

COMMISSION MEETING AGENDA  
PUBLIC UTILITY DISTRICT NO. 1 OF DOUGLAS COUNTY  
EAST WENATCHEE, WASHINGTON  
SEPTEMBER 12, 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 August 22, 2022
- b. Vouchers
- c. Bid Opening Results – August 29, 2022 – Bid Document 21-52-W-BID, Generator Step-Up (GSU) Transformer Replacement at the Wells Hydroelectric Project
- d. 22-157 – Resolution Authorizing Change Order No. 3 to Contract 21-09-D, Construct Lincoln Rock Switchyard
- e. 22-158 – Resolution Rejecting Bids Under Bid Document 22-35-W-BID, Milling Machine Addition for the Wells Hydroelectric Project
- f. 22-159 – Resolution Authorizing a Call for Bids Under Bid Document 22-54-W-BID, Fire Protection System Upgrades and Miscellaneous Piping at the Wells Hydroelectric Project
- g. 22-160 – Resolution Authorizing a Call for Bids Under Bid Document 22-58-W-BID, Milling Machine Addition for the Wells Hydroelectric Project
- h. 22-161 – Resolution Authorizing Approval of Land Use Permit 730-02, Mike Chapman

3. Public Comment

4. Regular Agenda

22-162 – Resolution Authorizing Professional Service Agreement 22-56-W-PS with Bioanalysts, Inc., for the Services of Dr. Tracy Hillman as Chairperson of the Wells HCP Hatchery Committee

22-163 – Resolution Declaring Miscellaneous Items of Personal Property to be Surplus and Authorizing the Sale of Those Items at Public Auction

5. Write-off to the Reserve for Uncollectible Accounts – August: \$472

6. Claim for Damages – Matthew Carroll: \$678.13 and Laura Field: \$3,743

7. Financial and Statistical Report – Distribution System – June 2022

8. Budget Report – Distribution System – June 2022

9. Financial and Statistical Report – Wells Project – July 2022
10. Budget Report – Wells Project – July 2022
11. Treasurer’s Report – Distribution System – August 2022
12. Treasurer’s Report – Wells Project – August 2022
13. Preliminary Disturbance Reports
14. Other
15. Trips
16. Minutes
17. Executive Session: To Discuss with Legal Counsel Agency Enforcement Actions, Current or Potential Litigation and/or Legal Risks as Authorized by RCW 42.30.110(1)(i)

Draft Pre-decisional Document

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

**A RESOLUTION AUTHORIZING CHANGE ORDER NO. 3 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. 3 has been prepared to address the following changes to the work:

- The distribution bay structure was drawn incorrectly in the contract drawings which led to an increase in material and labor required to complete the structure and delays in the work.
- Clearance issues were found after Magnum connected jumpers to the 230 kV breakers per the contract drawings. Magnum was asked to re-install jumpers with alternative parts in order to achieve the required clearances.
- Material, in addition to what was called out for in the contract, is required to finish jumpers and bus connections.
- Due to errors in the contract drawings and material lead times Change Order No. 3 extends the final completion date of Contract 21-09-D from September 30, 2022 to October 28, 2022.

3) District staff recommends approval of Change Order No. 3 in the amount of \$64,491.73. Previous change orders, in addition to this change order, bring the total cost of the contract to \$7,097,870.10.

4) It is in the best interests of the District to approve Change Order No. 3 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. 3 to Contract 21-09-D, Construct Lincoln Rock Switchyard is authorized by the Commission.

**ADOPTED** this 12th day of September, 2022.

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Aaron J. Viebrock, President

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Molly Simpson, Vice President

**ATTEST:**

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Ronald E. Skagen, Secretary

Draft Pre-decisional Document

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

**A RESOLUTION REJECTING BIDS UNDER BID DOCUMENT  
22-35-W-BID, MILLING MACHINE ADDITION FOR  
THE WELLS HYDROELECTRIC PROJECT**

**RECITALS:**

1) Resolution 22-124, dated July 11, 2022, authorized a Call for Bids under Bid Document 22-35-W-BID, Milling Machine Addition for at the Wells Hydroelectric Project.

2) On August 8, 2022, after due and proper notice, the District opened the following bid:

<u>Bidder</u>	<u>Total for Bid Comparison</u>
Lugo, Inc. DBA North Western Machinery	\$160,103.50
Engineer's Estimate	\$160,000.00

3) The only bid, received from Lugo, Inc., is determined to be non-compliant and must be rejected; it did not include a Bid Bond issued by a corporate surety company as required by the Bid Document.

4) It is in the best interests of the District to reject the bid received under Bid Document 22-35-W-BID.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the bid be rejected under Bid Document 22-35-W-BID, Milling Machine Addition for the Wells Hydroelectric Project.

**ADOPTED** this 12th day of September, 2022.

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Aaron J. Viebrock, President

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Molly Simpson, Vice President

**ATTEST:**

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Ronald E. Skagen, Secretary

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

**A RESOLUTION AUTHORIZING A CALL FOR BIDS UNDER BID DOCUMENT 22-54-W-BID, FIRE PROTECTION SYSTEM UPGRADES AND MISCELLANEOUS PIPING AT THE WELLS HYDROELECTRIC PROJECT**

**RECITALS:**

1) Upgrades to the Fire Protection System, Oil Water Separator System Header, and the Service Water and Critical Service Water System are required to provide safe and reliable systems at the plant.

2) Staff recommends that the District solicit bids in compliance with RCW 54.04.070 to complete the necessary work, in accordance with the specifications, terms and conditions of Bid Document 22-54-W-BID, Fire Protection System Upgrades and Miscellaneous Piping at the Wells Hydroelectric Project. Sealed bids will be accepted until October 24, 2022, at 1:30 p.m. Pacific Time in the District's East Wenatchee headquarters office.

3) It is in the best interest of the District to issue a call for bids under Bid Document 22-54-W-BID.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Bid Document 22-54-W-BID is hereby approved, and the District's General Manager is hereby authorized and directed to issue a call for bids for fire protection system upgrades and miscellaneous piping at the Wells Hydroelectric Project.

**ADOPTED** this 12th day of September, 2022.

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Aaron J. Viebrock, President

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Molly Simpson, Vice President

**ATTEST:**

\_\_\_\_\_  
Ronald E. Skagen, Secretary

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

**A RESOLUTION AUTHORIZING A CALL FOR BIDS UNDER  
BID DOCUMENT 22-58-W-BID, MILLING MACHINE ADDITION  
FOR THE WELLS HYDROELECTRIC PROJECT**

**RECITALS:**

- 1) The District has budgeted to add a manual, heavy-duty vertical/horizontal bed-type milling machine at the Wells Hydroelectric Project.
- 2) Staff recommends that the District solicit bids in compliance with RCW 54.04.070 to provide a new milling machine in accordance with the specifications, terms and conditions of Bid Document 22-58-W-BID, Milling Machine Addition for the Wells Hydroelectric Project. Sealed bids will be accepted until October 10, 2022, 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 22-58-W-BID.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Bid Document 22-58-W-BID is hereby approved, and the District's General Manager is hereby authorized and directed to issue a call for bids to supply and deliver a milling machine for the Wells Hydroelectric Project.

**ADOPTED** this 12th day of September, 2022.

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Aaron J. Viebrock, President

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Molly Simpson, Vice President

**ATTEST:**

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Ronald E. Skagen, Secretary

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

**A RESOLUTION AUTHORIZING APPROVAL OF LAND USE  
PERMIT 730-02, MIKE CHAPMAN**

**RECITALS:**

1) The District has implemented a Land Use Policy which requires adjacent land owners wishing to use properties associated with the Wells Hydroelectric Project to obtain approval through a District issued permit.

2) District personnel recommend approval of the following permit:

Mike Chapman          Wells Permit 730-02

The permit is for use of Wells Project lands for existing commercial agriculture use. The permittee has provided proof of insurance coverage as required by the District's Land Use Policy.

3) It is in the best interests of the District to approve Wells Permit 730-02.

**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 execute, in accordance with the District's Land Use Policy, Land Use Permit No. 730-02.

**ADOPTED** this 12th day of September, 2022.

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Aaron J. Viebrock, President

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Molly Simpson, Vice President

**ATTEST:**

\_\_\_\_\_  
Ronald E. Skagen, Secretary



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

**A RESOLUTION AUTHORIZING PROFESSIONAL SERVICE AGREEMENT 22-56-W-PS WITH BIOANALYSTS, INC. FOR THE SERVICES OF DR. TRACY HILLMAN AS CHAIRPERSON OF THE WELLS HCP HATCHERY COMMITTEE**

**RECITALS:**

1) The Wells Habitat Conservation Plan (HCP) requires the District to fund a neutral chairperson for the Hatchery Committee (HC) as selected by the HC Parties.

2) In 2022, the HC Parties reviewed Dr. Hillman's performance and unanimously voted to retain Dr. Hillman as the HC chair for another three-year term. The attached scope of work and budget covers HC chair services in addition to enabling Dr. Hillman to continue providing technical analysis associated with the District's existing hatchery evaluation program.

3) Staff recommends approval of a Professional Service Agreement with BioAnalysts, Inc., to fulfill the HCP requirement to fund a neutral chairperson for the HC for another 3-year terms and to provide specific hatchery evaluation technical support, from October 1, 2022 through December 31, 2025, with a cost not to exceed of \$165,000 (one hundred sixty-five thousand dollars).

**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 Professional Service Agreement with BioAnalysts, Inc., for a chairperson for the HCP Hatchery Committee.

**ADOPTED** this 12th day of September, 2022.

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Aaron J. Viebrock, President

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Molly Simpson, Vice President

**ATTEST:**

\_\_\_\_\_  
Ronald E. Skagen, Secretary

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

**A RESOLUTION DECLARING MISCELLANEOUS ITEMS OF  
PERSONAL PROPERTY TO BE SURPLUS AND AUTHORIZING  
THE SALE OF THOSE ITEMS AT PUBLIC AUCTION**

**RECITALS:**

1) The District owns vehicles and other miscellaneous equipment which by reason of the District's replacement policy or obsolescence are surplus and no longer useful to District operations.

2) District staff has reviewed the property listed in Schedule "A" and recommends these items be sold at public auction to be conducted by Chuck Yarbro Auctioneers on September 22, 2022.

3) It is in the best interest of the District that said property itemized in Schedule "A" be disposed at public auction scheduled for September 22, 2022.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the property listed in Schedule "A" be declared surplus and authorize the District to sell these items at public auction on September 22, 2022 by Chuck Yarbro Auctioneers.

**ADOPTED** this 12th day of September, 2022.

\_\_\_\_\_  
Aaron J. Viebrock, President

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Molly Simpson, Vice President

**ATTEST:**

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Ronald E. Skagen, Secretary