

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

NOVEMBER 14, 2022 – 1:30 P.M.

1. Flag Salute
2. Consent Agenda
  - a. Meeting Minutes of October 24, 2022
  - b. Vouchers
  - c. Bid Opening Results – October 31, 2022 – Bid Document 22-22-D-BID, Douglas to Rapids Intertie Steel Transmission Poles
  - d. Bid Opening Results – November 7, 2022 – Bid Document 22-60-D-BID, Douglas to Urban Industrial Transmission Wire
  - e. 22-192 – Resolution Authorizing Amendment No. 11 to Professional Service Agreement 12-17-W with Jacobs Engineering Group, Inc. for Consulting Engineering Services
  - f. 22-193 – Resolution Authorizing Acceptance of Work and Final Payment to Magnum Power Under Contract 21-36-D-BID, Install Power Conduits and Vaults
  - g. 22-194 – Resolution Authorizing Award of Contract 22-22-D-BID, Douglas to Rapids Intertie Steel Transmission Poles
  - h. 22-195 – Resolution Authorizing Award of Contract 22-60-D-BID, Douglas to Urban Industrial Transmission Wire to Border States Industries, Inc.
  - i. 22-196 – Resolution Authorizing Approval of Land Use Permit 86-01, Mac and Franco Orchards, LP
  - j. 22-197 – Resolution Authorizing Approval of Land Use Permit 1134-01, Mark and Diana Henderson
  - k. 22-198 – Resolution Declaring 2022 Kubota Tractor Surplus and Authorizing Trade-In of Vehicle
  - l. 22-199 – Resolution Authorizing the Renewal of Aviation Insurance for Unmanned Aircraft Systems with Global Aerospace
  - m. 22-200 – Resolution Authorizing Approval of an Underground Utility Easement with Chelan County PUD
3. Public Comment
4. Hearing on the Electric Distribution System and Wells Hydroelectric Project Calendar Year 2023 Budget
5. Regular Agenda
  - 22-201 – Resolution Authorizing Change Order Nos. 96 and 97 to Contract 06-41-W, Generator Rebuild and Unit Refurbishment for the Wells Hydroelectric Project
  - 22-202 – Resolution Authorizing Amendment No. 1 to Professional Service Agreement with RH2 Engineering Under Contract 20-31-D

22-203 – Resolution Authorizing Amendment No. 2 to Professional Service Agreement 21-20-W-PS with Jacobs Engineering Group, Inc.

22-204 – Resolution Authorizing Professional Service Agreement 23-01-W-PS with BioAnalysts, Inc. for the Services of Dr. Tracy Hillman as Chairperson of the Wells HCP Tributary Committee

22-205 – Resolution Authorizing Professional Service Agreement 23-03-W-PS with Anchor QEA, LLC for HCP Policy and Coordinating Committees Chairperson and Administrative Services and Reporting for All HCP Committees

6. Internal Audit Reports – June and July 2022
7. DCCN Report October 2022
8. Preliminary Disturbance Reports
9. Other
10. Trips
11. Minutes

Draft Pre-decisional Document

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

**A RESOLUTION AUTHORIZING AMENDMENT NO. 11 TO PROFESSIONAL SERVICE AGREEMENT 12-17-W WITH JACOBS ENGINEERING GROUP INC. FOR CONSULTING ENGINEERING SERVICES**

**RECITALS:**

1) Resolution No. 12-122 authorized the District to issue a Request for Qualifications 12-17-W for Consulting Engineering Services for the Wells Hydroelectric Project. Resolutions No. 12-149 and 12-166 respectively, authorized the District negotiate and execute a Professional Service Agreement with Jacobs Engineering Group Inc. with a not-to-exceed amount of \$2,000,000.00 and a term date ending October 3, 2015.

2) The following changes to the Agreement have been authorized:

Resolution	Amendment	Not-To-Exceed	Termination Date
13-174	1	\$3,000,000.00	
14-078	2	\$4,000,000.00	
15-013	3	\$4,500,000.00	
15-113	4	\$5,000,000.00	
15-131	5	\$5,000,000.00	October 3, 2018
15-213	6	\$7,000,000.00	
17-059	7	\$9,000,000.00	
18-165	8	\$10,700,000.00	October 3, 2019
19-070	9	\$12,200,000.00	December 31, 2019
20-031	10	\$12,200,000.00	December 31, 2022

3) The Agreement is for on-call engineering services. There are several projects (tasks) that were designed by Jacobs under this Agreement but have not yet been let for construction. It is in the best interest of the District to have the design engineers from Jacobs available for on-call support through the construction phase. Estimates to complete these open tasks are within the current not-to-exceed amount but extend past the term date currently authorized by the Agreement.

4) It is in the best interest of the District to approve Amendment No. 11, to limit the Scope of Work to only those open tasks listed below and extend the termination date to be concurrent with the actual date of completion of these specific tasks, but not later than December 31, 2023.

- Task 1010 – Project Administration
- Task 1830 – Combined Construction Package, Includes:
  - Task 1350 – Nitrogen-Water Mist Fire Protection System;
  - Task 1360 – Oil-Water Separator, Header Re-Design; and
  - Task 1780 – Service Water System Upgrades.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Amendment No. 11 to the Professional Service Agreement with Jacobs Engineering Group Inc. for Consulting Engineering Services is hereby approved. The District’s General Manager is hereby authorized and directed to execute said Amendment on behalf of the District.

**ADOPTED** this 14th day of November, 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 ACCEPTANCE OF WORK  
AND FINAL PAYMENT TO MAGNUM POWER UNDER  
CONTRACT 21-36-D-BID, INSTALL POWER CONDUITS AND  
VAULTS**

**RECITALS:**

1) By Resolution No. 21-174 dated October 25, 2021, the District awarded Contract 21-36-D-BID, Install Power Conduits and Vaults to Magnum Power.

2) District staff report the Contractor has satisfactorily completed all requirements of Contract 21-36-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 without liquidated damages in the amount of \$24,245.01 to Magnum Power upon receiving the required notifications from the State of Washington when applicable. The total cost of work under this contract is \$484,900.00 plus tax.

3) It is in the best interests of the District to accept the work as complete and authorize final payment under Contract 21-36-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 21-36-D-BID, Install Power Conduits and Vaults 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 when applicable. 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 14th day of November, 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 AWARD  
OF CONTRACT 22-22-D-BID, DOUGLAS TO RAPIDS INTERTIE  
STEEL TRANSMISSION POLES**

**RECITALS:**

1) By Resolution No. 22-165 dated September 26, 2022, the District called for bids under Bid Document 22-22-D-BID, Douglas to Rapids Intertie Steel Transmission Poles.

2) On October 31, 2022, the District opened four bids as follows:

<u>Bidder</u>	<u>Total for Bid Comparison</u>
TransAmerican Power Products, Inc. Houston, TX	\$1,801,119.00
MICA Steelworks, Inc. Ft. Worth, TX	\$2,475,434.00
MVA Power, Inc. Montreal, Quebec	\$1,809,286.89
Western Utility Telecom, Inc. Salem, OR	\$1,964,593.00
Engineer's Estimate	\$2,590,000.00

3) District staff have reviewed the bids from the lowest bidder and found that the bid from TransAmerican Power Products, Inc. meets all terms and conditions of Bid Document 22-22-D-BID. 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 22-22-D-BID to TransAmerican Power Products, Inc.

4) It is in the best interests of the District to award Contract 22-22-D-BID to the lowest responsive bidder, TransAmerican Power Products, Inc., with an authorized expenditure of \$1,801,119.00 (One million, eight hundred and one thousand, one hundred nineteen dollars).

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Contract 22-22-D-BID is awarded to

TransAmerican Power Products, Inc. The General Manager is authorized to issue a Contract with TransAmerican Power Products, Inc. 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 14th day of November, 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 AUTHORIZING AWARD OF  
CONTRACT 22-60-D-BID, DOUGLAS TO URBAN INDUSTRIAL  
TRANSMISSION WIRE TO BORDER STATES INDUSTRIES, INC.**

**RECITALS:**

1) By Resolution No. 22-173 dated October 10, 2022, the District called for bids under Bid Document 22-60-D-BID, Douglas to Urban Industrial Transmission Wire.

2) On November 7, 2022, the District opened one bid as follows:

<u>Bidder</u>	<u>Total for Bid Comparison</u>
Border States Industries, Inc. Fargo, ND	\$456,480.00
Engineer's Estimate	\$526,500.00

3) District staff have reviewed the bid received and found that the bid from Border States Industries, Inc. meets all terms and conditions of Bid Document 22-60-D-BID. 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 22-60-D-BID to Border States Industries, Inc.

4) It is in the best interests of the District to award Contract 22-60-D-BID to the lowest responsive bidder, Border States Industries, Inc., with an authorized expenditure of \$456,480.00 (four hundred fifty-six thousand, four hundred eighty dollars).

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Contract 22-60-D-BID is awarded to Border States Industries, Inc. The General Manager is authorized to issue a Contract with Border States Industries, Inc. 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 14th day of November, 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 AUTHORIZING APPROVAL OF LAND USE  
PERMIT 86-01, MAC AND FRANCO ORCHARDS, LP**

**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:

Mac and Franco Orchards, LP          Wells Permit 86-01

The permit is for use of Project lands for existing orchard trees and an existing road. 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 86-01.

**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. 86-01.

**ADOPTED** this 14th day of November, 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 APPROVAL OF LAND USE  
PERMIT 1134-01, MARK AND DIANA HENDERSON**

**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:

Mark and Diana Henderson                      Wells Permit 1134-01

The permit is for use of Project lands for existing walkway and an existing road. 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 1134-01.

**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. 1134-01.

**ADOPTED** this 14th day of November, 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 DECLARING 2002 KUBOTA TRACTOR  
SURPLUS AND AUTHORIZING TRADE-IN OF VEHICLE**

**RECITALS:**

1) The District has a 2002 Kubota B2710HSD tractor, Fleet Asset No. W60055, with an hour meter reading of 1,261, which has reached the end of its service life and is eligible for replacement in accordance with District policy.

2) Valley Tractor has offered to accept the 2002 Kubota tractor on trade for \$3,800.00, which is a fair market value for this tractor.

3) It is in the best interest of the District to declare Fleet No. W60055, Kubota B2710HSD tractor, surplus and authorize the trade-in to Valley Tractor for \$3,800.00.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, to declare the 2002 Kubota B2710HSD tractor surplus and authorize the trade to Valley Tractor for \$3,800.00.

**ADOPTED** this 14th day of November, 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 THE RENEWAL OF  
AVIATION INSURANCE FOR UNMANNED AIRCRAFT  
SYSTEMS WITH GLOBAL AEROSPACE**

**RECITALS:**

- 1) The District's current Unmanned Aircraft Systems Aviation insurance policy with Global Aerospace expires on December 15, 2022.
- 2) Global Aerospace provided a quote for renewal with the same coverage limits of \$1,000,000 with a deductible of \$0. The quoted premium is \$862.
- 3) District staff has reviewed the quote and recommends renewal of Unmanned Aircraft Systems Aviation insurance with Global Aerospace.
- 4) It is in the best interest of the District to purchase Aviation Insurance for Unmanned Aircraft Systems with Global Aerospace for the quoted premium of \$862 plus applicable fees and taxes for the policy period of December 15, 2022 to December 15, 2023.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's Deputy Treasurer will secure Aviation Insurance for Unmanned Aircraft Systems with Global Aerospace.

**ADOPTED** this 14th day of November, 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 APPROVAL OF AN  
UNDERGROUND UTILITY EASEMENT WITH  
CHELAN COUNTY PUD**

**RECITALS:**

1) The District requires a line extension from Chelan County PUD (CCPUD) to restore power to the emergency siren at the Carpenter Island Boat Launch. CCPUD requires their standard Underground Utility Easement prior to the service installation.

2) District personnel recommend approval of the Underground Utility Easement requested by CCPUD.

3) It is in the best interest of the District to grant an Underground Utility Easement to CCPUD.

**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 the Underground Utility Easement with CCPUD.

**ADOPTED** this 14th day of November, 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 CHANGE ORDER NOS. 96  
AND 97 TO CONTRACT 06-41-W, GENERATOR REBUILD  
AND UNIT REFURBISHMENT FOR THE WELLS  
HYDROELECTRIC PROJECT**

**RECITALS:**

1) Resolution No. 07-158 awarded Contract 06-41-W, Generator Rebuild and Unit Refurbishment for the Wells Hydroelectric Project, to Toshiba International Corporation (TIC) for \$151,100,000.00. Resolution No. 15-056 approved assignment of Contract 06-41-W to Toshiba America Energy Systems Corporation (TAES).

2) As referenced in the attached resolution and contract summaries, the following changes have previously been authorized, bringing the authorized work total to \$211,775,029.00 and the Contract not-to-exceed total to \$243,763,895.00:

- Notice to Proceed (NTP) on the 1st through 8th Units;
- Change Order Nos. 1 through 95

3) Change Order No. 96 has been prepared to address the outage duration of the 4th Unit (U3) and apply an incentive payment for reducing the unit outage duration. Change Order No. 96 will increase the 4th Unit total by \$87,500.00 to \$24,747,772.00.

4) Change Order No. 97 has been prepared to address the outage duration of the 5th Unit (U10), apply an incentive payment for reducing the unit outage duration, and increase the contract amount for import charges associated with the spare runner. Change Order No. 97 will increase the 5th Unit total by \$929,719.00 to \$30,941,677.00.

5) Change Order Nos. 96 and 97 will increase the Contract authorized amount to \$212,792,248.00 and the contract not-to-exceed amount to \$244,781,114.00. It is in the best interest of the District to execute Change Order Nos. 96 and 97.

**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 Nos. 96 and 97 to Contract 06-41-W, Generator Rebuild and Unit Refurbishment for the Wells Hydroelectric Project.

**ADOPTED** this 14th day of November, 2022.

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Aaron J. Viebrock, President

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Molly Simpson, Vice President

**ATTEST:**

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

Draft Pre-decisional Document



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

**A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO  
PROFESSIONAL SERVICE AGREEMENT WITH RH2  
ENGINEERING UNDER CONTRACT 20-31-D**

**RECITALS:**

- 1) Resolution No. 20-221 authorized the District to issue a Request for Qualifications to provide General Civil Engineering Services.
- 2) Resolution No. 21-008 authorized the District to enter into a Professional Service Agreement with RH2 Engineering for General Civil Engineering Services.
- 3) This Agreement has been utilized for work done on the Urban Industrial Substation, Lincoln Rock Switchyard, Hydrogen Facility and water rights change of use projects. Additional work related to the hydrogen facility as well as the need for future civil engineering services will be required before this contract expires on December 31, 2023.
- 4) Staff recommends approval of Amendment No. 1 with RH2 Engineering to increase the not-to-exceed price from \$250,000.00 to \$350,000.00.
- 5) It is in the best interests of the District to issue Amendment No. 1 to Contract 20-31-D to amend the Professional Service Agreement with RH2 Engineering to increase the not-to-exceed price to \$350,000.00.

**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 RH2 Engineering which will increase the not-to-exceed price of the Agreement to \$350,000.00.

**ADOPTED** this 14th day of November, 2022.

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Aaron J. Viebrock, President

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Molly Simpson, Vice President

**ATTEST:**

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

Draft Pre-decisional Document

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

**A RESOLUTION AUTHORIZING AMENDMENT NO. 2  
TO PROFESSIONAL SERVICE AGREEMENT 21-20-W-PS WITH  
JACOBS ENGINEERING GROUP, INC.**

**RECITALS:**

1) By Resolution No. 21-037 dated February 22, 2021, the District entered into a three-year Professional Service Agreement (21-20-W-PS) with Jacobs Engineering Group, Inc. (Jacobs) to provide both civil and specialized dam safety engineering services at the Wells Hydroelectric Project.

2) By Resolution No. 21-169, Amendment No. 1 increased the amount of the Contract by \$337,000 bringing the total not-to-exceed amount of the Agreement to \$1,087,000.

3) In response to ongoing and new requirements by the FERC, Amendment No. 2 would amend several of the existing tasks (Task 1, 3, 11 and TBD) and would add four new tasks (Tasks 14, 15, 16 and 17) to the contract.

4) Based upon the District's need to continue implementation of the Dam Safety Program for the Wells Project, staff believes it is in the best interest of the District to approve Amendment No. 2 to Professional Service Agreement 21-20-W-PS with Jacobs Engineering Group, Inc. Approval of Amendment No. 2 would increase the total cost of the three-year Agreement by \$913,000 bringing the total cost not-to-exceed for the contract to \$2,000,000. The term of the contract remains unchanged.

**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 approve Amendment No. 2 to Professional Service Agreement 21-20-W-PS with Jacobs Engineering Group, Inc. for the Wells Hydroelectric Project.

**ADOPTED** this 14th day of November, 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 AUTHORIZING PROFESSIONAL SERVICE AGREEMENT  
23-01-W-PS WITH BIOANALYSTS, INC. FOR THE SERVICES OF DR. TRACY  
HILLMAN AS CHAIRPERSON OF THE WELLS HCP TRIBUTARY  
COMMITTEE**

**RECITALS:**

1) The Wells Habitat Conservation Plan (HCP) requires the HCP parties to select and the District to fund a neutral Chair for the Tributary Committee (TC). Currently, Dr. Tracy Hillman of BioAnalysts, Inc. serves as the chair of the HCP TC.

2) In August of 2022, the HCP TC unanimously voted to retain Dr. Hillman as the Chair for the HCP TC for an additional three-year term. Accordingly, District staff negotiated and recommends a new Professional Services Agreement with Dr. Hillman's employer, BioAnalysts, Inc., with the cost not-to-exceed \$165,000 (one hundred sixty-five thousand dollars) and with an expiration date of December 31, 2025.

3) It is in the best interests of the District to enter into a Professional Service Agreement with BioAnalysts, Inc., for Dr. Hillman's services as HCP TC chairperson.

**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 23-01-W-PS with BioAnalysts, Inc., for Dr. Tracy Hillman's services as chair of the Wells HCP TC.

**ADOPTED** this 14th day of November, 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  
23-03-W-PS WITH ANCHOR QEA, LLC FOR HCP POLICY AND  
COORDINATING COMMITTEES CHAIRPERSON AND ADMINISTRATIVE  
SERVICES AND REPORTING FOR ALL HCP COMMITTEES**

**RECITALS:**

1) The Wells Habitat Conservation Plan (HCP) requires the HCP Parties to unanimously approve and the District to fund a neutral chairperson for the four committees that implement the HCP. Currently, Dr. John Ferguson of Anchor QEA, LLC, serves as the chair of the HCP Policy (PC) and Coordinating (CC) committees and was recently unanimously confirmed by the CC for another 3-year term.

2) Anchor QEA, LLC, also provides administrative services to the PC, CC, and Hatchery Committee, and prepares the Federal Energy Regulatory Commission-required HCP Annual Report covering all HCP activities.

3) Staff recommends approval of a Professional Services Agreement with Anchor QEA, LLC, to fund a neutral chairperson for the HCP PC and CC, to provide administrative services to HCP committees, and to prepare the HCP Annual Report, the cost of which is not to exceed \$315,000 (three hundred fifteen thousand dollars).

4) It is in the best interests of the District to enter into a Professional Service Agreement with Anchor QEA, LLC for HCP chairperson and administrative and reporting services from January 1, 2023 through December 31, 2025.

**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 Professional Service Agreement 23-03-W-PS with Anchor QEA, LLC for various HCP committees and the FERC license-compliance-related services.

**ADOPTED** this 14th day of November, 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