

BOARD AGENDA
PUBLIC UTILITY DISTRICT NO. 1 OF DOUGLAS COUNTY
EAST WENATCHEE, WASHINGTON
FEBRUARY 6, 2012 - 2:00 P.M.

1. Flag Salute
2. Minutes
3. Vouchers
4. Public Comment
5. Resolution Authorizing Call for Bids under Bid Document 12-04-D, Plow Installation of Underground Cable or Conduit
6. Resolution Authorizing Acceptance of Work and Final Payment to Utility Pole Technologies, Inc. under Contract 10-04-D, Pole Testing and Treating
7. Resolution Authorizing Renewal of Legal Services Agreement with Davis Wright Tremaine LLP
8. Resolution Authorizing Acceptance of Engagement Letters with Cordell, Neher & Company for Third Party Administration Services
9. Inventory of Work Order No. 890
10. System Conditions Report – January 2012
11. Reservoir and Project Hydraulic Summary Report – January 2012
12. Monthly DCCN Report – January 2012
13. New Connections Report – 2009-2012
14. Legislative Update
15. Other
16. Trips
17. Minutes
18. Executive Session:

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A CALL FOR BIDS
UNDER BID DOCUMENT 12-07-D, PLOW INSTALLATION
OF UNDERGROUND CABLE OR CONDUIT**

RECITALS:

1) The District has identified the need to rebuild distribution circuits in rural areas of Douglas County. It is recommended that when possible, the overhead lines should be replaced with plowed underground primary cable.

2) Staff recommends that the District solicit bids in compliance with RCW 54.04.070 to provide plow installation of underground cable or conduit in accord with the specifications, terms and conditions of Bid Document 12-04-D. Sealed bids will be accepted until March 5, 2012 at 2:00 p.m. Pacific Time in the District's East Wenatchee headquarters office.

3) It is in the best interests of the District to issue a call for bids under Bid Document 12-04-D, Plow Installation of Underground Cable or Conduit.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Bid Document 12-04-D is hereby approved, and the District's General Manager is hereby authorized and directed to issue a call for bids to provide Plow Installation of Underground Cable or Conduit.

ADOPTED this 6th day of February, 2012.

Ronald E. Skagen, President

T. James Davis, Vice President

ATTEST:

Lynn M. Heminger, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING ACCEPTANCE OF WORK AND
FINAL PAYMENT TO UTILITY POLE TECHNOLOGIES, INC. UNDER
CONTRACT 10-04-D, POLE TESTING AND TREATING**

RECITALS:

1) By Resolution No. 10-071 dated April 12, 2010, the District awarded Contract 10-04-D, Pole Testing and Treating to Utility Pole Technologies, Inc. By Resolution No. 11-013, the District renewed Contract 10-04-D for an additional one year period.

2) District staff reports the Contractor has satisfactorily completed all requirements of Contract 10-04-D and has submitted a Request for Final Payment, Certificate and Release. Therefore, staff recommends that the District accept the completed work and authorize final payment in the amount of \$11,936.73 to Utility Pole Technologies, Inc. upon receiving the required notifications from the State of Washington. The total cost of work under this contract is \$118,838.70 plus tax.

3) It is in the best interests of the District to accept the work as complete and authorize final payment under Contract 10-04-D.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the work under Contract 10-04-D, Pole Testing and Treating is hereby accepted as complete, and that final payment is authorized, contingent on receipt by the District of all necessary releases by the State of Washington. This acceptance in no manner waives any claim the District may have against the Contractor for failure to comply with the terms of the contract.

ADOPTED this, 6th day of February, 2012.

Ronald E. Skagen, President

T. James Davis, Vice President

ATTEST:

Lynn M. Heminger, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING RENEWAL OF LEGAL SERVICES
AGREEMENT WITH DAVIS WRIGHT TREMAINE LLP**

RECITALS:

- 1) The District entered into a Legal Services Agreement with Davis Wright Tremaine LLP on January 3, 2005, with regard to the relicensing of the Wells Hydroelectric Project.
- 2) Davis Wright Tremaine LLP has submitted a proposed rate increase for 2012. The last rate adjustment was in 2008 and the proposed increase in rates is fair and reasonable.
- 3) Staff recommends approval of the proposed rate increase for Davis Wright Tremaine LLP.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the Legal Services Agreement dated January 3, 2005 with Davis Wright Tremaine LLP be renewed for 2012 with revised fees.

ADOPTED this _____ day of February, 2012.

Ronald E. Skagen, President

T. James Davis, Vice President

ATTEST:

Lynn M. Heminger, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING ACCEPTANCE OF
ENGAGEMENT LETTERS WITH CORDELL, NEHER &
COMPANY FOR THIRD PARTY ADMINISTRATION SERVICES**

RECITALS:

1) By Resolutions 07-30, 07-31 and 08-325 Cordell, Neher & Company was selected to provide third party administration services for the District's Section 457 and Section 401(a) deferred compensation and deferred compensation matching plans, respectively.

2) Cordell, Neher & Company has satisfactorily provided these services. The attached engagement letters provide for the continuation of these services with no change in the annual fee.

3) It is in the best interest of the District to continue to engage Cordell, Neher & Company to provide these services.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's Treasurer is hereby authorized and directed to sign the engagement letters.

ADOPTED this 6th day of February 2012.

Ronald E. Skagen, President

T. James Davis, Vice President

ATTEST:

Lynn M. Heminger, Secretary