



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Town Council

Board Meeting Date: 1/9/2018

File #: 18-007, Version: 1

SUBJECT: CONSENT AGENDA

FILE NUMBER: 18-007

Resolution Authorizing Various Vendor And Utility Payments In 2018; And Setting Forth Details In Relation Thereto.

DEPARTMENT: Public Works
PRESENTER: Todd Fessenden, Public Works Director
Kris McDaniel, Public Works Project & Budget Coordinator

FISCAL INFORMATION:

Cost as Recommended: See table
Balance Available: See table
Fund: General, Water, Wastewater
Budget Line Item Number: See table
New Appropriation Required: No

STAFF RECOMMENDATION: Approve Resolution authorizing payments and authorizing Staff to expend said funds.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The 2018 Operating Budget includes funds for utility payments to various vendors for services provided to the Town of Erie. Staff prepares "blanket purchase orders" at the beginning of the year to pay for these recurring services. Some services have a lower than \$25,000 monthly average; however one invoice may be higher than the \$25,000 allotment, therefore requires Board approval. These are sole source or preferred vendors.

- Xcel Energy and United Power provide electrical services for streetlights and Town facilities.
- National Meter & Automation is the vendor the Town purchases new and replacement Beacon water meters
- Water Treatment and Reclamation Facilities (WTF & WRF) use a variety of chemicals during the treatment process. Each chemical may incur an expense over the threshold
- The Streets Division orders ice slice for snow removal. This is generally six months out of the year. While the six-month average is under the \$25,000 threshold, one invoice can be over \$25,000

<u>Vendor</u>	<u>Description</u>	<u>Fund</u>	<u>Total Budget</u>	<u>Account Number</u>
Xcel Energy & United Power	TH, ECC, PD, SC	General	\$265,800	100-70-440-510000
Xcel Energy & United Power	Town street lights	General	\$272,000	100-70-710-510000
Envirotech	Ice slice or mag chloride	General	\$ 84,700	100-70-710-535000
National Meter & Automation	Water meters (new & replace)	Water	\$656,400	500-70-110-603000
Xcel Energy & United Power	WTF electric	Water	\$256,000	500-70-740-510000
Various	Plant chemicals	Water	\$230,800	500-70-740-536000
Xcel Energy & United Power	WRF electric	Wastewater	\$267,500	510-70-750-510000
Various	Plant chemicals	Wastewater	\$226,800	510-70-750-536000

Also in the 2017 Water Fund - Admin Budget, there are assessment fees for various water items. These are estimated amounts from the Town's water attorney; actual costs may vary. If the actual costs are more than 10% higher than the estimates, Staff will present the item to the Board for approval to pay.

<u>Description</u>	<u>Total Budget</u>	<u>Account Number</u>
CBT** Carryover Fee	\$ 64,300	500-70-110-572000
CBT Assessments	\$345,700	500-70-110-572000
Windy Gap Pumping & Carriage Costs	\$ 50,000	500-70-110-572000
Windy Gap Assessment	\$215,000	500-70-110-572000
SWSP*** Assessment	\$100,000	500-70-110-572000
Bijou Irrigation Company Water Lease	\$254,900	500-70-110-573440

**Colorado Big Thompson

*** Southern Water Supply Project

- CBT Carryover fees are fees paid to Northern Colorado Water Conservancy District for water that is unused in the previous calendar year
- CBT Assessments are annual fees to Northern Colorado Water Conservancy District operations costs of ditches, reservoirs, etc for the Town's Colorado-Big Thompson units
- Windy Gap Pumping & Carriage Costs are annual maintenance and pumping costs associated with the use of Windy Gap water
- Windy Gap Assessment is an annual assessment fees related to the use of Windy Gap water
- SWSP Assessment is an annual assessment fees related to the use of the pipeline from Carter Lake to Broomfield to Erie
- Annual payment for Water Lease agreement for Bijou Irrigation Company

ATTACHMENTS:

- a. Resolution