

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

REGULAR COMMISSION MEETING

SEPTEMBER 3, 2024

STUDY SESSION

10:00 AM

1. Pledge of Allegiance and Safety/H&OP Minute – Stephen Black
2. Approval of the Agenda
3. Quarterly Electric Load Growth Update
4. District-Wide Financial Policies
5. Annual Plan of Finance Update
6. Strategic Vision, Business, and Budget Planning
7. Public Comment
Time reserved for public comments or questions related to matters not covered by the agenda

BUSINESS SESSION

Consent Agenda

8. Minutes of the August 19, 2024 Regular Meeting and August 27, 2024 Special Meeting
9. Vouchers: Accounts Payable Summary Report dated August 27, 2024:
 - a. Vouchers totaling \$51,556,817.17;
 - b. Approval of Customer Deposit Returns and Conservation Incentive payments for the period August 13, 2024 through August 26, 2024 in the amount of \$101,682.35;
 - c. Approval of the net Payroll, Warrant Nos. 238547 through 238562 and Advice Nos. 783246 through 784102 for the pay period ending August 11, 2024 in the amount of \$2,737,740.80;

REGULAR COMMISSION MEETING AGENDA

September 3, 2024

Page 2

- d. Approval of Warrant Nos. 31910 through 31985 totaling \$40,649.36 for claim payments from the workers' compensation self-insurance fund for the period ending August 26, 2024;
- e. Approval of Parks Reservation System customer refunds for the period August 13, 2024 through August 26, 2024 in the amount of \$1,085.00.

Regular Agenda

- 10. A RESOLUTION RATIFYING FIELD WORK ORDER/CHANGE ORDER NOS. 9 AND 10, AND APPROVING FIELD WORK ORDER/CHANGE ORDER NO. 11 TO CONTRACT NO. 21-16 WITH TRENCHLESS CONSTRUCTION SERVICES, L.L.C. FOR UNIT PRICE DIRECTIONAL DRILLING UTILITY INSTALLATION
- 11. Manager Items
- 12. Commissioner Travel
- 13. Commission Items
 - a. Special Meeting
Proposed motion: To set a special meeting on Tuesday, September 17, 2024 @ 5:30pm at Orchard Bar and Bites, 1229 Walla Walla Ave, Wenatchee, for the purpose of holding a Mid-C GM & Commissioners meeting
- 14. Follow-up on Delegation of Action Items from Previous Board Meeting
- 15. Delegation of Action Items
- 16. Additional Public Comment
- 17. Matters of general business as may necessarily come before the Commission
- 18. 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) for ___ minutes

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

RESOLUTION NO. _____

A RESOLUTION RATIFYING FIELD WORK ORDER/CHANGE ORDER NOS. 9 AND 10, AND APPROVING FIELD WORK ORDER/CHANGE ORDER NO. 11 TO CONTRACT NO. 21-16 WITH TRENCHLESS CONSTRUCTION SERVICES, L.L.C. FOR UNIT PRICE DIRECTIONAL DRILLING UTILITY INSTALLATION

FACTUAL BACKGROUND AND REASONS FOR ACTION

The District Commission by Resolution No. 17-14215 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/change orders under certain circumstances.

On September 16, 2021, the District entered into a contract (Bid No. 21-16) with Trenchless Construction Services, L.L.C. of Arlington, Washington for Unit Price Directional Drilling Utility Installation in the amount of \$1,577,000. The contract term was for an initial one (1) year term with the option for three (3) additional one (1) year extensions. This contract was advertised for public bid and was awarded as required by RCW 54.04.070 and .080. The bid by the Contractor was the low bid and met the District's specifications.

On February 6, 2023, by Resolution 23-14738, the Commission of the District ratified Field Work Order/Change Order Nos. 1 through 7 and further approved Field Work Order/Change Order No. 8 for Unit Price Directional Drilling Installation in the amount of \$3,000,000 for a total revised contract amount of \$4,577,000, excluding sales tax and revised contract term of October 17, 2024.

Field Work Order Nos. 9 and 10 added line items not anticipated or included in the original contract but within the scope of the contract. The District's staff has executed Field Work Order/Change Order Nos. 9 and 10, which are on file in the offices of the District and summarized as follows:

FWO/CO No.	Description	Amount
9	Add Unit Price Items	\$0
10	Annual Unit Price Adjustment	\$0
	TOTAL	\$0

District staff recommends Field Work Order Nos. 9 and 10 be ratified. Field Work Order Nos. 9 and 10 did not change the not to exceed Contract Price of \$4,577,000 (excluding sales tax).

Additionally, District Staff recommends execution of Field Work Order/Change Order No. 11 to extend the contract term to October 18, 2025, and increase the not-to-exceed amount by \$1,600,000 for a revised not-to-exceed Contract Price of \$6,177,000. This is the final one (1) year extension of this Contract.

The General Manager of the District concurs with staff’s recommendations that Field Work Order/Change Order Nos. 9 and 10 be ratified, and that Field Work Order/Change Order No. 11 be approved.

ACTION

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

Section 1. The Commission finds that Field Work Order/Change Order Nos. 9 and 10 were properly executed pursuant to the authority delegated by Resolution No. 17-14215 and said Field Work Order/Change Orders are hereby formally acknowledged and ratified.

Section 2. The General Manager of the District is hereby authorized to execute Field Work Order/Change Order No. 11 resulting in a revised Contract Price of \$6,177,000 (excluding sales tax) and extend the contract term to October 17, 2025. Staff may further extend the Contract term without Commission approval within the delegated limits of Resolution 17-14215. A copy of the Field Work Order/Change Order shall be on file in the offices of the District.

DATED this 3rd day of September 2024.

President

ATTEST:

Vice President

Secretary

Commissioner

Commissioner