

COMMISSION MEETING AGENDA  
PUBLIC UTILITY DISTRICT NO. 1 OF DOUGLAS COUNTY  
EAST WENATCHEE, WASHINGTON  
OCTOBER 8, 2018 – 1:30 P.M.

1. Flag Salute
2. Minutes
3. Vouchers
4. Public Comment
5. Hearing on the Electric Distribution System Budget for 2019 and the Wells Hydroelectric Project 2018 Transition Period and Calendar Year 2019 Budget
6. Resolution Adopting the Distribution System Official Budget of Expenditures for Calendar Year 2019 as Finally Approved
7. Resolution Adopting the Wells Hydroelectric Project Official Budgets for 2018 Transition Period and Calendar Year 2019 as Finally Approved
8. Resolution Approving Environmental Reviews for the 2019 Distribution System Capital Budget and the September 1, 2018 – December 31, 2018 and 2019 Fiscal Year Wells Project Operating Capital and Extraordinary Expense Budget
9. Resolution Authorizing Acceptance of Work and Final Payment to Cascade Cable Constructors, Inc. Under Contract 17-09-D, Provide Traffic Control Services
10. Resolution Authorizing Acceptance of Work and Final Payment to Galvanizers, Inc. Under Contract 18-09-D, Supply and Deliver Bus Support Steel for the Lone Pine Substation
11. Resolution Authorizing Change Order No. 1 to Contract 18-28-D, Supply and Deliver Control and Relay Panels for the Lone Pine Substation
12. Resolution Authorizing a Notice to Proceed for the Fifth Unit Generator Work Under Contract 06-41-W with Toshiba America Energy Systems Corporation
13. Resolution Authorizing Amendment No. 3 to Professional Service Agreement with Erlandsen and Associates, Inc. Under Contract 12-23-W
14. Resolution Authorizing Amendment No. 4 to Professional Service Agreement with Erlandsen and Associates, Inc. Under Contract No. 13-03-W
15. Resolution Affirming Change Order No. 17 to Contract 14-19-W, Wells Hatchery Modernization
16. Resolution Authorizing the District to Renew Information Security and Privacy Liability Insurance with Beazley
17. Resolution Authorizing the District to Renew Fiduciary Liability Insurance with American Insurance Group (AIG)
18. Resolution Authorizing the District to Renew Directors and Officers and Employment Practices Liability Insurance with American Insurance Group (AIG)

19. Work Order Inventories No. 1049: (\$203,653); No. 1050: \$52,108; No. 1051: (\$12,223);  
No. 1052: \$73,016; No. 1053: (\$207,705); No. 1054: (\$173,440); No. 1055: (\$16,990);  
No. 1056: \$318,163
20. Financial and Statistical Report – Distribution System – August 2018
21. Budget Report – Distribution System – August 2018
22. Preliminary Disturbance Reports
23. DCCN Report – August 2018
24. Other
25. Trips
26. Minutes
27. Executive Session: RCW 42.30.110(1)(g) and RCW 42.30.110(1)(i)

Draft Pre-decisional Document

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION ADOPTING THE DISTRIBUTION SYSTEM  
OFFICIAL BUDGET OF EXPENDITURES FOR YEAR 2019 AS  
FINALLY APPROVED**

**RECITALS:**

- 1) A proposed budget of expenditures prepared for the District's Distribution System has been filed with the records of the District.
- 2) The Commission of the District met at the time and place as designated in a properly advertised Notice of Hearing to consider said budget.
- 3) The budget outlines projected revenues, operating expenses, and capital spending spanning many categories of expenditure including payroll, acquisition of goods and services, and capital projects. Total salaries, wages and overtime amounts to \$8.0 million in the 2019 Distribution budget and includes a 3% adjustment to salaries and wages. The total expense for salaries, wages and overtime as a percentage to the total Distribution budget is 12%. After adoption by the Commission, the General Manager is responsible to administer District operations using the approved budget as the guideline.
- 4) The Commission resolved that for the best interest of the District the budget should be determined and adopted the same as now filed.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, does hereby adopt the Distribution System Official Budget of Expenditures for the year 2019 as finally determined, and fix the final amount of the expenditures as set forth in said Budget.

**ADOPTED** this 8th day of October, 2018.

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Ronald E. Skagen, President

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Aaron J. Viebrock, Vice President

**ATTEST:**

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Molly Simpson, Secretary

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION ADOPTING THE WELLS HYDROELECTRIC  
PROJECT OFFICIAL BUDGETS FOR 2018 TRANSITION  
PERIOD & CALENDAR YEAR 2019 AS FINALLY APPROVED**

**RECITALS:**

- 1) The proposed budgets of expenditures prepared for the District's Wells Hydroelectric Project have been filed with the records of the District.
- 2) The Commission of this District met at the time and place as designated in a properly advertised Notice of Hearing to consider said budgets.
- 3) The budgets outline projected revenues, operating expenses, and capital spending spanning many categories of expenditure including payroll, acquisition of goods and services, and capital projects. Total salaries, wages and overtime amounts to \$12.8 million in the combined 2018-2019 Wells budgets and includes a 3% adjustment to salaries and wages. The total expense for salaries, wages and overtime as a percentage of the total Wells budgets is 22%. After adoption by the Commission, the General Manager is responsible to administer District operations using the approved budget as the guideline.
- 4) The Commission having resolved that for the best interests of the District, the budgets should be determined and adopted the same as now filed.

**NOW, THEREFORE, BE IT RESOLVED** that the Commissioners of Public Utility District No. 1 of Douglas County, Washington, do hereby adopt the Wells Hydroelectric Project Official Budgets of Expenditures for the 2018 transition period and the fiscal year ending December 31, 2019, as finally determined, and fix the final amount of the expenditures as set forth in said Budgets. Copies of the Budgets are attached hereto and by reference made a part hereof.

**ADOPTED** this 8th day of October, 2018.

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Ronald E. Skagen, President

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Aaron J. Viebrock, Vice President

**ATTEST:**

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Molly Simpson, Secretary

Draft Pre-decisional Document

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION APPROVING ENVIRONMENTAL REVIEWS FOR THE 2019  
DISTRIBUTION SYSTEM CAPITAL BUDGET AND THE SEPTEMBER 1, 2018-  
DECEMBER 31, 2018 AND 2019 FISCAL YEAR WELLS PROJECT  
OPERATING CAPITAL AND EXTRAORDINARY EXPENSE BUDGET**

**RECITALS:**

1. Public Utility District No. 1 of Douglas County (hereinafter called the "District"), is a public utility district organized and existing under and by provision of Title 54 of the Revised Code of Washington.

2. The Washington State Environmental Policy Act requires all state and local government agencies to consider environmental values for their actions.

3. Environmental reviews of the Distribution System and Wells Project budgets were reviewed and placed on file at the Commission meeting of August 27, 2018.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington that the Environmental Reviews of the 2019 Distribution System Capital Budget and the September 1, 2018-December 31, 2018 and 2019 Fiscal Year Wells Project Operating Capital and Extraordinary Expense Budget are hereby approved and adopted.

**ADOPTED** this 8th day of October, 2018.

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Ronald E. Skagen, President

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Aaron J. Viebrock, Vice President

**ATTEST:**

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Molly Simpson, Secretary

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING ACCEPTANCE OF WORK  
AND FINAL PAYMENT TO CASCADE CABLE  
CONSTRUCTORS, INC. UNDER CONTRACT  
17-09-D, PROVIDE TRAFFIC CONTROL SERVICES**

**RECITALS:**

1) By Resolution No. 17-115 dated August 14, 2017, the District awarded Contract 17-09-D, Provide Traffic Control Services to Cascade Cable Constructors, Inc.

2) District staff report the Contractor has satisfactorily completed all requirements of Contract 17-09-D and has submitted a Request for Final Payment, Certificate and Release. Therefore, staff recommends that the District accept the completed work and authorize final payment in the amount of \$455.65 to Cascade Cable Constructors, Inc. upon receiving the required notifications from the State of Washington. The total cost of work under this contract is \$9,112.75.

3) It is in the best interests of the District to accept the work as complete and authorize final payment under Contract 17-09-D.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the work under Contract 17-09-D, Provide Traffic Control Services is hereby accepted as complete, and that final payment is authorized, contingent on receipt by the District of all necessary releases by the State of Washington. This acceptance in no manner waives any claim the District may have against the Contractor for failure to comply with the terms of the contract.

**ADOPTED** this 8th day of October, 2018.

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Ronald E. Skagen, President

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Aaron J. Viebrock, Vice President

**ATTEST:**

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Molly Simpson, Secretary

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING ACCEPTANCE OF WORK AND  
FINAL PAYMENT TO GALVANIZERS, INC. UNDER  
CONTRACT 18-09-D, SUPPLY AND DELIVER BUS SUPPORT  
STEEL FOR THE LONE PINE SUBSTATION**

**RECITALS:**

1) By Resolution No. 18-060 dated April 9, 2018, the District awarded Contract 18-09-D, Supply and Deliver Bus Support Steel for the Lone Pine Substation to Galvanizers, Inc.

2) District staff report the Contractor has satisfactorily completed all requirements of Contract 18-09-D and has submitted a Request for Final Payment, Certificate and Release. Therefore, staff recommends that the District accept the completed work and authorize final payment in the amount of \$52,518.60 to Galvanizers, Inc. upon receiving the required notifications from the State of Washington.

3) It is in the best interests of the District to accept the work as complete and authorize final payment under Contract 18-09-D.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the work under Contract 18-09-D is hereby accepted as complete, and that final payment is authorized, contingent on receipt by the District of all necessary releases by the State of Washington. This acceptance in no manner waives any claim the District may have against the Contractor for failure to comply with the terms of the contract.

**ADOPTED** this 8th day of October, 2018.

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Ronald E. Skagen, President

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Aaron J. Viebrock, Vice President

**ATTEST:**

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Molly Simpson, Secretary



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO  
CONTRACT 18-28-D, SUPPLY AND DELIVER CONTROL AND  
RELAY PANELS FOR THE LONE PINE SUBSTATION**

**RECITALS:**

1) By Resolution No. 18-119 dated July 9, 2018, the District awarded Contract 18-28-D, Supply and Deliver Control and Relay Panels for the Lone Pine Substation to Electrical Power Products, Inc.

2) A component of the control and relay panels was left out of the specifications and drawings of Contract 18-28-D; Electrical Power Products was asked to include this component in the panels.

3) District staff recommends approval of Change Order No. 1 in the amount of \$472.00 which brings the total amount of the contract to \$98,470.00.

4) It is in the best interests of the District to approve Change Order No. 1 to Contract 18-28-D.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that in accordance with Administrative Bulletin 9.7, District staff is authorized and directed to issue Change Order No. 1 to Contract 18-28-D, Supply and Deliver Control and Relay Panels for the Lone Pine Substation.

**ADOPTED** this 8th day of October, 2018.

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Ronald E. Skagen, President

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Aaron J. Viebrock, Vice President

**ATTEST:**

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Molly Simpson, Secretary

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING A NOTICE TO PROCEED FOR THE FIFTH  
UNIT GENERATOR WORK UNDER CONTRACT 06-41-W WITH TOSHIBA  
AMERICA ENERGY SYSTEMS CORPORATION**

**RECITALS:**

1. Resolution 07-158 awarded Contract 06-41-W to Toshiba International Corporation (TIC) for \$151,100,000.00. Resolution 15-056 approved assignment of Contract 06-41-W to Toshiba America Energy Systems Corporation (TAES).

2. Contract 06-41-W provides for an individual Notice to Proceed (NTP) for each generating unit. NTP for the fifth unit is estimated around October 10, 2018. The Bid Schedule value for the fifth unit, including an escalation adjustment in accordance with the contract, is \$22,301,513.00. The escalation adjustment was based on the available second quarter pricing index values. The actual amount of escalation adjustment will be determined based on the actual date of the NTP and when the relative quarter pricing index values are published. District staff recommends that the District authorize a NTP for the fifth unit subject to the receipt of a satisfactory performance and payment bond in the amount of 25% of the NTP amount. The NTP on the fifth unit will increase the total authorized amount of Contract 06-41-W from \$91,163,828.00 to \$113,465,341.00.

3. It is in the best interests of the District to issue a NTP for the fifth unit under Contract 06-41-W.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that a NTP for the fifth unit in the amount of \$22,301,513.00 is hereby authorized, which brings the total authorized cost under the Contract 06-41-W to \$113,465,341.00. The commencement of work under this NTP is subject to the receipt of a performance and payment bond satisfactory to the District.

**ADOPTED** this 8th day of October, 2018.

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Ronald E. Skagen, President

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Aaron J. Viebrock, Vice President

**ATTEST:**

\_\_\_\_\_  
Molly Simpson, Secretary

Draft Pre-decisional Document

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING AMENDMENT NO. 3 TO PROFESSIONAL  
SERVICE AGREEMENT WITH ERLANDSEN & ASSOCIATES, INC.  
UNDER CONTRACT NO. 12-23-W**

**RECITALS:**

1) Resolution 12-212 authorized the District to enter into a Professional Service Agreement with Erlandsen & Associates, Inc. for on-call licensed professional land survey services with a conclusion date of December 31, 2015.

2) Resolution 15-237, Amendment No. 1, amended the Agreement to extend the expiration date to December 31, 2018 and incorporated a revised rate schedule.

3) Resolution 17-070, Amendment No. 2, amended the Agreement by increasing the not-to-exceed amount of the Agreement by \$250,000.00, bringing the total not-to-exceed amount to \$1,000,000.00.

4) Staff recommends approval of Amendment No. 3 with Erlandsen & Associates, Inc. to extend the term of the Agreement to December 31, 2020 and incorporate the revised rate schedule.

5) It is in the best interests of the District to issue Amendment No. 3 to the Professional Service Agreement with Erlandsen & Associates, Inc. for continued on-call licensed professional land survey services.

**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. 3 to the Professional Service Agreement with Erlandsen & Associates, Inc. thereby extending the term of the Agreement to December 31, 2020 and incorporating a revised rate schedule.

**ADOPTED** this 8th day of October, 2018.

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Ronald E. Skagen, President

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Aaron J. Viebrock, Vice President

**ATTEST:**

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Molly Simpson, Secretary

Draft Pre-decisional Document

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING AMENDMENT NO. 4 TO PROFESSIONAL SERVICE AGREEMENT WITH ERLANDSEN & ASSOCIATES, INC. UNDER CONTRACT NO. 13-03-W**

**RECITALS:**

1) Resolution No. 13-007 authorized the District to issue a Request for Qualifications for engineering and architectural services to support implementation of the Wells Project Recreation Plan.

2) Resolution No. 13-045 authorized negotiation of a Contract with Erlandsen & Associates, Inc. or MacKay Sposito.

3) Resolution No. 13-048 authorized award of a Professional Service Agreement to Erlandsen & Associates, Inc.

4) Staff recommends approval of Amendment No. 4 with Erlandsen & Associates, Inc. to increase the funding for engineering and construction support for ongoing projects related to the Wells Project Recreation Plan and for ongoing operations and maintenance of recreation facilities. This Amendment would increase the not-to-exceed amount of the Agreement by \$500,000, bringing the total not-to-exceed amount to \$2,840,000. This Amendment would also extend the contract to December 31, 2020 and would include Erlandsen & Associates' revised rate schedule.

5) It is in the best interests of the District to amend the Professional Service Agreement with Erlandsen & Associates, Inc. for continued engineering and construction support for Wells Project recreation facilities.

**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 any necessary documents to implement the Amendment to the Professional Service Agreement with Erlandsen & Associates, Inc. which increases the not-to-exceed amount to \$2,840,000 and extends the term of the Agreement to December 31, 2020.

**ADOPTED** this 8th day of October, 2018.

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Ronald E. Skagen, President

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Aaron J. Viebrock, Vice President

**ATTEST:**

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Molly Simpson, Secretary

Draft Pre-decisional Document

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION AFFIRMING CHANGE ORDER NO. 17 TO  
CONTRACT 14-19-W, WELLS HATCHERY MODERNIZATION**

**RECITALS:**

1) By Resolution No. 15-069 dated April 13, 2015, the District awarded Contract 14-19-W to Lydig Construction, Inc. in the amount of \$35,797,000 for the Wells Hatchery Modernization.

2) The following changes to the contract have been affirmed.

- Resolution No. 15-225 affirmed Change Order No. 1 at a cost of \$34,018.
- Resolution No. 15-262 affirmed Change Order No. 2 at a cost of \$41,552.
- Resolution No. 16-036 affirmed Change Order No. 3 at a cost of \$35,526.
- Resolution No. 16-053 affirmed Change Order No. 4 at a cost of \$97,400.
- Resolution No. 16-101 affirmed Change Order No. 5 at a cost of \$65,392.
- Resolution No. 16-125 affirmed Change Order No. 6 at a cost of \$159,737.
- Resolution No. 16-154 affirmed Change Order No. 7 at a cost of \$73,667.
- Resolution No. 17-021 affirmed Change Order No. 8 at a cost of \$141,403.
- Resolution No. 17-054 affirmed Change Order No. 9 at a cost of \$46,899.
- Resolution No. 17-079 affirmed Change Order No. 10 at a cost of \$87,625.
- Resolution No. 17-121 affirmed Change Order No. 11 at a cost of \$173,139.
- Resolution No. 17-129 affirmed Change Order No. 12 at a cost of \$328,865.
- Resolution No. 17-138 affirmed Change Order No. 13 for an extension of time.
- Resolution No. 17-170 affirmed Change Order No. 14 at a cost of \$243,280.
- Resolution No. 18-013 affirmed Change Order No. 15 at a cost of \$46,217.
- Resolution No. 18-043 affirmed Change Order No. 16 at a cost of \$432,932.

3) Change Order No. 17 has been prepared to ensure that the modernization of the Wells Hatchery is completed in a manner that meets the needs and intent of the



District's hatchery mitigation programs and provides a safe working environment for District personnel.

4) District staff recommends affirmation of Change Order No. 17 in the amount of \$61,533. The new not to exceed total for Contract 14-19-W, including this change order, is \$37,866,185.

5) It is in the best interests of the District to affirm Change Order No. 17 to Contract 14-19-W, Wells Hatchery Modernization.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Change Order No. 17 to Contract 14-19-W is affirmed by the Commission.

**ADOPTED** this 8th day of October, 2018.

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Ronald E. Skagen, President

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Aaron J. Viebrock, Vice President

**ATTEST:**

\_\_\_\_\_  
Molly Simpson, Secretary

Draft Pre-decisional Document

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE DISTRICT TO RENEW  
INFORMATION SECURITY AND PRIVACY LIABILITY  
INSURANCE WITH BEAZLEY**

**RECITALS:**

1) The District has purchased Information Security and Privacy Liability Insurance from Beazley since 2013. The current policy expires on October 15, 2018.

2) Beazley has provided a quote to renew this coverage with the same \$1,000,000 limit of liability and \$25,000 deductible. The quoted premium is \$14,930. Beazley has also quoted a \$3,000,000 limit of liability and \$25,000 deductible. The quoted premium is \$18,100.

3) District staff has reviewed the quote and recommends renewal of Information Security and Privacy Liability Insurance with Beazley.

4) It is in the best interests of the District to renew coverage through Beazley at the higher limit of liability for a quoted premium of \$18,100, plus applicable fees and taxes, for the policy year October 15, 2018 to October 15, 2019.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's Accounting Assistant/Insurance Administrator will secure Information Security and Privacy Liability Insurance with Beazley.

**ADOPTED** this 8th day of October, 2018.

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Ronald E. Skagen, President

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Aaron J. Viebrock, Vice President

**ATTEST:**

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Molly Simpson, Secretary

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE DISTRICT TO RENEW  
FIDUCIARY LIABILITY INSURANCE WITH AMERICAN  
INSURANCE GROUP (AIG)**

**RECITALS:**

1) The District has had Fiduciary and Employee Benefit Liability insurance coverage with American Insurance Group (AIG) since March 29, 2002.

2) AIG has provided a quote for renewal. Limit of liability will be \$4,000,000 with no deductible and a continuity date of January 1, 1974. The quoted premium is \$8,500, which is a \$245 increase from the prior year.

3) District staff has reviewed the quote and recommends renewal of Fiduciary and Employee Benefit Liability Insurance with AIG.

4) It is in the best interest of the District to obtain coverage through AIG for a premium of \$8,500 for October 15, 2018 to October 15, 2019.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's Accounting Assistant/Insurance Administrator will secure Fiduciary and Employee Benefit Liability Insurance with AIG.

**ADOPTED** this 8th day of October, 2018.

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Ronald E. Skagen, President

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Aaron J. Viebrock, Vice President

**ATTEST:**

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Molly Simpson, Secretary

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE DISTRICT TO RENEW  
DIRECTORS AND OFFICERS AND EMPLOYMENT PRACTICES  
LIABILITY INSURANCE WITH AMERICAN INSURANCE  
GROUP (AIG)**

**RECITALS:**

- 1) The District's Directors and Officers and Employment Practices Liability insurance coverage has been with American Insurance Group (AIG) since October 15, 2009.
- 2) AIG has provided a quote for renewal with the same coverage limits of \$10,000,000 with a deductible of \$100,000 for each policy. The combined quoted premium is \$59,396.
- 3) District staff has reviewed the quote and recommends renewal of Directors and Officers and Employment Practices Liability insurance with AIG.
- 4) It is in the best interests of the District to obtain coverage through AIG for a combined premium of \$59,396 for the policy year October 15, 2018 to October 15, 2019.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's Accounting Assistant/Insurance Administrator will secure Directors and Officers and Employment Practices Liability insurance coverage with AIG.

**ADOPTED** this 8th day of October, 2018.

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Ronald E. Skagen, President

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Aaron J. Viebrock, Vice President

**ATTEST:**

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Molly Simpson, Secretary