

**PUBLIC WORKS DEPARTMENT
MEMORANDUM #2015 – 42**

DATE: October 19, 2015

TO: Honorable Mayor Joyce Downing and City Council Members

FROM: David H. Willett, Acting City Manager/Public Works Director

SUBJECT: 2016 Proposed Budget Highlights – Public Works Department



PURPOSE

This memorandum summarizes and highlights the significant changes between the 2015 adopted budget and the proposed 2016 budget for the Public Works Department.

BACKGROUND

The Public Works Department is responsible for the capital improvements, maintenance and repair of the City's transportation and utility infrastructure, public buildings and city-owned fleet and machinery. The Department also manages and operates a water treatment plant and a wastewater treatment plant, and the City's trash collection and recycling activities. The Department operates within four funds and is organized into fourteen divisions which provide the means to allocate costs to appropriate service areas.

Department Funds

General	Stormwater
Water & Wastewater	Sanitation

Department Divisions

Administration/Operations	Water Operations	Wastewater Operations
Facilities	Lab Operations	Industrial Pretreatment
Fleet	Electrical/Mechanical	Stormwater Operations
Streets	Distribution/Collection	Sanitation
Engineering	Water Resources	

2016 OPERATING BUDGET HIGHLIGHTS

Many of the Public Works Department operating accounts are highly variable from one year to the next. The variation imposes an added degree of difficulty to the budget year forecast and subsequent appropriation requests. This year staff is utilizing the average expenditure over a five year period (2010 - 2014) to normalize cost variations statistically.

Submitted for Council consideration is one (1) operating budget package: **See page 142.**

- Water/Wastewater Fund, Wastewater Operations Division, Property Services Account – **Increase \$50,000**

Personnel

Market Adjustment = \$8,828 Merit Allowance \$60,862

Reclassification: Ditch Rider (vacant 2015) to Wasterwtaer Utility Plant Operator (2016). Per 2014 staffing plan to meet the operational changes at the WWTP (Headworks/Clarifier CIP). See organizanal chart under Utilities first attachment.

2104 CAPITAL EQUIPMENT BUDGET HIGHLIGHTS

The pro forma models are developed in conjunction with any one or all of the following: user experience and type of service performed, industry survey (cost and life expectancy, and the replacement criteria supplied by our Fleet Division staff.

The Public Work Department is proposing capital equipment purchases expensed to the General Fund, Sanitation Fund, and Water/Wastewater Fund. Staff utilizes a pro forma (forecast model) to assign reoccurring costs with year-to-year continuity for current and future budget years: **See page 120.**

General Fund

- Capital Equipment Requests = 3

Water/Wastewater Fund

- Capital Equipment Requests = 18

Sanitation Fund

- Capital Equipment Requests = 3

STAFF REFERENCE

David H. Willett, P.E., Director of Public Works

dwillett@northglenn.org or 303.450.8783

ATTACHMENTS

- Public Works Department Organization Chart
- Biosolids Budget Package (W/WW Fund)

2016 PUBLIC WORKS DEPARTMENT - ORGANIZATIONAL CHART

David Willett, M.B.A. P.E. - Director FTE 71		
Kent Kisselman P.E. - Engineering Manager	Steve Grace P.E. - Operations Manager	Ray Reling - Utilities Manager
ENGINEERING DIVISION	OPERATIONS DIVISION	UTILITIES DIVISION
000 Administration Terrie Pineda (e) Admin. Tech.	000 Administration Marcia Connon Admin. Asst. Brigid Sherrill Admin. Asst.	000 Administration Katie Sandoval Admin. Specialist
220 Engineering Grey Yanker P.E. (e) Civil Eng. II Nathan Haasis P.E. (e) Civil Eng. II Rachelle Urso P.E. (e) Civil Eng. II Kyle Kammermeier E.I.T. (e) Civil Eng. I Dan Klenjoski (e) GIS Specialist Ryan Sharp Const. Inspect./Locator	190 Facilities Doug Pullen Supervisor Bobby Carmean Tech 1 Eddie Pedroza Tech 1 Tony Carmosino Tech 1	230 Water Operations Jason Hensel (e) CPO Ferral Brandon Utility Operator B Craig Seymour Utility Operator B James Hegar Utility Operator B Matthew Elliott Utility Operator C Ty Kuban Utility Operator Trainee Sean McInay Utility Operator Trainee
270 Water Resources Tami Moon (e) Water Res. Administrator Daniel Martinez E.I.T. (e) Civil Eng. I Sonja Sjothlm-deHass (e) Water Res. Tech.	200 Fleet Mike Case Supervisor Jim Allen Technician Miles Miller Technician	240 Lab Operations Evelyn Rhodes (e) Lab Supervisor Chuck Guilmette (e) Lab Analyst Tony Steck (e) Lab Analyst Eddie Taylor Lab Tech Shelley Stanley (e) Water Quality Coord.
290 Industrial Pretreatment Elaine Hassinger IP/Backflow	210 Streets Gene Maypole Supervisor Craig Priller MSW III William Logan MSW III Ray Enriquez MSW III Deano Abeya MSW III Justin Menu MSW II Troy Vigil MSW I Ray Romero MSW I	250 Electrical and Mechanical Dave Smith Supervisor Randy Otsby Tech 1 Tim Sawyer Tech 1 Jason Stoughton Tech 1
300 Stormwater Pam Acre (e) Stormwater Coord. FTE 13	260 Distribution & Collection Scott Rafferty Supervisor Andy Duncan MSW III Dave Noell MSW III Chanc Benion MSW III Jeff Wallace MSW III Joe Braccio MSW III Jeffery Charlton MSW I Thomas Berdahl Meter Reader II	280 Wastewater Operations Bruce Joslin (e) CPO Randy Smith UPO A Manuel Freyre UPO A Nancy Kames UPO Trainee Vacant UPO FTE 23
	320 Sanitation Keith Kovach Supervisor Greg Hutchison MSW III Chuck Mason, Sr. MSW III Scott Storm MSW III Tom Tatum MSW III Kevin Welke MSW III Don Woods MSW III Mark Stevens MSW III FTE 34	

BUDGET PACKAGE REQUEST

Package Name: Facilities Maintenance Utility Vehicle Priority: 1

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 45,000.00

Description/Justification:

The Public Works Facilities Maintenance Department use utility vehicles to travel around the City to maintain and repair City facilities during the course of daily operations. Maintenance staff use the vehicles for transportation, tool storage, and transportation of supplies and equipment to the job site. This budget package request is for the purchase of one utility vehicle to replace Unit #541, a 2002 pickup rated by Fleet Maintenance as a 13 (Replacement Recommended). Request includes the cost of the vehicle (3/4 Ton, 4x4, Utility Bed Pickup) as well as modifications and equipment required to all maintenance staff to perform effectively: hydraulic liftgate, towing package, light bar, cloth seat cover, full size spare, spray-on bedliner, extra key, and air conditioning. This request supports the City's #1 goal, to upgrade City infrastructure and facilities.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment		
Capital Outlay	50-65-190-63200-0000-000	\$ 45,000.00
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 45,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: David H. Willett

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: Streets Maintenance Infrared Paving Unit Priority: 2

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 39,000.00

Description/Justification:

This is a new capital equipment item. Public Works Streets Maintenance Department is required to repair asphalt pavement throughout the course of the year. While major maintenance and repair is performed under contract through the CIP, Streets Maintenance staff are asked to make smaller repairs for a variety of reasons, such as potholes or other surface damage, or to replace pavement removed during utility repairs. This budget package request is for the purchase of a trailer-mounted infrared pavement heater (specifications and pricing information are attached). The benefits of this unit include a reduction in the size of crew required for asphalt repair (can work with two operators); more sustainable maintenance practices, because the unit recycles existing asphalt and requires little new material; less impact to surrounding neighborhoods and business because the repair goes faster and does not require saw-cutting; and a higher-quality finished repair. This request supports the City's #1 goal, to upgrade City infrastructure and facilities.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment		
Capital Outlay	10-65-210-63200-0000-000	\$ 39,000.00
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 39,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: David H. Willett

Signature: _____

Date: _____

City Manager Determination: Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: Streets Maintenance Snow Plow Blade Priority: 3

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 15,000.00

Description/Justification:

The Public Works Streets Maintenance Department use dump trucks equipped with heavy-duty snow plows to plow snow and spread de-icing materials during the winter. This budget package request is for the purchase of one plow blade to replace the existing blade on Unit #123. The existing blade has been broken and repaired repeatedly in the past, and is unlikely to stand up to the wear and tear of another snow season. Because it is the Department's only 10-Ft blade, it cannot be replaced through the regular process of turning in our worst blades when we purchase a new dump truck (they all use 11-Ft blades); it must be replaced as a stand-alone equipment item. The Specifications are attached. This request supports the City's #1 goal, to upgrade City infrastructure and facilities. This request supports the City's #1 goal, to upgrade City infrastructure and facilities.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment		
Capital Outlay	10-65-210-63200-0000-000	\$ 15,000.00
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 15,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: David H. Willett

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: Distribution and Collection Arrow Board Priority: 1

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 20,000.00

Description/Justification:

The Public Works Distribution and Collection Maintenance Department use arrow boards in support of maintenance and repairs to City utilities. The arrow board increase safety for motorists and City Maintenance crews by providing clear visual indications of work occurring in or near City roadways. The signs can also be used to support Emergency Response operation by other City Departments. This budget package request is for the purchase of one Arrow Board to replace Unit #797, a 2003 unit rated by Fleet Maintenance as a 6 (Fair). Additional information is attached. This request supports the City's #1 goal, to upgrade City infrastructure and facilities.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment		
Capital Outlay	52-65-260-63200-0000-000	\$ 20,000.00
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 20,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: David H. Willett

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: Distribution & Collection Maintenance Dump Truck / Plow Tandem Priority: 3

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 235,000.00

Description/Justification:

The Public Works Distribution and Collection Maintenance Department use dump trucks to maintain and repair City utilities during the course of daily operations. Maintenance staff use the vehicles to haul supplies and equipment to job sites, to provide bulk transportation of materials, to support utility line repairs, and to plow snow and spread de-icing materials during the winter. This budget package request is for the purchase of one dump truck to replace Unit #122, a 2003 vehicle rated by Fleet Maintenance as a 10 (Replacement Recommended). Specifications from the State Bid/CDOT supplier are attached. This request supports the City's #1 goal, to upgrade City infrastructure and facilities.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment		
Capital Outlay	50-65-260-63200-0000-000	\$ 235,000.00
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 235,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: David H. Willett

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: Grappling Hook Collection Truck Priority: 1

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 150,000.00

Description/Justification:

This is a new requirement. The Public Works Sanitation Department provides residents a special residential pickup service for oversized refuse items. The Sanitation Department cannot pick up these items with their automated trucks because they are not in standard containers; therefore Employees must work in two-person teams to manually load the items into a general-purpose truck or old rear-loading refuse truck. The grappling hook collection truck would allow a single Employee the ability to pick up heavy, oversized items from the cab of the vehicle, avoiding additional FTE requirements and mitigating risk by eliminating the manual lifting. Additional detail and pricing information is attached. This request supports the City's #1 goal, to upgrade City infrastructure and facilities.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment		
Capital Outlay	56-65-320-63200-0000-000	\$ 150,000.00
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 150,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: David H. Willett

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: Automated Sanitation Collection Truck Priority: 1

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 273,000.00

Description/Justification:

The Public Works Sanitation Department use refuse collection trucks equipped with automated arms to pick up carts in residential neighborhoods, allowing a single Employee to cover a large residential route each day. These units receive heavy use and suffer high wear-and-tear; despite following a high-frequency maintenance regimen, they should be replaced on regular cycle to ensure that Public Works has enough trucks to continue delivering a high level of customer service and predictable pick-up schedule. This budget package request will replace Unit #168, a 2010 unit with a Fleet Maintenance Rating of 14 (Replacement recommended). Specifications and pricing information is attached. This request supports the City's #1 goal, to upgrade City infrastructure and facilities.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment		
Capital Outlay	56-65-320-63200-0000-000	\$ 273,000.00
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 273,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: David H. Willett

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: Automated Sanitation Collection Truck Priority: 2

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 180,000.00

Description/Justification:

The Public Works Sanitation Department use 20- and 30-CY roll-off dumpsters for a variety of uses in the City, including recycling collection in high-use public areas, and individual/neighborhood rental for high-volume refuse and debris removal service. These containers are transported around the City, to residents, and out to the landfill by rol-off trailers specially equipped to transport these containers. These trailers are heavily used every day, and receive substantial wear-and-tear due to the nature of their operations. This budget package request will replace Unit #168, a 2006 unit with a Fleet Maintenance Rating of 12 (Replacement recommended). Specifications and pricing information is attached. This request supports the City's #1 goal, to upgrade City infrastructure and facilities.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment		
Capital Outlay	56-65-320-63200-0000-000	\$ 180,000.00
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 180,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: David H. Willett

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: Wastewater Operations Biosolids Program Priority: 1

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 50,000.00

Description/Justification:

The biosolids program is proposing to increase the budgeted amount by \$50,000.00 to a total of \$300,000.00 (property services) to remove the accumulated biosolids. In 2016 we will be investigating other methods of removal by using a pump instead of a dredge, screening, composting, and land applying to the city owned property.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		\$
Personnel* FTE: 0.00		
Purchased Services	52-65-280-61400	50,000
Supplies/Non-Capital Equipment		
Capital Outlay		
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 50,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: _____

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: John Deere 4 Wheeler Replacement Priority: 1

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 20,000.00

Description/Justification:

The gators at the WWTP are a necessity because:
 • Everyday use covering the 310 acres that comprise the WWTP, o Collecting daily samples: 7 days/ week, o Calibration of process equipment: 7 days/ week, • Traveling along the embankments that are part of Bull Reservoir & the lagoons. Heavier vehicular use must be minimized, • Saving fuel costs, • Saving maintenance cost vs. truck maintenance costs, • Mobility in reading groundwater wells, • Mobility in muddy & slippery conditions, • Mobility in areas inaccessible to trucks,
 The reasons one of the gators needs to be replaced with a Kubota:
 • Gator service cost is increasing because of age, • The Kubota will have faster on-site service and is designed for rough operational use, • Poor frame integrity of the Gator vehicles have made it necessary 3 times to replace shattered doors and windshields, • A Kubota has a sealed cab with heat and AC, • The Kubota uses a hydrostatic transmission instead of a belt driven transmission.
 The water treatment plant has had success in using their Kubota for daily operations and we believe it will be the nest solution for the waste water plant.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment		
Capital Outlay	52 65 280 63200	\$ 20,000.00
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 20,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: _____

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: Dodge Truck Replacement Priority: 1

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 35,000.00

Description/Justification:

The 2002 Dodge Ram 2500 is 13 years old and is the only street legal means of transportation at the waste water plant. This vehicle is used by 6 full time employees, and 3 of those FTE are on call. Reasons a reliable vehicle is essential to the operations and maintenance at the WWTP are:

- Hauling large/bulky cargo that cannot be handled by the utility vehicles (John Deere Gators),
- The truck carries the diesel fuel storage tank so the utility vehicles and John Deere tractor can be fueled,
- Hauling trailer mounted equipment such as the boat for sampling biosolids,
- Sampling at the WWTP outfalls- these are off-site, sampling at Lift Station A,
- Receiving Bioxide deliveries at lift stations,
- Delivering samples to and from laboratories,
- Procuring operating supplies from vendors such as Home Depot or further places,
- Servicing WWTP buildings,
- Operations during severe weather (winter storms, flooding, etc.).

As of July 8, 2015 the condition rating for this vehicle is at 13 which the highest rated vehicle that needs to be replaced in the department. It has fully depreciated and now the cost of fixing it every time it needs to be maintained outweighs the cost of a replacement truck.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment		
Capital Outlay	52 65 280 63200	\$ 35,000.00
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 35,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: _____

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: Industrial Pretreatment - Software Priority: 1

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 12,000.00

Description/Justification:

As the Industrial Pretreatment Program grows to meet the changing demands of the EPAs IP requirements, it is necessary for the program to maintain reliable and functional records of industrial users, businesses and correspondence. The Linko software package is designed to allow the user to maintain records for each business and industrial user in the system, attach PDF documents such as pumping manifests and notice of violations (NOVs) to the electronic file and create comments and records of compliance and enforcement activities. This program is especially useful for the FOG control sector which requires more documentation and monitoring. The Linko software is developed for industrial pretreatment applications only and comes with the ability to generate form letters, mailings, and NOVs that are EPA compliant and standardized. The initial cost is \$12,000. There is a annual subscription fee of \$1560. This fee is included in the initial cost of \$12,000.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment	52-65-290-62300	\$ 12,000.00
Capital Outlay		
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 12,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: _____

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: WTP Truck Priority: 1

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 35,000.00

Description/Justification:

The water treatment facility is operated 24/7 and has a total of 7 employees that operate and maintain the facility. The operations staff does a large portion of the maintenance at the facility and regularly needs to haul supplies and materials. All staff members at the WTP require at some point in time a vehicle to complete daily required job duties. A vehicle will help fulfill the needs of a facility that requires both operators and relief operators to maintain clean and safe drinking water. The vehicle will be used for:

- Maintenance and repair of equipment.
- Emergency call response.
- Offsite inspections, tanks, pipelines, liftstations, ect.
- Supply procurement, piping, hardware, rental equipment, salt, ect.
- Offsite training.

The remaining 2 vehicles will continue to be used for lab and administrative operations. The estimated price of the desired vehicle is \$35,000.00. Since 2010 the utilities department has reduced the number of vehicles by 4. This was done in an equitable manner in order to assist other departments that were in need of vehicles at that time. Before these vehicles were dispersed all utilities vehicles were treated as pool vehicles but we have now shorted ourselves. In addition, the WTP operations staff was expecting to obtain one vehicle in 2015, but that vehicle was somehow provided to another division.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment		
Capital Outlay	50 65 230 63200	\$ 35,000.00
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 35,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: _____

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: Water Operations Capital Equipment Priority: High

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 142,000.00

Description/Justification:

Booster Jockey Pump and VFD -- \$25,000 -- Existing jockey pump is undersized and runs at constant speed. Larger jockey pump with VFD will operate at a wider range of flows and save energy; Booster VFD -- \$25,000 -- Replacement of existing VFD for main booster pump; High Zone Tank Generator and ATS -- \$15,000 -- New generator and automatic transfer switch to back up SCADA equipment; High Zone Pump and Motor -- \$35,000 -- Replacement of existing pump and motor; High Zone Motor Control Valve -- \$16,000 -- Replacement of existing valve; High Zone Overpressure Valve -- \$11,000 -- Replacement of existing valve; WTP Alum Tank -- \$15,000 -- Replacement of existing Alum Tank.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment		
Capital Outlay	50-65-230-63200-0000-000	\$ 142,000.00
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 142,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: David H. Willett, MBA, PE

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____

BUDGET PACKAGE REQUEST

Package Name: Wastewater Operations Capital Equipment Priority: High

Package Type: One Time: On Going: Other:

Total Package Costs: \$ 140,000.00

Description/Justification:

Big Dry Creek Submersible or Turbine Pump -- \$20,000 -- New dedicated pump for discharging from Bull Reservoir to Big Dry Creek (BDC). Current method of discharge to BDC is not energy-efficient; Lift Station B Flow Meter -- \$80,000 -- Addition of a flow meter to meet CDPHE requirements; Lift Station B Muffin Monster -- \$13,000 -- Shelf spare rebuilt grinder to protect the pumps at Lift Station B and maintain uninterrupted operation; Lift Station F Submersible Pumps -- \$17,000 -- Replacement of existing pumps which have reached the end of their service life; WWTP Autosampler -- \$10,000 -- New automated sampling device to improve process control.

Alternatives:

Expenditures:	Account Code/Description:	Amount:
Additional Revenue		
Personnel* FTE: 0.00		
Purchased Services		
Supplies/Non-Capital Equipment		
Capital Outlay	52-65-280-63200-0000-000	\$ 140,000.00
Miscellaneous		
Contingency		
TOTAL EXPENDITURES		\$ 140,000.00

*Contact HR/Finance to determine comprehensive personnel cost estimates and accounting.

Department Head: David H. Willett, MBA, PE

Signature: _____

Date: _____

City Manager Determination:

Approved:

Denied:

Signature: _____

Date: _____