

**Special Meeting Agenda**  
**PUD Board of Commissioners**  
Thurs, Feb 10, 2022 10:00 AM  
210 Four Corners Rd.  
Port Townsend, WA 98368



To join online go to: <https://zoom.us/my/jeffcopud>. Follow the instructions to login. Meetings will open 5 minutes before they begin. TOLL FREE CALL IN #: 833-548-0282, Meeting ID# 4359992575#. Use \*6 to mute or unmute. \*9 to raise a hand to request to begin speaking.




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**1. Call to Order**

Per the Governor's Extended Proclamation 20-28 and in response to the COVID-19 Pandemic, Jefferson County PUD is no longer providing an in-person room for meetings of the BOC. All meetings will be held remotely via Zoom until otherwise informed by the Governor. Participant audio will be muted upon entry. Please unmute at the appropriate time to speak. If you are calling in, use *\*6 to mute and unmute and \*9 to raise a hand to request to speak.*

**2. Agenda Review**

**3. Presentation**

- |      |                                                                                                                                        |       |
|------|----------------------------------------------------------------------------------------------------------------------------------------|-------|
| 3.1. | RUS Loan Documents                                                                                                                     | 2 - 7 |
|      | <a href="#">RUS Loan Document Presentation.pdf</a>  |       |
| 3.2. | Broadband Equipment Proposals                                                                                                          | 8 - 9 |
|      | <a href="#">AGENDA REPORT BB Equip.pdf</a>          |       |
|      | <a href="#">BB EQUIP EVAL.pdf</a>                   |       |
| 3.3. | Hiring Plans                                                                                                                           |       |

**4. Adjourn**

# RUS Loan Documents

Mike Bailey

Finance Director

February 10, 2022



# Preliminary Approval

- Environmental Certification
- Construction Work Plan
- Letter discussing our plans and needs
- Reimburse out of pocket expenses
- Approval of the CWP and Environmental received on 1/26/2022

# Use of Loan Funds

- Reimburse the purchase of 191 Otto St--\$1,371,705
- Purchase and installation of an AMI Meter System--\$4,060,000



# Cost and Term of Loan

- Term of Loan is 30 Years
- Interest Rate will be around 1.7%
- Principal Amount-- \$5,431,705 Estimated
- Interest Paid-- \$1,513,597.70 Estimated

<b>Loan amount</b>	<b>\$5,431,705.00</b>	<b>Scheduled payment</b>	<b>\$57,877.52</b>
Annual interest rate	1.70%	Scheduled number of payments	120
Loan period in years	30	Actual number of payments	120
Number of payments per year	4	Total early payments	\$0.00
Start date of loan	4/1/2022	Total interest	\$1,513,597.70

# Documents Needing Approval

RUS Form 740G

RUS Form 740C

RUS Form AD 3030

Letter of Application

# Comments/Questions

## **AGENDA REPORT**

**DATE:** Feb 10, 2022  
**TO:** Board of Commissioners  
**FROM:** Will O'Donnell  
**RE:** Broadband Equipment Selection

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**BACKGROUND:** Jefferson County PUD is moving closer to building fiber broadband service to unserved portions of Jefferson County. To avoid supply chain shortages, and to better prepare ourselves to meet timelines set by the granting agencies should we win awards—particularly the NTIA grant, which is currently under review, PUD staff advertised a request for proposals for passive optical network (PON) electronic equipment and aggregation equipment on Oct 27<sup>th</sup>, 2021.

**ANALYSIS/FINDINGS:** 2 proposals were received at the deadline on Nov 17<sup>th</sup>, 2021. Staff and CCG consulting engineer Derrell Duplechin evaluated the proposals on price and delivery date as well as the following criteria:

- Qualifications and Experience
- Additional Costs to Support Solution
- System Architecture
- Warranties, Support, and Training
- Additional Features, Capacity, Capabilities & Interoperability

In addition to reviewing proposals from both submitting parties, PUD staff engaged in a series of multi-hour discussion with each vendor. In the end, San Jose, CA based Calix was determined by staff to have best met the evaluation criteria, and staff is recommending they board approve staff to move forward with an order from Calix.

*About Calix (from the RFP): Founded in 1999, Calix is a leading global provider of cloud and software platforms, systems, and services to enable Communications Service Providers (CSPs) of all types and sizes to innovate and transform their businesses. More than 1,600 customers worldwide, deployed in over 100 countries globally. 71 percent of municipalities deploying broadband services partnering with Calix. 84% of electric cooperatives deploying broadband services partner with Calix*

**FISCAL IMPACT:** While the proposal submitted by Calix totaled \$191,891, this amount was based on engineering for the Quilcene to Gardiner grant project area submitted to the NTIA. The PUD would also include the East Discovery Bay and Jefferson North project areas in its initial order. A price for that amount has yet to be determined.

**RECOMMENDATION:** Approve a motion to authorize staff to purchase passive optical network (PON) electronic equipment and aggregation equipment from Calix.



# JPUD FTTP RFP Evaluation Matrix

**Step 1: Review each proposal. Grade the various criteria outlined in the proposal. Assign points based on the range recommended.**

	Proposal Criteria	Points	ADTRAN	CALIX
<b>1.0</b>	<b>PROPOSED COST</b>	<b>15 Point Max</b>		
1.1	Overall Cost	0-5	3.50	5.00
1.2	Cost per site	0-5	4.00	4.00
1.3	Ongoing Maint and Support costs	0-5	5.00	4.00
		<b>15</b>	<b>12.50</b>	<b>13.00</b>
<b>2.0</b>	<b>Qualifications and Experience</b>	<b>20 points max</b>		
2.1	Ability to perform project, history, etc.	0-20	20.00	20.00
		<b>20</b>	<b>20.00</b>	<b>20.00</b>
<b>3.0</b>	<b>Additional Cost to support solution</b>	<b>10 points max</b>		
3.1	Additional Cost to support solution	0-10	9.00	10.00
3.2	Example (BITS, JPUD Servers, integration costs, ONT costs etc.)			
		<b>10</b>	<b>9.00</b>	<b>10.00</b>
<b>4.0</b>	<b>System Architecture</b>	<b>25 points max</b>		
4.1	Proposed architecture meets the JPUD requirements	0-20	20.00	20.00
4.2	Provides a comprehensive, well-conceived proposal that meets objectives	0-5	5.00	5.00
		<b>25</b>	<b>25.00</b>	<b>25.00</b>
<b>5.0</b>	<b>Warranty Support and Training</b>	<b>10 points max</b>		
5.1	Proposed adequate training, ongoing training & warranty	0-5	4.00	5.00
5.2	Training and support pricing	0-5	5.00	4.00
		<b>10</b>	<b>9.00</b>	<b>9.00</b>
<b>6.0</b>	<b>Additional Features, capacity, capabilities &amp; interoperability</b>	<b>10 points max</b>		
6.1	Features & interoperability	0-5	4.00	5.00
6.2	Capability and capacities	0-5	5.00	4.00
		<b>10</b>	<b>9.00</b>	<b>9.00</b>
<b>7.0</b>	<b>Lead Times</b>	<b>10 points max</b>		
7.1	Expected Lead Times	0-10	9.00	10.00
		<b>10</b>	<b>9.00</b>	<b>10.00</b>
	<b>Total Points</b>	<b>100</b>	<b>75.50</b>	<b>77.00</b>