

COMMISSION MEETING AGENDA  
PUBLIC UTILITY DISTRICT NO. 1 OF DOUGLAS COUNTY  
WELLS DAM, WASHINGTON

May 21, 2024 – 1:30 PM

Public participation may be done in person or remotely.

Video: [Microsoft Teams](#)

Meeting ID: 287 036 052 225

Password: oeK7bQ

Call In: +1 872-242-7848 – Conference ID 349 316 641#

1. Flag Salute
2. Consent Agenda
  - a. Meeting Minutes of May 7, 2024
  - b. Vouchers
  - c. Bid Opening Results – May 13, 2024 – Bid Doc. 24-19-D-BID, Distribution Tree Trimming Services
  - d. 24-057 – Resolution Authorizing the Surplus and Salvage of Distribution Transformers
  - e. 24-058 – Resolution Authorizing Approval of Land Use Permit 78-03, Willows Owners Association
3. Public Comment
4. New Employee – Tyler Miller and Ryan Brown, Journeyman Electricians; Chad Johnson, Safety Specialist; Jordan Griffith and Joey Diaz, Journeyman Mechanics; Mauricio Negrete and Emma Schaffers, Student Interns
5. Regular Agenda
  - 24-059 – Resolution Authorizing Award of Contract 24-19-D-BID to Wright Tree Service, Inc. for Distribution Tree Trimming Services
  - 24-060 – Resolution Authorizing Change Order No. 8 to Contract 22-13-D-BID, Hydrogen Production and Fueling Facility
6. Write-off to the Reserve for Uncollectible Accounts – May 2024: \$825.00
7. Claim for Damages – Bethel Baptist Church: \$1,507.50
8. Financial and Statistical Report – Distribution System – January 2024
9. Budget Report – Distribution System – January 2024
10. Treasurer's Report – Distribution System – April 2024
11. Treasurer's Report – Wells Project – April 2024
12. DCCN Report – April 2024
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 THE SURPLUS AND SALVAGE OF  
DISTRIBUTION TRANSFORMERS**

**RECITALS:**

- 1) The District has transformers that are no longer in use, have exceeded their life expectancy, and/or are no longer operational.
- 2) The District has received a quote from Transformer Technologies LLC to salvage and scrap these transformers.
- 3) It is in the best interest of the District to declare these transformers obsolete items and authorize the sale to Transformer Technologies LLC for an estimated cost of \$1,726.40.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the transformers are hereby declared salvage items and the District is authorized to sell them to Transformer Technologies LLC.

**ADOPTED** this 7th day of May, 2024.

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Ronald E. Skagen, President

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Aaron Viebrock, Vice President

**ATTEST:**

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

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

**A RESOLUTION AUTHORIZING APPROVAL OF LAND USE  
PERMIT 78-03, WILLOWS OWNERS ASSOCIATION**

**RECITALS:**

1) The District has implemented a Land Use Policy which requires adjacent landowners 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:

Willows Owners Association                      Wells Permit 78-03

Willows Owners Association has applied for a Land Use Permit for the use of a previously permitted existing community boat dock, 30' long by 8' wide float, 20' foot ramp section, and attached raised trail section. The permittees have provided proof of insurance coverage as required by the District's Land Use Policy.

3) It is in the best interest of the District to approve Wells Permit 78-03.

**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 Number 78-03.

**ADOPTED** this 21st day of May, 2024.

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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 AWARD OF CONTRACT  
24-19-D-BID TO WRIGHT TREE SERVICE, INC. FOR  
DISTRIBUTION TREE TRIMMING SERVICES**

**RECITALS:**

1) By the General Manager's approval on April 16, 2024, the District called for bids under Bid Document 24-19-D-BID, Distribution Tree Trimming Services.

2) On May 13, 2024, the District opened two bids as follows:

<u>Bidder</u>	<u>Total for Bid Comparison</u>
Asplundh Tree Expert, LLC Fruitland, ID	\$594,796.80
Wright Tree Service, Inc. West Des Moines, IA	\$544,523.20
Engineer's Estimate	\$572,988.64

3) District staff have reviewed the bids and found that the bid from Wright Tree Service, Inc. meets all terms and conditions of Bid Document 24-19-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 24-19-D-BID to Wright Tree Service, Inc.

4) It is in the best interests of the District to award Contract 24-19-D-BID to the lowest responsive bidder, Wright Tree Service, Inc. with an authorized expenditure not-to-exceed \$800,000.00 (eight hundred thousand dollars). At the District's discretion, this Contract has an option to renew the unit priced contract for one additional year after the initial Contract expires on April 30, 2025.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Contract 24-19-D-BID is awarded to Wright Tree Service, Inc. The General Manager is authorized to issue a Contract with Wright Tree Service, 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 21st day of May, 2024.

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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 CHANGE ORDER NO. 8 TO  
CONTRACT 22-13-D-BID, HYDROGEN PRODUCTION AND  
FUELING FACILITY**

**RECITALS:**

1) By Resolution No. 22-237 dated December 20, 2022, the District awarded Contract 22-13-D-BID, Hydrogen Production and Fueling Facility to IMCO General Construction, Inc. for an authorized total expenditure of \$18,225,500.00. Previous change orders have been approved to increase the total cost of the contract to \$20,126,786.73.

2) The District has identified the need to make construction changes and extend the final completion date of the contract. Change Order No. 8, in the amount of \$499,948.39, has been prepared to address the following changes to the work:

- Field Order No. 59 – Includes the addition of a 120” x 120” motorized air damper, controls and programming to the main air intake of the building. This increases safety in the event of a hydrogen leak, oxygen leak and fire.
- RFI 141 – Includes modifications to the Master Safety PLC leak detection instrumentation cabling changes and PLC connections.
- Field Order 73 – Addition of neutral conductors to circuits P100, P206 and P300 in order to conform to Article 250.24 of the NEC.
- Field Order 82 – Relocation of Fire Hydrant #2 which conflicted with the installation of Filling Stanchion #3.
- Modification of Time to the Contract – Extends the Final Completion Date from June 14, 2024 to December 1, 2024 due to delays identified in IMCO Serial Letter 064. The causes of these delays were due to the development of the overall plant P&ID’s and pipe specifications and the unforeseen long lead times associated with the procurement of the specialized high pressure tubing.

3) District staff recommend authorization of Change Order No. 8 in the amount of \$499,948.39, which brings the total amount of the contract to \$20,626,735.12. and extends the final completion date from June 14, 2024 to December 1, 2024.

4) It is in the best interest of the District to authorize Change Order No. 8 to Contract 22-13-D-BID.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Change Order No. 8 to Contract 22-13-D-BID, Hydrogen Production and Fueling Facility is authorized by the Commission.

**ADOPTED** this 21st day of May, 2024.

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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