

COMMISSION MEETING AGENDA
PUBLIC UTILITY DISTRICT NO. 1 OF DOUGLAS COUNTY
EAST WENATCHEE, WASHINGTON
JUNE 6, 2022

10:30 AM Workshop

Reports by Staff

12:00 PM Lunch

1:30 PM Regular Meeting

1. Flag Salute
2. Consent Agenda
 - a. Meeting Minutes of May 26, 2022
 - b. Vouchers
 - c. 22-102 – Resolution Authorizing Acceptance of Work and Final Payment to Asplundh Tree Expert, LLC for the Third Year Under Contract 19-04-D, Provide Distribution Tree Trimming Services
 - d. 22-103 – Resolution Authorizing Acceptance of Work and Final Payment to Galvanizers, Inc. Under Contract 21-47-D-BID, Tubular Steel Structures for Urban Industrial Substation
 - e. 22-104 – Resolution Affirming Change Order No. 3 to Contract 21-49-D-BID, Construct Urban Industrial Substation
 - f. 22-105 – Resolution Affirming Change Order No. 1 to Contract 22-18-W-SW, Generator Thrust Bearing Shoe Refurbishment for the Wells Hydroelectric Project
3. Public Comment
4. 20-Year Service Awards – Tom Goodwin, Networks Lineman
5. Introduce Student Trainees: Caden Lewallen (IS), Emily Fritz (Customer Accounting), Eric Mendoza (Distribution Operations), Grace Hammond (HR), Shad Sharp (DCCN),
6. Regular Agenda
 - 22-106 – Resolution Authorizing Change Order No. 1 to Contract 21-09-D, Construct Lincoln Rock Switchyard
 - 22-107 – Resolution Authorizing Revisions to the Customer Service Policies
 - 22-108 – Resolution Authorizing a General Service Agreement with Northwest Power Pool Corporation for Individual Work Order for System Model Validation
7. Claim for Damages – Patsy Ludeman: \$2,940.24
8. Financial and Statistical Report – Wells Project – February and March 2022

9. Budget Report – Wells Project – February and March 2022
10. Treasurer’s Report – Distribution System – April and May 2022
11. Treasurer’s Report – Wells Project – April and May 2022
12. DCCN Report – May 2022
13. Preliminary Disturbance Reports
14. Other
15. Trips
16. Minutes
17. Executive Session to Discuss Topics Covered by 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 ASPLUNDH TREE EXPERT, LLC
FOR THE THIRD YEAR UNDER CONTRACT 19-04-D,
PROVIDE DISTRIBUTION TREE TRIMMING SERVICES**

RECITALS:

1) By Resolution No. 19-058 dated April 8, 2019 the District awarded Contract 19-04-D, Provide Distribution Tree Trimming Services to Asplundh Tree Expert, LLC.

2) District staff report the Contractor has satisfactorily completed all requirements for the third year of Contract 19-04-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 \$12,224.14 to Asplundh Tree Expert, LLC upon receiving the required notifications from the State of Washington. The total cost of work under this contract is \$224,483.16.

3) It is in the best interests of the District to accept the work as complete and authorize final payment under Contract 19-04-D.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the work under Contract 19-04-D, Provide Distribution Tree Trimming 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 6th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING ACCEPTANCE OF WORK
AND FINAL PAYMENT TO GALVANIZERS, INC. UNDER
CONTRACT 21-47-D-BID, TUBULAR STEEL STRUCTURES FOR
URBAN INDUSTRIAL SUBSTATION**

RECITALS:

1) By Resolution No. 21-175 dated October 25, 2021, the District awarded Contract 21-47-D-BID, Tubular Steel Structures for Urban Industrial Substation to Galvanizers, Inc.

2) District staff report the Contractor has satisfactorily completed all requirements of Contract 21-47-D-BID 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 \$544,623.00 to Galvanizers, Inc., which is the total contract amount.

3) It is in the best interests of the District to accept the work as complete and authorize final payment under Contract 21-47-D-BID.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the work under Contract 21-47-D-BID, Tubular Steel Structures for Urban Industrial Substation is hereby accepted as complete, and that final payment is authorized. 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 6th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AFFIRMING CHANGE ORDER NO. 3 TO
CONTRACT 21-49-D-BID, CONSTRUCT URBAN INDUSTRIAL
SUBSTATION**

RECITALS:

1) By Resolution No. 21-200 dated November 22, 2021, the District awarded Contract 21-49-D-BID, Construct Urban Industrial Substation to Michels Pacific Energy, Inc.

2) Feeder getaway conduits had to be extended 10 feet to clear the Urban Industrial Substation property line, allowing Microsoft to connect to the feeder conduits without disturbing the substation.

3) District staff recommends affirmation of Change Order No. 3 in the amount of \$16,260.47. Previous change orders, in addition to this change order, bring the total cost of the contract to \$7,564,764.69.

4) It is in the best interests of the District to affirm Change Order No. 3 to Contract 21-49-D-BID.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Change Order No. 3 to Contract 21-49-D-BID, Construct Urban Industrial Substation is affirmed by the Commission.

ADOPTED this 6th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AFFIRMING CHANGE ORDER NO. 1 TO
CONTRACT 22-18-W-SW, GENERATOR THRUST BEARING SHOE
REFURBISHMENT FOR THE WELLS HYDROELECTRIC PROJECT**

RECITALS:

1) Resolution No. 22-079 dated April 11, 2022, authorized the award of Contract 22-18-W-SW, Generator Thrust Bearing Shoe Refurbishment for the Wells Hydroelectric Project to American Babbitt Bearing for an authorized total expenditure of \$57,000.00 and a completion date of 8 weeks from notice to proceed. No changes have previously been authorized.

2) Change Order No. 1 has been prepared to weld repair a crack in Shoe #6 that was identified on the Incoming MT Inspection Report. Change Order No. 1 will increase the not-to-exceed amount by \$4,600.00 to \$61,600.00 and extend the completion date to 12 weeks from notice to proceed.

3) Change Order 1 was executed by the General Manger to maintain shop progress and preclude impacts to the plant schedule. It is in the best interest of the District to affirm Change Order No. 1 to Contract 22-18-W-SW.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Change Order No. 1 to Contract 22-18-W-SW is affirmed by the Commission.

ADOPTED this 6th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO
CONTRACT 21-09-D, CONSTRUCT LINCOLN ROCK
SWITCHYARD**

RECITALS:

- 1) By Resolution No. 21-119 dated July 26, 2021, the District awarded Contract 21-09-D, Construct Lincoln Rock Switchyard to Magnum Power, LLC.
- 2) Change Order No. 1 has been prepared to address the following changes to the work:
 - Install feeder getaway conduits and cover them with thermal backfill.
 - Dismantle a portion of the fence and mount it on top of a retaining wall.
 - Provide and install additional cable and hardware.
- 3) District staff recommends approval of Change Order No. 1 in the amount of \$142,351.28, which brings the total amount of the contract to \$6,987,611.28.
- 4) It is in the best interests of the District to approve Change Order No. 1 to Contract 21-09-D.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Change Order No. 1 to Contract 21-09-D, Construct Lincoln Rock Switchyard is authorized by the Commission.

ADOPTED this 6th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING REVISIONS TO THE
CUSTOMER SERVICE POLICIES**

RECITALS:

- 1) Section 6 of the Customer Service Policies establishes the billing procedures for the District.
- 2) District staff is recommending changes to Section 6 that would clarify how customer payments are applied in the Customer Accounting Information System.
- 3) Section 8 of the Customer Service Policies establishes the service charges that are charged to the customers.
- 4) District staff is recommending changes to Section 8 that would remove the \$5.00 service charge associated with the late notice reminder. Removal of the service charge will allow the District to shift administrative time to better serve those customers who are financially distressed and at risk of service disconnection.
- 5) It is in the best interest of the District to revise Section 6 and 8 of the Customer Service Policies as amended.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Sections 6 and 8 of the Customer Service Policies be amended.

ADOPTED this 6th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A GENERAL SERVICES AGREEMENT
WITH NORTHWEST POWER POOL CORPORATION FOR
INDIVIDUAL WORK ORDER FOR SYSTEM MODEL VALIDATION**

RECITALS:

1) The District, as a registered Transmission Operator with NERC, is required in Reliability Standard MOD-033 to provide actual system behavior data to any Planning Coordinator performing validation under Requirement 1 of the same standard. The Northwest Power Pool Corporation (NWPP) has undertaken an effort to coordinate system model validation for compliance with MOD-033. The District has participated in the model validation effort by providing data for the Douglas system. The NWPP has created an individual work order for all Non-TPC Participants (Douglas PUD and Grant PUD), to allocate their share of the model validation costs.

2) Staff recommends approval of the General Services Agreement for the Individual Work Order for System Model Validation.

3) It is in the best interests of the District to enter into a General Services Agreement with the Northwest Power Pool Corporation, for an amount not to exceed \$6,110.

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 enter into a General Services Agreement with the Northwest Power Pool Corporation for an Individual Work Order for System Model Validation, the cost of which is not to exceed \$6,110 (Six Thousand, One Hundred, Ten) with an expiration date of June 30, 2022.

ADOPTED this 6th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

Draft Pre-decisional Document