

**PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY  
203 OLDS STATION ROAD  
WENATCHEE WA 98801**

**REGULAR COMMISSION MEETING**

**MARCH 18, 2024**

**STUDY SESSION**

**10:00 AM**

1. Pledge of Allegiance and Safety/H&OP Minute – Kyle Schuttie
2. Approval of the Agenda
3. Peshastin Water District System Transfer

Proposed Motion:

To direct staff to establish a rate equalization charge, to be effective June 1, 2024, for all customers within the Peshastin Water District service area such that the monthly revenue from each customer class is expected to be approximately the same as under the Peshastin Water District's current rate schedules, and to design the rate equalization charge to approximate the expected revenue in the 2021 rate plan approved by the Peshastin Water District over the next three years.

4. Quarterly Electrical Load Growth
5. Legislative Session Update
6. Parks Update
7. Fifth Street Association
8. Public Comment  
*Time reserved for public comments or questions related to matters not covered by the agenda*

**BUSINESS SESSION**

**1:00PM**

**Consent Agenda**

9. Minutes of the March 4, 2024 Regular Meeting
10. Vouchers: Accounts Payable Summary Report dated March 12, 2024:
  - a. Vouchers totaling \$14,504,682.25;
  - b. Approval of Customer Deposit Returns and Conservation Incentive payments for the period February 27, 2024 through March 11, 2024 in the amount of \$43,845.96.
  - c. Approval of the net Payroll, Warrant Nos. 238390 through 238399 and Advice Nos. 773126 through 773948 for the pay period ending February 25, 2024 in the amount of \$2,544,553.63.
  - d. Approval of Warrant Nos. 30905 through 30974 totaling \$22,119.49 for claim payments from the workers' compensation self-insurance fund for the period ending March 11, 2024.
  - e. Approval of Parks Reservation System customer refunds for the period February 27, 2024 through March 11, 2024 in the amount of \$630.00.

**Regular Agenda**

11. A RESOLUTION AUTHORIZING AMENDMENT NO. 3 TO SERVICES AGREEMENT (SA NO. 22-12654) WITH WILLAMETTE CULTURAL RESOURCES ASSOCIATES TO PROVIDE VARIOUS CULTURAL RESOURCES SUPPORT TO THE DISTRICT
12. A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A SERVICES AGREEMENT (SA NO. 23-12806) WITH OVERIT INTERNATIONAL INC. OF MIAMI, FL FOR A FIELD SERVICE MANAGEMENT SOLUTION
13. Manager Items
14. Commission Items
15. Follow-up on Delegation of Action Items from Previous Board Meeting
16. Delegation of Action Items

REGULAR COMMISSION MEETING AGENDA

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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) and To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause the likelihood of decreased price, as authorized by RCW 42.30.110(1)(c) for \_\_\_ minutes

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

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

A RESOLUTION AUTHORIZING AMENDMENT  
 NO. 3 TO SERVICES AGREEMENT (SA NO. 22-  
 12654) WITH WILLAMETTE CULTURAL  
 RESOURCES ASSOCIATES TO PROVIDE  
 VARIOUS CULTURAL RESOURCES SUPPORT TO  
 THE DISTRICT

## FACTUAL BACKGROUND AND REASONS FOR ACTION

The District entered into a Services Agreement (SA No. 22-12654) on March 15, 2023 with Willamette Cultural Resources Associates to provide various cultural resource Services to support the District in the implementation of the Lake Chelan and Rocky Reach Historic Properties Management Plans (HPMPs), and the Rock Island Cultural Resources Management Plan (CRMP), in an amount not to exceed \$350,000. Subsequently, Amendment Nos. 1 and 2 were executed to amend the rate schedule and extend the completion date of the Agreement.

District staff has identified the need for continued services for archaeological site survey, archaeological site monitoring, and ethnographic research. Resolution No. 17-14215 requires that the Commission, by resolution, authorize Amendments to Service Agreements when the Amendment increases the total contract price to over \$500,000.

District staff recommends that it is in the best interest of the District to amend Services Agreement No. 22-12654 with Willamette Cultural Resources Associates in the amount of \$200,000, for a total revised contract price not to exceed \$550,000 through March 31, 2027.

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 Amendment No. 3 to Services Agreement (SA No. 22-12654) with Willamette Cultural Resources Associates to provide the additional services identified above. The revised contract price will not exceed \$550,000 without prior Commission approval. A copy of the Amendment is on file in the offices of the District.

DATED this 18th day of March 2024.

\_\_\_\_\_  
President

ATTEST:

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Vice President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

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

A RESOLUTION AUTHORIZING THE GENERAL  
MANAGER TO ENTER INTO A SERVICES  
AGREEMENT (SA NO. 23-12806) WITH OVERIT  
INTERNATIONAL INC. OF MIAMI, FL FOR A FIELD  
SERVICE MANAGEMENT SOLUTION

**FACTUAL BACKGROUND AND REASONS FOR ACTION**

Many utilities are updating their field operations by incorporating advanced digital technologies. This initiative aims to consolidate data and insights, facilitated by Field Service Management (FSM) software, to enhance both employee efficiency in the field and customer satisfaction. The software enables improved data management and integration with existing systems, allowing for better coordination in work and asset management. In addition, it introduces the ability to integrate with systems that provide virtual models of physical assets and infrastructure, setting a solid foundation for both current improvements and future advancements.

The adoption of FSM technology typically results in several key benefits for utilities. These include increased efficiency, evidenced by the higher number of work orders completed daily; quicker and more precise assessments of storm damage, leading to shorter power outages as repair teams arrive better prepared; and reductions in travel time and vehicle use due to optimized routing and scheduling. These enhancements will contribute to process improvements and a decrease in manual processes, the reliance on paper-based work orders and service requests, leading to a return on investment for the FSM technology.

On June 15, 2023, the District used the competitive negotiation procedures set forth in RCW 39.04.270 and issued a Request for Proposals (RFP 23-12806) for a Field Service Management Solution. On July 18, 2023, the District received nine (9) responses from prospective proposers.

After conducting the RFP evaluation process, District staff concluded that OverIT International Inc., a corporation with offices in the State of Florida, is the best-qualified company to provide a Field Service Management Solution that meets District requirements.

The first two phases of the project, outlined in the initial scope of work, will develop a minimum viable product (MVP) plateau over a 24-month implementation timeframe. The first year will include deploying geographic information system (GIS) asset mapping to distribution crews (electric, water, wastewater, and fiber) and provide paperless short-cycle work/service order to both distribution and generation central maintenance staff with fully automated integration and scheduling with the District's

existing Maximo work order software. The second year will extend short-cycle work order integration and scheduling for distribution crews with integrations to Washington 811 (Call before you Dig), Oracle C2M Customer Information System, Microsoft Dynamics Fiber Portal, and OSI Outage Management System, along with advancing data analytics.

Licensing is a software as a service (SaaS) solution, hosted in the cloud, for 50 users in year 1, and 250 users' years 2 through 5.

District staff have negotiated Agreement 23-12806 for the Field Service Management Solution project in accordance with RCW 39.04.270 in the amount of \$2,950,000. Resolution No. 17-14215 requires that the Commission, by resolution, authorize Service Agreements that exceed \$500,000.

District staff has determined that OverIT International Inc. is the best qualified firm to provide the software as a service (SaaS) licensing and implementation services and that the cost for said services of \$2,950,000 is a fair and reasonable price.

District staff recommends that the District's best interests are served by entering into an Agreement with OverIT International Inc. for the above-described services.

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, as follows:

Section 1. The General Manager of the District is hereby authorized to enter into an Agreement with OverIT International Inc. for a Field Service Management Solution in an amount not to exceed \$2,950,000 without prior Commission approval. A copy of the Agreement is on file in the offices of the District.

DATED this 18th day of March 2024.

\_\_\_\_\_  
President

ATTEST:

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Vice President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Commissioner

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Commissioner

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