

COMMISSION MEETING AGENDA
PUBLIC UTILITY DISTRICT NO. 1 OF DOUGLAS COUNTY
EAST WENATCHEE, WASHINGTON
FEBRUARY 11, 2019 – 1:30 P.M.

1. Flag Salute
2. Minutes
3. Vouchers
4. Public Comment
5. 20-year Service Award – Trina Sorrell-Biggar
6. Resolution Authorizing Acceptance of Work and Final Payment to Scott Engineering, Inc. Under Contract 18-30-D, Supply and Deliver Seven (7) 15kV, 600 Amp Padmount Switchgear
7. Resolution Authorizing a Call for Bids Under Bid Document 19-03-D, East Wenatchee Facilities Roof Membrane Replacement
8. Resolution Authorizing Acceptance of Work and Final Payment to Irrigation Technology and Control, Inc. for the Second Year Under Contract 16-25-W, Hatchery Well and Pump Maintenance
9. Resolution Authorizing Renewal of Contract 16-32-W, Heavy Equipment Services for an Additional One-Year Period with KRCI, LLC
10. Resolution Authorizing Renewal of Contract 16-33-W, Forebay Debris Removal Services for an Additional One-Year Period with KRCI, LLC
11. Resolution Authorizing Professional Service Agreement with Greisen Aerospace, LLC Under Contract 18-06-W
12. Resolution Authorizing a Call for Bids Under Bid Document 19-09-W, Replacement 14.4 KV Main Generator Breakers at the Wells Hydroelectric Project
13. Resolution Authorizing Reliability Coordinator Services Agreement with California Independent System Operator Corporation
14. Resolution Authorizing the District to Renew Non-Owned Aircraft Liability Insurance with Starr Aviation
15. Write-off to the Reserve for Uncollectible Accounts: \$376.00
16. Treasurer's Report – Distribution System – February 2019
17. Treasurer's Report – Wells Project – January 2019
18. Preliminary Disturbance Reports
19. DCCN Report – January 2019

20. Other

21. Trips

22. Minutes

23. Executive Session: RCW 42.30.110(1)(g) and RCW 42.30.110(1)(i)

Draft Pre-decisional Document

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING ACCEPTANCE OF WORK
AND FINAL PAYMENT TO SCOTT ENGINEERING, INC.
UNDER CONTRACT 18-30-D, SUPPLY AND DELIVER SEVEN (7)
15KV, 600 AMP PADMOUNT SWITCHGEAR**

RECITALS:

1) By Resolution No. 18-159 dated September 24, 2018, the District awarded Contract 18-30-D, Supply and Deliver Seven (7) 15kV, 600 Amp Padmount Switchgear to Scott Engineering, Inc.

2) District staff report the Contractor has satisfactorily completed all requirements of Contract 18-30-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 \$109,200.00 plus tax to Scott Engineering, 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 18-30-D.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the work under Contract 18-30-D, Supply and Deliver Seven (7) 15kV, 600 Amp Padmount Switchgear, 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 11th day of February, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

Draft Pre-decisional Document

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING A CALL FOR BIDS UNDER BID DOCUMENT 19-03-D, EAST WENATCHEE FACILITIES ROOF MEMBRANE REPLACEMENT

RECITALS:

1) Public Utility District No. 1 of Douglas County has a need to replace the roof membrane on its East Wenatchee vehicle storage building and the East Wenatchee headquarters building.

2) Staff recommends that the District solicit bids in compliance with RCW 54.04.070 to provide all labor and materials to replace the East Wenatchee vehicle storage building roof membrane and additionally the East Wenatchee headquarters building at the Commission's discretion, in accord with the specifications, terms and conditions of Bid Document 19-03-D. Sealed bids will be accepted until April 1, 2019 at 2:00 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 19-03-D, East Wenatchee Facilities Roof Membrane Replacement.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Bid Document 19-03-D is hereby approved, and the District's General Manager is hereby authorized and directed to issue a call for bids to provide East Wenatchee facilities roof membrane replacement.

ADOPTED this 11th day of February, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING ACCEPTANCE OF WORK AND
FINAL PAYMENT TO IRRIGATION TECHNOLOGY AND
CONTROL, INC. FOR THE SECOND YEAR UNDER CONTRACT
16-25-W, HATCHERY WELL AND PUMP MAINTENANCE**

RECITALS:

1) By Resolution No. 16-198 dated November 28, 2016, the District awarded Contract 16-25-W, Hatchery Well and Pump Maintenance to Irrigation Technology and Control, Inc.

2) By Resolution No. 17-196 dated November 27, 2017, the District renewed Contract 16-25-W for 2018 (second year of contract).

3) District staff reports the Contractor has satisfactorily completed all requirements for the second year of Contract 16-25-W and has submitted a Request for Final Payment, Certificate and Release. District staff recommends that the District accept the completed work and authorize the release of retainage in the amount of \$7,843.17. The authorized release of retainage is predicated upon receiving the required notifications from the State of Washington. The total cost of work under this contract during 2018 was \$169,720.36.

4) It is in the best interests of the District to accept the work performed by Irrigation Technology and Control, Inc. as complete and authorize the release of retainage for work completed under Contract 16-25-W.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the work under Contract 16-25-W, Hatchery Well and Pump Maintenance is hereby accepted as complete, and that the release of retainage is hereby authorized, contingent upon 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 11th day of February, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

Draft Pre-decisional Document

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING RENEWAL OF CONTRACT
16-32-W, HEAVY EQUIPMENT SERVICES FOR AN
ADDITIONAL ONE-YEAR PERIOD WITH KRCI, LLC**

RECITALS:

1) By Resolution 17-020 dated February 13, 2017, the District awarded Contract 16-32-W, Heavy Equipment Services, to KRCI, LLC. Contract 16-32-W has an option to renew the Contract for \$100,000.00 per year for an additional year ending December 31, 2019, and a second additional year ending December 31, 2020.

2) KRCI has requested alternate labor rate increases for 2019 services to accommodate the following circumstances that were not foreseeable when their bid was submitted in December, 2016: Mandatory sick leave was introduced in 2018 and the prevailing wage rate for a truck driver increased by \$32.12/Hr.

3) District staff recommends that the District exercise its option to renew the Contract for an additional year, ending December 31, 2019, at the rates in the 2019 Rate Schedule, and increase the not-to-exceed amount to \$150,000.00 (One Hundred Fifty Thousand Dollars).

4) It is in the best interests of the District to renew Contract 16-32-W, Heavy Equipment Services, for an additional year.

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 renew Contract 16-32-W, Heavy Equipment Services.

ADOPTED this 11th day of February, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

Draft Pre-decisional Document

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING RENEWAL OF CONTRACT
16-33-W, FOREBAY DEBRIS REMOVAL SERVICES FOR AN
ADDITIONAL ONE-YEAR PERIOD WITH KRCI, LLC**

RECITALS:

1) By Resolution 17-013 dated January 23, 2017, the District awarded Contract 16-33-W, Forebay Debris Removal Services, to KRCI, LLC. Contract 16-33-W has an option to renew the Contract for \$100,000.00 per year for an additional year ending December 31, 2019, and a second additional year ending December 31, 2020.

2) KRCI has requested alternate labor rate increases for 2019 services to accommodate the following circumstances that were not foreseeable when their bid was submitted in December, 2016: Mandatory sick leave was introduced in 2018; the prevailing wage rate for a truck driver increased by \$32.12/Hr.; and the crane operating engineers union imposed a \$15.00/hour per diem for crane operators.

3) District staff recommends that the District exercise its option to renew the Contract for an additional year, ending December 31, 2019, at the rates in the 2019 Rate Schedule, and increase the not-to-exceed amount to \$150,000.00 (One Hundred Fifty Thousand Dollars).

4) It is in the best interests of the District to renew Contract 16-33-W, Forebay Debris Removal Services, for an additional year.

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 renew Contract 16-33-W, Forebay Debris Removal Services.

ADOPTED this 11th day of February, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

Draft Pre-decisional Document

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING PROFESSIONAL SERVICE
AGREEMENT WITH GREISEN AEROSPACE, LLC
UNDER CONTRACT 18-06-W**

RECITALS:

1) Resolution 18-016 authorized the District to issue a Request for Qualifications for Engineering Services for Modifications to the Trashrack Lifting Beams at the Wells Hydroelectric Project.

2) Resolution 18-091 authorized negotiation of a Contract with Greisen Aerospace, LLC.

3) District staff states that Greisen Aerospace, LLC has accepted the terms and conditions identified in the District's standard Professional Service Agreement and submitted proof of insurance as required. Greisen Aerospace, LLC provided a rate schedule that is competitive with other firms providing like services. Staff recommends execution of a Professional Service Agreement with Greisen Aerospace, LLC.

4) It is in the best interests of the District to enter into a Professional Service Agreement with Greisen Aerospace, LLC for Engineering Services for Modifications to the Trashrack Lifting Beams at the Wells Hydroelectric Project.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the Professional Service Agreement with Greisen Aerospace, LLC, with regard to Engineering Services for Modifications to the Trashrack Lifting Beams at the Wells Hydroelectric Project, is hereby approved, and the District's General Manager is hereby authorized and directed to issue said Agreement on behalf of the District. This Agreement will not exceed \$33,700.00 and expires on April 30, 2020.

ADOPTED this 11th day of February, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

Draft Pre-decisional Document

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING A CALL FOR BIDS UNDER BID DOCUMENT 19-09-W, REPLACEMENT 14.4 KV MAIN GENERATOR BREAKERS AT THE WELLS HYDROELECTRIC PROJECT

RECITALS:

1) The original generator air circuit breakers at the Wells Hydroelectric Project have reached the end of their life expectancy and spare parts are difficult to obtain.

2) Staff recommends that the District solicit bids in compliance with RCW 54.04.070 for replacement breakers in accordance with the specifications, terms and conditions of Bid Document 19-09-W, Replacement 14.4 KV Main Generator Breakers at the Wells Hydroelectric Project. Sealed bids will be accepted until April 1, 2019, 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 19-09-W, Replacement 14.4 KV Main Generator Breakers at the Wells Hydroelectric Project.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Bid Document 19-09-W is hereby approved, and the District's General Manager is hereby authorized and directed to issue a call for bids.

ADOPTED this 11th day of February, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING RELIABILITY
COORDINATOR SERVICES AGREEMENT WITH CALIFORNIA
INDEPENDENT SYSTEM OPERATOR CORPORATION**

RECITALS:

- 1) The District is required by the North American Electric Reliability Corporation (NERC) to identify a Reliability Coordinator (RC) for its operations.
- 2) The District's current RC is Peak Reliability. The District issued a revocable notice of withdrawal from the Peak Reliability funding agreement on June 29, 2018. This withdrawal is effective December 31, 2019.
- 3) The District submitted a letter of intent to explore receiving Reliability Coordinator services with the California Independent System Operator Corporation (CAISO) on February 22, 2018.
- 4) District staff have participated in the CAISO RC stakeholder process.
- 5) It is in the best interests of the District to enter into a Reliability Coordinator Services Agreement with CAISO and officially recognize CAISO as the District's RC effective November 1, 2019.

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 sign the CAISO Reliability Coordinator Services Agreement on behalf of the District.

ADOPTED this 11th day of February, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE DISTRICT TO RENEW
NON-OWNED AIRCRAFT LIABILITY INSURANCE WITH
STARR AVIATION**

RECITALS:

- 1) The District's current Non-Owned Aircraft Liability Policy with Starr Aviation expires on February 13, 2019.
- 2) Starr Aviation has provided a quote for renewal of \$7,875 plus taxes and fees.
- 3) District staff has reviewed the terms of the quote and recommends renewal of coverage with Starr Aviation.
- 4) It is in the best interests of the District to renew coverage with Starr Aviation at the quoted premium of \$7,875 for the policy year of February 13, 2019 to February 13, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's Insurance Administrator will secure Non-Owned Aircraft Liability Insurance with Starr Aviation.

ADOPTED this 11th day of February, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary