LOVELAND UTILITIES COMMISSION
REGULAR MEETING
November 16, 2016 - 4:00 p.m.
Service Center Board Room
200 North Wilson Avenue
AGENDA

CALL TO ORDER

NEW BOARD MEMBER INTRODUCTION – John Butler

APPROVAL OF MINUTES – 9/21/2016 and 10/27/2016

CITIZENS REPORTS *Anyone in the audience may address the LUC on any topic relevant to the commission. If the topic is a Consent Agenda item, please ask for that item to be removed from the Consent Agenda; pulled items will be heard at the beginning of the Regular Agenda. If the topic is a Regular Agenda item, members of the public will be given an opportunity to speak to the item during the Regular Agenda portion of the meeting before the LUC acts upon it. If the topic is a Staff Report item, members of the public should address the LUC during this portion of the meeting; no public comment is accepted during the Staff Report portion of the meeting.*

Anyone making comment during any portion of tonight's meeting should identify himself or herself and be recognized by the LUC chairman. Please do not interrupt other speakers. Side conversations should be moved outside the Service Center Board Room. Please limit comments to no more than three minutes.

CONSENT AGENDA

1. Southside Lift Station Improvements Project Contract – Tanner Randall
2. 2016 3rd Quarter Goal Updates – Gretchen Stanford
3. Change Order for Ditesco's, Services During Construction (SDC) for the WTP Phase II Expansion Project – Tom Greene
4. Contract Amendment for Carollo Engineering for the Wastewater Treatment Plant Biological Nutrient Removal Improvements – Brian Gandy
5. Dedication of Right-of-Way to Larimer County on North County Road 29 – Tom Greene
6. Wastewater Treatment Plant Bonding – Alan Krcmarik

REGULAR AGENDA

7. 10-Year Lease of Water to the Town of Firestone – Kim Frick
8. Foothills Solar Purchase Power Agreement with Platte River Power Authority – Christine Schraeder

STAFF REPORT

9. Colorado River Compact Discussion – Larry Howard
10. Boards and Commissions Overview – Alicia Calderón
11. **COMMISSION / COUNCIL REPORTS**
12. **DIRECTOR'S REPORT** – Separate Document

INFORMATION ITEMS

13. October Financial Report Update – Jim Lees

ADJOURN

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"La Ciudad de Loveland está comprometida a proporcionar igualdad de oportunidades para los servicios, programas y actividades y no discriminar en base a discapacidad, raza, edad, color, origen nacional, religión, orientación sexual o género. Para más información sobre la no discriminación o para asistencia en traducción, favor contacte al Coordinador Título VI de la Ciudad al TitleSix@cityofloveland.org o al 970-962-2372. La Ciudad realizará las acomodaciones razonables para los ciudadanos de acuerdo con la Ley de Discapacidades para americanos (ADA). Para más información sobre ADA o acomodaciones, favor contacte al Coordinador de ADA de la Ciudad en bettie.greenberg@cityofloveland.org o al 970-962-3319".

The password to the public access wireless network (colguest) is accesswifi.

Commission Members Present: Dan Herlihey, Dave Kavanagh, David Schneider (Vice Chair), Gary Hausman, Gene Packer (Chairman), Larry Roos, Jennifer Gramling, Randy Williams

City Staff Members: Alicia Calderón, Allison Bohling, Bob Miller, Casey McDonald (left after introduction), Christine Schraeder, Frank Lindauer, Garth Silvernale, Gretchen Stanford, Jim Lees, John Beckstrom, Kent Aspinall, Kim Frick, Kim O'Field, Larry Howard, Michelle Erickson, Roger Berg, Tanner Randall, Tracey Hewson

Guest Attendance: John Butler

CALL TO ORDER: Gene Packer called the meeting to order at 4:03 pm.

APPROVAL OF MINUTES: Gene asked for a motion to approve the amended minutes for the August 17, 2016 meeting.

Motion: Dave Schneider made the motion to approve the amended minutes of the August 17, 2016 meeting.

Second: Gary Hausman seconded the motion. The amended minutes were approved unanimously.

NEW EMPLOYEE INTRODUCTION – Casey McDonald

LUC APPLICANT INTRODUCTION – John Butler

CONSENT AGENDA

Item 1: Contract Amendment to an Existing Carollo Engineering Contract for the Wastewater Treatment Plant Biological Nutrient Removal Improvements – Brian Gandy Per the Municipal Code, once a Contract exceeds $500,000 and 20% of the original value through previously approved amendments, all subsequent amendments must be approved by the Loveland Utilities Commission (LUC) regardless of the amount. As such, this contract amendment is being brought forward for LUC action.

Recommendation: Adopt a motion to approve the amendment to the contract for Design Services with Carollo Engineers in the amount of $37,925 and increase the not-to-exceed amount to $1,425,391.

Item 2: Change Order for GE Construction Annual Substructure Projects for 2016 – Kent Aspinall This item is the second change order brought to LUC this year to increase the annual substructure purchase order and contract for 2016. In accordance with Municipal Code 3.12.606B, this change order requires LUC approval since the revised contract amount exceeds $500,000 and since the increase exceeds 20% of the original contract amount.

Recommendation: Adopt a motion to approve the contract change order for the Annual Substructure Projects for 2016 services with GE Construction, Inc. to increase the not-to-exceed amount to $2,400,000 and authorize the City Manager to sign the contract change order on behalf of the City.

Item 3: Change Order for Colorado Boring Annual Directional Boring Projects for 2016 – Kent Aspinall This item is the second change order brought to LUC this year to increase the annual boring purchase order and contract for 2016. In accordance with Municipal Code 3.12.606B, this change order requires LUC approval since the revised contract amount exceeds $500,000 and since the increase exceeds 20% of the original contract amount.

Recommendation: Adopt a motion to approve the contract change order for the Annual Directional Boring Projects for 2016 services with Jacobs Investments, LLC dba Colorado Boring Company to increase the not-to-exceed amount to $2,250,000 and authorize the City Manager to sign the contract change order on behalf of the City.

Motion: Dan Herlihey made the motion to table item 1.
Second: Dave Schneider seconded the motion. The motion to table item 1 was approved unanimously.

Comments: Dave Kavanagh pulled items 2 and 3 from the consent agenda. Kavanagh asked for metrics for production in 2014 and 2015 with these companies. Kent Aspinall stated that LWP has that information. Aspinall and Christine Schraeder reviewed previous project costs and the some line items from previous years. Kavanagh mentioned that he would be interested in seeing this information. Staff mentioned that they would follow up and provide him with that detailed information. Dave Schneider mentioned that he would also like to know what funds cover these expenses. Bob Miller provided history of this contract and how LWP bids this project. Kavanagh mentioned that he would like to table the item until the LUC reviews the documentation. Larry Roos stated that he does not want to table the item, and that Aspinall answered his questions. Gary Hausman added that in his experience the items on the consent have been vetted and are in the best interest from the City to be approved in a timely manner. The board discussed the frequency of these contracts and whether or not the contracts should be on the consent agenda in the future. Stanford mentioned that Kavanagh has great suggestions, and offered to create a memo with the information requested. However, due to the time constraint she suggested the LUC approve these contracts as planned. Alicia Calderón, reviewed the contract and bidding process and offered to provide him the information requested at a later date.

Motion: Dan Herlihey made the motion to accept item two as written.
Second: Dave Schneider seconded the motion. The motion was approved by a vote of seven to one.

Dave Kavanagh was opposed to this motion.

Motion: Dan Herlihey made the motion to accept item three as written.
Second: Gary Hausman seconded the motion. The motion was approved by a vote of seven to one.

Dave Kavanagh was opposed to this motion.

REGULAR AGENDA

Item 4: 2017 Water & Power Schedule of Rates, Charges and Fees – Jim Lees The purpose of this item is to ask the Loveland Utilities Commission to adopt a motion recommending that City Council approve the proposed changes in the Water and Power Schedule of Rates, Charges and Fees for 2017.

Recommendation: Adopt a motion recommending that City Council approve the proposed changes in the Water and Power Schedule of Rates, Charges and Fees for 2017.

Motion: Dan Herlihey made the motion.
Second: Dave Schneider seconded the motion. The motion was approved unanimously.

Comments: Gene Packer asked what the average kWh is for LWP's self-generation customers. Schraeder mentioned the average is about 3.7 kWh. Roos asked why Erie's rate are high on the 2016 Water Average Commercial Bill comparison. Less mentioned that he was unsure. Schneider mentioned that Berthoud and Erie are pretty comparable in rates and reviewed what factors he believes contribute to this, which included size, population and growth potential. Schneider asked if North Weld County and Central Weld County Water Districts are a part of the Windy Gap Firming Project. North Weld County District is not in the Project, but Central Weld County Water District is. Schneider reviewed his experience at the recent City Council study session regarding the Power Cost-of-Service Study and summarized his thoughts about the presentations. The board discussed public/commission input at City Council meetings. Roos reviewed his observations and opinions of the presentations. John Beckstrom

mentioned that in his research he noticed some cities with no rate increases for long-periods of time and some which have recently had steep increases. Schneider asked if other cities ask for information from LWP and if there is feedback from other cities. Lees mentioned that if there are questions they are usually from Fort Collins or Longmont and that they happen every now and again. Schneider asked if in the future Boulder could be added to this list. The board continued to discuss these comparisons. Roos asked if the impact fees are calculated in-house. Lees mentioned that indeed they are and the methodology was recently reviewed by Utility Financial Solutions. Stanford concluded that LWP will be looking at how the recent large projects will impact these in the future. The board and staff discussed how new buildings can change system impact fees.

Item 5: Acceptance of 1 share of the Louden Ditch to the Water Bank – Kim Frick This is a request to deposit 1 share of Louden Irrigating Canal and Reservoir into the City's Water Bank.

Recommendation: Adopt a motion finding that the requirements set forth in City Code Section 19.04.080 have been met, and that acceptance of the Louden Irrigating Canal and Reservoir shares into the City of Loveland Water Bank is in the City's best interest and should be completed.

Motion: Dan Herlihey made the motion.
Second: Dave Kavanagh seconded the motion. The motion was approved unanimously.

Comments: Packer mentioned he appreciated Frick's review of the information about this item. After the motion was made, Hausman asked who brings the water to the water bank. Kim stated the current owners of the share. Howard reviewed the location of the Louden ditch. Stanford reviewed that in the future the title will change for items like this to better reflect what we are asking from LUC.

Item 6: Addition of 2nd Transformer at Foothills Substation – Frank Lindauer Authorize a change order to the contract awarded for project 2016-14, Foothills Substation Transformer T1, to Virginia Transformer Corporation (VTC) to provide a second power transformer for the Foothills Substation project.

Recommendation: Adopt a motion recommending that the LUC board approve the change order to the contract for a second power transformer with Virginia Transformer Corporation to increase the not-to-exceed amount to $1,231,628.00 and authorize the City Manager to sign the change order on behalf of the City.

Motion: Dan Herlihey made the motion.
Second: Gary Hausman seconded the motion. The motion was approved unanimously.

Comments: Roos asked when the second transformer was originally budgeted. Lindauer mentioned it was originally budgeted in 2019 and the retirement of the west substation would be a process that would happen over the next few years. Roos asked if there will still be a need for a Boedecker substation. Lindauer said that the Boedecker substation would still be on schedule as planned in about 2021 or 2022. The board and staff discussed that this addition will not change the time frame of the overall project. Staff reviewed the timeframe of the project. Stanford added that staff will need to modify the scope of work, and submit it to the State. Kim O'Field reviewed this process and reviewed the costs of the project. Schneider mentioned that he supports the projects. Randy Williams asked if FEMA does not approve this, if LWP still plans to move forward. Staff mentioned that they will. Staff and board reviewed the size of the transformer and timeline of decommissioning the west substation. Hausman asked what LWP will do with the $430,000 extra funds. O'Field mentioned that there will be a scope change to move those funds to be a part of the solar field. Kavanagh asked what the ground cover will be at the solar site. Schraeder mentioned that currently staff are working on finding the best solution to cover the ground with some type of vegetation. The board and staff discussed the east/west rotation of

the solar panels. Staff provided a verbal update on the Foothills solar and substation FEMA Alternate project. Stanford mentioned the increased security measures due to recent nearby vandalism.

COMMISSION/COUNCIL REPORTS

Item 7: Commission/Council Reports

- Water Treatment Plant Celebration – August 24, 2016
- Fort Collins Joint Meeting Agenda & Next Steps – Gene Packer

Dan Herlihey: He said he enjoyed the Water Treatment Plant Celebration.
Dave Kavanagh: He stated that he saw an article about Chromium 6, and how it effects the country's water supply. He asked about the validity of this information.
Dave Schneider: He discussed that Home Depot gives away free water testing kits. He also mentioned that he recently attended the Community Lecture Series on solar. He thought that it was very informative and worthwhile.
Gene Packer: He mentioned the joint meeting with the Fort Collins Energy Board. He reviewed the current draft agenda and asked for feedback. Kavanagh asked what the technology road mapping presentation will cover. Staff mentioned that it is not broadband related, but more about internal IT topics. Schneider provided his feedback and mentioned that he would like to see more areas of collaboration. Schneider added one change he would like see to the objectives.
Gary Hausman: He stated that he enjoyed the Water Treatment Plant Celebration.
Jennifer Gramling: Nothing to report
Larry Roos: He said that his and his wife recently bought a Chevy Volt and summarized his recent experiences.
Randy Williams: He added that the recent communication about the algal blooms was very interesting and well done.

Council Report:

City Council Study Session – August 23, 2016

- City Manager gets clear direction regarding projects and programs – Current projects that are underway:
- 2013 Flood Recovery
- Highway 402 Corridor Plan completion with extension of overlay zone with Larimer County
- Collaborative work on Broadband initiative involving a consultant, community Broadband Task Force and Staff
- Continuation of refinements at the Development Center
- Water Treatment Plant Expansion Project completion
- Wastewater Treatment Plant Expansion
- Finalize Windy Gap Firming Project Participation, funding alternatives and initiating final design
- Implementation of Highway 287 Strategic Plan

City Council Study Session – August 30, 2016

- Water and Power Cost of Service Rate Study Results for Power Utility

City Council Regular Meeting – Sept 6, 2016

- Nothing to Report related to Water and Power

City Council Regular Meeting – Sept 20, 2016

- Nothing to Report related to Water and Power

Council Report: On Councilor Troy Krenning's behalf, Gretchen Stanford provided an update on City Council items related to the Water and Power Department which have been seen by the City Council during their normal meetings scheduled since the last LUC meeting.

DIRECTOR'S REPORT

Item 8: Director's Report – Gretchen Stanford

Comments: The election of officers was held. Gary Hausman was elected as the new chair of the LUC with Dan Herlihey elected as vice chair. Stanford reviewed that the October LUC meeting has moved from October 19, 2016 to October 27, 2016 and that we will be having the joint meeting in place of the regular meeting. If items need to be addressed by the LUC we will make plans to meet before the joint meeting to review these items. Stanford mentioned the administration changes that will be taking place in the next few months. Michelle Erickson will be serving as the secretary for the board for the next 5 to 6 months. Stanford also made the suggestion that the LUC meeting minutes more closely reflect the format of the City Council minutes. The LUC agreed to this change.

Staff showed the recent videos about the Water Treatment Plant Completion and the Algae Bloom. Kavanagh suggested using these condensed versions of these videos on additional marketing channels, such as cable TV.

Howard reviewed the recent changes in Loveland's participation in the Windy Gap Firming Project and the recent approval of the acquisition of an addition 2,000 acre-feet (af) of storage. That changes the City's participation from 7,000 af to 9,000 af.

INFORMATION ITEMS

Item 9: Financial Report Update – Jim Lees This item summarizes the monthly and year-to-date preliminary financials for August 2016.

Staff Report only. No action required.

Comments: Lees provided an updated monthly power financial statement. Line 44, was incorrect in the packet. Lees addressed the reasons why this was inaccurate then provided a brief update on the corrected information. Board and staff discussed LWP funds and timing of reimbursements for the Foothills Solar and Substation FEMA Alternate project.

ADJOURN The meeting was adjourned at 6:47 pm. The next LUC Meeting will be Thursday, October 27, 2016 at 5:30 pm.

Respectfully submitted,

Allison Bohling
Recording Secretary
Loveland Utilities Commission

Loveland Water and Power Staff and Loveland Utilities Commission Members: Alicia Calderón, Allison Bohling, Bob Miller, Brieana Reed-Harmel, Christine Schraeder, Dan Herlihey (Vice Chair), Dave Kavanagh, David Schneider, Gary Hausman (Chairman),Gene Packer, Gretchen Stanford, Larry Roos, Mike Margenau, John Beckstrom, Randy Williams, Tracey Hewson

Fort Collins Utilities Staff and Fort Collins Energy Board Members: Alan Braslau, Christie Fredrickson, Greg Behm, John Phelan, Kevin Gertig, Lindsay Ex, Lori Nitzel, Margaret Moore, Michelle Finchum, Nick Michell, Pete O'Neill, Phil Friedman, Stacey Baumgarn, Tim McCollough

Platte River Power Authority: Jason Frisbee, Joe Wilson,Paul Davis

Guest Attendance: Dick Mallot, Janice Lynne, John Butler, Rick Coen, Tom Hoelan, Victoria D'Ippolito,

CALL TO ORDER: The meeting was called to order by Tim McCollough at 5:33 pm.

INTRODUCTIONS

Item 1: Board and staff introductions

Item 2: Fort Collins Energy Board

a. Board duties, functions and budget process – Peter O'Neill, Board Chair
b. 2017 Work Plan review – Peter O'Neill, Board Chair

Item 3: Loveland Utilities Commission

a. Board duties, functions and budget process – Gary Hausman, LUC Chairman
b. 2016 Goals – Gary Hausman, LUC Chairman

Information items only. No action required.

GENERAL OVERVIEW

Item 4: Fort Collins Light and Power Overview

a. Staffing and Organization – Tim McCollough, Operations Manager
b. Utility Goals – Kevin Gertig, Utility Director

Item 5: Loveland Power Overview

a. Staffing, organization and fact sheet – Bob Miller, Power Operations Manager
b. Utility Goals – Gretchen Stanford, Acting Director

Information items only. No action required.

STAFF REPORTS

Item 5: Fort Collins Staff Presentations

a. Fort Collins Road to 2020 – Lindsey Ex, Environmental Planner

Item 6: Loveland Staff Presentations

a. Technology Road Map – Mike Margenau, Senior GIS Specialist
b. Loveland Solar Review – Christine Schraeder, Electrical Engineer

Item 7: Joint Presentations

a. Energy Efficiency Updates – John Phelan, Energy Services Manager and Tracey Hewson, Acting Customer Relations Manager

Staff Report only. No action required.

FACILITATED DISCUSSION ON BEST PRACTICES

Discussion Only. No action required.

ADJOURN The meeting was adjourned at 8:00 pm. The next Regular LUC Meeting will be November 17, 2016 at 4:00 pm.

Respectfully submitted,

Allison Bohling
Recording Secretary
Loveland Utilities Commission

CITY OF LOVELAND
WATER & POWER DEPARTMENT
200 North Wilson • Loveland, Colorado 80537
(970) 962-3000 • FAX (970) 962-3400 • TDD (970) 962-2620

AGENDA ITEM: **1**
MEETING DATE: 11/16/2016
SUBMITTED BY: Tanner Randall, Senior Civil Engineer TR

TITLE: Southside Lift Station Improvements Project Construction Contract

DESCRIPTION:
This is for the approval of the construction contract for the recently bid rehabilitation work to occur at the Southside (Sanitary Sewer) Lift Station (Project #: W1255G).

SUMMARY:
The Southside Lift Station, built in 1981, was identified as needing rehabilitation to the pumps, piping, wetwell, and electrical components. Over the course of the previous two years a comprehensive study was undertaken to determine the exact scope of necessary improvements. Following the study, preliminary and final design of the improvements was completed. The construction activities were bid on Thursday, November 3rd. Hydro Construction was the lowest bidder, and submitted the necessary experience, of the seven that bid the project. Hydro's bid was for $1,101,862. Additionally there was a bid alternate for new interior facility lighting for $31,883. The engineer's estimate of the project was $1,200,000. Attached is the bid tabulation sheet for the bid. Adequate funds are available in the 2016 budget to cover the base bid as well as the bid alternate for lighting.

Per Municipal Code 3.12.060A and 3.12.060B, the LUC must approve Water and Power contracts above $500,000 or any change order that causes a contract to equal or exceed $500,000 and which, when combined with all previous change orders, equals or exceeds 20% of the original contract amount.

RECOMMENDATION:
Adopt a motion to approve the Construction Contract with Hydro Construction in the amount of $1,133,745 (includes bid alternate) and authorize the City Manager to sign the contract on behalf of the City.

REVIEWED BY DIRECTOR: ME for GS

ATTACHMENTS:
- **Attachment A:** Southside Lift Station Improvements (W1255C) Bid Tab

1

BIDS RECEIVED: Thursday, November 3, 2016 @ 2:00PM
PROJECT NAME: Southside Lift Station Improvements (W1255C)
BID NUMBER: 2016-55
BIDS TABULATED BY:

City of Loveland

NAME OF BIDDER				Myers & Sons Construction LP		J.R. Filanc Construction Company, Inc.		RN Civil Construction		Aslan Construction, Inc.		Integrated Water Services, Inc.		Hydro Construction Co. Inc.		Archer Western Construction, LLC	
BIDDER'S CONTACT INFORMATION				Alicia Mosher 103 4th St. Castle Rock, CO 80104 Ph: (303) 802-5831 Fax: (303) 802-5836		David J. Kiess 455 W. 115th Avenue, Suite 3 Northglenn, CO 80234 Ph: (303) 376-6337 Fax: (303) 376-6338		Daniel Niehus 5975 S. Quebec St. #140 Centennial, CO 80111 Ph: (303) 482-3059 Fax: (303) 482-3058		Michael Pelphrey 120 Bunyan Avenue, Suite 200 Berthoud, CO 80513 Ph: (970) 344-1040 Fax: (970) 344-1045		Jeff Thomas PO Box 774565 Steamboat Springs, CO 80477 Ph: (720) 221-4366 Fax: (720) 207-5056		John Moore 301 E. Lincoln Ave. Fort Collins, CO 80524 Ph: (970) 225-2211 Fax: (970) 225-2991		Daniel Walsh 8703 Yates Dr., Suite 105 Westminster, CO 80031 Ph: (720) 465-6743	
ITEM	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
Base Bid																	
1	Lump Sum	1	EA	$1,479,000.00	$1,479,000.00	$1,269,000.00	$1,269,000.00	$1,280,700.00	$1,280,700.00	$1,276,000.00	$1,276,000.00	$1,568,000.00	$1,568,000.00	$1,101,862.00	$1,101,862.00	$1,379,400.00	$1,379,400.00
Add Alternate																	
1	Lighting	1	EA	$20,000.00	$20,000.00	$15,000.00	$15,000.00	$31,200.00	$31,200.00	$30,000.00	$30,000.00	$20,600.00	$20,600.00	$31,883.00	$31,883.00	$29,800.00	$29,800.00
			PROJECT TOTAL ($):		**$1,499,000.00**		**$1,284,000.00**		**$1,311,900.00**		**$1,306,000.00**		**$1,588,600.00**		**$1,133,745.00**		**$1,409,200.00**

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(970) 962-3000 • FAX (970) 962-3400 • TDD (970) 962-2620

AGENDA ITEM: **2**
MEETING DATE: 11/16/2016
SUBMITTED BY: Gretchen Stanford, Interim Director ME for GS

TITLE: 2016 3rd Quarter Goal Updates Report

DESCRIPTION:
This is a quarterly review of our progress on our 2016 utility goals.

SUMMARY:
Review 2016 utility goals and the 3rd Quarter updates.

RECOMMENDATION:
Review enclosed 2016 3rd Quarter Goals and provide feedback to departmental staff.

REVIEWED BY DIRECTOR: ME for GS

ATTACHMENTS:

- **Attachment A:** 2016 3rd Quarter Goals Update

	2016 Goals & Quarterly Updates	Comp Plan #	Est. Completion	Actual Completion
1	**Complete a Power Cost-of-Service Rate Study which will include a rate analysis of each customer class and current rates as well as explore new renewable rate concepts.**	**11C.1.5 - Power**	**March 2017**	
	Q3 Update: Mark did present on July 27 via videoconference and also presented via videoconference at the August 17, 2016 LUC meeting. At those two meetings, the key accomplishments were getting support from the LUC on a 2017 rate design, a 5-year rate track, a new way of billing Residential Self Generating customers and a new methodology for calculating the targeted minimum fund balance. The 2017 rate design, rate track, new billing for Residential Self Generating customers and new minimum fund balance calcualtion were all presented to City Council at a Study Session on August 30, 2016, and the City Council supported all of the recommendations from the LUC.			
2	**Evaluate options to find the best level of participation and funding strategy for the Windy Gap Firming Project (WGFP).**	**11B.2 - Water**	**January 2017**	
	Q3 Update: On November 8, 2016, participants discussed with staff and financial advisors their anticipated approaches to financing their portions of the Project. All but two participants prefer joint financing. Longmont plans to pay cash, and will raise their rates to pay its portion rather than borrow. Greeley is budgeted for individual financing and expects to move in that direction, but their staff wishes to review the joint financing option to make comparisons for a final decision. Total Project costs are estimated at $399M. The CWCB indicates approximately $90M are available for secondary funding for a jointly funded project, with the idea that with about 20% in secondary funding should lead to favorable rates on a primary loan. If individual participants request individual funding, it is likely that granting that request will reduce the $90M amount for the remaining participants. Financial advisors will be working now on financial models based on this information, to provide participants with more accurate estimates of Projects costs.			
3	**Support the completion of the FEMA Alternate Project by installing the Foothills solar facility by December 30, 2016 to take advantage of the 3x State credit, start the construction and the bidding process for equipment at the Foothills substation with the goal of completing the entire project by September 2017.**	**11C.3.2 - Power**	**September 2017**	
	Q3 Update: The solar facility commissioning began in early November and is expected to be completed by mid-December. The solar facility will be operational by December 31, 2016 in order to apply the 3x multiplier to the renewable energy credits (RECs) as allowed by the state. Work on the substation is continuing on schedule. Construction of the block wall began in October. A second transformer purchase was approved by LUC and the target ship date for both transformers is March 1, 2017. The switchgear contract is complete and drawings are being done by the manufacturer. The substation construction will complete by FEMA's deadline of September 2017. Construction of Rio Blanco completed in October by Coulson Excavating Company, Inc.			
4	**Complete reliability, safety, and capacity capital improvements at Water Treatment Plant (WTP).**	**11B.3.2 - Water**	**August 2016**	
	Q3 Update: The WTP Phase II expansion construction project is completed except for a small number of punch list items. The project is running as designed. However, we were not able to run or operate the WTP at the new full capacity of 38MGD so this will need to wait until spring or summer of 2017.			
5	**Begin design of regulatory, reliability, and capacity capital improvements at Wastewater Treatment Plant.**	**11D.3 - Wastewater**	**End of 2018**	
	Q3 Update: Design work has continued and is currently at the 60% stage. Staff and the contractor are reviewing the lastest set of drawings and specifications, and the contractor is preparing a 60% cost estimate. Once all review comments and the 60% cost estimate is complete, we will proceed with final design and value engineering to ensure the project comes in on budget. Construction is now expected to begin in May 2017.			

	2016 Goals & Quarterly Updates	Comp Plan #	Est. Completion	Actual Completion
6	**Redefine the Key Accounts Program by analyzing customer utility billing data, determining appropriate metrics that qualify businesses as a Key Account and justify a tiered approach for which services are offered to Key Accounts.**		**June 2016**	
	Q3 Update: Staff has introduced one of the four new businesses to the Key Accounts program. The other three will be complete before the Key Accounts meeting in December.			
7	Update the 2012 Raw Water Master Plan to address current and anticipated trends and concerns.	**11B.1.1 - Water**	**March 2017**	
	Q3 Update: This work has begun with Spronk Water Engineers doing the first step, updating the Raw Water Yield Analysis on which the Masterplan is based.			
8	**Continue to support a city wide Priority Based Budgeting (PBB) approach which City Council will use to make future decisions on services and programs offered by the City.**		**On-going**	
	Q3 Update: The Budget Office has been dedicating its efforts to preparing and presenting the 2017 budget to City Council, so the PBB			
9	**Continue to further develop the Asset Management Program for Loveland Water and Power with a focus on critical infrastructure.**	**11B.3.3 - Water** **11D.2.2 - Wastewater** **11D3.1 - Wastewater**	**On-going**	
	Q3 Update: Staff continues to work on a risk mitigation at the Wastewater Treatment Plant. The risk mitigation plans include actions such as creating and revising standard operating procedures, implementing preventative maintenance work orders, increasing training efforts, determining which items to keep spares on-hand and creating replacement plans. During 3rd quarter, we created risk mitigation plans for Waste Activated Sludge (WAS) Thickening.			
10	**Continue to provide support of a city wide broadband initiative through staff representation on the Broadband Project Team in conjunction with representatives from Information Technology, the City Manager's Office, the Public Information Office, Finance and the City Attorney's Office.**	**11C.3.3 - Power**	**On-going**	
	Q3 Update: The assessment and feasibility analysis is being performed by Magellan Advisors with direction from City staff and input from the Broadband Task Force. Survey information is being collected through Open City Hall from both Loveland residents and the business community. A paper survey was distributed at public facilities to solicit feedback from non-internet users. Magellan Advisors and staff met one-on-one to discuss broadband needs and challenges with key community anchors including the School District, developers, large industry customers and healthcare providers. We also conducted separate open hall listening sessions for both commercial businesses and residential Loveland citizens. All of this information is being considered in the feasibility analysis report that Magellan is preparing. A update was given to City Council on October 25, 2016 on possible broadband business model options and preliminary findings from the feasibility analysis and public outreach. Another update will be given on December 13, 2016 with more detailed findings and preliminary financial information. The final feasibilty analysis report is expected to be presented in the first quarter of 2017. This report will recommend at least two feasible broadband business model options and implementation plans for each. We then hope to get direction from City Council on which broadband business model will be implemented in Loveland.			
11	**Participate in the discussion with the four cities and PRPA to explore the feasibility, the best location, and the best implementation practices on how to deploy a community solar garden program which would provide our customers with another renewable energy option.**	**11C.2.1 - Power**	**Late 2017**	

	2016 Goals & Quarterly Updates	Comp Plan #	Est. Completion	Actual Completion
	Q3 Update: Platte River has presented on community solar rates and preliminary cost models to the Utility Directors for input on program design. Platte River has also entered a technical and professional services agreement with a consultant that has experience designing successful community solar projects for other municipal utilities. The consultant will provide input on the financial model, marketing strategy, and legal/contractual aspects of the program.			
12	**Develop a Loveland Water & Power Strategic Plan which will include discussion on a community vision, the City's mission, LWP's mission and the departments strategic focus areas which may include public health and safety, connectedness, public infrastructure, innovation and legacy, excellent service, honor the public trust and high performance while integrating information technology through all strategic initiatives.**	**11B.1.2 - Water 11C.1.2 - Power 11D.1.2 - Wastewater**	**December 2016**	
	Q3 Update: Because of the unexpected changes in staffing at LWP, staff has decided it will be best to wait on starting strategic planning for the department until a permenant Director is hired.			
13	**Assist in the development of Platte River Power Authority's (PRPA) Integrated Resource Plan (IRP) which will be adopted by Western Area Power Administration in 2017 and will encompass resource planning, demand side management program results, the direction on demand response, and the future of energy efficiency goals along with the evolution of the Environmental Protection Agency's (EPA) Clean Power Plan (CPP).**	**11C.1.2 - Power**	**2017**	
	Q3 Update: Staff completed a resource plan, similar to the IRP, but without the filing requirement. It allows us to take a look at different scenarios that might work for all four cities. Platte River still anticipates conducting outreach before we complete the IRP.			

CITY OF LOVELAND
WATER & POWER DEPARTMENT
200 North Wilson • Loveland, Colorado 80537
(970) 962-3000 • FAX (970) 962-3400 • TDD (970) 962-2620

AGENDA ITEM: 3
MEETING DATE: 11/16/2016
SUBMITTED BY: Tom Greene, Utility Information Manager, Project Manager TMG

TITLE: Change Order for Ditesco's, Services During Construction (SDC) for the WTP Phase II Expansion Project

DESCRIPTION:
This is a contract amendment to adjust contract cost for the construction phase services to Ditesco's existing contract for the Water Treatment Plant Phase II Expansion Project, W1300D.

SUMMARY:
Currently, the Water & Power Department has a contract with Ditesco, Project & Construction Services to perform daily project construction site management for the WTP Phase II Expansion Project, W1300D. The Professional Services contract was executed on September 24, 2014 to perform Services during Construction (SDC) for a total of $905,580 and set to expire on December 31, 2016. There was a Change Order in March of 2016 that increased the SDC's contract to $1,112,491. The project is complete, functioning as design and the City of Loveland Building department has issued a Certificate for Occupancy on all facilities.

There is a small punch lists of items that need to be completed and additional services are needed to manage facilities and equipment during the 2-year warranty period. The additional proposed services for Ditesco to complete the project is $86,564 which will result in a 7.8% increase from the current contract amount. The revised total contract amount will be $1,199,055 upon approval of this amendment.

Per Municipal Code 3.12.060A and 3.12.060B, the LUC must approve Water and Power contracts above $500,000 or any change order that causes a contract to equal or exceed $500,000 and which, when combined with all previous change orders, equals or exceeds 20% of the original contract amount.

RECOMMENDATION:
Adopt a motion to approve the Contract Amendment for Construction Phase services with Ditesco to increase the not-to-exceed amount of $1,199,055 and authorize the City Manager to sign the contract amendment on behalf of the City.

REVIEWED BY DIRECTOR: ME for GS

ATTACHMENTS:
- **Attachment A:** Contract Amendment

Attachment A

ditesco
Project & Construction Services

1315 Oakridge Drive – Suite 120
Fort Collins, CO 80525
ditescoservices.com

Delivery by email
Tom.Greene@cityofloveland.org

October 7, 2016

Mr. Tom Greene
City of Loveland
Water and Power Department
200 N. Wilson Avenue
Loveland, CO 80537

RE: Construction Project Management Services – Change Order No. 2
Water Treatment Plant Expansion Project – Phase II
Project Number - W1300D

Dear Tom:

Please accept this letter as a request for contract amendment. As you know, Ditesco has been asked to perform additional services to our contract to complete construction administration for the remainder of the project. The task by task work effort from our base contract and change order no. 2 remains unchanged. The duration of the project has just been extended due to start up and commissioning issues. As such, our scope of services will be extended to span the remainder of fall 2016 and into spring 2017. We have assumed an average of 17 hours per week across our staff from August 2016 to May 2017. A detailed task breakdown and cost can be found attached to this letter amendment.

Thank you again for the opportunity to work with the City of Loveland on this project! Please let me know if you have any questions or require further information regarding this amendment proposal. I can be reached by phone at 970.988.8605 and email keith.meyer@ditescoservices.com.

Sincerely,

Keith Meyer, P.E.

Cc: file

ditesco
Project & Construction Services

City of Loveland - Water and Power

WTP Phase 2 - Extension of CM Services (change order 2)

10/7/2016

Phase/Task Description	Classification				Task Total
	Keith Meyer	Natalie Pace	George Latour	Cassidy Hill	
	Principal (hrs)	Project Engineer (hrs)	Construction Manager (hrs)	Administrative (hrs)	
	$130	$98	$122	$65	
Construction Phase (Aug '16 to May '17)					**$83,636**
CM 1.4 - SharePoint Document Management	0	11	6	8	$2,360
CM 1.9 - Submittal/Shop Drawing Review	0	5	10	20	$3,010
CM 1.10 - Progress Meetings	22	43	32	22	$12,341
CM 1.12 - Contract Management	10	0	20	8	$4,260
CM 1.13 - RFI Response	0	0	43	0	$5,246
CM 1.14 - Resident Engineering	40	151	108	0	$33,064
CM 1.15 - Daily Logs	0	0	22	0	$2,623
CM 1.16 - Job Files	0	0	0	16	$1,040
CM 2.1 - Start Up and Testing	20	40	40	0	$11,400
CM 3.1 - Punch List Walkthrough	2	20	6	0	$2,952
CM 3.2 - Record Drawings	0	12	24	0	$4,104
CM 3.4 - Project Close Out	0	0	8	4	$1,236
Other direct costs at 3.5%					**$2,927**
Work Effort Subtotal	**94**	**281**	**319**	**78**	**$83,636**
Subtotal Reimbursable Items					**$2,927**
Cost per labor category	**$12,155.00**	**$27,562.50**	**$38,881.40**	**$5,037.50**	
Effort (days)	**12**	**35**	**40**	**10**	
Effort (weeks)	**2**	**7**	**8**	**2**	
Hours per day	**0.4**	**1.3**	**1.5**	**0.4**	
FTE	**0.12**	**0.35**	**0.40**	**0.10**	

Total Contract Value:	**$86,564**

Assumptions:

- 10 months of continued part time support through May 2017

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WATER & POWER DEPARTMENT
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(970) 962-3000 • FAX (970) 962-3400 • TDD (970) 962-2620

AGENDA ITEM: **4**
MEETING DATE: 11/16/2016
SUBMITTED BY: Brian Gandy, Special Projects Manager BG

TITLE: Contract Amendment for Carollo Engineering for the Wastewater Treatment Plant Biological Nutrient Removal Improvements

DESCRIPTION:
This is a contract amendment for additional design services with Carollo Engineering related to the wastewater treatment plant improvements project.

SUMMARY:
This is a contract amendment for additional design services with Carollo Engineering related to the wastewater treatment plant improvements project. Specifically, this contract amendment is to provide additional hydraulic evaluation and design related to several hydraulic constraints identified through the design of the Biological Nutrient Removal (BNR) improvements.

These hydraulic constraints are located within the existing Aeration Lift Pump Station (ALPS) and the existing Ultraviolet (UV) disinfection system. These constraints have been identified as critical in that they would restrict plant flows and hinder the City's ability to re-rate the plant from 10-Million Gallons per Day (MGD) to 12-MGD capacity.

In addition to the hydraulic improvements, several other scope additions have been identified through the design progression including additional analysis for the RAS Anoxic Zone, CDPHE Site Application, and the evaluation and design related to the failing manhole at the head of the plant which receives all sewer flows from the City. There are sufficient funds to pay for this additional work. See attachment A and B for a detailed breakdown of the proposed scope of work and fee, respectively.

Per Municipal Code 3.12.060A and 3.12.060B, the LUC must approve Water and Power contracts above $500,000 or any change order that causes a contract to equal or exceed $500,000 and which, when combined with all previous change orders, equals or exceeds 20% of the original contract amount.

RECOMMENDATION:
Adopt a motion recommending that Loveland Utilities Commission approve the amendment to the contract for Design Services with Carollo Engineers in the amount of $245,222 and increase the not-to-exceed amount to $1,632,688.

REVIEWED BY DIRECTOR: ME for GS

ATTACHMENTS:

- **Attachment A:** Additional Final Design Scope
- **Attachment B:** Additional Final Design Fee

Attachment A

EXHIBIT A

ENGINEERING AGREEMENT
SCOPE OF SERVICES
BIOLOGICAL NUTRIENT REMOVAL PROJECT

AMENDMENT No. 3

CITY OF LOVELAND (OWNER)
AND
CAROLLO ENGINEERS, INC. (ENGINEER)

PURPOSE

The purpose of this Amendment No. 3 is to provide additional services as requested by the City of Loveland (City) as an amendment to the original contract dated July 2, 2015, in connection with the City's Wastewater Treatment Plant (WWTP) Biological Nutrient Removal Project (BNR Project, or Project). The additional services are to 1) conduct additional hydraulic evaluation, 2) provide conceptual design of hydraulic improvements, 3) conduct additional design evaluation for the location of the RAS Anoxic Zone, 4) develop and submit a CDPHE Site Application to increase the rated treatment capacity of the Wastewater Treatment Plant (WWTP) to 12 mgd, 5) summarize chemical feed jar testing results, 6) conduct final design services for hydraulic improvements to the Aeration Lift Pump Station (ALPS) and Ultraviolet (UV) disinfection systems, 7) design a replacement to existing Manhole A, 8) replace and reroute scum piping from the secondary clarifiers to the Administration Building basement, 9) recoat the existing Influent Pump Station, and 10) provide additional monthly reporting and CMAR coordination to account for additional scope and schedule.

ENGINEER'S SERVICES

TASK 750 – ADDITIONAL HYDRAULIC EVALUATION

ENGINEER will extend the hydraulic model and profile developed under previous tasks for the secondary facility to encompass an entire plant hydraulic model (starting at Manhole A and extending to the downstream side of the effluent metering vault and manhole). The previously completed hydraulic model and profile under the preliminary design phase of the project was limited to the portion of the facility beginning at the aeration basin influent structure and extending to the UV disinfection system.

This task will include evaluation of the hydraulic capacity of the existing Influent Pumps and the ALPS, along with associated piping. Piping hydraulic constraints will be analyzed and summarized per pipeline segment in the model, profile, and Technical Memorandum (TM). Pump curves and pump station analyses of the two pump stations will be evaluated utilizing spreadsheet models developed based on the existing conditions. The model will incorporate hydraulic testing results for the ultraviolet (UV) disinfection system as scoped separately.

The OWNER will provide all available relevant data and past studies/designs regarding the hydraulic profile through the facility, including shop drawings and O&M manuals for the Influent Pumps and ALPS and record drawings of the associated piping and hydraulic structures. The ENGINEER will obtain hydraulic structure elevation data necessary for the hydraulic analysis via

survey as previously budgeted under Task 740 in the Final Design Amendment. No additional survey work is budgeted under this task.

The following flow conditions shall be evaluated in the hydraulic model:

1. Peak Instantaneous Flow - To Be Defined, 24.3 to 26.0 mgd
2. Peak Hour Flow (PHF) - 20.3 mgd
3. Rated Average Day Maximum Month Flow (ADMMF) - 12 mgd
4. Current Average Flow – 6.5 mgd
5. Future Flow Conditions - 16 mgd ADMMF and 27 mgd PHF.

The hydraulic model output before and after proposed modifications per Task 760 below shall be conveyed to the OWNER in an electronic format. Water surface elevations from the ADMMF and PHF flow conditions shall be shown on the Adobe™ (PDF) and CAD drawings. A Technical Memorandum summarizing the hydraulic evaluation will be prepared.

TASK 760 – CONCEPTUAL DESIGN OF HYDRAULIC IMPROVEMENTS

This task is optional, pending direction from OWNER after completion and review of Task 750 results.

Based on the evaluation of hydraulic capacity for the Influent Pumps, Aeration Lift Pumps, and UV system, ENGINEER will prepare conceptual design recommendations for improvements to pump station layout, pumping capacity, and piping configuration to meet peak flow capacity necessary to achieve plant hydraulic rating associated with ADMMF condition of 12 mgd. The conceptual design will include figures and concepts to allow consideration of up to two (2) conceptual design alternatives for each system. Narrative discussion of considerations for expansion to 16 mgd as a buildout ADMMF capacity will be included. The conceptual design will not include detailed design. Preliminary and final design of identified improvements will be separate.

The hydraulic model will be modified to represent anticipated future modifications to these hydraulic conveyance facilities (Influent Pump Station, ALPS, piping hydraulic constraints, and UV Disinfection system) to achieve 12 mgd ADMMF capacity with associated peak flows.

A Project Memorandum (PM) summarizing proposed conceptual design recommendations in text and figures will be prepared.

TASK 770 – RAS ANOXIC ZONE LOCATION ANALYSIS

ENGINEER will evaluate an alternate location for RAS Anoxic Zone from the location defined in the Preliminary Design documents. Alternate location is at the head of the Aeration Basins, connected to or replacing the existing Aeration Basin Influent Splitter Structure. Reconsideration of the location and layout set by the preliminary design was directed by City and Owner's Advisor to maintain site space for future expansions. Evaluation will include recommendation as to the extent of demolition of the existing Aeration Basin Influent Splitter Structure, additional geotechnical analysis and assessment of geotechnical and foundation changes, layout of

alternate RAS Anoxic Zone orientation to fit in available space, and preliminary design of revised structural and mechanical components. The additional subconsultant geotechnical analysis is covered under the Task 740 geotechnical analysis previously scoped as sufficient subconsultant fees remained under that task.

ENGINEER will meet with City to review alternate location and design approach. The ENGINEER will provide a brief summary of the analysis of the alternate location in the previously scoped Final Design Report. Final design drawings will be based on the revised location and orientation.

TASK 780 – CDPHE SITE APPLICATION FOR 12 MGD

ENGINEER will prepare and submit a Site Location Application and Engineering Report for increasing the design capacity of the existing Loveland WWTP from 10 mgd to 12 mgd ADMMF. The Site Location Application and Engineering Report will include the rationale for capacity re-rating as well as a description of modifications to the liquid and solids facilities.

ENGINEER will prepare and distribute a draft Site Location Application and Engineering Report in accordance with the requirements of CDPHE Regulation No. 22, “Site Location and Design Approval Regulations for Domestic Wastewater Treatment Works,” Section 22.5, “Application Procedures for Increasing or Decreasing the Design Capacity of an Existing Domestic Wastewater Treatment Works Where Construction Has Taken Place or Will Take Place.” The Site Location Application and Engineering Report will include the Application Form, Checklists, and a brief, bullet-point executive summary Engineering Report that references information included in the Design Reports on each portion of the project in the Appendices. OWNER will support the preparation of the Engineering Report by providing information needed to satisfy CDPHE's requirements that may not yet be in ENGINEER's possession. OWNER will provide a summary Basis of Design Report from the Digester Project (Brown and Caldwell) that includes technical information confirming the capacity and compliance with CDPHE criteria.

ENGINEER will submit the Site Location Application and Engineering Report to the appropriate local governments and agencies for review and comment per the requirements of CDPHE. This submittal will be based on the preliminary effluent limits (PELs) that CDPHE developed for the City in January 2016 for an ADMMF capacity of 12 mgd. Based on City direction, the Engineering Report will define the WWTP hydraulic capacity based on PHF, with peak flows higher than PHF bypassing primary treatment and the aeration basins.

Upon receipt of comments from CDPHE on the draft report, the ENGINEER will incorporate comments as appropriate into a final Site Location Application and Engineering Report.

ENGINEER will attend one (1) meeting with CDPHE to discuss the project and review the Site Location Application and Engineering Report. This meeting will include discussion of all components of the project, including hydraulics and digester design. An attendee from Brown and Caldwell to respond to digester project design questions may be warranted.

TASK 790 – CHEMICAL FEED JAR TESTING ASSISTANCE

To expand on the chemical feed system evaluation scoped in Task 710, ENGINEER will provide a jar testing protocol for testing efficacy and performance of ferric addition for chemical

phosphorus removal at three process locations. Protocol shall evaluate necessary chemical dose and molar ratio, flocculation time, and necessary mixing energy at each location. ENGINEER will advise City staff who will perform testing. As an additional scope and budget amendment, ENGINEER will review jar testing results and prepare a summary Project Memorandum (PM) documenting the results and resulting design recommendations for chemical dose, chemical feed locations, and mixing energy requirements at chemical feed locations. The Chemical Feed Jar Testing PM will be submitted for City and Brown and Caldwell use in designing the chemical feed system.

TASK 870 – FINAL DESIGN OF HYDRAULIC IMPROVEMENTS

Based on the evaluation of hydraulic capacity and conceptual design for the Aeration Lift Pumps and UV systems, ENGINEER will prepare final design documents for improvements to pump station layout and piping configuration of ALPS and the configuration of the UV system to meet peak flow capacity necessary to achieve plant hydraulic rating associated with ADMMF condition of 12 mgd.

ENGINEER shall prepare drawings on 22” x 34” sheet size (11” x 17” half-size) and deliver drawings in MicroStation v8 XM and AutoCAD (AutoCAD version at direction of City). Drawings will be based off existing as-built CAD files, to be provided by the OWNER. A list of anticipated drawings required for adequate representation of the project elements is included in Exhibit B. Mechanical, electrical, and instrumentation drawings shall accurately depict required building systems including connections to existing systems. Demolition drawings will include information related to structural, mechanical, electrical, and instrumentation components. This scope also includes additional work restrictions and sequencing to be defined in the work restrictions specification for coordination of elements to be demolished and to be constructed, and to be coordinated with the Owner’s Construction Manager at Risk (CMAR).

Design drawings will include the following basic design elements as defined in the Conceptual Design phase:

- Demolition of piping, valves, and associated ancillary systems at the existing ALPS.
- Installation of new discharge piping, isolation valves, and check valves for the ALPS. Installation of ancillary systems related to these systems, including air release valves, heat tracing, and electrical and instrumentation components.
- Installation of new flow meters and control valve on primary effluent (PE) piping in the yard at the ALPS and at Aeration Basins 5 and 6 for measurement and control of PE from the ALPS. Installation of electrical and instrumentation components associated with these improvements.
- Demolition of the existing UV effluent weirs.
- Installation of new downward opening control gates for direct control of the water surface elevation at the UV system, including concrete channel extensions, level sensors, and associated electrical and instrumentation components.
- Electrical, instrumentation, and control modifications to power and control the new flow meters and control valve for PE flow distribution and to power and control the UV control gates.
- Demolition and installation of new isolation gates at Manhole J for isolation of Secondary Clarifiers 1 and 2.

Design of ALPS components will be included in Final Design submittals as defined in the Final Design schedule. An intermediate workshop for advancement of the UV design and one

Intermediate Design Submittal will be made for the UV system improvements. Final UV design documents will be delivered 6 weeks after receiving comments from Owner and CMAR Contractor on the Intermediate Design Submittal.

TASK 880 – MANHOLE A IMPROVEMENTS

Raw influent wastewater bypass pumping (designed by others) is proposed as part of the construction sequence for the implementation of influent screening and other project modifications. This bypass pumping presents an opportunity to improve the existing Manhole A structure, which serves as a junction box for 5 separate influent sewers with outflow via a 36-inch diameter pipe to the Headworks.

ENGINEER will prepare final design documents that will include the following basic design elements, to be fully defined at a design workshop:

- Replacement and reconstruction of the Manhole A structure, including connection to 5 influent interceptor feeds.
- Installation of high performance coating at the new Manhole A using a Raven 405 product or similar product at interior surfaces.
- Installation of provisions for sampling wells at all 5 interceptors.
- Installation of gates or stop plate provisions to accommodate future bypass, maintenance, or re-coating needs.
- Installation of plating or hatches for entry and isolation for odor control provisions to connect to existing Biofilter.
- Demolition of existing structures to be removed based on design direction.
- Consideration and indication of temporary construction modifications for structures to remain in service.
- Abandon and plug the old 24-inch plant flow (PF) line that is physically connected to Manhole A and daylights at the abandoned headworks structure/fish pond.
- No electrical or instrumentation modifications will be made or provided.

TASK 881 – INFLUENT PUMP STATION MODIFICATIONS

Raw influent wastewater bypass pumping (designed by others) is proposed as part of the construction sequence for the implementation of influent screening and other project modifications. This bypass pumping presents an opportunity to recoat the existing Influent Pump Station.

ENGINEER will prepare final design documents that will include the following design elements:

- Installation of high performance coating using a Raven 405 product or similar product at Influent Pump Station wet well.
- During bypass period, construction shall include provisions for TV Inspection of 30” pipe from IPS to Primary Clarifier Splitter Box.
- No other demolition, mechanical, structural, electrical, or instrumentation modifications will be made or provided.
- Existing as-built drawing will be used as the basis for recoating modification drawing with limited adjustment as the intent is to create a basis for CMAR Contractor cost estimate.

TASK 882 – SECONDARY SCUM PIPING REPLACEMENT

The existing secondary scum piping is deep (~15 feet below grade) and emergency repairs are costly. Two leaks have been repaired on this line in the last two years. ENGINEER shall design an improved routing and replace the pipe from just inside the Secondary Clarifier 1 and 2 Pump Room, including the wye fitting found in the yard, (where Secondary Clarifier 3 scum line ties in) to inside the Administration basement.

ENGINEER will prepare final design documents that will include the following design elements:

- Installation of a new scum pipe with appropriate bury depth from just inside Secondary Clarifier 1 and 2 Pump Room, including the wye fitting found in the yard (where Secondary Clarifier 3 scum line ties in), to inside the Administration Building basement RAS Pump Station.
- Pipe will penetrate the Administration Building foundation wall through a new core hole with piping modifications inside the basement to tie back into the existing.

TASK 883 – MONTHLY REPORTING FOR SCHEDULE EXTENSION

For additional schedule of project beyond December 31, 2016, until March 31, 2017, ENGINEER shall prepare monthly progress reports, and maintain and monitor project scope, budget, and schedule. ENGINEER shall maintain and distribute Action Item and Decision Logs. ENGINEER shall provide administrative guidance and supervision of staff, including project planning.

TASK 884 – CMAR ADDITIONAL DESIGN COORDINATION

ENGINEER will coordinate with CMAR Contractor to review design progression and progress submittals for additional scope tasks including ALPS modifications, UV modifications, Manhole A modifications, and Influent Pump Station modifications, including responding to and implementing suggestions and recommendations. It is assumed that the CMAR Contractor will conduct constructability and sequencing reviews and offer timely recommendations. ENGINEER's Project Manager and appropriate design and discipline engineers will attend six (6) additional coordination meetings with CMAR Contractor.

DELIVERABLES

The ENGINEER’S additional deliverables for the Project will include:

- Technical Memorandum documenting hydraulic analysis and restrictions.
- Hydraulic model in Excel, PDF, and resultant hydraulic profile in CAD.
- Conceptual Design Project Memorandum summarizing recommendations for Influent Pumps, ALPS, and the UV system.
- 3D PDF of RAS Anoxic Zone in revised location and layout.
- Summary of RAS Anoxic Zone location analysis in previously scoped Final Design Report.
- Site Location Application and Engineering Report (Draft and Final).

- Chemical Feed Jar Testing Project Memorandum.
- Work Restrictions specification section sequencing and coordination for elements added under this amendment.
- Control Strategies specification section for elements added under this amendment.
- Coordination with CMAR for scheduling, sequencing, and general understanding of the new elements incorporated under this amendment.
- UV Disinfection System modifications specification section.
- Additional drawings as part of Final Design Deliverables scoped in the Final Design Amendment dated April 11, 2016. Additional drawings as follows:

Drawing No.	Drawing Name
Task 750	
01G07	HYDRAULIC PROFILE - MANHOLE A TO AERATION BASINS
Task 870	
10D05	AERATION BASIN INFLUENT SPLITTER BOX DEMOLITION PLAN & SECTIONS
50D01	AERATION LIFT PUMP STATION DEMOLITION PLAN & SECTION
60D01	ULTRAVIOLET DISINFECTION DEMOLITION PLAN
60D02	ULTRAVIOLET DISINFECTION DEMOLITION SECTIONS AND DETAILS
50SM01	AERATION LIFT PUMP STATION PLAN
50SM02	AERATION LIFT PUMP STATION SECTION & DETAILS
60SM01	ULTRAVIOLET DISINFECTION PLAN
60SM02	ULTRAVIOLET DISINFECTION SECTIONS
60SM03	ULTRAVIOLET DISINFECTION DETAILS
50E01	AERATION LIFT PUMP STATION POWER AND CONTROL PLAN
50E02	AERATION LIFT PUMP STATION HEAT TRACE
50E03	MCC-6 PLAN AND PANELBOARD SCHEDULE
60E01	ULTRAVIOLET DISINFECTION POWER AND CONTROL PLAN
60E02	ULTRAVIOLET DISINFECTION ELECTRICAL SEQUENCE PLAN
60E03	ULTRAVIOLET DISINFECTION PANEL ELEVATION
60E04	ULTRAVIOLET DISINFECTION ONE LINE
50N01	ALPS PUMPS P&ID
60N01	ULTRAVIOLET DISINFECTION P&ID 1
60N02	ULTRAVIOLET DISINFECTION P&ID 2
Task 880	
05C14	PAVING AND GRADING PLAN 4 (MANHOLE A Area)
05C15	PAVING AND GRADING DETAILS 3 - MANHOLE A
05C25	YARD PIPING PLAN 4 (MANHOLE A Area)
05C28	YARD PIPING DETAILS 3 - MANHOLE A
05D01	MANHOLE A DEMOLITION PLAN
05D02	MANHOLE A DEMOLITION SECTIONS AND DETAILS
05SM01	MANHOLE A MODIFICATIONS PLAN
05SM02	MANHOLE A MODIFICATIONS SECTIONS
05SM03	MANHOLE A MODIFICATIONS DETAILS
Task 881	
35SM01	INFLUENT PUMP STATION RECOATING PLAN AND SECTION

Task 882	
05C29	YARD PIPING DETAILS 4 - SCUM PIPING ROUTING

ASSUMPTIONS

No analysis upstream of Manhole A will be conducted (Manhole A invert elevations and hydraulic evaluations will be included). OWNER will provide best available existing information on pump station capacity, design, and drawings of pump station and hydraulic components.

A single round of comments from Owner will be addressed on the CDPHE Site Application prior to submittal as Final to CDPHE.

Subsequent tasks including value engineering, engineering services during construction, development of training and operations and maintenance materials, conformed and record drawings, and construction administration will be scoped, budgeted, and negotiated as a contract amendment upon the completion of final design.

TIME OF PERFORMANCE

ENGINEER shall complete all services identified in this Amendment by March 31, 2017, in accordance with the schedule outlined below:

- Technical Memorandum - Full Plant Hydraulic Analysis and Modeling — September 30, 2016
- Additional Hydraulic Model Drawing — Per Final Design Schedule
- Conceptual Design Project Memorandum — September 30, 2016
- Preliminary design 3D PDF of RAS Anoxic Zone — September 30, 2016
- Site Location Application and Engineering Report - Draft — December 23, 2016
- Site Location Application and Engineering Report - Final — 3 Weeks after comments received
- Chemical Feed Jar Testing Project Memorandum — September 30, 2016
- Additional Final Design Drawings - Task 870 (ALPS) — Per Final Design Schedule
- Intermediate Design Submittal - Task 870 (UV) — 4 Weeks after Design Workshop
- Final Design Submittal - Task 870 (UV) — 6 Weeks after comments received
- Final Design Drawings - Intermediate Submittal Tasks 880, 881, & 882 — January 27, 2017
- Final Design Drawings - Final Submittal Tasks 880, 881, & 882 — March 31, 2017

This schedule assumes written authorization to proceed by November 9, 2016; schedule dates will be adjusted accordingly if authorization is issued after this date. Exact dates for interim deliverables, meetings, and site visits will be identified and adjusted in consultation with the OWNER as the project progresses.

PAYMENT

ENGINEER will perform the additional services described herein for a not-to-exceed amount of $245,222 inclusive of all labor, expenses, and subcontract work on the project. The cost associated with each Task is summarized in the attached table and will be billed monthly per the Fee Schedule in the Agreement. Actual expenditures may vary from the task-level budgets, but in no case will the total fee for the project exceed the total not-to-exceed amount for all tasks unless specifically authorized in writing by the OWNER. The total amount for the project will be increased from the previous $1,387,466 to a revised total of $1,632,688.

Attachment B

City of Loveland 02/08/16 Added Tasks 750 & 760 6/15/2016 Added Tasks 770, 780, 790, 870, 880, 881, 882, 883, 884 11/8/2016
Wastewater Treatment Plant
Biological Nutrient Removal Project - Final Design Phase

	Team Member	Senior Professional - Technical Advisor	Lead Project Professional - Operations Lead	Project Professional - Project Manager	Professional - Project Engineer	Project Professional - Process Engineer	Project Professional - Lead Discipline Engineer	Professional - Discipline Engineer	Assistant Professional II - Engineer	Senior Technician - CAD	Technician - CAD	Document Processing/ Clerical	Carollo Hours	Carollo Labor Cost	Project Equipment and Communication Expense (PECE)	Subconsultants	Carollo ODCs	Total Engineering Cost
Task	**Description**	$ 245	$ 225	$ 195	$ 171	$ 195	$ 195	$ 171	$ 147	$ 162	$ 110	$ 96			$ 11.7			
700	**DESIGN SERVICES**																	
710	Final Design Report	0	8	60	8	40	32	40	60	0	8	8	264	$ 46,216	$ 3,089	$ 3,850	$ 240	**$ 53,395**
720	Permitting Support (Bldg, Fire)	0	0	8	0	8	2	2	0	0	0	2	22	$ 4,044	$ 257	$ -	$ 160	**$ 4,461**
730	Secondary Clarifier Procurement Final Package	2	0	40	48	0	8	0	16	0	16	8	138	$ 22,938	$ 1,615	$ -	$ 160	**$ 24,713**
740	Survey and Geotechnical Evaluations	0	0	8	0	0	8	0	16	0	0	0	32	$ 5,472	$ 374	$ 11,000	$ 120	**$ 16,966**
	Subtotal Task 700 Hours	**2**	**8**	**116**	**56**	**48**	**50**	**42**	**92**	**0**	**24**	**18**	**456**					
	Subtotal Task 700 Costs	**$ 490**	**$ 1,800**	**$ 22,620**	**$ 9,576**	**$ 9,360**	**$ 9,750**	**$ 7,182**	**$ 13,524**	**$ -**	**$ 2,640**	**$ 1,728**		**$ 78,670**	**$ 5,335**	**$ 14,850**	**$ 680**	**$ 99,535**
800	**FINAL DESIGN**																	
810	Drawings	0	0	378	378	95	189	284	567	146	1314	0	3,350	$ 493,650	$ 39,195	$ -	$ 720	**$ 533,565**
820	Specifications	0	8	64	40	0	64	60	64	0	0	60	360	$ 59,028	$ 4,212	$ -	$ 120	**$ 63,360**
830	Design Workshops (DERMs, 60%, 90%)	8	16	64	32	8	32	24	32	0	0	8	224	$ 40,888	$ 2,621	$ -	$ 1,260	**$ 44,769**
840	Progress Submittals (60%, 90%, 100%)	0	0	24	32	0	0	8	24	8	0	32	128	$ 19,416	$ 1,498	$ -	$ 2,000	**$ 22,914**
850	Cost Estimate (CMAR Estimate Review)	0	0	24	8	0	8	8	0	0	0	0	48	$ 8,976	$ 562	$ -	$ 60	**$ 9,598**
860	QC Review	16	16	4	231	0	0	0	0	0	0	0	267	$ 47,801	$ 3,124	$ -	$ 250	**$ 51,175**
	Subtotal Task 800 Hours	**24**	**40**	**558**	**721**	**103**	**293**	**384**	**687**	**154**	**1314**	**100**	**4,377**					
	Subtotal Task 800 Costs	**$ 5,880**	**$ 9,000**	**$ 108,810**	**$ 123,291**	**$ 19,988**	**$ 57,135**	**$ 65,579**	**$ 100,989**	**$ 24,948**	**$ 144,540**	**$ 9,600**		**$669,759**	**$51,211**	**$0**	**$4,410**	**$ 725,380**
900	**PROJECT MANAGEMENT**																	
910	Monthly Reporting & Log Updates	0	0	32	0	0	0	0	0	0	0	0	32	$ 6,240	$ 374	$ -	$ 180	**$ 6,794**
920	CMAR Coordination	0	0	64	32	0	24	24	0	0	0	4	148	$ 27,120	$ 1,732	$ -	$ 360	**$ 29,212**
930	Design Coordination with B&C	0	0	64	32	0	24	24	0	8	0	4	156	$ 28,416	$ 1,825	$ -	$ 180	**$ 30,421**
	Subtotal Task 900 Hours	**0**	**0**	**160**	**64**	**0**	**48**	**48**	**0**	**8**	**0**	**8**	**336**					
	Subtotal Task 900 Costs	**$ -**	**$ -**	**$ 31,200**	**$ 10,944**	**$ -**	**$ 9,360**	**$ 8,208**	**$ -**	**$ 1,296**	**$ -**	**$ 768**		**$ 61,776**	**$ 3,931**	**$0**	**$ 720**	**$ 66,427**
	Total Project Hours	**26**	**48**	**834**	**841**	**151**	**391**	**474**	**779**	**162**	**1,338**	**126**	**5,169**					**$891,342**
	Total Dollars	**$ 6,370**	**$ 10,800**	**$ 162,630**	**$ 143,811**	**$ 29,348**	**$ 76,245**	**$ 80,969**	**$ 114,513**	**$ 26,244**	**$ 147,180**	**$ 12,096**		**$810,205**	**$60,477**	**$14,850**	**$5,810**	**$ 891,342**

Predesign Amount $ 496,124
Previous Project Total $ 1,387,466

Amendment No. 3

750	Additional Hydraulic Evaluation	0	0	12	8	16	0	0	60	8	12	8	124	$ 19,032	$ 1,451	$ -	$ 120	**$ 20,603**
760	Conceptual Design of Hydraulic Improvements	0	0	16	32	8	0	0	20	8	12	4	100	$ 16,092	$ 1,170	$ -	$ 60	**$ 17,322**
	Subtotal Task 750 & 760 Hours	**0**	**0**	**28**	**40**	**24**	**0**	**0**	**80**	**16**	**24**	**12**	**224**					
	Subtotal Task 750 & 760 Costs	**$ -**	**$ -**	**$ 5,460**	**$ 6,840**	**$ 4,680**	**$ -**	**$ -**	**$ 11,760**	**$ 2,592**	**$ 2,640**	**$ 1,152**		**$ 35,124**	**$ 2,621**	**$ -**	**$ 180**	**$ 37,925**
770	RAS Anoxic Zone Location Analysis	0	0	14	54	0	0	29	0	32	0	0	128	$ 21,924	$ 1,498	$ -	$ -	**$ 23,422**
780	CDPHE Site Application for 12 MGD	0	0	12	0	16	0	0	40	0	0	8	76	$ 12,108	$ 889	$ -	$ 150	**$ 13,147**
790	Chemical Feed Jar Testing	0	0	2	0	4	0	0	12	0	0	1	19	$ 3,030	$ 222	$ -	$ 60	**$ 3,312**
870	Final Design of Hydraulic Improvements	4	24	83	80	0	42	84	42	86	129	8	583	$ 93,940	$ 6,815	$ -	$ 120	**$ 100,875**
	Subtotal Task 770,780,790,870 Hours	**4**	**24**	**110**	**134**	**20**	**42**	**113**	**94**	**118**	**129**	**17**	**806**					
	Subtotal Task 770,780,790,870 Costs	**$ 980**	**$ 5,400**	**$ 21,479**	**$ 22,957**	**$ 3,900**	**$ 8,219**	**$ 19,289**	**$ 13,840**	**$ 19,116**	**$ 14,190**	**$ 1,632**		**$ 131,002**	**$ 9,424**	**$ -**	**$ 330**	**$ 140,756**
880	Manhole A Improvements	0	14	17	33	0	0	39	22	45	67	8	244	$ 37,133	$ 2,849	$ -	$ 180	**$ 40,162**
881	Influent Pump Station Modifications	0	2	4	4	0	0	0	0	0	12	0	22	$ 3,122	$ 252	$ -	$ 60	**$ 3,433**
882	Secondary Scum Piping Replacement	0	2	2	14	0	0	0	0	4	8	0	30	$ 4,638	$ 345	$ -	$ -	**$ 4,983**
883	Monthly Reporting for Schedule Extension	0	0	12	0	0	0	0	0	0	0	0	12	$ 2,340	$ 140	$ -	$ 60	**$ 2,541**
884	CMAR Additional Design Coordination	0	0	36	24	0	8	8	0	0	0	0	76	$ 14,052	$ 889	$ -	$ 480	**$ 15,421**
	Subtotal Tasks 880-884 Hours	**0**	**17**	**71**	**75**	**0**	**8**	**47**	**22**	**48**	**88**	**8**	**383**					
	Subtotal Tasks 880-884 Costs	**$ -**	**$ 3,713**	**$ 13,826**	**$ 12,757**	**$ -**	**$ 1,560**	**$ 7,952**	**$ 3,234**	**$ 7,841**	**$ 9,636**	**$ 768**		**$ 61,285**	**$ 4,475**	**$ -**	**$ 780**	**$ 66,540**
	Amendment No. 3 Subtotal Hours	**4**	**41**	**209**	**249**	**44**	**50**	**159**	**196**	**182**	**241**	**37**	**1,412**					
	Amendment No. 3 Subtotal Costs	**$ 980**	**$ 9,113**	**$ 40,765**	**$ 42,553**	**$ 8,580**	**$ 9,779**	**$ 27,240**	**$ 28,834**	**$ 29,549**	**$ 26,466**	**$ 3,552**		**$ 227,411**	**$ 16,520**	**$ -**	**$ 1,290**	**$ 245,222**

Revised Project Total $ 1,632,688

4

CITY OF LOVELAND
WATER & POWER DEPARTMENT
200 North Wilson • Loveland, Colorado 80537
(970) 962-3000 • FAX (970) 962-3400 • TDD (970) 962-2620

AGENDA ITEM: **5**
MEETING DATE: 11/16/2016
SUBMITTED BY: Tom Greene, Utility Information Manager TMG

TITLE: Dedication of Right-of-Way to Larimer County on North County Road 29

DESCRIPTION:
The purpose of this item is to deed a small portion of land to Larimer County to allow them to expand the right-of-way an additional 2,816 square feet of land along North County Road 29 near the Loveland Water Treatment Plant for $10.

SUMMARY:
The City of Loveland owns 2,816 square feet of land near the Loveland Water Treatment Plant along North County Road 29. Prior to the 2013 Flood, this land had rock rip-rap along North County Road 29. Much of North County Road 29 near the Loveland Water Treatment Plant was severely damaged during the 2013 September Flood. In an effort to make North County Road 29 more resistant to future flood damage and to make it safer to travel, this portion of land now has a concrete retaining wall for North County Road 29. Larimer County would like to expand the Right of Way in this area.

Staff has worked with Larimer County to create the attached Deed of Dedication document and validate its accuracy. Originally, it was believed that Sylvan Dale Guest Ranch owned the property, but staff found a survey plate created prior to the expansion of the Green Ridge Glade Reservoir that indicated the City of Loveland owned the property in question. Staff requested Larimer County have their surveyor investigate and change the Deed of Dedication from Sylvan Dale Guest Ranch to the City of Loveland (See Attachment A).

Our Legal Council said that this deed of dedication needs to go to City Council for consideration. Since this small section of land is cleaning up a corner of property that Larimer County had used for North County Road 29, it is believed that $10 amount is adequate for this land, rather than seeking to assess a fair market value. This property provides negligible value to the City of Loveland, but its use to improve North County Road 29 improves the safety of travel along this road which includes many City of Loveland employees and citizens that use this road frequently. The request comes from the “hardening or armoring” of the Big Thompson River due to the flood of 2013.

RECOMMENDATION:
Support and recommend that City Council adopt an ordinance to deed the 2,816 square feet of land referenced in the attached deed of dedication along North County Road 29 near the Loveland Water Treatment Plant to Larimer County for $10.

REVIEWED BY DIRECTOR: ME for GS

ATTACHMENT:

- **Attachment A:** Deed of Dedication

Attachment A

DEED OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS that The City of Loveland, Colorado, whose address is 500 E 3rd St, Loveland, CO 80537, of Larimer County, State of Colorado, being the owner of the following described property in Larimer County, Colorado, as shown on Exhibit A attached hereto and incorporated herein;

For the sum of TEN DOLLARS AND 00/100 DOLLARS ($10.00) and other good and valuable consideration, receipt of which is hereby acknowledged does hereby dedicate forever said property as a public highway, pursuant to Colorado Revised Statute 43-2-201(1)(a), free and clear of all liens and encumbrances, and warrants title to the same.

OWNER

_____

STATE OF COLORADO)
)ss
COUNTY OF LARIMER)

The foregoing instrument was acknowledged before me this _____day of _____, 2016, by _____.

WITNESS my hand and official seal.

_____
Notary

ACCEPTANCE

The Board of County Commissioners hereby accepts the above dedication of property as a public highway pursuant to Colorado Revised Statute 43-2-201(1)(a).

Dated this ____ day of _____, 2016.

BOARD OF COMMISSIONERS OF LARIMER COUNTY, COLORADO

By: _____
Chair

ATTEST:

_____
Deputy County Clerk

DATE: _____
APPROVED AS TO FORM

_____
COUNTY ATTORNEY

EXHIBIT A
Permanent Right of Way – City of Loveland
PAGE 1 OF 2
May 31, 2016

A PARCEL OF LAND CONTAINING 2,816 SQUARE FEET, MORE OR LESS, LOCATED IN THE SOUTHWEST ONE-QUARTER OF SECTION 2, TOWNSHIP 5 NORTH, RANGE 70 WEST OF THE SIXTH PRINCIPAL MERIDIAN, LARIMER COUNTY, STATE OF COLORADO, SAID PARCEL MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 2, A FOUND 2-1/2" ALUMINUM CAP;

THENCE N00°08'35"W, A DISTANCE OF 1,330.56 FEET TO THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF COUNTY ROAD 29 (60' R.O.W.) RECORDED IN BOOK 5, PAGE 49, LARIMER COUNTY RECORDS, SAID POINT ALSO BEING THE **POINT OF BEGINNING**;

THENCE ALONG SAID SOUTHWESTERLY RIGHT-OF-WAY LINE OF COUNTY ROAD 29 (60' R.O.W.) RECORDED IN BOOK 5, PAGE 49, LARIMER COUNTY RECORDS THE FOLLOWING THREE (3) COURSES:

1. S54°57'13"E, A DISTANCE OF 282.83 FEET;

2. S60°01'10"E, A DISTANCE OF 93.24 FEET;

3. S84°03'58"E, A DISTANCE OF 91.22 FEET;

THENCE DEPARTING SAID SOUTHWESTERLY RIGHT-OF-WAY LINE OF COUNTY ROAD 29 (60' R.O.W.) N88°49'49"W, A DISTANCE OF 114.09 FEET;

THENCE N53°12'34"W, A DISTANCE OF 360.84 FEET TO THE **POINT OF BEGINNING**.

THE ABOVE DESCRIBED PARCEL CONTAINS 2,816 SQUARE FEET OR 0.065 ACRES, MORE OR LESS.

BASIS OF BEARINGS: FOR THE PURPOSE OF THIS DESCRIPTION, THE BEARINGS ARE BASED ON THE SOUTH LINE OF THE SOUTHWEST ONE-QUARTER OF SECTION 2, TOWNSHIP 5 NORTH, RANGE 70 WEST, OF THE 6TH PRINCIPAL MERIDIAN, AS MONUMENTED BY A 2-1/2" ALUMINUM CAP (LS 26969) AT THE SOUTHWEST CORNER OF SAID SECTION 2, AND BY A 1" YELLOW PLASTIC CAP (LS 12374), AT THE SOUTH ONE-QUARTER CORNER OF SAID SECTION 2, BEARING N89°51'26"E.

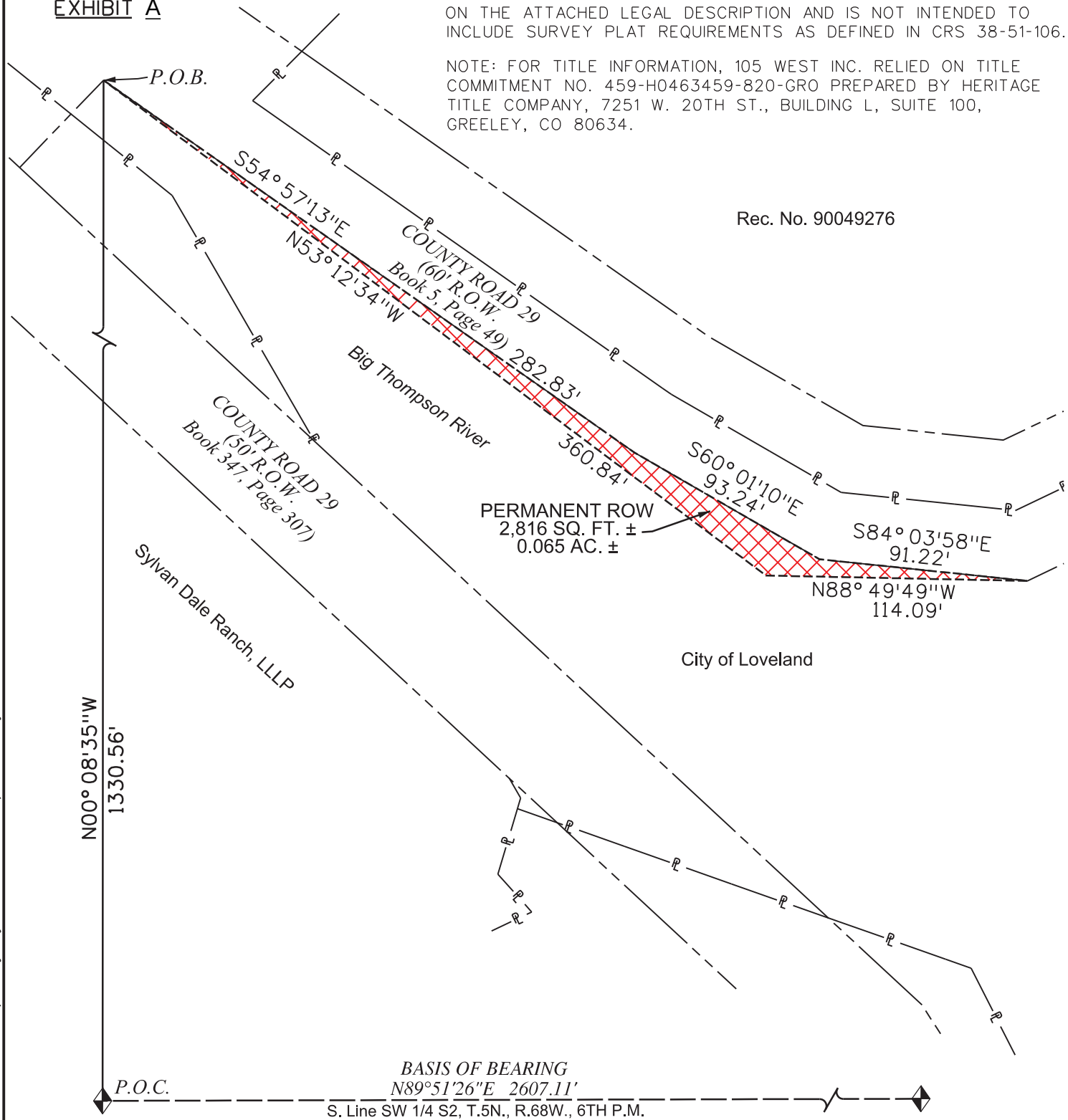
FOR TITLE INFORMATION, 105 WEST, INC. RELIED ON TITLE COMMITMENT NO. 459-H0463459-820-GRO PREPARED BY HERITAGE TITLE COMPANY, 7251 W. 20TH ST., BUILDING L, SUITE 100, GREELEY, CO 80634.

PREPARED BY: RICHARD D. MUNTEAN, CO PLS 38189
FOR AND ON BEHALF OF:
105 WEST, INC.
4201 E. YALE AVE., STE 230
DENVER, CO 80222

EXHIBIT A

THIS EXHIBIT IS A GRAPHIC DEPICTION OF THE PARCEL DESCRIBED ON THE ATTACHED LEGAL DESCRIPTION AND IS NOT INTENDED TO INCLUDE SURVEY PLAT REQUIREMENTS AS DEFINED IN CRS 38-51-106.

NOTE: FOR TITLE INFORMATION, 105 WEST INC. RELIED ON TITLE COMMITMENT NO. 459-H0463459-820-GRO PREPARED BY HERITAGE TITLE COMPANY, 7251 W. 20TH ST., BUILDING L, SUITE 100, GREELEY, CO 80634.



Southwest Corner Section 2,
T.5N., R.70W., 6TH P.M.
Fnd. 2-½" Aluminum Cap, LS 26969

South ¼ Corner Section 2,
T.5N., R.70W., 6TH P.M.
Fnd. 1" Yellow Plastic Cap, LS 12374

N

0' 30' 60' 120'

LARIMER COUNTY
COMMITTED TO EXCELLENCE

PREPARED FOR:
ENGINEERING DEPARTMENT
200 W. Oak St., Suite 3000
P.O. Box 1190
Ft. Collins, CO 80522-1190
(970) 498-5700
(970) 498-7986 FAX

Job No.:	129-0017
Scale:	1" = 60'
Date:	May 31, 2016
Page	2 of 2
Drawn By:	SDB

CITY OF LOVELAND
PERMANENT RIGHT OF WAY
SW ¼ SECTION 2, T. 5 N., R. 70 W., 6TH P.M
LARIMER COUNTY, STATE OF COLORADO

105WEST INCORPORATED
4201 E. Yale Ave., STE 230
Denver, CO 80222

5

Shown 9:31:20 AM P:\105 West Projects\129-0017 - Larimer CR 29\ROW_Survey\Drawings\Legals and Exhibits\PE 3 City of Loveland.dgn

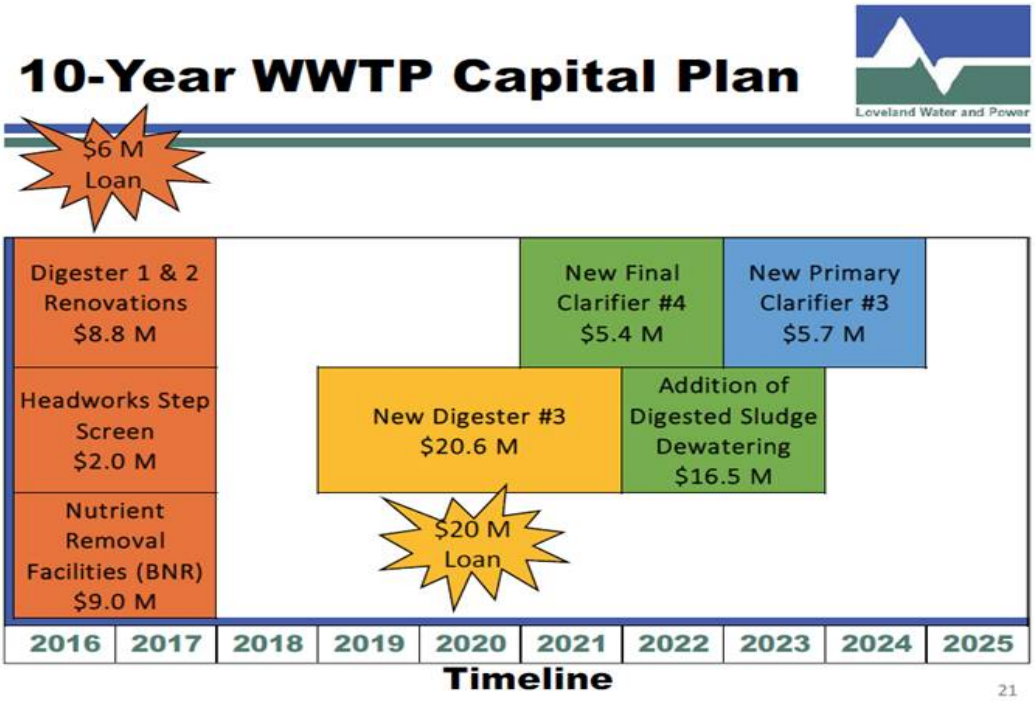
CITY OF LOVELAND
WATER & POWER DEPARTMENT
200 North Wilson • Loveland, Colorado 80537
(970) 962-3000 • FAX (970) 962-3400 • TDD (970) 962-2620

AGENDA ITEM: **6**
MEETING DATE: 11/16/2016
SUBMITTED BY: Alan Krcmarik, Executive Fiscal Advisor AJK

TITLE: 2016 Wastewater Enterprise Revenue Bond

DESCRIPTION: On November 22, staff will be presenting to City Council the financial transaction to provide $24,900,000 of proceeds to improve and renovate the Wastewater Treatment plant. This process began over a year ago with the cost of services study, the identification of improvements needed at the plant, review of multiple funding options, and the eventual funding strategy.

SUMMARY: In July 2015, staff and a consulting firm completed the Cost of Services Study for Water and Wastewater. For Wastewater, several projects were identified in the 10-year capital plan which resulted in funding shortfalls in 2016 and 2020 that would require borrowing (see graphic below). Ultimately, Council directed staff to move the New Digester #3 project up to 2016 and borrow all of funds at one time and combine the improvements into one large project. This resulted in a need to borrow $24,900,000 in 2016, and this plan was subsequently adopted in the 2016 budget.



Over the last few weeks, the City conducted a request for proposals for financing the improvements at the Wastewater Treatment Plant. Eleven firms responded to our request for proposals with a variety of terms rates. The proposal from NBH Bank provided the most favorable terms for the City, which included a fixed rate for the full 20 years of the financing. If the City could close on the financing today, the rate would be about 3.20% over a 20 year period. First Reading before Council is to occur on November 22, 2016. Closing on the financing will occur after second reading by Council on December 6, 2016.

RECOMMENDATION: Support and recommend that City Council pursue 20-year fixed-rate financing through NBH Bank for the Wastewater Treatment Plant Improvements.

REVIEWED BY DIRECTOR: ME for GS

CITY OF LOVELAND
WATER & POWER DEPARTMENT
200 North Wilson • Loveland, Colorado 80537
(970) 962-3000 • FAX (970) 962-3400 • TDD (970) 962-2620

AGENDA ITEM: 7
MEETING DATE: 11/16/2016
SUBMITTED BY: Kim Frick, Staff Engineer KF
Larry Howard, Senior Civil Engineer LH

TITLE: 10-year lease of Windy Gap Water to Town of Firestone

DESCRIPTION:
Water Resources is bringing forward a lease agreement with the Town of Firestone for LUC consideration. The proposed lease will provide Firestone with up to 300 acre-feet (AF) of Windy Gap water annually for a 10 year lease period at a lease price of $850/AF, with an annual escalation of 3%. This water will provide a bridge supply for Firestone while the Northern Integrated Supply Project (NISP) project is being developed. Currently it is not being used by the City of Loveland. The City retains the ability to use this water in case of a drought.

SUMMARY:
The City of Loveland has numerous water supplies that are available every year, such as native ditch rights, CBT and Windy Gap. Every year the City rents out excess water supplies to local farmers and ditch companies. This would be the first time for the City to lease its Windy Gap water. Generally speaking, we order our 4,000 acre-feet every year, but rarely take delivery of it because we have other water supplies. Our Windy Gap water has been viewed as a source for severe droughts.

Firestone is interested in using this water in the short term which coincides with the period of time Loveland is not using the water. This creates a win-win situation for both communities. Under this proposal, Loveland will lease up to 300 acre-feet of water annually to Firestone. They will pay $850 per acre-foot the first year, with a 3% escalator each year following. In the event the City has an urgent need for water, as determined in the sole discretion of the City, for reasons including, but not limited to, drought, natural disaster or major failure of the CBT delivery system, the City may terminate or suspend this Lease. Firestone acknowledges that this is not a permanent water supply for them. At any time, this lease may be terminated by the City or Firestone. An LUC recommendation is needed on this lease Agreement before it goes to City Council. Upon approval, the final agreement would be signed by the City Manager.

RECOMMENDATION:
Adopt a motion to recommend to City Council to make a motion to direct the City Manager to approve and execute the lease in the name of City.

REVIEWED BY DIRECTOR: ME for GS

ATTACHMENTS:

- **Attachment A:** Draft Lease Agreement

WATER LEASE – DRAFT SUBJECT TO REVISION

THIS WATER LEASE (”Lease”) is made and entered into this ____ day of _____, 2016, by and between the CITY OF LOVELAND, COLORADO, a home rule municipality, whose address is 500 East Third Street, Loveland, Colorado 80537 (“City”), and Town of Firestone, whose address is 151 Grant Ave., Firestone, Colorado 80520 (“Firestone”).

WHEREAS, Firestone desires to lease units of Windy Gap (“Windy Gap”) for municipal uses within its water service area; and

WHEREAS, the City is the owner of Windy Gap units which may be used for municipal purposes and is willing to lease said water to Firestone on the terms and conditions set forth herein. This lease is limited to municipal water use by Firestone and may not be further subleased to another entity;

WHEREAS, all parties acknowledge that this lease is temporary in nature and **is not a permanent water supply for the Town**. The City is only obligated to provide water as stated in this lease and has no obligation extending beyond the terms of this lease.

WHEREAS, Firestone acknowledges that this lease does not constitute a transfer in ownership of these water rights. The City maintains complete and total ownership of these water rights.

WHEREAS, Firestone will pursue developing other water sources during this ten year lease term. Firestone is currently participating in the Northern Integrated Supply Project (NISP) for 1,300 acre-feet which is expected to be completed in 2025. This lease will serve as a bridge until NISP becomes feasible. In the event NISP water does not become available for use, Firestone shall pursue other projects to increase or provide municipal water sources such as, but not limited, non-potable irrigation of parks and a water treatment plant that can treat well water or other native water rights that they acquire.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

1. Term. This Lease shall be effective for a term of ten (10) years commencing January 1, 2017 and ending December 31, 2026, unless sooner terminated as provided herein.

2. Water. The City shall supply up to three (3) units of Windy Gap water or 300 acre-feet per year to Firestone for its municipal purposes. Water shall be delivered to Carter Lake unless otherwise specified.

3. Annual Lease Payment.

a. The annual lease price per share is $850 per acre-foot the first year, with an annual increase of 3% annually thereafter. Firestone shall pay the City an annual payment per acre-foot for the water delivered up to a maximum of three hundred acre feet under this Lease.

b. Firestone shall provide to the City, the amount of water that it desires to lease for that season no later than February 1st.

c. The City will submit an annual bill to Firestone for all municipal water supplied for that year, in accordance with this Lease.

d. Firestone shall pay said amount to the City within thirty (30) days of receiving the City's bill.

4. Termination by City. In the event the City has an urgent need for water, as determined in the sole discretion of the City, for reasons including, but not limited to, drought, natural disaster or major failure of the CBT delivery system, the City may terminate or suspend this Lease. The City will endeavor to give Firestone thirty (30) days' notice of such termination or suspension, but shall not be required to do so.

5. Termination by Firestone. After the 2017 irrigation season, Firestone may terminate this Lease by providing written notice to the City of the year in which the Lease is intended to be terminated or suspended. Firestone shall not be obligated to pay the Annual Lease payment for the year in which the Lease is terminated or suspended and any subsequent year.

6. Termination of Delivery for Nonpayment. In the event Firestone fails to pay for municipal water when payment is due as set forth in paragraph 3, above, the City, in addition to seeking recovery of sums due, may terminate delivery of municipal water to Firestone.

7. Lease Contingent upon Northern Water Approval. The parties understand and agree that this Lease shall be contingent upon approval of the Northern Water Colorado Conservancy District deliver the water.

8. Subdistrict. Firestone agrees to become part of the Municipal Subdistrict at Northern Water.

9. No Warranties. Delivery of water by the City under this Lease shall be on an "as is" basis only, and the City neither expressly nor impliedly warrants the quality of the water. The water leased hereunder is not warranted as suitable for any particular purpose.

10. Progress Updates. Firestone will provide written communication to the City annually by February 1st an update on the progress being made with the NISP project or other water sources.

11. Notices. Written notices required under this Lease and all other correspondence between the parties shall be directed to the following and shall be deemed received when hand-delivered or three (3) days after being sent by certified mail, return receipt requested:

If to the City: City of Loveland Water and Power Department
Attention: Larry Howard, Senior Civil Engineer – Water Resources
200 North Wilson Avenue

Loveland, Colorado 80537

If to Lessee: Town of Firestone
151 Grant Ave.
Firestone, Colorado 80520

12. Governing Law and Venue. This Lease shall be governed by the laws of the State of Colorado, and venue shall be in the County of Larimer, State of Colorado.

13. Severability. In the event a court of competent jurisdiction holds any provision of this Lease invalid or unenforceable, such holding shall not invalidate or render unenforceable any other provision of this Lease.

14. Headings. Paragraph headings used in this Lease are for convenience of reference and shall in no way control or affect the meaning or interpretation of any provision of this Lease.

15. Assignability. Firestone shall not assign this Lease without the City's prior written consent.

16. Binding Effect. This Lease shall be binding upon, and shall inure to the benefit of, the parties hereto and their respective heirs, personal representatives, successors, and assigns.

17. Entire Agreement. This Lease contains the entire agreement of the parties relating to the subject matter hereof and, except as provided herein, may not be modified or amended except by written agreement of the parties.

IN WITNESS WHEREOF, the parties have executed this Lease on the day and year first above written.

CITY OF LOVELAND, COLORADO

By: _____
Gretchen Stanford
Director of Loveland Water and Power

ATTEST:

_____
City Clerk

APPROVED AS TO FORM:

_____
Assistant City Attorney

TOWN OF FIRESTONE, COLORADO

By: _____
Town Manager

STATE OF COLORADO)
) ss.
COUNTY OF LARIMER)

The foregoing Lease was acknowledged before me this ____ day of _____, 2016, by _____.

Witness my hand and official seal.

_____
Notary Public

My commission expires _____.

CITY OF LOVELAND
WATER & POWER DEPARTMENT
200 North Wilson • Loveland, Colorado 80537
(970) 962-3000 • FAX (970) 962-3400 • TDD (970) 962-2620

AGENDA ITEM: **8**
MEETING DATE: 11/16/2016
SUBMITTED BY: Christine Schraeder, Electrical Engineer ME for CS

TITLE: Foothills Solar Purchase Power Agreement with Platte River Power Authority

DESCRIPTION:
This is for the approval of a Purchase Power Agreement (PPA) with Platte River Power Authority (PRPA) for the Foothills Solar Facility.

SUMMARY:
Our Power Supply agreement with PRPA allows for 1% of our distribution peak at 1.6 MWs as an allowable generating resource. Earlier this year the PRPA board approved to grandfather in 0.9 MWs which was what the Idylwilde hydro facility was capable of producing as a City owned generating resource before PRPA was formed, as well as allow 2.5 MWs (0.9 plus 1.6 MWs) of solar capacity becoming part of Loveland's allowable generating resource mix.

However, the City is installing 3.0 MWs of solar generation at the Foothills site, therefore the 0.5 MWs of additional capacity needs to be addressed by this separate agreement between the City and PRPA. This agreement will be going before Council to approve a resolution in December, prior to the final commissioning of the Foothills Solar facility. Staff will present further information to support this item at LUC.

RECOMMENDATION:
Adopt a motion recommending City Council approve the Purchase Power Agreement and supporting resolution for the Foothills Solar facility between the City and PRPA.

REVIEWED BY DIRECTOR: ME for GS

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AGENDA ITEM: **9**
MEETING DATE: 11/16/2016
SUBMITTED BY: Larry Howard, Sr. Civil Engineer LH

TITLE: Colorado River Compact Discussion

DESCRIPTION:
This item will provide LUC with an update of the circumstances surrounding the Colorado River Compact and possible actions that may affect Colorado River water users.

SUMMARY:
Eric Wilkinson, General Manager of the Northern Colorado Water Conservancy District, will discuss the state of the Colorado River Compact and answer questions from the Board regarding this topic.

RECOMMENDATION:
Staff report only. No action required.

REVIEWED BY DIRECTOR: ME for GS

ATTACHMENTS:

- **Attachment A:** Denver Post Article dated November 5, 2016, "Feds may order first cuts in water from Colorado River; CU team issues warning to next president."

Attachment A

NEWS > ENVIRONMENT

Feds may order first cuts in water from Colorado River; CU team issues warning to next president

Feds say Arizona, California and Nevada could face shortages starting in 2018

ustin Sullivan, Getty Images

A tall bleached 'bathtub ring' is visible on the steep rocky banks of Lake Mead at the Hoover Dam on May 12, 2015 in Lake Mead National Recreation Area, Arizona. As severe drought grips parts of the Western United States, Lake Mead, which was once the largest reservoir in the nation, has seen its surface elevation drop below

1,080 feet above sea level, its lowest level since the construction of the Hoover Dam in the 1930s.

By **BRUCE FINLEY** | bfinley@denverpost.com
November 5, 2016 at 12:04 am

A University of Colorado team led by a former Obama administration water chief has issued a water warning to the next president: the Colorado River cannot meet the current needs of 35 million westerners and cuts likely must be made.

The next president could be faced with ordering a first-ever reduction in water siphoned from the river by 333,000 acre feet next August, a report by the Colorado River Future Project contends. That's an amount equivalent to the water used in 666,0000 homes.

U.S. Bureau of Reclamation officials on Tuesday confirmed the finding. Federal models show a 48 percent chance that, without cuts, lower basin states Arizona, California and Nevada would face shortages starting in 2018.

Anne Castle, President Obama's former Interior Department Assistant Secretary for Water and Science and now a senior fellow at CU's Getches-Wilkinson Center for Natural Resources, Energy and the Environment, led a team of five researchers. They interviewed 65 western water policy experts and decision-makers in addition to analyzing federal data.

"This really is a critical time. Action is required. We're closer to the edge than we ever have been," Castle said.

The report concludes the next president must prioritize a Colorado River "crisis" within the first 100 days and ensure that key positions dealing with water are filled. A convergence of events related to the river includes an essential not-done deal with Mexico, which has claims on a share of river water, and unresolved claims by Navajo and other Indian tribes.

An imbalance in water use along the river — cities and farmers for a decade have been taking more than the river gives — means future development in the arid West may not be possible because there's not enough water, Castle said.

"It depends on how you do it. The major municipal suppliers have shown they can reduce per-capita water usage so they can serve more homes with the same amount of water," she said. "But increasing the draw on the Colorado increases the risk of shortages for every other water user in the Colorado River Basin."

The CU team sent the report to presidential transition teams for candidates Hillary Clinton and Donald Trump. Clinton officials said they'd like to discuss the findings, but the Trump team has yet to respond.

Thirty-five million people in seven western states rely on the Colorado River for water. Population growth in the West continues at a rate of about 13.8 percent per decade, faster than the overall national rate around 9.7 percent.

For a decade, cities and food growers who irrigate 5 million acres have drawn far more than the river gives. This imbalance, combined with recent dry years, has led to a draw-down of Lake Mead, created by Hoover Dam, to record low levels. On Tuesday, federal officials said the water level measured 1,076 feet (9.5 million acre feet), or 37 percent of capacity — right at the threshold for ordering cuts. A draw-down of Lake Mead forces, under legal agreements, a draw-down of Lake Powell, above the Grand Canyon, which imperils hydro-electricity essential for the western power grid.

Drawing down Mead water levels below that threshold triggers, under 2007 legal guidelines for western states, federal intervention to order cuts. The initial cuts starting in January 2018 would reduce water diverted to Arizona (by 320,000 AF out of the state's 2.8 MAF share) and Nevada (13,000 AF out of the state's 300,000 AF share).

Federal officials who operate dams along the Colorado River said they agree with the Colorado River Future Project's conclusions.

Justin Sullivan, Getty Images

A bleached "bathtub ring" is visible on the rocky banks of Lake Powell on March 28, 2015 in Page, Arizona. As severe drought grips parts of the Western United States, a below average flow of water is expected to enter Lake Powell and Lake Mead, the two biggest reservoirs of the Colorado River Basin.

"Obviously, the next administration will set its own priorities. However, we agree that follow-through on the activities identified in the Colorado River Future Project Report should be prioritized," Bureau of Reclamation spokesman Peter Soeth said.

Obama administration officials "have prioritized science-based decision making on the Colorado River, and we are working to reach agreements within the U.S. and with Mexico to address the effects of historic drought and a rapidly changing climate," Bureau of Reclamation Commissioner Estevan Lopez said. "Our efforts to work with stakeholders, tribes, states and our neighbors in Mexico are all designed to reduce risk in the Colorado River Basin — and will provide a foundation for continued engagement and progress on the Colorado River in the months and years ahead."

The 1922 Colorado River Compact divvies use of river water — calculated initially to be 15 million acre feet (MAF) but now estimated at 13.7 MAF a year — between upper basin (Colorado, New Mexico, Utah, Wyoming) and lower basin (Arizona, California, Nevada) states and Mexico.

Federal officials would order and enforce the cuts in water use.

"The goal is not necessarily a far more aggressive federal oversight role," Castle said.

"But what we are noticing is that a confluence of events in the next 12 months will have a big influence on the ability of that river to continue to provide a reliable supply for the river basin that has grown up relying on it."

TAGS: COLORADO RIVER, WATER

Bruce Finley
Bruce Finley covers environment issues, the land air and water struggles shaping Colorado and the West. Finley grew up in Colorado, graduated from Stanford, then earned masters degrees in international relations as a Fulbright scholar in Britain and in journalism at Northwestern. He is also a lawyer and previously handled international news with on-site reporting in 40 countries.
Follow Bruce Finley @finleybruce

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AGENDA ITEM: **10**
MEETING DATE: 11/16/2016
SUBMITTED BY: Alicia Calderón, Assistant City Attorney

A C

TITLE: Boards & Commissions Overview

DESCRIPTION:
This will be a legal overview of applicable municipal code and charter requirements regarding conflicts of interest and gifts to public officials.

SUMMARY:
This presentation is an overview of the LUC authority and duties. All board and commission members have an obligation to assure that the public has confidence in the integrity of all aspects of City government. The City Charter addresses conflicts of interest, and the municipal code addresses prohibited gifts. As the only commission that has authority to approve of contracts, the prohibited gifts and conflicts of interest provisions are especially important. The PowerPoint presentation will assure that all members are aware of the charter and code provisions.

RECOMMENDATION:
Staff item only. No action required.

REVIEWED BY DIRECTOR: ME for GS

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AGENDA ITEM: **11**
MEETING DATE: 11/16/2016
SUBMITTED BY: Gretchen Stanford, Interim Director *ME for GS*

TITLE: Commission/Council Report

SUMMARY:
Discuss events that the Loveland Utility Commission Board members attended and any City Council items related to the Water and Power Department from the past month.

- Raw Hide Solar Project – September 29, 2016

- 2016 South Platte Forum – October 26-27, 2016

- Joint Meeting with the Fort Collins Energy Board – October 27, 2016
  - What went well?
  - What lessons did we learn?

- Northern Water Fall Water User's Meeting – November 9, 2016

December LUC Meeting: Discuss whether to move the December LUC meeting from December 21, 2016 to December 14, 2016 or to cancel the meeting if it is not needed.

RECOMMENDATION:
Commission/Council report only.

REVIEWED BY DIRECTOR: *ME for GS*

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AGENDA ITEM: **12**
MEETING DATE: 11/16/2016
SUBMITTED BY: Gretchen Stanford, Interim Director *ME for GS*

TITLE: Director's Report

SUMMARY:

- **Tri-City Event 2017 —** Mark your calendars for the 2017 Tri-City Event, to be held on Thursday, May 25, 2017 at the Lincoln Center in Fort Collins. More information about this event will be discussed in the coming months.

- **Community Stewardship Lecture Series —** High Plains Environmental Center has partnered with Loveland Water and Power to bring you a free lecture series you won't want to miss! Every 2nd Tuesday throughout the year, the public is invited to go to Grimm Brothers Brewhouse, 623 Denver Avenue, Loveland, CO 80537 from 6:00 pm to 7:00 pm and learn from experts in the field about horticulture, energy, water, sustainability and more. Pre-registration is required. New topics announced monthly. For more information about the lecture series and how to sign-up, check out **www.cityofloveland.org/LWPLectures.** – Lindsey Bashline

  Calendar of Upcoming Lectures:
  - o *November 15, 2016* - Learn How to Save $13,500 When You Drive an Electric Vehicle
  - o *December 13, 2016* – Topic TBA

- **Colorado Water Congress 2017 Annual Convention —** The Colorado Water Congress Annual Convention is the premier water industry event in the state, attracting 500+ attendees that convene for networking and collaboration on the important water issues of the day. Please contact Michelle Erickson if you would like to attend. Early registration ends December 31st. For more information please visit http://www.cowatercongress.org/annual-convention.html

  Place: Hyatt Regency Denver Tech Center
  7800 East Tufts Avenue
  Denver, CO 80237
  Dates: January 25-27, 2017

RECOMMENDATION:
Director's report only.

REVIEWED BY DIRECTOR: *ME for GS*

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AGENDA ITEM: **13**
MEETING DATE: 11/16/2016
SUBMITTED BY: Jim Lees, Utility Accounting Manager JL

TITLE: Financial Report Update

DESCRIPTION:
This item summarizes the monthly and year-to-date Preliminary financials for October 2016.

SUMMARY:
The October 2016 financial reports are submitted for Commission review. The following table summarizes the sales and expense results for the month of October, and the October Year-To-Date results in comparison to the same periods from 2015. The summarized and detailed monthly financial statements that compare October Year-To-Date actuals to the 2016 budgeted figures are attached.

	October				October Year-To-Date			
	2016	2015	$ Ovr/(Und) vs. 2015	% Ovr/(Und) vs. 2015	2016	2015	$ Ovr/(Und) vs. 2015	% Ovr/(Und) vs. 2015
WATER								
Sales	$1,539,549	$1,404,624	$134,925	9.6%	$12,345,285	$10,450,584	$1,894,701	18.1%
Operating Expenses	$864,713	$817,750	$46,964	5.7%	$9,822,077	$9,329,458	$492,619	5.3%
Capital (Unrestricted)	$200,668	$637,473	($436,805)	-68.5%	$4,118,216	$7,740,192	($3,621,976)	-46.8%
WASTEWATER								
Sales	$889,778	$785,241	$104,538	13.3%	$8,419,543	$7,567,015	$852,529	11.3%
Operating Expenses	$684,722	$522,282	$162,440	31.1%	$5,408,260	$5,066,656	$341,604	6.7%
Capital (Unrestricted)	$332,929	$34,557	$298,371	863.4%	$2,335,654	$2,164,168	$171,486	7.9%
POWER								
Sales	$4,682,832	$4,466,780	$216,052	4.8%	$49,718,681	$47,422,974	$2,295,707	4.8%
Operating Expenses	$7,194,610	$3,908,351	$3,286,259	84.1%	$45,100,734	$43,956,656	$1,144,078	2.6%
Capital (Unrestricted)	$1,116,999	$328,772	$788,227	239.7%	$6,731,507	$4,878,272	$1,853,235	38.0%

RECOMMENDATION:
Staff report only. No action required.

REVIEWED BY DIRECTOR: *ME for GS*

LIST OF ATTACHMENTS:
- City of Loveland Financial Statement-Raw Water
- City of Loveland Financial Statement-Water
- City of Loveland Financial Statement-Wastewater
- City of Loveland Financial Statement-Power

City of Loveland
Financial Statement-Raw Water
For Period Ending 10/31/2016

		TOTAL BUDGET FYE 12/31/2015	YTD ACTUAL	YTD BUDGET	OVER <UNDER>	VARIANCE
1	**REVENUES & SOURCES**					
2	Hi-Use Surcharge	52,500	60,159	43,800	16,359	37.3%
3	Raw Water Development Fees/Cap Rec Surcharge	336,920	342,349	288,130	54,219	18.8%
4	Cash-In-Lieu of Water Rights	250,000	173,079	208,300	(35,221)	-16.9%
5	Native Raw Water Storage Fees	5,000	331,691	4,170	327,521	7854.2%
6	Loan Payback from Water	134,000	41,745	50,250	(8,505)	-16.9%
7	Raw Water 1% Transfer In	396,080	370,359	350,620	19,739	5.6%
8	Interest on Investments	237,270	165,280	197,700	(32,420)	-16.4%
9	**TOTAL REVENUES & SOURCES**	**1,411,770**	**1,484,662**	**1,142,970**	**341,692**	**29.9%**
10	**OPERATING EXPENSES**					
11	Loan to Water	9,000,000	0	9,000,000	(9,000,000)	-100.0%
12	Windy Gap Payments	856,080	856,023	856,080	(57)	0.0%
13	**TOTAL OPERATING EXPENSES**	**9,856,080**	**856,023**	**9,856,080**	**(9,000,057)**	**-91.3%**
14	NET OPERATING REVENUE/(LOSS) (excl depr)	(8,444,310)	628,639	(8,713,110)	9,341,749	-107.2%
15	RAW WATER CAPITAL EXPENDITURES	2,620,820	1,463,387	2,034,300	(570,913)	-28.1%
16	**ENDING CASH BALANCES**					
17	Total Available Funds		11,597,360			
18	Reserve - Windy Gap Cash		1,713,604			
19	Reserve - 1% Transfer From Rates		5,468,354			
20	Reserve - Native Raw Water Storage Interest		1,600,830			
21	**TOTAL RAW WATER CASH**		**20,380,148**			
22	MINIMUM BALANCE (15% OF OPER EXP)		1,478,412			
23	OVER/(UNDER) MINIMUM BALANCE		18,901,736			

NOTE: YTD ACTUAL DOES NOT INCLUDE ENCUMBRANCES TOTALING: 13500

City of Loveland
Financial Statement-Water
For Period Ending 10/31/2016

		TOTAL BUDGET FYE 12/31/2015	YTD ACTUAL	YTD BUDGET	OVER <UNDER>	VARIANCE
1	****UNRESTRICTED FUNDS****					
2	**REVENUES & SOURCES**					
3	Water Sales	13,202,610	12,345,285	11,687,050	658,235	5.6%
4	Raw Water Transfer Out	(396,080)	(370,359)	(350,620)	(19,739)	5.6%
5	Wholesale Sales	137,200	152,409	131,690	20,719	15.7%
6	Meter Sales	51,530	89,377	40,280	49,097	121.9%
7	Interest on Investments	88,560	69,781	73,800	(4,019)	-5.4%
8	Other Revenue	1,415,760	385,061	1,741,850	(1,356,789)	-77.9%
9	Federal and State Grants	1,560,135	1,092,621	1,560,135	(467,514)	-30.0%
10	Internal Loan Monies Received	1,753,087	750,000	1,627,647	(877,647)	-53.9%
11	External Loan Monies Received	2,793,406	2,993,406	2,793,406	200,000	7.2%
12	**TOTAL REVENUES & SOURCES**	**20,606,208**	**17,507,582**	**19,305,238**	**(1,797,656)**	**-9.3%**
13	**OPERATING EXPENSES**					
14	Source of Supply	3,272,290	1,404,834	3,021,012	(1,616,178)	-53.5%
15	Treatment	2,890,881	2,283,078	2,328,210	(45,132)	-1.9%
16	Distribution Operation & Maintenance	3,338,186	2,464,888	2,612,518	(147,630)	-5.7%
17	Administration	584,335	315,122	428,189	(113,067)	-26.4%
18	Customer Relations	339,276	235,365	278,630	(43,265)	-15.5%
19	PILT	896,460	838,245	788,657	49,588	6.3%
20	1% for Arts Transfer	61,019	35,754	52,257	(16,503)	-31.6%
21	Services Rendered-Other Departments	1,147,987	889,880	957,515	(67,635)	-7.1%
22	Internal Loan Debt Expense	817,500	796,620	817,500	(20,880)	-2.6%
23	External Loan Debt Expense	292,151	558,291	292,151	266,140	91.1%
24	**TOTAL OPERATING EXPENSES**	**13,640,085**	**9,822,077**	**11,576,639**	**(1,754,562)**	**-15.2%**
25	NET OPERATING REVENUE/(LOSS)(excl depr)	6,966,123	7,685,505	7,728,599	(43,094)	-0.6%
26	CAPITAL EXPENDITURES	5,636,010	4,118,216	5,256,372	(1,138,156)	-21.7%
27	ENDING CASH BALANCE		**10,363,268**			100
28	WATER DEBT FUNDS ENDING CASH BALANCE		**277,297**			100
29	MINIMUM BALANCE (15% OF OPER EXP)		2,046,013			
30	**OVER/(UNDER) MINIMUM BALANCE**		**8,317,255**			
31	****RESTRICTED FUNDS****					
32	**REVENUES & SOURCES**					
33	SIF Collections	2,075,550	1,984,769	1,287,240	697,529	54.2%
34	SIF Interest Income	52,670	12,476	42,300	(29,824)	-70.5%
35	SIF Federal and State Grants	937,440	635,595	937,440	(301,845)	-32.2%
36	Internal Loan Monies Received	8,000,000	0	8,000,000	(8,000,000)	-100.0%
37	**TOTAL SIF REVENUES & SOURCES**	**11,065,660**	**2,632,840**	**10,266,980**	**(7,634,140)**	**-74.4%**
38	SIF Capital Expenditures	4,418,493	3,733,357	4,261,523	(528,166)	-12.4%
39	1% for Arts Transfer	97,229	36,438	79,617	(43,179)	-54.2%
40	Internal Loan Debt Expense	0	0	0	0	0.0%
41	**SIF ENDING CASH BALANCE**		**1,544,461**			**100**
42	**TOTAL ENDING CASH BALANCE**		**11,907,729**			
	NOTE: YTD ACTUAL DOES NOT INCLUDE ENCUMBRANCES TOTALING:					
43	Water Treated at WTP (in million gallons)		4,203			
44	Water Sold To Customers (in million gallons, includes Ranch Water & Hydrant Sales)	3,795	3,504	3,454	49	1.4%

City of Loveland-LIVE
Financial Statement-Wastewater
For Period Ending 10/31/2016

		TOTAL BUDGET FYE 12/31/2016	YTD ACTUAL	YTD BUDGET	OVER <UNDER>	VARIANCE
1	****UNRESTRICTED FUNDS****					
2	**REVENUES & SOURCES**					
3	Sanitary Sewer Charges	10,142,610	8,419,543	8,543,530	(123,987)	-1.5%
4	High Strength Surcharge	358,330	370,678	316,180	54,498	17.2%
5	Interest on Investments	103,760	89,382	86,500	2,882	3.3%
6	Other Revenue	126,990	105,908	110,330	(4,422)	-4.0%
7	Bond Proceeds	16,000,000	0	0	0	0.0%
8	Federal Grants	148,787	32,415	148,787	(116,371)	-78.2%
9	State Grants	1,174,501	739,464	1,091,201	(351,737)	-32.2%
10	**TOTAL REVENUES & SOURCES**	**28,054,978**	**9,757,391**	**10,296,528**	**(539,137)**	**-5.2%**
11	**OPERATING EXPENSES**					
					0	0.0%
12	Treatment	3,602,256	2,521,378	2,928,935	(407,557)	-13.9%
13	Collection System Maintenance	2,641,731	1,608,377	2,158,669	(550,292)	-25.5%
14	Administration	385,758	192,839	245,697	(52,858)	-21.5%
15	Customer Relations	40,842	28,817	32,770	(3,953)	-12.1%
16	PILT	735,070	615,316	617,198	(1,882)	-0.3%
17	1% for Arts Transfer	176,935	12,184	155,595	(143,411)	-92.2%
18	Services Rendered-Other Departments	749,891	429,350	625,217	(195,867)	-31.3%
19	**TOTAL OPERATING EXPENSES**	**8,332,483**	**5,408,260**	**6,764,081**	**(1,355,821)**	**-20.0%**
20	NET OPERATING REVENUE/(LOSS)(excl depr)	19,722,495	4,349,131	3,532,447	816,684	23.1%
21	CAPITAL EXPENDITURES	19,832,871	2,335,654	14,591,320	(12,255,666)	-84.0%
22	ENDING CASH BALANCE		**11,814,151**			100
23	MINIMUM BALANCE (15% OF OPER EXP)		1,249,872			
24	OVER/(UNDER) MINIMUM BALANCE		10,564,279			
25	****RESTRICTED FUNDS****					
26	**REVENUES & SOURCES**					
27	SIF Collections	1,516,790	1,196,406	1,012,590	183,816	18.2%
28	SIF Interest Income	108,410	66,511	90,300	(23,789)	-26.3%
29	SIF Bond Proceeds	8,900,000	0	0	0	0.0%
30	**TOTAL SIF REVENUES & SOURCES**	**10,525,200**	**1,262,917**	**1,102,890**	**160,027**	**14.5%**
31	SIF Capital Expenditures	10,949,788	923,303	8,362,093	(7,438,790)	-89.0%
32	1% for Arts Transfer	98,104	3,219	80,414	(77,195)	-96.0%
33	**SIF ENDING CASH BALANCE**		**8,455,409**			100
	TOTAL ENDING CASH BALANCE		**20,269,560**			
	NOTE: YTD ACTUAL DOES NOT INCLUDE ENCUMBRANCES TOTALING		2,025,905			
34	Wastewater Treated at WWTP (in million gallons)	N/A	2,042	N/A		
35	Wastewater Billed To Customers (in million gallons)	1,806	1,465	1,526	(61)	-4.0%

City of Loveland
Financial Statement-Power
For Period Ending 10/31/2016

		TOTAL BUDGET		YTD ACTUAL	YTD BUDGET	OVER <UNDER>	VARIANCE
	****UNRESTRICTED FUNDS****						
1	REVENUES & SOURCES:						
2	Electric revenues	$58,665,860		$49,718,681	$49,714,460	$4,221	0.0%
3	Wheeling charges	$240,000		$225,979	$200,000	$25,979	13.0%
4	Interest on investments	$256,680		$165,848	$213,900	($48,052)	-22.5%
5	Aid-to-construction deposits	$1,530,000		$884,674	$1,275,000	($390,326)	-30.6%
6	Customer deposit-services	$260,000		$239,595	$216,667	$22,928	10.6%
7	Late Payment Penalty Fees	$415,000		$421,512	$345,833	$75,679	21.9%
8	Connect Fees	$160,000		$152,488	$133,333	$19,155	14.4%
9	Services rendered to other depts.	$5,890		$0	$4,908	($4,908)	-100.0%
10	Other revenues	$387,220		$373,614	$322,683	$50,931	15.8%
11	Federal Grants	$3,500,000		$1,396	$2,916,667	($2,915,271)	-100.0%
12	State Grants	$0		$233	$0	$233	0.0%
13	Year-end cash adjustments	$0		$0	$0	$0	0.0%
14	**TOTAL REVENUES & SOURCES**	**$65,420,650**		**$52,184,020**	**$55,343,452**	**($3,159,431)**	**-5.7%**
15	OPERATING EXPENSES:						
16	Hydro oper. & maint.	$5,842,549		$97,109	$4,943,695	($4,846,586)	-98.0%
17	Purchased power	$42,673,764		$35,245,776	$35,886,599	($640,823)	-1.8%
18	Distribution oper. & maint.	$6,673,658		$3,023,970	$5,646,941	($2,622,972)	-46.4%
19	Customer Relations	$1,305,442		$885,259	$1,104,605	($219,346)	-19.9%
20	Administration	$841,837		$486,009	$712,324	($226,315)	-31.8%
21	Payment in-lieu-of taxes	$4,120,990		$3,443,345	$3,457,511	($14,166)	-0.4%
22	1% for Arts Transfer	$86,060		$31,766	$72,204	($40,438)	-56.0%
23	Services rendered-other depts.	$2,184,721		$1,887,501	$1,820,601	$66,900	3.7%
24	**TOTAL OPERATING EXPENSES (excl depn)**	**$63,729,021**		**$45,100,734**	**$53,644,480**	**($8,543,746)**	**-15.9%**
25	NET OPERATING REVENUE/(LOSS) (excl depn)	$1,691,629		$7,083,286	$1,698,972	$5,384,314	$0
26	CAPITAL EXPENDITURES:						
27	General Plant/Other Generation & Distribution	$13,700,486		$5,270,125	$11,578,255	($6,308,130)	-54.5%
28	Aid-to-construction	$1,530,000		$1,213,752	$1,294,615	($80,863)	-6.2%
29	Service installations	$290,000		$247,630	$245,385	$2,245	0.9%
30	**TOTAL CAPITAL EXPENDITURES**	**$15,520,486**		**$6,731,507**	**$13,118,255**	**($6,386,748)**	**-48.7%**
31	**ENDING CASH BALANCE**			**$21,618,466**			
32	MINIMUM BAL. (15% of OPER EXP excl depn)			$9,559,353			
33	OVER/(UNDER) MINIMUM BALANCE			$12,059,112			
34	****RESTRICTED FUNDS****						
35	PIF Collections	$2,741,830		$2,273,079	$2,284,858	($11,780)	-0.5%
36	PIF Interest Income	$45,850		$12,742	$38,208	($25,466)	-66.7%
37	Water Loan Payback	$913,050		$796,620	$913,050	($116,430)	-12.8%
38	Federal Grants	$4,434,516		$1,702,024	$3,695,430	($1,993,406)	-53.9%
39	State Grants	$0		$283,671	$0	$283,671	0.0%
40	**TOTAL REVENUES**	**$8,135,246**		**$5,068,135**	**$6,931,547**	**($1,863,411)**	**-26.9%**
41	PIF Feeders	$2,800,000		$2,843,201	$2,369,231	$473,970	20.0%
42	PIF Substations & Solar	$6,768,018		$6,342,718	$5,640,015	$702,703	12.5%
43	**TOTAL EXPENDITURES**	**$9,568,018**		**$9,185,919**	**$8,009,246**	**$1,176,673**	**14.7%**
44	**ENDING PIF CASH BALANCE**			**($2,056,994)**			
45	**TOTAL ENDING CASH BALANCE**			**$19,561,471**			

NOTE: YTD ACTUAL does NOT include encumbrances totalling $5,991,593

46	Energy Purchased (in million kWh) from PRPA	742		613	617	(4)	2.1%
47	Energy Sold to Customers (in million kWh)	713		596	600	(4)	-0.7%