

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

REGULAR COMMISSION MEETING

JANUARY 4, 2021

Public participation will be by phone only

Dial: 206-207-1700

Meeting ID: 177-324-0536

****Please remember to mute your phone to reduce background noise****

Please contact PUD staff at 509-661-4212 to let us know if you intend to participate by phone

STUDY SESSION

10:00 AM

1. Pledge of Allegiance and Safety/HPI Minute – Kelly Cordell
2. Approval of the Agenda
Any item on the Consent Agenda shall be subject to transfer to the Regular Agenda upon request of any Commission member
3. COVID19 Customer Impacts Update

BUSINESS SESSION

Consent Agenda

4. Minutes of the December 21, 2020 Regular Meeting
5. Vouchers: Accounts Payable Summary Report dated December 30, 2020:
 - a. Vouchers totaling \$25,310,407.17;
 - b. Approval of Customer Deposit Returns and Conservation Incentive payments for the period December 16, 2020 through December 29, 2020 in the amount of \$28,101.54;
 - c. Approval of the net Payroll, Warrant Nos. 237335 through 237350 and Advice Nos. 706577 through 707323 for the pay period ending 12/20/2020 in the amount of \$2,364,516.68;

REGULAR COMMISSION MEETING AGENDA

January 4, 2021

Page 2

- d. Approval of Warrant Nos. 27161 through 27189 totaling \$6,889.99 for claim payments from the workers' compensation self-insurance fund for the period ending December 28, 2020.

Regular Agenda

6. A RESOLUTION AUTHORIZING AN AMENDMENT FOR ADDITIONAL FUNDS AND AN EXTENSION TO TASK AUTHORIZATION SERVICES AGREEMENT (SA-TA NO. 19-070) WITH MCMILLEN LLC, DBA MCMILLEN JACOBS ASSOCIATES TO PROVIDE HYDRO EQUIPMENT CONSULTING SERVICES
7. A RESOLUTION ACCEPTING THE BID OF WRIGHT TREE SERVICE, INC. OF WEST DES MOINES, IOWA TO PROVIDE DISTRICT TREE PRUNING FOR BID 20-39
8. Manager Items
9. Commission Items
 - a. Election of 2021 Officers
 - b. 2021 Association Representation
 - c. Commission Meeting Schedule
Proposed motion: Move to change the date of the January 18, 2021 Commission meeting to Tuesday, January 19, 2021 @ 10:00am for the purpose of supporting District diversity events on Martin Luther King Jr. Day
10. Commissioner Travel
11. Follow-up on Delegation of Action Items from Previous Board Meeting
12. Delegation of Action Items
13. Additional Public Comment
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.
14. Matters of general business as may necessarily come before the Commission
15. 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)

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

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING AN AMENDMENT
FOR ADDITIONAL FUNDS AND AN EXTENSION TO
TASK AUTHORIZATION SERVICES AGREEMENT
(SA-TA NO. 19-070) WITH MCMILLEN LLC, DBA
MCMILLEN JACOBS ASSOCIATES TO PROVIDE
HYDRO EQUIPMENT CONSULTING SERVICES

FACTUAL BACKGROUND AND REASONS FOR ACTION

The District entered into a Services Agreement (SA-TA No. 19-070) on May 24, 2019 with McMillen, LLC, DBA McMillen Jacobs Associates (McMillen) to provide hydro equipment consulting services, in an amount not to exceed \$495,000.00. Additionally, Resolution 20-14509 dated December 7, 2020, increased the funded amount by \$250,000.00 for a total revised contract price not to exceed \$745,000.00 and extended the period of service to December 31, 2021.

District staff has identified the need for continuing engineering services at the Rocky Reach and Rock Island Hydro-electric facilities for projects such as Powerhouse 1 Rehabilitation, Implementation of the National Pollution Discharge Elimination Permit and various balance of plant projects. Resolution No. 17-14116 requires that the Commission, by resolution, authorize Service Agreements and Amendments when the total contract price exceeds \$500,000.

District staff recommends that it is in the best interest of the District to extend the Services Agreement No. 19-070 with McMillen to December 31, 2022 and increase the not-to-exceed amount by \$1,255,000.00, for a total revised contract price not to exceed \$2,000,000.00.

The General Manager 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, WASHINGTON as follows:

Section 1. The General Manager is hereby authorized to execute an Amendment to Services Agreement (SA-TA No.19-070) with McMillen, LLC, DBA McMillen Jacobs Associates to extend the period of service to December 31, 2022 and to add \$1,255,000.00 to the total contract price. The revised contract price will not exceed \$2,000,000.00 without prior Commission approval. A copy of the Amendment is on file in the offices of the District.

DATED this 4th day of January 2021.

President

ATTEST:

Vice President

Secretary

Commissioner

Commissioner

Seal

RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE BID OF WRIGHT
TREE SERVICE, INC. OF WEST DES MOINES, IOWA
TO PROVIDE DISTRICT TREE PRUNING FOR BID 20-
39

FACTUAL BACKGROUND AND REASONS FOR ACTION

On September 8, 2020, by Resolution No. 20-14480, the Commission of the District authorized the General Manager to invite sealed bids to provide District Tree Pruning. Resolution No. 17-14215 requires that the Commission, by resolution, award bids that exceed \$3,000,000.

An invitation for sealed bids was published in accordance with RCW 54.04.070. Bid proposals were opened on December 23, 2020, at 3:15 p.m. in the offices of the District. Three bids were received (excluding sales tax) as tabulated on Exhibit A attached.

District's staff has determined that the bid of Wright Tree Service, Inc. of West Des Moines, IA, in the amount of \$7,512,648 (excluding sales tax) for the initial 3-year term, is the lowest and best bid in compliance with the plans and specifications for Bid No. 20-39. Said bid meets all statutory requirements.

The invitation for bids includes the option for the District to extend the contract for a 4th year. The invitation also includes the ability for unit prices to be increased 3% each year. The estimated yearly costs are shown in Table 1 below.

Table 1 - Estimated Yearly Cost

Year	Yearly Cost Including 3% Increase
Year 1	\$2,504,216.00
Year 2	\$2,579,342.48
Year 3	\$2,656,722.75
Year 4 (optional year)	\$2,736,424.44
Total	\$10,476,705.67

The invitation for bids included the option for the District to award a secondary contract awardee. Due to the regional and national demand for tree crews, the secondary contract awardee would be utilized if the primary contract awardee was unable to meet the needs of the District related to timing, increased volumes of annual work, fire mitigation and in emergent situations such as storms. District staff has determined that the second low bid of Kemp West, Inc. of Snohomish, Washington, in the amount of \$8,483,086 (excluding sales tax) is the second lowest and best bid in

compliance with the plans and specifications of Bid No. 20-39. Said bid meets all statutory requirements.

District's staff recommends awarding Bid No. 20-39 to Wright Tree Service, Inc., and awarding secondary awardee to Kemp West, 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, as follows:

Section 1. The bid submitted by Wright Tree Service, Inc. of West Des Moines, Iowa, is the lowest responsible and best bid in compliance with the plans and specifications to provide District Tree Pruning. The General Manager of the District is hereby authorized to enter into a contract with Wright Tree Service, In. in an amount not to exceed \$7,512,648 for the initial three year term and not to exceed \$10,476,705.67, should the District elect to exercise the optional fourth year, all excluding sales tax. A copy of the contract will be on file in the offices of the District.

Section 2. The bid submitted by Kemp West, Inc. of Snohomish, Washington, is the second lowest responsible and best bid in compliance with the plans and specifications to provide District Tree Pruning. The General Manager of the District is hereby authorized to enter into a contract with Kemp West, Inc. as the secondary contract awardee, in an amount not to exceed \$500,000, excluding sales tax. A copy of the contract will be on file in the offices of the District.

DATED this 4th day of January 2021.

President

ATTEST:

Vice President

Secretary

Commissioner

Commissioner

Seal

