

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

REGULAR COMMISSION MEETING

AGENDA

November 6, 2017

STUDY AND BUSINESS SESSION

10:00 A.M.

1. Pledge of Allegiance and Safety Minute – Cheryl Hobson
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. Quarterly District Performance Plan Update
4. Quarterly Energy Resources Update
5. Quarterly Financial Review and Investment Report
6. Quarterly Update on Major Projects, Contracts and Project Budget Revisions
7. Business Data Local Loop (DLL) Service Rates

Consent Agenda

8. Minutes:

October 16, 2017 Regular Meeting and October 24, 2017 Special Public Meeting.

9. Vouchers:

Accounts Payable Summary Report dated November 1, 2017:

- a) Vouchers totaling \$17,261,346.38
- b) Approval of Customer Deposit Returns and Conservation Incentive payments for the period October 11, 2017 through October 31, 2017 in the amount of \$36,027.77

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- c) Approval of the net Payrolls, Warrant Nos. 235589 through 235614 and Advice Nos. 642113 through 642881 for the pay period ending 10/15/2017 in the amount of \$1,870,994.96; and
- d) Approval of Warrant Nos. 23792 through 23883 totaling \$42,776.37 for claim payments from the workers' compensation self-insurance fund for the period ending October 30, 2017.

Regular Agenda

- 10. A RESOLUTION ADOPTING SMALL WORKS PROCEDURES AND GUIDELINES FOR PROCUREMENT OF CONTRACT SERVICES FOR PUBLIC WORKS THROUGH THE SMALL WORKS ROSTER PURSUANT TO RCW 39.04
- 11. A RESOLUTION AMENDING THE WASTEWATER RATE SCHEDULES TO ESTABLISH A BASIC MONTHLY AND VOLUME CHARGE FOR LARGE GENERAL WASTEWATER SERVICE FOR THE DRYDEN SYSTEM
- 12. A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A SERVICES AGREEMENT (SA NO. 17-177) WITH COMPUTER 5 INC. dba LOCALTEL COMMUNICATIONS OF EAST WENATCHEE, WASHINGTON FOR TELEPHONE LOCAL EXCHANGE CARRIER SERVICES
- 13. A RESOLUTION AUTHORIZING AMENDMENT NO. 3 TO SERVICES AGREEMENT (SA-TA NO. 15-151) WITH TCF ARCHITECTURE PLLC TO PROVIDE LONG TERM STRATEGIC FACILITIES PLAN
- 14. A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO SERVICES AGREEMENT (SA-TA NO. 17-116) WITH RH2 ENGINEERING, INC. TO PROVIDE LONG-TERM STRATEGIC FACILITIES PLAN ENGINEERING SERVICES
- 15. RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO SERVICES AGREEMENT (SA-TA NO. 13-131) WITH PAGE 5 CONSULTING, LLC TO PROVIDE PROGRAMMING SERVICES CONSULTING
- 16. A RESOLUTION RATIFYING FIELD WORK ORDER NOS. 1 AND 2 AND AUTHORIZING FINAL ACCEPTANCE OF WORK PERFORMED UNDER BID NO. 16-66 WITH BELLINGHAM MARINE INDUSTRIES, INC. OF FERNDALE, WASHINGTON
- 17. A RESOLUTION AUTHORIZING THE EXECUTION OF FIELD WORK ORDER/CHANGE ORDER NO. 03-04 FOR UNIT C-9 POLE REFURBISHMENT UNDER CONTRACT NO. 15-23 FOR THE ROCKY REACH UNITS C-8 THROUGH C-11 STATOR WINDING REPLACEMENT PROJECT WITH ALSTOM POWER, INC.
- 18. Manager Items

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19. Commission Items

20. Commission Travel

1:00 P.M.

21. PUBLIC HEARING - 2018 Preliminary Budget Presentation

22. Follow-up on Delegation of Action Items from Previous Board Meeting

23. Delegation of Action Items

24. Additional Public Comment*

25. Matters of general business as may necessarily come before the Commission

26. 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 matters affecting national security, as authorized by RCW 42.30.110(1)(a)(i); and to consider information regarding the infrastructure and security of computer and telecommunications networks, security and service recovery plans, security risk assessments and security test results to the extent that they identify specific system vulnerabilities pursuant to RCW 42.30.110(1)(a)(ii).

RECESS AND RECONVENE:

CONFLUENCE TECHNOLOGY CENTER
285 TECHNOLOGY CENTER WAY, WENATCHEE

5:30 P.M.

27. North Shore Chelan Substation

* 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 ADOPTING SMALL WORKS PROCEDURES
AND GUIDELINES FOR PROCUREMENT OF CONTRACT
SERVICES FOR PUBLIC WORKS THROUGH THE SMALL
WORKS ROSTER PURSUANT TO RCW 39.04

FACTUAL BACKGROUND AND REASONS FOR ACTION

The Commission of Public Utility District No. 1 of Chelan County (“District”) has periodically adopted and updated Procedures and Guidelines for Procurement: Small Works Roster (“Procedures and Guidelines”) in conformance with the requirements of RCW Chapter 39.04. The Procedures and Guidelines were last updated in April 2003 by Resolution No. 03-12357. The existing Procedures and Guidelines set forth procedures and requirements for establishment and use of a small works roster for District public works projects valued at \$300,000 or less and also provides for limited public works with an estimated cost of \$35,000 or less.

District staff has determined that it is in the District’s best interest to amend the District’s Small Works Procedures and Guidelines. Further, it is necessary to periodically change forms and procedures for small works projects.

District staff further recommends that the General Manager or his designee continue to award small works contracts in compliance with the District’s Procedures and Guidelines. District staff also recommends that the General Manager or his designee accept the work and pay retainage as required by statute.

The General Manager has reviewed District staff’s recommendations and the proposed Procedures and Guidelines as amended 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 Procedures and Guidelines for Procurement: Small Works Roster (as revised in October 2017) attached hereto are hereby adopted. A copy of the Procedures and Guidelines will also be on file with the District and available for public inspection

Section 2. The General Manager is authorized to award small work projects in accordance with the District’s Procedures and Guidelines, to execute contracts for small works projects with appropriate terms and conditions, to accept the work and to pay retainage as set forth in the applicable statutes.

Section 3. The General Manager or his designee is authorized to amend the forms and procedures used for small works projects as deemed necessary.

Section 4. All prior resolutions adopting the Procedures and Guidelines are hereby rescinded.

DATED this 6th day of November 2017.

President

ATTEST:

Vice President

Secretary

Commissioner

Commissioner

S E A L

SMALL WORKS PROCEDURES AND GUIDELINES FOR LABOR PROCUREMENT	Procedure No: CON
	Submitted by: B. Porter
	Approved by: C. Weddle
	Approved date:1/25/2016
	Supersede date: 9/26/11, 11/12/2010, 1/22/20153/3/2015,
PURPOSE: Guidelines and procedures for the creation and use of a Small Works Roster pursuant to Resolution 03-12357 adopted April 28, 2003, Delegation of Authority Memo by John Janney dated June 27, 2013, and Delegation of Authority Memo by Jeff Smith dated July 8, 2013.	
PROCEDURES AND GUIDELINES FOR SMALL WORKS ROSTER	
Public Utility District No. 1 of Chelan County, Washington (hereinafter "District"), in accordance with RCW 54.04.070, RCW 39.04.155, and RCW 39.04.200 and Resolution 03-12357, establishes the following guidelines and procedures for the creation and use of a Small Works Roster.	
A. <u>GENERAL INFORMATION</u>	
1. Purpose	
The Small Works Roster shall be a list of responsible and qualified firms, persons or entities (hereinafter "Contractors"), other than the District's own employees, to be used as an alternative by the District and other local governments who have entered into an Interlocal Agreement with the District for public work costing up to the current amount specified in RCW 39.04.155, (hereinafter "Small Works"). The term "public work" shall include all work, construction, alteration, repair or improvement other than ordinary maintenance as set forth in RCW 39.04.010. These procedures and guidelines shall be used for the qualification and the selection of various general and specialty construction Contractors to enter into a Small Works Master Contract and to perform public work awarded.	
2. Responsible Department/Staff	
The Procurement and Contract Services (PCS) Department of the District shall be responsible for compiling, maintaining and utilizing the Small Works Roster in accordance with these procedures and guidelines. The Small Works Roster shall be a public document available to the public for inspection and copying at PCS.	
3. Authorization to Award Small Works Contracts	
The Commission authorized the General Manager of the District or his designee to award public work in accordance with these Procedures and Guidelines. On June 27, 2013 the General Manager delegated the authority to make decisions about the solicitation, award and acceptance of public work to the Managing Directors. Subsequently, several Managing Directors have delegated to certain positions and/or individuals the authority to solicit, award, and accept public work awarded using the Small Works Roster (hereinafter referred to as "authorized District staff"). PCS is	

responsible for maintaining a list of authorized District staff. Incorporated herein by this reference as though fully set forth in these Procedures and guidelines are the delegations of authority for Small Works.

4. Application

The Small Works Roster Application for Contractors are incorporated herein by this reference as though fully set forth in these procedures and guidelines.

B. SMALL WORKS ROSTER APPLICATION AND SOLICITATION PROCESS

1. Notice of Small Works Roster

Once each year, PCS shall prepare and advertise a public notice of: (1) the existence of the Small Works Roster and (2) its intent to compile a list of qualified Contractors for inclusion on the Small Works Roster. The notice shall be published for one (1) day in a legal newspaper as defined in RCW 65.16. If the Roster is to be automatically rolled over to the next calendar year without reapplication, prior to the public notice, PCS shall send a notice to each existing Roster Contractor, advising that it need not reapply to the Roster unless it desires to apply for additional categories of work or otherwise needs to update the application.

2. Contents of Notice

The notice shall invite new responsible and qualified Contractors, interested in providing Small Works services, to complete an online Small Works Roster Application and to submit the signed Small Works Master Contract and completed Application Package to PCS for evaluation and use in establishing a Small Works Roster.

3. Application Package Processing

Small Works Roster Application Packages properly completed shall be received by PCS from interested Contractors as specified in the published notice. However, PCS shall process Small Works Roster Application Packages any time they are received.

4. Small Works Roster

PCS shall publish in the Small Works Roster its list of responsible and qualified Contractors from the materials submitted from interested Contractors.

C. APPROVING QUALIFIED CONTRACTORS FOR SMALL WORKS ROSTER

1. Contractor Qualification

To qualify for work under the Small Works Roster a Contractor shall:

- a. complete a Small Works Roster Application Package, including signing of the Small Works Master Contract;
- b. be registered and/or licensed as required by the laws of the State of Washington;
- c. be approved by the District following review of:

- i. The Application Packet to determine Contractor's demonstrated experience and qualifications in each category for which Contractor has applied.
 - ii. Contractor's registration and licenses, as appropriate.
 - iii. Department of Labor & Industries (L&I) verification.
 - iv. State Debarment through L&I verification.
 - v. Federal Debarment, Suspension, Ineligibility and Voluntary Exclusion verification.
 - vi. References checked, as appropriate.
- d. The District may require a Contractor to submit additional information or documents for review.
 - e. The District may require all eligible Contractors desiring to be placed on the Small Works Roster to keep current records of any applicable licenses, certifications, registrations, or other appropriate matters on file as a condition of being placed and retained on the Roster.

2. Small Works Roster Application Package

The Small Works Roster Application Package consists of:

- a. Small Works Roster Application Form;
- b. Water/Wastewater Application Form, if applicable;
- c. Small Works Master Contract, and
- d. Other forms as may be required by the District.

Failure of a Contractor to submit the foregoing as required or, failure to fully complete and execute any document in the Small Works Roster Application Package will result in rejection of the Application Package if the deficiency is deemed material. Any addenda to the Small Works Roster Contract Documents shall be distributed by PCS to all Contractors on the Roster as of the date of issuance.

3. Evaluation Committee

An evaluation committee shall be formed by PCS and other departments to review the qualifications of all Contractors for the Small Works Roster. Final approval of whether a Contractor is qualified for the Small Works Roster, or any individual classification code(s), shall be made by the Supply Chain and Fleet Manager or, in his/her absence, the Director of Shared Services.

4. Evaluations Standards

When evaluating the qualifications of Small Works Roster Contractors, the District shall consider all data contained in the Small Works Roster Application Package and may consider other information known or obtained by investigation which is material to any aspect of the Contractor's ability to successfully and properly complete public work. Factors to be considered include, but are not limited to, those set forth in RCW 39.04.350. The determination of the District shall be final. Failure of a Contractor to qualify shall not limit the Contractor's right to supplement the Application Packet and reapply.

5. Duration/Review of Small Works Roster

Contractors shall remain listed on the Small Works Roster unless removed as set forth in and according to the procedure defined herein. The District shall permit Roster Contractors to review and update Application information annually. When the Roster is automatically rolled over to a new calendar year, the District shall annually verify licensing, registration and debarment status, etc.

D. ADDING TO OR REMOVING CONTRACTORS FROM THE SMALL WORKS ROSTER

1. When to Add Contractors

At any time, at the written request of and the completion of the Application Packet and submittal of necessary records by Contractor and upon approval by the District, the District may add a Contractor to the Small Works Roster. Generally, Contractors shall be added to the Small Works Roster as set forth in and according to the procedure defined herein.

2. Removal of Contractors

The District at any time may remove a Contractor from the Small Works Roster or any work classification for which the District determines, in its sole discretion, that such Contractor is no longer qualified. Whenever the District decides to remove a Contractor from the Roster or any work classification, the District shall promptly notify the Contractor in writing, stating the reason(s) why such Contractor is no longer deemed qualified. Removal shall not limit the Contractor's right to submit an updated Application Package and reapply.

E. SMALL WORKS CONTRACTS – DEFINED/PROCESS

1. Small Works Contract Defined

The Small Works Master Contract (see Application Packet) consists of terms and conditions applicable to all public work awarded by the District using the Small Works Roster process. A Small Works Master Contract (Contract) shall be effective when award is made by PCS of a particular public work and such award is accepted by Contractor. The Contract shall be supplemented and amended for each specific public work by the addition of, but not limited to:

- a. Small Works Notice of Award;
- b. Specific Requirements;
- c. Specifications;
- d. Contract Drawings, if applicable;
- e. Addenda, if applicable, and
- f. Applicable Contract Document Forms as required pursuant to the Small Works Notice of Invitation.

Each of the supplemental documents shall apply only to the specific public work for which they are issued. It is the intention of the District that each public work specification constitutes a separate and divisible public works contract.

2. Inviting/Receiving of Quotations from Contractors on the Small Works Roster

- a. The term “quotation” and “bid proposal” are synonymous. Whenever the District determines that it requires work that qualifies as Small Works, PCS may invite quotations from all Contractors qualified for the particular work classification.
- b. Public work to be awarded from the Small Works Roster need not be advertised. The District may choose to invite Contractors to submit bid proposals for public work by mail, or electronically. Contractors interested in responding to an Invitation for Bid Proposal on the public work will have the bidding documents electronically transmitted to them. PCS shall keep a record of each Contractor provided the bidding documents.
- c. An Invitation for Bid Proposal shall include an estimate of the scope and nature of the work to be performed as well as materials and equipment to be furnished. Detailed plans and specifications need not be included in the Invitation.
- d. Contractor Bid Proposals shall be submitted in writing and must be received by PCS prior to the date and time specified on the District Invitation for Bid Proposals. Electronic Bid Proposals shall be accepted if the original Bid Proposal is simultaneously sent by mail or delivered to PCS. Pursuant to RCW 39.04.155, the District shall not release Bid results until after the award is made to a Contractor.

3. Small Works Award

- a. Award of public work shall be made as soon as deemed practicable by PCS in accordance with District procedures after submission of Bid Proposal.
- b. PCS shall review all Bid Proposals submitted to ensure compliance with statutory and internal process requirements and consult with other District personnel, if necessary to ensure compliance. The Project Manager shall be responsible for technical review, and consult with other District personnel, if necessary, to determine the lowest responsive/responsible bid proposal that is in conformance with the specifications. Evaluation factors to be considered include those set forth in RCW 39.04.010 and 39.04.350 and shall include, but not be limited to, supplemental bidder responsibility criteria, any exceptions or deviations from specifications, time for performance and other special aspects of the public work, in addition to price. The Project Manager/Engineer is responsible for obtaining authorization for award from the authorized District employee and providing such authorization to PCS. The authorized District employee is responsible for ensuring statutory and internal compliance

and is responsible to ensure that the financially impacted Department Director is fully informed before awarding. The District reserves the right to reject any or all Bid Proposals.

- c. Upon receipt of award authorization from the authorized District employee accepting the lowest responsive/responsible Bid Proposal, PCS shall issue a Small Works Notice of Award. The Contractor is required to accept by signing and returning to the District the Notice of Award. As soon as practicable following Notice of Award, a packet of forms specific to the award will be delivered or emailed by PCS to the Contractor. The Contractor is required to submit and the District must approve insurance documents and, unless otherwise authorized by statute, a Performance and Payment Bond, together with all required documents as set forth in the Small Works Contract Documents prior to the issuance of the Notice to Proceed, if applicable. Upon compliance with the Contract requirements by the Contractor, a Notice to Proceed may be issued by PCS to the Contractor that the Contractor shall sign and return. If the work is estimated to cost less than \$35,000, Contractor may request that fifty percent (50%) of the Contract Price be retained in lieu of a Performance and Payment Bond in accordance with RCW 39.08.010.

4. Acceptance of Work and Payment of Retainage

- a. The authorized District employee (or successor) who authorized the award is authorized to accept the work and authorize release of retainage. Final acceptance should occur immediately after completion of all work. Upon full performance of the work, including submittal of all documents and drawings by the Contractor, the Project Manager/Engineer shall complete and have executed by the authorized District employee the Small Works Contract Final Acceptance Document. The authorized District employee executing the Small Works Contract Final Acceptance Document shall be responsible for the accuracy of the contents. The executed Small Works Final Acceptance Document shall be submitted to PCS with a copy to the District's Disbursing Office.
- b. District staff shall take all reasonable steps to ensure the timely payment of all invoices and release of retainage to Contractor for work completed to the District's satisfaction. The Disbursing Officer will monitor filing of Affidavit of Wages Paid and Washington State Labor & Industries' approval of same, and track for timely payment of retainage.

F. CONTRACT TERMS OF AWARD

All Contracts entered into by the District pursuant to these procedures and guidelines shall be subject to the terms and conditions set forth in the Small Works Contract Documents and all applicable state, federal and local laws and regulations, specifically including laws of the State of Washington applicable to public works.

G. PUBLIC DISCLOSURE OF BID PROPOSALS

Immediately after an award is made, the Bid Proposals obtained shall be recorded, open to public inspection, at the Procurement and Contract Services Department, 327B North Wenatchee Avenue, Wenatchee, WA 98801, available by telephone inquiry at (509) 661-4479 and may be posted to the Internet. Results of the Bid Proposals shall not be available prior to bid award pursuant to RCW 39.04.155.

H. DISCLOSURE OF AWARDS

1. PCS shall provide a report of public works awarded using the Small Works Roster upon any request from the Senior Management Team.
2. Once a year, the District shall post a list of the public work awarded under the Small Works Roster. The list shall contain:
 - a. the name of the Contractor awarded the Contract;
 - b. the amount of the Contract;
 - c. a brief description of the type of work performed under the Contract;
 - d. the date the award was given, and
 - e. the location where the Bid Proposals are available for public inspection.

APPROVED BY THE SUPPLY CHAIN & FLEET MANAGER OF
PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY, WASHINGTON
PURSUANT TO THE DELEGATIONS OF AUTHORITY
FOR SMALL WORKS

(Resolution 03-12357 adopted April 28, 2003,
Delegation of Authority Memo by John Janney dated June 27, 2013, and
Delegation of Authority Memo by Jeff Smith dated July 8, 2013)

RESOLUTION NO. _____

A RESOLUTION AMENDING THE WASTEWATER RATE
SCHEDULES TO ESTABLISH A BASIC MONTHLY AND
VOLUME CHARGE FOR LARGE GENERAL WASTEWATER
SERVICE FOR THE DRYDEN SYSTEM

FACTUAL BACKGROUND AND REASONS FOR ACTION

Public Utility District No. 1 of Chelan County (“the District”), in compliance with RCW 54.24.080, is required to establish, maintain, and collect rates or charges for electric energy and water and other services, facilities, and commodities sold, furnished, or supplied by the District. The rates and charges shall be fair, nondiscriminatory, and shall be adequate to provide revenues sufficient for the payment of the principal of and interest on such revenue obligations for which the payment has not otherwise been provided and all payments which the District is obligated to set aside in any special fund or funds created for such purpose, and for the proper operation and maintenance of the public utility and all necessary repairs, replacements, and renewals thereof.

The District recently received a request to connect a large general wastewater service at a commercial facility in Dryden. Wastewater rates are currently established for this type of service for the Lake Wenatchee and Peshastin wastewater systems. Staff recommends introducing the same rate for Dryden that applies to the other systems; this includes a basic monthly charge of \$70.20 per month, equivalent residential unit (ERU) charge of \$70.20, and volume charge of \$7.75 per 1,000 gallons.

The recommended rate increases by five percent annually through 2019, consistent with the increase to wastewater system rates approved by the Commission in Resolution No. 15-13975. The increases are effective on April 1 of 2018 and 2019. The existing consumption charges for large general services and all other wastewater rates remain unchanged. The recommended rate is set forth in Exhibit A under “Large General Service”. Staff recommends an effective date of December 1, 2017.

The General Manager 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. The Dryden Large General Service wastewater rates set forth in Exhibit A attached hereto are determined to be fair, reasonable, necessary and non-discriminatory. Effective December 1, 2017, the District’s Wastewater Rate Schedule for Lake Wenatchee, Dryden, and Peshastin Wastewater Systems shall be amended by adding a basic monthly charge

and volume charge for Dryden Large General Service with rate increases effective April 1 of 2018 and 2019 as set forth in Exhibit A.

Section 2. The adoption of this rate resolution is not a major action under the State Environmental Policy Act, and as such is categorically exempt under S.E.P.A. guidelines, WAC 197-11-800(14)(i).

Section 4. All prior resolutions inconsistent with this resolution are hereby rescinded and superseded.

Dated this 6th day of November 2017.

President

ATTEST:

Vice President

Secretary

Commissioner

Commissioner

S E A L

Exhibit A

LAKE WENATCHEE, DRYDEN, AND PESHASTIN WASTEWATER SYSTEMS

RESIDENTIAL USERS AND SMALL GENERAL SERVICE

Residential users will be charged a flat rate for each single family residence. Residential users with additional dwelling units, duplexes, apartments, and small general services will be charged based on the total number of equivalent residential units (ERU). One ERU will be considered to have a flow of 6,000 gallons per month (gpm).

LARGE GENERAL SERVICE

Large general service users will be charged a flat rate based on the total number of equivalent residential units plus a volume charge for amounts discharged in excess of the allowance included in the flat rate.

The volume charge will be based on actual metered use of the wastewater system. The metered usage will be obtained either by a wastewater meter, when one is installed, or by the metered water usage.

Residential and Small General Service

RATE SCHEDULES LAKE WENATCHEE RESIDENTIAL (783) AND SMALL GENERAL SERVICE (785), DRYDEN RESIDENTIAL (71) DRYDEN SMALL GENERAL (72), AND PESHASTIN RESIDENTIAL (792) AND SMALL GENERAL SERVICE (795)

	9/1/2015	4/1/2016	4/1/2017	4/1/2018	4/1/2019
Basic Monthly Charge	\$ 64.50	\$ 67.25	\$ 70.20	\$ 73.25	\$ 76.75
Additional ERU(s)	\$ 64.50	\$ 67.25	\$ 70.20	\$ 73.25	\$ 76.75

Large General Service

RATE SCHEDULES LAKE WENATCHEE (787), PESHASTIN (798), DRYDEN (75)

	9/1/2015	4/1/2016	4/1/2017	4/1/2018	4/1/2019
Basic Monthly Charge	\$ 64.50	\$ 67.25	\$ 70.20	\$ 73.25	\$ 76.75
Additional ERU(s)	\$ 64.50	\$ 67.25	\$ 70.20	\$ 73.25	\$ 76.75

QUANTITY RATE (PER 1,000 GAL)

Gallons per Month	9/1/2015	4/1/2016	4/1/2017	4/1/2018	4/1/2019
Per 1,000 gallons	\$ 5.00	\$ 6.35	\$ 7.75	\$ 9.25	\$ 10.20

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A SERVICES AGREEMENT (SA NO. 17-177) WITH COMPUTER 5 INC. dba LOCALTEL COMMUNICATIONS OF EAST WENATCHEE, WASHINGTON FOR TELEPHONE LOCAL EXCHANGE CARRIER SERVICES

FACTUAL BACKGROUND AND REASONS FOR ACTION

The District is currently under contract for telephone carrier services with LocalTel Communications. This contract is set to expire at the end of 2017. The District published Request for Proposal (RFP) 16-67 for Telephone Local Exchange Services and selected LocalTel as the best value to the District. The new service will upgrade the trunking protocol to take advantage of the District's new Voice over Internet Protocol (VoIP) phone system. Resolution No. 08-13325 requires that the Commission, by resolution, authorize Service Agreements that exceed \$200,000.

LocalTel Communications of East Wenatchee has prepared a proposal to perform Telephone Local Exchange Carrier Services for an estimated cost of \$350,000 over a five-year term. The proposal has been negotiated pursuant to RCW 39.04.270 and Resolution No. 08-13325.

District staff has determined that LocalTel Communications is the best qualified firm to provide the required services and that the estimated cost for said services of \$350,000 is a fair and reasonable price. Actual cost will be based on actual minutes used.

It is District staff's recommendation that it is in the best interest of the District to enter into a Services Agreement with Computer 5 Inc. dba LocalTel Communication 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 a Services Agreement with Computer 5 Inc. dba LocalTel Communications for Telephone Local Exchange Carrier Services for a term of five years, commencing upon

execution of the Agreement, in an amount not to exceed \$350,000 without prior Commission approval. A copy of the Agreement is on file in the offices of the District.

DATED this 6th day of November 2017.

President

ATTEST:

Vice President

Secretary

Commissioner

Commissioner

S E A L

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING AMENDMENT
NO. 3 TO SERVICES AGREEMENT (SA-TA NO. 15-
151) WITH TCF ARCHITECTURE PLLC TO
PROVIDE LONG TERM STRATEGIC FACILITIES
PLAN

FACTUAL BACKGROUND AND REASONS FOR ACTION

Resolution No. 16-14011 dated January 4, 2016 authorized a Services Agreement (SA-TA No. 15-151) with TCF Architecture PLLC to provide Long Term Strategic Facilities Plan, in an amount not to exceed \$980,000.

Resolution No. 17-14141 dated May 15, 2017 authorized an additional \$208,000, for an amended not-to-exceed amount of \$1,188,000.

District staff has identified the need for additional services for architectural and engineering design of Rock Island and Rocky Reach Facilities. Resolution No. 08-13325 requires that the Commission, by resolution, authorize Service Agreements and Amendments when the total contract price exceeds \$200,000.

District staff recommends that it is in the best interest of the District to amend Services Agreement No. 15-151 with TCF Architecture PLLC in the amount of \$4,000,000, for a total revised contract price not to exceed \$5,188,000.

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-TA No. 15-151) with TCF Architecture PLLC to provide the additional services identified above. The revised contract price will not exceed \$5,188,000 without prior Commission approval. A copy of the Amendment is on file in the offices of the District.

DATED this 6th day of November 2017.

President

ATTEST:

Vice President

Secretary

Commissioner

Commissioner

S E A L

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING AMENDMENT
NO. 1 TO SERVICES AGREEMENT (SA-TA NO. 17-
116) WITH RH2 ENGINEERING, INC. TO PROVIDE
LONG-TERM STRATEGIC FACILITIES PLAN
ENGINEERING SERVICES

FACTUAL BACKGROUND AND REASONS FOR ACTION

The District entered into a Services Agreement (SA No. 17-116) on July 26, 2017, with RH2 Engineering, Inc. to provide civil, structural, utility and site engineering on projects that support the District Long-Term Strategic Facilities Plan in an amount not to exceed \$195,000.

District staff has identified the need for additional engineering services to support the District Long-Term Strategic Facilities Plan. Specifically, the District is entering into the facility design phase. Resolution No. 08-13325 requires that the Commission, by resolution, authorize Amendments to Service Agreements when the Amendment increases the total contract price to over \$200,000.

District staff recommends that it is in the best interest of the District to amend Services Agreement No. 17-116 with RH2 Engineering, Inc., to increase the not to exceed amount by \$1,000,000 to assist with facility design, for a total revised contract price not to exceed \$1,195,000.

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. 1 to Services Agreement (SA-TA No. 17-116) with RH2 Engineering, Inc., to provide the additional services identified above. The revised contract price will not exceed \$1,195,000 without prior Commission approval. A copy of the Amendment is on file in the offices of the District.

DATED this 6th day of November 2017.

President

ATTEST:

Vice President

Secretary

Commissioner

Commissioner

S E A L

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING AMENDMENT
NO. 1 TO SERVICES AGREEMENT (SA-TA NO. 13-
131) WITH PAGE 5 CONSULTING, LLC TO
PROVIDE PROGRAMMING SERVICES
CONSULTING

FACTUAL BACKGROUND AND REASONS FOR ACTION

The District entered into a Services Agreement (SA-TA No. 13-131) on June 21, 2013, with Page 5 Consulting, LLC to provide Programming Services Consulting in the amount of \$100,000.

District staff has identified the need for additional services for programming, development and other technical systems work. These additional services are in support of the project to prepare for the lapse of the Mid-C Hourly Coordination Bridge Agreement. Resolution No. 08-13325 requires that the Commission, by resolution, authorize Amendments to Service Agreements when the Amendment increases the total contract price to over \$200,000.

District staff recommends that it is in the best interest of the District to amend Services Agreement No. 13-131 with Page 5 Consulting, LLC to increase the contract price by \$250,000 for a new total revised contract price not to exceed \$350,000.

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. 13-131) with Page 5 Consulting, LLC to provide the additional services identified above. The revised contract price will not exceed \$350,000 without prior Commission approval. A copy of the Amendment is on file in the offices of the District.

DATED this 6th day of November 2017.

President

ATTEST:

Vice President

Secretary

Commissioner

Commissioner

S E A L

RESOLUTION NO. _____

A RESOLUTION RATIFYING FIELD WORK ORDER NOS. 1 AND 2 AND AUTHORIZING FINAL ACCEPTANCE OF WORK PERFORMED UNDER BID NO. 16-66 WITH BELLINGHAM MARINE INDUSTRIES, INC. OF FERNDALE, WASHINGTON

FACTUAL BACKGROUND AND REASONS FOR ACTION

The District Commission by Resolution No. 08-13325 delegated authority to the General Manager to advertise, award and execute contracts when the total contract price is \$3,000,000 or less. Authority was also granted to the General Manager and the staff to execute field work orders under certain circumstances.

On March 13, 2017, the District entered into a contract (Bid No. 16-66) with Bellingham Marine Industries, Inc. (Contractor) of Ferndale, Washington for the Supply of Rocky Reach Trash Boom Concrete Floats, in the amount of \$129,434.94. This contract was advertised for public bid and was awarded as required by RCW 54.04.070 and .080.

The work in Field Work Order Nos. 1 and 2 consists of conditions and work not anticipated or included in the original contract but within the scope of the contract. The District's staff has executed Field Work Order Nos. 1 and 2, which are on file in the offices of the District and summarized as follows:

Field Work Order No.	Amount
1 – Additional Spare Parts	9,550.00
2 – Extend Contract Time	0.00
Total	9,550.00

Field Work Order No. 1 results in a net increase in the contract price for a new revised total price of \$138,984.94 (excluding sales tax), which the District's Engineers recommend be ratified. Resolution No. 08-13325 provides that this type of field work order shall be presented to the Commission for approval as part of the final acceptance resolution.

District staff has determined that the completion of all contract work occurred on October 24, 2017.

The General Manager of the District concurs with staff's recommendations that the District accept the work performed by the Contractor, ratify Field Work Order Nos. 1 and 2 and authorize the payment of retainage due the Contractor, subject to the requirements of the contract and state law.

ACTION

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

Section 1. Field Work Order Nos. 1 and 2 to Bid No. 16-66 with Bellingham Marine Industries, Inc. for the work specified above, which will result in a net increase in the purchase price

of \$9,550.00, for a total revised contract price of \$138,984.94, plus Washington State sales tax, is hereby ratified.

Section 2. All the contract work required under Bid No. 16-66 was completed on October 24, 2017 and the same is hereby accepted, subject to Section 3 hereof. Payment of retainage to the Contractor in the amount determined by the District's auditor to be due is authorized to be paid to the Contractor subject to Section 3 and Section 4 hereof, and subject to the provisions and limitations of Chapter 39.12 RCW (Prevailing Wages on Public Works) and 60.28 (Liens for Labor, Materials and Taxes on Public Works).

Section 3. This resolution shall not constitute an acceptance by the District of any work performed or goods supplied pursuant to the aforementioned contract, which are not in strict compliance with the contract terms and conditions.

Section 4. After the expiration of the forty-five (45) day period for giving the District notice of lien and after receipt of the Department of Revenue's certification of the Contractor's payment of taxes, the Employment Security Department's Certificate of Payment of Contributions, Penalties and Interest on Public works Contracts and the Department of Labor & Industries' Certificate of Release of the State's Lien on Public Works contracts and the District being satisfied that taxes certified as due or to become due are discharged and the filed claims of materialmen and laborers, if any, together with a sum sufficient to pay costs of foreclosing the liens and attorney's fees, have been paid, the District's General Manager is authorized and directed to withhold from the remaining retained amounts for claims the District may have against the Contractor, and the balance shall be paid to the Contractor. In the event said taxes, claims, expenses and fees have not been paid, the General Manager is authorized and directed to withhold an amount equal to unpaid taxes and unpaid claims, together with a sum sufficient to defray the costs and attorney fees incurred in foreclosing the lien of such claims, and the balance shall be paid to the Contractor.

DATED this 6th day of November, 2017.

President

ATTEST:

Vice President

Secretary

Commissioner

Commissioner

S E A L

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE EXECUTION OF FIELD WORK ORDER/CHANGE ORDER NO. 03-04 FOR UNIT C-9 POLE REFURBISHMENT UNDER CONTRACT NO. 15-23 FOR THE ROCKY REACH UNITS C-8 THROUGH C-11 STATOR WINDING REPLACEMENT PROJECT WITH ALSTOM POWER, INC.

FACTUAL BACKGROUND AND REASONS FOR ACTION

The District adopted Resolution No. 15-13983 on October 5, 2015 which authorized the award of Bid No. 15-23 Rocky Reach Units C-8 through C-11 Stator Winding Replacement to Alstom Power, Inc. of Sorel-Tracy, Quebec Canada.

The Resolution authorized the award of Schedule's B, C, D and E in the amount of \$17,372,002. Schedule E was for optional Unit C-9 Pole Refurbishment. Notice of Award dated October 6, 2015 awarded Schedules B, C, and D. Various Field Work Order/Change Orders have increased the amount of Bid 15-23 over the approved amount of \$17,372,002. Field Work Order/Change Orders 1-01 through 1-04, 2-01, 3-01 through 3-03, 4-01, and 4-02 were ratified via Resolution No. 17-14134 on May 1, 2017.

Staff has decided to complete the work identified in Schedule E for Unit C-9 Pole Refurbishment. The cost of the transportation, asbestos abatement, re-insulation to Class F, and testing for the Unit C-9 Pole Refurbishment comes to a total cost of \$531,853. This resolution seeks authorization to execute FWO/CO 3-04 in that amount.

The General Manager of the District concurs with staff's recommendation to execute FWO/CO 3-04 for a total price not to exceed \$531,853 for Contractor to provide pole refurbishment for Unit C-9.

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 Field Work Order/Change Order No. 3-04 to Contract No. 15-23 in an amount not to exceed \$531,853.

DATED this 6th day of November 2017.

President

ATTEST:

Vice President

Secretary

Commissioner

Commissioner

S E A L