

COMMISSION MEETING AGENDA
PUBLIC UTILITY DISTRICT NO. 1 OF DOUGLAS COUNTY
EAST WENATCHEE, WASHINGTON
August 13, 2018 – 1:30 P.M.

1. Flag Salute
2. Minutes
3. Vouchers
4. Public Comment
5. 20-Year Service Award – Susan Martin
6. 25-Year Service Award – Mary Mayo
7. Resolution Authorizing a Call for Bids Under Bid Document 18-30-D, Supply and Deliver Seven (7) 15kV, 600 AMP Padmount Switchgear
8. Resolution Authorizing Award of Contract 18-04-W to Fahey Machinery Company to Replace the Hydraulic Shear at the Wells Hydroelectric Project
9. Resolution Amending Resolution No. 18-130, Call for Bids Under Bid Document 18-29-W, Construct Conklin Landing RV Park
10. Resolution Authorizing Agreement with City of Bridgeport Increasing Contribution for the Expansion of Conklin Landing RV Park
11. Resolution Authorizing Amendment No. 1 to Professional Service Agreement with Quality Training Systems
12. Resolution Authorizing Amendment No. 1 to the Professional Service Agreement with Columbia Research
13. Resolution Authorizing Amendment No. 1 to the Professional Service Agreement with the Washington State Department of Fish and Wildlife
14. Resolution Authorizing a Renewable Energy Certificate Purchase and Sale Agreement with ACT Commodities, Inc.
15. Resolution Establishing Compensation for the Position of General Manager
16. Treasurer's Report – Distribution System – July 2018
17. Treasurer's Report – Wells Project – July 2018
18. Preliminary Disturbance Report
19. DCCN Report – July 2018

20. Other

21. Trips

22. Minutes

Draft Pre-decisional Document

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A CALL FOR BIDS UNDER BID
DOCUMENT 18-30-D, SUPPLY AND DELIVER SEVEN (7)
15kV, 600 AMP PADMOUNT SWITCHGEAR**

RECITALS:

1) The District has experienced a large increase in the number of requested large customer service requests. The district needs additional padmount switchgear to support these jobs.

2) Staff recommends that the District solicit bids in compliance with RCW 54.04.70 to replenish stock of padmount switchgear in accord with the specifications, terms and conditions of Bid Document 18-30-D. Sealed bids will be accepted until September 10, 2018 at 1:30 p.m. Pacific Time in the District's East Wenatchee headquarters office.

3) It is in the best interests of the District to issue a call for bids under Bid Document 18-30-D, Supply and Deliver Seven (7) 15kV, 600 Amp Padmount Switchgear.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Bid Document 18-30-D is hereby approved, and the District's General Manager is hereby authorized and directed to issue a call for bids to supply and deliver seven (7) 15kV, 600 Amp padmount switchgear.

ADOPTED this 13th day of August, 2018.

Ronald E. Skagen, President

Aaron J. Viebrock, Vice President

ATTEST:

Molly Simpson, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING AWARD OF CONTRACT
18-04-W TO FAHEY MACHINERY COMPANY TO REPLACE
THE HYDRAULIC SHEAR AT THE
WELLS HYDROELECTRIC PROJECT**

RECITALS:

1) By Resolution No. 18-113 dated June 25, 2018, the District called for bids under Bid Document 18-04-W, Replace Hydraulic Metal Shear at the Wells Hydroelectric Project.

2) On July 23, 2018, the District opened the following bid:

<u>Bidder</u>	<u>Total for Bid Comparison</u>
Fahey Machinery Company, Inc. Kent, WA	\$94,125.00
Engineer's Estimate	\$106,000.00

3) District staff has reviewed the bid and found that the bid from Fahey Machinery Company meets all terms and conditions of Bid Document 18-04-W. A review of the bidder's experience, qualifications, financial, and work references verified that this company fulfills all necessary requirements and staff recommends award of Contract 18-04-W to Fahey Machinery Company.

4) It is in the best interests of the District to award Contract 18-04-W to the lowest responsive bidder, Fahey Machinery Company, with an authorized expenditure of \$94,125.00 (ninety-four thousand one hundred twenty five thousand dollars and no cents).

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Contract 18-04-W is awarded to Fahey Machinery Company. The General Manager is authorized to issue a Contract with Fahey Machinery Company subject to the filing of the Contract and a Performance and Payment Bond in accordance with the District's specifications and which contract and bond are to be in a form that is satisfactory to the District.

ADOPTED this 13th day of August, 2018.

Ronald E. Skagen, President

Aaron J. Viebrock, Vice President

ATTEST:

Molly Simpson, Secretary

Draft Pre-decisional Document

RESOLUTION NO. _____

**A RESOLUTION AMENDING RESOLUTION NO. 18-130, CALL
FOR BIDS UNDER BID DOCUMENT 18-29-W, CONSTRUCT
CONKLIN LANDING RV PARK**

RECITALS:

1) By Resolution No. 18-130 dated July 30, 2018, the District approved a call for bids under Bid Document 18-29-W, Construct Conklin Land RV Park.

2) The bid opening date of August 23, 2018 specified in Resolution No. 18-130 is incorrect. Resolution No. 18-130 should therefore be amended to revise the bid opening date to August 24, 2018.

3) It is in the best interests of the District to amend Resolution No. 18-130 to revise the bid opening date to August 24, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Resolution 18-130 shall be amended to revise the bid opening date to August 24, 2018.

ADOPTED this 13th day of August, 2018.

Ronald E. Skagen, President

Aaron J. Viebrock, Vice President

ATTEST:

Molly Simpson, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING AGREEMENT WITH CITY OF
BRIDGEPORT INCREASING CONTRIBUTION FOR THE
EXPANSION OF CONKLIN LANDING RV PARK**

RECITALS:

1) By Resolution No. 18-058, dated March 26, 2018, the District entered into a Cooperative Agreement (Agreement) with the City of Bridgeport (City) for the expansion of the proposed Conklin Landing RV Park. The expansion would include seven additional RV spaces.

2) Per the Agreement, the City shall contribute up to \$225,000 towards the expansion of the park. Due to increasing construction costs and grant funds obtained for the project, the City has agreed to increase their contribution by \$50,000.

3) It is in the best interest of the District to enter into a Cooperative Agreement to increase the City's maximum contribution to \$275,000.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the Agreement between the City of Bridgeport and Public Utility District No. 1 of Douglas County, Washington regarding the increase in the City's contribution to the RV park is hereby approved and the General Manager is hereby authorized and directed to sign the Agreement on behalf of the District.

ADOPTED this 13th day of August, 2018.

Ronald E. Skagen, President

Aaron J. Viebrock, Vice President

ATTEST:

Molly Simpson, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO
PROFESSIONAL SERVICE AGREEMENT WITH QUALITY
TRAINING SYSTEMS**

RECITALS:

1) Resolution No. 18-124 authorized the District to enter into a Professional Service Agreement with Quality Training Systems regarding provision of training materials development services for the District's System Operator Training Program.

2) Staff recommends approval of Amendment No. 1 with Quality Training Systems to increase the not-to-exceed amount of the contract by \$11,204.00, bringing the total amount of the agreement to \$99,686.00.

3) It is in the best interests of the District to issue Amendment No. 1 to amend the Professional Service Agreement with Quality Training Systems to provide for the creation of training materials for the Voltage Control Module of the training program.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's General Manager is authorized and directed to issue Amendment No. 1 to the Professional Service Agreement with Quality Training Systems to increase the not-to-exceed amount of the Contract by \$11,204.00, bringing the total amount of the Agreement to \$99,686.00.

ADOPTED this 13th day of August, 2018.

Ronald E. Skagen, President

Aaron J. Viebrock, Vice President

ATTEST:

Molly Simpson, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE
PROFESSIONAL SERVICE AGREEMENT WITH
COLUMBIA RESEARCH**

RECITALS:

1) By Resolution 17-240 dated December 29, 2017, the District entered into a Professional Service Agreement with Columbia Research to haze birds at Wells Hatchery and in the Wells Dam tailwater.

2) District staff recommends approval of Amendment No. 1 with Columbia Research, extending the term of the Agreement to provide bird hazing while repairs are done to pond three.

3) It is in the best interests of the District to issue Amendment No. 1 to amend the Professional Service Agreement with Columbia Research. Amendment No. 1 will extend the term of the Agreement to December 31, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's General Manager is hereby authorized and directed to issue Amendment No. 1 to the Professional Service Agreement with Columbia Research, which will extend the term of the Agreement to December 31, 2018.

ADOPTED this 13th day of August 2018.

Ronald E. Skagen, President

Aaron J. Viebrock, Vice President

ATTEST:

Molly Simpson, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE
PROFESSIONAL SERVICE AGREEMENT WITH THE
WASHINGTON STATE DEPARTMENT OF FISH
AND WILDLIFE**

RECITALS:

1) Resolution No. 17-213 authorized the District to enter into a Professional Service Agreement with the Washington State Department of Fish and Wildlife (WDFW) regarding the 2018 HCP Hatchery Monitoring and Evaluation (M&E) Implementation Program.

2) The Methow spring Chinook program requires genetic analysis of broodstock collected at various locations toward ensuring that fish are correctly assigned to their tributary of origin. Historically, WDFW has performed this work for the District.

3) Staff recommends approval of Amendment No. 1 that will add the genetic assignment tasks to the District's Monitoring and Evaluation contract with WDFW.

4) It is in the best interests of the District to issue Amendment No. 1 to amend the Hatchery Monitoring and Evaluation Professional Service Agreement with WDFW. Amendment No. 1 will increase the not-to-exceed cost associated with the Agreement by \$11,449, increasing the total amount of the Agreement to \$1,069,200.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's General Manager is authorized and directed to issue Amendment No. 1 to the Professional Service Agreement with the WDFW.

ADOPTED this 13th day of August, 2018.

Ronald E. Skagen, President

Aaron J. Viebrock, Vice President

ATTEST:

Molly Simpson, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A
RENEWABLE ENERGY CERTIFICATE PURCHASE AND SALE
AGREEMENT WITH ACT COMMODITIES, INC.**

RECITALS:

- 1) The District has Renewable Energy Certificates (RECs) which are surplus to its prospective needs.
- 2) An agreement has been negotiated for the District to sell a portion of the non-power attributes (RECs) associated with its share of Rocky Reach generation to ACT Commodities, Inc.
- 3) The District anticipates revenue of \$57,500 as a result of this agreement.
- 4) It is in the District's best interest to enter into said agreement referred to in Recital 2 above, for the sale of RECs associated with the District's share of generation from the Rocky Reach Project.

NOW, THEREFORE BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District is authorized to enter into an agreement with ACT Commodities, Inc. for the sale of RECs and the District's General Manager is authorized to sign the Renewable Energy Certificate Purchase and Sale Agreement described above.

ADOPTED this 13th day of August, 2018.

Ronald E. Skagen, President

Aaron J. Viebrock, Vice President

ATTEST:

Molly Simpson, Secretary

RESOLUTION NO. _____

**A RESOLUTION ESTABLISHING COMPENSATION FOR THE
POSITION OF GENERAL MANAGER**

RECITALS:

1) The District's General Manager has been duly performing the duties of General Manager since July 1, 2017.

2) It is in the best interests of the District to establish the compensation for the District's General Manager.

NOW, THEREFORE BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that effective August 16, 2018, the compensation for the position of General Manager is established at a monthly salary of \$_____ and one additional day of personal leave accrual per month along with group health policy benefits, travel insurance, group life insurance and leave plan benefits applicable to other non-union employees as provided by the most recent District resolutions.

ADOPTED this 13th day of August, 2018.

Ronald E. Skagen, President

Aaron J. Viebrock, Vice President

ATTEST:

Molly Simpson, Secretary