

STATE OF COLORADO

John W. Hickenlooper, Governor
Christopher E. Urbina, MD, MPH
Executive Director and Chief Medical Officer

Dedicated to protecting and improving the health and environment of the people of Colorado

4300 Cherry Creek Dr. S. Laboratory Services Division
Denver, Colorado 80246-1530 8100 Lowry Blvd.
Phone (303) 692-2000 Denver, Colorado 80230-6928
Located in Glendale, Colorado (303) 692-3090

<http://www.cdph.state.co.us>



Colorado Department
of Public Health
and Environment

MEMORANDUM

TO: **Water and Wastewater Entities and Consulting Engineers in Colorado**

FROM: **Jennifer Miller, P.E., Engineering Section Manager, Water Quality Control Division**

Cc: **Colorado Wastewater Utility Council (CWWUC), Colorado Water Utility Council (CWUC), Colorado Rural Water Association (CRWA), American Council of Engineering Companies (ACEC) of Colorado, Rocky Mountain Water Environment Association (RMWEA), Rocky Mountain Section American Water Works Association (RMSAWWA), Local Health Department Contacts**

DATE: **October 25, 2011**

SUBJECT: **Changes and Improvements in the Engineering Section of the Water Quality Control Division**

I am very pleased to share with you some significant improvements that we are making in the Engineering Section with regard to assigning and managing work. The changes address 'who' and 'how' we do work and includes an emphasis on tracking the production and quality of work products and services as well as meeting performance metrics. Another important aspect of the changes includes improving the way we work and interact with the regulated and engineering communities. We are making these changes to facilitate improvements in the quality, consistency and quantity of the work products and services that are provided by the Engineering Section. The changes will also provide a better means for improving Engineering Section competencies in all key areas. Finally, these changes will better position us to meet the Governor's directives of performing our work in a manner that is efficient, elegant and effective.

In summary, the changes respective to the assignment and management of work are as follows:

1.0 **Functional Focus and Specialization** – the work assigned and performed in the Engineering Section will no longer be geographically-based. The work will be based upon functional focus and specialization; specifically all services will be categorized as either engineering review work or field-based engineering work. We will still have four (4) units in the Engineering Section, but one of the units in Denver will be a focused Engineering Review unit and the other three units (Denver, Pueblo and Grand Junction) will be focused Field-Based Engineering units. We will continue to have one engineer located in each of the satellite offices, Steamboat Springs and Buena Vista.

1.1 Engineering Review Work

All site location application, wastewater and drinking water design review and other engineering review work (SRF/STAG reviews for PERs, change orders, etc. as well as engineering-design related submittals and engineering submittals related to enforcement orders and permit compliance schedules) will be performed in a single Unit (Engineering Review Unit) and Bret Icenogle will manage that Unit. This change means that all of the submittals for this work will be coming directly to the Denver office and the review work will be assigned to staff and managed by Bret. To ensure that submittals are properly logged and tracked, submittals for projects or other engineering reviews can no longer be accepted in any of the

field or satellite offices. **All projects must be received in the Denver office.** Project submittal information is available on the Engineering Section web page at the following locations:
<http://www.cdphe.state.co.us/wq/engineering/pdf/2010/RequestSAFees.pdf> (wastewater projects)
<http://www.cdphe.state.co.us/wq/engineering/pdf/2010/SubmittalofDWDesigns.pdf> (drinking water projects)

1.2 Field-Based Engineering Work

All inspections, spill response and follow-up, drinking water acute Engineering support and follow-up, sampling, and field-based engineering work (site visits, etc.) will be done in these Units. Heather Drissel will continue as the Unit Manager (UM) for the Southern Field Engineering Unit in Pueblo and Tom Schaffer will continue as the UM for the Western Field Engineering Unit in Grand Junction. Our Denver Field Engineering Unit, UM position is currently vacant and will be filled within the next few months. In the interim, Heather Drissel and Tom Schaffer will be managing the work of the Denver Field Engineering Unit staff.

- 2.0 **County Engineering Contact Changes** - We are also moving further away from the traditional District Engineer (DE) model to account for the new work approach; there will be an Engineering Review contact (<http://www.cdphe.state.co.us/wq/engineering/pdf/EngineeringReviewContactGuidance.pdf>) and a Field Engineering contact (<http://www.cdphe.state.co.us/wq/engineering/pdf/FieldEngineeringContactGuidance.pdf>) for each county. These specialized contacts will enable us to provide more timely and consistent engineering information and customer support internally (within the Division) and externally. We have actually been transitioning away from the DE approach for the last few years to facilitate more effective workload balancing; the current changes will complete the transition.

An updated county engineering contact list and an interactive contact map are available at the Engineering Section's web page at the following locations, respectively:

<http://www.cdphe.state.co.us/wq/engineering/pdf/EngineeringSectionContactInformation.pdf>
<http://www.arcgis.com/home/item.html?id=79ef45eec73e4b5fae37cc0fe00249e4>

After the map link opens, use the 'Open' button to select a viewer type to see the enlarged map with the interactive information.

The changes became effective October 1, 2011, but we are in a transition period for the month of October – during which we will be wrapping up work on project reviews (to the extent possible). Any project reviews that cannot be completed by October 31, 2011 will be transferred to the Engineering Review Unit for completion. Contact will be made with applicants and engineers for projects that will be transferred. **November 1, 2011 will be the formal date by which the changes will be fully implemented.**

These changes and improvements are hopefully not a surprise to many of you as I have been communicating that I was in the process of making significant changes to address the concerns that some of you had raised over the past several months. Again, we believe that we are taking some very positive steps in making our group more effective overall and we appreciate your support in these efforts.

QUESTIONS?

Please do not hesitate to contact me directly with any questions or concerns. I can be reached by email at jennifer.miller@state.co.us or by phone at 303.692.3507.

Please contact Bret Icenogle directly with any specific questions or concerns regarding the status of specific project review work; Bret can be reached by email at bret.icenogle@state.co.us or by phone at 303.692.3278.

Please contact Heather Drissel or Tom Schaffer with specific questions or concerns regarding the status of specific field-based engineering work – inspections, spills or other related matters. Heather can be reached by email at heather.drissel@state.co.us or by phone at 719.545.4650, ext 103; Tom can be reached by email at tom.schaffer@state.co.us or by phone at 970.248.7152.