

**PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY  
327 No. WENATCHEE AVENUE  
WENATCHEE, WA 98801**

**REGULAR COMMISSION MEETING**

**SEPTEMBER 6, 2016**

**AGENDA**

**STUDY SESSION**

**10:00 A.M.**

1. Pledge of Allegiance and Safety Minute – Bill Kamenski
2. Approval of the Agenda - Any item on the Regular Agenda shall be subject to transfer to the Consent Agenda upon request of any Commission member
3. LocalTel TV Conversion Update
4. North Wenatchee Master Plan
5. Asset Management
6. Suncrest Fire Update

**BUSINESS SESSION**

**1:00 P.M.**

**Consent Agenda**

7. Minutes:

August 15, 2016

August 23, 2016 Special Session - Workshop

August 24, 2016 Special Session - Chelan Substation Community Meeting

August 30, 2016 Special Session – Tri Commission Meeting

8. Vouchers:

Accounts Payable Summary Report dated August 30, 2016:

- a) Vouchers totaling \$13,114,729.65;
- b) Approval of Customer Deposit Returns and Conservation Incentive payments dated August 30, 2016 in the amount of \$52,936.99;

## REGULAR COMMISSION MEETING AGENDA

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- c) Approval of the net Payrolls, Warrant Nos. 234603 through 234634 and Advice Nos. 619099 through 619843 for the pay period ending 08/07/2016 in the amount of \$1,736,674.03;
- d) Approval of the net Payrolls, Warrant Nos. 234635 through 234664 and Advice Nos. 619844 through 620580 for the pay period ending 08/21/2016 in the amount of \$1,757,511.06; and
- e) Approval of Warrant Nos. 22693 through 22770 totaling \$19,867.59 for claim payments from the workers' compensation self-insurance fund for the period ending August 29, 2016.

### Regular Agenda

#### Resolutions

- 9. A RESOLUTION AUTHORIZING THE GENERAL MANAGER OF THE DISTRICT TO PUBLISH NOTICE INVITING SEALED PROPOSALS FOR REQUEST FOR PROPOSAL (RFP) 16-42 FOR CUSTOMER INFORMATION SYSTEM (CIS) AND RELATED SYSTEMS, METER DATA MANAGEMENT SYSTEM (MDMS), IMPLEMENTATION AND SUPPORT SERVICES
- 10. A RESOLUTION REJECTING THE BID OF FARMERS ELECTRIC II. LLC OF OHELLO, WA AND ACCEPTING THE BID OF COLVICO, INC OF SPOKANE, WA BID(16-37) FOR WENATCHEE CONFLUENCE STATE PARK 50 AMP UGRADES
- 11. RESOLUTION AUTHORIZING ADDITIONAL FUNDS TO ENABLING AGREEMENT (06-073) WITH PEER TECHNICAL, INC. OF FOND DU LAC, WISCONSIN
- 12. Manager Items
- 13. Commission Items
- 14. Commission Travel
- 15. Follow-up on Delegation of Action Items From Previous Board Meeting
- 16. Delegation of Action Items
- 17. Additional Public Comment\*
- 18. Matters of general business as may necessarily come before the Commission
- 19. Executive Session: To discuss with legal counsel agency enforcement actions, litigation, potential litigation to which the District or its board is, or is likely to become, a party, and/or legal risks, as authorized by RCW 42.30.110(1)(i).

\* Members of the public are encouraged to ask specific questions after each item presented. This agenda item is for additional comments/questions related to matters not on the agenda.

This agenda and resolutions (if any) may be revised by the Commission as appropriate.

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

A RESOLUTION AUTHORIZING THE GENERAL MANAGER OF THE DISTRICT TO PUBLISH NOTICE INVITING SEALED PROPOSALS FOR REQUEST FOR PROPOSAL (RFP) 16-42 FOR CUSTOMER INFORMATION SYSTEM (CIS) AND RELATED SYSTEMS, METER DATA MANAGEMENT SYSTEM (MDMS), IMPLEMENTATION AND SUPPORT SERVICES

### **FACTUAL BACKGROUND AND REASONS FOR ACTION**

The District's Customer Information System (CIS) is the software system for customer billings, payments, meter reading, conservation tracking and other customer-related processes. The District's current CIS was implemented in 2004. Technical support for the District's current customer information system (CIS) ended in June 2009. The unsupported CIS is functional, but nearing obsolescence and is currently being maintained by District staff. Additionally, the current CIS does not support future strategies regarding "customer experience" with customer service information interfaces or intelligent grid. The proposed RFP16-42 would seek proposals for a new CIS and related systems, and a meter data management system (MDMS), as an option. The objective of this work is to improve customer service and provide a foundation for the District's potential intelligent grid (IG) initiative and possible acquisition of two way metering (AMI).

Resolution No. 08-13325 requires Commission approval before advertisement of a RFP expected to result in a total contract price greater than \$3,000,000.

District staff anticipates completion of the RFP preparation and finalization within 2016. Upon issuance the RFP, the RFP will be on file in the offices of the District.

District staff recommends that RFP No. 16-42 for the new CIS, related Systems, a MDMS as an option, along with Implementation and ongoing Support Services is in the best interests of the District and that issuance of said document be approved and that the invitation for proposals be published.

The General Manager of the District has reviewed District staff's recommendation and concurs in the same.

**ACTION**

IT IS RESOLVED BY THE COMMISSION OF PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY, as follows:

Section 1. The issuance of Request for Proposal (RFP No. 16-42) for the CIS and related systems, MDMS as an option, Implementation and Support Services is hereby approved and the General Manager is hereby authorized to obtain Proposals for this project by advertisement inviting sealed Proposals for such Systems and Services.

DATED this 6<sup>th</sup> day of September 2016.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Seal

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

A RESOLUTION REJECTING THE BID OF FARMERS ELECTRIC II, LLC OF OTHELLO, WA AND ACCEPTING THE BID OF COLVICO, INC. OF SPOKANE, WA (BID 16-37) FOR WENATCHEE CONFLUENCE STATE PARK 50 AMP UPGRADES

**FACTUAL BACKGROUND AND REASONS FOR ACTION**

On July 26, 2016, an invitation for sealed bids was published in accordance with RCW 54.04.070 and Resolution No. 08-13325 to provide/construct Wenatchee Confluence State Park 50 Amp Upgrades. Bid proposals were opened on August 11, 2016, at 2:30 p.m. in the offices of the District. Seven bids were received (excluding sales tax) as tabulated on Exhibit A attached.

The bid by Farmers Electric II, LLC (Farmers) did not meet the minimum requirements specified in the contract documents. Farmers did not provide required Bidder's Data, including experience information, references, and resumes. This bid should be rejected as non-responsive.

District staff has determined that the bid of Colvico, Inc. of Spokane, WA in the amount of \$398,776 (excluding sales tax) is the lowest responsive and best bid in compliance with the plans and specifications for Bid No. 16-37. This bid meets all statutory requirements. Resolution No. 08-13325 requires that the rejection of the apparent low dollar bidder must come before the Commission for action.

District staff recommends awarding Bid No. 16-37 to Colvico, Inc.

The General Manager of the District concurs with District staff's recommendation.

**ACTION**

IT IS RESOLVED BY THE COMMISSION OF PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY, WASHINGTON, as follows:

Section 1. The bid submitted by Farmers Electric II, LLC of Othello, WA did not meet the minimum requirements specified in the contract documents and is hereby rejected.

Section 2. The bid submitted by Colvico, Inc. of Spokane, WA is the lowest responsible and best bid in compliance with the plans and specifications to provide/construct Wenatchee Confluence State Park 50 Amp Upgrades. The

General Manager of the District is hereby authorized to enter into a contract with Colvico, Inc. in the amount of \$398,776, excluding sales tax. A copy of the contract will be on file in the offices of the District

Dated this 6th day of September 2016.

ATTEST:

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President

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Seal

# Bid Tabulation

**Bid No. 16-37**

**Wenatchee Confluence State Park 50 Amp Upgrades**

**August 11, 2016 at 2:30 p.m.**

**Estimate of Work: \$740,000**

Opened by: Christi Van Wagner      Recorded by: Keith Simpson

<b>Bidder Name City, State</b>	<b>Bid Bond/ Cashier's Check</b>	<b>Bid Amount</b>
Farmers Electric II, LLC Othello, WA	Yes	\$315,952
Colvico, Inc. Spokane, WA	Yes	\$398,776
Valley Electric Co. of Mount Vernon, Inc. Everett, WA	Yes	\$552,500
Northeast Electric, LLC Woodland, WA	Yes	\$566,000
Neppel Electrical & Controls, LLC Moses Lake, WA	Yes	\$575,000
Titan Earthwork, LLC Pacific, WA	Yes	\$619,815
Shoemaker Excavation, Inc. Kennewick, WA	Yes	\$623,341

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

A RESOLUTION AUTHORIZING ADDITIONAL  
FUNDS TO ENABLING AGREEMENT (06-073)  
WITH PEER TECHNICAL, INC. OF FOND DU LAC,  
WISCONSIN

**FACTUAL BACKGROUND AND REASONS FOR ACTION**

In March 2006, the District entered into a perpetual Enabling Agreement No. 06-073 with Peer Technical, Inc. (Peer) to provide temporary employee services for performing specific tasks (i.e. construction coordination and inspection) by executing Project Confirmation Agreements pursuant to the Enabling Agreement. Peer employees are utilized for projects where specific expertise is required, but there is no long-term staffing need and District resources are not available.

The District adopted Resolution No. 15-14006 on December 21, 2015 which authorized District staff to expend up to \$752,000 in 2016 under Enabling Agreement 06-073 with Peer.

It is District staff's recommendation that it is in the best interest of the District to authorize additional funds in the amount of \$100,000 to meet the need for additional services for the remainder of 2016. The additional funds will cover inspection services for the 24 hour/7 day a week work schedule for the Rock Island Unit B6 turbine replacement and additional Rocky Reach Units C9 and C10 winding replacements. Staff recommends that the revised amount which District staff is authorized to expend in 2016 be amended to a revised not to exceed amount of \$852,000.

Actual amounts paid to Peer Technical, Inc. (inclusive of all fees and costs incurred by Peer Technical, Inc. in the performance of the Project Confirmation Agreements) will be based upon invoices and verification by District staff.

District staff recommends continuation of obtaining services under the Enabling Agreement No. 06-073 with corresponding Project Confirmation Agreements executed as authorized in Resolution No. 08-13325, as may be amended. Amounts shall not exceed the approved budget.

The General Manager of the District has reviewed staff's recommendation and concurs in the same.



**ACTION**

IT IS RESOLVED BY THE COMMISSION OF PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY, WASHINGTON, as follows:

Section 1. District staff is hereby authorized to expend additional funds in the amount of \$100,000 to meet the need for additional services for the remainder of 2016. The revised amount which District staff is authorized to expend in 2016 is hereby amended to a revised not to exceed amount of \$852,000.

DATED this 6th day of September 2016.

ATTEST:

\_\_\_\_\_  
President

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Vice President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Seal