

COMMISSION MEETING AGENDA  
PUBLIC UTILITY DISTRICT NO. 1 OF DOUGLAS COUNTY  
EAST WENATCHEE, WASHINGTON  
FEBRUARY 7, 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 January 24, 2022
- b. Vouchers
- c. 22-018 – Resolution Authorizing Acceptance of Work and Final Payment to General Pacific Inc. Under Contract 21-35-D-BID, 15 kV Breakers for Urban Industrial Substation
- d. 22-019 – Resolution Authorizing a Call for Bids Under Bid Document 22-23-D-BID, Western Red Cedar Transmission Poles
- e. 22-020 – Resolution Authorizing Approval of Land Use Permit 651-05, Scarlett Sunsett LLC
- f. 22-021 – Resolution Authorizing Approval of Land Use Permit 1127-01, Colville Confederated Tribes, Fish and Wildlife
- g. 22-022 – Resolution Authorizing Approval of Land Use Permit 1143-01, Colville Confederated Tribes, Fish and Wildlife
- h. 22-023 – Resolution Authorizing a Signal Transport Agreement with NBCUniversal Content Distribution (NBCU)
- i. 22-024 – Resolution Authorizing the District to Renew Business Travel Insurance with CIGNA

3. Public Comment

4. Regular Agenda

22-025 – Resolution Authorizing a Request for Qualifications 22-21-W-RFQ, Professional Archaeological Services, Wells Hydroelectric Project

22-026 – Resolution Waiving the Competitive Bidding Requirements to Purchase Single and Three Phase Padmount Transformers Due to Market Conditions

5. Membership – WPUDA

6. Treasurer's Report – Distribution System – January 2022

7. Treasurer's Report – Wells Project – January 2022

8. Preliminary Disturbance Reports
9. Other
10. Trips
11. Minutes
12. Executive Session: RCW 42.30.110(1)(i)

Draft Pre-decisional Document

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

**A RESOLUTION AUTHORIZING ACCEPTANCE OF WORK  
AND FINAL PAYMENT TO GENERAL PACIFIC INC. UNDER  
CONTRACT 21-35-D-BID, 15 KV BREAKERS FOR URBAN  
INDUSTRIAL SUBSTATION**

**RECITALS:**

1) By Resolution No. 21-124 dated August 9, 2021, the District awarded Contract 21-35-D-BID, 15 kV Breakers for Urban Industrial Substation to General Pacific Inc.

2) District staff report the Contractor has satisfactorily completed all requirements of Contract 21-35-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 \$153,633.60 (One Hundred Fifty Three Thousand Six Hundred Thirty Three Dollars and Sixty Cents). The total cost of work under this contract is \$153,633.60 plus sales tax.

3) It is in the best interests of the District to accept the work as complete and authorize final payment under Contract 21-35-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 21-35-D-BID, 15 kV Breakers 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 7th day of February, 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 22-23-D-BID, WESTERN RED CEDAR  
TRANSMISSION POLES**

**RECITALS:**

1) The purchase of western red cedar poles is necessary for the construction of the Rocky Reach to Chelan Falls Transmission Line.

2) Staff recommends that the District solicit bids in compliance with RCW 54.040.070 to provide western red cedar transmission poles in accordance with the specification terms and conditions of Bid Document 22-23-D-BID. Sealed bids will be accepted until March 7, 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 22-23-D-BID, Western Red Cedar Transmission Poles.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Bid Document 22-23-D-BID is hereby approved, and the District's General Manager is hereby authorized and directed to issue a call for bids for western red cedar transmission poles.

**ADOPTED** this 7th day of February, 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 651-05, SCARLETT SUNSETT LLC**

**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:

Scarlett Sunsett LLC Wells Permit 651-05

The permit is for use of Project lands for existing residential landscaping and other previously permitted activities. 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 651-05.

**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. 651-05.

**ADOPTED** this 7th day of February, 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 1127-01, COLVILLE CONFEDERATED TRIBES, FISH  
AND WILDLIFE**

**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:

Colville Confederated Tribes, Fish and Wildlife Wells Permit 1127-01

The permit is for use of Project lands for existing and previously permitted uses. 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 1127-01.

**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. 1127-01.

**ADOPTED** this 7th day of February, 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 1143-01, COLVILLE CONFEDERATED TRIBES, FISH  
AND WILDLIFE**

**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:

Colville Confederated Tribes, Fish and Wildlife Wells Permit 1143-01

The permit is for use of Project lands for existing and previously permitted uses. 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 1143-01.

**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. 1143-01.

**ADOPTED** this 7th day of February, 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 SIGNAL TRANSPORT AGREEMENT  
WITH NBCUNIVERSAL CONTENT DISTRIBUTION (NBCU)**

**RECITALS:**

- 1) The District operates a video headend that transports Internet Protocol Television (IPTV) service to retail service providers.
- 2) The current Signal Transport Agreement authorizing the District to transport NBCU content expired December 31, 2021.
- 3) District Staff have negotiated terms for a new Signal Transport Agreement with NBCU.
- 4) It is in the best interest of the District to enter into a new Signal Transport Agreement with NBCU.

**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 to sign a new Signal Transport Agreement with NBCU.

**ADOPTED** this 7th day of February, 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 DISTRICT TO RENEW  
BUSINESS TRAVEL INSURANCE WITH CIGNA**

**RECITALS:**

- 1) The District has had a Travel Policy with CIGNA since 1976.
- 2) CIGNA has provided a quote for renewal with the following terms and conditions: all employees of the policyholder who are under the age of 70 will be covered for Accidental Death, Dismemberment, loss of sight, or Permanent Total Disability in the amount of \$250,000, while on Business Travel for the District. The quoted premium for a three year pre-paid policy is \$2,890.
- 3) District staff recommends renewal of the Business Travel Insurance.
- 4) It is in the best interest of the District to purchase Business Travel Insurance coverage through CIGNA for February 19, 2022 to February 19, 2025.

**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 Business Travel Insurance with CIGNA.

**ADOPTED** this 7th day of February 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 REQUEST FOR  
QUALIFICATIONS 22-21-W-RFQ, PROFESSIONAL  
ARCHAEOLOGICAL SERVICES, WELLS HYDROELECTRIC  
PROJECT**

**RECITALS:**

1) Public Utility District No. 1 of Douglas County has a need for ongoing professional archaeological and cultural resources services in support of ongoing Wells Hydroelectric Project license compliance activities.

2) District staff states that the District has a need to issue Request for Qualifications 22-21-W-RFQ for on-call professional archaeological services and recommends publication of the RFQ. Qualifications will be accepted until 1:30 p.m. Pacific time on March 4, 2022 in the District's East Wenatchee headquarters office.

3) It is in the best interests of the District to issue a Request for Qualifications and advertise in pertinent publications.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that RFQ 22-21-W-RFQ, Professional Archaeological Services, Wells Hydroelectric Project is hereby approved and the District's General Manager is hereby authorized and directed to issue Request for Qualifications 22-21-W-RFQ to provide on-call professional archaeological services.

**ADOPTED** this 7th day of February, 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 WAIVING THE COMPETITIVE BIDDING  
REQUIREMENTS TO PURCHASE SINGLE AND THREE PHASE  
PADMOUNT TRANSFORMERS DUE TO MARKET  
CONDITIONS**

**RECITALS:**

1) The District is in need of purchasing single and three phase padmount transformers to replace inventory for District projects.

2) Due to COVID related shutdowns, natural disasters and supply chain disruptions, the procurement of transformers has been significantly impacted resulting in extended lead times and large price increases.

3) RCW 39.04.280 authorizes the District to waive the competitive bidding requirements for purchases due to market conditions.

4) It is in the best interest of the District to waive the competitive bidding requirements for the procurement of stock single and three phase padmount transformers through September 30, 2022 due to current market conditions as allowed in RCW 39.04.280.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District waive the competitive bidding requirements for the procurement of stock single and three phase transformers through September 30, 2022 due to market conditions.

**ADOPTED** this 7th day of February, 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