER RESOLVED the Chairman of the Board be and hereby is authorized to enter into an Addendum to the *Sewage Treatment and Disposal Agreement* with the City of Fort Lupton, making the City of Fort Lupton a party to that Agreement.

Chairman Twombly called for a roll call vote which carried with 32 Directors voting Yes:

Curt Aldstadt	Joan Iler	Bill Ray
Peter Baertlein	Andrew Johnston	Bob Roth
Greg Baker	Janet Kieler	Greg Sekera
Phil Burgi	Craig Kocian	Del Smith
Nadine Caldwell	Kathy Laurienti	Peter Spanberger
David Councilman	Doug Lazure	Mary Beth Susman
Deborah Crisp	Bob LeGare	Dennis Towndrow
John Dingess	Charles Long	Scott Twombly
Robert Duncanson	Jamie Miller	Jennifer Williams
Marv Falconburg	Sarah Niyork	Ronald Younger
Jo Ann Giddings	Steve Pott	

## 8. INDIVIDUAL DIRECTOR COMMENTS

There was none.

## 9. OTHER INFORMATION

Chairman Twombly summarized discussions had during the recent Budget Workshop and Executive Committee meeting regarding Metro Water Recovery staff's upcoming budget recommendations. He noted the budget would be discussed during the upcoming Spring Board Workshop and asked directors to consider the proposed annual charges rate increase recommendation versus inflationary factors.

Director Dingess stated a good number of directors at the Budget Workshop were comfortable with staff's recommendation.

CEO Conway noted the Board approves the operating budget every year with an annual rate increase and staff projects what cash flow is needed to support Metro's mission.

Director Kocian requested this be revisited prior to the Spring Board Workshop given the relatively rapid development in global economies.

Chairman Twombly answered a question on the reserve account.

Director Susman thanked staff for the recent Robert W. Hite Treatment Facility tour.

## 10. ADJOURNMENT

Chairman Twombly adjourned the meeting at 6 p.m.

MC\raklyjk

# METRO WATER RECOVERY

## MEMORANDUM

**TO:** Board of Directors

**DATE:** April 13, 2022

**FROM:** Mickey Conway, Chief Executive Officer

**RE:** Chief Executive Officer's Report

### **1. Metro Water Recovery's Audited 2021 Financial Statements**

Moss Adams LLP (Moss Adams) performed the audit of the 2021 Metro Water Recovery Financial Statements and issued an unmodified opinion with one internal control finding and no significant deficiencies. Moss Adams staff informed the April Finance and Audit committees of the following:

- No significant misstatements, corrected or uncorrected, were in Metro's financial statements as of and for the year ending December 31, 2021.
- Areas of audit emphasis included capital assets and construction in process, bond activities, and financial statement footnote disclosures.
- No disagreements with management on financial accounting and reporting matters.
- Staff was prepared, responsive, and provided all the documents requested to meet deadlines.
- The internal control finding was in relation to the calculation of depreciation expense for newly setup capital assets and the lack of timely communication on the completion of project. Management has implemented new processes to reconcile depreciation to identify errors in the future.

### **2. Raftelis Consulting – Annual Review**

Pursuant to Metro Water Recovery's [Sewage Treatment and Disposal Agreement](#), Metro's Consulting Engineer is required to perform an annual operations and maintenance inspection and budget review. The report, which is due before the end of the fiscal year, is typically presented to the Board in April.

Raftelis Financial Consultants, Inc. has completed its inspection and review, and its final 2023 Operations and Budget Review is included as a separate attachment to the Board packet.

### **3. Wastewater Worker Recognition Week**

Colorado Governor Jared Polis has signed this year's Wastewater Worker Recognition Week proclamation, declaring the week of April 17, 2022 a time to honor wastewater professionals. Employees will be recognized on Metro Water Recovery's social media platforms and food will be provided in celebration for the employees working onsite.

**4. Metro Water Recovery Social Media Links on BoardEffect**

Metro Water Recovery's social media links are now available on BoardEffect on the homepage. Please consider following us to promote our social impact. Here are links to our [Website](#), [Facebook Page](#), and [LinkedIn Page](#).

**5. Metro Water Recovery Project Follow-Up**

A capital project update is attached regarding the Thornton-North Washington Fixed Asset Replacement Project (PAR 1312) – Construction Contract, Engineering Services Amendment, and Funding Appropriation.

**6. The Connector - Issue 7**

The latest issue of The Connector with pertinent information regarding the Metro Sponsorship Program, Colorado General Assembly Update, and other relevant information has been distributed and can be found [here](#).

**7. Wastewater 101 – Education Corner**

\*Wastewater 101 is moving to BoardEffect. Below is a sample of information which will be available regarding the wastewater recovery cycle. Information will include interactive graphics, deep dives on process information, and other interesting information.

**Anaerobic Digestion**

**Anaerobic Digestion provides required solids stabilization to support the beneficial use of biosolids and produces renewable methane for beneficial use.**

Anaerobic digestion is a solids stabilization process in which biodegradable organic matter is biologically transformed in the absence of oxygen. This process provides a reduction in pathogens, reduces [vector attraction](#), and generates renewable methane.

Thickened primary and waste activated sludge have a high volatile fraction and contain pathogenic microorganisms. Treatment is needed to produce a safe fertilizer product with minimal odors while not attracting insects and other pests. The objectives of stabilization are to reduce pathogens, eliminate offensive odors, and inhibit, reduce, or eliminate the potential for putrefaction.

The primary benefit of anaerobic digestion, compared to other forms of solid's stabilization, is the energy recovery potential. Anaerobic digestion generates a biogas comprised primarily of methane and carbon dioxide which may be recovered for beneficial use such as heat or power generation.



**The Robert W. Hite Treatment Facility (RWHTF) facility utilizes a two-phase anaerobic digestion process.**

1. The undigested or raw sludge from the sludge holding tanks first goes to a single digester which is used for the hydrolysis, or initial breakdown, phase of the digestion process. The detention time in this digester is typically one to 1.5 days.
2. In the second stage, commonly referred to as the mesophilic phase or gas phase, a minimum of 15 days solids retention time (SRT) is required to complete the treatment process.



**RWHTF Digester**



**NTP Digester**

**Northern Treatment Plant (NTP)**

The NTP also uses anaerobic digestion to stabilize its solids, but only uses a single-phase anaerobic digester. The NTP process does not include the acid phase digestion step, which is unnecessary as the NTP has a long detention time.

**8. Upcoming Events**

Directors are asked to add applicable meeting dates to their calendars.

<u>Date</u>	<u>Event/Location</u>
Thursday, April 28, 2022 8 a.m. (breakfast served at 7 a.m.)	Spring Board Workshop NTP Visitor Center Presentation Room
<b><i>Thursday, April 28, 2022 2:30 p.m. (approximately)</i></b>	<b><i>Tour of Second Creek Interceptor Project Work Leave from NTP following Workshop</i></b>
Thursday, May 26, 2022 7:30 a.m. (breakfast served at 7 a.m.)	Defined Benefit Plan Retirement Board Boardroom

<u>Date</u>	<u>Event/Location</u>
Thursday, May 26, 2022 12 p.m. (lunch served at 11:30 a.m.)	Defined Contribution Plan Retirement Board Boardroom
Wednesday, June 15, 2022 TBD	Spring Metro 6.0 Town Hall/Field Day TBD
Wednesday, June 22, 2022 TBD	Bike to Work Day TBD
Thursday, July 7, 2022 7:30 a.m. (breakfast served at 7 a.m.)	Operations and Finance Committees Joint Meeting Boardroom
Thursday, August 25, 2022 7:30 a.m. (breakfast served at 7 a.m.)	Defined Benefit Plan Retirement Board Boardroom
Thursday, August 25, 2022 12 p.m. (lunch served at 11:30 a.m.)	Defined Contribution Plan Retirement Board Boardroom
Thursday, October 27, 2022 8 a.m. (breakfast served at 7 a.m.)	Fall Board Workshop Boardroom
Thursday, November 3, 2022 9 a.m. or directly following Finance	Audit Committee Boardroom
Wednesday, November 9, 2022 TBD	Fall Metro 6.0 Town Hall TBD
Thursday, November 10, 2022 7:30 a.m. (breakfast served at 7 a.m.)	Defined Contribution Plan Retirement Board Boardroom
Thursday, November 10, 2022 2 p.m.	Defined Benefit Plan Retirement Board Boardroom
Tuesday, December 20, 2022 5 p.m.	Annual Employee Recognition Reception Prior to Board of Directors Meeting

**Thornton-North Washington Fixed Asset Replacement Project (PAR 1312) – Construction Contract,  
Engineering Services Amendment, and Funding Appropriation  
Prepared by Brenda Adams, Principal Engineer**

## **Background**

Metro Water Recovery operates three lift stations in its collection system. The Governor's Ranch Lift Station, located at South Wadsworth Boulevard and West Cross Drive near the Southwest Plaza shopping mall, was rehabilitated in 2016. The Thornton-North Washington Lift Station and the Denargo Market Lift Station are the other two lift stations, both of which are part of the Thornton-North Washington Fixed Asset Replacement Project (PAR 1312) (Project). The Project was initiated in March 2017 as a small project evaluation phase. Information and findings pertaining to the Project are identified below:

- The Thornton-North Washington Lift Station was constructed in 1967. The lift station receives flow from Metro's South Thornton Interceptor and two North Washington Street Water and Sanitation District interceptors approximately one mile north of the Robert W. Hite Treatment Facility. The structure has reached the end of its useful life and is severely corroded, the instrumentation and controls are outdated, and replacement electrical equipment is no longer available.
- The Denargo Market Lift Station (DLS) is a package lift station constructed in 1996. The lift station receives flow from four service connections and discharges into the Delgany Interceptor at Denargo Street and Wewatta Way. Metro is reviewing the possibility of decommissioning the DLS through future replacement with gravity service line connections to the City and County of Denver (Denver) system in coordination with BNSF Railway, Denver, and the Regional Transportation District (RTD). As a result of this, the rehabilitation of the DLS scope has been removed from the Project.

The Board of Directors approved a Professional Services Agreement with Stantec Consulting Services (Stantec) on [January 15, 2019](#) to provide preliminary design, final design, and cost estimating services for the Project. On [July 16, 2019](#), the Board authorized the Chief Executive Officer to enter into a Preconstruction Services Agreement with PCL Construction, Inc. (PCL). The design was completed in June 2021. Metro negotiated a Stipulated Price with PCL for construction of this Project. The Construction Services Contract with PCL and amendment to the Professional Services Agreement with Stantec was authorized by the Board on [October 19, 2021](#).

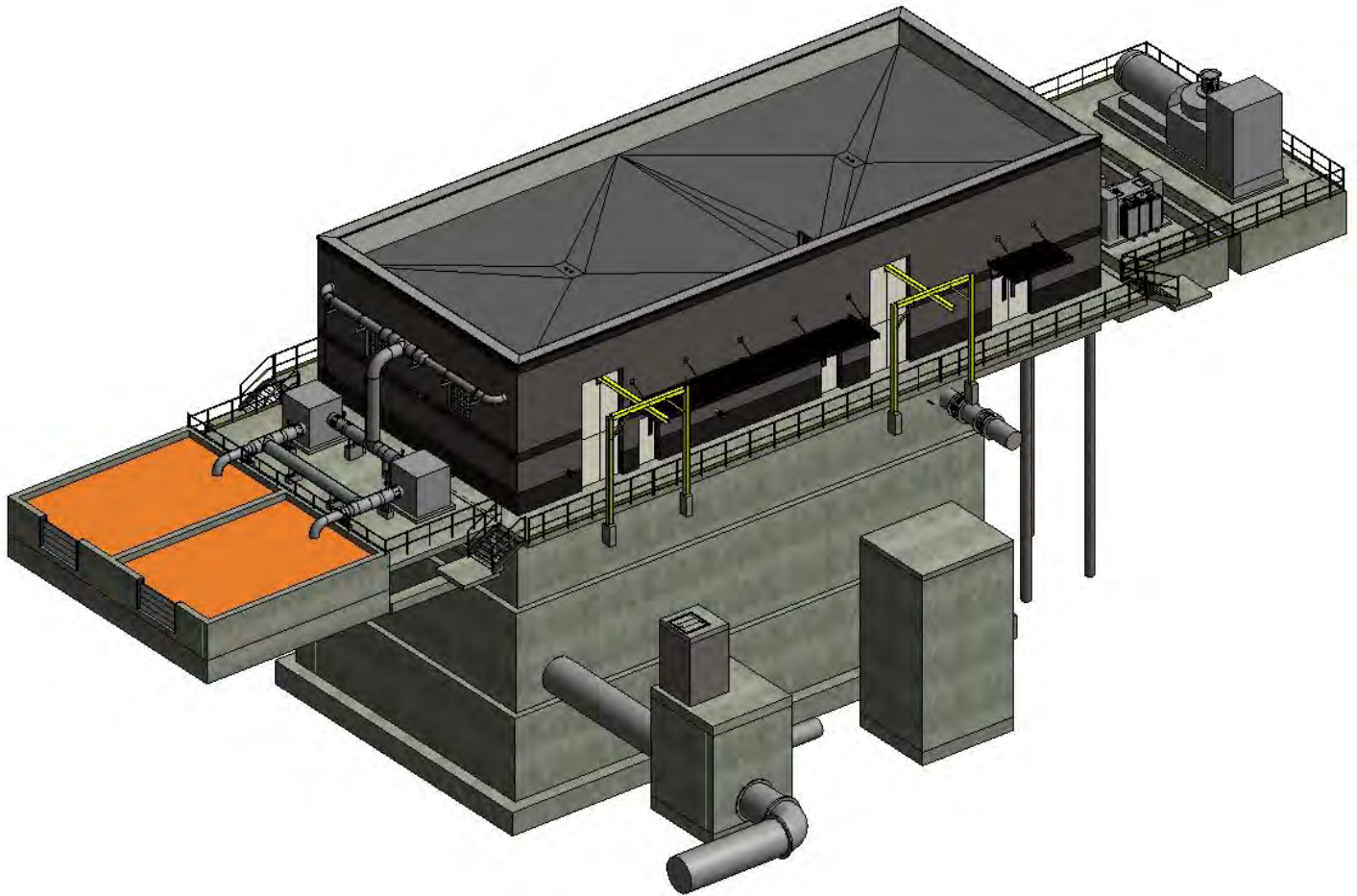
## **Contract Status and Scope of Work**

The Amendment for Professional Services with Stantec was signed on December 1, 2021, and the Construction Services Contract with PCL was signed on December 8, 2021. PCL has contracted with vendors to limit escalation cost on the Project and has started the submittal process with about 20 completed and about 40 more in review out of over 400.

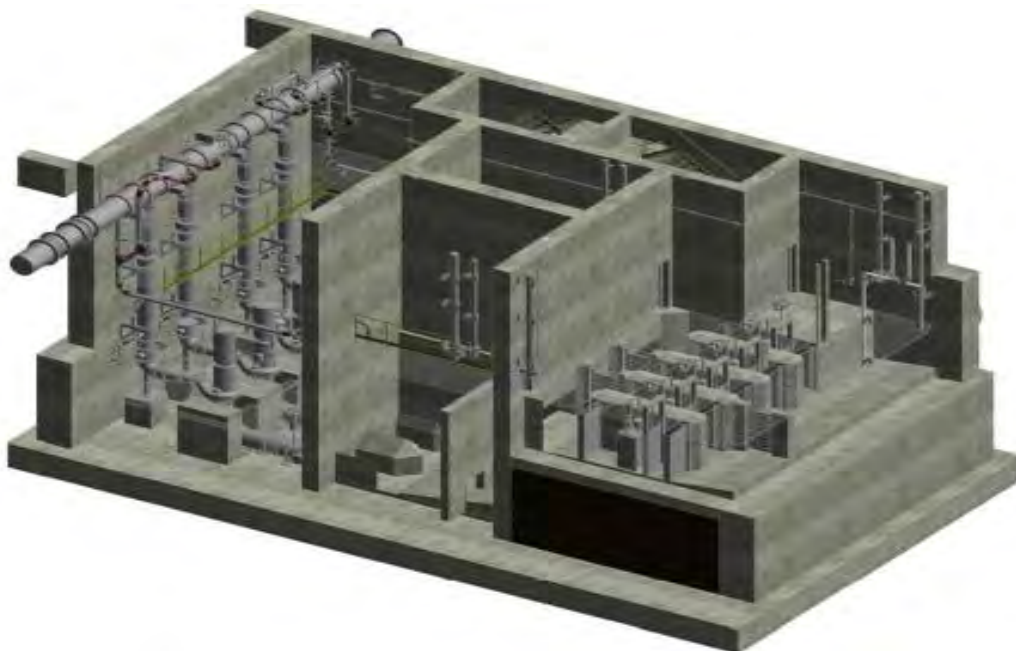
Metro Water Recovery has entered into a Lease Agreement with Lawrence Construction for construction laydown area for an initial two-year period starting in February 2022. The land for the Lift Station was purchased in June 2021.

Permitting approval activities have been ongoing following submittals to Adams County and the Colorado Department of Public Health and Environment (CDPHE) in September 2021. The Conditional Use Permit (CUP) was unanimously approved by the Adams County Board of County Commissioners on March 1, 2022, the Site Approval was issued from CDPHE on March 15, 2022, and PCL has started processing its construction-related permits.

**Proposed South Thornton Lift Station (formerly TNW Lift Station) – 3D Rendering**



**Proposed South Thornton Lift Station – 3D Rendering (section cut) of Pump Room/Wet Wells/Grinders (left to right)**





## METRO WATER RECOVERY

### MEMORANDUM

**TO:** Board of Directors

**DATE:** April 11, 2022

**FROM:** Emily Jackson, General Counsel

**RE:** General Counsel Report

### ONGOING BUSINESS

#### ANTIDegradation WORKSHOP

This month, Office of the General Counsel (OGC) hosted an Antidegradation Workshop for internal staff alongside Joan Card, a partner with Culp & Kelly LLP. The first of this series of workshops focused on the history of Antidegradation in state policy, the Colorado Legislature, and how both related to Segment 15's Use-Protected designation. The workshop spurred much conversation on current legislation and was well-received by all staff attending. The next workshop is expected to be held at the end of April to further this conversation.

#### LEGISLATIVE

OGC continues to work diligently on legislative items with about a month left remaining in the 73<sup>rd</sup> Colorado General Assembly. Metro Water Recovery has been working with several other utilities and nonprofits on HB22-1345 which would phase out the use of per-and polyfluoroalkyl substances (PFAS) chemicals in Colorado. Director of Environmental Services Jennifer Robinett participated in a press event, which was circulated to the Board of Directors. This bill focuses on stopping PFAS at the source, which is the right policy, and a concept Metro has been advocating for over the last several years. It is scheduled for committee on April 14<sup>th</sup>. We have also been working on HB22-1322, which was introduced on March 29, 2022. Among other things, the bill would require the Water Quality Control Commission to follow its antidegradation regulations even in a situation where the regulations are misaligned with the statute or in conflict with the statute. We have requested Water Congress evaluate this in the Water Quality Committee, which has scheduled a meeting on April 14<sup>th</sup>.

#### LEGAL SERVICES CONTRACTS

OGC has engaged the services of outside legal counsel since the inception of the department. This year, the current contracts are expiring. Previously, outside counsel has been procured on an "as needed" basis. Coordinating with the Procurement Division, OGC has upgraded the process to use *BidNet* to solicit legal counsel much like Metro Water Recovery acquires contractors for capital work. There will be more to come later this year.

#### This month, OGC has:

- ✓ Drafted four Resolutions
- ✓ Reviewed/Signed eight Contracts
- ✓ Completed ten Legal Requests
- ✓ Hosted a workshop on Antidegradation

## WATER FOR THE SECOND CREEK INTERCEPTOR ODOR CONTROL FACILITY

As part of the Second Creek and Sand Creek Interceptor Project (PAR 1232) Metro Water Recovery is constructing an odor control facility located within the City of Brighton's jurisdiction. The odor control facility requires a small amount of water to operate. Brighton Municipal Code requires entities which are constructing new projects within their jurisdiction to dedicate water rights to the city prior to receiving municipal water service. Metro was able to purchase Fulton Ditch Credits (ten shares of capital stock) from Prosper Land and Development, LLC, and dedicate those rights to Brighton. By doing so, Brighton will provide municipal water to the odor control facility.

## STEWARDSHIP WEBSITE

As part of Metro Water Recovery's Antidegradation Campaign, the team including staff from the Strategy and Communication Department and Environmental Services Department are working on improving Metro's external presence by improving access to facts and data. To that end, we have added a web page dedicated to [Metro's stewardship](#). The current webpage is just the beginning. We plan to add more information for the public about the river including ambient river data. This will be a great platform we can continue to build to enhance the information that is publicly available which reflects the results we produce and the value we provide to the community.

## NACWA ENVIRONMENTAL JUSTICE COMMITTEE

The National Association of Clean Water Agencies (NACWA) staff requested I join the newly formed NACWA Environmental Justice Committee. Prior to convening the committee, NACWA adopted an environmental justice statement - [Environmental Justice in the Water Sector: NACWA Statement of Principles and Recommended Actions on Environmental Justice](#). NACWA defines environmental justice as "the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws regulations and policies." The key guiding principles are:

- Recognizing the critical role clean water utilities play in their communities. NACWA will pursue policies and initiatives which acknowledge and support the triple bottom line benefits provided by clean water utilities, especially in underserved communities.
- The engagement of the clean water sector in environmental justice (EJ) issues must be based on the goal of promoting equity. For NACWA, equity is a condition or circumstance of situational fairness achieved by applying differential resources to unequal needs.
- All individuals, regardless of race, ethnicity, or economic status, should have access to reliable and safe clean water at an affordable cost.
- Historically disadvantaged EJ communities must be given a greater voice in defining what clean water means for them and engage directly with their clean water utility.
- Different clean water utilities are in different places regarding their engagement on EJ issues. NACWA will leverage its members and broader reach into the public clean water utility sector to foster peer-to-peer sharing of best practices around EJ and develop a more universal commitment from the sector to actively identify and address EJ considerations.

I look forward to participating and reporting back in the future.

## LITIGATION

New developments since last month's report are shown in **bold**.

### DITCH COMPANIES LITIGATION

On March 15, 2021, the Farmers Reservoir and Irrigation Company, Burlington Ditch Reservoir and Land Company, and Henrylyn Irrigation District (collectively, Plaintiffs) filed a civil action (Case Number 2021CV30324) in Adams County District Court against Metro Water Recovery. The action asserts breach of contract, declaratory judgment, and promissory estoppel claims arising out of an alleged breach of a 1968 Agreement (Agreement) between Metro, City and County of Denver acting through the Board of Water Commissioners (Denver Water), and Plaintiffs. Among other relief, Plaintiffs are seeking a court order requiring Metro to obtain a water quality discharge permit for an outfall to the Burlington Canal which is currently not in operation due to a lack of connecting infrastructure.

Although Metro Water Recovery has not filed its answer, nor formulated its defenses, Metro disputes the allegations in the Complaint and the relief sought. On May 10, 2021, Metro filed a Motion to Dismiss arguing Plaintiffs' claims should be dismissed pursuant to C.R.C.P. 12(b)(1) and 12(h)(3) for lack of subject matter jurisdiction and pursuant to C.R.C.P. 12(b)(5) for failure to state a claim. The Plaintiffs responded to the motion, and Metro replied. The motion is being evaluated by the Court. There is no deadline when Metro can expect a ruling from the Court. On February 15, 2022, the Court denied the Metro's Motion to Dismiss. **Metro submitted its answer including counterclaims on March 18, 2022.**

Metro Water Recovery has employed outside legal counsel to assist with this matter. Outside counsel for Metro is Colin Deihl with Polsinelli.

### DONALD TEMPLES LITIGATION

On June 2, 2021, Donald Temples, a tanker truck driver who delivered polymer to Metro Water Recovery, filed a civil action (Case Number 2021CV31691) in Denver District Court against Metro and John Doe Construction Company, and subsequently amended its complaint three times to name PCL Construction and the concrete subcontractor Blue Ribbon Concrete, Inc as defendants. The action asserts premises liability arising out of an alleged slip and fall accident. Additionally, the workers compensation insurance company for Mr. Temples employer filed a complaint in intervention seeking subrogation for the benefits paid to or on behalf of Mr. Temples as well as motion to intervene.

On June 22, 2021, Metro Water Recovery filed a motion for stay of proceedings and for leave to conduct limited discovery for purposes of determining sovereign immunity pursuant to C.R.S. § 24-10-108. On July 27, 2021, Metro filed its answers to the complaints disputing the allegations and the relief sought. On September 14, 2021, the Court issued an order granting Metro Water Recovery's motion thereby staying the proceeding. During this period the parties are allowed to conduct discovery limited to the issue of sovereign immunity. On January 27, 2022, Metro filed a Motion to Dismiss outlining the undisputed facts gained during the discovery period and providing the legal arguments why Plaintiff's claims are barred by the Colorado Governmental Immunities Act. The motions practice has concluded on the Motion to Dismiss. The Court may elect to hold an evidentiary hearing (generally referred to as a Trinity Hearing) or may choose to rule on the motion and associated documents. There is no deadline for the Court to rule.

Through the Colorado Special Districts Property and Liability Pool, with which Metro Water Recovery carries general liability insurance, Metro has employed outside legal counsel to assist with this matter. Outside counsel for Metro is Marni Nathan Kloster with Nathan Dumm & Mayer, P.C.



**RESOLUTION  
BOARD OF DIRECTORS  
METRO WATER RECOVERY  
April 19, 2022**

WHEREAS, it is in the best interest of Metro Water Recovery, hereinafter referred to as "Metro," to enter into a one-year agreement with Franklin Covey Co., (Franklin Covey) to provide access to the Franklin Covey Solutions; and

WHEREAS, to achieve the Metro 6.0 objective to "Nurture Talent" Metro has provided training to support all employees' growth and development with technical skills and leadership and communication skills through Franklin Covey's training platform; and

WHEREAS, the current contract with Franklin Covey expires May 31, 2022; and

WHEREAS, the Operations and Finance committees, after having reviewed the matter, recommend authorizing the Chief Executive Officer to enter into a one-year agreement effective June 1, 2022 with Franklin Covey to provide access to the Franklin Covey Solutions, maintained on Franklin Covey's All Access Pass™ platform; and

WHEREAS, the Executive Committee, after having reviewed the matter, concurs in the recommendation of the other committees;

NOW, THEREFORE, BE IT RESOLVED the Chief Executive Officer be and hereby is authorized to enter into a one-year agreement effective June 1, 2022 with Franklin Covey Co., to provide access to the Franklin Covey Solutions, maintained on Franklin Covey's All Access Pass™ platform; and

BE IT FURTHER RESOLVED the Chief Executive Officer be and hereby is authorized to enter into additional contract periods not to exceed a total of a five-year term if it is determined by the Chief Executive Officer to be in the best interest of Metro Water Recovery.

**RESOLUTION  
BOARD OF DIRECTORS  
METRO WATER RECOVERY  
April 19, 2022**

WHEREAS, it is in the best interest of Metro Water Recovery, hereinafter referred to as "Metro," to enter into a contract for chemical application services for Metro's METROGRO Farm (Farm); and

WHEREAS, in December 2021, Metro staff issued a Request for Proposals (RFP) to provide chemical application services from the period of April 1, 2022 through March 31, 2023; and

WHEREAS, Metro received two responses to the RFP; and

WHEREAS Metro staff evaluated the proposals and recommends awarding a contract to Nutrien Ag Solutions (Nutrien), with a price of

- \$6.50 per acre for ground application on the South and Central Farm,
- \$7.00 per acre for ground application on the North Farm, and
- \$8.00 per acre for all Aerial application,

plus the cost of spraying services and the purchase of chemicals for an estimated total one-year contract price of \$1,706,553 for the period of April 1, 2022 through March 31, 2023; and

WHEREAS, the Operations and Finance committees, after having reviewed the matter, recommend authorizing the Chief Executive Officer to enter into a one-year contract with Nutrien for chemical application services at the Farm in the amount of \$1,706,553 for the period of April 1, 2022 through March 31, 2023; and

WHEREAS, the Executive Committee, after having reviewed the matter, concurs in the recommendation of the other committees;

NOW, THEREFORE, BE IT RESOLVED the Chief Executive Officer be and hereby is authorized to enter into a one-year contract with Nutrien Ag Solutions for chemical application services at the METROGRO Farm in the amount of \$1,706,553 for the period of April 1, 2022 through March 31, 2023; and

BE IT FURTHER RESOLVED the Chief Executive Officer be and hereby is authorized to enter into additional contract periods not to exceed a total of a five-year term if it is determined by the Chief Executive Officer to be in the best interest of Metro Water Recovery.

**RESOLUTION  
BOARD OF DIRECTORS  
METRO WATER RECOVERY  
April 19, 2022**

WHEREAS, it is in the best interest of Metro Water Recovery, hereinafter referred to as "Metro," to execute a Change Order to the construction contract for the Technical Services Building (TSB) Fixed Asset Replacements and Improvements Project (PAR 1369) (Project); and

WHEREAS, the TSB, originally constructed in 1964, can no longer accommodate present-day staffing needs according to the 2018 Facility Plan and the Resource Recovery and Reuse Services (RRS) Building is in need of minor tenant improvements; and

WHEREAS, subsequent to the completion of the original design and scope of work of the Project, several drivers have emerged which require additional work related to workspaces; and

WHEREAS, to maximize efficiencies and cost savings, the existing construction contract for the Project with TCC Corporation (TCC) should be leveraged to complete the necessary additional improvements in the TSB; the RRS Building; and the Transmission Building due to the similar tenant finish scope of work; and

WHEREAS, the Operations and Finance committees, after having reviewed the matter, recommend authorizing the Chief Executive Officer to execute a change order in the amount of \$683,230 to the construction contract with TCC to provide additional improvements to three office buildings as part of the Project and appropriate \$809,700 from the Fixed Asset Replacement Fund for this change order; and

WHEREAS, the Executive Committee, after having reviewed the matter, concurs in the recommendation of the other committees;

NOW, THEREFORE, BE IT RESOLVED the Chief Executive Officer be and hereby is authorized to execute a change order in the amount of \$683,230 to the construction contract with TCC Corporation to provide additional improvements to three office buildings as part of the Technical Services Building Fixed Asset Replacements and Improvements Project (PAR 1369); and

BE IT FURTHER RESOLVED the sum of \$809,700 (100 percent) be and hereby is appropriated from the Fixed Asset Replacement Fund for this purpose.

**RESOLUTION  
BOARD OF DIRECTORS  
METRO WATER RECOVERY  
April 19, 2022**

WHEREAS, it is necessary Metro Water Recovery, hereinafter referred to as "Metro," enter into a construction contract for the construction of the Northern Treatment Plant Primary Clarifier and Gravity Thickener Cover Replacement Project (PAR 1396) (Project); and

WHEREAS, in March of 2021, the Denver metropolitan area experienced a significant snowstorm and this Project was initiated to evaluate the damage to the covers of the primary clarifiers and gravity thickeners, identify replacement options, and replace the covers; and

WHEREAS, upon discovery of the issue, the Chief Executive Officer declared an Emergency and made funds available for immediate response, including partial removal of the primary clarifier covers to ensure their continued operation, which need to be reimbursed; and

WHEREAS, Metro filed an insurance claim with its property insurance and the claim has been approved to cover the eligible expenses for the replacement of the covers; and

WHEREAS, the cover replacements were designed using an existing on-call contract for general engineering services; and

WHEREAS, pursuant to the bid process in Metro's *Purchasing and Contracting Policies*, an invitation to bid was posted on March 1, 2022, and Hensel Phelps (Hensel) was determined to be the lowest, responsive responsible bidder; and

WHEREAS, the Operations and Finance committees, after having reviewed the matter, recommend authorizing the Chief Executive Officer to enter into a construction contract with Hensel in the amount of \$4,988,000 for the construction of the Project and ratify the Emergency Declaration for this issue and reimburse \$301,444 in funds expended in response to the emergency and appropriate \$6 million (100 percent) from the Fixed Asset Replacement Fund for this Project; and

WHEREAS, the Executive Committee, after having reviewed the matter, concurs in the recommendation of the other committees;

NOW, THEREFORE, BE IT RESOLVED the Chief Executive Officer be and hereby is authorized to enter into a Construction Contract with Hensel Phelps in the amount of \$4,988,000 for the construction of the Northern Treatment Plant Primary Clarifier and Gravity Thickener Cover Replacement Project; and

BE IT FURTHER RESOLVED the Emergency Declaration be ratified for this issue and reimburse \$301,444 in funds expended in response to the emergency; and

BE IT FURTHER RESOLVED the sum of \$6 million (100 percent) be and hereby is appropriated from the Fixed Asset Replacement Fund for this Project.

# **METRO WATER RECOVERY**

## **Audit Committee Meeting Minutes**

Thursday, November 4, 2021

A meeting of the Audit Committee of the Metro Water Recovery was held Thursday, November 4, 2021 at 10:20 a.m., in the Boardroom of the Administration Building.

### **Roll Call**

Chair Niyork called the roll.

#### **Members Present\***

Sarah Niyork, Chair  
Peter Spanberger, Vice Chair  
Jo Ann Giddings  
Joan Iler

#### **Members Absent**

Andrew Johnston

#### **Others Present\***

Mickey Conway  
Emily Jackson  
Liam Cavanaugh  
Molly Kostelecky  
Ruth Kedzior  
Sherman Papke  
Yvonne Kohlmeier  
Travis Rowland  
Jason Ellis, Moss Adams

### **Public Comment**

There was no comment.

### **Information Items**

1. Discussion with Metro Water Recovery's External Auditor, Moss Adams LLP, (Moss Adams) Regarding the 2021 Audit Process

Mr. Ellis gave a presentation reviewing the 2021 Audit Engagement.

Chief Executive Officer (CEO) Conway and Mr. Ellis responded to questions about protections concerning cybersecurity and Metro Water Recovery's current protocols.

Ms. Kostelecky discussed future automation to payment processes, improvements to system controls, and a reduction in use of paper processes.

Chair Niyork asked Mr. Ellis to be proactive in alerting Metro Water Recovery to any fraudulent concerns.

### **Action Items**

1. **Approval of Minutes from the April 8, 2021 Meeting**

Chair Niyork asked if there were any corrections, deletions, or additions to the minutes of the Audit Committee held April 8, 2021.

Director Iler moved and Director Giddings seconded the motion to approve the minutes of the Audit Committee meeting held April 8, 2021.

The motion carried unanimously.

## **2. Consideration of the Dissolved Air Flotation Audit Report**

Director Spanberger moved and Director Giddings seconded the motion to accept the Dissolved Air Flotation Audit Report.

Ms. Kostelecky introduced Internal Auditor Travis Rowland who provided an overview of the Dissolved Air Flotation Audit Report.

The motion carried unanimously.

## **3. Consideration of the Internal Work Orders Program Audit Report**

Director Spanberger moved and Director Iler seconded the motion to accept the Internal Work Orders Program Audit Report.

Mr. Rowland provided an overview of the Internal Work Orders Program Audit Report.

The motion carried unanimously.

## **4. Consideration of the METROGRO Farm Harvesting Contracts Audit Report**

Director Giddings moved and Director Spanberger seconded the motion to accept the METROGRO Farm Harvesting Contracts Audit Report.

Mr. Rowland provided an overview of the METROGRO Farm Harvesting Contracts Audit Report.

CEO Conway and Ms. Kostelecky, in response to a question, explained this topic was selected for audit because these contracts are different than traditional construction contracts. The audit was selected based on the risk assessment in prior years.

The motion carried unanimously.

## **5. Consideration of Proposed 2022 Internal Audits**

Director Iler moved and Director Spanberger seconded the motion to accept the Proposed 2022 Internal Audits.

Ms. Kostelecky noted the audits identified were recommended by the Executive Leadership Team based on the risk assessment conducted in early 2021, stating audits will be identified after the completion of the full risk assessment in early 2022.

Mr. Rowland provided his recommendation for the next round of audits.

The motion carried unanimously.

**Information Items** *(continued)*

2. Summary of Internal Audits' Open Observations

Ms. Kostelecky noted the open observations in this report are the same as the findings discussed in the three audit reports accepted by the Audit Committee during the meeting.

3. Five-Year History of Internal Audits

4. Next Audit Committee Meeting: April 7, 2022

The Audit Committee will meet on April 7, 2022 immediately following the Finance Committee.

**Other Information**

There was none.

**Adjournment**

Chair Niyork adjourned the meeting at 11:26 a.m.

MC:rk

## METRO WATER RECOVERY

### Operations Committee Meeting Minutes

Tuesday, April 5, 2022

The meeting of the Operations Committee of Metro Water Recovery was held Tuesday, April 5, 2022 at 11:30 a.m. in the Boardroom.

#### **Roll Call**

Chairman Sekera called the roll.

#### **Members Present**

Greg Sekera, Chair  
Nadine Caldwell, Vice Chair  
Greg Baker  
David Councilman  
Clark Davenport\*  
Robert Duncanson\*  
Marv Falconburg\*  
Martin Majors\*  
Jamie Miller\*  
Steve Pott\*  
Bill Ray  
Mary Beth Susman  
Amerigo Svaldi  
Dennis Towndrow  
Scott Twombly  
Jennifer Williams\*

#### **Members Absent**

John Chavez  
Joan Iler  
Michael Sapp

#### **Others Present**

Mickey Conway  
Emily Jackson  
Liam Cavanaugh  
Martin Alvis  
Dawn Ambrosio  
Kim Cowan  
Colleen Dempsey  
Shawn Fredrickson  
Perry Holland  
Ruth Kedzior  
Molly Kostelecky  
Andy Nelson  
Sherman Papke  
Jennifer Robinett  
Pat Stanley  
Orren West  
Blair Wisdom  
Matt Duncan  
Yvonne Kohlmeier  
Kristin Libberton  
Patricia Lopez  
Lydia Nkem  
Orin Padgett  
Scott Reed  
Amy Rushton  
Jenny Trujillo

\*Attended virtually

#### **Public Comment**

There was none.

#### **Action Items**

Chief Executive Officer (CEO) Conway reviewed the following Action Items, and he and Metro Water Recovery staff answered Directors' questions.



### **1. Consideration of Renewal of All-Access Pass Agreement with Franklin Covey**

Director Caldwell moved and Director Ray seconded the motion to recommend:

1. Entering into a one-year agreement effective June 1, 2022 with Franklin Covey Co., to provide access to the Franklin Covey Solutions, maintained on Franklin Covey's All Access Pass™ platform.
2. Entering into additional contract periods not to exceed a total five-year term if it is determined by the CEO to be in the best interest of Metro Water Recovery.

Ms. Dempsey answered questions regarding how Franklin Covey was chosen as the training provider and how the training has impacted employee culture.

The motion carried unanimously.

### **2. Consideration of METROGRO Farm Chemical Application**

Director Susman moved and Director Davenport seconded the motion to recommend:

1. Entering into a one-year base contract for the period of April 1, 2022 through March 31, 2023 with Nutrien Ag Solutions to provide chemical application services at the METROGRO Farm (Farm) plus the cost of chemicals.

The cost for this one-year contract, including spraying services and the purchase of chemicals, is estimated to be \$1,706,553. The total estimated cost is presented for information only and will depend on chemical costs, moisture conditions, and growing conditions during the contract period.

2. Entering additional contract periods not to exceed a total five-year term if it is determined by the CEO to be in the best interest of Metro Water Recovery.

Mr. Stanley answered a question concerning the difference in cost per acre for the different areas of the Farm.

The motion carried unanimously.

### **3. Consideration of Support Buildings Improvements Project (PAR 1369)**

Director Twombly moved and Director Councilman seconded the motion to recommend:

1. Authorizing the CEO to execute a change order in the amount of \$683,230 to the construction contract with TCC Corporation to provide additional improvements to three office buildings as part of the Technical Services Building Fixed Asset Replacements and Improvements Project (PAR 1369).
2. Appropriating \$809,700 (100 percent) from the Fixed Asset Replacement Fund for this change order.

CEO Conway answered questions regarding staff work locations and the reasons for adding a large change order to the project.

The motion carried unanimously.

#### 4. **Consideration of Northern Treatment Plant Clarifier Cover Repair Project (PAR 1396)**

Director Caldwell moved and Director Twombly seconded the motion to recommend:

1. Authorizing the CEO to enter into a Construction Contract with Hensel Phelps in the amount of \$4,988,000 for the construction of the Northern Treatment Plant Primary Clarifier and Gravity Thickener Cover Replacement Project (PAR 1396) (Project), which includes replacement of clarifier covers on Primary Clarifier 1 and Primary Clarifier 2, as well as the replacement of covers on Gravity Thickener 1 and Gravity Thickener 2.
2. Ratifying the Emergency Declaration for this issue and reimburse \$301,444 in funds expended in response to the emergency.
3. Appropriating \$6 million (100 percent) from the Fixed Asset Replacement Fund for this Project.

Mr. Duncan and CEO Conway answered a question concerning the portion of the costs the insurance company will cover.

Mr. Conway answered a question regarding the original design-builder of the covers.

Mr. Duncan answered questions about the three bids received and the tentative schedule.

Mr. Conway noted the project will be more expensive than anticipated, although insurance will cover much of it, and there is a trend of capital project costs increasing due to the labor and materials markets.

Ms. Kostelecky answered a question concerning the insurance company's bidding requirements.

The motion carried unanimously.

#### **Information Items**

The Operations Committee reviewed the following Information Items.

1. Northern Treatment Plant Effluent Temperature (PAR 1416) Request for Selection Committee Members

CEO Conway answered a clarifying question regarding the Selection Committee's assignment and asked Directors interested in serving on the Committee to inform either Chairman Sekera or Director Twombly.

2. Industrial Pretreatment Program Annual Reports

CEO Conway gave an overview of the item.

3. Meet the Team – Human Resources – Employee Developers

Ms. Dempsey introduced the Employee Developers Team, highlighting the work and high performance of the team, and announced the upcoming retirement of Scott Reed.

Director Baker and Chairman Sekera expressed appreciation to the team for their work and response to the challenges they face, particularly in recruiting.

4. Status of Capital Improvement Projects Report

5. Current Activities/Operational Performance Report

6. Financial Reports

7. Upcoming Events

Chairman Sekera reminded Directors of the Spring Board Workshop on April 28, 2022 at the Northern Treatment Plant.

**Other Information**

There was none.

Chairman Sekera adjourned the meeting at 11:55 a.m.

MC:rak\lmm

# METRO WATER RECOVERY

## Finance Committee Meeting Minutes

Thursday, April 7, 2022

The meeting of the Finance Committee of Metro Water Recovery was held Thursday, April 7, 2022 at 11:30 a.m. in the Boardroom.

### Roll Call

Chair Kieler called the roll.

#### Members Present

Janet Kieler, Chair  
Del Smith, Vice Chair  
Curt Aldstadt  
Peter Baertlein\*  
Deborah Crisp  
John Dingess  
Jo Ann Giddings  
Andrew Johnston  
Craig Kocian  
Laura Kroeger  
Doug Lazure\*  
Bob LeGare\*  
Charlie Long  
Sarah Niyork  
Bob Roth\*  
Peter Spanberger  
Ronald Younger\*

#### Members Absent

Phil Burgi  
Kathy Laurienti

#### Other Directors Present

Joan Iler

#### Others Present

Mickey Conway  
Emily Jackson  
Liam Cavanaugh  
Martin Alvis  
Kim Cowan  
Colleen Dempsey  
Shawn Fredrickson  
Perry Holland  
Ruth Kedzior  
Molly Kostelecky  
Andy Nelson  
Sherman Papke  
Jennifer Robinett  
Pat Stanley  
Orren West  
Blair Wisdom  
Matt Duncan  
Yvonne Kohlmeier  
Kristin Libberton  
Patricia Lopez  
Kelley Merritt  
Sean Morris  
Lydia Nkem  
Brittany Peshek  
Scott Reed  
Travis Rowland  
Amy Rushton  
Olga Darlington, Moss  
Adams LLP (Moss  
Adams)  
Chris Blackwood, PFM  
Asset Management LLC  
(PFMAM)  
Stephani VonHoltum-  
Niesent, PFMAM  
Ben Sapora, PFMAM

\*Attended virtually

## **Public Comment**

There was none.

## **Information Items**

The Finance Committee reviewed the following Information Item.

1. Annual Report by Moss Adams on the External Audit of Metro Water Recovery's 2021 Financial Statements

This item was discussed in a joint meeting of the Finance and Audit committees, at 7:30 a.m., on April 7, 2022. Ms. Kostelecky gave an overview of Metro Water Recovery's financial standing, and Ms. Darlington gave a presentation on the Fiscal Year 2021 Financial Statement Audit Report. Ms. Darlington reported Metro received an unmodified opinion with no significant deficiencies and one internal control finding related to depreciation expense.

Ms. Darlington answered a question regarding why the depreciation issue was not discovered in the last audit.

In response to a question, Chief Executive Officer (CEO) Conway and Ms. Kostelecky noted staff is improving communication to address the depreciation item.

Ms. Kostelecky answered a question about which departments manage the depreciation database.

Chair Kieler expressed appreciation for the work put into the audit and the value it delivered.

## **Action Items**

CEO Conway reviewed the following Action Items, and he and Metro Water Recovery staff answered Directors' questions.

1. **Consideration of Renewal of All-Access Pass Agreement with Franklin Covey**

Director Iler moved and Director Niyork seconded the motion to recommend:

1. Entering into a one-year agreement effective June 1, 2022 with Franklin Covey Co., to provide access to the Franklin Covey Solutions, maintained on Franklin Covey's All Access Pass™ platform.
2. Entering into additional contract periods not to exceed a total five-year term if it is determined by the CEO to be in the best interest of Metro Water Recovery.

The motion carried unanimously.

2. **Consideration of METROGRO Farm Chemical Application**

Director Long moved and Director Aldstadt seconded the motion to recommend:

1. Entering into a one-year base contract for the period of April 1, 2022 through March 31, 2023 with Nutrien Ag Solutions to provide chemical application services at the METROGRO Farm (Farm) plus the cost of chemicals.

The cost for this one-year contract, including spraying services and the purchase of chemicals, is estimated to be \$1,706,553. The total estimated cost is presented for information only and will depend on chemical costs, moisture conditions, and growing conditions during the contract period.

2. Entering additional contract periods not to exceed a total five-year term if it is determined by the CEO to be in the best interest of Metro Water Recovery.

Mr. Stanley answered questions concerning the difference in cost per acre for the different areas of the Farm, expected wheat prices for the year, and if arial spraying is ever used.

The motion carried unanimously.

### **3. Consideration of Support Buildings Improvements Project (PAR 1369)**

Director Kocian moved and Director Smith seconded the motion to recommend:

1. Authorizing the CEO to execute a change order in the amount of \$683,230 to the construction contract with TCC Corporation to provide additional improvements to three office buildings as part of the Technical Services Building Fixed Asset Replacements and Improvements Project (PAR 1369).
2. Appropriating \$809,700 (100 percent) from the Fixed Asset Replacement Fund for this change order.

The motion carried unanimously.

### **4. Consideration of Northern Treatment Plant Clarifier Cover Repair Project (PAR 1396)**

Director Dingess moved and Director Smith seconded the motion to recommend:

1. Authorizing the CEO to enter into a Construction Contract with Hensel Phelps in the amount of \$4,988,000 for the construction of the Northern Treatment Plant Primary Clarifier and Gravity Thickener Cover Replacement Project (PAR 1396) (Project), which includes replacement of clarifier covers on Primary Clarifier 1 and Primary Clarifier 2, as well as the replacement of covers on Gravity Thickener 1 and Gravity Thickener 2.
2. Ratifying the Emergency Declaration for this issue and reimburse \$301,444 in funds expended in response to the emergency.
3. Appropriating \$6 million (100 percent) from the Fixed Asset Replacement Fund for this Project.

CEO Conway noted the project will be more expensive than anticipated, although insurance will cover much of it, and this increase correlates to the trend of capital project costs increasing due to the labor and materials markets.

Mr. Duncan answered a question about the insurance company and if it will be pursuing legal action against the designer or contractor.

Mr. Conway and Mr. Duncan answered questions concerning how a lack of covers could impact plant processes.

General Counsel Jackson answered a question on the emergency declaration and ratification process.

The motion carried unanimously.

### **Information Items** *(continued)*

The Finance Committee reviewed the following Information Items.

#### 2. Northern Treatment Plant Effluent Temperature (PAR 1416) Request for Selection Committee Members

CEO Conway asked Directors interested in serving on the Committee to inform either Chair Kieler, Director Twombly, or himself.

Mr. Nelson answered questions regarding the date of the Selection Committee meeting and the scope of the project.

Mr. Nelson and Ms. Jackson answered a question concerning Metro Water Recovery's responsibility in proving or disproving cooling tower technology effectiveness in lowering plant effluent.

Mr. Nelson, Ms. Jackson, and Mr. Conway answered a question about the consultant considering alternative cooling options.

Mr. Conway responded to comments regarding if the Environmental Protection Agency (EPA) would weigh in on the issue and if Metro Water Recovery would run a public information campaign to residential populations about minimizing the use of hot water.

Ms. Jackson answered a question concerning the source of heat in the wastewater.

Director Johnston encouraged Directors to consider serving on selection committees to gain more understanding of Metro Water Recovery operations.

Chair Kieler and Directors Kroeger and Kocian volunteered to serve on the Selection Committee, and Director Smith tentatively volunteered.

#### 3. Industrial Pretreatment Program Annual Reports

CEO Conway gave an overview of the item.

#### 4. Meet the Team – Human Resources – Employee Developers

Ms. Dempsey introduced the Employee Developers Team, highlighting the work and high performance of the team.

Mr. Reed and Ms. Dempsey answered a question regarding the team's acronym.

Ms. Lopez answered a question concerning current recruiting challenges.

Ms. Lopez, Ms. Dempsey, and CEO Conway answered a question regarding how Board members can support Metro Water Recovery recruiting efforts.

Director Kroeger and Chair Kieler expressed appreciation to the team for their work, especially the recruiting work.

5. Status of Capital Improvement Projects Report
6. Current Activities/Operational Performance Report
7. Financial Reports
8. Upcoming Events

CEO Conway reminded Directors of the Spring Board Workshop on April 28, 2022 at the Northern Treatment Plant and Chair Kieler reminded Directors to RSVP on BoardEffect for the Workshop and the tour of the Second Creek Interceptor Project immediately following the Workshop.

Mr. Conway answered a question regarding tours of the Farm.

9. Presentation on Investment Performance

Ms. Kostelecky introduced Mr. Blackwood who gave the presentation on Metro Water Recovery's investment performance for Fiscal Year 2021.

Mr. Blackwood answered questions concerning fund diversification and maturities used, the effect of global destabilization, and how PFAMM is approaching the situation.

Chair Kieler expressed appreciation for the information presented.

### **Other Information**

There was none.

Chair Kieler adjourned the meeting at 9:04 a.m.

MC:rak\lmn



# METRO WATER RECOVERY

## Executive Committee Meeting Minutes

Tuesday, April 12, 2022

The meeting of the Executive Committee of Metro Water Recovery was held Tuesday, April 12, 2022 at 11:30 a.m. in the Boardroom.

### Roll Call

Chairman Twombly called the roll.

### Members Present

Scott Twombly, Chairman  
Andrew Johnston, Chairman Pro Tem  
Sarah Niyork, Secretary  
Jo Ann Giddings, Treasurer  
Peter Baertlein\*  
Janet Kieler  
Charles Long  
Greg Sekera  
Del Smith\*

### Other Directors Present

Philip Burgi, Advisory

### Others Present

Mickey Conway  
Emily Jackson  
Liam Cavanagh\*  
Molly Kostelecky  
Ruth Kedzior  
Andy Nelson  
Sherman Papke  
Yvonne Kohlmeier  
Sean Morris  
Lydia Nkem  
Brittany Peshek

\*Attended virtually

### Public Comment

There was none.

### Action Items

#### 1. **Consideration of Renewal of All-Access Pass Agreement with Franklin Covey**

Director Burgi moved and Director Sekera seconded the motion to recommend:

1. Entering into a one-year agreement effective June 1, 2022 with Franklin Covey Co., to provide access to the Franklin Covey Solutions, maintained on Franklin Covey's All Access Pass™ platform.
2. Entering into additional contract periods not to exceed a total five-year term if it is determined by the Chief Executive Officer (CEO) to be in the best interest of Metro Water Recovery.

The motion carried unanimously.

#### 2. **Consideration of METROGRO Farm Chemical Application**

Director Burgi moved and Director Sekera seconded the motion to recommend:

1. Entering into a one-year base contract for the period of April 1, 2022 through March 31, 2023 with Nutrien Ag Solutions to provide chemical application services at the METROGRO Farm plus the cost of chemicals.

The cost for this one-year contract, including spraying services and the purchase of chemicals, is estimated to be \$1,706,553. The total estimated cost is presented for information only and will depend on chemical costs, moisture conditions, and growing conditions during the contract period.

2. Entering additional contract periods not to exceed a total five-year term if it is determined by the CEO to be in the best interest of Metro Water Recovery.

The motion carried unanimously.

### **3. Consideration of Support Buildings Improvements Project (PAR 1369)**

Director Burgi moved and Director Sekera seconded the motion to recommend:

1. Authorizing the CEO to execute a change order in the amount of \$683,230 to the construction contract with TCC Corporation to provide additional improvements to three office buildings as part of the Technical Services Building Fixed Asset Replacements and Improvements Project (PAR 1369).
2. Appropriating \$809,700 (100 percent) from the Fixed Asset Replacement Fund for this change order.

The motion carried unanimously.

### **4. Consideration of Northern Treatment Plant Clarifier Cover Repair Project (PAR 1396)**

Director Burgi moved and Director Sekera seconded the motion to recommend:

1. Authorizing the CEO to enter into a Construction Contract with Hensel Phelps in the amount of \$4,988,000 for the construction of the Northern Treatment Plant Primary Clarifier and Gravity Thickener Cover Replacement Project (PAR 1396) (Project), which includes replacement of clarifier covers on Primary Clarifier 1 and Primary Clarifier 2, as well as the replacement of covers on Gravity Thickener 1 and Gravity Thickener 2.
2. Ratifying the Emergency Declaration for this issue and reimburse \$301,444 in funds expended in response to the emergency.
3. Appropriating \$6 million (100 percent) from the Fixed Asset Replacement Fund for this Project.

The motion carried unanimously.

### **Information Items Discussed/Presented at Standing Committees**

The Executive Committee reviewed the following Information Items.

1. Annual Report by Moss Adams on the External Audit of Metro Water Recovery's 2021 Financial Statements

CEO Conway gave an overview of the item.

2. Northern Treatment Plant Effluent Temperature (PAR 1416) Request for Selection Committee Members

Chairman Twombly noted once he has confirmed the volunteers, it is expected Directors Kocian, Roth, and Smith will serve on the Selection Committee.

3. Industrial Pretreatment Program Annual Reports
4. Meet the Team – Human Resources – Employee Developers
5. Status of Capital Improvement Projects Report
6. Current Activities/Operational Performance Report
7. Financial Reports
8. Upcoming Events

Chairman Twombly reminded Directors of the Spring Board Workshop at the Northern Treatment Plant on April 28, 2022.

9. Presentation on Investment Performance

### **Information Items**

1. Platte Street Investigation

CEO Conway introduced the item and Mr. Papke gave the presentation on the Platte Street investigation of a possible wastewater leak.

Director Johnston and Mr. Papke expressed appreciation for staff's prompt response to the issue.

Mr. Papke answered a question regarding the size of Denver Water pipes.

2. Solids Processing Update (PAR 1244)

Chairman Twombly stated, "This discussion will be conducted in executive session as authorized by C.R.S. § 24-6-402(4)(e) which authorizes executive sessions determining positions relative to matters that may be subject to negotiation, developing strategy for negotiations and instructing negotiators. The matter to be discussed in this executive session is Solids Process Building Improvements Project Update. As a reminder, no formal action may be taken in executive session. Additionally, the discussion must be confined to this topic."

Director Niyork moved and Director Burgi seconded the motion to enter executive session. The motion carried unanimously, and the Committee entered executive session at 11:45 a.m. No Metro Water Recovery staff left the meeting.

Chairman Twombly reconvened the regular meeting at 12:15 p.m.

### **Other Information**

#### 1. Meeting Attendance

The Committee discussed Board expectations for virtual and in-person attendance, how attendance would be tracked and is reported to the appointing municipalities, and how flexibility could be maintained. The Committee agreed to discuss the item with the full Board of Directors.

Chairman Twombly and General Counsel Jackson answered a question concerning what the *Bylaws of Metro Water Recovery* dictate concerning attendance and Board authority to create a policy or statement of expectation.

#### 2. Annual Charge Rate

Chairman Twombly and CEO Conway gave an overview of issues related to the Budget and Annual Charge presentation for the Spring Workshop, staff's Annual Charge Rate recommendations, and approaches the Board could take to address the item.

Mr. Conway and Ms. Kostelecky answered questions regarding increased costs for construction and how different rate increases for 2023 would impact rates in later years.

#### 3. Board Leadership Titles

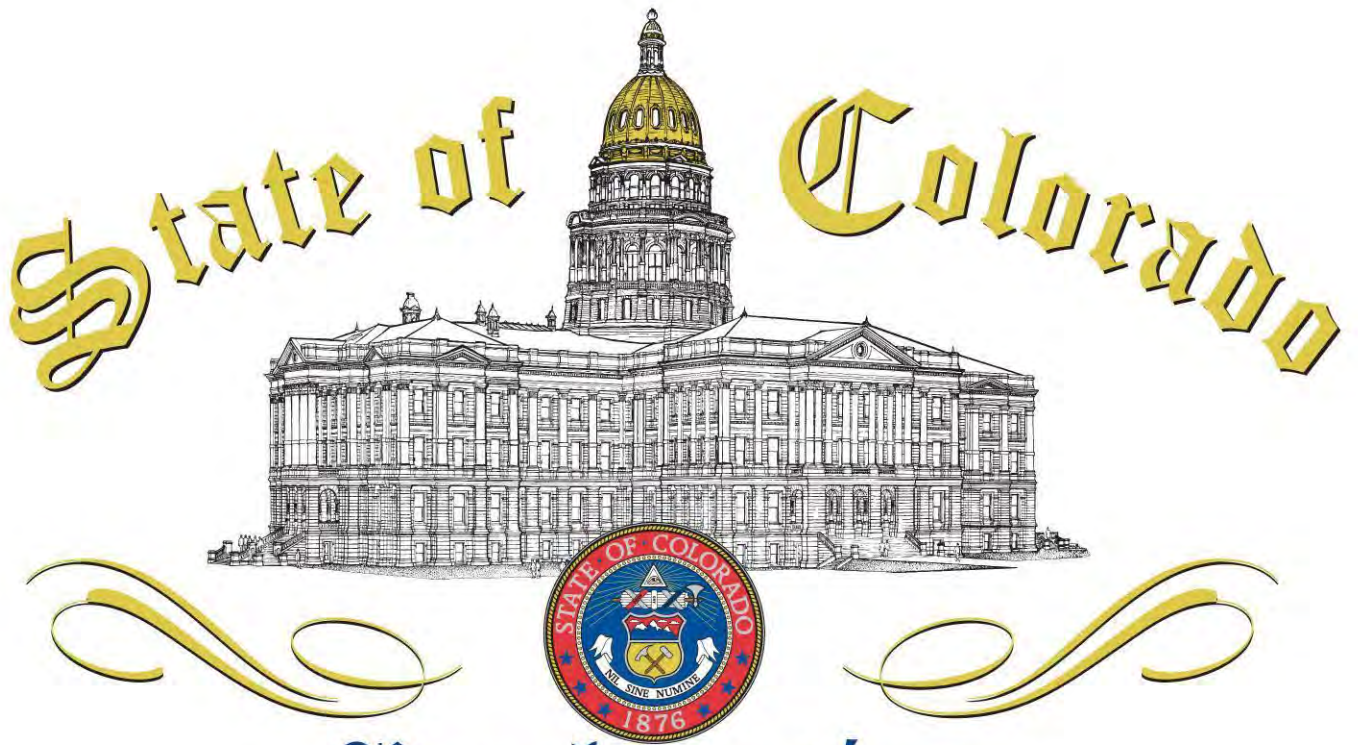
The Committee discussed updating terms used by the Board to be gender neutral, including Chairman, and agreed to have a larger discussion with the full Board.

#### 4. Meeting Catering

Director Long suggested Board members and staff should eat during meetings to ensure everyone is able to eat before they need to leave.

Chairman Twombly adjourned the meeting at 12:48 p.m.

MC:rak\lmm



## Proclamation

*WHEREAS, Colorado's water is a valuable economic, environmental, and recreational resource that should be protected; and*

*WHEREAS, Colorado's wastewater treatment workers consistently work to improve the cleanliness of Colorado's streams, rivers, and lakes; and*

*WHEREAS, Colorado's wastewater treatment workers include operators, maintenance personnel, laboratory workers, sewer maintenance workers, biosolids workers, industrial waste pretreatment workers, administrative workers, engineers, and suppliers; and*

*WHEREAS, Colorado's wastewater treatment workers have served as essential workers through the COVID-19 pandemic; and*

*WHEREAS, it is fitting to honor Colorado's wastewater workers for protecting the water and environment of this state;*

*THEREFORE, I, Jared Polis, Governor of the State of Colorado, do hereby proclaim the time period between April 17, 2022 and April 23, 2022 as*

### *WASTEWATER WORKER RECOGNITION WEEK*

*in the State of Colorado.*

*GIVEN under my hand and the Executive Seal of the State of Colorado, this seventeenth day of April, 2022*



A handwritten signature in blue ink that reads "Jared Polis".

*Jared Polis  
Governor*



# Spring Board Workshop

**Thursday, April 28, 2022, 8 a.m.**

(Breakfast available at 7 a.m.,  
Presentations until approximately 2:30 p.m.)

## Northern Treatment Plant

51 Baseline Road, Brighton, CO 80603

**Optional tour of Second Creek Project to follow**



Please RSVP by  
Wednesday,  
April 20, 2022 on  
BoardEffect  
For Workshop  
and Optional  
Tour:  
[RSVP Here](#)

# METRO WATER RECOVERY

## 2023 Budget and Operations Review

Report / April 7, 2022







April 7, 2022

Mr. William J. "Mickey" Conway  
Chief Executive Officer  
Metro Water Recovery  
6450 York Street  
Denver, CO 80229-7499

**Subject: 2023 Budget and Operations Review**

Dear Mr. Conway,

Raftelis Financial Consultants, Inc. (Raftelis) is pleased to provide this 2023 Budget and Operations Review (Review) for Metro Water Recovery (Metro). This report satisfies Metro's requirements for an annual external review of its budget and operations.

The major objectives of the review include the following:

- Review the appropriateness of Metro's proposed 2023 budget and operations.
- Review trends in budgeting and staffing levels.
- Review Metro's operational performance.

This report summarizes the key findings and recommendations of the Review.

It has been a pleasure working with you, and we thank you and Metro staff for the support provided during this study.

Sincerely,

A handwritten signature in black ink that reads "Todd Cristiano". The signature is written in a cursive, flowing style.

**Todd Cristiano**  
*Senior Manager*

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# 1. Purpose of Review

The review described in this report fulfills the requirement of section 208 of Metro Water Recovery's *Sewage Treatment and Disposal Agreement* (Service Contract). This review includes an evaluation/assessment of historical performance as an indicator and predictor of future performance. The following questions are addressed in this report:

1. How do actual costs compare to budget?
2. What is the basis for changes in future budgets?
3. Are concerns being adequately addressed in the budget?
4. How is risk being managed?
5. Is the asset management program adequate to maintain system reliability?
6. Are the wastewater collection, treatment, and biosolids systems in compliance with current regulatory requirements?
7. What is the status of planning future system upgrades and expansions, and for complying with pending regulatory requirements?
8. Is staffing appropriate?
9. Is system maintenance effective?
10. Are support groups and systems effective?

## 1.1. Impacts of the COVID-19 Pandemic

The COVID-19 pandemic has presented numerous challenges to our society since it began in 2020, and it continues to challenge us into 2022. These are difficult times for many organizations. Entering the 2021 annual review process with Metro Water Recovery, Raftelis did not know what to expect. However, amid the pandemic and in a rapidly transforming work environment, Metro achieved the sort of progress we would have expected to see in a non-pandemic year. In 2021, Metro continued to advance while adapting to the changing pandemic landscape of vaccines and variants. The evolving pandemic challenges Metro has faced in 2021 have been centered on economic and staffing impacts. Metro has adapted with focused efforts on recruitment and retention as well as supply chain adjustments in response to those effects.

The economic effects that Metro Water Recovery has been responding to generally fall into three categories: labor market conditions, inflation, and materials and supplies procurement. For several years, Metro has been challenged to recruit skilled tradespeople, and in the last year, these challenges have spread more widely throughout the organization, particularly in more entry-level positions. The challenges that Metro is facing with labor are being widely experienced by utilities across the country. Recruiting and retaining employees has been a common difficulty across the industry for several years now, but since the pandemic, Raftelis is observing increased operational impacts in other utilities from staffing shortfalls, including reduced maintenance activities, mandatory overtime, and staff burnout. Anecdotally, those utilities that are addressing recruitment and retention shortfalls proactively seem to be least affected. (Metro's recent investments to ensure competitive wages among operators is one example of such a

proactive effort.) Inflation, particularly in the area of wages, is one of the primary drivers for growth in the operating budget that will be seen in this report. Inflationary pressures have also been observed industry-wide and have been most evidenced for utilities with calendar-year budget periods in their most recent budget adoption seasons. The changing inflation conditions pose a slightly greater level of uncertainty to Metro than to many other utilities due to Metro's relatively long lag between budget formation and the budget spending period. Finally, difficulty with materials and supplies procurement has largely been handled by Metro with limited operational impacts.

# 2. Metro Water Recovery Facilities

## 2.1. Transmission System

Metro Water Recovery operates and maintains a regional system that transports wastewater from 59 connectors and one corporate connector through 225.6 miles of gravity lines and 3.8 miles of force main lines for a total of 229.4 miles of pipeline ranging from six to 90 inches in diameter. The Transmission System contains three lift stations, 99 flow metering facilities, 3,728 manholes, 14 siphons, 111 diversion structures, and several flow monitoring facilities. The Transmission System conveys wastewater to the Robert W. Hite Treatment Facility (RWHTF) and the Northern Treatment Plant (NTP) for treatment and subsequent discharge to receiving waters.

## 2.2. Robert W. Hite Treatment Facility

The RWHTF has a hydraulic capacity of 220 million gallons per day (mgd) and is currently receiving an average daily flow of about 124 mgd. The RWHTF consists of two parallel treatment trains, referred to as the North Complex and the South Complex. Liquid treatment in both complexes relies on physical preliminary treatment (screening, grit removal, and primary sedimentation) followed by biological secondary treatment (activated sludge process). The two effluent streams are disinfected by addition of peracetic acid.

Solids treatment includes gravity thickening of primary sludge, dissolved air flotation thickening of secondary waste activated sludge, and stabilization of the combined sludge using anaerobic digestion followed by phosphorous recovery. The digested sludge, referred to as biosolids, is dewatered using centrifuges and transported to land application sites for beneficial reuse on the Metro Water Recovery-owned METROGRO Farm (Farm) or privately owned farmland located in eastern Colorado.

## 2.3. Northern Treatment Plant

The NTP has a hydraulic capacity of 28.8 mgd and is currently receiving a flow of about 5.6 mgd. The NTP relies on physical preliminary treatment (influent pumping, screening, grit removal, and primary sedimentation) followed by biological secondary treatment (activated sludge process), followed by physical and chemical tertiary treatment (flocculation, sedimentation, and filtration). The final effluent stream is disinfected by ultraviolet light.

Solids treatment includes gravity thickening of primary sludge and rotary drum thickening of secondary waste activated sludge, as well as stabilization of the combined sludge using anaerobic digestion and post aerobic digestion. The digested biosolids are dewatered using centrifuges and are hauled and beneficially reused on the Farm or privately owned farmland.

## 2.4. METROGRO Farm

Metro Water Recovery owns approximately 52,000 acres of agriculture property near Deer Trail, Colorado. The property constitutes the Farm. Anaerobically digested solids (biosolids) from the RWHTF and NTP are applied to the Farm and private farms as a fertilizer and soil amendment.

# 3. Financial

Metro Water Recovery budgets on an annual basis and operates on a calendar fiscal year. Acting under the umbrella of the goal of financial stability, the Budget Division develops the annual budget considering Metro's primary responsibilities, which are to provide wastewater transmission and treatment services to member municipalities and special connectors in compliance with federal, state, and local laws.

Metro Water Recovery adopted a Strategic Plan in 2016. The Strategic Plan articulates Metro's vision, mission, values, and goals and serves as a guiding philosophy for future decision making. Metro identified seven goals to be addressed to ensure continued future success. One of the seven goals is Financial Stability which is defined as maximizing the value to Metro's ratepayers through the stewardship of financial resources.

In the spirit of the Strategic Plan and its culture of continuous improvement, Metro Water Recovery identified several strategies and tactics to achieve each of the seven goals. One set of strategies and tactics Metro established for the Financial Stability goal included reviewing its budget process to evaluate gaps and areas for improvement. Recommendations from this review include:

- Documenting the budget process
- Regular departmental meetings to inform and educate all employees on the budget process
- Regular feedback sessions with budget preparers during the budget process
- Improved communication and timing of communications from the Budget Division about the budget process

These recommendations were first implemented as part of the 2018 budget process. This process continues to be refined and updated annually based on feedback from staff. Metro Water Recovery's 2016 Strategic Plan also established "Culture of Innovation" as a strategic goal for the organization that later evolved into a strategic objective of "Develop a Culture of Continuous Improvement." This strategic objective was meant to not only support efforts across Metro, but to also provide a structured approach to continuous improvement, allow staff to take on improvement efforts, and create efficiency within the organization. Metro is currently working to develop an Enterprise Continuous Improvement Framework that will utilize strategies and tools to identify bottlenecks and root causes and help design processes that optimally utilize staff time and Metro resources.

Other improvements have resulted in budgets that more accurately reflect projected expenditures and minimize the volatility in annual rate revenue adjustments. Metro Water Recovery highlighted these improvements in its 2023 budget document which are summarized below.

- Preparation of a revised budget for the current year to reflect what staff expects to spend relative to the budgeted amounts. Staff recommends adopting the revised budget annually.
- Incorporation of a vacancy rate adjustment in projected operating expenditures, on the assumption savings will occur during the year due to unanticipated staff turnover and the amount of time it takes to fill vacant positions.
- Utilization of Metro Phase Gate and Enterprise Programs, which prioritizes capital and non-capital projects to optimize Cash Flow requirements, resource allocation, and organizational flexibility, while maintaining relatively low Annual Charges for Service rate increases.
- Utilization of capital project probability factors to estimate capital expenditures for cash flow purposes over the planning period.
- Implementation of the Strategic Asset Management Program.



Metro Water Recovery’s Strategic Plan goals, continuous improvement process, and organizational responsibilities all influence the 2023 budget. The 2023 budget process timeline is shown in Table 1.

**Table 1: 2023 Budget Process Timeline**

<b>Month/Year</b>	<b>Description</b>
<b>2021</b>	
<b>JULY</b>	<ul style="list-style-type: none"> <li>Budget Division staff prepares computer system and operating budget worksheets for the 2023 Budget.</li> </ul>
<b>AUGUST/ SEPTEMBER</b>	<ul style="list-style-type: none"> <li>Staff prepares individual Department/Division Proposed 2023 Budgets.</li> </ul>
<b>OCTOBER</b>	<ul style="list-style-type: none"> <li>Budget Division staff prepares first draft of the Proposed 2023 Budget.*</li> </ul>
<b>NOVEMBER/ DECEMBER</b>	<ul style="list-style-type: none"> <li>Chief Executive Officer (CEO), Department Heads, and key staff conduct review.</li> <li>Budget Division staff updates Proposed 2023 Budget.</li> </ul>
<b>2022</b>	
<b>JANUARY</b>	<ul style="list-style-type: none"> <li>Consulting Engineer conducts annual budget review with the CEO, Department Heads, and key staff.</li> <li>Budget Division staff makes necessary revisions to the Proposed 2023 Budget.</li> </ul>
<b>MARCH</b>	<ul style="list-style-type: none"> <li>Board of Directors Finance Committee holds its Budget Workshop following the March Committee meeting.</li> <li>Budget Division prepares the Preliminary 2023 Budget based on the Finance Committee’s review.</li> </ul>
<b>APRIL</b>	<ul style="list-style-type: none"> <li>Preliminary 2023 Budget is distributed to Board of Directors, Connectors, Consulting Engineer, Trustee, and Legal Counsel.</li> <li>Board of Directors reviews the Preliminary 2023 Budget information and memoranda at the Spring Workshop.</li> <li>Notice of a Public Hearing on the 2023 Budget is posted.</li> </ul>
<b>MAY</b>	<ul style="list-style-type: none"> <li>Public Hearing on the 2023 Budget is held at Board of Directors meeting.</li> </ul>
<b>JUNE</b>	<ul style="list-style-type: none"> <li>Board of Directors adopts the 2023 Budget and appropriates funds.</li> <li>Board of Directors adopts the total 2023 Annual Charges for Service.</li> </ul>
<b>JULY</b>	<ul style="list-style-type: none"> <li>Budget Division staff prepares the 2023 Budget final document.</li> </ul>
<b>AUGUST</b>	<ul style="list-style-type: none"> <li>Board of Directors adopts and certifies the Estimated 2023 Annual Charges for Service for individual Connectors.</li> <li>Adopted 2023 Budget is published; an electronic copy is filed with the State of Colorado.</li> </ul>

\* In addition to preparing the Proposed 2023 Budget, Metro Water Recovery staff prepares the Revised 2022 Budget, which is used to prepare and refine the 2023 Budget.

## 3.1. Personnel and Capital Equipment Budget Change Requests

Requests for changes in the number of personnel and capital equipment requests follow a similar process to changes for the rest of the operating budget. Personnel requests are reviewed and approved by the Personnel Committee, which is comprised of the CEO, the Executive Leadership Team, and the Director of Human Resources. New position requests as well as requests for replacement of vacated positions must have a completed justification request form to assist with the review process. During the year, Departments may have requests to change job classifications, descriptions, add new positions, and/or fill vacant positions. These requests are reviewed to determine if the positions are necessary to fulfill the mission, budgeted, and funds are available. Many times, these change requests will be incorporated into the revised budget. Capital equipment request forms are submitted at the time the operating budget is being reviewed and updated, with justification for the purchase. Equipment purchase costs may vary from the original budget. These variances are captured during the revised budget process as well.

## 3.2. Comparison of Proposed 2023 Budget to Revised 2022 Budget

The proposed 2023 budget totals \$109.4 million, which is composed of the following:

- Personnel costs total approximately \$63.8 million and represent 58.3 percent of the total budget.
- Outside Services total \$13.7 million and represent approximately 12.6 percent of the total budget.
- Chemicals total approximately \$10.0 million and represent 9.1 percent of the budget.
- The remainder of the object codes, Materials and Supplies, Utilities, and Support Services, are approximately \$22.0 million and represent 20.1 percent of the total budget. The 2023 distribution of costs by object are similar to the revised 2022 budget.

The following is a summary of major changes in the proposed 2023 Budget by Department as compared to the revised 2022 Budget. Detailed budget line items can be found in Metro Water Recovery's 2023 Annual Budget Report.

- **Maintenance Department - RWHTF.** The 2023 budget for the RWHTF Maintenance Department is projected to increase \$890,605, or 6.4 percent, from \$13.9 million to \$14.8 million. Budgeted cost increases to wages and benefits are responsible for 56 percent of this increase, while Materials & Fuels and Outside Services are responsible for nearly the entire remainder of the increase.
- **Operations Department - RWHTF.** The 2023 RWHTF Operations Department budget is projected to increase \$1,467,250, or 6.9 percent, from \$21.3 million to \$22.8 million. The increase in Chemicals is the largest area of growth both in dollar terms and on a percentage basis, which grew by \$591,500, or 8.4 percent.
- **Northern Treatment Plant.** The combined management, maintenance, and operations costs of the NTP is projected to increase \$860,150, or 13.5 percent, from \$6.4 million to \$7.2 million. Growth in personnel costs is responsible for 85.3 percent of the budgeted increase.
- **Resource Recovery & Reuse (RR&R) Department.** The 2023 RR&R Department budget is projected to increase \$798,150, or 5.6 percent, from \$14.3 million to \$15.1 million. The largest source of this increase is due to personnel costs which have increased \$589,000, or 7.9 percent, from \$7.4 million to \$8.0 million. The next largest source of growth is a 3.8 percent increase in materials & fuels for an increase of \$119,150. Chemicals and outside services combined to decrease by \$301,000.

- **Administrative Services Department.** The 2023 Administrative Services Department budget is projected to increase \$252,900, or 4.4 percent, from \$5.7 million to \$6.0 million. The largest increase is seen in Personnel with an increase of \$159,100, or 5.2 percent.
- **All Other Departments.** Other departments include Engineering, Environmental Services, Human Resources, Office of the General Counsel, Office of the CEO, Comprehensive Planning, Strategy and Communication, and Technology and Innovation. The total budget for these departments is projected to increase \$3.1 million, or 7.6 percent, from \$40.4 million to \$43.5 million. Most of this increase is due to personnel costs which are projected to increase \$2.3 million, or 7.5 percent, from \$31.2 million to \$33.5 million.

Table 2 compares revised budget and actual expenditures for 2021 and the revised 2022 and proposed 2023 budgets. For 2021, projected expenses were less than the revised budget by 1.6 percent, or \$1,529,458. The largest variance was incurred by the Maintenance Department – RWHTF with an overall decrease of \$883,841.

The 2023 budget increased across all departments over the 2022 revised budget. Discussions with staff indicated a significant portion of the \$7.4 million change is due to increases in personnel and outside services. The change in personnel costs is the most significant with an increase of \$3.0 million. Some of this increase is due to a small increase in budgeted positions. However, a significant portion is due to a projected 5 percent wage increase due to anticipation of continued tightness in the labor market.

**Table 2: 2021-2023 Budgets and 2021 Actual Costs**

<b>Department</b>	<b>Revised 2021 Budget</b>	<b>2021 Actual</b>	<b>Revised 2022 Budget</b>	<b>2023 Proposed Budget</b>
Maintenance - RWHTF				
Management	\$ 313,982	\$ 271,595	\$ 386,700	\$ 403,550
Facilities Maintenance	\$ 4,607,772	\$ 3,718,385	\$ 4,791,610	\$ 5,273,288
Process Maintenance	\$ 8,987,546	\$ 8,821,825	\$ 8,758,985	\$ 9,151,062
<b>Total Maintenance - RWHTF</b>	<b>\$ 13,909,300</b>	<b>\$ 12,811,805</b>	<b>\$ 13,937,295</b>	<b>\$ 14,827,900</b>
Northern Treatment Plant				
Management	\$ 370,700	\$ 317,909	\$ 291,800	\$ 564,100
Maintenance	\$ 2,231,452	\$ 2,181,213	\$ 2,882,000	\$ 3,098,899
Operations	\$ 2,926,207	\$ 3,232,839	\$ 3,188,950	\$ 3,559,901
<b>Total NTP</b>	<b>\$ 5,528,359</b>	<b>\$ 5,731,961</b>	<b>\$ 6,362,750</b>	<b>\$ 7,222,900</b>
Operations - RWHTF				
Management	\$ 751,172	\$ 824,657	\$ 505,950	\$ 536,000
Operations	\$ 18,594,775	\$ 18,482,035	\$ 19,381,200	\$ 20,664,000
Security	\$ 1,335,370	\$ 1,025,428	\$ 1,405,700	\$ 1,560,100
<b>Total Operations - RWHTF</b>	<b>\$ 20,681,317</b>	<b>\$ 20,332,120</b>	<b>\$ 21,292,850</b>	<b>\$ 22,760,100</b>
Resource Reuse and Recovery				
Management	\$ 535,541	\$ 855,525	\$ 691,800	\$ 734,800
Ops/Maint/Support - RWHTF	\$ 10,983,586	\$ 10,047,331	\$ 11,109,500	\$ 11,650,250
Ops/Maint/Support - NTP	\$ 298,060	\$ 195,719	\$ 289,300	\$ 313,700
Transmission	\$ 2,006,982	\$ 2,214,366	\$ 2,209,800	\$ 2,399,800
<b>Total RR&amp;R</b>	<b>\$ 13,824,169</b>	<b>\$ 13,312,941</b>	<b>\$ 14,300,400</b>	<b>\$ 15,098,550</b>
Other Departments				
Administrative Services	\$ 5,616,668	\$ 5,688,234	\$ 5,739,200	\$ 5,992,100
Comprehensive Planning	\$ 765,328	\$ 637,210	\$ 1,021,100	\$ 1,081,800
Engineering	\$ 7,621,807	\$ 7,439,023	\$ 7,852,300	\$ 8,246,200
Environmental Services	\$ 12,204,127	\$ 11,378,307	\$ 11,847,258	\$ 12,565,375
Human Resources	\$ 2,314,880	\$ 2,374,855	\$ 2,704,400	\$ 2,779,850
Information Technology	\$ 6,691,954	\$ 6,485,865	\$ 8,259,806	\$ 8,937,475
Office of the General Counsel	\$ 1,056,527	\$ 678,168	\$ 1,085,800	\$ 1,576,100
Office of the Chief Executive Officer	\$ 1,390,475	\$ 1,175,328	\$ 2,322,775	\$ 2,440,675
Strategy & Communication	\$ 1,295,317	\$ 1,210,765	\$ 1,705,596	\$ 1,899,200
Technology & Innovation	\$ 1,636,623	\$ 1,602,084	\$ 3,646,473	\$ 4,009,626
<b>Total Other Departments</b>	<b>\$ 40,593,706</b>	<b>\$ 38,669,839</b>	<b>\$ 46,184,708</b>	<b>\$ 49,528,401</b>
<b>Total</b>	<b>\$ 94,536,851</b>	<b>\$ 90,858,666</b>	<b>\$ 102,078,003</b>	<b>\$ 109,437,851</b>

### 3.3. Proposed 2023 Budget

The proposed 2023 budget is \$7,359,848, or 7.2 percent, more than the revised 2022 budget and 17.6 percent more than the 2021 actual expenses. The major components of the changes in the proposed 2023 budget compared to the revised 2022 budget are described below, by object category, and summarized in Table 3.

- **Personnel.** Personnel costs are projected to increase \$4.7 million, or 8.0 percent, from \$59.0 million to \$63.7 million. The changes in personnel costs are a result of a slight increase in employee headcount and reflects a planned 5 percent prevailing wage increase. Benefits are anticipated to increase as well, which includes Metro Water Recovery’s required contribution to the Defined Benefit Retirement Plan and insurance benefit cost increases. Total Personnel cost increases represent approximately 64.3 percent of the total 2023 budget increase.
- **Materials and Fuels.** The Material and Supplies line item is projected to increase \$296,027, or 3.4 percent, from approximately \$8.8 million to \$9.2 million. Materials cost increases are primarily due to growth in material and supplies costs and represent 82.7 percent of the growth in this object category. Total Materials and Fuels cost increases represent approximately 4 percent of the total 2023 budget increase.
- **Chemicals.** Chemicals increased by \$603,500, or 6.4 percent, from \$9.4 million to \$10.0 million. The majority of this increase is due to cost increases for peracetic acid, with costs budgeted to increase \$500,000, or 20.8 percent. Total Chemical cost increases represent approximately 8.2 percent of the total 2023 budget increase.
- **Utilities.** Utility costs have increased \$326,000, or 4.2 percent, from approximately \$7.7 million to \$8.0 million. Electrical power represents the majority of that increase and is projected to increase \$217,000. Potable water costs are budgeted to increase \$20,000. Total Utilities cost increases represent approximately 4.4 percent of the total 2023 budget increase.
- **Outside Services.** Outside Services is projected to increase \$1,199,679, or 9.6 percent, from approximately \$12.5 million to \$13.7 million. Increases to Outside Services – Other and Outside Services – Maintenance constitutes 87.5 percent of the Outside Services increase. This continues the conditions from the previous year, in which these two budget items represented a similar portion of the growth in Outside Services. Metro Water Recovery reports that growth in these budget items continues a pattern of reclassification from previously classified small projects to operating items. Total Outside Services cost increases represent approximately 16.3 percent of the total 2023 budget increase.
- **Support Services.** Support Services has increased by \$205,283, or 4.5 percent, from \$4.6 million to \$4.8 million. Approximately 58 percent of the Support Services increase is for insurance. Total Support Services cost increases represent approximately 2.8 percent of the total budget increase.

**Table 3: Revised 2022 Budget vs. Proposed 2023 Budget**

Description	2022 Revised	2023 Proposed	% Increase
Personnel	\$ 59,029,778	\$ 63,759,137	8.0%
Materials and Fuels	\$ 8,829,319	\$ 9,125,346	3.4%
Chemicals	\$ 9,371,000	\$ 9,974,500	6.4%
Utilities	\$ 7,704,000	\$ 8,030,000	4.2%
Outside Services	\$ 12,543,800	\$ 13,743,479	9.6%
Support	\$ 4,600,106	\$ 4,805,389	4.5%
Total	\$ 102,078,003	\$ 109,437,851	7.2%

Table 4 presents the budgeted positions by department from the revised 2021 budget through the proposed 2023 budget. There are 11 additional budgeted positions compared to the revised 2022 budget.

**Table 4: Budgeted Staffing Levels, 2021-2023**

<b>Department</b>	<b>Revised 2021 Budget</b>	<b>Adopted 2022 Budget</b>	<b>Revised 2022 Budget</b>	<b>Proposed 2023 Budget</b>
Maintenance - RWHTF				
Management	1.00	1.00	1.00	1.00
Facilities Maintenance	13.00	14.00	16.00	16.00
Process Maintenance	70.00	71.00	65.00	65.00
<b>Total Maintenance - RWHTF</b>	<b>84.00</b>	<b>86.00</b>	<b>82.00</b>	<b>82.00</b>
Northern Treatment Plant				
Management	1.00	1.00	1.00	1.00
Operations	13.00	13.00	12.00	14.00
Maintenance	9.00	9.00	12.00	13.00
<b>Total Operations</b>	<b>23.00</b>	<b>23.00</b>	<b>25.00</b>	<b>28.00</b>
Operations - RWHTF				
Management	3.00	3.00	3.00	3.00
Operations	36.00	36.00	37.00	38.00
Security	2.00	2.00	2.00	2.00
<b>Total Operations - RWHTF</b>	<b>41.00</b>	<b>41.00</b>	<b>42.00</b>	<b>43.00</b>
Resource Reuse and Recovery				
Management	6.00	6.00	6.00	6.00
Ops/Maint/Support	43.00	43.00	43.00	44.00
Transmission	17.00	17.00	17.00	18.00
<b>Total RR&amp;R</b>	<b>66.00</b>	<b>66.00</b>	<b>66.00</b>	<b>68.00</b>
Other Departments				
Administrative Services	33.00	33.00	31.00	31.00
Comprehensive Planning	4.00	5.00	5.00	5.00
Engineering	47.75	48.75	48.75	48.75
Environmental Services	89.00	90.00	78.00	79.00
Human Resources	12.00	12.00	13.00	13.00
Information Technology	27.00	28.00	29.00	31.00
Office of the General Counsel	3.00	3.00	3.00	3.00
Office of the Chief Executive Officer	5.00	5.00	7.00	7.00
Strategy & Communication	8.00	9.00	10.00	11.00
Technology & Innovation	8.00	8.00	21.00	22.00
<b>Total Other Departments</b>	<b>236.75</b>	<b>241.75</b>	<b>245.75</b>	<b>250.75</b>
<b>Total</b>	<b>450.75</b>	<b>457.75</b>	<b>460.75</b>	<b>471.75</b>

### 3.4. Revised 2022 Budget

There is a risk in unexpected conditions beyond the control of Metro Water Recovery such as spikes in fuel, power, chemical costs, or weather-related events could cause operating expenses to exceed budgeted amounts. In prior years, Metro maintained a \$1.5 million Operating Reserve to address costs which could occur outside of the conditions assumed in creating the budget. The funds in the Operating Reserve are used if unexpected conditions

caused the budget appropriation to be exhausted. If approved by the Board of Directors, the Operating Reserve Account would be replenished to \$1.5 million.

The annual operating budget process includes preparing a revised budget for the current year, which reflects updated spending expectations compared to the budgeted amounts. This is necessary because staff prepares the annual budget well in advance of the budget year. In prior years, the revised budget has been estimated to be less than the adopted budget or anticipated to be within the \$1.5 million Operating Reserve. Based on current estimates, the revised 2022 Budget is estimated to be more than the adopted 2022 Budget by more than the \$1.5 million Operating Reserve.

Staff recommends the Board of Directors adopt the revised 2022 Budget. Staff recommends funding the revised 2022 Budget by using the \$1.5 million Operating Reserve appropriation and adopting a supplemental appropriation of funds for the difference of \$1,851,780. This helps ensure appropriate funding is available for all operations throughout the year. Adopting the revised budget and a supplemental appropriation process is standard practice at many public entities in Colorado and does not affect the Annual Charges for Service rates of the current or future years. Staff will continue to closely monitor actual expenditures to both the original 2022 Budget and the revised 2022 Budget.

# 4. Risk Management

Metro Water Recovery manages risk through a combination of:

- Policies, Procedures, and Sound Management
- Insurance
- Operating Reserve
- Trust Fund Balances and Sub-Accounts
- Asset Management Program
- Information Systems/Security
- Environmental Health and Safety Program
- Planned Maintenance

## 4.1. Policies, Procedures, and Sound Management

Metro Water Recovery has policies and procedures in place to mitigate risk and ensure the efficient performance of the organization. These include financial, management, and operations policies and procedures. Coupled with sound management at the various levels of the organization and incorporation of industry best practices, Metro has reduced risk in numerous areas.

## 4.2. Insurance

Table 5 presents Metro Water Recovery's insurance coverage. The optimum upper loss limits are determined annually by Metro's insurance advisors. Metro's insurance companies and insurance advisors have found these loss limits to be reasonable.



**Table 5: Metro Water Recovery's Insurance Program**

Description of Coverage and Limits	Amount of Coverage
Property, Inland Marine, Boiler, & Machinery <ul style="list-style-type: none"> <li>Loss limit on building and contents (\$100,000 deductible)</li> <li>Loss limit on breakdown of equipment (\$100,000 deductible)</li> <li>Annual limit earthquake (\$100,000 deductible)</li> <li>Annual limit for flood (\$100,000 deductible)</li> </ul>	\$750,000,000 \$750,000,000 \$250,000,000 \$50,000,000
Automobile Liability <ul style="list-style-type: none"> <li>Combined single limit for bodily injury and property damage</li> </ul>	\$2,000,000
Bond <ul style="list-style-type: none"> <li>Faithful performance blanket position bond (\$5,000 deductible)</li> </ul>	\$1,000,000
Workers' Compensation	Statutory
Pollution Liability (\$100,000 deductible)	\$3,000,000
Employed Lawyers Professional Liability	\$1,000,000
Public Entity Liability (includes General Liability & Public Officials)	\$2,000,000
Excess Liability Coverage	\$3,000,000

Metro Water Recovery solicited bids for a property insurance provider in 2021 and based on the bids received, the previous provider was selected. Metro expects that rates will increase in 2022 following two claims made against the policy in 2021.

### 4.3. Trust Fund Balances and Sub-Accounts

Metro Water Recovery maintains five trust funds and two trust fund sub-accounts that meet both operating and capital funding needs. Descriptions of these funds/sub-accounts and their 2021 year-end balances are presented in Table 6. The balances for the (Operations and Maintenance) O&M Revenue Fund, the Debt Service Fund, and the Restricted Sewer Connection Charge Account total \$89.5 million, which are at the required and prudent levels. The combined balance of the General Fund, the Capital Project Account, the Acquisition and Construction Fund, and the Fixed Asset Replacement Fund is \$330.3 million. The Acquisition and Construction Fund has a remaining balance of \$112.8 million, following the issuance of bonds in 2020 to fund construction of the Second Creek Interceptor Project. Capital improvements are funded through bond proceeds, annual user charges, sewer connection charges, other income, and fund reserves. Based on the current balances of the reserve funds, capital improvements are adequately funded considering current project schedules and cost estimates. Following staff recommendations, the Fixed Asset Replacement Fund balance of \$20 million in 2020 was spent down in 2021 and not replaced. Fixed asset replacement projects are adequately planned for within the capital planning process and the reserve balance is not needed.

**Table 6: 2021 Year-End Fund Balances**

Fund Description	2021 Year-end Balance (Millions)
<p><b>O&amp;M Revenue Fund</b>            This fund is used to pay for Metro Water Recovery’s O&amp;M expenses as well as capital costs less than or equal to \$250,000. Since connectors pay quarterly, Metro needs a balance of approximately 25 percent of annual O&amp;M expenses to simply meet the variable timing of cash receipts and disbursements. The bond covenants require a minimum balance of the first quarter of O&amp;M expenses, plus \$1,000,000. Based on budgeted O&amp;M expenses (including O&amp;M capital) for 2022, this fund should have a minimum 2021 year-end balance of \$25.8 million.</p>	\$25.8
<p><b>Debt Service Fund</b>            This fund is used to meet Metro’s debt service obligations and is required to have a minimum year-end balance equal to the amount necessary to pay the next year’s April 1 principal and interest payments on all outstanding bonds, plus any bond reserve required by the bond covenants.</p>	\$38.7
<p><b>General Fund</b>            The General Fund receives/transfers surplus monies from the O&amp;M Revenue Fund at the end of each year and maintains an emergency balance equal to 90 days of operating expenses of the next year plus \$1.5 million. Based on budgeted O&amp;M expenses (including O&amp;M capital) for 2022, this fund should have a minimum 2021 year-end balance of \$26.3 million.</p> <p>The General Fund is designed to fulfill four primary goals:</p> <ul style="list-style-type: none"> <li>• Rate Stabilization. The historical range of rate increases has been from zero percent to 18 percent. For many years, the Board of Directors has expressed a desire to avoid significant fluctuations in annual charges and work toward a future rate trend that is stable, predictable and low.</li> <li>• Use for Cash Financing. The Board of Directors has opted in the past to use cash financing or a pay-as-you-go philosophy for funding some capital projects and studies. This use of cash is intended to defer the need for future bond issues.</li> <li>• Anticipated new equipment and vehicle purchases greater than \$250,000.</li> <li>• Unanticipated expenses and studies. The General Fund is used to meet unexpected major expenses and studies, and other uses as directed by the Board of Directors.</li> </ul>	\$217.5
<p><b>Capital Project Account</b>            This sub-account of the General Fund receives transfers from the General Fund and the Sewer Connection Charge Account for improvement and growth-related capital projects and studies. It also provides monies for small capital improvement or growth-related projects, studies, and expenditures costing less than or equal to \$250,000. There is no required balance in this account.</p>	\$0
<p><b>Fixed Asset Replacement Fund</b>            This fund was created to pay for the replacement of long-term assets. This fund receives annual transfers from the General Fund as required to fund fixed asset replacement expenditures. It also provides monies for small capital replacement and/or rehabilitation projects, studies, and expenditures costing less than or equal to \$250,000. There is no required balance in this account.</p>	\$0

## 2021 Year-End Fund Balances (continued)

Fund Description	2021 Year-end Balance (Millions)
<p><b>Restricted Sewer Connection Charge Account</b></p> <p>This sub-account of the General Fund receives annual connection fee revenues and is used to pay for growth-related debt service and/or fund growth-related or improvement projects. Metro has a policy that the minimum balance in this fund should be equal to the lower of \$25 million or the sum of the connection fee receipts for the current year plus one-half of the previous year, or about 18 months of reserves. Based on the past six quarters of receipts of approximately \$83 million, this fund should have a balance of approximately \$25 million at the end of 2021.</p>	\$25.0
<p><b>Acquisition and Construction Fund</b></p> <p>This fund receives bond issuance proceeds and is used to pay for growth, improvement, and fixed asset replacement projects greater than \$1 million with asset lives of 20 years or longer. Metro issued \$146 million in Series 2020A Improvement Bonds in October 2020 at the favorable interest rate of 2.34 percent. Metro bonds have a AAA bond rating from Standard &amp; Poor's and a Aa1 bond rating from Moody's.</p>	\$112.8
<b>Total</b>	<b>\$419.8</b>

### 4.4. Asset Management Program

Metro Water Recovery owns, operates, and maintains approximately 12,000 assets at/in the RWHTF, NTP, the Transmission System, and the Farm. Data provided by Metro show in 2014 Metro had more than 4,000 active pieces of equipment, and that number has roughly tripled since then. A portion of this increase can be attributed to added capital, while a significant amount is due to more granular accounting of assets. This growth of equipment accounting exemplifies the need for effective asset management if Metro is to have long-term success in managing its assets.

Metro Water Recovery has been moving forward in developing and implementing an Asset Management Program. Metro issued a Strategic Asset Management Plan (SAMP) in November of 2020. The issuance of the SAMP is indicative of the progress being achieved by Metro as it works to stand up its asset management program. Metro has been deliberate about ensuring that implementation is built upon a solid foundation. In 2021, Metro engaged in communication with other utilities to assess how these other organizations conduct their asset management programs. Initial implementation is planned for a single process area on a pilot basis before deployment into all process areas at the RWHTF.

## 4.5. Information Systems/Security

In 2021, along with continuing to support remote work, the Information Technology Department's (IT) focus has shifted to cybersecurity. Among many actions taken in this area, IT has instituted CrowdStrike Falcon as a Security as a Service (SaaS) cybersecurity solution. Additionally, cybersecurity training is being administered to employees, with privileged users (i.e., supervisors and higher) receiving additional training.

Metro Water Recovery continues to operate closed, secure sites at the RWHTF and NTP using contracted security services. Metro is currently looking to expand wireless service fence to fence. Phase 1 will deploy wireless at NTP as a pilot program that will inform deployment at the RWHTF. The expansion of wireless service will support the notable increase in wireless devices being used by Metro. Additionally, Metro is working to make technology upgrades to the Boardroom and making many conference rooms compatible with Microsoft Teams.

## 4.6. Environmental Health and Safety Program

Metro Water Recovery focuses on continual improvement of its safety program. Metro is now delivering its safety training in a hybrid model of in-person and online training. In 2021, there was a proactive effort to reduce the number and severity of accidents.

In part thanks to Metro Water Recovery's focus on continual improvement of its safety program, 2021 had only two lost-time accidents with an average claim cost of \$8,972, both metrics were marked reductions from 2020.

Metro Water Recovery's mod rate grew to 1.06 in 2021, a sharp increase from 0.87 in 2020, but with continued safe operation, this number will decrease in the coming years.

## 4.7. Planned Maintenance

This aspect of risk management is discussed in Section 9, Condition and Reliability.

# 5. Planning

In 2020, Metro Water Recovery adopted a Phase Gates approach to capital and business improvement planning. Metro is continuously conceiving, developing, and delivering complex projects that affect diverse stakeholders within the organization. Metro faces several challenges when initiating a project, which includes how a project can advance from a concept to a project, how to involve appropriate stakeholders in planning efforts, and how to prioritize projects and ensure appropriate resources are available. The Phase Gates approach produces a series of touchpoints in the life of a project that allows these challenges to be addressed in a logical, consistent manner.

Metro Water Recovery has created nine programs including six infrastructure and three business improvement programs for organizational and planning purposes. Infrastructure projects are now organized based on the activity (or process) as opposed to the location of the activity. The estimated costs for the nine programs included in the *Ten-Year Capital Expenditure Schedule (CES)* for the planning period of 2022-2032 are shown in Table 7.

**Table 7: 2022-2032 Capital Expenditure Schedule Costs by Program**

<b>Program</b>	<b>Program Costs <sup>+</sup></b>
<b>Business Improvement:</b>	
Continuous Improvement	\$13,685,104
Employee Engagement	\$251,324
Operations Risk Management	\$269,463
<i>Business Improvement Subtotal</i>	<i>\$14,205,891</i>
<b>Infrastructure:</b>	
Asset Management	\$91,270,170
Energy	\$114,338,176
Liquids	\$391,242,422
Solids	\$190,141,620
Support Facilities	\$138,828,025
Transmission	\$257,877,726
<i>Infrastructure Subtotal</i>	<i>\$1,183,698,139</i>
<b>Total</b>	<b>\$1,197,904,030</b>

<sup>+</sup>Information from the Preliminary 2023 Budget CES Cash Flow Schedule – (December 21, 2021), unadjusted totals.

## 5.1. Pending Regulatory Issues

Metro Water Recovery is well prepared, in compliance with all current regulatory requirements, and positioned to address the compliance schedule requirements included in the effective RWHTF water quality discharge permit for effluent total phosphorus removal. In addition, Metro is actively managing the special studies and reporting milestone requirements necessary over the next ten years to satisfy the compliance scheduled requirements for effluent temperature standards.

Metro Water Recovery is monitoring state and federal regulatory issues regarding per- and polyfluoroalkyl and Perfluorooctanoic acid substances (PFAS/PFOA). Potential rulemaking efforts at both the state and federal level

are still nascent. The state has adopted a policy that focuses on monitoring point source dischargers for 25 PFAS/PFOA analytes but not biosolids. The state is kicking off a PFAS in Biosolids working group in the coming months. The discharge permit for Hite was amended in 2022 for PFAS, but as of yet only requires monthly monitoring and requires Metro to complete a source survey for influent within two years. Metro does not anticipate PFAS discharge limits to be issued prior to 2030. The PFAS levels in the South Platte River are similar to the levels originating from residential sources. In the meantime, Metro continues to monitor and remains engaged on proposed regulatory activities. It also continues to support research, such as examinations of how PFAS partitions between the aqueous environment and biosolids.

Metro Water Recovery water quality discharge permits contain compliance schedules for temperature of effluent discharges at both plants. The RWHTF currently has difficulty meeting the temperature standard during the low flow months of winter. In developing a strategic and sustainable approach to address the standards on effluent temperature, Metro is looking at options to recover the heat for beneficial use both within the RWHTF as well as off-site within Metro's Transmission System. Metro would like to avoid the need for energy intensive cooling towers but has been exploring their use in similar settings across the country to identify potential problems and opportunities. Examples of non-cooling tower alternatives under development include an effluent heat recovery demonstration system at the new Operation Services and Control Building and the sewer heat recovery system as part of the redeveloped National Western Center Campus. This latter project is continuing to progress, and the project is anticipated to go online in 2023. Heat recovery could also reduce the need for natural gas consumption for the digesters. Metro continues to look for additional partners that may benefit from heat recovery projects and has consulted with its members and Connectors to identify potential sites within their collection systems that may be suitable for heat recovery. Metro continues to work with the state and the EPA on potential regulatory approaches that will allow for the use of this sustainable technology.

Metro Water Recovery continues to partner with the State and EPA on developing future requirements to achieve improved quality while in tandem evaluates existing and emerging advanced treatment technologies that will be able to meet these requirements in a sustainable manner.

## 6. Operational Performance – RWHTF

Table 8 summarizes the actual performance of the RWHTF in 2021 in comparison to Metro Water Recovery's current Discharge Permit limits for effluent quality. Metro met all permit discharge limits in 2021.

The RWHTF uses a peracetic acid (PAA) disinfection system that was placed in operation on January 15, 2018 as a pilot facility and was successfully permitted in 2020 as the permanent disinfection process at the RWHTF. Design of a permanent facility is currently underway. Metro Water Recovery continues to lead the industry in the testing and installation of PAA systems for municipal wastewater treatment.

Struvite accumulation had become an issue in recent years and was responsible for increased maintenance efforts/costs and declining gas production in the digesters. Metro Water Recovery investigated options of how best to address the struvite and has installed a phosphorus recovery system (MagPrex™). The new process drives the formation of struvite in a controlled and specific location within the MagPrex™ system (rather than allowing the struvite to form in pipes, valves, and pumps throughout the treatment process). The MagPrex™ system has now had nine months of runtime with good results.

**Table 8: 2021 Actual RWHTF Performance vs. NPDES Permit Limits for Effluent Quality\***

Parameter	NPDES Permit Limit <sup>1,2</sup>	2021 Average Values <sup>1,2</sup>
Effluent Flow, mgd		
January	220	118.0
February	220	119.0
March	220	130.0
April	220	127.0
May	220	148.0
June	220	136.0
July	220	130.0
August	220	122.0
September	220	114.0
October	220	113.0
November	220	115.0
December	220	116.0
Carbonaceous Biochemical Oxygen Demand, mg/L	17	4.9
Total Suspended Solids, mg/L	30	9.0
Dissolved Oxygen, mg/L <sup>3</sup>		
Annual (minimum)	3.0	6.6
Ammonia, mg/L		
January	4.60	0.9
February	4.47	1.7
March	4.22	1.8
April	4.13	1.2
May	3.08	0.9
June	2.77	0.7
July	3.40	0.7
August	3.20	1.0
September	3.30	1.3
October	3.90	1.7
November	4.40	1.3
December	5.10	1.5
Nitrate plus Nitrite, mg/L	8.68	4.8
pH	6.0 to 9.0	Min = 6.4 Max = 7.6
E. coli, MPN/100 ml <sup>4</sup>	126.0	67.8
Residual Chlorine, mg/L	0.011	N/A

NOTES:

\*Not final values

1. All NPDES limits and values are 30-day averages except for the following: pH and chlorine, which are instantaneous values; dissolved oxygen which is a daily average and Nitrate + Nitrite which are seven-day averages and *E. coli* values which are geometric means.
2. Metals limits and values are not shown.
3. Dissolved oxygen limits represent daily minimum, and reported values represent the average daily minimums for the periods shown.
4. *E. coli* values expressed as a geometric mean.
5. .



# 7. Operational Performance – NTP

As shown in Table 9, the NTP met nearly all permit discharge limits in 2021, with the single exception of a Whole Effluent Toxicity (WET) test failure in Quarter 2. Subsequent accelerated WET testing showed no further failures, and NTP continued to pass all parameters after the single failed sample.

The NTP began operations in late 2016. The plant is experiencing greater maintenance needs as the plant moves into its sixth year of operations and has transferred several maintenance personnel from the RWHTF to NTP. The plant anticipates a doubling of inflows at the end of 2023 with the completion of the Second Creek Interceptor.

**Table 9: 2021 Actual NTP Performance versus NPDES Permit Limits for Effluent Quality**

Parameter	NPDES Permit Limit <sup>1, 2</sup>	2021 Average Values <sup>1, 2</sup>
Effluent Flow, mgd		
January	28.8	5.29
February	28.8	5.25
March	28.8	5.75
April	28.8	5.88
May	28.8	6.33
June	28.8	6.5
July	28.8	5.8
August	28.8	5.70
September	28.8	4.97
October	28.8	5.08
November	28.8	5.30
December	28.8	5.36
Carbonaceous Biochemical Oxygen Demand, mg/L	17	1.6
Total Suspended Solids, mg/L	30	0.6
Dissolved Oxygen, mg/L <sup>3</sup>		
Annual (minimum)	3.0	7.2
Ammonia, mg/L		
January	Report	<0.15
February	11.45	<0.15
March	9.97	<0.15
April	11.09	0.01
May	9.61	<0.15
June	Report	<0.15
July	Report	<0.15
August	Report	<0.15
September	Report	<0.15
October	Report	<0.15
November	14.47	0.03
December	Report	0.05
Nitrate plus Nitrite, mg/L	10	5.0
pH	6.0 to 9.0	Min = 6.1 Max = 7.9
<i>E. coli</i> , MPN/100 ml <sup>4</sup>	126.0	7.9
Total Phosphorus, mg/L	1	0.1

NOTES:

1. NTP NPDES permit became effective October 1, 2016. All NPDES limits and values are 30-day averages except for the following: pH and chlorine, which are instantaneous values; Nitrate + Nitrite and dissolved oxygen which are daily averages, Total Phosphorus which is an annual running average, and *E. coli* values which are geometric means.
2. Metals limits and values are not shown.
3. Dissolved oxygen limits represent daily minimum, and reported values represent the average daily minimums for the periods shown.
4. *E. coli* values expressed as a geometric mean.

# 8. Operational Performance – Biosolids Management

Construction of a new biosolids processing facility at the RWHTF is nearing completion. The new facility will include more functional centrifuges for dewatering with direct drop of the dewatered biosolids (cake) into storage bins. Weighing scales will be located directly under the storage bins for efficient load-out of trucks. The current solids processing building will be used for chemical storage. The data in Table 10 show the RWHTF and NTP anaerobic digestion systems met CFR 40 Part 503 and Title V requirements for 2021.

**Table 10: 2021 Actual Digester Performance vs. Regulatory Limits**

Permit	Parameter	Limit	RWHTF 2021 Average <sup>1</sup>	NTP 2021 Average <sup>1</sup>
FR 40 Part 503	Sludge Retention Time	> 15 days	19.4 days	51.1 days
CFR 40 Part 503	Temperature	> 95°F	101.3°F	97 °F
CFR 40 Part 503	Percent Volatile Solids Destruction	> 38%	56.9%	45.17%
Title V	Hydrogen Sulfide Concentration	< 1680 ppm <sup>2</sup>	1097 ppm	NA <sup>3</sup>

Note:

1. Data updated through November 30, 2021. Information subject to change based on outside lab data.
2. Limit based on the 3-hr daily maximum concentrations.
3. There is no Title V permit limit for hydrogen sulfide at NTP because the gas is scrubbed before combustion.

The data in Table 11 show the quality of Metro Water Recovery’s biosolids from both the RWHTF and the NTP met the regulatory limits in 2021.

**Table 11: 2021 Metro Water Recovery Biosolids Quality**

Parameter Metals, mg/kg	Regulatory Limit	2021 Cake Values (Class B)	
		RWHTF*	NTP*
Arsenic	41	5.8	9.4
Cadmium	39	2.1	1.7
Copper	1,500	419	1,188
Lead	300	21.0	16.9
Mercury	17	0.50	0.46
Molybdenum	75	21.1	21.0
Nickel	420	15.9	26.6
Selenium	100	28.3	43.1
Zinc	2,800	595	755
Fecal Coliform – Class B, MPN/gram	2,000,000	209,610	NA

In 2021, the RR&R Department transported a total of 28,950 dry tons of biosolids. Of that total, 7,650 dry tons (~26 percent) went to the Farm and 20,789 dry tons (~72 percent) went to private farms. Metro Water Recovery intermittently provides biosolids from the NTP to a private composter, and 511 tons (~1.8 percent) were transferred in 2021. There are adequate backup reuse and disposal options. Table 12 presents total biosolids disposal amounts.

**Table 12: RR&R Biosolids Statistics for 2021**

<b>Item</b>	<b>Biosolids %</b>	<b>Total Dry Tons</b>
METROGRO Farm	26.61%	7,694.1
Private Farms	71.79%	20,757.97
Private Composter	1.60%	463.44
Total	100%	28,915.51

Metro Water Recovery continues to manage the custom farming operations at the Farm (planting, chemical application, and harvesting).

# 9. Condition and Reliability

## 9.1. Transmission System

The transmission inspection and cleaning program is one area where Metro Water Recovery has been affected by the pandemic. It had two new trucks (one for line cleaning, one for TV inspection) that were out of service for four months due to supply shortages of a critical part. It has also been dealing with a staffing shortage and was missing roughly half its workforce for much of 2021. Despite these challenges, RR&R exceeded its goal for transmission line cleaning by 1.8 percent but missed its goal for closed-circuit television (CCTV) inspection by 29.6 percent. The CCTV inspection goal for 2021 was 22.0 miles. The goal for CCTV inspection is for the entire transmission system to be inspected over a ten-year cycle. This goal is well within industry-accepted practices. Given the transient nature for the reasons behind missing the line inspection goal, it is unlikely that this performance will have a long-term impact on the transmission system's performance. The annual transmission line cleaning goals should lead to the transmission system's lines less than 24 inches in diameter being cleaned over a ten-year cycle. Surface inspections of manholes missed its 2021 goals by just two manholes out of a goal of 2,352 manholes. Metro attempts to inspect each manhole at least every three years, though some are inspected more frequently.

There were no sanitary sewer overflows in 2021. Metro Water Recovery staff believes past interceptor rehabilitation efforts have improved asset conditions evidenced from line inspections. Table 13 presents the inspection statistics of the Transmission System.

**Table 13: RR&R Transmission Inspection Statistics**

Item	2021 Goals	2021 Actual
Pipeline Cleaning	28.57 Miles	29.07 Miles
CCTV Inspection	22.02 Miles	15.51 Miles
Manhole Surface Inspections	2,352 Inspections	2,350 Inspections
Sanitary Sewer Overflows	0	0

## 9.2. Resource Recovery and Reuse Maintenance

The RR&R Department is responsible for preventive and corrective maintenance of 430 Metro Water Recovery vehicles and heavy equipment. Maintenance activities are conducted at the RWHTF, at the Farm shop facility, and in the field at application sites (privately owned and Farm sites). Also, the maintenance bays at the NTP can be used.

The RR&R Department has a maintenance goal of a minimum ratio of PM to Corrective Maintenance (CM) of 75 percent to 25 percent for each of its Maintenance Responsible Centers (MRC): RWHTF, Farm, and NTP. RR&R exceeded its goal for each of the MRC's: RWHTF conducted 94 percent PM, Farm conducted 86 percent PM, and NTP conducted approximately 75 percent PM. Note that more PM or higher ratios of PM to CM are not always desirable. In some cases, more PM can lead to a waste of resources by over-maintaining items. Over-maintaining can also shorten the life of some assets. Metro Water Recovery should have individual maintenance plans for all major assets. These plans may include running some non-critical or redundant assets to failure. These are assets where the consequence of failure create low risks to the operation. Critical assets with little or no redundancy whose

failure would create significant risk to Metro Water Recovery should have monitoring plans that do not rely on only PM activities. This will help ensure they are maintained before a failure occurs.

Metro Water Recovery has different maintenance groups with some focused on mobile assets like Fleet Maintenance and others focused on Plant Maintenance. Fleet Maintenance primarily triggers their PMs based on miles/hours of equipment runtime, while Plant Maintenance focuses on a calendar time-based PM schedule. Calendar time based, runtime based, and conditioned based PM are all appropriate techniques depending on the type of asset. The various types of PM triggers have strengths and weaknesses.

Ideally, Metro Water Recovery will continue moving toward a more Reliability-Centered Maintenance (RCM) model where staff monitor asset conditions closely and perform maintenance when signs of decreased performance or a probable failure is present. RCM activities include monitoring vibration and temperature on critical equipment, oil analysis, and monitoring the output and energy consumption levels of critical equipment like pumps and blower. For example, a decrease in output, given the same energy input, or an increase in energy consumption could indicate the need for maintenance or rehabilitation.

The Maintenance Department uses an Enterprise Asset Management (EAM) or Computerized Maintenance Management System (CMMS) called Infor. Development of the next version of e-mobile products to provide computerized maintenance management system elements to increase work order and parts efficiency from the field has continued.

Metro Water Recovery is working to assign criticality scores to system components on a scale from one to five. Thus far, Metro has completed this task with two systems. This work is being conducted in conjunction with the development of Metro's Asset Management Program (AMP). Eventually, Metro will also assign condition assessments in the same manner.

### 9.3. Treatment Plant Maintenance

Planned maintenance (versus unplanned) in 2021 exceeded 90 percent of the total maintenance performed. Metro Water Recovery's goal was 80 percent planned maintenance. A recent focus has been on reducing emergency repairs. Metro has reduced the number of emergency after-hours call-ins by half since 2019. Overall, the maintenance program has identified the systems and equipment availability necessary to meet the capacity and performance requirements of Metro. As mentioned in Section 9.2, more PM, or higher ratios of PM to CM, are not always desirable.

After over five years of operation, NTP is starting to see more reactive maintenance and an increase in backlogged work orders in all trades, though this is exacerbated by hiring difficulties for open headcounts in the Maintenance team. Greater reactive maintenance needs are not unexpected as the NTP ages and as flows increase.

# 10. Support Functions

Metro Water Recovery's operating departments (Operations, Maintenance, and RR&R) report the support services they receive from Human Resources, Procurement, Information Technology, Security, Environmental Health and Safety, Engineering, Comprehensive Planning, Environmental Services, Technology and Innovation, Office of the General Counsel, and Office of the CEO adequately support their mission. Some of the notable accomplishments and activities by support functions in 2021 are discussed below.

Prior to delving into specific support functions, one should note the significant change to the organizational structure that Metro Water Recovery implemented in 2021. Metro streamlined the reporting structure to the CEO, who now has six direct reports. Most of the organization is structured under three of the CEO's direct reports: the Deputy CEO / Chief Operating Officer (COO), Chief Financial Officer (CFO), and Chief Technical Officer (CTO). As part of this reorganization, Information Technology became a department reporting to the CFO.

No discussion of 2021 is possible without acknowledging the significant challenges of responding to the COVID-19 pandemic. Metro Water Recovery continued to adopt the Colorado Department of Public Health and Environment (CDPHE) guidelines to maintain a safe work environment, accommodated work from home needs, and dealt with unpredictable absences incurred by COVID-19. Not only did Metro adapt to these challenges and working conditions but managed to advance the organization through the accomplishments listed below and throughout this document.

Human Resources filled 114 positions in 2021, a significant increase from the 80 positions filled in 2020. Metro Water Recovery's vacancy rate at the end of 2021 was 9.1 percent, a notable growth from the six percent vacancy rate at the end of 2020. The average employee residency time is nine years. Employee turnover is undoubtedly being driven, at least in part, by tight labor market conditions and exacerbated by a record number of retirements. Metro undertook a custom salary survey to examine whether certain critical jobs were being paid competitive rates and made significant wage adjustments to several positions over and above the standard annual wage adjustments. This proactive effort was appropriate in light of employee retention trends. However, Metro should continue to monitor these trends and seek to address issues of employee retention.

Metro Water Recovery has adopted an online training program and integrated Learning Management System (LMS). The training is hosted on a platform called Brainshark and can be delivered in "nugget-sized" training slots that are three, five, and ten-minutes, or longer as appropriate for the subject matter. Metro will be converting trainings in Brainshark to DayForce, its Human Resources Information System (HRIS). DayForce Learning will allow supervisors to track employees' training progress.

Metro Water Recovery is advancing its communications, both internal and external. Metro has launched a re-vamped website, a Facebook profile, and has updated its LinkedIn page, which are seeing increased engagement. The emphasis on external engagement coincides with one of the largest changes in the organization – its name. "Metro Water Recovery" seeks to better differentiate itself from other similarly named organizations as well as better express the organization's mission.

Metro Water Recovery has implemented and refined the Phase Gates process for infrastructure and business improvement projects. The Phase Gates process is utilized by Metro's nine programs (e.g, Liquids, Energy, etc.) Project prioritization is a continuous effort, and staff report that Phase Gates are an effective tool for prioritizing projects as economic conditions change. Infrastructure capital projects are experiencing the effects of inflation seen throughout the rest of the economy.

# 11. Conclusions

Based on the information in this report, Metro Water Recovery's facilities are well planned, managed, operated, and maintained.

The responses to each of the questions identified in the opening section of this report are presented below:

***1. How do actual costs compare to budget?***

Actual 2021 operations and maintenance costs totaled \$90,858,666 which was \$3,678,185 lower than the revised 2021 budget of \$94,536,851.

***2. What is the basis for changes in future budgets?***

The 2023 proposed budget is \$109,437,851, or 7.2 percent, more than the 2022 revised budget, and 20.4 percent more than the actual 2021 costs. Increased personnel costs constitute \$3,033,900, or 41 percent of the \$7,359,848 increase from the revised 2022 budget. This is primarily due to increases in salaries in response to inflation and tight labor markets, as well as several new budgeted positions.

***3. Are concerns being adequately addressed in the budget?***

The 2023 proposed budget adequately addresses the concerns related to the operation and maintenance of Metro Water Recovery's facilities. Additionally, the 2022 revised budget has been reviewed and approved because it is reasonable and necessary for the operation and maintenance of Metro.

***4. How is risk being managed?***

Risk is managed through policies, procedures, and sound management; an insurance program; an asset management program; appropriate trust fund/subaccount balances; an effective maintenance program; and the information technology, safety, and security programs. Costs for materials and fuels, chemicals, and utilities have been underestimated during the last several budget cycles.

***5. Is the asset management program adequate to maintain system reliability?***

The asset management program is maintaining adequate system reliability, but it has not been optimized. Metro Water Recovery has some components of an asset management framework in place and is continuing to develop and implement its asset management program. In 2020, Metro issued a Strategic Asset Management Plan and is anticipating implementation in one process area to pilot the asset management program developed in 2021 and 2022 starting in 2023.

***6. Are the wastewater collection, treatment, and biosolids systems in compliance with current regulatory requirements?***

Metro Water Recovery complied with all discharge permit requirements in 2021 at both the RWHTF and NTP, with the exception of the Whole Effluent Toxicity (WET) test in Q2 at NTP. The biosolids program was in compliance with current regulations.



**7. What is the status of planning future system upgrades and expansions and for complying with pending regulatory requirements?**

Metro Water Recovery utilizes a Phase Gates process to resolve conflicting demands on Metro's finite resources. Metro prepares a *Ten-Year Capital Expenditure Schedule* (CES) that is updated annually and has reorganized the projects into nine activity-based programs. Metro's CES anticipates expenditures of \$1.20 billion in the 2022-2033 planning period to comply with current and pending regulatory requirements and other capital project needs. Metro aggressively pursues opportunities to shape regulations that will affect its future costs by providing input to relevant governmental agencies and professional associations.

**8. Is staffing appropriate?**

The budgeted positions for the 2023 budget are at an appropriate level of staff for the operation and maintenance of Metro Water Recovery's facilities. Working to become an employer of choice, Metro is focusing on optimizing its recruiting and selection processes in a highly competitive labor market, and on enhanced engagement and retention by improving its culture, nurturing Metro talent, and ensuring competitiveness of its total compensation program.

**9. Is system maintenance effective?**

The effectiveness of the maintenance program is exemplified by Metro Water Recovery's consistent year-after-year compliance with wastewater and biosolids regulatory requirements. Transmission system and plant maintenance met Metro's goals in 2021 with the exception of pipeline TV inspection; however, by fully embracing asset management activities, Metro may be able to improve the efficiency of its programs, staffing, and equipment.

**10. Are support groups and systems effective?**

The operating departments (Operations, Maintenance, and RR&R) reported satisfaction with the performance of the support groups and systems. The implementation of the Strategic Plan initiatives are likely to continue to bolster the efficacy of all the support groups.

# METRO WATER RECOVERY

## Operations Committee Meeting

### Agenda

April 5, 2022

11:30 a.m.

Boardroom

Administration Building

### Roll Call

### Public Comment

### Action Items

### Tab No.

1. **Consideration of Renewal of All-Access Pass Agreement with Franklin Covey (O/F/E/Bd)** 1

#### **Chief Executive Officer's Proposal:**

1. Enter into a one-year agreement effective June 1, 2022 with Franklin Covey Co., to provide access to the Franklin Covey Solutions, maintained on Franklin Covey's All Access Pass™ platform.
2. Enter into additional contract periods not to exceed a total five-year term if it is determined by the CEO to be in the best interest of Metro Water Recovery.

2. **Consideration of METROGRO Farm Chemical Application (O/F/E/Bd)** 2

#### **Chief Executive Officer's Proposal:**

1. Enter into a one-year base contract for the period of April 1, 2022 through March 31, 2023 with Nutrien Ag Solutions to provide chemical application services at the METROGRO Farm plus the cost of chemicals.

The cost for this one-year contract, including spraying services and the purchase of chemicals, is estimated to be \$1,706,553. The total estimated cost is presented for information only and will depend on chemical costs, moisture conditions, and growing conditions during the contract period.

2. Enter additional contract periods not to exceed a total five-year term if it is determined by the CEO to be in the best interest of Metro Water Recovery.

3. **Consideration of Support Buildings Improvements Project (PAR 1369) (O/F/E/Bd)** 3

#### **Chief Executive Officer's Proposal:**

1. Authorize the Chief Executive Officer to execute a change order in the amount of \$683,230 to the construction contract with TCC Corporation (TCC) to provide additional improvements to three office buildings as part of the Technical Services Building Fixed Asset Replacements and Improvements Project (PAR 1369).
2. Appropriate \$809,700 (100 percent) from the Fixed Asset Replacement Fund for this change order.

**Tab No.**

4. **Consideration of Northern Treatment Plant Clarifier Cover Repair Project (PAR 1396) (O/F/E/Bd)** 4

**Chief Executive Officer's Proposal:**

1. Authorize the Chief Executive Officer to enter into a Construction Contract with Hensel Phelps (Hensel) in the amount of \$4,988,000 for the construction of the Northern Treatment Plant Primary Clarifier and Gravity Thickener Cover Replacement Project (PAR 1396) (Project), which includes replacement of clarifier covers on Primary Clarifier 1 and Primary Clarifier 2, as well as the replacement of covers on Gravity Thickener 1 and Gravity Thickener 2.
2. Ratify the Emergency Declaration for this issue and reimburse \$301,444 in funds expended in response to the emergency.
3. Appropriate \$6 million (100 percent) from the Fixed Asset Replacement Fund for this Project.

**Information Items**

1. Northern Treatment Plant Effluent Temperature (PAR 1416) Request for Selection Committee Members (O/F/E) 5
2. Industrial Pretreatment Program Annual Reports (O/F/E) 6
3. Meet the Team – Human Resources – Employee Developers (O/F/E) 7
4. Status of Capital Improvement Projects Report (O/F/E) 8
5. Current Activities/Operational Performance Report (O/F/E) 9
6. Financial Reports (O/F/E) 10
7. Upcoming Events (O/F/E) (*Separate Attachment*)

# METRO WATER RECOVERY

## MEMORANDUM

**TO:** Mickey Conway, Chief Executive Officer **DATE:** March 2, 2022

**FROM:** Colleen Dempsey, Director of Human Resources  
Scott Reed, Senior Human Resources Manager  
Mike Holmes, Organizational Development Specialist

**RE:** Franklin Covey Contract Renewal

### RECOMMENDATION

We recommend the Board of Directors authorize the Chief Executive Officer (CEO) to:

1. Enter into a one-year agreement effective June 1, 2022 with Franklin Covey Co., (Franklin Covey) to provide access to the Franklin Covey Solutions, maintained on Franklin Covey's All Access Pass™ platform.
2. Enter into additional contract periods not to exceed a total five-year term if it is determined by the CEO to be in the best interest of Metro Water Recovery.

### SUMMARY

One of the five strategic objectives identified in Metro 6.0 is "Nurture Talent." A tactic to achieve this objective is to provide training and development to support all employees' growth and development with technical skills and leadership and communication skills. Following a formal bid process through a Request for Proposals (RFP) in 2018 to 2019, Franklin Covey's training platform was selected to focus on these leadership skills, and Metro Water Recovery entered into a three-year contract which expires May 31, 2022. The total three-year spend did not require Board approval. Renewal of that contract is now required. While no appropriation is required as this is funded in the operational budget, the aggregate cost of the contract over five years requires Board action.

### BACKGROUND

Increased opportunities for training and support to promote effective leadership consistently rank as high priority items based upon feedback from staff in the Employee Surveys. To offer employees training in these areas, Metro Water Recovery has used the Franklin Covey training platform since 2019. All employees have participated and are scheduled to participate in courses geared toward leadership and career development, including the 7 Habits of Highly Effective People, the Speed of Trust, and on-demand, self-paced learning journeys on many topics including unconscious bias, writing skills, and emotional intelligence. As part of the platform, staff will also have access to optional learnings such as The 6 Critical Practices for Leading a Team,

Project Management for the Unofficial Project Manager, The 5 Choices for Extraordinary Productivity, and many others. The platform and learning approach have been fully integrated into Metro's training curriculum.

### **JUSTIFICATION FOR BOARD ACTION**

The Franklin Covey platform has provided foundational training. This enables a cohesive through-line of common themes and principles, shared vocabulary, and the building blocks on which to expand leadership programs. With all employees undergoing the same training, staff has seen changes in culture and improvements in personal interactions. Renewal of this agreement will allow employees the ability to build upon the institutional knowledge already attained over the past three years. There is only one vendor for this platform, and it will be impactful to build upon the existing training foundation.

Board approval is required for the agreement due to the aggregate cost of the contract over five years.

### **CONTRACT INFORMATION**

Metro Water Recovery will enter an agreement with the Franklin Covey Solutions under a sole source selection. While Franklin Covey does not have a cooperative agreement with the State of Colorado, they do have a pricing agreement with the Department of Personnel & Administration, which is extended to all Colorado governmental entities, including Metro. This is the same pricing received in the 2019 negotiated contract.

### **FINANCIAL IMPACTS**

The annual license for access to the All Access Pass Platform for all employees is approximately \$80,000 per year, or \$175 per employee plus materials. This is included in the current operational budget.

# METRO WATER RECOVERY

## MEMORANDUM

**TO:** Mickey Conway, Chief Executive Officer **DATE:** March 2, 2022

**FROM:** Liam Cavanaugh, Chief Operations Officer  
Patrick Stanley, Director of Resource Recovery and Reuse  
Jeff Hayden, Resource Recovery and Reuse Operations Manager

**RE:** Chemical Application Contract at the METROGRO Farm

### RECOMMENDATION

We recommend the Board of Directors authorize the Chief Executive Officer (CEO) to:

1. Enter into a one-year base contract for the period of April 1, 2022 through March 31, 2023 with Nutrien Ag Solutions (Nutrien) to provide chemical application services at the METROGRO Farm (Farm) in the amounts listed below plus the cost of chemicals.
  - \$6.50 per acre for ground application on the South and Central Farm
  - \$7.00 per acre for ground application on the North Farm
  - \$8.00 per acre for all Aerial application

The cost for this one-year contract, including spraying services and the purchase of chemicals, is estimated to be \$1,706,553. The total estimated cost is presented for information only and will depend on chemical costs, moisture conditions, and growing conditions during the contract period.

2. Enter additional contract periods not to exceed a total five-year term if it is determined by the CEO to be in the best interest of Metro Water Recovery.

### SUMMARY

Metro Water Recovery's current contracts to supply and provide chemical application on the Farm will expire on April 13, 2022. In December 2021, staff posted a Request For Proposals (RFP) to BidNet and two suppliers submitted proposals. Due to the historical costs of this contract, Board approval is required.

### BACKGROUND

Nutrien and Simplot Grower Solutions submitted proposals which met all the requirements of the RFP. Proposals were reviewed by staff for technical capabilities and pricing.

Nutrien's proposal was selected for providing the lowest bid. Additionally, Nutrien has a proven record for its reliability and flexibility to work with changing requirements.

## **JUSTIFICATION FOR BOARD ACTION**

In 2014, the Board approved the transition from a tenant farmer operation to a contract farming operation on the Farm. A necessary portion of the contract farming operation requires herbicide/pesticide application to control invasive weed population and facilitate healthy crop production. The proposed one-year contract includes the 2022 spring, summer, and fall applications and any additional application requirements.

## **CONTRACT INFORMATION**

Metro Water Recovery will enter a one-year contract with Nutrien with the ability to extend additional contract periods, not to exceed a total five-year term upon authorization by the Board.

## **FINANCIAL IMPACTS**

The estimated total cost for this one-year contract of \$1,706,553 is based on 2021 expenditures plus a three percent increase due to increased application and chemical costs. The 2021 actual expenditures totaled \$1,656,848. The 2022 Revised Budget and the 2023 Proposed Budget both include \$1,840,000 for chemical purchase and application. Staff will monitor expenditures and look to identify potential cost-saving measures to minimize the chemical application costs.

# METRO WATER RECOVERY

## MEMORANDUM

**TO:** Mickey Conway, Chief Executive Officer **DATE:** March 24, 2022

**FROM:** Sherman Papke, Chief Technical Officer  
Andrew Nelson, Director of Engineering  
Orin Padgett, Senior Quality Control Engineering Manager  
Amy Rushton, Senior Engineer (Metro Project Manager)

**RE:** Technical Services Building Fixed Asset Replacements and Improvements Project (PAR 1369)  
Execution of Construction Contract Change Order and Supplemental Appropriation

### RECOMMENDATION

We recommend the Board of Directors:

1. Authorize the Chief Executive Officer (CEO) to execute a change order in the amount of **\$683,230** to the construction contract with TCC Corporation (TCC) to provide additional improvements to three office buildings as part of the Technical Services Building (TSB) Fixed Asset Replacements (FARs) and Improvements Project (PAR 1369) (Project).
2. Appropriate **\$809,700** (100 percent) from the Fixed Asset Replacement Fund for this change order.

### SUMMARY

Improvements are required at three of Metro Water Recovery's office buildings to update workspaces, address end-of-life assets such as office furnishings and window coverings, and accommodate the relocation of staff to improve business workflows. To maximize efficiencies and cost savings, the existing construction contract for the Project with TCC should be leveraged to complete the necessary additional improvements in the TSB; the Resource Recovery and Reuse (RR&R) Services (RRS) Building; and the Transmission (TRS) Building due to the similar tenant finish scope of work. There is sufficient capital available in the [Ten-Year Capital Expenditure Schedule](#) (CES) reserved for this Project to fund the \$683,230 change order. The change order amount exceeds the CEO's authority and requires supplemental appropriation; therefore, Board approval is necessary.

### BACKGROUND

Background information regarding the Project can be found in the Board memo dated [March 22, 2021](#).

Subsequent to the completion of the original design and scope of work of the Project, several drivers have emerged which require additional work related to workspace. These drivers include



increased workload on the Technology and Innovation Department (TID) as well as strategic alignment of several workgroups to foster improved communications, resource allocation, and workflow efficiency. To further accommodate these changes, and in anticipation of additional staffing and resources needed for the Pretreatment Program due to permit requirements and upcoming regulatory requirements, this work is necessary.

To provide needed support to TID, the Instrumentation Solutions and Analytical Support teams were moved from the Environmental Services (ES) Department to TID. Because of the critical need for analytical support for expanding innovation work, this team's workload is now primarily related to TID projects, making the move necessary. These teams have already been relocated into vacant workspaces in the Operation Services and Control Building (OSCB) with the other TID staff.

For similar reasons, the Environmental Sampling team, which works primarily with the ES Department, was transferred from the RR&R Department to the ES Department. The Environmental Sampling team's workspace is currently within the TRS Building and will be relocated to the TSB with other ES staff.

The Environmental Sampling team vacating the TRS Building provides a site for necessary research and development space for TID. This space will significantly improve elements of the innovation efforts TID staff continues to pursue. Previously, TID staff has had to create "temporary" spaces with each pilot. This work in the TRS Building would provide a permanent area for running lab analyses and staging of pilot testing in a much more efficient and permanent setting.

In addition to the groups mentioned above, the Strategy and Communications Department had been housed in a temporary trailer adjacent to the Administrative Building for a number of years. This space is no longer suitable for use and the group has moved into the old RRS Building.

These personnel moves and subsequent facility needs were identified after the original design of the Project was completed. It is recommended TCC be retained for this work as it is similar tenant finish work to their original scope and in two of the same buildings.

Specific details of the work to be done in each building is set forth below.

### **Technical Services Building**

Relocating the Environmental Sampling staff to join the ES team in the TSB requires miscellaneous work to accommodate these employees. New changing rooms and lockers are needed as are updates to the laboratory office area in the TSB which were not considered during original design. More space is needed. There are currently 15 staff sharing six desks and two workstations (computers) in a 230 square foot space. The space will be doubled to provide a desk and workstation for each analyst. This requires additional furniture, cubicles, and some electrical and communication improvements in the area.

Construction cost: \$182,334

### **Resource Recovery & Reuse Services Building**

The Strategy and Communication Department will occupy the RRS Building and will need furniture, as well as minor miscellaneous office improvements such as shelving and window coverings which were not included in the original design.

Construction cost: \$104,159

### **Transmission Building**

Once the construction at the TSB is complete, the Environmental Sampling team will be relocated to the TSB. The vacant metering shop and truck bay in the TRS Building has been identified as ideal for TID permanent pilot study/laboratory space. To create the lab space, the metering shop and truck bay require minor electrical and heating, ventilation, and air conditioning (HVAC) replacements and improvements, as well as the addition of laboratory equipment, cabinetry, dish washer, etc.

Construction cost: \$396,737

## **JUSTIFICATION FOR BOARD ACTION**

This change order is necessary to provide staff with functional workspaces. Due to the nature of these additional needs as well as the proximity to the current Project location, staff is recommending the incorporation of this work into the Project. TCC has performed well throughout the Project; is familiar with Metro Water Recovery's requirements, facilities, and systems; and has the equipment, staff, knowledge, and expertise to efficiently and cost effectively complete the work on an expedited schedule.

## **CONTRACT INFORMATION**

The construction contract with TCC is currently ongoing and executing this additional work via a change order will be the timeliest and most cost-effective means of completing these modifications.

## **FINANCIAL IMPACTS**

The total funding appropriation for this Project, authorized by the Board in May 2021, was \$540,300. This appropriation included: the original construction contract, an electrical contract task order, a hazardous material task order, administrative costs, and a contingency of \$70,474. Staff has negotiated the change order cost with TCC in the amount of \$683,230. The total requested appropriation also includes two allowances to complete the work, as defined below. The total contract cost including the change order work is still below the estimated amount carried in the CES.

### **Hazardous Materials Testing**

An asbestos inspection will be performed in the TRS Building to assess the existence of any materials containing asbestos. If it is determined asbestos is present, an asbestos abatement will need to be performed. Metro Water Recovery currently has a Task Order-Based Agreement

with The Cleaning Guys, LLC. and a task order will be issued prior to beginning construction in this building. The requested appropriation includes \$2,662 for the cost of the asbestos inspection work. If asbestos abatement is determined to be necessary, appropriated contingency funds will be used to cover the cost of that task order.

The total requested appropriation is as follows:

Original Appropriation	\$540,300
TCC Change Order	\$683,230
Hazardous Materials Testing	\$2,662
Furniture Allowance	\$50,000
Contingency (~10 percent)	\$73,808
<b>Supplemental Appropriation for Change Order</b>	<b>\$809,700</b>
<b>Total Appropriation Requested</b>	<b>\$1,350,000</b>

Pursuant to the Metro Water Recovery's capital financing policy, \$809,700 (100 percent) will come from the Fixed Asset Replacement Fund Account. The CES for the 2022 Adopted Budget includes \$1,350,000 for the Project. Metro's revised total project cost estimate for the Project is now \$1,350,000, which reflects the \$809,700 increase for the change order and appropriation requested.

# METRO WATER RECOVERY

## MEMORANDUM

**TO:** Mickey Conway, Chief Executive Officer **DATE:** March 23, 2022

**FROM:** Sherman Papke, Chief Technical Officer  
Andrew Nelson, Director of Engineering  
Matthew Duncan, Senior Treatment Plant Engineering Manager  
Jenny Trujillo, Senior Engineer (Metro Project Manager)

**RE:** Northern Treatment Plant Primary Clarifier and Gravity Thickener Cover Replacement Project (PAR 1396)  
Execution of Construction Contract, Ratification of Emergency Declaration, and Appropriation of Funds

### RECOMMENDATION

We recommend the Board of Directors:

1. Authorize the Chief Executive Officer (CEO) to enter into a Construction Contract with Hensel Phelps (Hensel) in the amount of \$4,988,000 for the construction of the Northern Treatment Plant (NTP) Primary Clarifier and Gravity Thickener Cover Replacement Project (PAR 1396) (Project), which includes replacement of clarifier covers on Primary Clarifier 1 and Primary Clarifier 2, as well as the replacement of covers on Gravity Thickener 1 and Gravity Thickener 2.
2. Ratify the Emergency Declaration for this issue and reimburse \$301,444 in funds expended in response to the emergency.
3. Appropriate \$6 million (100 percent) from the Fixed Asset Replacement Fund for this Project.

### SUMMARY

In March of 2021, the Denver metropolitan area experienced a significant snowstorm. There was snow accumulation of more than 24 inches in many areas along with strong winds. At the NTP, snow accumulated on the covers of the primary clarifiers and gravity thickeners, deflected the flat covers, and caused major damage to the main support trusses of the primary clarifier covers. The gravity thickener covers were less severely impacted, but the damage sustained creates a potentially significant safety issue. As a result, all the covers are in need of replacement.

Metro Water Recovery filed an insurance claim with its property insurance carrier. The claim has been approved to cover the eligible expenses for the replacement of the covers. The insurance proceeds are issued directly to Metro and considered miscellaneous income. Upon discovery of the issue, the CEO declared an Emergency and made funds available for immediate response including partial removal of the primary clarifier covers to ensure their continued operation. These expended funds need to be reimbursed. Cover replacements were designed using an existing on-call contract for general engineering services. Bids were received on March 22, 2022. Of the three prequalified contractors, Hensel is the lowest, responsive bidder and financially capable and qualified to do the work. Metro must appropriate the funds for the replacement work and the reimbursement, which requires Board approval.

## **BACKGROUND**

This Project was initiated to evaluate the damage to the covers, identify replacement options, and replace the covers. The NTP has two primary clarifiers to provide primary treatment and remove solids from the treatment process. The clarifiers are covered to capture the odorous air for treatment at the South Odor Control Facility. The NTP has two gravity thickeners, which further thicken and ferment primary solids, providing thicker solids for digestion and fermentate for carbon utilization within the secondary process. The thickeners are covered to capture the odorous air for treatment at the North Odor Control Facility. Both cover systems include flat aluminum covers and truss systems to provide structural support for the covers.

In the March 2021 snowstorm, snow accumulated on the flat covers which caused deflection and permanent damage to the support trusses. The deflection was severe in several areas of the primary clarifiers and there was concern any further deflection would inhibit the movement of the collection rake arm and prevent operation of the clarifiers.

A purchase order was issued to Garney Companies, Inc (Garney) to remove the trusses and cover sections which were of concern. Metro Water Recovery then began working with Ultraflote, the original cover vendor for the clarifier and gravity thickener covers, on a plan to replace all covers. Metro also contracted with Stantec Consulting Services, Inc. (Stantec) using existing on-call contracts for general engineering services to perform an analysis of the failure and the original cover design. Stantec determined Ultraflote did not design or manufacture the covers to meet the specified loading conditions. Ultraflote took responsibility for the flaws and was working on a redesign of the covers to address the issues. Unfortunately, early in 2022, Ultraflote provided notice to Metro they were in the process of filing bankruptcy and could not financially support the design and replacement of the covers. Metro then tasked Stantec with preparing design and bidding documents for cover replacement. Metro advertised for bid for this Project on March 1, 2022. On March 22, 2022, Metro received three bids on the Project. Hensel was the lowest, responsive bidder. Stantec has determined Hensel is financially capable and qualified to perform the project. Metro staff continues to work with Metro's insurance agent on the replacement plan and cost.

## **JUSTIFICATION FOR BOARD ACTION**

The covers for Primary Clarifier Nos. 1 and 2 and Gravity Thickener Nos. 1 and 2 are critical components as they provide staff safe access to the mechanical components of the tanks as well as odor capture for treatment. Replacement of these covers is critical to plant operations, personnel safety, and performance of the odor control system.

Insurance adjusters have reviewed the claim and indicated they will cover eligible costs for removal and replacement less the \$100,000 deductible.

The Emergency Declaration needs to be ratified and the expenditures need to be reimbursed from the immediate actions taken last year to remove the damaged covers, maintain operations, and provide safety.

Metro Water Recovery requested bids for the replacement work and Hensel was the lowest, responsive bidder. Metro staff recommends contracting with Hensel to replace the damaged covers.

Board authorization is required for the approval of the construction contract, ratification of the Emergency Declaration, and appropriation of funds prior to insurance ultimately reimbursing the cost minus the deductible, design and construction oversight fees, and administrative costs.

### CONTRACT INFORMATION

Metro Water Recovery will enter into a construction contract with Hensel to perform work on the Project. The scope of the contractor will include the following items:

- Design and submittal of cover systems for Primary Clarifier Nos. 1 and 2 and Gravity Thickener Nos. 1 and 2
- Demolition and disposal of existing covers
- Installation of new covers
- Modifying and reconfiguring existing electrical, control, foul air duct, and plant water recycle utilities which are supported by or attached to the cover systems

Stantec was previously issued a task order for evaluation of the failures and design and bidding services under existing on-call contracts for general engineering services. Metro will issue another task order for construction services including:

- Submittal review
- Construction observation
- Engineering support during the construction phase

### FINANCIAL IMPACTS

Metro Water Recovery will issue a Construction Contract to Hensel in the amount of \$4,988,000. The total requested appropriation is as follows:

Garney Purchase Order for Cover Removal	\$226,504
Stantec Task Order for Structural Evaluation, Design, and Bidding Services	\$79,940
<b>Cost Incurred Through Emergency Declaration</b>	<b>\$301,444</b>
Construction Contract (Hensel)	\$4,988,000
Construction Engineering Services (Stantec)	\$160,000
Administrative	\$50,000
Contingency (~10 percent)	\$500,556
<b>Total Construction Cost</b>	<b>\$5,698,556</b>
<b>Total Appropriation Requested</b>	<b>\$6,000,000</b>

Metro Water Recovery's property insurance will directly **reimburse eligible expenses** to replace the covers less the policy's \$100,000 deductible, which is Metro's responsibility. The Board will need to authorize appropriation of the funds necessary to replace the covers from the Fixed Asset Replacement Fund.

# METRO WATER RECOVERY

## MEMORANDUM

**TO:** Mickey Conway, Chief Executive Officer **DATE:** March 22, 2022

**FROM:** Sherman Papke, Chief Technical Officer  
Andrew Nelson, Director of Engineering  
Matthew Duncan, Senior Treatment Plant Engineering Manager  
Jenny Trujillo, Senior Engineer (Project Manager)

**RE:** Northern Treatment Plant Effluent Temperature Project (PAR 1416)  
Designation of Selection Committee Members

### RECOMMENDATION

We recommend the Executive Committee designate three Directors to serve on a Selection Committee to select a consulting engineering firm (Consultant) to perform engineering services for the Northern Treatment Plant (NTP) Effluent Temperature Project (PAR 1416) (Project). Interviews will be held and a Consultant will be selected on May 9, 2022. Directors interested in serving on the Selection Committee are asked to notify their Standing Committee Chair prior to the April 12, 2022 Executive Committee meeting.

### SUMMARY

Metro Water Recovery staff will advance the understanding of the viability of single-pass cooling towers to lower the temperature of wastewater with the objective of meeting the temperature reduction requirements at both the Robert W. Hite Treatment Facility (RWHTF) and NTP. Since there are currently no known wastewater facilities in cold weather climates employing this technology for effluent temperature reduction and no Water Quality Control Division (WQCD) approved design criteria, Metro can lead the industry in determining if this is a viable solution for thermal pollution reduction in our area. If shown to be technically feasible, the data collected during the project will facilitate the design of these cooling systems and help to optimize the operation and maintenance of effluent cooling systems for both the RWHTF and NTP.

Metro Water Recovery needs to engage a Consultant to complete the study and preliminary design and assist in [Construction Manager-At-Risk](#) (CMAR) contractor selection, final design, construction, and post construction phases. Metro's [Purchasing and Contracting Policies](#) require the Consultant selection be made by a committee of Metro staff and Directors as the estimated costs for Consultant services are greater than \$1.5 million. Three members from the Board of Directors are needed to serve on the Consultant Selection Committee.

### BACKGROUND

In 2007, the Water Quality Control Commission adopted temperature standards for both cold and warm water systems. In May 2018, the WQCD issued a renewal Colorado Discharge Permit System (CDPS) permit for the RWHTF which became effective on July 1, 2018. The renewed permit includes a compliance schedule for temperature beginning April 1, 2026 and requiring compliance with effluent temperature limitations by January 1, 2031. The NTP was a new facility when first permitted in 2016, and therefore the water quality effluent limits at that facility were

based on the previously adopted temperature standards. Due to the NTP being a new facility, the permit included a compliance schedule for temperature since it was unknown at the time if the facility could meet the new temperature limitations. The NTP has now been online for over five years, allowing for a baseline understanding of effluent temperatures. Metro applied for permit renewal for the NTP in 2020, as the current permit expired April 30, 2021, and it is currently administratively extended. The administratively extended permit requires compliance with temperature effluent limits by March 31, 2026. The *Northern Treatment Plant Effluent Temperature Compliance Study* was conducted under existing on-call contracts for general engineering services by CDM Smith in 2021 for the NTP, finding cooling towers ranked the highest with regards to technical feasibility and cost effectiveness when compared to other passive and mechanical cooling technologies.

Given there are currently no state design criteria for wastewater effluent cooling towers and few real-world examples of using cooling towers in this application, staff proposes to proceed with a multi-phased demonstration project to demonstrate the technical and environmental feasibility of this technology in the region, and if deemed feasible, develop design and operations criteria.

## **JUSTIFICATION FOR BOARD ACTION**

Proving or disproving the concept of utilizing cooling towers for cold weather wastewater effluent cooling is the most important outcome of this project. Without evidence, the concept of using evaporative cooling at this scale and determining whether ambient temperature is viable or not, Colorado Publicly Owned Treatment Works will have difficulty continuing discussions on potential alternatives to the state's recommended temperature reduction guidelines and technologies. Metro Water Recovery requires the assistance of a Consultant to complete the following:

1. Investigate current industrial cooling tower technology to determine best practices for the design, operation, and maintenance of cooling towers for Metro's effluent cooling requirements (Work Package 1).
2. Investigate NTP's plant infrastructure, documentation, and effluent data to gain familiarity with NTP's existing layout, performance, and process to facilitate design of project (Work Package 1).
3. Develop construction drawings and specifications for the construction of a pilot-scaled cooling tower system treating one to three million gallons per day (MGD) of post-secondary effluent (Work Package 2).
4. Develop construction drawings and specifications for the construction of a full-scale cooling tower demonstration project capable of treating ten to 12 MGD of post-tertiary effluent (Work Package 3) expandable to 28.8 MGD (Work Package 4).
5. Develop Test Plans for Work Package 2 and 3 to gather necessary operational and maintenance data for confirmation of technology and necessary improvements for cooling systems.
6. Develop cost estimates and schedules for each phase of design and construction throughout project implementation.
7. Provide documentation necessary for CDPHE permitting processes.

The selected Consultant will complete the study and preliminary design and assist in CMAR contractor selection, final design, construction, and post construction phases.

On March 15, 2022, Metro Water Recovery issued a Request for Proposals (RFP) for consulting services for the Project. Metro will receive proposals from interested firms on April 14, 2022 and



shortlist no more than three firms by April 21, 2022. The selected firms will be invited for presentations and interviews on May 9, 2022.

Metro Water Recovery's *Purchasing and Contracting Policies* require the Consultant selection be made by a committee of Metro staff and Directors as the estimated costs for Consultant services are greater than \$1.5 million. Three members from the Board are needed to serve on the Consultant Selection Committee.

### **Interview Schedule**

Three presentation/interviews are anticipated and will be conducted on May 9, 2022 in the Boardroom at the RWHTF, with the following tentative schedule:

8:30 a.m. – 9:00 a.m.	Review Project Scope with Selection Committee
9:00 a.m. – 9:45 a.m.	Consultant 1
9:45 a.m. – 10:00 a.m.	Consultant 1 Discussion
10:00 a.m. – 10:45 a.m.	Consultant 2
10:45 a.m. – 11:00 a.m.	Consultant 2 Discussion
11:00 a.m. – 11:45 a.m.	Consultant 3 (If needed)
11:45 a.m. – 12:00 p.m.	Consultant 3 Discussion, Consultant Ranking, and Lunch

Following the last presentation/interview, each Selection Committee member will rank the three Consultants in order of preference. The Selection Committee will then come to a consensus on the ranking, and Directors on the Selection Committee will instruct Metro Water Recovery staff to negotiate an agreement with the highest-ranked Consultant.

### **CONTRACT INFORMATION**

After negotiating an agreement (scope of work and fees) with the highest-ranked Consultant, Metro Water Recovery staff will request the Board authorize the Chief Executive Officer to enter into a standard Professional Services Agreement with that Consultant.

### **FINANCIAL IMPACTS**

The [Ten-Year Capital Expenditure Schedule](#) used to prepare the cash flow schedule for the 2023 Budget being considered for approval in June 2022 includes \$20.5 million for this Project. Pursuant to Metro Water Recovery's capital financing policy, this Project will be 100 percent funded from the General Fund.

# METRO WATER RECOVERY

## MEMORANDUM

**TO:** Mickey Conway, Chief Executive Officer

**DATE:** March 15, 2022

**FROM:** Jennifer Robinett, Director of Environmental Services  
Ridge Dorsey, Senior Pretreatment Manager  
Jack Mirabile, Industrial Pretreatment Manager  
Pragati Sharma, Industrial Pretreatment Manager

**RE:** (1) Gold and Platinum Award Recognition for Calendar Year 2021  
(2) Significant Industrial Users in **Significant Noncompliance (SNC)**

### **Calendar Year 2021 Gold and Platinum Award Recognition**

In 1992, the Board of Directors began the Gold and Platinum Awards Program (Program) to encourage and reward outstanding compliance of permitted Significant Industrial Users (SIUs). Specifically, the Program recognizes SIUs which demonstrate a commitment to environmental excellence by achieving full compliance with all pretreatment program standards and requirements. The recognition is accomplished through the presentation of Gold and Platinum Awards. With the continuing COVID-19 precautions, the awards for calendar year 2021 will be mailed to the honorees.

The SIUs which achieve full compliance with all pretreatment program standards and requirements demonstrate a commitment to environmental excellence, set a good example for others, and require less Industrial Pretreatment Program (IPP) staff resources—no extra monitoring to verify violations, no repeat inspections, no violation notices, no meetings, no hearings, and no enforcement action documentation. It is appropriate Metro Water Recovery continue this proactive approach of recognizing and rewarding outstanding achievers. The Gold Award is a certificate signifying full compliance with all pretreatment program standards and requirements. The Platinum Award is a plaque signifying five consecutive years of such performance.

When Metro Water Recovery began the Program in 1992, only six percent of eligible industrial users achieved full compliance with all pretreatment program standards and requirements. For calendar year 2021, 39 percent of SIUs (19 out of 49 SIUs) achieved full compliance with all pretreatment program standards and requirements. Out of the 19 who were in full compliance, 13 SIUs will be presented with Gold Awards and six will be presented with Platinum Awards. The lists of the 2021 award winners are provided in Tables I and II, respectively.

Table I  
 Calendar Year 2021 Gold Award Winners

No.	Connector	Discharger Name
1	City of Arvada	Advanced Surface Technologies, Inc.
2	City of Arvada	Industrialex Manufacturing Corp.
3	City of Arvada	Wanco, Inc.
4	City of Aurora	Advanced Circuits, Inc.
5	City of Aurora	Lowry Landfill Superfund Site
6	City of Aurora	Niagara Bottling, LLC
7	City and County of Denver	Acme Manufacturing Company, Inc.
8	City and County of Denver	Swire Coca-Cola, USA
9	City and County of Denver	Union Pacific Railroad Denver North Yard
10	City and County of Denver	Upsher-Smith Laboratories, LLC
11	City and County of Denver	Wright & McGill Co.
12	North Pecos Water & Sanitation District	Ball Metal Beverage Container Corp.
13	North Washington Street Water and Sanitation District	Airvac Services, Inc.

Table II  
 Calendar Year 2021 Platinum Award Winners

No.	Connector	Discharger Name
1	City and County of Denver	Packaging Corporation of America
2	City and County of Denver	Pepsi Beverages Company
3	City and County of Denver	United States Mint
4	Clear Creek Valley Water and Sanitation District	Rocky Mountain Bottle Company, LLC
5	Crestview Water and Sanitation District	CW Elaborations, Inc.
6	North Table Mountain Water and Sanitation District	Fathom Manufacturing (formerly Majestic Metals, LLC)

## **2022 SNC Reporting**

Federal Pretreatment Regulations administered by the Environmental Protection Agency (EPA) require Metro Water Recovery to have an IPP to control the discharge of non-domestic wastes to the sanitary sewer system. These regulations require Metro to evaluate compliance of permitted SIUs and annually determine if the industrial users were in SNC with pretreatment program standards and requirements at any time during the preceding 12-month reporting period. Metro is required to publish the list of industrial users found to be in SNC in the newspaper of general circulation in Metro's service area.

The designation of SNC denotes violations of permit requirements or pretreatment standards which have been characterized as significant per the EPA definition included in Title 40, Code of Federal Regulations [40 CFR] § 403.8(f)(2)(vii) & (viii). SNC determinations can also be made for discharges which violate effluent standards, cause pass through or interference, or cause imminent endangerment. Other violations which can be considered significant include reporting later than 45 days of a due date, violating Best Management Practices, or other violations which adversely affect operations or implementation of the IPP.

For the 2022 reporting, which covers the period from January 1, 2021 through December 31, 2021, three SIUs were found to be in SNC (see Table III below). Additionally, each of the SIUs will be issued an Administrative Order but have already implemented corrective measures to ensure ongoing compliance with pretreatment standards and requirements.

TABLE III

No.	Connector	Discharger Name
1	City and County of Denver	Finishing Professionals, LLC (Aegis Capital, LLC)
2	City and County of Denver	Rocky Mountain Orthodontics, Inc.
3	Crestview Water & Sanitation District	Valicor Environmental Services, LLC

The SNC list for the 2022 reporting was published in the *Denver Post* on March 14, 2022 as shown in Attachment A.

## Attachment A

### NONCOMPLIANCE WITH INDUSTRIAL PRETREATMENT

The Federal Clean Water Act established the National Pretreatment Program to control the discharge of toxic and/or hazardous waste into sanitary sewer systems operated by Publicly Owned Treatment Works (POTWs). Under designation from EPA, Metro Water Recovery (Metro) has been given the responsibility for applying and enforcing the pretreatment standards for industrial users in its service area.

Pursuant to the requirements of Metro's Rules and Regulations Governing the Operation, Use, and Services of the System, Metro must annually publish a list of industrial users within its service area that have either demonstrated a pattern of noncompliance with applicable pretreatment standards or had a significant noncompliance incident over the previous 12 months. The reasons for reportable noncompliance include:

1. Chronic violations of wastewater Discharge limits, defined here as those in which 66 percent or more of all measurements taken for the same pollutant parameter during a 6-month period exceed (by any magnitude) a numeric Pretreatment Standard or Requirement, including instantaneous limits, as defined by 40 CFR 403.3(l).
2. Technical Review Criteria (TRC) violations, defined here as those in which 33 percent or more of all measurements taken for the same pollutant parameter during a 6-month period equal or exceed the product of the numeric Pretreatment Standard or Requirement including instantaneous limits, as defined by 40 CFR 403.3(l) multiplied by the applicable TRC (TRC = 1.4 for BOD, TSS, fats, oil, and grease, and 1.2 for all other pollutants except pH).
3. Any other violation of a Pretreatment Standard or Requirement as defined by 40 CFR 403.3(l) (daily maximum, long-term average, instantaneous limit, or narrative Standard) that the POTW determines has caused, alone or in combination with other Discharges, Interference or Pass Through (including endangering the health of POTW personnel or the general public).
4. Any discharge of a pollutant that has caused imminent endangerment to human health, welfare, or to the environment or has resulted in the POTW's exercise of its emergency authority under paragraph (f)(1)(vi)(B) of this section to halt or prevent such a discharge.
5. Failure to meet, within 90 days after the schedule date, a compliance schedule milestone contained in a local control mechanism or enforcement order for starting construction, completing construction, or attaining final compliance.
6. Failure to provide, within 45 days after the due date, required reports such as baseline monitoring reports, 90-day compliance reports, periodic self-monitoring reports, and reports on compliance with compliance schedules.
7. Failure to accurately report noncompliance.
8. Any other violation or group of violations, which may include a violation of Best Management Practices, which the POTW determines will adversely affect the operation or implementation of the local Pretreatment program.

This notice has been issued to meet the requirements to inform the public and does not constitute any decision as to the actions, if any, necessary to remedy the industrial user's noncompliance. In some instances, remedies have been or are in the process of being implemented. Specific questions on any of the listed facilities may be directed to the contacts listed at the bottom of this notice.

#### PERIOD COVERED BY THIS NOTICE:

January 1, 2021 - December 31, 2021

#### COMPANY NAME

#### TYPE OF NONCOMPLIANCE

Finishing Professionals, LLC (Aegis Capital, LLC)

Violation of Effluent Limitations  
Quarter 3  
Failure to Meet Compliance Schedule  
Milestone  
Quarter 4

Rocky Mountain Orthodontics, Inc.

Violation of Effluent Limitations  
Quarters 2 & 3

Valicor Environmental Services, LLC

Violation of Effluent Limitations  
Quarters 3 & 4

For further information, contact:

Pragati Sharma or Jack Mirabile  
Industrial Pretreatment Managers  
Metro Water Recovery  
6450 York Street  
Denver, Colorado 80229-7499  
303-286-3000

# Meet the Team

## Employment Services Division

March 2022



*The Human Resources Department's Employment Services Division includes Mike Holmes, Patricia Lopez, Scott Reed, and Kristin Libberton.*

The Employment Services Division is part of the Human Resources Department (HR). Known around Metro Water Recovery's facilities as the RED (recruiting and employee development) Team, this group ensures the right people are in the right jobs and works hard to help Metro's workforce grow and develop. This high-spirited bunch is always thinking "outside of the box" to serve and support employees.

The RED Team's responsibilities fall into two areas:

- The recruitment, selection, onboarding, and promotion of employees.
- Full-spectrum employee development, including technical and leadership training, as well as reclassifications and journeyman/on-the-job-training programs.

Together, this team makes sure every person who joins Metro Water Recovery feels a part of the mission while providing employees the training opportunities they need to grow their talents. In fact, despite COVID-19, 2021 achievements include filling 114 positions, onboarding 62 new employees, delivering/coordinating training on 61 unique topics and facilitating ten in-house leadership courses.

These are Metro Water Recovery's people-oriented team. Placing humans in the center of all they do, these HR professionals have a key role in the organization's success. Together they work for a people-first culture, one with more inclusion, flexibility, and engagement.

### 2022 Projects

- Launched New Supervisory Academy; a one-day training for employees new to Metro supervisory roles
- Speed of Trust Training launching to all employees in second/third quarter
- Implementing, enhancing, and reengineering new employee orientation
- Expanding learning opportunities to include eight-hour project management training, '5 Dysfunctions of a Team', backhoe operations, and scaffolding user awareness and competent person training
- Transitioning to a new Learning Management System



**The RED Team can be found in the Administrative Building at the RWHTF.**

## **Scott Reed (he/him/his)**

### **Senior Human Resources Manager**

Scott has been working for Metro Water Recovery for more than nine years, all of which have been spent in the HR Department. A true expert, Scott has served the HR profession for 36-years, working for various organizations including Sony Corporation and Lawrence Livermore National Laboratory.

As lead of the team, Scott takes great pride in supporting his direct reports. Scott says, "I enjoy seeing employees develop and grow. It's rewarding to watch them find their unique connection to our overall mission."

When asked about his favorite part of working at Metro Water Recovery, Scott answers, "you don't get a much greener mission than what we do. Making a difference and watching everyone contribute to that is special." Scott also adds, "you also can't beat the caliber of the people here."



*Scott Reed, a Hawaiian shirt collector, pictured in Gateway Canyon, CO, in his favorite shirt*

Outside of work, you can find this performer singing with various jazz and Broadway groups at the Center for Musical Arts in Lafayette. He even once played trombone with the Cleveland Orchestra.

BBA in Management and Marketing, Graduate Certificate in Training/HR Development; HR Focus – prior SHRM-SCP – SPHR

## **Patricia Lopez (she/her/hers)**

### **Employment Manager**

Patricia has been leading recruitment efforts for four years but working in Metro Water Recovery's HR Department for nine. Her passion lies in bringing down vacancy rates and getting teams fully staffed.

As Employment Manager, Patricia works with people in all departments and varied skillsets to learn how she can help employees, and the organization, succeed.

Patricia says, "I love being able to see the passion that so many of our employees have for what they do. I love seeing how all of us are connected to water recovery – whether directly or indirectly."

Patricia is a mom of two – six-year-old Grayson and four-year-old Isabelle – both of which she had during her tenure here.



*Patricia with her husband Paul Michael and their children Grayson and Isabelle*

Patricia's children recently started wrestling and she loves watching them grow into the sport. Soccer starts soon, and she's excited for that too!

Masters of Science in Organizational Leadership; HR Focus – SHRM-SCP – PHR

**Kristin Libberton (she/her/hers)**

**Organizational Training Specialist**

Kristin has been with Metro Water Recovery for nearly six years, and in HR for more than five. She began her career here as a plant operator, and prior to Metro worked in operations for the city of Boulder's wastewater facility.

She brings more than 18 years of experience in environmental education. Education is her passion. Kristin says, "I love it when folks have an aha moment in whatever the topics/skill is." She continues, "Once a teacher always a teacher, I guess."

Kristin's pride for Metro Water Recovery is apparent. When asked what she enjoys most about the organization, she says without hesitation "Our ability to innovate and the opportunities we have. We have a farm, we have our water quality scientists, we are so much more than wastewater. We are an industry leader."



*Kristin doing what she does best – getting outdoors*

Kristin loves being on the water – dragon boating and kayaking – is what makes her happy. She is a mom of a high schooler and a college kid. She also has a three-legged dog named Kalie who she calls her "Tripod Wonder."

Masters of Environmental Policy & Management – Certified Water Professional – Wastewater Treatment Operator License

**Mike Holmes (he/him/his)**

**Organizational Development Specialist**

Mike began his career at Metro Water Recovery seven years ago as a Regulatory Compliance Specialist in Environmental Services and has been in HR for over four years. He has served in the Navy for 24 years and currently serves as an HR Officer in the Navy Reserves.

Mike's favorite part of the gig is, "helping people realize their passions and potential to be a leader." He loves helping employees get to the next level of their career.

He also loves getting to be a part of the big picture. Mike says, "we are all part of something bigger than ourselves. We are united in that mission, and you don't see that in many places. We are purpose driven and in it together."



*Mike with wife, Claudia, daughters Zen and Ziva and son Ethan*

When Mike is not at work, he enjoys going on "whatever adventures his family comes up with." He loves spending time with his wife, son, two daughters, three dogs, and their bearded dragon named Oliver. On any given weekend, you can find him hiking or biking.

Masters of Science in Environmental Engineering – SPHR



# METRO WATER RECOVERY

## MEMORANDUM

**TO:** Mickey Conway, Chief Executive Officer **DATE:** March 17, 2022  
**FROM:** Andy Nelson, Director of Engineering  
**RE:** Status of Capital Improvement Projects Report Through February 2022

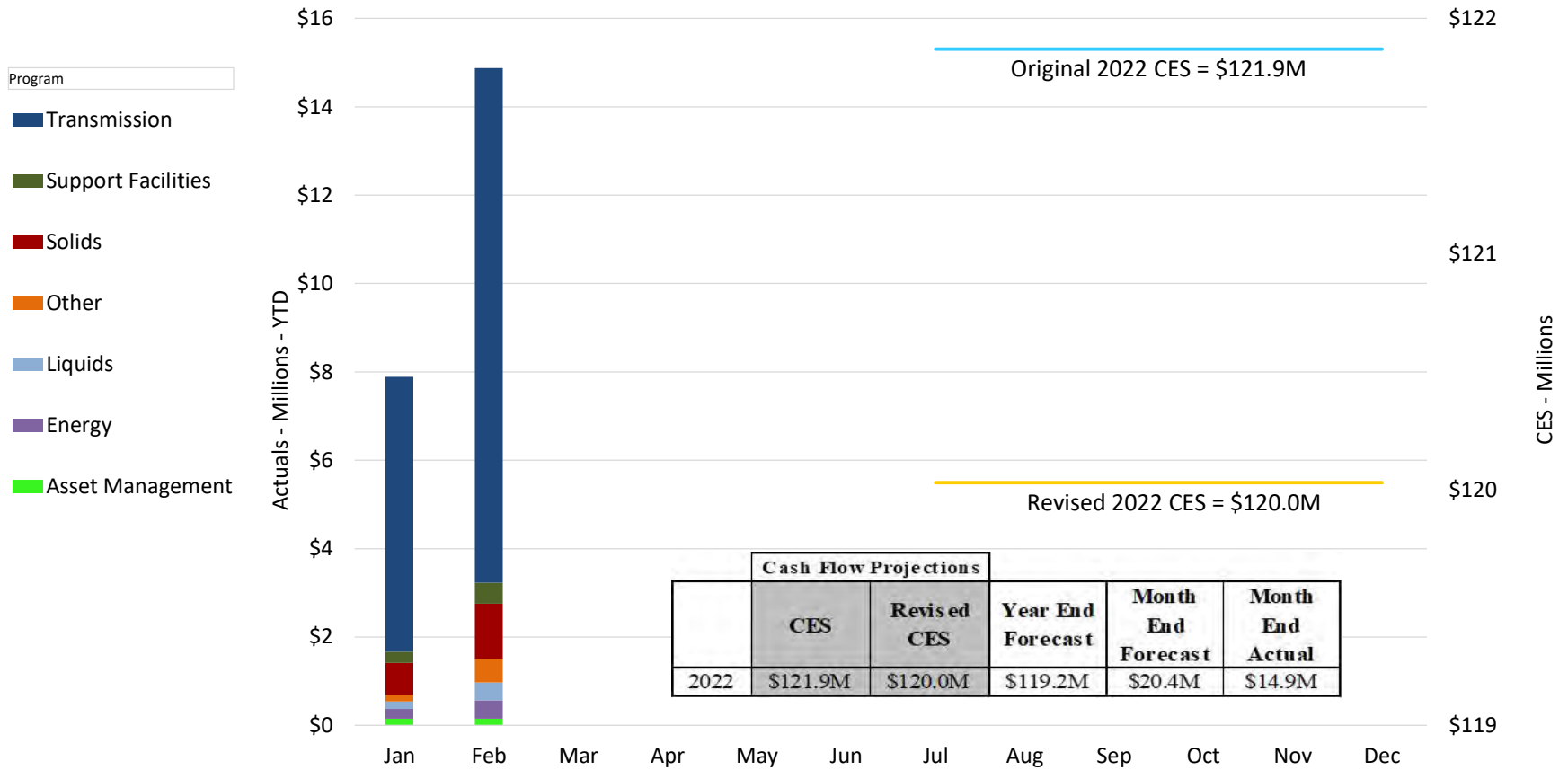
The monthly Status of Capital Improvement Projects Report provides information on capital improvement projects. The Report includes:

1. Cash Flow Projections versus Actual (Attachment 1): This bar graph provides program-wide cash flow forecast versus actual expenditures and the capital program's monthly cash flow projections for the current year. Content includes the 2022 *Ten-Year Capital Expenditure Schedule* (CES) amount, the Revised 2022 CES amount, dollars spent to date on all capital projects (by Program) and forecast of expenditures. The legend is shown on the attachment.
2. Five-Year Schedule (Attachment 2): This bar graph provides basic project schedule information for significant projects which are currently active or will be initiated in the near term. Content includes the Project Action Request (PAR) number, project name, and a five-year project schedule window showing the previous and current years plus the next three years. The legend is shown on the attachment.
3. Monthly Capital Project Financial Status Report (Attachment 3): This table provides financial information on large capital projects. Content includes general project information, active phase, and total project cost information. The Definitions Page provides a definition of certain columns and how each column's value is calculated.

Attachments

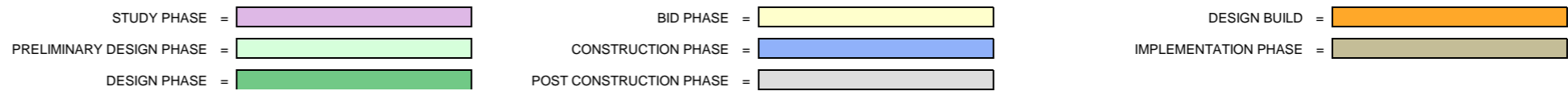
# Attachment 1

## CAPITAL IMPROVEMENT PROJECTS 2022 Cash Flow Projections versus Actual through February 2022



## Attachment 2 CAPITAL IMPROVEMENT PROJECTS Five-Year Schedule

PAR	PROJECT	2022												2023												2024												2025												2026														
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
	<i>SUPPORT FACILITIES</i>																																																															
1235	RWHTF Support Facilities Upgrade 2014																																																															
1369	TSB FARs and Improvements																																																															
	<i>ASSET MANAGEMENT</i>																																																															
1379	2020 Annual Fixed Asset Replacement Priorities																																																															
1408	Potable Waterline Replacement																																																															
	<i>LIQUIDS</i>																																																															
1225	South Headworks and Grease Processing Improvements																																																															
1400	PAA Disinfection System Improvements																																																															
	<i>SOLIDS</i>																																																															
1244	Solids Processing Building Improvements																																																															
1259	Digester Complex Rehabilitation																																																															
	<i>ENERGY</i>																																																															
1202	HID Lighting Improvements																																																															
1265	Electrical Transmission Service Substation																																																															
1333	TU-8 Load Center and Transformer Replacement																																																															
1368	Cogeneration Building and System Rehabilitation																																																															
	<i>TRANSMISSION</i>																																																															
1232	Second Creek Interceptor Sand Creek Interceptor System Improvements																																																															
1312	Lift Station (TNW & DM)																																																															
1325	Transmission System Rehabilitation 2020																																																															
1340	Force Main and Siphon Condition Assessment and Cleaning																																																															
1343	National Western Center Delgany Interceptor Relocation																																																															
1363	Interceptor Rehabilitation 2020-2022																																																															
	DATELINE																																																															





### Attachment 3 Monthly Capital Projects Financial Status Report

						ACTIVE PHASE									TOTAL PROJECT				
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
PAR #	Project Name	Active Phase	Deliv Meth	Consultant(s)	Contractor(s)	Appropriations	Consultant			Contractor			Other Tasks	Remaining Contingency	Costs to Date	Total Project Cost Estimate	Total Appropriations	Total Costs to Date	Total Variance
							Contracts	Amendments	%	Contracts	Change Orders	%							
<b>Support Facilities</b>																			
1235	RWHTF Support Facilities Upgrade 2014	Construction	DBB	Stantec Consulting Services, Inc	JHL Constructors, Inc	\$51,366,664	\$4,470,513	\$381,747	9.3%	\$44,573,417	\$2,184,981	5.2%	\$974,458	\$1,348,276	\$49,654,002	\$54,500,000	\$54,500,000	\$52,775,831	\$1,724,169
1369	TSB FARs and Improvements	Construction	DBB	Metro Water Recovery	TCC Corporation	\$540,300	\$17,500	\$0	0.0%	\$410,856	\$21,974	5.7%	\$81,944	\$30,000	\$422,616	\$1,350,000	\$540,300	\$422,616	\$117,684
<b>Sub Total for Support Facilities :</b>						<b>\$51,906,964</b>	<b>\$4,488,013</b>	<b>\$381,747</b>		<b>\$44,984,273</b>	<b>\$2,206,955</b>		<b>\$1,056,402</b>	<b>\$1,378,276</b>	<b>\$50,076,618</b>	<b>\$55,850,000</b>	<b>\$55,040,300</b>	<b>\$53,198,447</b>	<b>\$1,841,853</b>
<b>Asset Management</b>																			
1379	Annual Fixed Asset Replacement Priorities	Construction	N/A	NEI	Moltz and Sturgeon	\$7,375,000	\$140,000	\$0	0.0%	\$6,725,000	\$0	0.0%	\$10,000	\$500,000	\$0	\$11,728,000	\$11,728,000	\$2,635,568	\$9,092,432
1408	Potable Waterline Replacement	Construction	N/A	Adams County	Adams County	\$815,000	\$0	\$0	0.0%	\$650,000	\$0	0.0%	\$25,000	\$140,000	\$9,966	\$815,000	\$815,000	\$9,966	\$805,034
<b>Sub Total for Asset Management :</b>						<b>\$8,190,000</b>	<b>\$140,000</b>	<b>\$0</b>		<b>\$7,375,000</b>	<b>\$0</b>		<b>\$35,000</b>	<b>\$640,000</b>	<b>\$9,966</b>	<b>\$12,543,000</b>	<b>\$12,543,000</b>	<b>\$2,645,534</b>	<b>\$9,897,466</b>
<b>Liquids</b>																			
1225	South Headworks and Grease Processing Improvements	Construction	DBB	Carollo Engineers, Inc	MWH Constructors, Inc	\$67,124,067	\$8,547,100	\$2,461,200	40.4%	\$56,183,905	\$3,183,914	6.0%	\$2,393,062	\$0	\$64,501,345	\$71,498,000	\$71,498,000	\$68,876,747	\$2,621,253
1400	PAA Disinfection System Improvements	Pre-Design	CMAR	CDM Smith, Inc.	Garney Construction	\$780,910	\$780,910	\$0	0.0%	\$0	\$0	0.0%	\$0	\$0	\$291,254	\$13,000,000	\$2,200,000	\$295,945	\$1,904,055
<b>Sub Total for Liquids :</b>						<b>\$67,904,977</b>	<b>\$9,328,010</b>	<b>\$2,461,200</b>		<b>\$56,183,905</b>	<b>\$3,183,914</b>		<b>\$2,393,062</b>	<b>\$0</b>	<b>\$64,792,598</b>	<b>\$84,498,000</b>	<b>\$73,698,000</b>	<b>\$69,172,692</b>	<b>\$4,525,308</b>
<b>Solids</b>																			
1244	Solids Processing Building Improvements	Construction	DBB	Brown And Caldwell	MWH Constructors, Inc	\$89,637,329	\$8,256,942	\$15,688	.2%	\$76,122,822	\$1,927,057	2.6%	\$840,000	\$4,417,565	\$73,053,679	\$96,757,000	\$96,757,000	\$80,109,973	\$16,647,027
1259	Digester Complex Rehabilitation	Construction	DBB	Carollo Engineers, Inc	Moltz Construction, Inc	\$32,550,999	\$3,115,000	\$358,000	13.0%	\$28,407,870	\$10,479,870	58.5%	\$1,028,129	\$0	\$31,355,802	\$33,859,393	\$33,859,393	\$32,551,558	\$1,307,835
<b>Sub Total for Solids :</b>						<b>\$122,188,329</b>	<b>\$11,371,942</b>	<b>\$373,688</b>		<b>\$104,530,692</b>	<b>\$12,406,927</b>		<b>\$1,868,129</b>	<b>\$4,417,565</b>	<b>\$104,409,481</b>	<b>\$130,616,393</b>	<b>\$130,616,393</b>	<b>\$112,661,530</b>	<b>\$17,954,863</b>
<b>Energy</b>																			
1202	HID Lighting Improvements	Construction	DBB	Dewberry Engineering	Guarantee Electric	\$2,777,972	\$232,080	\$0	0.0%	\$2,446,992	\$271,245	12.5%	\$31,600	\$67,300	\$2,332,944	\$3,431,000	\$3,340,600	\$2,868,652	\$471,948
1265	Electrical Transmission Service Substation	Pre-Design	CMAR	NEI	PCL Construction, Inc.	\$1,111,000	\$1,111,000	\$0	0.0%	\$0	\$0	0.0%	\$0	\$0	\$908,692	\$39,700,000	\$2,927,500	\$1,037,427	\$1,890,073
1333	TU-8 Load Center and Transformer Replacement	Construction	DBB	NEI	Moltz Construction, Inc	\$9,021,196	\$966,000	\$0	0.0%	\$7,261,472	\$216,972	3.1%	\$184,000	\$609,724	\$8,171,010	\$9,877,200	\$9,877,200	\$8,936,087	\$941,113
1368	Cogeneration Building and System Rehabilitation	Construction	N/A	Metro Water Recovery	N/A	\$800,000	\$0	\$0	0.0%	\$0	\$0	0.0%	\$700,000	\$100,000	\$524,184	\$800,000	\$800,000	\$524,184	\$275,816
<b>Sub Total for Energy :</b>						<b>\$13,710,167</b>	<b>\$2,309,080</b>	<b>\$0</b>		<b>\$9,708,464</b>	<b>\$488,217</b>		<b>\$915,600</b>	<b>\$777,023</b>	<b>\$11,936,830</b>	<b>\$53,808,200</b>	<b>\$16,945,300</b>	<b>\$13,366,350</b>	<b>\$3,578,950</b>



### Attachment 3 Monthly Capital Projects Financial Status Report

						ACTIVE PHASE									TOTAL PROJECT				
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
PAR #	Project Name	Active Phase	Deliv Meth	Consultant(s)	Contractor(s)	Appropriations	Consultant			Contractor			Other Tasks	Remaining Contingency	Costs to Date	Total Project Cost Estimate	Total Appropriations	Total Costs to Date	Total Variance
							Contracts	Amendments	%	Contracts	Change Orders	%							
<b>Transmission</b>																			
1232	Second Creek Interceptor and Sand Creek Interceptor System Improvements	Construction	CMAR	HDR Engineering, Inc	Garney Construction	\$163,319,153	\$13,830,000	\$0	0.0%	\$134,099,949	\$1,437,419	1.1%	\$5,000,000	\$10,389,204	\$54,586,614	\$194,309,000	\$192,901,417	\$74,693,417	\$118,208,000
1312	Lift Station (TNW & DM)	Construction	CMAR	Stantec Consulting Services, Inc	PCL Construction	\$38,450,000	\$2,833,000	\$0	0.0%	\$31,960,000	\$0	0.0%	\$1,100,000	\$2,557,000	\$0	\$41,726,000	\$41,726,000	\$3,228,306	\$38,497,694
1325	Transmission System Structure Rehabilitation 2020	Construction	DBB	Mott MacDonald	Iron Woman Construction	\$3,568,816	\$91,996	\$1,780	2.0%	\$3,344,203	\$185,603	5.9%	\$5,000	\$127,617	\$410,296	\$4,008,316	\$4,008,316	\$774,659	\$3,233,657
1340	Force Main and Siphon Condition Assessment and Cleaning	Construction	DBB	Brown & Caldwell	Doestch Environmental Services	\$6,211,709	\$443,000	\$0	0.0%	\$5,185,585	\$0	0.0%	\$20,000	\$563,124	\$2,674,194	\$6,859,000	\$6,859,000	\$3,321,484	\$3,537,516
1343	National Western Ctr Delgany	Construction	N/A	C&C of Denver	C&C of Denver	\$7,863,073	\$0	\$0	0.0%	\$6,765,652	\$496,935	7.9%	\$10,000	\$1,087,421	\$6,576,112	\$9,196,451	\$9,196,451	\$7,009,403	\$2,187,048
1363	Interceptor Rehabilitation 2020-2022	Design	CMAR	Metro Water Recovery	Granite InLiner, LLC	\$838,000	\$754,000	\$256,000	51.4%	\$0	\$0	0.0%	\$5,000	\$79,000	\$616,074	\$28,000,000	\$18,262,000	\$7,856,482	\$10,405,518
<b>Sub Total for Transmission :</b>						<b>\$220,250,751</b>	<b>\$17,951,996</b>	<b>\$257,780</b>		<b>\$181,355,389</b>	<b>\$2,119,957</b>		<b>\$6,140,000</b>	<b>\$14,803,366</b>	<b>\$64,863,288</b>	<b>\$284,098,767</b>	<b>\$272,953,184</b>	<b>\$96,883,752</b>	<b>\$176,069,432</b>
<b>Report Total:</b>						<b>\$484,151,188</b>	<b>\$45,589,041</b>	<b>\$3,474,415</b>		<b>\$404,137,723</b>	<b>\$20,405,970</b>		<b>\$12,408,194</b>	<b>\$22,016,230</b>	<b>\$296,088,781</b>	<b>\$621,414,360</b>	<b>\$561,796,177</b>	<b>\$347,928,305</b>	<b>\$213,867,872</b>

### ATTACHMENT 3 - DEFINITIONS

COLUMN	COLUMN TITLE & DEFINITION
D	<p><b>Delivery Method:</b> DBB = Design/Bid/Build (Traditional Metro Water Recovery Delivery Method)</p> <p>DB = Design/Build (Progressive, Collaborative)</p> <p>CMAR = Construction Manager at Risk</p> <p>N/A = Studies, Facility Plans</p>
G	<b>Appropriation(s)</b> = Total available appropriation for the active phase. Includes requested appropriation number in the Board resolution for the active phase plus unused, available appropriation from any previous phase or phases.
H	<b>Consultant Contract(s)</b> = Original contract plus any amendments (for the active phase). May include more than one consultant contract.
I	<b>Consultant Amendments</b> = Summation of all consultant amendments (for the active phase).
J	<b>Consultant Amendment %</b> = The consulting amendments as a percentage of the original consulting services contract (for the active phase).
K	<b>Contractor Contract(s)</b> = Original contract plus any change orders (for the active phase). A typical project has only one contractor (General Contractor).
L	<b>Change Orders</b> = Summation of change orders (for the active phase).
M	<b>Construction Change Order %</b> = Change Orders as a percentage of the original construction contract (for the active phase).
N	<b>Other Tasks</b> = Administrative costs, materials testing, owner-purchased equipment, land/easement acquisition, etc.
O	<b>Remaining Contingency</b> = Original appropriated contingency minus the portion of contingency used for amendments, change orders, or other tasks.
P	<b>Costs to Date</b> = Active phase payments made as of the report date (shown in the report's upper left corner).
Q	<b>Total Project Cost Estimate (TPCE)</b> = Total appropriations or project cost amount as shown in the <i>Capital Expenditure Schedule (CES)</i> .
R	<b>Total Appropriations</b> = Total requested appropriation amount in the Board resolution. This value is a summation of appropriations from all project phases to date.
S	<b>Total Costs to Date</b> = Payments made as of the report date (shown in the report's upper left corner). This amount is a summation of all payments for all project phases to date.
T	<b>Total Variance</b> = Total Appropriations minus Total Costs to Date. Includes remaining portion of agreements, contracts, other tasks, and contingency.

# METRO WATER RECOVERY

## CURRENT ACTIVITIES/OPERATIONAL PERFORMANCE REPORT

February 2022 – March 2022

### OPERATIONS DEPARTMENT Current Activities

When the MagPrex™ reactor was taken out of service for cleaning in June, it became apparent there was a need for modifications as there was a significant buildup of struvite on the walls of the upper portion of the reactor and inside the diffusers. The plant has a history of collecting rag debris throughout the system and Magprex™ became a new collection point for the debris. Cables had been strung through the diffusers to prevent them from coming unthreaded, but rags were accumulating on the cables creating an unintended consequence. Additionally, the cable design resulted in extra weight on the diffusers causing a few to break off and fall to the bottom of the tank.



The first significant rounds of jetting took place during the downtime and, overall, accessibility for jetting was adequate; however, there were some segments of pipe which were difficult to effectively clean. After understanding the potential obstacles the initial design could pose, staff worked with consulting engineers and the system manufacturer to find solutions to each of these problems, with the goal of making the system easier to maintain while also increasing the production of struvite from the reactor.

Staff implemented multiple modifications and upgrades to the process while the MagPrex™ reactor was down for maintenance again in December. Technology and Innovation, Engineering, and Operations departments worked with the design engineers to move the magnesium chloride dosing location from the surface to the middle of the reactor. They also worked with the manufacturer to reconfigure the upper diffuser manifold to reduce the total number of diffusers and places for rags and struvite to accumulate. The diffusers were also welded in place to reduce the likelihood of breaking off and damaging downstream equipment. These solutions should promote better magnesium chloride mixing and struvite formation lower in the reactor as opposed to on the upper walls and inside the upper diffusers.



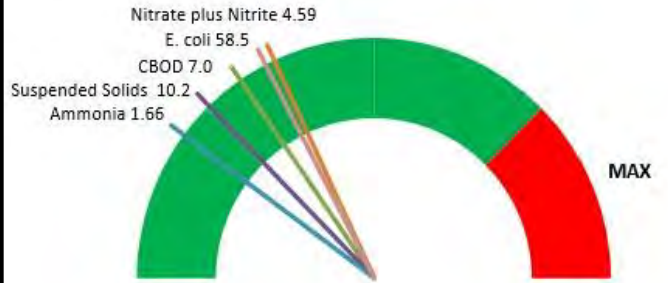
The Operations Department and Mechanical Maintenance and Facilities Maintenance divisions worked together as a Jetting Team to identify sections of piping which could be modified to improve access for jetting crews and equipment. Ultimately, there were a few fitting modifications made by the Mechanical Maintenance group which have proved to be helpful in making jetting activities more efficient. With each jetting evolution since then, the team has been constantly looking for more ways to improve maintenance activities to reduce the total process downtime.

**Robert W. Hite Treatment Facility (RWHTF)  
Permit Compliance Performance—February 2022**

**Discharge Permit/Limits and Effluent Quality**

<u>Parameter</u>	<u>Max. Limit</u>
Suspended Solids, mg/L, 30-day <sup>a</sup>	30.00
CBOD, mg/L, 30-day <sup>b</sup>	17.00
Ammonia (NH <sub>3</sub> ) mg/L, 30-day	6.1
Nitrate plus Nitrite, mg/L, Daily	9.50
E. coli per 100 mL, 30-day	126.00

- (a) 7-day average is higher than average due to an outlying data point. Data is being reviewed.
- (b) 7-day average is higher than average due to outlying data points. Data is being reviewed.



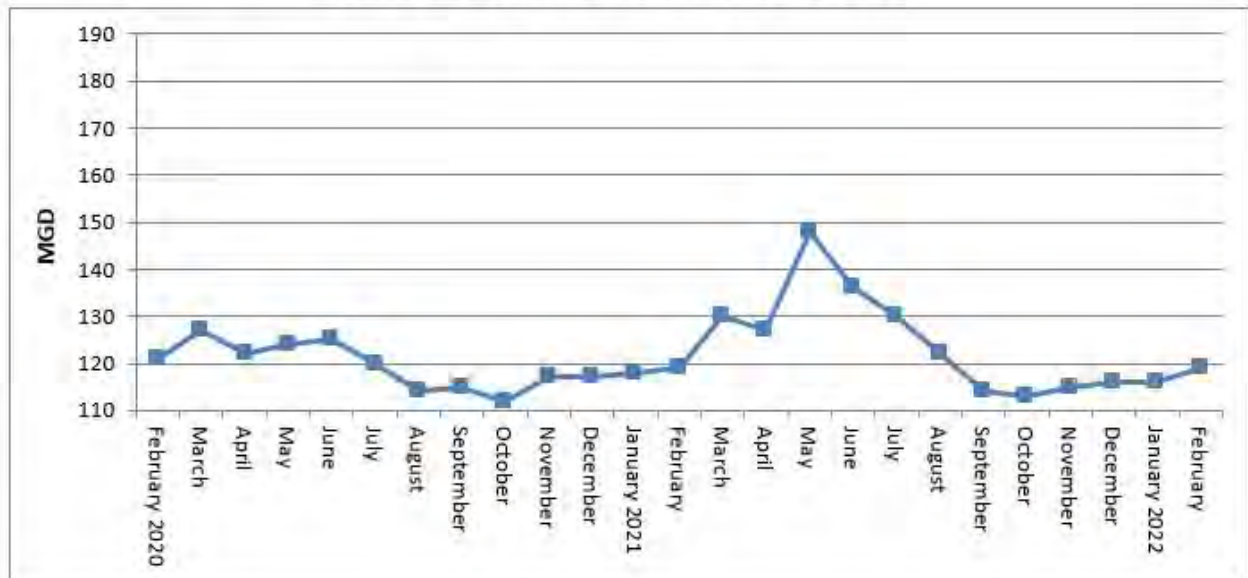
**503 Regulations/Anaerobic Digester Limit**

<u>Parameter</u>	<u>Min. Limit</u>
Temperature—Monthly Average °F	95 <sup>1</sup>
Solids Retention – Days	15
Volatile Solids Percent Reduction – Monthly Average	38

<sup>1</sup> A maximum limit also applies; the maximum allowable regulatory monthly average temperature is 131°F.



**RWHTF Total Plant Effluent Flow 2020-2022**

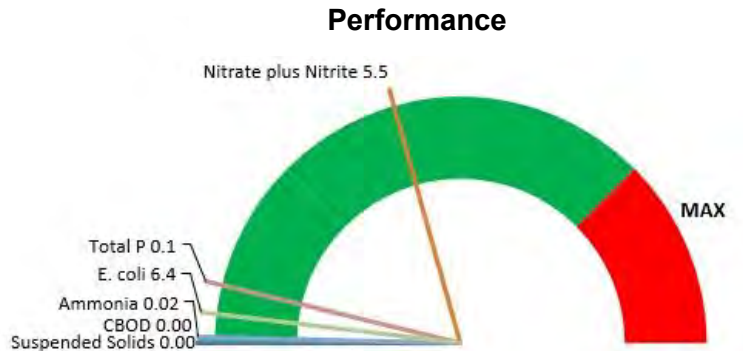




**Northern Treatment Plant (NTP)  
Permit Compliance Performance—February 2022**

**Discharge Permit/Limits and Effluent Quality**

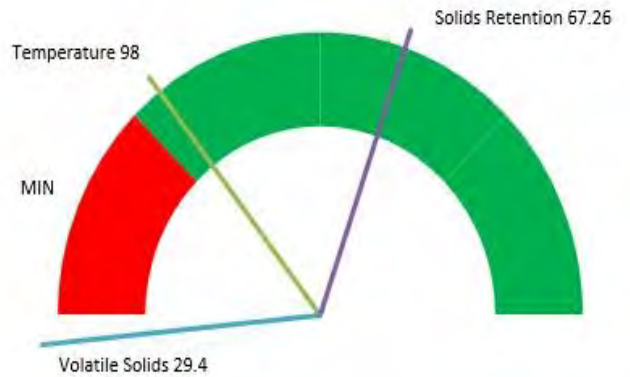
<u>Parameter</u>	<u>Max. Limit</u>
Suspended Solids, mg/L, 30-day	30.00
CBOD, mg/L, 30-day	17.00
Ammonia (NH <sub>3</sub> ) mg/L, daily	14.11
Nitrate plus Nitrite, mg/L, daily	10.00
E. coli, per 100 mL, 30-day	126.00
Total Phosphorus mg/L, running annual median	1.00



**503 Regulations/Anaerobic Digester Limit**

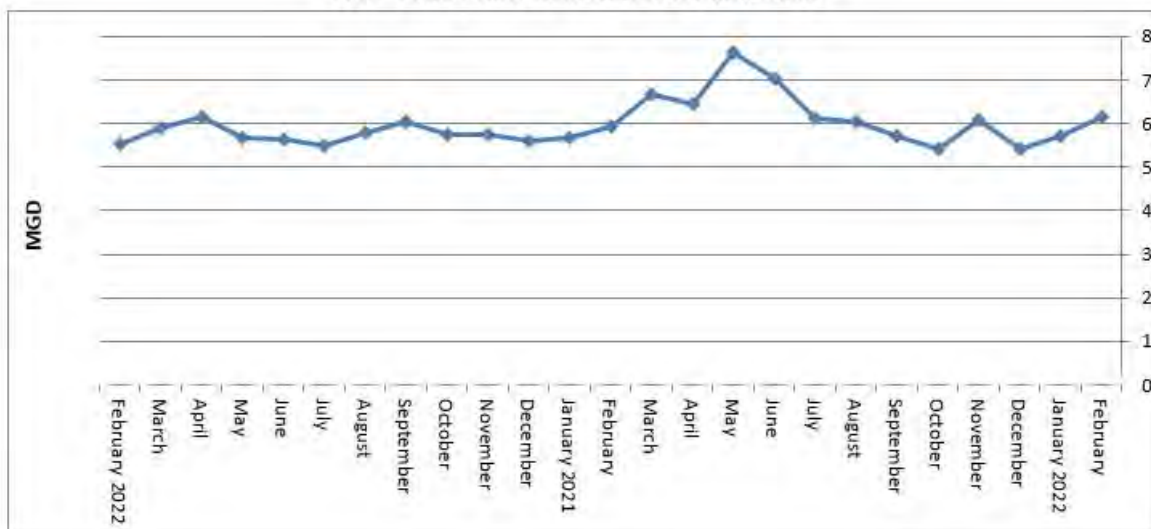
<u>Parameter</u>	<u>Min. Limit</u>
Temperature—Monthly Average °F	95 <sup>1</sup>
Solids Retention – Days	15
Volatile Solids Percent Reduction – Monthly Average	38

<sup>1</sup> A maximum limit also applies; the maximum allowable regulatory monthly average temperature is 131°F.



\*NTP is currently sending all biosolids to composting facility due to maintenance work; 503 Regulations not applicable at this time.\*

**NTP Total Plant Effluent Flow 2020-2022**



**MAINTENANCE DEPARTMENT**  
**Current Activities**

**Acid Injection**

Each year, the Facilities Maintenance Division suits up and takes action to keep the aeration diffusers clean and operating efficiently.

In 2020, work was completed to replace the existing ceramic diffusers in the North Secondary process with membrane diffusers. The upgraded diffusers and aeration control improvements resulted in a 25 percent reduction in electricity use for the North Secondary Treatment Process.



Rubyn McMaster monitors the acid injection pump.



David Usher and Alex Martinez moving hoses and inspecting connection points to avoid any leaks.

Over time, however, the diffusers become fouled with biological buildup and scaling. This fouling increases system pressure and reduces transfer efficiency, negating the improvements. Regular cleaning of the diffusers is vital for retaining system performance. The recommended annual maintenance is to inject hydrochloric acid into the aeration system while the basins are in operation. This allows the acid to fully penetrate the diffusers and allows the maintenance to happen in-situ, without the time and labor to take a basin offline. This task is no small feat, but staff ensures this important work is performed regularly and safely.

**Current Maintenance Summary—February 2022**

February 2022	Jobs Completed	Overtime <sup>a</sup>	Priority 0 <sup>a, b</sup>
Process Maintenance	651	4.00%	2.60%
Facilities Maintenance	483	0.00%	0.00%

<sup>a</sup> Target overtime and Priority 0 rate is 5 percent or less.  
<sup>b</sup> Priority 0 work orders address critical safety, permit, and production issues.

**RESOURCE RECOVERY and REUSE (RR&R) DEPARTMENT**  
**Current Activities**

The RR&R Department currently owns and operates eight Terra Gators for land application of biosolids. RR&R Fleet Maintenance Division (FM) staff is entering the fourth year of the Terra Gator rebuild program, completing one full unit rebuild each year. The first three rebuilt units were 2008 models with approximately 11,000 hours. Currently, the program is averaging \$250,000 per unit. Staff estimates this program will extend the service life of each platform by 15 years. Staff plans to continue this program over the next four years, to bring all eight platforms to original working order.

FM staff is currently rebuilding the fourth Terra Gator. This unit (picture below) is a 2002 model with 11,337 hours of service. The work includes:

- Rebuilding (includes engine, hydraulic system, transmission, all hydraulic hoses/airlines, tires, control system, brakes/wheel bearings, refurbished cab, seat, door/window seals, ECM, fuel tanks)
- Body Work (front panels, storage boxes)
- Painting



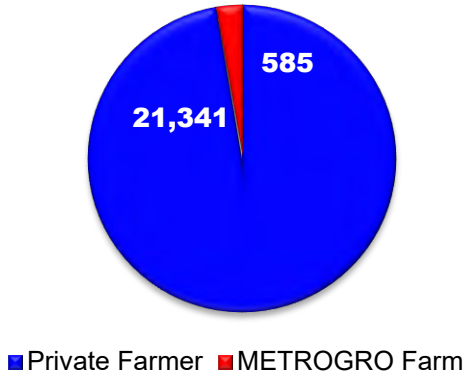
RR&R Department's fourth rebuilt 2022 Terra Gator.

**Summary:**

Purchasing a comparable unit would cost approximately \$670,000. Currently, the estimated cost savings versus buying new is \$420,000 per unit for an estimated total savings of just over \$1.6 million to date. Additionally, staff can expect the service life of each platform to extend by 15 years after rebuilding.

**RR&R DEPARTMENT**  
**Biosolids Management—February 2022**

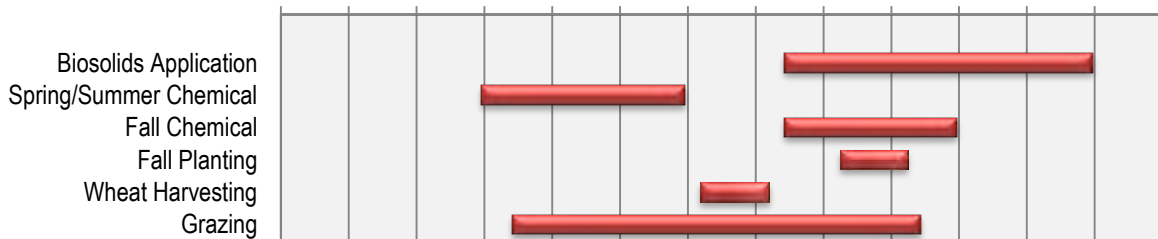
**RWHTF Total Wet Tons Applied 2022 YTD**



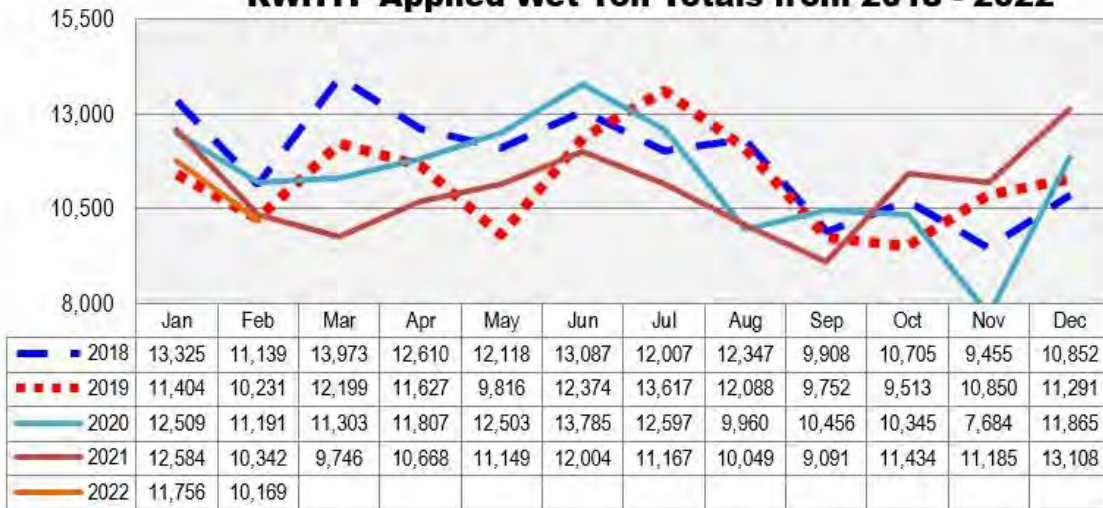
Dry Tons	February 2022	YTD 2022
<b>RWHTF Biosolids</b>		
METROGRO Farm	0	117
Private Farms	2,113	4,430
<b>NTP Biosolids</b>		
Private Composter	11	11
METROGRO Farm	66	163
<b>METROGRO Cake (Total Solids)</b>		
<i>(Percentage)</i>	<b>RWHTF</b>	<b>NTP</b>
Average	20.71	19.03
High	21.80	20.36
Low	19.90	18.00

JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV

**METROGRO Farm Schedule 2022**



**RWHTF Applied Wet Ton Totals from 2018 - 2022**



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# METRO WATER RECOVERY

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## Month End Financial Report February 28, 2022

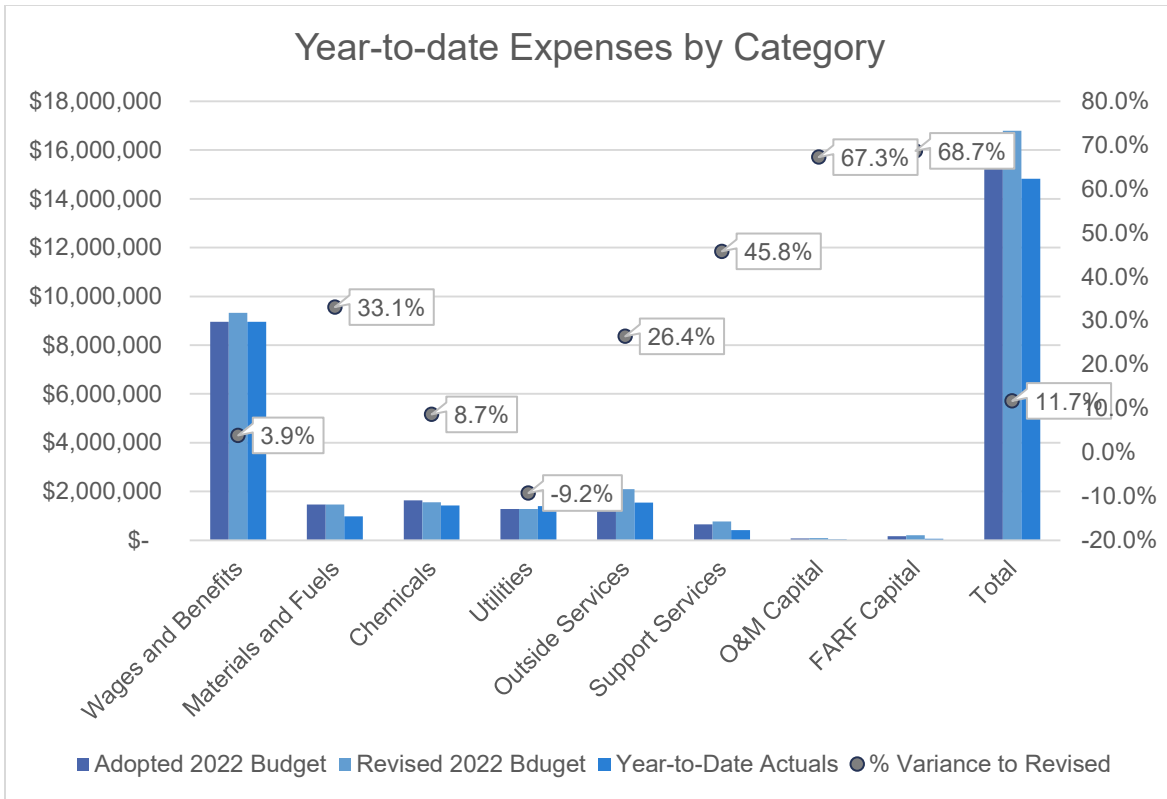
For your review is the Metro Water Recovery financial report as of February 28, 2022 (subject to further adjustments as the year continues).

### Operating Budget Summary

The Operations and Maintenance (O&M) Fund appropriation is an authorization by the Board of Directors for expenditures to meet Metro Water Recovery's day-to-day operating and capital expenses within the budget year. As part of the annual budget process, staff prepares a revised budget for the current year which reflects more recent cost projections for Metro operating expenses.

The adopted 2022 Budget, as approved by the Board in June 2021, totals \$99,144,223 for both O&M operating expenses and capital. The revised 2022 Budget totals \$102,600,003. Actual year-to-expenses are compared to both the 2022 Budget and the revised 2022 Budget. O&M Capital represents new equipment and vehicles greater than \$10,000 and less than or equal to \$250,000.

The Board of Directors also approved \$952,500 for Fixed Asset Replacement Fund (FARF) capital equipment and vehicles for 2022. This is revised to \$1,252,500 during the revised budget process. The FARF appropriation is an authorization by the Board for expenditures for replacement equipment and vehicles greater than \$10,000 and less than or equal to \$250,000 within the budget year.



Through February 2022, Metro Water Recovery is reporting a favorable actual-to-adopted budget variance for O&M expenses and capital of \$1,270,916 (7.9 percent). The total Metro actual-to-adopted budget variance for all O&M and F&R expenses is favorable by \$1,364,416 (8.4 percent).

Through February 2022, Metro Water Recovery is reporting a favorable actual-to-revised budget variance for O&M expenses and capital of \$1,828,216 (11.0 percent) and the total Metro actual-to-revised budget variance for all O&M and F&R expenses is favorable by \$1,971,385 (11.7 percent).

Wages and Benefits is favorable to the *revised* budget by approximately \$360,000 (3.9 percent) primarily due to open positions across Metro Water Recovery.

Materials and Fuel is favorable to the *revised* budget by approximately \$485,000 (33.1 percent) primarily due timing of material purchases.

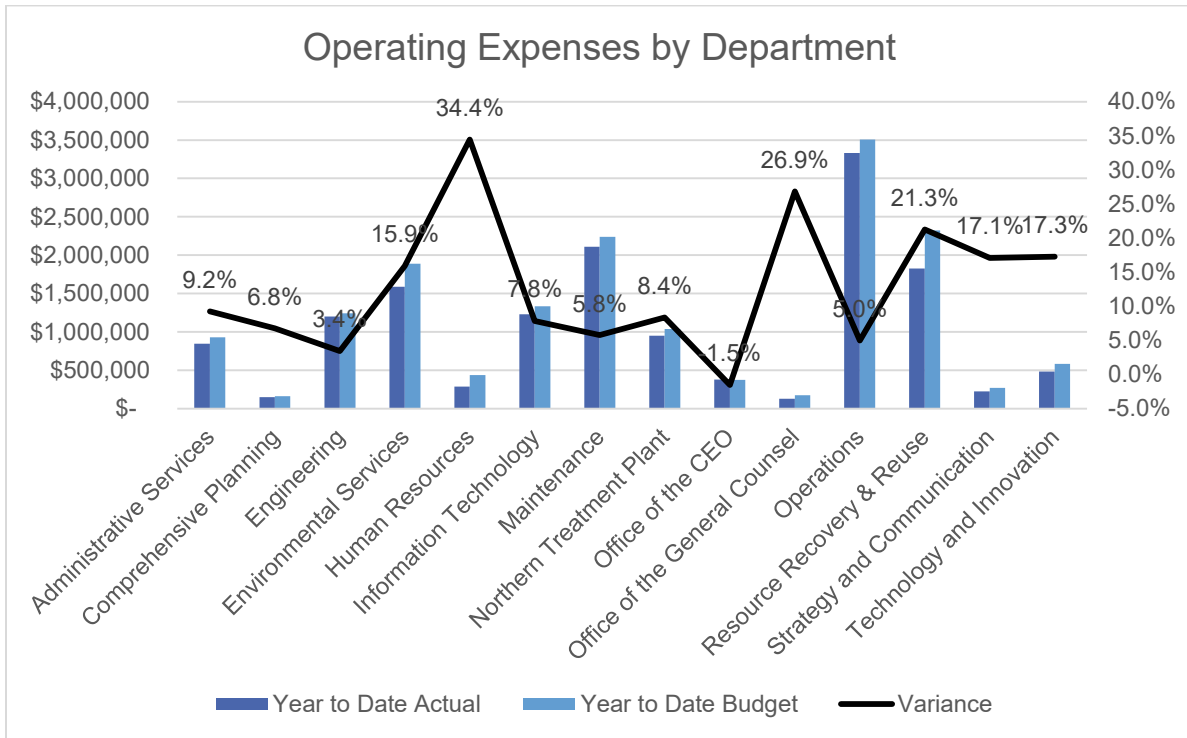
Outside Services is favorable to the *revised* budget by approximately \$550,000 (26.4 percent) primarily due to the timing of those services.

Supports Services is favorable to the *revised* budget by approximately \$350,000 (45.8 percent) primarily due to the timing of those services.

## O&M Fund Summary

**For the period ending February 28, 2022**

	Month-to-Date Actual	Month-to-Date Revised Budget	Month-to-Date Variance	Year-to-Date Actual	Year-to-Date Revised Budget	Year-to-Date Variance
<b>Operating Revenues</b>						
Annual Charges for Service	\$ 11,512,470	\$ 11,512,470	\$ -	\$ 23,024,940	\$ 23,024,940	\$ -
Other Income	68,492	233,083	(164,591)	117,450	466,167	(348,717)
<b>Total Operating Revenues</b>	<b>11,580,962</b>	<b>11,745,553</b>	<b>(164,591)</b>	<b>23,142,390</b>	<b>23,491,107</b>	<b>(348,717)</b>
<b>Total Operating Expenses</b>						
	7,923,185	8,140,177	216,992	14,729,081	16,496,274	1,767,193
<b>Net Operating Income/(Loss)</b>	<b>3,657,777</b>	<b>3,605,376</b>	<b>52,401</b>	<b>8,413,309</b>	<b>6,994,833</b>	<b>1,418,476</b>
<b>Non-Operating Revenues</b>						
Interest	184,509	194,814	(10,305)	385,125	389,628	(4,503)
Other	3,868	-	3,868	5,955	-	5,955
<b>Total Non-Operating Revenues</b>	<b>188,377</b>	<b>194,814</b>	<b>(6,437)</b>	<b>391,080</b>	<b>389,628</b>	<b>1,452</b>
<b>Non-Operating Expenses</b>						
Capital O&M	28,476	43,500	15,024	28,476	87,000	58,524
<b>Net Revenues Over Expenses</b>	<b>3,817,678</b>	<b>3,756,690</b>	<b>60,988</b>	<b>8,775,913</b>	<b>7,297,461</b>	<b>1,478,452</b>



### *Total Operating Revenues*

Total operating revenues were unfavorable to the year-to-date *revised* budget for the two months ending February 28, 2022 by approximately \$350,000 (1.5 percent). This is primarily due to the timing of miscellaneous revenue.

### *Total Operating Expenses*

Environmental Services Department costs are favorable to the year-to-date *revised* budget by approximately \$300,000 (15.9 percent). Materials and Fuel is favorable primarily due to the timing of purchasing supplies. Outside Services is favorable primarily due to the timing of those services.

Resource Recovery and Reuse Department costs are favorable to the year-to-date *revised* budget by approximately \$490,000 (21.3 percent). Materials and Fuel is favorable primarily due to the timing of purchasing supplies. Outside Services is favorable primarily due to the timing of those services.

### *Net Revenues Over Expenses*

Metro Water Recovery is reporting year-to-date Net Revenues Over Expenses at approximately \$1.5 million (20.3 percent) favorable to the year-to-date adopted budget for the O&M Fund. Net Revenues Over Expenses is calculated by subtracting operating and non-operating expenses from all operating and non-operating revenues. Metro is not held to the Net Revenues Over Expenses figure but uses it only as a reference point from year to year and for cash flow purposes.

The following table summarizes personnel at Metro Water Recovery.

	2022 Adopted Budget	2022 Revised Budget	2022 February Actual	Revised Budget Variances
Administrative Services	61.00	30.00	28.00	2.00
Comprehensive Planning	5.00	5.00	5.00	0.00
Engineering	48.75	48.75	43.75	5.00
Environmental Services	90.00	78.00	71.00	7.00
Human Resources	12.00	13.00	12.00	1.00
Information Technology	0.00	30.00	21.00	9.00
Maintenance	86.00	82.00	68.00	14.00
Northern Treatment Plant	23.00	25.00	20.00	5.00
Office of the CEO	5.00	7.00	7.00	0.00
Office of the General Counsel	3.00	3.00	3.00	0.00
Operations	41.00	42.00	36.00	6.00
Resource Recovery and Reuse	66.00	66.00	60.00	6.00
Strategy and Communications	9.00	10.00	8.00	2.00
Technology and Innovation	8.00	21.00	19.00	2.00
Totals*	457.75	460.75	401.75	59.00

\* Of the 59 open positions, 45 are currently in the process of being filled and 14 positions are in various stages of review prior to initiating work on filling the position. In the revised 2022 Budget, several teams were moved from Environmental Services to Technology and Innovation, and Information Technology was formed as a separate department from Administrative Services.



## Balance Sheet Summary

**For the period ending February 28, 2022 (in thousands)**

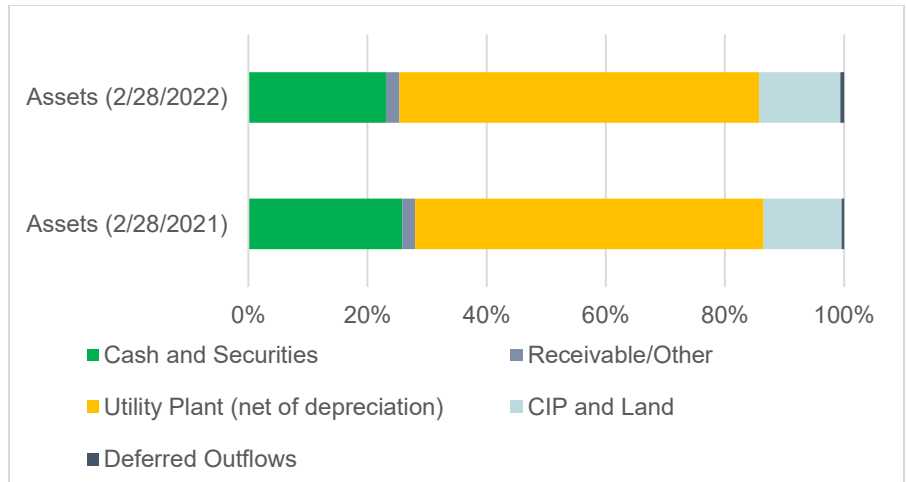
	February 2022	February 2021
<b>Assets</b>		
Cash and Securities	\$ 400,746	\$ 450,921
Receivables/Other	39,738	37,384
Utility Plant (net of depreciation)	1,048,561	1,020,543
CIP and Land	236,277	228,929
Deferred Outflows	10,855	7,066
<b>Total Assets</b>	<b>1,736,177</b>	<b>1,744,843</b>
<b>Liabilities</b>		
Payables	43,473	44,574
Long-term liabilities	668,899	701,240
Deferred Inflows	19,402	11,665
<b>Total Liabilities</b>	<b>731,774</b>	<b>757,479</b>
<b>Equity</b>		
Contributions in aid of construction (r	138	151
Retained earnings, reserved	258,158	292,328
Retained earnings, unreserved	746,107	694,885
<b>Total Equity</b>	<b>1,004,403</b>	<b>987,364</b>
<b>Total Liabilities and Equity</b>	<b>1,736,177</b>	<b>1,744,843</b>

### *Assets*

Cash and Securities - Assets includes cash and securities used to meet Metro Water Recovery's current obligations. Current assets have decreased in the last year due to the spend down of the 2020A Bond proceeds for the Second Creek Interceptor and Sand Creek Interceptor System Improvements Project (PAR 1232).

Utility Plant - Completed construction projects are transferred from Construction in Progress to Plant in Service when substantially completed and placed in active service. Utility plant assets increased in the last year due to the completion of several new fixed assets including the PAR 1225 South Headworks Improvement Project.

Construction in Progress - Records the cost of not-yet-completed construction work.

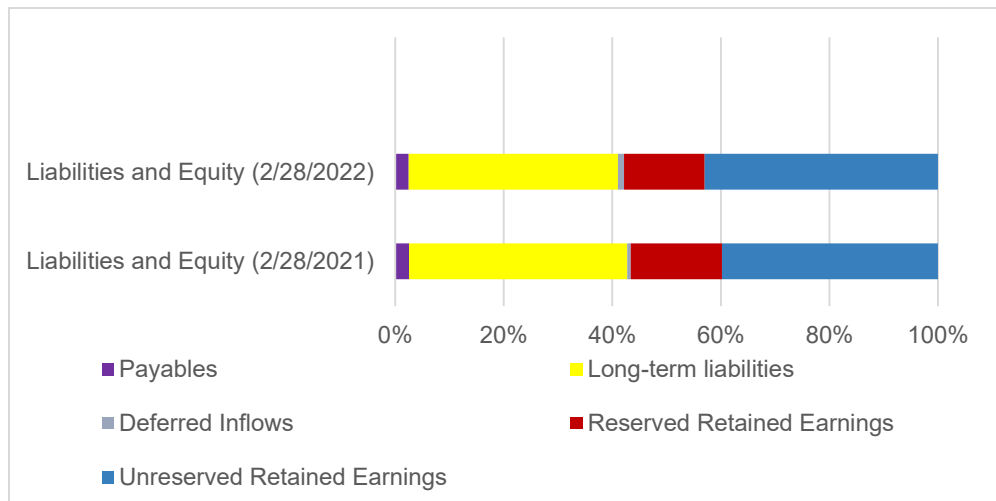


*Liabilities and Equity*

**Long-Term Liabilities** - In October 2020, Metro Water Recovery issued series 2020A Sewer Refunding Bonds for PAR amount of \$146,545,000. The issuance capitalized on favorable market conditions and interest rates and resulted in a premium on issuance of \$14 million. These bonds were issued to pay for the construction of the Second Creek Interceptor and Sand Creek Interceptor System Improvements Project (PAR 1232). As of December 31, 2021, the total amount of principal debt for Metro’s five outstanding bond issues is approximately \$623 million, which includes \$27.7 million principal and interest payments to be paid on April 1, 2022.

**Reserved Retained Earnings** - Reserved Retained Earnings represents the unexpended portion of capital project appropriations in the Acquisition and Construction Fund, General Fund, and FARF. A detailed listing of approximately \$258.2 million in unexpended capital appropriations can be found in the Capital Project Expenditures. As money is spent on projects, retained earnings no longer need to be reserved and an adjusting entry is made between Reserved and Unreserved balances.

**Total Equity** - Total Equity increased \$17 million from the February 2021 balance. This is mainly due the net change in reserved and unreserved retained earnings.



## Cash Flow – Trust Funds

**For the 2 months ended February 28, 2022**

	Operation & Maintenance Revenue	Bond	General	Sewer Connection Charges	Acquisition & Construction	Total
<b>Sources of Funds</b>						
Investment Income	\$ (2,806,445)	\$ (114,734)	\$ -	\$ -	\$ (252,061)	\$ (3,173,240)
Other, Net	-	-	-	-	-	-
	<u>(2,806,445)</u>	<u>(114,734)</u>	<u>-</u>	<u>-</u>	<u>(252,061)</u>	<u>(3,173,240)</u>
<b>Uses of Funds</b>						
Operating Expenses	(4,153,682)	-	-	-	-	(4,153,682)
Capital Expenditures	-	-	-	-	-	-
Bond Interest & Principal Payments	-	-	-	-	-	-
	<u>(4,153,682)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(4,153,682)</u>
<b>Interfund Transfers</b>						
Required Transfers	(1,347,237)	-	(7,038,627)	-	(16,349,566)	(24,735,430)
	<u>(1,347,237)</u>	<u>-</u>	<u>(7,038,627)</u>	<u>-</u>	<u>(16,349,566)</u>	<u>(24,735,430)</u>
Net Change in Cash & Securities	-	(114,734)	(7,038,627)	-	(16,601,627)	(23,754,988)
Beginning Cash & Securities, 1/1/2022	25,786,056	38,717,496	214,735,311	25,000,000	120,261,867	424,500,730
Ending Cash & Securities, 2/28/2022	<u>\$25,786,056</u>	<u>\$38,602,762</u>	<u>\$207,696,684</u>	<u>\$25,000,000</u>	<u>\$103,660,240</u>	<u>\$400,745,742</u>

The cash flow reflects all cash transactions occurring in each of Metro Water Recovery’s trust funds. In order to account for cash and securities at their fair market value, investment income includes unrealized gains or losses. All cash received by Metro is initially deposited into one of these funds. The funds held in these trust funds are invested in accordance with Metro’s investment policy. These investments sometimes are purchased at a premium or at a discount, based on market interest rates. Premiums and discounts are recorded in accordance with generally accepted accounting principles. Disbursements are made through the operating checking account.

## Sewer Connection Charges

Sewer Connection Charges received in January 2022 for the fourth quarter of 2021 were approximately \$17.9 million (as compared to \$17.2 million for the same period in 2020). This is approximately \$10.1 million favorable to the adopted budget and \$8.3 million favorable to the revised budget. Sewer Connection Charges for 2021 included the South Adams County Water and Sanitation District’s \$1.6 million payment and the City of Brighton’s \$1.1 million payment to Metro Water Recovery as part of the annual buy-in of existing connections in each member’s service area. Sewer Connection Charges are due quarterly, with the first quarter of 2022 due April 15, 2022.

## Capital Project Expenditures

**As of February 28, 2022**

	Appropriations			Expenditures			Appropriation Remaining	Transferred to Expense/ Fixed Assets
	2022	Prior Years	Total	2022	Prior Years	Total		
<b>Acquisition and Construction Fund</b>								
Treatment Facilities	\$ -	\$ 412,538,573	\$ 412,538,573	\$ 37,031	\$ 410,139,270	\$ 410,176,301	\$ 2,362,272	\$ 410,139,270
Transmission Facilities	-	167,203,417	167,203,417	4,748,585	53,593,839	58,342,424	108,860,993	1,337,136
	-	579,741,990	579,741,990	4,785,616	463,733,109	468,518,725	111,223,265	411,476,406
<b>Fixed Asset Replacement Fund</b>								
Treatment Facilities	-	152,378,833	152,378,833	286,391	137,187,309	137,473,700	14,905,133	89,497,574
Transmission Facilities	243,000	82,494,942	82,737,942	885,787	22,338,699	23,224,486	59,513,456	127,047
Other	1,062,000	34,250,950	35,312,950	109,917	22,964,522	23,074,439	12,238,511	19,656,150
Equipment	952,000	-	952,000	-	-	-	952,000	-
Small Projects	-	14,966,361	14,966,361	146,239	10,415,340	10,561,579	4,404,782	8,870,863
	2,257,000	284,091,086	286,348,086	1,428,334	192,905,870	194,334,204	92,013,882	118,151,634
<b>General Fund</b>								
Treatment Facilities	2,960,976	92,207,760	95,168,736	190,338	81,875,794	82,066,132	13,102,604	48,628,319
Transmission Facilities	131,000	26,722,625	26,853,625	16,805	16,618,799	16,635,604	10,218,021	1,926,768
Other	-	67,644,126	67,644,126	20,455	43,107,282	43,127,737	24,516,389	40,652,691
Small Projects	750,000	20,462,852	21,212,852	130,304	15,498,017	15,628,321	5,584,531	14,105,440
Reserve	-	1,500,000	1,500,000	-	-	-	1,500,000	-
	3,841,976	208,537,363	212,379,339	357,902	157,099,892	157,457,794	54,921,545	105,313,218
<b>Total All Funds</b>	<b>\$ 6,098,976</b>	<b>\$ 1,072,370,439</b>	<b>\$ 1,078,469,415</b>	<b>\$ 6,571,852</b>	<b>\$ 813,738,871</b>	<b>\$ 820,310,723</b>	<b>\$ 258,158,692</b>	<b>\$ 634,941,258</b>

## NOTES TO THE FINANCIAL REPORTS

**Basis of Accounting:** All interim reports are unaudited and are prepared on the accrual basis with the exception of the Cash Flow report which is prepared on the cash basis.

**O&M Fund Summary:** This report is prepared on the accrual basis and details only the activity in the O&M Revenue Fund. The budgeted figures for the current month are calculated using 1/12 of the annual budget.

**Annual Charges for Service** are accrued each month at the year-to-date budgeted amount. They are collected in March, June, September, and December.

**Other Operating Income** consists of septic hauler charges and miscellaneous income.

**Non-Operating Revenues-Other** consists of miscellaneous non-recurring items.

**Balance Sheet:** The balance sheet is prepared on the accrual basis.

**Utility Plant** changes are made when substantially completed projects are transferred from Construction in Progress to Plant in Service. Depreciation and amortization are recorded monthly.

**Other Accrued Liabilities** represents utilities incurred but not billed, as well as other miscellaneous unbilled expenditures.

**Retained Earnings-Reserved** represents unspent appropriations as detailed on the Capital Project Expenditures report. Unexpended appropriations for reimbursable projects are included in Retained Earnings-Unreserved.

**Cash Flow - Trust Funds:** This report is prepared on the cash basis. Several line-item amounts will be different on this report (as compared to the other reports) because of the different accounting assumptions.

**Capital Project Expenditures:** This report is prepared on the accrual basis. It details the activity on capital projects and equipment for which there have been appropriations in the Acquisition and Construction, General, and Fixed Asset Replacement funds. As projects reach a 90 percent completion stage, they are transferred from a Construction in Progress account to a Fixed Asset account. The amount transferred to fixed assets is shown in the Transferred to Expense/Fixed Assets column. The General Fund and Fixed Asset Replacement Fund sections include summary information about small projects.

Attachments

Submitted by:

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Molly Kostelecky  
Chief Financial Officer

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Paul Parodi  
Senior Accounting Manager

**METRO WATER RECOVERY  
O&M FUND SUMMARY REPORT  
PRELIMINARY  
FOR THE TWO MONTHS ENDED FEBRUARY 28, 2022**

	FEBRUARY ACTUAL	FEBRUARY BUDGET	FEBRUARY BUDGET VARIANCE FAVORABLE / (UNFAVORABLE)	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE BUDGET	YEAR-TO-DATE BUDGET VARIANCE FAVORABLE / (UNFAVORABLE)	REVISED 2022 BUDGET*
<b>OPERATING REVENUES</b>							
Annual Charges for Service	\$ 11,512,470	\$ 11,512,470	\$ 0	\$ 23,024,940	\$ 23,024,940	\$ 0	\$ 138,149,640
Land Application Income	21,942	19,333	2,609	21,942	38,667	(16,725)	232,000
Farming Income	0	176,250	(176,250)	0	352,500	(352,500)	2,115,000
Other Income	46,550	37,500	9,050	95,508	75,000	20,508	450,000
<b>TOTAL OPERATING REVENUES</b>	<b>11,580,962</b>	<b>11,745,553</b>	<b>(164,591)</b>	<b>23,142,389</b>	<b>23,491,107</b>	<b>(348,718)</b>	<b>140,946,640</b>
<b>OPERATING EXPENSES</b>							
Administrative Services	417,134	459,140	42,006	843,554	929,380	85,826	5,739,200
Comprehensive Planning	71,306	79,034	7,728	150,723	161,668	10,945	1,021,100
Engineering	588,959	606,245	17,286	1,198,755	1,241,491	42,736	7,852,300
Environmental Services	770,346	926,918	156,572	1,587,903	1,888,741	300,838	11,847,258
Human Resources	159,570	213,733	54,163	284,986	434,667	149,681	2,704,400
Information Technology	640,956	658,633	17,677	1,230,399	1,335,169	104,770	8,259,806
Maintenance	1,086,714	1,103,873	17,159	2,111,084	2,240,052	128,968	13,937,295
Northern Treatment Plant	568,571	513,086	(55,485)	950,111	1,036,873	86,762	6,362,750
Office of the CEO	195,362	183,446	(11,916)	378,453	372,792	(5,661)	2,322,775
Office of the General Counsel	73,633	86,625	12,992	128,337	175,450	47,113	1,085,800
Operations	2,035,599	1,744,893	(290,706)	3,332,273	3,506,986	174,713	21,292,850
Resource Recovery & Reuse	983,681	1,146,454	162,773	1,826,619	2,320,409	493,791	14,300,400
Strategy and Communication	109,820	132,826	23,006	224,694	271,052	46,358	1,705,596
Technology and Innovation	221,533	285,271	63,738	481,189	581,544	100,355	3,646,473
<b>TOTAL OPERATING EXPENSES</b>	<b>7,923,185</b>	<b>8,140,177</b>	<b>216,992</b>	<b>14,729,081</b>	<b>16,496,274</b>	<b>1,767,193</b>	<b>102,078,003</b>
<b>NET OPERATING INCOME</b>	<b>3,657,777</b>	<b>3,605,376</b>	<b>52,401</b>	<b>8,413,309</b>	<b>6,994,833</b>	<b>1,418,476</b>	<b>38,868,637</b>
<b>NON-OPERATING REVENUES</b>							
Interest	184,509	194,814	(10,305)	385,125	389,628	(4,503)	2,337,770
Other	3,868	0	3,868	5,955	0	5,955	0
<b>TOTAL NON-OPERATING REVENUES</b>	<b>188,377</b>	<b>194,814</b>	<b>(6,437)</b>	<b>391,080</b>	<b>389,628</b>	<b>1,452</b>	<b>2,337,770</b>
<b>NON-OPERATING EXPENSES</b>							
Capital O&M	28,476	43,500	15,024	28,476	87,000	58,524	522,000
<b>NET REVENUES OVER EXPENSES</b>	<b>\$ 3,817,678</b>	<b>\$ 3,756,690</b>	<b>\$ 60,988</b>	<b>\$ 8,775,913</b>	<b>\$ 7,297,461</b>	<b>\$ 1,478,452</b>	<b>\$ 40,684,407</b>

\*Metro approved and implemented organizational structure changes, effective January 1, 2022. Based on this change, use of the 2022 Revised Budget allows for comparable analysis of operational results.

**METRO WATER RECOVERY  
BALANCE SHEET  
(UNAUDITED)  
PRELIMINARY  
AS OF FEBRUARY 28, 2022**

	February 2022	February 2021
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Revenue Fund Operating Accounts		
Cash and securities	\$ 25,786,056	\$ 24,518,373
Accounts Receivable	22,584,382	21,740,665
Accrued interest receivable	523,639	720,184
Materials and supplies inventories	6,992,379	6,365,641
Prepaid expenses	9,520,222	8,404,499
	65,406,678	61,749,362
Other Funds		
Cash and securities		
Sewer Connection Fees Account	25,000,000	25,000,000
Debt Service Fund	38,602,762	37,984,175
Fixed Asset Replacement Fund	-	20,000,000
General Fund	207,696,684	186,551,590
	336,706,124	331,285,127
<b>TOTAL CURRENT ASSETS</b>	<b>336,706,124</b>	<b>331,285,127</b>
<b>ACQUISITION AND CONSTRUCTION FUND</b>		
Cash and securities	103,660,241	156,866,807
Accrued interest receivable	117,531	152,910
	103,777,772	157,019,717
<b>TOTAL ACQUISITION AND CONSTRUCTION FUND</b>	<b>103,777,772</b>	<b>157,019,717</b>
<b>UTILITY PLANT</b>		
Plant in service	974,310,149	960,428,119
Equipment	702,279,015	642,497,083
	1,676,589,164	1,602,925,202
Less accumulated depreciation	628,028,020	582,382,337
	1,048,561,144	1,020,542,865
Construction in progress	189,433,536	183,185,767
Land	46,843,769	45,742,931
	1,284,838,449	1,249,471,563
<b>TOTAL UTILITY PLANT</b>	<b>1,284,838,449</b>	<b>1,249,471,563</b>
<b>DEFERRED OUTFLOWS</b>	10,854,526	7,066,282
	10,854,526	7,066,282
<b>TOTAL ASSETS</b>	<b>\$ 1,736,176,871</b>	<b>\$ 1,744,842,689</b>

**BALANCE SHEET  
(UNAUDITED)  
PRELIMINARY  
AS OF FEBRUARY 28, 2022**

	February 2022	February 2021
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
Accounts Payable	\$ 2,150,579	\$ 3,696,243
Short term escrows - septic haulers	2,000	2,000
Accrued payroll & related benefits	4,155,806	4,598,650
Other accrued liabilities	369,141	336,254
	6,677,526	8,633,147
<b>Restricted Special Funds</b>		
Accrued interest payable	9,120,771	9,295,615
Current portion of long-term debt	27,675,000	26,645,000
	43,473,297	44,573,762
<b>ACQUISITION &amp; CONSTRUCTION, FIXED ASSET REPLACEMENT AND GENERAL FUND</b>		
Amount retained on contractor's estimates	10,696,749	8,086,223
<b>NET OPEB LIABILITY</b>	12,273,631	11,900,947
<b>NET PENSION LIABILITY</b>	33,793,004	38,153,338
<b>LONG-TERM DEBT</b>		
Series 2009B Bonds	94,195,000	94,195,000
Series 2012A Bonds	10,535,000	20,760,000
Series 2019A Bonds	45,765,000	59,620,000
Series 2019B Bonds	325,955,000	328,520,000
Series 2020A Bonds	146,545,000	146,545,000
Bond Premiums/Discounts	16,814,717	20,103,998
	639,809,717	669,743,998
Less current portion	27,675,000	26,645,000
	612,134,717	643,098,998
<b>TOTAL LIABILITIES</b>	712,371,398	745,813,268
<b>DEFERRED INFLOWS</b>	19,402,188	11,665,464
<b>EQUITY</b>		
Contributions in aid of construction	230,165,639	230,165,639
Less depreciation	230,028,138	230,014,388
	137,501	151,251
<b>Retained earnings</b>		
Reserved	258,158,691	292,328,304
Unreserved	746,107,093	694,884,402
	1,004,265,784	987,212,706
<b>TOTAL EQUITY</b>	1,004,403,285	987,363,957
<b>TOTAL LIABILITIES AND EQUITY</b>	\$ 1,736,176,871	\$ 1,744,842,689



**METRO WATER RECOVERY  
CASH FLOW - TRUST FUNDS  
PRELIMINARY  
FOR THE TWO MONTHS ENDED FEBRUARY 28, 2022**

	OPERATION & MAINTENANCE REVENUE	RESTRICTED SPECIAL FUNDS		FIXED ASSET REPLACEMENT	SEWER CONNECTION CHARGES	ACQUISITION & CONSTRUCTION	COMBINED 2/28/2022
		BOND	GENERAL*				
<b>SOURCES OF FUNDS</b>							
Investment Income **	(2,806,445)	(114,734)	0	0	0	(252,061)	(3,173,240)
Other, Net †	0	0	0	0	0	0	0
	<u>(2,806,445)</u>	<u>(114,734)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(252,061)</u>	<u>(3,173,240)</u>
<b>APPLICATION OF FUNDS</b>							
Operating Expenses	(4,153,683)	0	0	0	0	0	(4,153,683)
Capital Expenditures	0	0	0	0	0	0	0
Bond Interest & Principal Payments	0	0	0	0	0	0	0
	<u>(4,153,683)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(4,153,683)</u>
<b>INTERFUND TRANSFERS</b>							
Required Transfers	(1,347,237)	0	(7,038,627)	0	0	(16,349,566)	(24,735,430)
	<u>(1,347,237)</u>	<u>0</u>	<u>(7,038,627)</u>	<u>0</u>	<u>0</u>	<u>(16,349,566)</u>	<u>(24,735,430)</u>
<b>NET CHANGE IN CASH &amp; SECURITIES</b>	<b>0</b>	<b>(114,734)</b>	<b>(7,038,627)</b>	<b>0</b>	<b>0</b>	<b>(16,601,626)</b>	<b>(23,754,986)</b>
<b>BEGINNING CASH &amp; SECURITIES, 1/1/22</b>	<b>25,786,056</b>	<b>38,717,496</b>	<b>214,735,311</b>	<b>0</b>	<b>25,000,000</b>	<b>120,261,867</b>	<b>424,500,730</b>
<b>ENDING CASH &amp; SECURITIES, 2/28/22</b>	<b>\$ 25,786,056</b>	<b>\$ 38,602,762</b>	<b>\$ 207,696,684</b>	<b>\$ -</b>	<b>\$ 25,000,000</b>	<b>\$ 103,660,241</b>	<b>\$ 400,745,743</b>

\* A minimum fund balance of 90 days operating expenses has been established for this fund.

\*\*Investment income includes unrealized gains and losses as Metro adjusts investments to market value each month. Unrealized losses is rarely, if ever, realized as Metro typically hold the investments to maturity.

† Other, Net consists of amortization of premiums/discounts on bond purchases. The O&M Fund also includes Build America Bonds interest, Lab Services and farming.

**METRO WATER RECOVERY  
CAPITAL PROJECT EXPENDITURES  
February 28, 2022  
ACQUISITION & CONSTRUCTION FUND**

PAR NUMBER	DESCRIPTION	APPROPRIATIONS			EXPENDITURES			2/28/22 UNEXPENDED APPROPRIATION	TRANSFERRED TO EXPENSE & FIXED ASSETS
		2022	PRIOR YEARS	TOTAL	2022	PRIOR YEARS	TOTAL		
	<u>ACQUISITION &amp; CONSTRUCTION FUND</u>								
	<b>OTHER</b>								
1088	Northern Treatment Plant	\$0	\$412,538,573	\$412,538,573	\$37,031	\$410,139,270	\$410,176,301	\$2,362,272	\$410,139,270
	<b>WASTEWATER TREATMENT</b>								
1232	Sand Creek & Second Creek Basins Regional Plan		167,203,417	167,203,417	4,748,585	53,593,839	58,342,424	108,860,993	1,337,136
	<b>A&amp;C Fund Total</b>	<b>\$0</b>	<b>\$579,741,990</b>	<b>\$579,741,990</b>	<b>\$4,785,616</b>	<b>\$463,733,109</b>	<b>\$468,518,725</b>	<b>\$111,223,265</b>	<b>\$411,476,406</b>

**FIXED ASSET REPLACEMENT FUND**

PAR NUMBER	DESCRIPTION	APPROPRIATIONS			EXPENDITURES			2/28/22 UNEXPENDED APPROPRIATION	TRANSFERRED TO EXPENSE & FIXED ASSETS
		2022	PRIOR YEARS	TOTAL	2022	PRIOR YEARS	TOTAL		
	<b><u>FIXED ASSET REPLACEMENT FUND</u></b>								
	<b>OTHER</b>								
1202	HID Lighting Improvements	\$0	\$3,340,600	\$3,340,600	\$64,418	\$2,725,195	\$2,789,613	\$550,987	\$2,725,195
1235	RWHTF Support Facilities Upgrade-2014		16,445,400	16,445,400	8,585	15,858,467	15,867,052	578,348	15,688,780
1309	Payroll & Human Resources Software Upgrade 2017		350,000	350,000	0	298,051	298,051	51,949	298,051
1315	Process Control System Future Controller Upgrade		751,950	751,950	0	751,120	751,120	830	751,120
1362	Security Gates Replacement at Hite		410,000	410,000	0	374,946	374,946	35,054	193,004
1379	Annual Fixed Asset Replacement Priorities		11,728,000	11,728,000	36,914	2,465,305	2,502,219	9,225,781	0
1406	IT Infrastructure 2021		725,000	725,000	0	491,438	491,438	233,562	0
1409	IT Customer Experience Grouped Project 2021		500,000	500,000	0	0	0	500,000	0
1364	District Wireless Infrastructure	1,062,000	0	1,062,000	0	0	0	1,062,000	0
	<b>WASTEWATER TREATMENT</b>								
1225	South Headworks & Grease Processing Improvements		50,048,600	50,048,600	2,133	48,225,124	48,227,257	1,821,343	48,225,124
1244	Solids Processing Improvements		58,052,000	58,052,000	146,480	47,930,522	48,077,002	9,974,998	774,000
1254	Data Highway / Building Wiring Modifications		1,660,000	1,660,000	0	1,658,443	1,658,443	1,557	1,658,443
1259	Digester Complex Rehabilitation Project		33,859,393	33,859,393	136,841	32,359,960	32,496,801	1,362,592	32,359,960
1333	TU-8 Load Center and Transformer Replacement		7,143,840	7,143,840	0	6,480,047	6,480,047	663,793	6,480,047
1368	Cogeneration Building and System Rehabilitation		800,000	800,000	0	524,184	524,184	275,816	0
1408	Potable Waterline Replacement		815,000	815,000	937	9,029	9,967	805,033	0
	<b>Subtotal - ROBERT W. HITE Treatment Facility</b>	<b>\$1,062,000</b>	<b>\$186,629,783</b>	<b>\$187,691,783</b>	<b>\$396,308</b>	<b>\$160,151,831</b>	<b>\$160,548,140</b>	<b>\$27,143,643</b>	<b>\$109,153,724</b>
	<b>TRANSMISSION FACILITIES</b>								
1340	Force Main and Siphon Condition Assessment & Cleaning		6,859,000	6,859,000	581,615	2,731,994	3,313,609	3,545,391	0
1312	Lift Station (TNW and DM) Fixed Asset Rehabilitation		41,726,000	41,726,000	86,553	3,117,019	3,203,572	38,522,428	127,047
1343	National Western Center Delgany Interceptor Relocation		9,196,451	9,196,451	0	7,009,403	7,009,403	2,187,048	0
1325	Transmission System Structure Rehabilitation 2020		4,008,316	4,008,316	0	774,659	774,659	3,233,657	0
1363	Interceptor Rehabilitation 2020-2022		18,262,000	18,262,000	50,238	7,784,999	7,835,237	10,426,763	0
1369	TSB FARs and Improvements		540,300	540,300	136,172	286,444	422,616	117,684	0
1265	Electrical Transmission Service Substation	243,000	1,902,875	2,145,875	31,209	634,181	665,390	1,480,485	0
	<b>EQUIPMENT</b>								
	FARF Equipment ≥ \$10,000 & ≤ \$250,000 *	952,000	0	952,000	0	0	0	952,000	0
	FARF Equipment ≥ \$250,000 *	0	0	0	0	0	0	0	0
	<b>SMALL PROJECTS</b>								
	Small FARF Projects/Studies (see Attachment for detail)	0	14,966,361	14,966,361	146,239	10,415,340	10,561,579	4,404,782	8,870,863
	<b>Fixed Asset Replacement Fund Total</b>	<b>\$2,257,000</b>	<b>\$284,091,086</b>	<b>\$286,348,086</b>	<b>\$1,428,334</b>	<b>\$192,905,870</b>	<b>\$194,334,205</b>	<b>\$92,013,881</b>	<b>\$118,151,634</b>

NOTE:

\* The FARF Equipment Appropriations & Expenditures reflect current year information only.

**METRO WATER RECOVERY  
FIXED ASSET REPLACEMENT FUND  
SMALL CONSTRUCTION PROJECTS AND STUDIES  
Project Inception through February 28, 2022**

DESCRIPTION	DATE APPROVED	APPROPRIATION
BOARD RESOLUTIONS - APPROPRIATIONS	VARIOUS	\$14,966,361
LESS: EXPENDITURES TO DATE	See Below	(10,561,579)
UNEXPENDED APPROPRIATIONS		<u>4,404,782</u>
LESS: COMMITTED EXPENDITURES ON ONGOING PROJECTS		(2,109,284)
UNCOMMITTED APPROPRIATIONS*		<u><u>\$2,295,498</u></u>
NOTE: BOARD APPROPRIATIONS ARE IN LUMP SUMS, THEY DO NOT APPROPRIATE AMOUNTS FOR INDIVIDUAL SMALL PROJECTS.		

SMALL PROJECTS AUTHORIZED BY CHIEF EXECUTIVE OFFICER:	PROJECT NUMBER	DATE APPROVED	CEO'S AUTHORIZED COST	EXPENDITURES TO DATE	FUTURE COMMITTED COSTS
Completed Small Projects			\$12,227,904	\$8,870,863	\$0
Less: Unexpended Appropriations on Completed Small Projects *			(\$3,357,041)		
Open Small Projects					
RWHTF Electric Gate Actuator Project	1271	09/08/15	250,000	192,697	57,303
RWHTF Hazmat Shelter-In-Place Rehabilitation	1347	8/13/18	250,000	225,531	24,469
RWHTF Radio System Upgrade Project	1350	11/20/18	250,000	135,377	114,623
Process Building Centrifuge VFD Replacement	1354	01/02/19	75,000	59,071	15,929
District Wireless Infrastructure	1364	08/29/19	150,000	148,745	1,255
Digital Presence	1367	09/03/19	100,000	77,057	22,943
Pretreatment Database (PIMs) Replacement & CROMERR Portal	1372	11/20/19	250,000	0	250,000
Facilities Maintenance Satellite Facility Improvements	1374	02/27/20	150,000	0	150,000
Transformer and ARMS Standardization	1375	02/27/20	125,000	80,781	44,219
Office 365 Evolution	1377	07/07/20	100,000	55,450	44,550
Process Control System (PCS) Controller Upgrade	1383	08/13/20	250,000	243,994	6,006
Vital Records Update 2020	1384	09/16/20	50,000	27,600	22,400
Records Management System (RMS) Upgrade 2020	1389	11/12/20	50,000	3,075	46,925
Boardroom Refresh	1391	11/12/20	250,000	65,358	184,642
Cogeneration Equipment Replacement	1395	03/01/21	250,000	199,080	50,920
Asset Management Program Implementation	1405	06/14/21	250,000	0	250,000
HVAC High Priority Improvements	1392	07/13/21	250,000	93,062	156,938
North Secondary Upgrades and Intensification	1411	11/02/21	250,000	83,838	166,162
Admin Office Remodel 2021-2022	1412	12/7/2021	250,000	0	250,000
RWHTF Conduit Study	1413	02/15/22	250,000	0	250,000
PROJECT SUBTOTALS			<u>\$12,670,863</u>	<u>\$10,561,579</u>	<u>\$2,109,284</u>
Plus: Uncommitted Appropriations*			<u>\$2,295,498</u>		
TOTAL APPROPRIATED			<u><u>\$14,966,361</u></u>		

As small projects are completed, the unused appropriations are reauthorized by the Chief Executive Officer for use on new small projects. This eliminates the need for Board approved rescissions and also reduces the need for Board approved replenishment of this account.

**GENERAL FUND**

PAR NUMBER	DESCRIPTION	APPROPRIATIONS			EXPENDITURES			2/28/22 UNEXPENDED APPROPRIATION	TRANSFERRED TO EXPENSE & FIXED ASSETS
		2022	PRIOR YEARS	TOTAL	2022	PRIOR YEARS	TOTAL		
	<b>GENERAL FUND</b>								
	<b>WASTEWATER TREATMENT</b>								
1225	South Headworks & Grease Processing Improvements	\$0	21,449,400	21,449,400	914	20,657,281	20,658,195	791,205	20,657,281
1244	Solids Processing Improvements		38,705,000	38,705,000	97,654	31,876,125	31,973,779	6,731,221	516,000
1280	Nuisance Struvite & Dewaterability Improvements		23,250,000	23,250,000	0	23,246,345	23,246,345	3,655	23,246,345
1314	RWHTF Peracetic Acid Full Scale Pilot		1,950,000	1,950,000	0	1,672,641	1,672,641	277,359	0
1333	TU-8 Load Center and Transformer Replacement		2,733,360	2,733,360	0	2,464,431	2,464,431	268,929	2,464,431
1357	Blower No. 8 Replacement		1,920,000	1,920,000	10,534	1,744,262	1,754,796	165,204	1,744,262
1400	Peracetic Acid Disinfection System Improvements	240,000	2,200,000	2,440,000	81,236	214,709	295,945	2,144,055	0
1395	Cogeneration Equipment Replacement	2,720,976	0	2,720,976	0	0	0	2,720,976	0
	Subtotal - ROBERT W. HITE Treatment Facility	<b>\$2,960,976</b>	<b>\$92,207,760</b>	<b>\$95,168,736</b>	<b>\$190,338</b>	<b>\$81,875,794</b>	<b>\$82,066,132</b>	<b>\$13,102,604</b>	<b>\$48,628,319</b>
	<b>TRANSMISSION FACILITIES</b>								
1232	Sand Creek & Second Creek Basins Regional Plan		25,698,000	25,698,000	0	16,277,317	16,277,317	9,420,683	1,926,768
1265	Electrical Transmission Service Substation	131,000	1,024,625	1,155,625	16,805	341,482	358,287	797,338	0
	<b>ADVANCED TREATMENT</b>								
	<b>OTHER</b>								
1088	Northern Treatment Plant		82,036	82,036	0	82,036	82,036	0	82,036
1182	Suncor-Management of Air Quality/Soil Contamination		2,430,000	2,430,000	0	2,218,444	2,218,444	211,556	2,218,444
1235	RWHTF Support Facilities Upgrade-2014		38,054,600	38,054,600	20,032	36,714,535	36,734,567	1,320,033	36,318,599
1348	6690 York St - Land Acquisition		410,000	410,000	0	404,713	404,713	5,287	404,713
1353	TSB Annex & Lab Storage Building Repurpose		1,800,000	1,800,000	423	1,588,199	1,588,622	211,378	0
1356	General Property Acquisition 2019-2022		1,500,000	1,500,000	0	794,575	794,575	705,425	764,790
1394	Partnership with Denver Water Concerning the Lead & Copper Rule Variance		22,500,000	22,500,000	0	750,000	750,000	21,750,000	750,000
1359	Evaluate and Enhance Metro District's Brand Identity		617,490	617,490	0	440,671	440,671	176,819	0
1402	Ditch Companies Litigation		250,000	250,000	0	114,109	114,109	135,891	114,109
	<b>SMALL PROJECTS</b>								
	Small Projects, Studies, and Expend. (see Attachments for detail)	750,000	20,462,852	21,212,852	130,304	15,498,017	15,628,321	5,584,531	14,105,440
	<b>RESERVE</b>								
	Operating Reserve	1,500,000		1,500,000	0	0	0	1,500,000	0
	<b>General Fund Total</b>	<b>\$5,341,976</b>	<b>\$207,037,363</b>	<b>\$212,379,339</b>	<b>\$357,902</b>	<b>\$157,099,892</b>	<b>\$157,457,794</b>	<b>\$54,921,545</b>	<b>\$105,313,218</b>
	<b>TOTAL ALL FUNDS*</b>	<b>\$7,598,976</b>	<b>\$1,070,870,439</b>	<b>\$1,078,469,415</b>	<b>\$6,571,852</b>	<b>\$813,738,871</b>	<b>\$820,310,724</b>	<b>\$258,158,691</b>	<b>\$634,941,258</b>

**NOTES:**

\* Of the \$634,941,258 transferred to expense or capitalized as fixed assets, only \$2,218,444 for the Suncor-Management of Air Quality/Soil Contamination, \$2,221,001 for North Treatment Plant - BGLS, \$750,000 for the Partnership with Denver Water Concerning the Lead & Copper Rule Variance, \$9,477,576 Small Construction Projects and Studies and \$2,290,165 in Fixed Asset Replacement Fund Small have been expensed. All other amounts have been capitalized.

**METRO WATER RECOVERY  
GENERAL FUND  
SMALL PROJECTS, STUDIES, AND EXPENDITURES  
Project Inception through February 28, 2022**

<i>DESCRIPTION</i>		<i>DATE APPROVED</i>	<i>APPROPRIATION</i>
BOARD RESOLUTIONS - APPROPRIATIONS		VARIOUS	\$21,212,852
LESS: EXPENDITURES TO DATE		See Below	(15,628,321)
UNEXPENDED APPROPRIATIONS			<u>5,584,531</u>
LESS: COMMITTED EXPENDITURES ON ONGOING PROJECTS			(2,977,119)
UNCOMMITTED APPROPRIATIONS*			<u><u>\$2,607,412</u></u>
NOTE: BOARD APPROPRIATIONS ARE IN LUMP SUMS, THEY DO NOT APPROPRIATE AMOUNTS FOR INDIVIDUAL SMALL PROJECTS.			

<b>SMALL PROJECTS AUTHORIZED BY CHIEF EXECUTIVE OFFICER:</b>					
	<i>PROJECT NUMBER</i>	<i>DATE APPROVED</i>	<i>CEO'S AUTHORIZED COST</i>	<i>EXPENDITURES TO DATE</i>	<i>FUTURE COMMITTED COSTS</i>
Completed Small Projects		VARIOUS	\$18,832,014	\$14,105,440	\$0
Less: Unexpended Appropriations on Completed Small Projects *			(\$4,726,574)		
Open Small Projects					
RWHTF Operations and Maintenance Floor Rating Analysis	1291	06/09/16	50,000	24,975	25,025
North & South Entry Gate Emergency Notification Improvement	1307	01/03/17	250,000	190,983	59,017
2018 North Secondary Pilot Program	1336	04/25/18	250,000	194,899	55,101
Dynamic Safety System	1355	01/31/19	200,000	141,556	58,444
Intellectual Property Program	1360	03/25/19	100,000	31,736	68,264
Fall Protection Infrastructure Improvements	1365	09/04/19	200,000	185,736	14,264
Innovation and Research Initiatives	1373	03/02/20	175,000	39,500	135,500
Facilities Maintenance Satellite Facility Improvements	1374	02/27/20	100,000	0	100,000
Transformer and ARMS Standardization	1375	02/27/20	125,000	80,781	44,219
Laboratory Audit	1376	02/20/20	250,000	0	250,000
Line Locates Enhancements	1378	06/04/20	50,000	5,666	44,334
NTP Effluent Pond Herbicide Treatment for Aquatic Nuisance Species	1381	06/10/20	75,000	64,230	10,770
NTP Post Startup Evaluation	1385	08/19/20	250,000	61,613	188,387
Legal Assistance Fund 1	1386	08/13/20	250,000	33,508	216,492
Legal Assistance Fund 2	1387	08/13/20	250,000	19,932	230,068
Education and Outreach Asset Update	1388	12/17/20	100,000	17,299	82,701
Aeration Control Strategy Review and Implementation	1390	12/22/20	250,000	0	250,000
Electric Fleet Vehicle Charging Infrastructure	1397	04/05/21	100,000	0	100,000
Effluent Temperature Compliance Study	1398	04/21/21	250,000	102,951	147,049
Support Facilities Master Plan	1399	04/05/21	250,000	43,420	206,580
Alternative Energy Evaluation	1401	05/05/21	75,000	200	74,800
Continuous Improvement Framework	1403	05/12/21	250,000	26,311	223,689
Solids Evaluation	1404	06/14/21	250,000	141,487	108,513
Warehouse Assessment and Use Plan	1407	07/08/21	100,000	93,731	6,269
2021 Process Optimization	1410	10/07/21	250,000	22,367	227,633
Digital Screens	1414	02/15/22	50,000	0	50,000
<b>PROJECT SUBTOTALS</b>			<u>\$18,605,440</u>	<u>\$15,628,321</u>	<u>\$2,977,119</u>
Plus: Uncommitted Appropriations*			<u>\$2,607,412</u>		
<b>TOTAL APPROPRIATED</b>			<u><u>\$21,212,852</u></u>		

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## METRO WATER RECOVERY

### Board of Directors Upcoming Events

Directors are provided information on upcoming events in the monthly committee meeting packets and Chief Executive Officer's Report in the Board packet. Any new information is shown in **bold italics**. Please add applicable meeting dates to your calendars.

<u>Date</u>	<u>Event/Location</u>
Thursday, April 7, 2022 9 a.m. or directly following Finance	Audit Committee Boardroom
Thursday, April 7, 2022 Immediately following Finance	Tour of the Robert W. Hite Facility
Thursday, April 28, 2022 8 a.m. (breakfast served at 7 a.m.)	Spring Board Workshop Northern Treatment Plant Visitor Center Presentation Room
Thursday, May 26, 2022 7:30 a.m. (breakfast served at 7 a.m.)	Defined Benefit Plan Retirement Board Boardroom
Thursday, May 26, 2022 12 p.m. (lunch served at 11:30 a.m.)	Defined Contribution Plan Retirement Board Boardroom
Wednesday, June 15, 2022 TBD	Spring Metro 6.0 Town Hall/Field Day TBD
Wednesday, June 22, 2022 TBD	Bike to Work Day TBD
<b><i>Thursday, July 7, 2022 7:30 a.m. (breakfast served at 7 a.m.)</i></b>	<b><i>Operations and Finance Committees Joint Meeting Boardroom</i></b>
Thursday, August 25, 2022 7:30 a.m. (breakfast served at 7 a.m.)	Defined Benefit Plan Retirement Board Boardroom
Thursday, August 25, 2022 12 p.m. (lunch served at 11:30 a.m.)	Defined Contribution Plan Retirement Board Boardroom
Thursday, October 27, 2022 8 a.m. (breakfast served at 7 a.m.)	Fall Board Workshop Boardroom
Thursday, November 3, 2022 9 a.m. or directly following Finance	Audit Committee Boardroom
Wednesday, November 9, 2022 TBD	Fall Metro 6.0 Town Hall TBD

<b><u>Date</u></b>	<b><u>Event/Location</u></b>
Thursday, November 10, 2022 7:30 a.m. (breakfast served at 7 a.m.)	Defined Contribution Plan Retirement Board Boardroom
Thursday, November 10, 2022 2 p.m.	Defined Benefit Plan Retirement Board Boardroom
Tuesday, December 20, 2022 5 p.m.	Annual Employee Recognition Reception Prior to Board of Directors Meeting





# Spring Board Workshop

**Thursday, April 28, 2022, 8 a.m.**

(Breakfast available at 7 a.m.,  
Presentations until approximately 2:30 p.m.)

## Northern Treatment Plant

51 Baseline Road, Brighton, CO 80603

**Optional tour of Second Creek Project to follow**

