

**THE BOARD OF COMMISSIONERS
OF
PUBLIC UTILITY DISTRICT NO. 1 OF FRANKLIN COUNTY, WASHINGTON**

**MINUTES OF THE SEPTEMBER 12, 2023
REGULAR COMMISSION MEETING**

The Board of Commissioners of Public Utility District No. 1 of Franklin County, Washington held a regular meeting at 1411 W. Clark St., Pasco, WA, on September 12, 2023, at 1:00 p.m. Remote technology options were provided for the public to participate.

Those who participated from the District via remote technology or in person for all or part of the meeting were Commissioner Bill Gordon, President; Commissioner Stu Nelson, Vice President; Commissioner Roger Wright, Secretary; Scott Rhees, General Manager/CEO; Holly Dohrman, Assistant General Manager; Steve Ferraro, Operations Director; Victor Fuentes, Engineering Director; Katrina Fulton, Finance and Customer Service Director; and Rosario Viera, Public Information Officer.

Additional staff that participated in person or via remote technology for all or part of the meeting was Shelly Olson, Records Coordinator.

There were no members of the public participating in person or via remote technology for all or part of the meeting.

OPENING

Commissioner Gordon requested that Commissioner Nelson preside over the meeting as Commissioner Gordon was attending via remote technology.

Commissioner Nelson called the meeting to order at 1:02 p.m. due to remote technology difficulties. He called on Mr. Fuentes to lead the Pledge of Allegiance.

PUBLIC COMMENT

There was no public participating in person, via the remote technology option or written public comment provided prior to the meeting.

COMMISSIONER REPORTS

Commissioner Wright reported that:

- He had contracted the Coronavirus and noted that it had taken some time to recover.
- NoaNet will be holding their monthly board meeting tomorrow, September 13, 2023 at the District's Auditorium.

Commissioner Gordon did not report.

Commissioner Nelson reported that:

- He attended the PPC monthly meeting and noted that there was discussion on an article from Clallam PUD Commissioner Jim Waddell regarding the Lower Snake River Dams.
- He attended the monthly Pasco Chamber luncheon.

CONSENT AGENDA

The Commission reviewed the Consent Agenda. Commissioner Wright moved and Commissioner Nelson seconded to approve the Consent Agenda as noted below. The motion passed unanimously.

- 1) To approve the minutes of the August 22, 2023, Regular Commission meeting.
- 2) To declare final acceptance of the work completed as inspected by the District; to authorize release of available retainage; and to approve final payment in the amount of \$3,865.08 for work completed by Intermountain Cleaning Services Inc. under Contract 9584, Janitorial Services.
- 3) To declare final acceptance of the work completed as inspected by the District; to authorize release of available retainage; and to approve final payment in the amount of \$6,453.16 for work completed by Boyd's Tree Service LLC under Contract 9551, Tree Trimming Services.
- 4) To amend Exhibit A of Resolution 1383, adopted December 13, 2022, updating the list of Pre-Qualified Contracts for 2023 to include Palouse Power, effective January 01, 2023, as shown on Attachment A, Consent Agenda Item 4.

AGENDA ITEM 5, AUTHORIZING THE GENERAL MANAGER/CEO OR HIS DESIGNEE TO EXECUTE A CONTRACT FOR THE RAILROAD AVENUE SUBSTATION PROJECT.

Mr. Fuentes introduced the agenda item and reviewed the updated Agenda Item Summary that was provided at the meeting. He noted that in August 2023, the District requested sealed bids from contractors for the labor and materials required for the construction of the Railroad Avenue Substation. Staff received and evaluated two (2) bids:

<u>Bidder:</u>	<u>Total Bid:</u>	<u>Exceptions:</u>
Power City Electric	\$6,182,241.11	No
DJ's Electrical	\$6,943,325.00	No

He noted that staff determined that the bid submitted by Power City Electric was the lowest responsive bid and was within the District's estimate. The Commission asked questions about DJ's Electrical, and staff provided the information. Staff reviewed their recommendation.

Commissioner Wright moved and Commissioner Gordon seconded to authorize the General Manager/CEO or his designee to execute a contract with Power City Electric, the lowest responsive bidder, for the labor and materials required for the construction of the Railroad Avenue Substation in an amount not to exceed \$6,182,241.11. The motion passed unanimously.

AGENDA ITEM 6, AUTHORIZING THE GENERAL MANAGER/CEO OR HIS DESIGNEE TO EXECUTE A CONTRACT FOR JANITORIAL SERVICES.

Mr. Ferraro introduced the agenda item and reviewed the background information as reported on the Agenda Item Summary that was in the meeting packet. Mr. Ferraro reported that staff determined that the bid submitted by Intermountain Cleaning Services was the lowest responsive bid and within the District's estimate. There were questions on the quality of the services performed by the current contractor and staff provided the information. Staff reviewed their recommendation.

Commissioner Wright moved and Commissioner Gordon seconded to authorize the General Manager/CEO or his designee to execute a contract with Intermountain Cleaning Services, the lowest responsive bidder, for janitorial services in an amount not to exceed \$71,600 for the initial term and if mutually agreed upon, the two additional terms for a total contract amount not to exceed \$179,000. The motion passed unanimously.

AGENDA ITEM 7, AUTHORIZING THE GENERAL MANAGER/CEO OR HIS DESIGNEE TO UTILIZE OMNIA CONTRACT NO. EV2370 FOR THE PURCHASE OF A LIEBERT PDX DRY COOLER AND PUMP SYSTEM.

Mr. Ferraro introduced the agenda item and reviewed the background information as reported on the Agenda Item Summary included in the meeting packet.

Commissioner Wright inquired about delivery time and staff provided the information. Staff reviewed their recommendation.

Commissioner Wright moved and Commissioner Nelson seconded to authorize the General Manager/CEO or his designee to utilize OMNIA Contract No. EV2370 for the Purchase of a Liebert PDX Dry Cooler and Pump System in an amount not to exceed \$228,370. The motion passed with Commissioner Wright and Commissioner Nelson voting in favor. Commissioner Gordon experienced difficulty with the remote technology and was momentarily unavailable for the motion.

GENERAL MANAGER/CEO REPORT

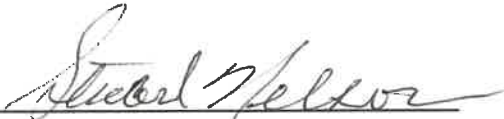
Mr. Rhees reported that staff will hold their reports until the September 26 regular meeting.

CLOSING OF MEETING - ADJOURNMENT


With no further business to come before the Commission, Commissioner Nelson adjourned the regular meeting at 1:13 p.m. The next meeting will be a special meeting on September 26, 2023, at 10:00 a.m., for the purpose of hearing a presentation and having discussion on the District's electric system. The next regular meeting will be on September 26, 2023, at 1:00 p.m. Both meetings will be held at the District's Auditorium located at 1411 W. Clark St. Pasco, WA. Remote technology options will be provided for members of the public to participate.



William Gordon, President



Stuart Nelson, Vice President



Roger Wright, Secretary