Regular Meeting Agenda
Board of Commissioners
Tues, Jan 3, 2023 3:00 PM
310 Four Corners Rd.
Port Townsend, WA 98368
and online via Zoom

To join online go to: https://zoom.us/my/jeffcopud**.** Follow the instructions to login. Meetings will open 10 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.

Page

1. Call to Order

With the adoption by the Washington State Legislature of ESHB 1329, providing for both virtual and in-person meetings to be held, JPUD will be offering both virtual on-line meetings as well as in-person meetings, unless advance notice is provided. In person attendance will be limited to provide sufficient space and masking is encouraged. Online 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. Executive Sessions

Per RCW 42.30.110 (1) (g) To review the performance of a PUD employee

Per RCW 42.30.110 (1) (i) To discuss with legal counsel potential litigation to which the PUD is likely to become a party.

4. Manager and Staff Reports

For information only, not requiring a vote.

4.1 PUD Board thanks County for Broadband funding

5. Commissioner Reports

6. Public Comment

The public comment period allows members of the public to comment, limited to 3 minutes each, on any items not specifically listed on the Agenda or for items listed on the Consent Agenda. Prior to any public comment, members of the public must first be recognized by the President, or the designated Chair of the meeting, and are not permitted to disrupt, disturb, or otherwise impede the orderly conduct and fair progress of the Commission's meeting. After an initial warning by the President, or

the designated Chair of the meeting, individuals who intentionally violate these guidelines through actual disruption of the Commission meeting will be dropped from the meeting. (15 min)

7. Consent Agenda

All matters listed below on the Consent Agenda are considered under one motion and will be enacted by one motion. There will be no separate discussion on those items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

Consent Action

7.1 Prior Minutes

No minutes for this meeting

7.2. Vouchers 4 - 33

Voucher Approval Form for the Commissioners to BE signed 1.03.2023.pdf

Voucher Certification with Supporting Warrant Register & Payroll for meeting on 1.03.2023.pdf

7.3. Financial Report 34 - 45

November 2022 Financials.pdf

Agenda Report-Written Off Accounts-1-3-2023.docx

Written Off Accounts Motion 1-3-2023.docx

7.4 Calendar 46

PUD Calendar January 3, 2023.docx

7.5 Correspondence Log 47

C Log 20221226.pdf

8. Old Business

For the OLD and NEW BUSINESS section discussions: please hold public comment until each presentation is done but before the vote .

8.1. Disclosure of Conflict of Interest 48 - 49

Agenda Report form Conflict of Interest for BOCdocx

8.2 Memberships for Commissioners 2023 50 - 51

Memberships for Commissioners 2022.docx

9. New Business

9.1 Declaration of Emergency regarding transformer procurement and repair — 52 - 55

Emergency Resolution For Substation Transformers 2023 01 03.pdf

transformershortage.pdf

9.2 Approval of PUD 2023 Dock Crew — 56 - 127

JPUD FINAL Electrical Dock Crew (1) 1 for 2023 FINAL.pdf

20221207071634869.pdf

Results for Electrical Dock Crew 2023.docx

9.3 Void Outstanding Warrants — 128 - 130

BOC Agenda Report Form--Void 2019, 2020, and 2021 Outstanding Warrants.docx

Resolution to void warrants submitted to BOC January 2023.docx

9.4 PUD Logo Revision — 131 - 134

AGENDA REPORT 2023 logo.pdf

2023 Logo Package.pdf

9.5 Selection of Auditor — 135 - 136

Resolution 2023-XXXX Resolution Selecting PUD Auditor 2023 01 03.pdf

10. Adjourn

VOUCHER APPROVAL FORM

We, the undersigned Board of Commissioners of Public Utility District No. 1
of Jefferson County hereby approve pending payments for transactions greater than $100,000,
if any. The following transactions are approved from the General Fund in the amount of
$3,885,293.83 on this **3RD** day of **JANUARY** **2023** ;

Kenneth Collins	Jeff Randall	Dan Toepper
President	Vice President	Secretary

PAYMENTS TO BE APPROVED:

	WARRANTS				AMOUNT	DATE
Accounts Payable:	# 130557	to	# 130622	$	771,781.03	12/8/2022
Accounts Payable:	# 130623	to	# 130626	$	114,312.13	12/13/2022
Accounts Payable:	# 130627	to	# 130692	$	757,984.84	12/16/2022
Accounts Payable:	# 130693	to	# 130725	$	652,490.38	12/22/2022
Payroll Checks:	# 71051	to	# 71052	$	5,760.45	12/9/2022
Payroll Checks:	# 71053	to	# 71054	$	5,716.66	12/23/2022
Payroll Direct Deposit:				$	176,486.16	12/9/2022
Payroll Direct Deposit:				$	176,094.18	12/23/2022

TOTAL INVOICES PAID **$2,660,625.83**

WIRE TRANSFERS PAID		**AMOUNT**	**DATE**
BPA - purchase power for October 2022	$	1,198,761.00	12/16/2022
Brander Group for purchase of IP addresses	$	25,907.00	12/19/2022

PAYMENT TOTAL **$3,885,293.83**

VOIDED WARRANTS

127264	$	240.00
127651	$	1,350.51
127715	$	973.60
127724	$	2,069.48
127728	$	1,193.94
127888	$	150.00

VOUCHER CERTIFICATION FORM

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just and due obligation against Public Utility District No. 1 of Jefferson County, and that I am authorized to authenticate and certify to said claims, and I, the undersigned, do hereby certify under penalty of perjury that claims for employee and commissioner expenses are just and due against Public Utility District No. 1 of Jefferson County.

Signed: Mike Bailey 12/27/2022

Mike Bailey, Financial Director / District Auditor — Date

VOUCHER CLAIM FORMS FOR INVOICES PAID:

	WARRANTS				AMOUNT	DATE
Accounts Payable:	# 130557	to	# 130622	$	771,781.03	12/8/2022
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TOTAL INVOICES PAID					**$2,660,625.83**	

WIRE TRANSFERS PAID		**AMOUNT**	**DATE**
BPA - purchase power for October 2022	$	1,198,761.00	12/16/2022
Brander Group for purchase of IP addresses	$	25,907.00	12/19/2022
GRAND TOTAL		**$3,885,293.83**	

VOIDED WARRANTS

127264	$	240.00
127651	$	1,350.51
127715	$	973.60
127724	$	2,069.48
127728	$	1,193.94
127888	$	150.00

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount	
127264	9/30/21	CHK	9999	LOKI WHITE	REFUND - TEMPORARY SERVICE	240.00	VOID
127651	11/29/21	CHK	9997	ANDREW BYERS	NET METER INCENTIVE PMT SOLAR 2021	1,350.51	VOID
127715	11/29/21	CHK	9997	PHIL ROME	NET METER INCENTIVE PMT SOLAR 2021	973.60	VOID
127724	11/29/21	CHK	9997	PAUL SERAFIN	NET METER INCENTIVE PMT SOLAR 2021	2,069.48	VOID
127728	11/29/21	CHK	9997	BETH STROH-STERN	NET METER INCENTIVE PMT SOLAR 2021	1,193.94	VOID
127888	12/16/21	CHK	10406	STATE OF WASHINGTON - DNR	PERMIT RENEWAL FOR TIMBER SALE AT P.LAKE	150.00	VOID
130557	12/8/22	CHK	10957	KAREN M ABBOTT	PHONE ALLOWANCE - NOVEMBER 2022	45.00	
130558	12/8/22	CHK	10152	AMERIGAS--6903	ACCT# 202628721/ ALPINE CT PROPANE	448.42	
					ACCT# 202628721/ 10 OLYMPIC RIDGE DR	410.88	
					Total for Check/Tran - 130558:	859.30	
130559	12/8/22	CHK	10447	ANIXTER INC.	WIRE 750 AL URD CN PRI 15KV	109,492.27	
					GUY STRANDVISE & CLEVIS	1,665.14	
					Total for Check/Tran - 130559:	111,157.41	
130560	12/8/22	CHK	10451	ASCENT LAW PARTNERS LLP	FLAT FEE BOC MEETINGS (225-104) NOV 2022	6,300.00	
					FLAT FEE BOC MEETINGS (225-104) NOV 2022	700.00	
					GENERAL UTILITY (225-102) NOV 2022	6,111.00	
					GENERAL UTILITY (225-102) NOV 2022	679.00	
					Total for Check/Tran - 130560:	13,790.00	
130561	12/8/22	CHK	10016	ASPLUNDH TREE EXPERT CO	TREE TRIMMING W/E 10/22/2022	8,148.32	
					TREE TRIMMING W/E 11/19/2022	7,996.18	
					TREE TRIMMING W/E 10/29/2022	4,276.08	
					Total for Check/Tran - 130561:	20,420.58	
130562	12/8/22	CHK	10688	MIKE BAILEY	PHONE ALLOWANCE - NOVEMBER 2022	40.50	
					PHONE ALLOWANCE - NOVEMBER 2022	4.50	
					Total for Check/Tran - 130562:	45.00	

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
130563	12/8/22	CHK	10870	BIG BLUE PRESSURE WASHING AND L	LANDSCAPE BARK - 310 FOUR CORNERS RD	2,798.42
					LANDSCAPE BARK - 310 FOUR CORNERS RD	310.93
					Total for Check/Tran - 130563:	3,109.35
130564	12/8/22	CHK	9998	GERALD BRADY	Credit Balance Refund	708.80
130565	12/8/22	CHK	10940	CALIX, INC.	COMMANDIQ MOBILE APP SUBSCRIPTION	11,335.49
					EDUCATION SUBSCRIPTION 1Y 10/3/-10/2/23	2,425.00
					Total for Check/Tran - 130565:	13,760.49
130566	12/8/22	CHK	10623	CARL H. JOHNSON & SON EXCAVATIN	EMRCNCY WATER MAIN RPR - 400 HAZEL PT RD	2,986.10
					EMRGNCY WATER MAIN RPR - 403 HADLOCK BAY	2,467.73
					WATER METER INSTALL-850 FOUR CORNERS	2,080.88
					WATER MAIN REPAIR-51 CANDACE PLACE	2,080.90
					Total for Check/Tran - 130566:	9,615.61
130567	12/8/22	CHK	10041	CDW GOVERNMENT	ADOBE CRETVE,PHTSHP,ACROBATPRO FOR TEAMS	5,917.32
					WISEMENT WAVE PRO LICENSE-8 IP CAMERAS	751.07
					WISEMENT WAVE PRO LICENSE-8 IP CAMERAS	83.45
					Total for Check/Tran - 130567:	6,751.84
130568	12/8/22	CHK	10042	CELLNET TECHNOLOGY INC	CUST # 100088 METER READS - NOV 2022	26,596.69
130569	12/8/22	CHK	10050	CHS	ACCT#140445 PROPANE FOR FORKLIFT#110	392.58
130570	12/8/22	CHK	10051	CITY OF PORT TOWNSEND-UTILITY	ACCT#014966-000 KEARNEY SUBST - NOV 2022	201.45
					ACCT#018238 - 191 OTTO ST - NOV 2022	107.10
					ACCT#018238 - 191 OTTO ST - NOV 2022	11.90
					Total for Check/Tran - 130570:	320.45
130571	12/8/22	CHK	10752	COHO PRINTING	PRINTING-SNOW CREEK WELL HOUSE REPLACE	53.24
130572	12/8/22	CHK	10053	COMPUNET, INC	COMPUNET T&E CONSULTING SERVICES SEP 22	600.00
130573	12/8/22	CHK	10920	COOPERATIVE RESPONSE CENTER, INC	ANSWER SVC FOR DEC 2022	2,100.87
					ANSWER SVC FOR DEC 2022	2,100.87
					ANSWER SVC FOR DEC 2022	1,050.44

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					Total for Check/Tran - 130573:	5,252.18
130574	12/8/22	CHK	10621	CRAIG LABENZ	WEBSITE DEVELOPMENT - OCT/NOV 2022	1,437.75
					WEBSITE DEVELOPMENT - OCT/NOV 2022	159.75
					Total for Check/Tran - 130574:	1,597.50
130575	12/8/22	CHK	10815	DANIEL ANDERSON TRUCKING&EXCA	ELEC VEHICLES -TRCK WASHING 11/13/2022	550.96
					DNR SECURITY GATE - PETERSON LAKE	10,475.74
					Total for Check/Tran - 130575:	11,026.70
130576	12/8/22	CHK	10769	JONATHON T DEHNERT	EMPLOYEE BOOT/TOOL ALLOWANCE 2022	83.99
					WELLNESS PROGRAM REIMBURSEMENT 2022	21.72
					Total for Check/Tran - 130576:	105.71
130577	12/8/22	CHK	10068	DISCOVERY BAY GROUP, LLC	CONSULTING SERVICE NOV 2022	5,500.00
130578	12/8/22	CHK	10085	FASTENAL	OVERSTOCK RETURN-VENDING	-269.04
					OVERSTOCK-VENDING VEST	-44.92
					OVERSTOCK-VENDING - VESTS	-109.24
					OVERSTOCK-VENDING - VESTS	-109.24
					OVERSTOCK-VENDING MACHINE - VESTS	-81.93
					OVERSTOCK-VENDING TAPE,YELLOW CAUTION	-194.26
					OVERSTOCK-VENDING-YELLOW CAUTION TAPE	-61.13
					OVERSTOCK-VENDING YELLOW CAUTION TAPE	-81.50
					VINYL TAPE,SAWBLADES,WD-40, ETC	1,033.36
					BATTERIES	1.37
					LED LIGHT, EYEWARE & GLOVES	115.10
					Total for Check/Tran - 130578:	198.57
130579	12/8/22	CHK	10090	FREDERICKSON ELECTRIC, INC	INSTALL AMI METER - 85 ST JAMES PLACE	484.95
130580	12/8/22	CHK	10945	TYLER R GALE	EMPLOYEE BOOT/TOOL ALLOWANCE 2022	300.00
130581	12/8/22	CHK	10095	GOOD MAN SANITATION, INC	310 4CRNRS-RESTROOM UNIT 11/08-12/04/22	142.53
					310 4CRNRS-RESTROOM UNIT 11/08-12/04/22	15.83
					Total for Check/Tran - 130581:	158.36

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
130582	12/8/22	CHK	10103	H D FOWLER	VALVE MTR SETTER,COUPLING,PVC PIPE,QUICK	2,395.45
130583	12/8/22	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	TIE WIRE ROLL 16 GA BLACK	10.90
					7" STR TIN SNIPS	14.72
					7" STR TIN SNIPS	1.63
					HARDWARE CLOTH	12.65
					HARDWARE CLOTH	1.40
					MENS FENCER GLOVE	50.16
					EARPLUGS & RESPIRATOR	62.17
					SAND BAGS FOR WEIGHT IN METER TRUCKS	76.85
					PACKING TAPE	10.35
					Total for Check/Tran - 130583:	240.83
130584	12/8/22	CHK	10396	JEAN M HALL	PHONE ALLOWANCE - NOVEMBER 2022	40.50
					PHONE ALLOWANCE - NOVEMBER 2022	4.50
					Total for Check/Tran - 130584:	45.00
130585	12/8/22	CHK	10939	JAMESON J HAWN	PHONE ALLOWANCE - NOVEMBER 2022	40.50
					PHONE ALLOWANCE - NOVEMBER 2022	4.50
					Total for Check/Tran - 130585:	45.00
130586	12/8/22	CHK	10817	IDGAF, INC	RPR PYMT DROP BOX AREA - 310 FOUR CORNER	898.78
					RPR PYMT DROP BOX AREA - 310 FOUR CORNER	99.87
					Total for Check/Tran - 130586:	998.65
130587	12/8/22	CHK	10839	IRBY ELECTRICAL UTILITES	CLOVER LEAF 3 PHASE	2,651.13
					WIRE #6 BARE SOLID CU-HARD DRAWN	1,156.46
					Total for Check/Tran - 130587:	3,807.59
130588	12/8/22	CHK	10518	J HARLEN COMPANY	TRANSFORMER CONTAINMENT BAGS	252.96
					BUCKETCOVER	150.45
					Total for Check/Tran - 130588:	403.41
130589	12/8/22	CHK	10281	JEFFCO EFTPS	EMPLOYEES' MEDICARE TAX	4,185.14
					EMPLOYER'S MEDICARE TAX	3,834.50

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					EMPLOYEES' FICA TAX	10,609.56
					EMPLOYER'S FICA TAX	10,609.56
					EMPLOYEES' FEDERAL WITHHOLDING	16,058.13
					EMPLOYEES' FEDERAL WITHHOLDING TAX	15,229.12
					Total for Check/Tran - 130589:	60,526.01
130590	12/8/22	CHK	10314	JEFFERSON COUNTY HOME BUILDERS	ANNUAL DUES 2023	437.50
130591	12/8/22	CHK	10126	JEFFERSON COUNTY PUBLIC WORKS	ANNUAL UTILITY PERMIT WATER 1/1-12/31/23	450.00
130592	12/8/22	CHK	10532	JEFFERSON COUNTY PUD PAYROLL AC	PR DIRECT DEPOSIT 12.09.2022	176,486.16
					PR MANUAL CHECKS 12.09.2022	5,760.45
					Total for Check/Tran - 130592:	182,246.61
130593	12/8/22	CHK	10129	JIFFY LUBE	OIL CHANGE VEHICLE #209	101.05
					OIL CHANGE - VEHICLE #210	112.18
					Total for Check/Tran - 130593:	213.23
130594	12/8/22	CHK	10320	ANNETTE JOHNSON	PHONE ALLOWANCE - NOVEMBER 2022	40.50
					PHONE ALLOWANCE - NOVEMBER 2022	4.50
					Total for Check/Tran - 130594:	45.00
130595	12/8/22	CHK	10134	LEMAY MOBILE SHREDDING	ACCT# 2185-936999-002 SHRED 4CRNR NOV-22	141.35
					ACCT# 2185-936999-002 SHRED 4CRNR NOV-22	15.70
					ACCT# 2185-970793 SHRED 191 OTTO NOV-22	60.30
					ACCT# 2185-970793 SHRED 191 OTTO NOV-22	6.70
					Total for Check/Tran - 130595:	224.05
130596	12/8/22	CHK	10136	LES SCHWAB TIRES	SPARE CHAINS FOR FLEET	225.82
					VEH#416,417,419 - TIRE CHAINS	498.55
					Total for Check/Tran - 130596:	724.37
130597	12/8/22	CHK	10356	KRISTOFFER M LOTT	PHONE ALLOWANCE - NOVEMBER 2022	40.50
					PHONE ALLOWANCE - NOVEMBER 2022	4.50
					Total for Check/Tran - 130597:	45.00

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
130598	12/8/22	CHK	10771	MOUNTAIN STATES PIPE & SUPPLY CO	WATER METER ERT QTY72	7,204.12
130599	12/8/22	CHK	10153	MURREY'S DISPOSAL CO., INC.	ACCT# 2112-176318-001 4CRNR 2YD NOV-22	187.16
					ACCT# 2112-176318-001 4CRNR 2YD NOV-22	20.80
					ACCT# 2112-176438 - 4CRNRS NOV-2022	164.32
					ACCT# 2112-176438 - 4CRNRS NOV-2022	18.26
					ACCT# 2112-191304 4CRNR 30YD RNTL NOV-22	771.17
					ACCT# 2112-191304 4CRNR 30YD RNTL NOV-22	85.69
					DISPOSAL 21 KENNEDY NOV-22	37.64
					DISPOSAL 21 KENNEDY NOV-22	37.65
					ACCT# 2112-176318-001 4CRNR 2YD NOV-22	182.65
					ACCT# 2112-176318-001 4CRNR 2YD NOV-22	20.29
					ACCT# 2112-176318-003 191OTTO 2YD NOV-22	182.65
					ACCT# 2112-176318-003 191OTTO 2YD NOV-22	20.29
					Total for Check/Tran - 130599:	1,728.57
130600	12/8/22	CHK	10667	NORTHWEST OPEN ACCESS NETWORK	SERVICE BILLING NOV 2022	125.00
					SERVICE BILLING NOV 2022	420.00
					Total for Check/Tran - 130600:	545.00
130601	12/8/22	CHK	10165	NW LABORERS-EMPLOYERS TRUST FU	MEDICAL PREMIUM JAN 2023	17,100.00
130602	12/8/22	CHK	10631	WILLIAM P O'DONNELL	PHONE ALLOWANCE - NOVEMBER 2022	40.50
					PHONE ALLOWANCE - NOVEMBER 2022	4.50
					Total for Check/Tran - 130602:	45.00
130603	12/8/22	CHK	10169	OLYCAP	POWER BOOST DONATIONS NOV 2022	1,186.34
130604	12/8/22	CHK	10865	OLYMPIC ELECTRIC CO, INC	STORM WORK 11/04/2022	121,568.82
					STORM WORK 11/04/2022	17,441.08
					Total for Check/Tran - 130604:	139,009.90
130605	12/8/22	CHK	10181	PENINSULA PEST CONTROL	C#13069 PEST SVC QRTLY-BISHOP HILL CIRCL	49.10
130606	12/8/22	CHK	10183	PETRICKS LOCK & SAFE	RE-KEY 240 FOUR CORNERS RD	112.92

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					RE-KEY 240 FOUR CORNERS RD		12.00
						Total for Check/Tran - 130606:	124.92
130607	12/8/22	CHK	10187	PITNEY BOWES-RESERVE ACCT	ACCT#33897265 REPLENISH POSTAGE		360.00
					ACCT#33897265 REPLENISH POSTAGE		40.00
						Total for Check/Tran - 130607:	400.00
130608	12/8/22	CHK	10197	PRINTERY COMMUNICATIONS	KALA POINT POST CARD W/MAILING		535.14
					KALA POINT POST CARD W/MAILING		59.46
						Total for Check/Tran - 130608:	594.60
130609	12/8/22	CHK	10203	PURMS JOINT SELF INSURANCE FUND	PURMS-HEALTH & WELFARE NOV 2022		43,687.99
130610	12/8/22	CHK	10210	RICOH USA, INC	OTTO ST (3982) IMAGES OCT 22		13.55
					OTTO ST (3982) IMAGES OCT 22		1.50
					310 4CRNRS (0626) IMAGES NOV 2022		422.83
					310 4CRNRS (0626) IMAGES NOV 2022		46.98
					WORKROOM (0109) IMAGES NOV 2022		13.16
					WORKROOM (0109) IMAGES NOV 2022		1.46
					OTTO ST (3982)& (3983) IMAGES NOV 22		74.48
					OTTO ST (3982)& (3983) IMAGES NOV 22		8.28
						Total for Check/Tran - 130610:	582.24
130611	12/8/22	CHK	10212	ROHLINGER ENTERPRISES INC	ANNUAL HOTSTICK REPAIR/TESTING		846.11
					HOTSTICK REPAIR & TESTING		288.84
						Total for Check/Tran - 130611:	1,134.95
130612	12/8/22	CHK	10217	SETON CONSTRUCTION INC	FLAGGING - SR 19 MP 5.26		7,632.09
					FLAGGING - PARADUSE BAY RD		1,441.49
					FLAGGING FOR TT: EGG & I RD 9/6-9/8		4,054.20
						Total for Check/Tran - 130612:	13,127.78
130613	12/8/22	CHK	10928	MICHAEL J SMITH	WELLNESS PROGRAM REIMBURSEMENT 2022		162.89
130614	12/8/22	CHK	10227	SOUND PUBLISHING INC	RFP-PETERSON LAKE		190.30

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
130615	12/8/22	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING-GROSS ALPHA - COYLE		95.00
					TESTING-RADIUM - COYLE		170.00
						Total for Check/Tran - 130615:	265.00
130616	12/8/22	CHK	10331	ST VINCENT DE PAUL	POWER BOOST DONATION NOV 2022		1,186.35
130617	12/8/22	CHK	10400	DONALD K STREETT	PHONE ALLOWANCE - NOVEMBER 2022		40.50
					PHONE ALLOWANCE - NOVEMBER 2022		4.50
						Total for Check/Tran - 130617:	45.00
130618	12/8/22	CHK	10302	1034 ERIC A THARALDSEN	EMPLOYEE BOOT/TOOL ALLOWANCE 2022		300.00
130619	12/8/22	CHK	10615	US BANK	ALYSON DEAN		4,406.54
					BROADBAND		528.64
					ENGINEERING		814.33
					ERIC STOREY		57.68
					ERIC THARALDSEN		280.93
					HUMAN RESOURCES		773.69
					IT		652.86
					JEFF RANDALL		1,351.82
					JOSH GARLOCK		1,282.26
					KEVIN STREET		489.56
					KRIS LOTT		2,266.16
					MIKE BAILEY		6,238.48
					SCOTT BANCROFT		3,221.39
					WILLIAM ODONNELL		4,690.60
						Total for Check/Tran - 130619:	27,054.94
130620	12/8/22	CHK	10260	WA STATE DEFERRED COMPENSATION	PL DEFERRED COMP EE		12,008.17
					PL DEFERRED COMP ER		5,155.41
						Total for Check/Tran - 130620:	17,163.58
130621	12/8/22	CHK	10569	WAYNE D. ENTERPRISES, INC.	RAIN BIB EXTENSIONS		-3.34
					RAIN BIB EXTENSIONS		40.02

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
						Total for Check/Tran - 130621:	36.68
130622	12/8/22	CHK	10018	WORLD KINECT ENERGY SERVICES	FUEL-UNL-87 REG 10% ETHNL		12,990.81
					DEF PISTON HAND PUMP		166.96
						Total for Check/Tran - 130622:	13,157.77
130623	12/13/22	CHK	10113	HRA VEBA TRUST CONTRIBUTIONS	VEBA BENEFIT NOVEMBER 2022		3,050.00
					VEBA DEDUCTION NOVEMBER 2022		2,050.00
						Total for Check/Tran - 130623:	5,100.00
130624	12/13/22	CHK	10114	IBEW LOCAL UNION NO 77	IBEW NOVEMBER 2022 UNION DUES		2,067.98
130625	12/13/22	CHK	10265	JEFFERSON COUNTY TREASURER	NOVEMBER 2022 PERS 2		92,436.33
					NOVEMBER 2022 PERS 3		13,967.82
						Total for Check/Tran - 130625:	106,404.15
130626	12/13/22	CHK	10164	NW LABORERS 252 (DUES)	UNION DUES - LABORERS NOVEMBER 2022		740.00
130627	12/16/22	CHK	10588	4IMPRINT INC	SAND BAG BALLAST KIT		225.72
					SAND BAG BALLAST KIT		25.08
						Total for Check/Tran - 130627:	250.80
130628	12/16/22	CHK	10002	A WORKSAFE SERVICE, INC	DRUG & ALCOHOL TEST (1)		109.00
130629	12/16/22	CHK	10736	AMERICAN PUBLIC POWER ASSOCIATI	APPA LEGISTRATION RALLY 2023-STREETT		337.50
					APPA LEGISTRATION RALLY 2023-TOEPPER		337.50
					APPA LEGISTRATION RALLY 2023-STREETT		37.50
					APPA LEGISTRATION RALLY 2023-TOEPPER		37.50
						Total for Check/Tran - 130629:	750.00
130630	12/16/22	CHK	10013	AMERICAN WATER WORKS ASSOCIATI	STD REVISION SUB 1Y 3/1/23-2/29/24		900.00
130631	12/16/22	CHK	10152	AMERIGAS--6903	ACCT#202628721 191 OTTO ST		341.28
					ACCT#202628721 191 OTTO ST		37.92
						Total for Check/Tran - 130631:	379.20
130632	12/16/22	CHK	10447	ANIXTER INC.	WIRE FIBER 144F BURIED FIBER		32,707.42

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					SHOOT ON		638.24
					WIRE FIBER 48F ADSS		23,583.29
					CLEVIS		589.14
						Total for Check/Tran - 130632:	57,518.09
130633	12/16/22	CHK	10016	ASPLUNDH TREE EXPERT CO	TREE TRIMMING W/E 11/05/2022		4,276.08
130634	12/16/22	CHK	10838	ZACHARY L BARBIETO	BOOT/TOOL ALLOWANCE 2022		209.76
130635	12/16/22	CHK	10823	BHC CONSULTANTS LLC	QUILCENE W TANK PROF SVC 9/24-10/21/2022		4,519.16
130636	12/16/22	CHK	10339	BORDER STATES ELECTRIC	MULTI-TAP 6-350MCM		1,736.00
					BOLT		210.57
					CLOVER LEAF-7 HOLE MOUNTING BRACKET		992.70
					BOLT		2,557.42
					SHOOT ON CARTRIDGE		152.20
					STIRRUP		1,403.04
					SECONDARY HAND HOLE,GREEN 20" x 33"		9,219.17
					ANCHOR HELICAL 14"		2,070.10
						Total for Check/Tran - 130636:	18,341.20
130637	12/16/22	CHK	10763	BUILDERS EXCHANGE OF WASHINGTO	SHINE PLAT PROJECTS ONLINE		112.00
130638	12/16/22	CHK	10394	RANDALL L CALKINS	WELLNESS PROGRAM REIMBURSEMENT 2022		275.00
130639	12/16/22	CHK	10041	CDW GOVERNMENT	M OFFICE 365 LICS THR 11/29/-11/28/23 1Y		2,332.01
					WD ULTRASTAR DC HC570 22TB HARD DRIVE		2,522.62
					WD ULTRASTAR DC HC570 22TB HARD DRIVE		280.29
						Total for Check/Tran - 130639:	5,134.92
130640	12/16/22	CHK	10045	CENTURY LINK-S	PHONE SERVICE - DEC 2022		130.06
					PHONE SERVICE - DEC 2022		14.45
					PHONE SERVICE - DEC 2022		52.10
					PHONE SERVICE - DEC 2022		5.79
						Total for Check/Tran - 130640:	202.40

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
130641	12/16/22	CHK	10046	CENTURYLINK	LOW SPD DATA & 2WIRE DEC 2022	88.78
					LOW SPD DATA & 2WIRE DEC 2022	9.86
					LOW SPD DATA & 2WIRE DEC 2022	35.06
					LOW SPD DATA & 2WIRE DEC 2022	3.90
					Total for Check/Tran - 130641:	137.60
130642	12/16/22	CHK	10050	CHS	SKYWATER - SALT BAG RUST PELLETS	124.24
130643	12/16/22	CHK	10055	CONSOLIDATED ELECTRICAL DISTRIB	STREETLIGHT POLE-25' ALUM/W 6'DOUBLE ARM	5,084.06
130644	12/16/22	CHK	10060	DELL MARKETING LP	DELL POWEREDGE T550 SERVER	9,484.63
					DELL 24 INCH MONITOR P2422H	1,037.04
					DELL MOBILE PRECISION 3571 LAPTOP	1,890.21
					DELL THUNDERBOLT 4 DOCK WD22TB4	513.20
					DELL 24 INCH MONITOR P2422H	115.22
					DELL MOBILE PRECISION 3571 LAPTOP	210.03
					DELL THUNDERBOLT 4 DOCK WD22TB4	57.02
					Total for Check/Tran - 130644:	13,307.35
130645	12/16/22	CHK	10735	TOD C EISELE	EMPLOYEE BOOT/TOOL ALLOWANCE 2022	272.74
130646	12/16/22	CHK	10073	ELECTROMARK	WARNING TAG-DANGER TO NOT OPERATE	610.51
130647	12/16/22	CHK	10078	ESCI	ESCI SAFETY TRAINING - DEC 2022	3,600.00
130648	12/16/22	CHK	10085	FASTENAL	VENDING MACHINE RESTOCK	30.54
					VENDING MACHINE RESTOCK	150.48
					VENDING MACHINE RESTOCK	2.98
					VENDING MACHINE RESTOCK	98.88
					VENDING MACHINE RESTOCK	0.32
					Total for Check/Tran - 130648:	283.20
130649	12/16/22	CHK	10942	FINLEY ENGINEERING CO, INC	PROF SVC: RECONNECT 4 10/01-10/31	17,698.14
					PROF SVC: PT BUS DISTRICT PWB 10/01-10/3	763.20
					PROF SVC: EAST DISCOBAY FTTP 10/01-10/31	11,565.75

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					DISCOVERY VAR FTTP-OCT	203.00
					Total for Check/Tran - 130649:	30,230.09
130650	12/16/22	CHK	10954	FLYING FADOODLE PROPERTIES, LLC	MONTHLY RV RENT 12/01/2022 -12/31/2022	1,800.00
130651	12/16/22	CHK	10811	GDS ASSOCIATES INC.	WPAG NOV 2022 ALLOCATION	889.44
					WPAG NOV 2022 ALLOCATION	98.83
					Total for Check/Tran - 130651:	988.27
130652	12/16/22	CHK	10094	GENERAL PACIFIC, INC	SPLIC KIT,LUG,UNISTRUT CONDUIT CLAMPS 3"	1,322.95
					LUG	497.49
					UNITSTRUT CLAMP	739.70
					Total for Check/Tran - 130652:	2,560.14
130653	12/16/22	CHK	10454	GLOBAL RENTAL COMPANY INC	2023 FREIGHTLINER VEH#418 10/26-11/22/22	4,582.20
					RENTAL TRUCK# 419	4,473.10
					VEH# 415-AT40G BKT RENTAL 11/30-12/27/22	2,945.70
					AT37-G BUCKETRNTL VEH#410 12/3-12/30/22	2,727.50
					SPLICER VAN RNTL VEH#421 12/5-1/1/23	2,727.50
					AT40-G BUCKETRNTL VEH#416 12/7-1/3/23	2,945.70
					AT40-G RNTL VEH#417 12/06-1/2/23	3,054.80
					AA55 DBLMN BUCKET VEH#414 12/7-1/3/23	3,709.40
					TAX RATE CORRECTED TO 9.1%	-8.10
					Total for Check/Tran - 130653:	27,157.80
130654	12/16/22	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	GALV NIPPLES,UNION,SEALANT-BISHOP RIDGE	47.31
					GALV PIPE, THREAD CUTS-BISHOP HEIGHTS	16.35
					REPAIR - SAFE BATTERY	51.80
					STAPLES, STAPLE GUN TACKER, CLOTH	19.48
					STAPLES, STAPLE GUN TACKER, CLOTH	19.08
					HOLESAW 1 3/4" & HARDWARE	5.44
					HOLESAW 1 3/4" & HARDWARE	13.09
					Total for Check/Tran - 130654:	172.55

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
130655	12/16/22	CHK	10384	HDR ENGINEERING INC	WATER SYSTEM PLAN UPDATE 10/23-11/26/22	2,542.77
130656	12/16/22	CHK	10817	IDGAF, INC	RPR TRANSMISSION LINE - PT PAPER MILL	2,410.50
					STORM WORK 11/04/2022 - MULTIPLE LOCATIO	68,360.18
					VACTRA TRUCK - KALA POINT AT PINE CREST	1,882.90
					Total for Check/Tran - 130656:	72,653.58
130657	12/16/22	CHK	10839	IRBY ELECTRICAL UTILITES	GUY HOOK	469.13
130658	12/16/22	CHK	10782	AMANDA D ISAAK	BACKPACK FOR PUD LAPTOP	38.28
					BACKPACK FOR PUD LAPTOP	4.26
					Total for Check/Tran - 130658:	42.54
130659	12/16/22	CHK	10123	JEFFERSON COUNTY FAIR	MAGIC OF CHRISTMAS SPONSORSHIP	450.00
					MAGIC OF CHRISTMAS SPONSORSHIP	50.00
					Total for Check/Tran - 130659:	500.00
130660	12/16/22	CHK	10129	JIFFY LUBE	VEH# 125 - OIL CHANGE	65.81
130661	12/16/22	CHK	10330	KARR TUTTLE CAMPBELL	PROFESSIONAL SVC: AUG-OCT 2022	184.05
					PROFESSIONAL SVC: AUG-OCT 2022	20.45
					PROFESSIONAL SVC:GEN EMPLOY SVC NOV 22	885.60
					PROFESSIONAL SVC:GEN EMPLOY SVC NOV 22	98.40
					Total for Check/Tran - 130661:	1,188.50
130662	12/16/22	CHK	10927	MARSH MUNDORF PRATT SULLIVAN +	ACCT#14113-00M - WPAG NOV 2022	720.50
					ACCT#14113-00M - WPAG NOV 2022	80.06
					Total for Check/Tran - 130662:	800.56
130663	12/16/22	CHK	10230	MEDIBAG COMPANY	PHARMACY BAG ADVERTISEMENT 2022	2,236.00
130664	12/16/22	CHK	10333	MOSS ADAMS LLP	PROF SVC: PHASE 3 MAINT NOV 2022	283.50
					PROF SVC: PHASE 3 MAINT NOV 2022	31.50
					Total for Check/Tran - 130664:	315.00
130665	12/16/22	CHK	10667	NORTHWEST OPEN ACCESS NETWORK	SERVICE BILLING NOV 2022	210.00
					SERVICE BILLING NOV 2022	2,098.25

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					Total for Check/Tran - 130665:	2,308.25
130666	12/16/22	CHK	10167	OFFICE DEPOT	RETURN - OFFICE SUPPLIES	-113.92
					RETURN - OFFICE SUPPLIES	-12.66
					OPS & WTR - OFFICE SUPPLIES	191.77
					OPS & WTR - OFFICE SUPPLIES	21.31
					OTTO ST. - OFFICE SUPPLIES	471.29
					OTTO ST. - OFFICE SUPPLIES	52.37
					SOAP, TISSUE, PAPER NOTEPADS, MARKERS	58.37
					SOAP, TISSUE, PAPER NOTEPADS, MARKERS	6.48
					Total for Check/Tran - 130666:	675.01
130667	12/16/22	CHK	10170	OLYMPIC EQUIPMENT RENTALS	EXCAVATOR RENTAL - 35 KEYSTONE	245.48
					EXCAVATOR & DUMP RENTAL - COYLE	360.03
					Total for Check/Tran - 130667:	605.51
130668	12/16/22	CHK	10171	ON LINE INFORMATION SERVICES	ONLINE UTILITY EXCHANGE REPORT -OCT 2022	224.47
					ONLINE UTILITY EXCHANGE REPORT -NOV 2022	235.35
					Total for Check/Tran - 130668:	459.82
130669	12/16/22	CHK	10907	PALOUSE POWER LLC	DOCK CREW - 11/06/22-11/10/22 STORM WORK	172,406.97
					DOCK CREW - 11/15/22-11/17/22 STORM-MILL	19,320.03
					DOCK CREW - 11/15/22-11/17/22 STORM-MILL	6,440.01
					DOCK CREW - 10/24/22-11/05/22 STORM WORK	85,779.52
					DOCK CREW - 10/24/22-11/05/22 STORM WORK	49,390.86
					Total for Check/Tran - 130669:	333,337.39
130670	12/16/22	CHK	10181	PENINSULA PEST CONTROL	BI- MONTHLY OHA SVC 310 FOUR CORNERS	78.55
					BI- MONTHLY OHA SVC 310 FOUR CORNERS	8.73
					RODENT SVC MO 210 FOUR CRNRS DEC 2022	76.37
					RODENT SVC MO 310 FOUR CRNRS DEC 2022	73.65
					RODENT SVC MO 310 FOUR CRNRS DEC 2022	8.18
					CRPNTRANT SVC QRTLY-PH SKYWATER	54.55
					QRTLY GP SVC MATS VIEW TERRACE	60.01

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					CRPNTRANT SVC BIM-OLYRIDG DR	65.46
					Total for Check/Tran - 130670:	425.50
130671	12/16/22	CHK	10183	PETRICKS LOCK & SAFE	LOCKS FOR WATER DEPTARTMENT	399.74
130672	12/16/22	CHK	10201	PUBLIC POWER COUNCIL	2023 ANNUAL DUES ASSESSMENT - 1YR	20,602.00
130673	12/16/22	CHK	10203	PURMS JOINT SELF INSURANCE FUND	FRONTING&CYBER POL NOV2022-NOV2023	1,286.56
					FRONTING&CYBER POL NOV2022-NOV2023	142.95
					Total for Check/Tran - 130673:	1,429.51
130674	12/16/22	CHK	10708	RCE TRAFFIC CONTROL, INC	Flagging - Cherry & M ST	1,219.00
130675	12/16/22	CHK	10358	DOUGLAS M REEDER	CLOTHING ALLOWANCE 2022	300.00
130676	12/16/22	CHK	10565	JIMMY R SCARBOROUGH	ENGINEER&OPS CONF 11/16-11/17/22 TRVL EX	60.00
					ENGINEER&OPS CONF 11/16-11/17/22 TRVL EX	336.72
					Total for Check/Tran - 130676:	396.72
130677	12/16/22	CHK	10869	SLATE ROCK SAFETY	FR CLOTHING RETURN	-82.08
					RETURN - FR CLOTHING	-82.05
					FR CLOTHING	602.30
					FR CLOTHING RETURN	-91.04
					Total for Check/Tran - 130677:	347.13
130678	12/16/22	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING: CARBONACEOUS BIOCHEM OXY DEMAND	55.00
					TESTING: NTRATE+NITRATE-N	35.00
					TESTING: TOTAL KJELDAHL NITROGEN	45.00
					TESTING: TOTAL SUSPENDED SOLIDS	22.00
					TESTING: COLIFORM/E COLI	23.00
					TESTING: COLIFORM/E COLI	23.00
					TESTING: COLIFORM/E COLI	23.00
					TESTING: COLIFORM/E COLI	23.00
					TESTING: COLIFORM/E COLI	23.00
					TESTING: COLIFORM/E COLI	23.00

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					TESTING: COLIFORM/E COLI		23.00
					TESTING: COLIFORM/E COLI		23.00
					TESTING: COLIFORM/E COLI		23.00
					TESTING: COLIFORM/E COLI		23.00
					TESTING: COLIFORM/E COLI		23.00
					TESTING: COLIFORM/E COLI		23.00
					TESTING: COLIFORM/E COLI		23.00
					TESTING:TOTAL COLIFORM/E.COLI P/A		23.00
					TESTING:TOTAL COLIFORM/E.COLI P/A		23.00
					TESTING:TOTAL COLIFORM/E.COLI P/A		23.00
						Total for Check/Tran - 130678:	525.00
130679	12/16/22	CHK	10234	STATE AUDITORS	ACCOUNTABILITY AUDIT 20-21		4,963.28
					ACCOUNTABILITY AUDIT 20-21		551.47
						Total for Check/Tran - 130679:	5,514.75
130680	12/16/22	CHK	10237	STRANCO INC	TRANSFORMER DECALS		1,591.76
					TRANSFORMER DECALS		-132.77
						Total for Check/Tran - 130680:	1,458.99
130681	12/16/22	CHK	10250	TYNDALE COMPANY, INC	CLOTHING		80.68
					PUD CLOTHING		61.82
					PUD CLOTHING		6.87
					PUD CLOTHING		132.99
					CLOTHING RETURN		-120.98
					CLOTHING RETURN		-13.45
						Total for Check/Tran - 130681:	147.93
130682	12/16/22	CHK	10433	UNITED RENTALS (NORTH AMERICA), I	FORKLIFT RENTAL#422-2022		1,245.44
130683	12/16/22	CHK	10256	UTILITIES UNDERGROUND LOCATION	ACCT #120700 LOCATES - NOV 2022		59.34
					ACCT #120700 LOCATES - NOV 2022		50.31
						Total for Check/Tran - 130683:	109.65

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
130684	12/16/22	CHK	10328	VERIZON CONNECT NWF INC.	CUST#JEFF007 ALL VEH GPS - NOV 2022	497.49
					CUST#JEFF007 ALL VEH GPS - NOV 2022	186.57
					Total for Check/Tran - 130684:	684.06
130685	12/16/22	CHK	10800	VISION METERING, LLC	OPT OUT PROGRAM METERS DIGITAL/SOLAR	6,240.52
					OPT OUT PROGRAM METERS DIGITAL/SOLAR	-520.52
					ETHERNET GATEWAY	42,330.80
					ETHERNET GATEWAY	-3,530.80
					DIGITAL METERS	76,577.29
					DIGITAL METERS	-6,387.29
					Total for Check/Tran - 130685:	114,710.00
130686	12/16/22	CHK	10479	WAPRO	MEMBERSHIP DUES 2022-2023 1Y AJ	22.50
					MEMBERSHIP DUES 2022-2023 1Y AJ	2.50
					Total for Check/Tran - 130686:	25.00
130687	12/16/22	CHK	10496	WELLS FARGO VENDOR FIN SERV	310 4CRNRS WKRM COPIER RNTL NOV 2022	255.29
					310 4CRNRS WKRM COPIER RNTL NOV 2022	28.37
					4CRNRS COPYRNT NOV 2022	354.47
					4CRNRS COPYRNT NOV 2022	39.39
					ACCT#6328357-009 4CRNRS WKRM COPYRNT DEC	255.29
					ACCT#6328357-009 4CRNRS WKRM COPYRNT DEC	28.37
					ACCT#6328357-007 4CRNRS COPYRNT DEC 2022	354.47
					ACCT#6328357-007 4CRNRS COPYRNT DEC 2022	39.39
					Total for Check/Tran - 130687:	1,355.04
130688	12/16/22	CHK	10680	WELLSPRING FAMILY SERVICES	EAP SVC - NOV 2022	55.69
					EAP SVC - NOV 2022	6.19
					Total for Check/Tran - 130688:	61.88
130689	12/16/22	CHK	10274	WESTBAY AUTO PARTS, INC.	VEH# 415 - AIR FILTER	54.89
					VEH# 416 - BATTERY	138.72
					FLEET - RAIN-X & RELAY FOR MASON #1	33.34
					FLEET - REPLACEMENT DEF FLUID	49.55

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
						Total for Check/Tran - 130689:	276.50
130690	12/16/22	CHK	10018	WORLD KINECT ENERGY SERVICES	DIESEL ULSD #2 CLEAR		8,532.67
130691	12/16/22	CHK	10304	COLTON L WORLEY	BOOT/TOOL ALLOWANCE 2022		297.30
					WELLNESS REIMBURSEMENT 2022		275.00
						Total for Check/Tran - 130691:	572.30
130692	12/16/22	CHK	10278	WPUDA	WPUDA JAN 2023 POWER LUNCH - DT		18.00
					WPUDA JAN 2023 POWER LUNCH - DT		2.00
					WPUDA JAN 2023 POWER LUNCH - KC		18.00
					WPUDA JAN 2023 POWER LUNCH - KC		2.00
					GROUP DINNER-BISTRO CACAO - DT		45.00
					GROUP DINNER-BISTRO CACAO - DT		5.00
					Dinner-Bistro Cacao KS		45.00
					Dinner-Bistro Cacao KS		5.00
						Total for Check/Tran - 130692:	140.00
130693	12/22/22	CHK	10808	A & J FLEET SERVICES, INC	VEH# 130 - OIL CHANGE		754.08
					VEH# 129 - TRANSMISSION FLUSH		490.12
						Total for Check/Tran - 130693:	1,244.20
130694	12/22/22	CHK	10481	AMAZON	BEH# 137 & 138 - TRUCK BED STORAGE		3,157.35
					OFFICE SUPPLIES		107.91
					GLOVE BOX DOCUMENT HOLDER		49.17
					SPARE KEYS		7.74
					SPARE KEYS		0.86
						Total for Check/Tran - 130694:	3,323.03
130695	12/22/22	CHK	10641	MELISSA J BLAIR	TRAVEL/REMOTE - REGISTRATION FEE		2,250.00
					TRAVEL/REMOTE - REGISTRATION FEE		250.00
						Total for Check/Tran - 130695:	2,500.00
130696	12/22/22	CHK	10443	BUD CLARY FORD / HYUNDAI	TRUCK# 137		31,416.76
130697	12/22/22	CHK	10843	CCG CONSULTING	PROF SVC: BB NETWORK ENGINEERING		1,648.35

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					FIBER GRANTS,POLICY & PROCEDURE OCT 2022	11,915.85
					Total for Check/Tran - 130697:	13,564.20
130698	12/22/22	CHK	10053	COMPUNET, INC	SMARTNET 1Y CISCO CATALYST 9500 48-PORT	4,029.72
					CISCO CATALYST 9500 48-PORT SWITCH	58,847.56
					Total for Check/Tran - 130698:	62,877.28
130699	12/22/22	CHK	10501	D & L POLES	STORM BREAK ICE - CRAIGS HEIGHT LANE	4,126.52
					STORM WORK 11/04/222 - CLEAN UP & RPR	3,139.35
					FIBER INSTALL - PORT OF PT MAINT BUILDIN	14,914.16
					THORNDYKE DRIVEWAY URD# 221137	54,663.49
					THORNDYKE DRIVEWAY URD# 621080	13,665.88
					Total for Check/Tran - 130699:	90,509.40
130700	12/22/22	CHK	10815	DANIEL ANDERSON TRUCKING&EXCA	GRAVEL DELIVERY - HWY 20 TRANSMISSION LI	1,414.90
					ELEC VEHICLES -TRCK WASHING 11/27/2022	180.02
					Total for Check/Tran - 130700:	1,594.92
130701	12/22/22	CHK	10573	DANO'S SEPTIC SERVICE	SEPTIC PUMPING - 11 SEAVIEW CT 11/02/22	587.50
					SEPTIC PUMPING - 21 KENNEDY RD 11/02/22	195.83
					SEPTIC PUMPING - 21 SEAVIEW CT 11/02/22	391.67
					Total for Check/Tran - 130701:	1,175.00
130702	12/22/22	CHK	10551	DAY WIRELESS SYSTEMS	MOBILE RADIOS - JAN 2023	1,034.05
130703	12/22/22	CHK	10060	DELL MARKETING LP	PRECISION LAPTOP	1,765.05
					THUNDERBOLT DOCK	260.39
					PRECISION LAPTOP	196.12
					THUNDERBOLT DOCK	28.93
					Total for Check/Tran - 130703:	2,250.49
130704	12/22/22	CHK	10094	GENERAL PACIFIC, INC	WIRE,INSULATOR,BOLT,SPLICE	3,237.47
					WIRE,INSULATOR,BOLT,SPLICE	2,551.76
					Total for Check/Tran - 130704:	5,789.23
130705	12/22/22	CHK	10098	GRAINGER	FUSES	378.68

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
130706	12/22/22	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	BOILER VALVE & 7" DIAG CUT PLIERS	34.89
					SCREEN, T CAP, THREADED CAP, NIPPLES	20.95
					Total for Check/Tran - 130706:	55.84
130707	12/22/22	CHK	10110	HENERY HARDWARE	FASTNERS	3.92
130708	12/22/22	CHK	10111	HIGHWAY SPECIALTIES LLC	FLAG STAND	396.03
					STOP/SLOW SIGN	92.74
					Total for Check/Tran - 130708:	488.77
130709	12/22/22	CHK	10518	J HARLEN COMPANY	AUGER BIT, GAFF GUARD, PULLING HOOK	439.19
130710	12/22/22	CHK	10281	JEFFCO EFTPS	EMPLOYEES' MEDICARE TAX	4,202.36
					EMPLOYER'S MEDICARE TAX	3,764.11
					EMPLOYEES' FICA TAX	9,168.32
					EMPLOYER'S FICA TAX	9,168.32
					EMPLOYEES' FEDERAL WITHHOLDING	16,077.39
					EMPLOYEES' FEDERAL WITHHOLDING TAX	16,206.42
					Total for Check/Tran - 130710:	58,586.92
130711	12/22/22	CHK	10532	JEFFERSON COUNTY PUD PAYROLL AC	PR DIRECT DEPOSIT 12.23.2022	176,094.18
					PR MANUAL CHECKS 12.23.2022	5,716.66
					Total for Check/Tran - 130711:	181,810.84
130712	12/22/22	CHK	10128	JEFFERSON COUNTY TREASURER	NOVEMBER 2022 B&O TAX	7,422.13
130713	12/22/22	CHK	10136	LES SCHWAB TIRES	VEH#129 - NEW TIRES	1,265.02
					VEH#418 - FRONT TIRE CHAIN	312.00
					VEH# 119 - NEW TIRES	1,265.02
					Total for Check/Tran - 130713:	2,842.04
130714	12/22/22	CHK	10142	MASON COUNTY PUD #1	ACCT #10510600 DW RD-PUMP HOUSE-OCT 2022	136.38
					ACCT #2033400 DUCKABUSH RD ELEC-NOV 2022	67.23
					ACCT #2487700 BPA RD-PUMP - NOV 2022	118.65
					Total for Check/Tran - 130714:	322.26

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
130715	12/22/22	CHK	10317	MASON COUNTY PUD #3	AUTOSPLICE		1,217.88
					MUTUAL AID FOR STORM 11/08-11/10/22		18,812.63
					MUTUAL AID FOR STORM 11/08-11/10/22		6,270.88
						Total for Check/Tran - 130715:	26,301.39
130716	12/22/22	CHK	10167	OFFICE DEPOT	FACIAL TISSUE		29.09
					FACIAL TISSUE		3.23
					HAND SOAP & STAMP INK		34.34
					HAND SOAP & STAMP INK		3.81
						Total for Check/Tran - 130716:	70.47
130717	12/22/22	CHK	10170	OLYMPIC EQUIPMENT RENTALS	STA-PIN 1/4x2 1/8		7.09
130718	12/22/22	CHK	10907	PALOUSE POWER LLC	DOCK CREW -11/21/22-12/02/22 STORM WORK		129,673.84
					DOCK CREW -11/21/22-12/02/22 STORM WORK		6,709.39
						Total for Check/Tran - 130718:	136,383.23
130719	12/22/22	CHK	10549	PENINSULA LEGAL SECRETARIAL SER	TRANSCRIPTION SVC 11/22-12/13/2022		612.00
					TRANSCRIPTION SVC 11/22-12/13/2022		68.00
						Total for Check/Tran - 130719:	680.00
130720	12/22/22	CHK	10212	ROHLINGER ENTERPRISES INC	REPLACEMENT HOTSTICK		156.01
130721	12/22/22	CHK	10706	SBA STRUCTURES, LLC	TOWER SITE RNTL MAYNARD HILL - JAN 2023		1,707.97
130722	12/22/22	CHK	10216	SECURITY SERVICES NW, INC.	NIGHT PICKUP - DEC 2022		887.45
					YARD CHECK - DEC 2022		450.45
					NIGHT PICKUP - DEC 2022		98.60
					YARD CHECK - DEC 2022		50.05
						Total for Check/Tran - 130722:	1,486.55
130723	12/22/22	CHK	10214	SEL SCHWEITZER ENGINEERING LABS	RELAY		2,769.83
130724	12/22/22	CHK	10260	WA STATE DEFERRED COMPENSATION	PL DEFERRED COMP EE		9,341.51
					PL DEFERRED COMP ER		3,921.90
						Total for Check/Tran - 130724:	13,263.41

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
130725	12/22/22	CHK	10274	WESTBAY AUTO PARTS, INC.	VEH#416 - TOOL BOX LINER	35.28

Total Payments for Bank Account - 1 :	(169)	2,296,568.38
Total Voids for Bank Account - 1 :	(6)	5,977.53
Total for Bank Account - 1 :	(175)	2,302,545.91
Grand Total for Payments :	(169)	2,296,568.38
Grand Total for Voids :	(6)	5,977.53
Grand Total :	(175)	2,302,545.91

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
195	12/16/22	WIRE	10279	BPA-WIRE TRANSFER	PURCHASED POWER OCT 2022	1,045,354.00
					TRANSMISSION OCT 2022	151,157.00
					REGIONAL COMP ENFOR OCT 2022	1,125.00
					REGIONAL COORD SVC OCT 2022	1,125.00
					Total for Check/Tran - 195:	1,198,761.00

Total Payments for Bank Account - 1 :	(1)	1,198,761.00
Total Voids for Bank Account - 1 :	(0)	0.00
Total for Bank Account - 1 :	(1)	1,198,761.00

Accounts Payable
Check Register

12/06/2022 To 12/26/2022

Bank Account: 5 - 1ST SECURITY - PAYROLL

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
177	12/19/22	WIRE	10959	BRANDER GROUP, INC	IP ADDRESS BLOCK		-2,357.54
					IP ADDRESS BLOCK		28,264.54
						Total for Check/Tran - 177:	25,907.00

Total Payments for Bank Account - 5 :	(1)	25,907.00
Total Voids for Bank Account - 5 :	(0)	0.00
Total for Bank Account - 5 :	(1)	25,907.00
Grand Total for Payments :	(2)	1,224,668.00
Grand Total for Voids :	(0)	0.00
Grand Total :	(2)	1,224,668.00

ISSUED PAYROLL CHECKS
PAY DATE: 12/09/2022

Empl	Position	Check #	Check Date	Amount
2003	WATER TREATMENT PLANT OPERATOR III	71051	12/9/2022	2,461.24
2004	WATER TREATMENT PLANT OPERATOR III - LEAD	71052	12/9/2022	3,299.21
				$ 5,760.45

ISSUED PAYROLL CHECKS
PAY DATE: 12/23/2022

Empl	Position	Check #	Check Date	Amount
2003	WATER TREATMENT PLANT OPERATOR III	71053	12/23/2022	3,043.49
2004	WATER TREATMENT PLANT OPERATOR III - LEAD	71054	12/23/2022	2,673.17
				$ 5,716.66

JEFFERSON COUNTY PUD NO 1

DIRECT DEPOSIT PAYROLL
PAY DATE: 12/09/2022

Empl	Position	Pay Date	Net Pay
3013	ACCOUNTING ASSOCIATE	12/9/2022	1,571.57
3039	ACCOUNTING ASSOCIATE	12/9/2022	1,811.08
3046	ACCOUNTING ASSOCIATE	12/9/2022	1,904.54
3052	ADMINISTRATIVE ASSISTANT	12/9/2022	2,433.69
3065	ADMINISTRATIVE ASSISTANT	12/9/2022	2300.54
4006	COMMISSIONER DIST 1	12/9/2022	1716.23
4004	COMMISSIONER DIST 2	12/9/2022	1,412.10
4008	COMMISSIONER DIST 3	12/9/2022	1906.48
3034	COMMUNICATIONS DIRECTOR	12/9/2022	3,166.94
3002	CUSTOMER SERVICE COORDINATOR	12/9/2022	1,507.37
3022	CUSTOMER SERVICE REP	12/9/2022	1,412.93
3032	CUSTOMER SERVICE REP	12/9/2022	1,540.42
3048	CUSTOMER SERVICE REP	12/9/2022	1,444.28
3056	CUSTOMER SERVICE REP	12/9/2022	1,263.73
3062	CUSTOMER SERVICE REP	12/9/2022	1,128.29
3060	DIGITAL COMMUNICATIONS SPECIALIST	12/9/2022	2,329.42
1027	ELECTRICAL ENGINEERING MANAGER	12/9/2022	3,664.17
1041	ELECTRICAL SUPERINTENDENT	12/9/2022	4,952.91
2007	ENGINEERING DIRECTOR	12/9/2022	4,079.08
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	12/9/2022	2,130.27
3033	FINANCE DIRECTOR	12/9/2022	4,770.81
3029	FINANCE SERVICES MANAGER	12/9/2022	2,679.63
1046	FLEET/WAREHOUSE HELPER	12/9/2022	3,536.29
1012	FOREMAN LINEMAN	12/9/2022	7,691.08
1011	GENERAL MANAGER	12/9/2022	5,529.57
1042	GIS SPECIALIST	12/9/2022	2,443.84
1017	HEAD STOREKEEPER	12/9/2022	2,587.44
3063	HUMAN RESOURCES COORDINATOR	12/9/2022	2,688.84
3047	HUMAN RESOURCES DIRECTOR	12/9/2022	1203.87
3008	INFORMATION TECHNOLOGY MANAGER	12/9/2022	3,328.86
3028	IT SUPPORT TECHNICIAN	12/9/2022	1,803.87
1000	LINEMAN	12/9/2022	9,688.83
1034	LINEMAN	12/9/2022	7,361.95
1055	LINEMAN	12/9/2022	5,408.37
1059	LINEMAN APPRENTICE	12/9/2022	4,132.26
1043	METER READER	12/9/2022	2,411.45
1047	METER READER	12/9/2022	2,746.66
1056	METER READER	12/9/2022	2,812.98
1057	METER READER	12/9/2022	2,138.02
2008	METER READER	12/9/2022	1,637.17
1037	OPERATIONS DIRECTOR	12/9/2022	3,496.08
1050	PRE-APPRENTICE	12/9/2022	4,274.78
3004	RESOURCE MANAGER	12/9/2022	2,608.81
1010	SCADA ENGINEER II	12/9/2022	2,498.22
1003	SCADA TECH APPRENTICE	12/9/2022	3,691.52
3020	SERVICES DIRECTOR	12/9/2022	2,927.71
1026	STAKING ENGINEER	12/9/2022	2,201.37
1031	STAKING ENGINEER	12/9/2022	2,645.62
1014	STOREKEEPER	12/9/2022	3,644.21
1015	SUBSTATION/METER FOREMAN	12/9/2022	8,474.28
1033	SUBSTATION/METERING TECH	12/9/2022	6,161.44
3003	UTILITY BILLING CLERK	12/9/2022	1,588.77
3027	UTILITY BILLING CLERK	12/9/2022	1,591.70
3000	UTILITY BILLING COORDINATOR	12/9/2022	1,781.40
2000	WATER DISTRIBUTION MANAGER II	12/9/2022	1,830.34
2001	WATER DISTRIBUTION MANAGER II	12/9/2022	2,705.73
2002	WATER DISTRIBUTION MANAGER II	12/9/2022	2,020.78
2005	WATER DISTRIBUTION MANAGER II	12/9/2022	2,065.57
			$ 176,486.16

JEFFERSON COUNTY PUD NO 1

DIRECT DEPOSIT PAYROLL
PAY DATE: 12/23/2022

Empl	Position	Pay Date	Net Pay
3013	ACCOUNTING ASSOCIATE	12/23/2022	1,571.56
3039	ACCOUNTING ASSOCIATE	12/23/2022	2,084.84
3046	ACCOUNTING ASSOCIATE	12/23/2022	1,912.43
3052	ADMINISTRATIVE ASSISTANT	12/23/2022	2,433.68
3065	ADMINISTRATIVE ASSISTANT	12/23/2022	2,300.55
4006	COMMISSIONER DIST 1	12/23/2022	951.64
4004	COMMISSIONER DIST 2	12/23/2022	1,015.75
4008	COMMISSIONER DIST 3	12/23/2022	951.64
3034	COMMUNICATIONS DIRECTOR	12/23/2022	3,166.94
3002	CUSTOMER SERVICE COORDINATOR	12/23/2022	1,507.36
3022	CUSTOMER SERVICE REP	12/23/2022	1,412.94
3032	CUSTOMER SERVICE REP	12/23/2022	1,540.42
3048	CUSTOMER SERVICE REP	12/23/2022	1,444.27
3056	CUSTOMER SERVICE REP	12/23/2022	1,276.58
3062	CUSTOMER SERVICE REP	12/23/2022	1,128.28
3060	DIGITAL COMMUNICATIONS SPECIALIST	12/23/2022	2,249.03
1027	ELECTRICAL ENGINEERING MANAGER	12/23/2022	3,664.17
1041	ELECTRICAL SUPERINTENDENT	12/23/2022	5,225.55
2007	ENGINEERING DIRECTOR	12/23/2022	4,427.15
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	12/23/2022	2,130.28
3033	FINANCE DIRECTOR	12/23/2022	5,054.26
3029	FINANCE SERVICES MANAGER	12/23/2022	2,679.62
1046	FLEET/WAREHOUSE HELPER	12/23/2022	2,544.71
1012	FOREMAN LINEMAN	12/23/2022	7,570.29
1011	GENERAL MANAGER	12/23/2022	5,480.71
1042	GIS SPECIALIST	12/23/2022	2,443.83
1017	HEAD STOREKEEPER	12/23/2022	2,764.90
3063	HUMAN RESOURCES COORDINATOR	12/23/2022	2,688.83
3047	HUMAN RESOURCES DIRECTOR	12/23/2022	497.28
3008	INFORMATION TECHNOLOGY MANAGER	12/23/2022	3,328.86
3028	IT SUPPORT TECHNICIAN	12/23/2022	1,773.97
1000	LINEMAN	12/23/2022	8,911.21
1034	LINEMAN	12/23/2022	9,242.48
1055	LINEMAN	12/23/2022	7,186.96
1059	LINEMAN APPRENTICE	12/23/2022	3,467.15
1043	METER READER	12/23/2022	2,267.52
1047	METER READER	12/23/2022	2,186.59
1056	METER READER	12/23/2022	1,641.32
1057	METER READER	12/23/2022	1,517.05
2008	METER READER	12/23/2022	1,369.93
1037	OPERATIONS DIRECTOR	12/23/2022	3,788.73
1050	PRE-APPRENTICE	12/23/2022	3,378.87
3004	RESOURCE MANAGER	12/23/2022	2,608.82
1010	SCADA ENGINEER II	12/23/2022	2,498.22
1003	SCADA TECH APPRENTICE	12/23/2022	7,315.58
3020	SERVICES DIRECTOR	12/23/2022	2,927.73
1026	STAKING ENGINEER	12/23/2022	2,201.38
1031	STAKING ENGINEER	12/23/2022	2,645.63
1014	STOREKEEPER	12/23/2022	2,474.19
1015	SUBSTATION/METER FOREMAN	12/23/2022	8,512.80
1033	SUBSTATION/METERING TECH	12/23/2022	7,120.03
3003	UTILITY BILLING CLERK	12/23/2022	1,530.50
3027	UTILITY BILLING CLERK	12/23/2022	1,591.70
3000	UTILITY BILLING COORDINATOR	12/23/2022	1,814.10
2000	WATER DISTRIBUTION MANAGER II	12/23/2022	1,830.33
2001	WATER DISTRIBUTION MANAGER II	12/23/2022	2,296.23
2002	WATER DISTRIBUTION MANAGER II	12/23/2022	2,670.93
2005	WATER DISTRIBUTION MANAGER II	12/23/2022	1,875.88
			$ 176,094.18

Jefferson County PUD No. 1
Electric Division
Statement of Operations
As of November 30, 2022

PART A. STATEMENT OF OPERATIONS				
ITEM	YEAR-TO-DATE			THIS MONTH
	LAST YEAR	THIS YEAR	BUDGET	
	(a)	(b)	(c)	(d)
1. Operating Revenue and Patronage Capital	34,864,195	36,945,405	35,661,405	3,493,509
2. Power Production Expense	0	0	0	0
3. Cost of Purchased Power	13,400,378	13,270,834	13,665,284	1,278,130
4. Transmission Expense	1,722,290	1,797,315	1,736,170	198,974
5. Regional Market Operations Expense	0	0	0	0
6. Distribution Expense - Operation	1,857,210	1,786,079	2,281,034	178,086
7. Distribution Expense - Maintenance	3,041,420	2,585,805	4,468,051	241,459
8. Consumer Accounts Expense	1,419,105	1,367,505	1,884,661	122,913
9. Customer Service and Informational Expense	25,613	24,271	18,794	5,075
10. Sales Expense	0	0	0	0
11. Administrative and General Expense	3,151,287	3,546,584	4,715,047	357,071
12. Total Operation & Maintenance Expense (2 thru 11)	**24,617,303**	**24,378,393**	**28,769,041**	**2,381,708**
13. Depreciation & Amortization Expense	5,076,098	5,240,752	5,081,820	486,876
14. Tax Expense - Property & Gross Receipts	0	0	0	0
15. Tax Expense - Other	2,018,391	1,922,312	2,017,895	0
16. Interest on Long-Term Debt	2,384,280	2,289,705	2,492,193	213,384
17. Interest Charged to Construction (Credit)	0	0	0	0
18. Interest Expense - Other	0	0	0	0
19. Other Deductions	0	0	0	0
20. Total Cost of Electric Service (12 thru 19)	**34,096,072**	**33,831,162**	**38,360,949**	**3,081,968**
21. Patronage Capital & Operating Margins (1 minus 20)	**768,123**	**3,114,243**	**(2,699,544)**	**411,541**
22. Non Operating Margins - Interest	4,720	4,131	12,269	1,108
23. Allowance for Funds Used During Construction	0	0	0	0
24. Income (Loss) from Equity Investments	0	0	0	0
25. Non Operating Margins - Other	2,005,100	2,471,278	1,795,539	801,992
26. Generation & Transmission Capital Credits	0	0	0	0
27. Other Capital Credits & Patronage Dividends	0	15,576	0	0
28. Extraordinary Items	0	0	0	0
29. Patronage Capital or Margins (21 thru 28)	**2,777,943**	**5,605,228**	**(891,736)**	**1,214,641**

Times Interest Earned Ratio (TIER) (Year to Date)	**2.17**	**3.45**	**0.64**
Operating Times Interest Earned Ratio (OTIER) (Year to Date)	**1.32**	**2.36**	**(0.08)**
Debt Service Coverage Ratio (DSC) (Year to Date)	**1.88**	**2.40**	**1.22**
Operating Debt Service Coverage Ratio (ODSC) (Year to Date)	**1.51**	**1.94**	**0.89**
Rolling 12 Month TIER	**2.82**	**3.74**	

Jefferson County PUD No. 1
Electric Division
Balance Sheet
November 30, 2022

PART B. BALANCE SHEET			
ASSETS AND OTHER DEBITS		**LIABILITIES AND OTHER CREDITS**	
1. Total Utility Plant in Service	190,184,966	29. Memberships	0
2. Construction Work in Progress	11,077,583	30. Patronage Capital	0
3. Total Utility Plant (1+2)	**201,262,549**	31. Operating Margins - Prior Years	0
4. Accum. Provision for Depreciation and Amort	76,600,325	32. Operating Margins - Current Year	3,114,243
5. Net Utility Plant (3-4)	**124,662,224**	33. Non-Operating Margins	2,490,985
6. Nonutility Property - Net	85,575	34. Other Margins & Equities	35,457,538
7. Investment in Subsidiary Companies	0	**35. Total Margins & Equities (29 thru 34)**	**41,062,766**
8. Invest. in Assoc. Org. - Patronage Capital	79,154	36. Long-Term Debt RUS (Net)	90,164,523
9. Invest. in Assoc. Org. - Other - General Funds	1,010	37. Long-Term Debt - Other (Net)	0
10. Invest in Assoc. Org. - Other - Nongeneral Funds	0	**38. Total Long-Term Debt (36 + 37)**	**90,164,523**
11. Investments in Economic Development Projects	0	39. Obligations Under Capital Leases - Non current	0
12. Other Investments	0	40. Accumulated Operating Provisions	(3,958,650)
13. Special Funds	94,250	**41. Total Other Noncurrent Liabilities (39+40)**	**(3,958,650)**
14. Total Other Property & Investments (6 thru 13)	**259,989**	42. Notes Payable	0
15. Cash-General Funds	1,147,999	43. Accounts Payable	1,969,085
16. Cash-Construction Funds-Trustee	0	44. Consumers Deposits	49,350
17. Special Deposits	0	45. Current Maturities Long-Term Debt	0
18. Temporary Investments	3,632,320	46. Current Maturities Long-Term Debt-Economic Dev.	0
19. Notes Receivable - Net	0	47. Current Maturities Capital Leases	0
20. Accounts Receivable - Net Sales of Energy	2,439,003	48. Other Current & Accrued Liabilities	2,248,213
21. Accounts Receivable - Net Other	(6,201,102)	**49. Total Current & Accrued Liabilities (42 thru 48)**	**4,266,648**
22. Renewable Energy Credits	0	50. Deferred Credits	4,484,508
23. Materials & Supplies - Electric and Other	6,766,991	**51. Total Liabilities & Other Credits (35+38+41+49+50)**	**136,019,795**
24. Prepayments	276,641		
25. Other Current & Accrued Assets	2,496,525	**ESTIMATED CONTRIBUTION-IN-AID-OF-CONSTRUCTION**	
26. Total Current & Accrued Assets (15 thru 25)	**10,558,377**	Balance Beginning of Year	0
27. Deferred Debits	539,205	Amounts Received This Year (Net)	1,446,194
28. Total Assets & Other Debits (5+14+26+27)	**136,019,795**	**TOTAL Contributions-In-Aid-Of-Construction**	**1,446,194**

Equity Ratio **30.19%**
(Total Margins & Equities/Total Assets & Other Debits) x 100

Long-Term Debt to Total Plant Ratio **44.80%**
(Long Term Debt/Total Utility Plant) x 100

Jefferson County PUD #1
Power Requirements
As of November 30, 2022

PART C. POWER REQUIREMENTS DATABASE				
CLASSIFICATION	CONSUMER, SALES, AND REVENUE DATA	NOVEMBER CONSUMERS (b)	AVERAGE CONSUMERS (c)	Monthly KWH SALES AND REVENUE (d)
1. Residential Sales (excluding seasonal)	a. No. Consumers Served	18,028	17,956	
	b. KWH Sold			17,736,915
	c. Revenue			2,192,501
2. Residential Sales - Seasonal	a. No. Consumers Served	2	4	
	b. KWH Sold			1,844
	c. Revenue			219
3. Irrigation Sales	a. No. Consumers Served	2	2	
	b. KWH Sold			140
	c. Revenue			90
4. Comm. and Ind. 1000 KVA or Less	a. No. Consumers Served	2,468	2,448	
	b. KWH Sold			5,105,634
	c. Revenue			621,477
5. Comm. and Ind. Over 1000 KVA	a. No. Consumers Served	21	21	
	b. KWH Sold			6,676,203
	c. Revenue			652,131
6. Public Street & Highway Lighting	a. No. Consumers Served	206	208	
	b. KWH Sold			29,769
	c. Revenue			16,479
7. Non Metered Device Authority	a. No. Consumers Served	8	8	
	b. KWH Sold			0
	c. Revenue			1,892
8. Sales for Resales-RUS Borrowers	a. No. Consumers Served			
	b. KWH Sold			
	c. Revenue			
9. Sales for Resales-Other	a. No. Consumers Served			
	b. KWH Sold			
	c. Revenue			
10. TOTAL No. of Consumers (lines 1a thru 9a)		**20,735**	**20,647**	
11. TOTAL KWH Sold (lines 1b thru 9b)				**29,550,505**
12. TOTAL Revenue Received From Sales of Electric Energy (line 1c thru 9c)				**3,484,789**
13. Transmission Revenue				
14. Other Electric Revenue				8,720
15. KWH - Own Use				0
16. TOTAL KWH Purchased				41,574,086
17. TOTAL KWH Generated				
18. Cost of Purchases and Generation				1,227,990
19. Interchange - KWH - Net				
20. Peak - Sum All KW Input (Metered)				88,147

Electric Division

Comparison 2022 Budget to 2022 Actuals Year to Date Through NOVEMBER

	2022 Budget NOVEMBER YTD	2022 Actuals NOVEMBER YTD	Variance
1. Operating Revenue and Patronage Capital	35,661,405	36,945,405	1,284,000
2. Power Production Expense	0	0	0
3. Cost of Purchased Power	13,665,284	13,270,834	(394,450)
4. Transmission Expense	1,736,170	1,797,315	61,145
5. Regional Market Operations Expense	0	0	0
6. Distribution Expense - Operation	2,281,034	1,786,079	(494,955)
7. Distribution Expense - Maintenance	4,468,051	2,585,805	(1,882,246)
8. Consumer Accounts Expense	1,884,661	1,367,505	(517,156)
9. Customer Service and Informational Expense	18,794	24,271	5,477
10. Sales Expense	0	0	0
11. Administrative and General Expense	4,715,047	3,546,584	(1,168,463)
12. Total Operation & Maintenance Expense (2 thru 11)	**28,769,041**	**24,378,393**	(4,390,648)
13. Depreciation & Amortization Expense	5,081,820	5,240,752	158,932
14. Tax Expense - Property & Gross Receipts	0	0	0
15. Tax Expense - Other	2,017,895	1,922,312	(95,583)
16. Interest on Long-Term Debt	2,492,193	2,289,705	(202,488)
17. Interest Charged to Construction (Credit)	0	0	0
18. Interest Expense - Other	0	0	0
19. Other Deductions	0	0	0
20. Total Cost of Electric Service (12 thru 19)	**38,360,949**	**33,831,162**	(4,529,787)
21. Patronage Capital & Operating Margins (1 minus 20)	**(2,699,544)**	**3,114,243**	5,813,787
22. Non Operating Margins - Interest	12,269	4,131	(8,138)
23. Allowance for Funds Used During Construction	0	0	0
24. Income (Loss) from Equity Investments	0	0	0
25. Non Operating Margins - Other	1,795,539	2,471,278	675,739
26. Generation & Transmission Capital Credits	0	0	0
27. Other Capital Credits & Patronage Dividends	0	15,576	15,576
28. Extraordinary Items	0	0	0
29. Patronage Capital or Margins (21 thru 28)	**(891,736)**	**5,605,228**	6,496,964

Jefferson County PUD No. 1
Water Division
Statement of Operations
As of November 30, 2022

PART A. STATEMENT OF OPERATIONS				
ITEM	YEAR-TO-DATE			THIS MONTH
	LAST YEAR	THIS YEAR	BUDGET	
	(a)	(b)	(c)	(d)
1. Operating Revenue and Patronage Capital	2,777,153	3,397,740	2,563,108	301,115
2. Power Production Expense	1,877	2,550	0	2,550
3. Cost of Purchased Power	124,398	128,571	123,867	10,300
4. Transmission Expense	0	0	0	0
5. Regional Market Operations Expense	0	0	0	0
6. Distribution Expense - Operation	610,493	726,087	912,566	65,289
7. Distribution Expense - Maintenance	342,819	558,609	541,366	37,500
8. Consumer Accounts Expense	229,900	129,713	271,601	11,336
9. Customer Service and Informational Expense	0	0	0	0
10. Sales Expense	0	0	0	0
11. Administrative and General Expense	936,174	648,584	1,142,201	60,131
12. Total Operation & Maintenance Expense (2 thru 11)	**2,245,661**	**2,194,114**	**2,991,601**	**187,106**
13. Depreciation & Amortization Expense	709,865	747,671	392,562	82,206
14. Tax Expense - Property & Gross Receipts	0	0	0	0
15. Tax Expense - Other	143,800	141,148	124,022	0
16. Interest on Long-Term Debt	199,914	274,020	215,614	24,762
17. Interest Charged to Construction (Credit)	0	0	0	0
18. Interest Expense - Other	0	0	0	0
19. Other Deductions	0	0	0	0
20. Total Cost of Water Service (12 thru 19)	**3,299,240**	**3,356,953**	**3,723,799**	**294,074**
21. Patronage Capital & Operating Margins (1 minus 20)	**(522,087)**	**40,787**	**(1,160,691)**	**7,041**
22. Non Operating Margins - Interest	26,070	60,735	35,166	10,385
23. Allowance for Funds Used During Construction	0	0	0	0
24. Income (Loss) from Equity Investments	0	0	0	0
25. Non Operating Margins - Other	648,495	405,897	160,199	18,771
26. Generation & Transmission Capital Credits	0	0	0	0
27. Other Capital Credits & Patronage Dividends	0	1,731	0	0
28. Extraordinary Items	0	0	0	0
29. Patronage Capital or Margins (21 thru 28)	**152,478**	**509,150**	**(965,326)**	**36,197**

Jefferson County PUD No. 1
Water Division
Balance Sheet
November 30, 2022

PART B. BALANCE SHEET			
ASSETS AND OTHER DEBITS		**LIABILITIES AND OTHER CREDITS**	
1. Total Utility Plant in Service	31,164,151	29. Memberships	0
2. Construction Work in Progress	1,813,866	30. Patronage Capital	0
3. Total Utility Plant (1+2)	**32,978,017**	31. Operating Margins - Prior Years	0
4. Accum. Provision for Depreciation and Amort	13,964,906	32. Operating Margins - Current Year	40,786
5. Net Utility Plant (3-4)	**19,013,111**	33. Non-Operating Margins	468,363
6. Nonutility Property - Net	2,151,634	34. Other Margins & Equities	23,005,418
7. Investment in Subsidiary Companies	0	**35. Total Margins & Equities (29 thru 34)**	**23,514,567**
8. Invest. in Assoc. Org. - Patronage Capital	0	36. Long-Term Debt RUS (Net)	0
9. Invest. in Assoc. Org. - Other - General Funds	0	37. Long-Term Debt - Other (Net)	4,794,518
10. Invest in Assoc. Org. - Other - Nongeneral Funds	0	**38. Total Long-Term Debt (36 + 37)**	**4,794,518**
11. Investments in Economic Development Projects	0	39. Obligations Under Capital Leases - Non current	0
12. Other Investments	0	40. Accumulated Operating Provisions	0
13. Special Funds	89,009	**41. Total Other Noncurrent Liabilities (39+40)**	**0**
14. Total Other Property & Investments (6 thru 13)	**2,240,643**	42. Notes Payable	669,101
15. Cash-General Funds	177,688	43. Accounts Payable	(4,672,148)
16. Cash-Construction Funds-Trustee	0	44. Consumers Deposits	700
17. Special Deposits	0	45. Current Maturities Long-Term Debt	0
18. Temporary Investments	2,183,637	46. Current Maturities Long-Term Debt-Economic Dev.	0
19. Notes Receivable - Net	0	47. Current Maturities Capital Leases	0
20. Accounts Receivable - Net Sales of Energy	229,948	48. Other Current & Accrued Liabilities	39,333
21. Accounts Receivable - Net Other	297,168	**49. Total Current & Accrued Liabilities (42 thru 48)**	**(3,963,014)**
22. Renewable Energy Credits	0	50. Deferred Credits	0
23. Materials & Supplies - Electric and Other	38,940	**51. Total Liabilities & Other Credits (35+38+41+49+50)**	**24,346,071**
24. Prepayments	0		
25. Other Current & Accrued Assets	164,936	**ESTIMATED CONTRIBUTION-IN-AID-OF-CONSTRUCTION**	
26. Total Current & Accrued Assets (15 thru 25)	**3,092,317**	Balance Beginning of Year	0
27. Deferred Debits	0	Amounts Received This Year (Net)	177,819
28. Total Assets & Other Debits (5+14+26+27)	**24,346,071**	**TOTAL Contributions-In-Aid-Of-Construction**	**177,819**

Equity Ratio **96.58%**
(Total Margins & Equities/Total Assets & Other Debits) x 100

Long-Term Debt to Total Plant Ratio **14.54%**
(Long Term Debt/Total Utility Plant) x 100

Jefferson County PUD #1
Water Requirements
As of November 30, 2022

PART C. WATER REQUIREMENTS DATABASE				
CLASSIFICATION	**CONSUMER, SALES, AND REVENUE DATA**	**NOVEMBER CONSUMERS (b)**	**AVERAGE CONSUMERS (c)**	**Monthly Gallons SALES AND REVENUE (d)**
1. Unmetered Water Sales	a. No. Consumers Served	15	13	
	b. Gallons Sold			32,400
	c. Revenue			1,168
2. Metered Residential Sales -	a. No. Consumers Served	4,607	4,607	
	b. Gallons Sold			16,581,289
	c. Revenue			231,128
3. Metered Commercial Sales	a. No. Consumers Served	312	317	
	b. Gallons Sold			5,108,072
	c. Revenue			46,440
4. Residential Multi-Family	a. No. Consumers Served	47	47	
	b. Gallons Sold			141,900
	c. Revenue			3,115
5. Metered Bulk Loadings	a. No. Consumers Served	0	0	
	b. Gallons Sold			0
	c. Revenue			0
6. Public Authority	a. No. Consumers Served	5	5	
	b. Gallons Sold			0
	c. Revenue			0
7. Master Meters	a. No. Consumers Served	22	22	
	b. Gallons Sold			3,855,940
	c. Revenue			0
8. Sewer/Drain Field--Residential	a. No. Consumers Served	376	376	
	b. Gallons Sold			0
	c. Revenue			18,740
9. Sales for Resales-Other	a. No. Consumers Served			
	b. Gallons Sold			
	c. Revenue			
10. TOTAL No. of Consumers (lines 1a thru 9a)		**5,384**	**5,387**	
11. TOTAL Gallons Sold (lines 1b thru 9b)				**25,719,601**
12. TOTAL Revenue Received From Sales of Water Gallons (line 1c thru 9c)				**300,590**
13. Bulk Water Gallons Sold Revenue				
14. Other Water Revenue				525
15. Gallons - Own Use				0
16. TOTAL Gallons Purchased				
17. TOTAL Gallons Produced				29,065,079
18. Cost of Purchases and Generation				10,300

Water Division

Comparison 2022 Budget to 2022 Actuals Year to Date Through NOVEMBER

	2022 Budget NOVEMBER YTD	2022 Actuals NOVEMBER YTD	Variance
1. Operating Revenue and Patronage Capital	2,563,108	3,397,740	834,632
2. Power Production Expense	0	2,550	2,550
3. Cost of Purchased Power	123,867	128,571	4,704
4. Transmission Expense	0	0	0
5. Regional Market Operations Expense	0	0	0
6. Distribution Expense - Operation	912,566	726,087	(186,479)
7. Distribution Expense - Maintenance	541,366	558,609	17,243
8. Consumer Accounts Expense	271,601	129,713	(141,888)
9. Customer Service and Informational Expense	0	0	0
10. Sales Expense	0	0	0
11. Administrative and General Expense	1,142,201	648,584	(493,617)
12. Total Operation & Maintenance Expense (2 thru 11)	**2,991,601**	**2,194,114**	(797,487)
13. Depreciation & Amortization Expense	392,562	747,671	355,109
14. Tax Expense - Property & Gross Receipts	0	0	0
15. Tax Expense - Other	124,022	141,148	17,126
16. Interest on Long-Term Debt	215,614	274,020	58,406
17. Interest Charged to Construction (Credit)	0	0	0
18. Interest Expense - Other	0	0	0
19. Other Deductions	0	0	0
20. Total Cost of Water Service (12 thru 19)	**3,723,799**	**3,356,953**	(366,846)
21. Patronage Capital & Operating Margins (1 minus 20)	**(1,160,691)**	**40,787**	1,201,478
22. Non Operating Margins - Interest	35,166	60,735	25,569
23. Allowance for Funds Used During Construction	0	0	0
24. Income (Loss) from Equity Investments	0	0	0
25. Non Operating Margins - Other	160,199	405,897	245,698
26. Generation & Transmission Capital Credits	0	0	0
27. Other Capital Credits & Patronage Dividends	0	1,731	1,731
28. Extraordinary Items	0	0	0
29. Patronage Capital or Margins (21 thru 28)	**(965,326)**	**509,150**	1,474,476

Jefferson County PUD No. 1
Cash and Cash Equivalents
November 30, 2022

	G/L #	Account Description	Balance	
1	131.11	Operating Depository Account - Bank of America	$886,144	
1	131.12	Operating Account - Jefferson Co. Treasurer	260,002	
2	131.01	Cash-Jeff Co Treasurer General Account	127,433	
2	131.11	1996 Bond LUD #8 - Jefferson Co. Treasurer	33,168	
2	131.10	1996 Bond LUD #6 - Jefferson Co. Treasurer	9,700	
2	131.14	2009 Bond LUD #14 - Jefferson Co. Treasurer	3,101	Restricted
2	131.12	1999 Bond LUD #11 - Jefferson Co. Treasurer	3,032	Restricted
1	135.21	Working Funds - Petty Cash and CSR Drawers	1,850	
2	131.15	2008 Bond LUD #15 - Jefferson Co. Treasurer	1,104	Restricted
2	135.21	Cash Held in Trust by Property Manager	150	
1	131.16	Payroll Clearing Account - 1st Security Bank	3	
		TOTAL LINE 15. BALANCE SHEET-CASH-GENERAL FUNDS	**$1,325,687**	
1	136.17	Tax Revenue Investment Fund - Jefferson Co. Treasurer	$1,925,000	
1	136.16	Tax Revenue Fund - Jefferson Co. Treasurer	1,544,016	
2	136.14	LUD #14 Bond Investment - Jefferson Co. Treasurer	1,021,132	Restricted
2	136.16	Tax Revenue Fund - Jefferson Co. Treasurer	788,759	
2	136.15	LUD #15 Bond Investment - Jefferson Co. Treasurer	373,746	Restricted
1	136.10	Operating Account Related Investment - Jefferson Co. Treasurer	163,303	
		TOTAL LINE 18. BALANCE SHEET-TEMPORARY INVESTMENTS	**$5,815,956**	
1	126.10	Capital Reserves	$94,000	Restricted
2	126.31	Tri Area Bond Reserve Investment Fund - Jefferson Co. Treasurer	82,436	Restricted
2	126.10	Capital Reserves	6,000	Restricted
2	126.21	Tri Area Bond Reserve Fund - Jefferson Co. Treasurer	574	Restricted
1	128.00	Other Special Funds	250	Restricted
		TOTAL LINE 13. BALANCE SHEET-SPECIAL FUNDS	**$183,260**	
		RESTRICTED CASH BALANCE--NOVEMBER 2022	**$1,585,375**	
		NON-RESTRICTED CASH BALANCE--NOVEMBER 2022	**$5,739,528**	
		TOTAL CASH AND CASH EQUIVALENTS IN BANK--NOVEMBER 2022	**$7,324,903**	
		TOTAL CASH AND CASH EQUIVALENTS IN BANK--OCTOBER 2022	**$6,690,087**	
		Change in Bank Balance	**$634,816**	

AGENDA REPORT

DATE: January 3, 2023

TO: Board of Commissioners

FROM: Mike Bailey, Finance Director/Internal Auditor

RE: Write-off of delinquent accounts from active accounts receivable

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SUMMARY: Per Write-Off of Uncollectable Accounts Policy passed September 2017, the Board of Commissioners agreed to review and approve for write off inactive account balances over 90 days in arrears that had been given 30 days' notice that their account will be referred to a collection agency.

BACKGROUND: These inactive accounts are recorded in the Active Accounts Receivable Data Base and need to be transferred to the Uncollectible Data Base in the Customer Information System. The process of writing off does not "erase" the debt unless the debt has been discharged through a bankruptcy court. The PUD's staff has attempted to collect payment on these accounts. A collection agency is better equipped to pursue collection now that these accounts have disconnected from utility service with the PUD and are over 90 days in arrears.

ANALYSIS/FINDINGS: There are 16 inactive accounts in the Active Accounts Receivable Data Base who owe the PUD $4,200.29 for utility services and who have received notice over 30 days ago that their account will be referred to a collection agency.

FISCAL IMPACT: Bad Debt Expense has already been charged in anticipation of having accounts who would fail to pay their final bill for utility services. On the PUD's Balance Sheet, Line 20. Accounts Receivable-Sales of Utility Services has been netted by an estimated Reserve for Uncollectible Accounts. To remedy the debt, these inactive accounts will pay the collection agency for the amount owed to the PUD plus a fee for the agency's professional services. Any amounts received on the written off amount, will be deposited into the PUD's Depository Bank Account and the Reserve for Uncollectible Accounts adjusted. No revenue or expense accounts are affected by this write off.

RECOMMENDATION: Transfer the 16 inactive accounts owing $4,200.29 from the Active Accounts Receivable Data Base to the Uncollectible Accounts Data Base and authorize Evergreen Financial Services to pursue collection efforts allowed by law.

ATTACHMENT: The Summary of Write-offs of Uncollectible Accounts Receivable provides an analysis of the number and amounts owed and signature of approval by the Secretary of the Board of Commissioners.

Jefferson County
Public Utility District

Board of Commissioners

Jeff Randall, District 1
Kenneth Collins, District 2
Dan Toepper, District 3

Kevin Streett, General Manager

Write-Offs of Uncollectible Accounts Receivable

On January 3, 2023, the following summary of inactive customer accounts with a past due balance of greater than $50.00 and in excess of 90 days were referred to and provided a 30-day written notice by a collection agency. Furthermore, all amounts were deemed uncollectible by the Finance Director/District Auditor regardless of the amount past due. For accounting and financial reporting purposes, write-offs of uncollectible receivables are made against the allowance for bad debt account once approved by the Board. The following accounts are requested to be written off as uncollectible:

Uncollectible Amount Range	Number of Accounts	Write-Off Amount
Up to $50	3	$90.33
$51 - $100	1	$83.06
$101 - $200	5	$723.11
$201 - $300	2	$476.68
Over $300	5	$2,827.11
TOTAL	**16**	**$4,200.29**

Approval, Board of Commissioners

_____

Dan Toepper
Secretary

PH (360) 385-5800 FX (360) 385-5945 310 Four Corners Road, Port Townsend, WA 98368 customerservice@jeffpud.org

PUD Calendar

January 3, 2023

January 3, 2023, BOC Regular Meeting, 3:00 PM, 310 Four Corners Rd and per ZOOM

January 11-13, WPUDA Association Meetings, Olympia and per ZOOM

January 16, 2023, Martin Luther King Day observed, PUD Offices closed

January 17, 2023, BOC Regular Meeting, 3:00 PM, 310 Four Corners Rd and per ZOOM

January 24, 2023, Special Meeting, 10:00 AM TBD 310 Four Corners Rd and per ZOOM

!	Received	From	Subject	Size
Last Week				
!	Wed 12/21	David Brader	Re: Notification of Intent to Build Fiber in Jefferson County WA	845 KB
	Hi, Will, Thank you for the notice of intent to build Fiber in Jefferson County. This is a preliminary reply in general to this email. I will			

AGENDA REPORT

DATE: January 3, 2023

TO: **Board of Commissioners**

FROM: Kevin Streett

RE: Disclosure of Conflict of Interest

SUMMARY:

Annually, the PUD's Governance Policy No. 6 requires the Board of Commissioners to publicly disclose any conflicts of interest as defined in **RCW.42.23.010**.

RCW 42.23 prohibits Commissioners from using their positions to secure special privileges or special exemptions for themselves or others, and from entering into certain defined contracts or having other personal financial interests with the District. It provides as follows:

"It is the purpose and intent of this chapter to revise and make uniform the laws of this state concerning the transaction of business by municipal officers, as defined in chapter 268, Laws of 1961, in conflict with the proper performance of their duties in the public interest; and to promote the efficiency of local government by prohibiting certain instances and areas of conflict while at the same time sanctioning, under sufficient controls, certain other instances and areas of conflict wherein the private interest of the municipal officer is deemed to be only remote**,..**"

The following outlines the four main areas for prohibited conflicts of interest for Commissioners:

1. A Commissioner may not use their position to secure special privileges or exemptions for themselves or others;

2. A Commissioner may not give, receive, or agree to receive, directly or indirectly, any compensation, gift, reward, or gratuity from a source except the employing municipality, for a matter connected with or related to the officer's services as such an officer;
3. A Commissioner may not accept employment or engage in business or professional activity that they might reasonably expect would require or induce them by reason of their official position to disclose confidential information acquired by reason of their official position; or
4. A Commissioner may not disclose confidential information gained by reason of their position, nor may they otherwise use such information for their personal gain or benefit.

For any further questions please consult with Joel Paisner, who will be at the regular meeting.

AGENDA REPORT

DATE: January 3, 2023

TO: Board of Commissioners

FROM: Kevin Streett

RE: Membership Associations

BACKGROUND: Listed below are the memberships BOC belong to.

Membership Association	BOC Participation	Annual Dues Amount
Washington PUD Association (WPUDA)	Jeff Randall Ken Collins (Board) Dan Toepper	$64,468.00
Northwest Public Power Association (NWPPA)	Jeff Randall Ken Collins Dan Toepper	$18,372.44
Northwest Open Access Network (NOANET)	Ken Collins	$0
Public Power Council (PPC)	(Rotate) Jeff Randall Dan Toepper Ken Collins	$19,940
Energy Northwest	Ken Collins	$0
NRECA	Dan Toepper Jeff Randall Ken Collins	$31,483
Jefferson County Infrastructure Advisory Committee	Dan Toepper	$0
Public Utility Risk Management Services (PURMS)	Ken Collins	$0
North Olympic Peninsula Resource Conservation & Development Council (NODC)	Jeff Randall	$800.00
American Public Power Association (APPA)	All	$17,605.24
Western Public Agencies Group (WPAG)	All	$11, 385.89

ANALYSIS/FINDINGS: Listed below are the memberships BOC belong to.

PUBLIC UTILITY DISTRICT NO.1
OF
JEFFERSON COUNTY

RESOLUTION NO. 2023-XX

A RESOLUTION of the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington ("the PUD"), declaring an emergency related to the purchase and repair of substation transformers and authorizing the PUD Manager to purchase materials and order work to secure the necessary substation transformers and declaring that the unprecedented continuing impacts to supply chains created by the Covid-19 pandemic presents a real, immediate threat to the proper performance of essential utility functions

WHEREAS, pursuant to RCW 54.04.070, RCW 39.04.280 and the PUD's Procurement policies, the PUD may waive the competitive bidding requirements for purchases and/or public works in the event of an emergency, and;

WHEREAS, the electric utility industry has faced unprecedented delays in the procurement of transformers necessary to operate the grid, provide reliable electric service, and restore power following severe storms and natural disasters; and

WHEREAS, the PUD requires necessary repairs to its substation transformers without which its operations are severely impacted and threaten essential utility functions; and

WHEREAS, the utility industry including the American Public Power Association and the National Rural Electric Cooperative Association has issued a formal appeal to Congress and the President to invoke the Defense Production Act in order to address the emergency related to transformer procurement reflected in attached Exhibit 1.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, that it incorporates the above Recitals, and declares that there exists an emergency related to the procurement of substation transformers and related repairs due to the unprecedented impacts to supply chains, and such emergency constitutes a real, immediate threat to the PUD's proper performance of its essential utility functions; and

IT IS FURTHER RESOLVED, the PUD and the Board of Commissioners recognize and acknowledge that the impacts to transformer supply chains and specifically adopt the utility industry letter attached and incorporated herein as Exhibit 1; and

IT IS FURTHER RESOLVED, the Board of Commissioners hereby waives competitive bidding for the procurement of equipment and services related to substation transformers and authorizes the PUD Manager to take all necessary steps to procure this necessary equipment.

ADOPTED by the Commission of Public Utility District No. l of Jefferson County, Washington, at a regular open meeting held the day of January 3, 2023

_____
Kenneth Collins,, President

_____
Jeff Randall, Vice President

_____
Dan Toepper Secretary

ATTEST:

_____
Dan Toepper, Secretary

November 18, 2022

The Honorable Patrick Leahy
Chair, Senate Committee on Appropriations
Room S-128, The Capitol
Washington, DC 20510

The Honorable Rosa DeLauro
Chair, House Committee on Appropriations
H-307, The Capitol
Washington, DC 20515

The Honorable Richard Shelby
Vice Chair, Senate Committee on Appropriations
Room S-128, The Capitol
Washington, DC 20510

The Honorable Kay Granger
Ranking Member, House Committee on Appropriations
1036 Longworth HOB
Washington, DC 20515

Dear Chairman Leahy, Vice Chair Shelby, Chairwoman DeLauro, and Ranking Member Granger:

On behalf of the National Rural Electric Cooperative Association (NRECA), American Public Power Association (APPA), Edison Electric Institute (EEI), National Association of Home Builders (NAHB), Leading Builders of America (LBA), and Associated General Contractors of America (AGC), we urge you to appropriate $1 billion this year for implementation of the Defense Production Act (DPA) to specifically address the supply chain crisis for electric distribution transformers.

Throughout 2022, the electric sector and representatives from residential and commercial building sectors have been calling attention to the unprecedented supply chain challenges both industries have been facing in procuring equipment used to maintain and grow the electric grid. Specifically, electric utilities continue to have significant problems in procuring basic equipment – particularly distribution transformers – needed to operate the grid, provide reliable electric service, and restore power following severe storms and natural disasters. In housing construction, this is further exacerbating their ability to address the housing affordability crisis facing our nation.

Due to the threats to reliability, the Electricity Subsector Coordinating Council (ESCC), a partnership between the electric sector and the federal government aimed at combatting threats to critical infrastructure, established an industry "Tiger Team" to examine the supply chain crisis. Through this process, the electric industry has been able to report and confirm what individual utilities and the housing industry have been saying since late last year: that construction and electrification projects are now being deferred or canceled and that they are concerned about their ability to adequately respond to major storms due to depleted stockpiles.

The Tiger Team ultimately found that current transformer production is not meeting demand and that demand is expected to continue to increase in the coming years. Between 2020 and 2022, average lead times to procure distribution transformers across all segments of the electric industry and voltage classes rose 443 percent. The same orders that previously took two to four months to fill are now taking on average over a year. This is a serious threat to reliability.

Among the Tiger Team's initial considerations for the federal government to address are labor shortages and material availability, which were identified as the most immediate short-term barrier to more manufacturing output. Additional long-term recommendations include building manufacturing capacity to support long-term demand and investing in domestic production of grain oriented electrical steel (GOES), a key transformer component.

Usage of DPA authorities to address labor and material shortages, focused specifically on the production of distribution transformers, is the most immediate way we can address this growing crisis. The upcoming work period is a critical opportunity to appropriate funds needed to help address these problems before the end of this year. Thank you for your time and consideration of this issue. We welcome the opportunity to discuss this further with you and your team.

Sincerely,

Jim Matheson
National Rural Electric Cooperative Association

Ken Gear
Leading Builders of America

Joy Ditto
American Public Power Association

Gerald M. Howard
National Association of Home Builders
of the United States

Tom Kuhn
Edison Electric Institute

Stephen E. Sandherr
Associated General Contractors of America

Jefferson County Public

Utility District No. 1

REQUEST FOR PROPOSAL
(RFP)

Electrical Dock Crew

ELCON-2023-01

Proposals Due:
Wednesday, November 30, 2022 by 3:00 p.m. (PST)
Jefferson County Public Utility District No. 1
310 Four Corners Road, Port Townsend, Washington 98368
Operations Director Scott Bancroft
sbancroft@jeffpud.org
360-385-8363

PUBLIC UTILITY DISTRICT NO.
1 of JEFFERSON COUNTY
REQUEST FOR PROPOSALS
ELECTRICAL DOCK CREW
ELCON-2023-01

The Jefferson County Public Utility District No. 1 (PUD) is seeking proposals from qualified electrical firms (contractor) to provide personnel, equipment, and materials to augment PUD's electrical workforce in transmission line, distribution line, and substations maintenance and repair, Operations resources during peak workloads, emergency storm restoration and other electrical related services as needed for PUD's electrical utility.

Performance Period: 365 days with the option to renew for additional years, option not to exceed 3 years.

RFP Documents: To obtain complete packet, email Scott Bancroft, Operations Director at sbancroft@jeffpud.org

Project Manager: Scott Bancroft, Operations Director 360-385-8363 or sbancroft@jeffpud.org

RFP Due: Sealed proposals must be received by the PUD – Operations Director no later than **Wednesday, November 30, 2022, at 3:00 PM (PST)**. Proposals delivered later will not be accepted. The Jefferson County Public Utility District No. 1 is not responsible for delays in delivery. It is the contractor's sole responsibility to see that their bid is received at the proper time and place. Any bid received after the bid due date and time will be considered non-responsive. Proposals may be submitted by any of the methods listed below:

a. Mailed to Jefferson County Public Utility District No. 1, Attn: Scott Bancroft, 310 Four Corner Road, Port Townsend, Washington 98368.

b. Hand-delivered to the Jefferson County PUD Operations Center Warehouse, Attn: Aly Dean, at 310 Four Corners Road, Port Townsend, Washington 98368.

All proposals shall be placed in a sealed envelope, which is clearly marked "**ELECTRICAL DOCK CREW RFP.**"

Jefferson County PUD is an RUS borrower.

Title VI: The Jefferson County Public Utility District No. 1 in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

JEFFERSON COUNTY MAP – BOUNDARY AND LOCATION IN WASHINGTON

Jefferson County Public Utility District No.1 (PUD) is located in Jefferson County, in Washington State with a population of approximately 31,000 and growing. The PUD currently has approximately 350 miles of underground distribution, 350 miles of overhead distribution and about 24 miles of transmission lines. Jefferson County PUD service area begins at the west side of the hood canal bridge to MP300 on SR101 and to the Clallam-Jefferson County line, Marrowstone Island, and the Coyle Peninsula.

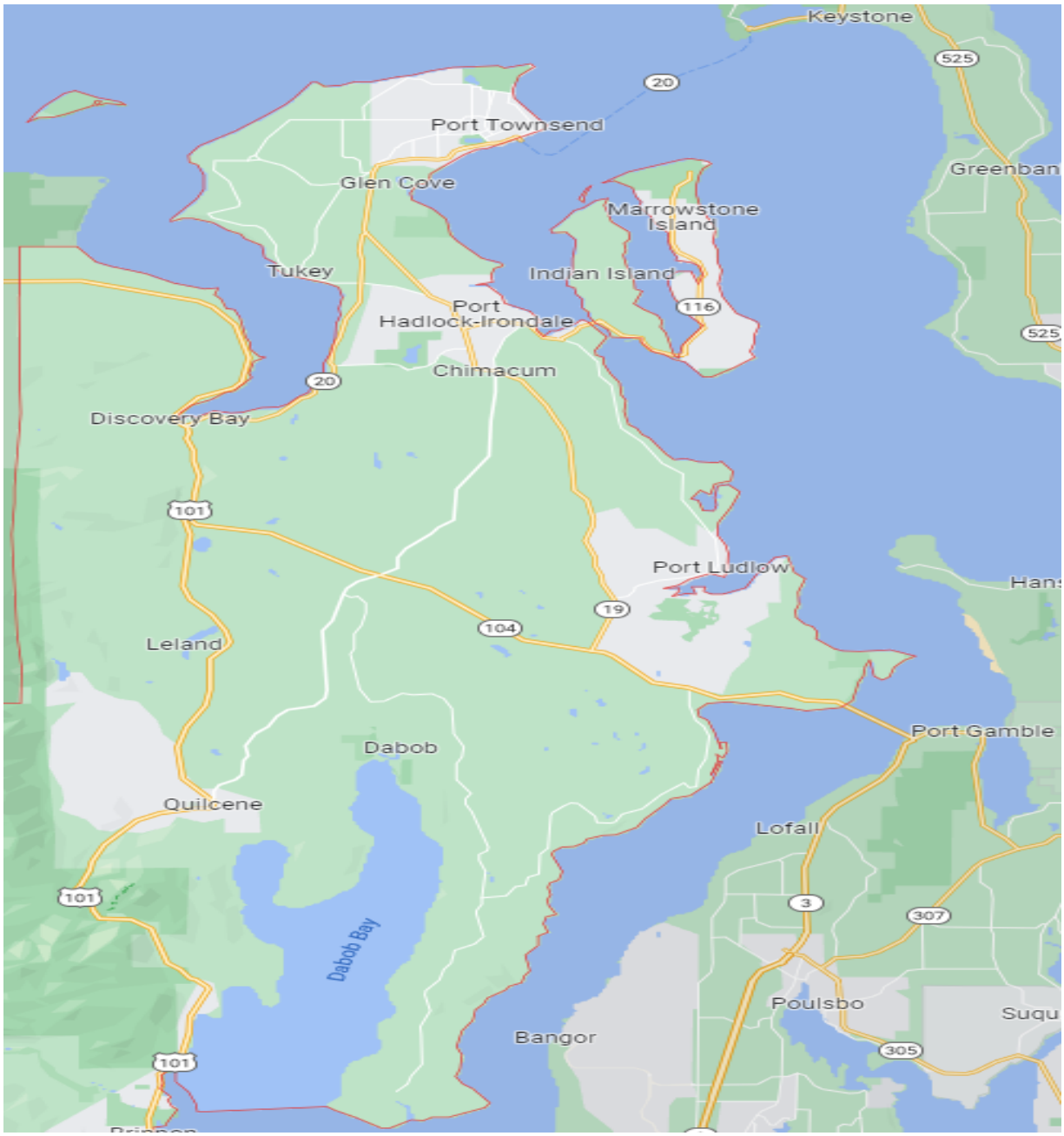

TABLE OF CONTENTS
ELECTRICAL DOCK CREW
ELCON-2023-01

Pages No(s).

SECTION 1 – GENERAL INFORMATION…….5

SECTION 2 – INFORMATION TO RESPONDENTS.....6-7

SECTION 3 – SCOPE OF WORK.....8-24

SECTION 4 – PREPARATION AND SUBMITTAL.....25-27

SECTION 5 – SELECTION AND CONTRACT AWARD.....28

SECTION 6– RFP COMPLETION CHECKLIST.....29

SECTION 7 –PROPOSAL FORMS.....30-36

SECTION 8- COST PROPOSAL FORMS

SECTION 9- SAMPLE OF CONTRACT

ATTACHMENTS 1-11

SECTION 1
GENERAL INFORMATION

1. STATEMENT OF PURPOSE:
The goal of this project is for the Jefferson County Public Utility District No. 1 (PUD) to obtain a certified electrical firm (Contractor) to provide personnel, equipment, to augment PUD's electrical utility workforce in maintaining and repairing transmission and distribution lines, substations, Operations resources during peak workloads, emergency storm restoration and other electrical related services as needed.

This RFP is part of a competitive procurement process which helps to serve the best interest of the PUD and residents.

The PUD will award a not-to-exceed contract to the responsible Contractor whose proposal the PUD has determined conforms to the RFP, is fair and reasonable, and proposes the best overall value to the PUD, considering all non-price factors described herein, and price.

All evaluation factors, other than price, when combined, are considered more important than price, however the Contract award shall be a not exceed the cost. The intent of this RFP is to obtain the best proposal within the cost limitation.

After the PUD individually evaluates and rate each proposal, they will determine which represents the best value. The PUD reserves the right to accept other than the lowest priced response or to reject all responses. The PUD will not award a Contract to a Contractor whose proposal does not meet PUD requirement or a combination of flaws that appreciably increases the risk of unsuccessful contract performance to an unacceptable level. If there is a lower priced, conforming response, the PUD must determine that the added value of a more expensive response (within the cost limitation) would justify award to that Contractor.

3. SCHEDULE

Advertisement Date:	**Wednesday, October 19, 2022**
Questions Due:	**Wednesday, November 16, 2022, by 3:00 p.m. PST** The PUD will not respond to any inquiries submitted after this date/time.
Due Date:	**Wednesday, November 30, 2022at 3:00 p.m. PST**
Contract Award:	**Wednesday, December 7, 2022**
Start of Contract	**January 16,2023**

The PUD reserves the right to cancel this request or reject any and all responses submitted or to waive any minor irregularities of this call if the best interest of the PUD would be served. No Contractor may withdraw their proposal after the hour set for the opening thereof, unless the award of contract is delayed for a period exceeding *sixty (60) days.*

4. PRE-SUBMITTAL QUESTIONS AND REVISIONS TO SPECIFICATIONS

a. Questions and requests for clarification of specifications must be submitted in writing to the Operations Director via email at sbancroft@jeffpud.org before the question due date. Questions will not be accepted by telephone, in person, or fax and will not be answered after the question due date.

b. Individual answers will not be provided to Contractors. The PUD reserves the discretion to group similar questions to provide a single answer or not to respond when the requested information is confidential. The PUD will not be responsible for unsuccessful submittal of questions.

c. Answers to all questions and all revisions to specifications will be in the form of written addenda sent to all bidders via email.

5.

SECTION 2
INFORMATION TO RESPONDENTS

All proposals must be sealed and delivered to the PUD at 310 Four Corners Road, Port Townsend, Washington 98368, until the time and date as stated in the REQUEST FOR PROPOSAL or as amended through addendum, and results will be emailed to all bidders and posted on PUD website at https://www.jeffpud.org.

Each proposal shall be received by the PUD in the manner set forth in Section 4, Preparation and Submittal. Each proposal must be submitted in a sealed envelope or box, marked as to indicate its contents without being opened and addressed in conformance with the instructions of this RFP.

Jefferson County PUD is a RUS borrower.

Each proposal shall be submitted with the required proposal forms and cost proposal forms contained in Sections 7 and 8. All blank spaces for bid prices must be filled in, in ink or typewritten, and the proposal forms must be fully completed and executed when submitted. In addition, all other forms included in Section 7 shall be filled out and completed, including acknowledgement of any addendum(s), and enclosed in a sealed envelope or box endorsed with the RFP name.

The PUD may waive any informalities or minor defects or reject any and all proposals. Any proposal may be withdrawn prior to the scheduled due date or authorized postponement thereof. Any proposal received after the time and date specified shall not be considered. No Contractor will be permitted to withdraw its proposal between the closing time for receipt of proposals and execution of the Contract, unless the award is delayed for a period exceeding sixty (60) calendar days. A conditional or unqualified proposal will not be accepted.

By submitting a proposal in response to this request, Contractor accepts all terms and conditions set forth in the RFP and PUD's Contract Sample. Formal objection is hereby made by the PUD to any additional or different terms proposed by Contractor as a condition of acceptance or delivery and may be grounds for rejection of the proposal by the PUD.

All federal, state, municipal and/or local regulations shall be satisfied in the performance of all portions of this Contract. The Contractor shall be solely responsible for all violations of the law from any cause in connection with work performed under this Contract.

In accordance with RCW 39.04.380, for any public works proposal received from a nonresident contractor from a state that provides an in-state percentage bidding preference, a comparable percentage disadvantage must be applied to the bid of that nonresident contractor.

A nonresident contractor from a state that provides a percentage proposal preference means a contractor that:

a) is from a state that provides a percentage bid preference to its resident contractors bidding on public works contracts; and
b) at the time of bidding on a public works project, does not have a physical office located in Washington.

The state of residence for a nonresident contractor is the state in which the contractor was incorporated or, if not a corporation, the state where the contractor's business entity was formed.

All nonresident contractors will be evaluated for out of state bidder preference. If the state of the nonresident contractor

provides an in-state contractor preference, a comparable percentage disadvantage will be applied to their bid prior to contract award.

The PUD reserves the right to accept the proposal that is in the best interest of the PUD, to postpone the acceptance of proposals and the award of the Contract for a period not to exceed sixty (60) days, or to reject any and all proposals. If all proposals are rejected, the PUD may elect to re-advertise. Subject to the foregoing, the contract will be awarded to the lowest responsible bidder that meets the criteria set forth in the RFP.

The award of this contract is pursuant to RCW.39.04.350, Bidder responsibility criteria – Sworn statement – Supplemental criteria. Effective July 1, 2019, the following verification is added to the responsible bidder criteria for bidder to meet to be considered a responsible bidder and qualified to be awarded a public works project:

Before award of a public works contract, the awarding agencies must verify that contractor has received training on prevailing wage and public works requirements or that the bidder is exempt from training because they have completed three or more public works projects and have had a valid Washington business license for three or more years. This verification is required for bids released prior to July 1, 2019, with an award date thereafter.

All work will be issued through Work Orders signed by the Operations Director or his designee. The performance period for this contract is for 1 year with the option to renew for additional years, not exceeding 3 years.

The PUD may make such investigations as it deems necessary to determine the ability of the Contractor to perform the work, and the Contractor shall furnish to the PUD all such information and data for this purpose as the PUD may request. The PUD reserves the right to reject any proposal, if the evidence submitted by, or investigation of, such Contractor fails to satisfy the PUD that such Contractor is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.

The Contractor to whom the Contract is awarded to will be required to execute the Contract and obtain the Performance and Payment Bonds within ten (10) calendar days from the date the notice of award is delivered to the bidder. Such bond(s) shall be on the form provided by the PUD, specify the name, contact phone, and address of the surety, and shall include a power of attorney appointing the signatory of the bond(s) as the person authorized to execute it (them). Bonds must also include a provision that modifies the bond amount to cover any changes to the contract.

The notice of award will be accompanied by the necessary Contract and bond forms. In case of failure of the Contractor to execute the Contract, the PUD may, at its option, consider the Contractor in default, in which case the bid deposit accompanying the bid shall become the property of the PUD.

7.

SECTION 3
SCOPE OF WORK

The work to be performed under the provisions of these specifications shall consist of furnishing crews, equipment, and the required supervision to augment Jefferson County PUD work force during normal workloads on a weekly and monthly basis. A 1-hour response time is requested for additional peak workloads, emergency storm restoration, and call-out for additional bid items contained herein to provide the public with continued service. The work to be performed may be overhead distribution, underground distribution, substation, overhead transmission, and system operation on systems owned and operated by the Jefferson County Public Utility District No. 1.

During performance of the contract, the contractor shall be an independent contractor and not an agent of the PUD. The contractor shall supervise the performance of its own services and shall have control of the manner and means by which its services are performed, subject to compliance with the contract and any plans, specifications, schedules, or other items approved by the PUD.

1. General Provisions

a. COMMENCEMENT OF WORK

The contractor shall begin the work to be performed in the contract on January 16, 2023, all documentation must complete and submitted to PUD.

This contract work under Items 1a or 1b is expected to be continuous. Items 2a and later are optional additional extra services that the contactor can provide to the PUD on an as-requested basis.

b. CONTRACT WORK TIMES

Contract work times shall be eight hours of work between the hours of 7:00 a.m. and 3:30 p.m. or 4:00 pm, Monday through Friday, excluding holidays, or as otherwise approved by the Jefferson County Public Utility District No. 1 Operations Director or designee.

- STORM RATES

  The determination of the onset and cessation of a storm event as it relates to this contract will be the responsibility of the Jefferson County Public Utility District No. 1 Operations Director or designee. Crew storm rates will be paid for hours worked at the hourly bid rate submitted on the proposal sheets. At the sole discretion of the PUD Operations Director PUD will provide hotel rooms if needed during storm outages.

- HOLIDAY SCHEDULE

  The following named holidays are observed at a time provided under state law.

New Year's Day	Martin Luther King Jr. Day
President's Day	Memorial Day
Juneteenth	Independence Day

8.

Labor Day	Veteran's Day
Thanksgiving Day	Day after Thanksgiving
Christmas Day	

c. ESCALATION / DE-ESCALATION

The successful Respondent(s) may only escalate/de-escalate the unit prices bid for items on the anniversary date of the contract award, by the fixed percentage as stated in their proposal. On the anniversary date (12 months after award), the fixed percentage will be applied to regular, overtime and storm rates.

d. EMERGENCY NOTIFICATION

The contractor is to provide Jefferson County Public Utility District No. 1 with a 24-hour emergency telephone number. This telephone contact will be used to notify the contractor when immediate response is required.

Jefferson County Public Utility District No. 1 will provide the contractor with a 24-hour emergency telephone number. This telephone contact may be used for contractor crew release requests during emergency and storm response conditions.

e. INDEPENDENT CONTRACTOR

During performance of the contract, the contractor shall be an independent contractor and not an agent of the PUD. The contractor shall supervise the performance of its own services and shall have control of the manner and means by which its services are performed, subject to compliance with the contract and any plans, specifications, schedules or other items approved by the PUD.

f. DAMAGE TO EQUIPMENT

The contractor shall bear the full cost of the repair or replacement of damaged materials and equipment and the restoration of de-energized circuits found to be a consequence of use, abuse, or fault of the contractor. Examples to include but not exclusive of are: landscaping, mailboxes, other utilities, etc.

- NOTIFICATION OF EQUIPMENT DAMAGE

  The contractor shall immediately notify the owner/operator of any equipment damaged during the performance of this work.

- COSTS OF REPAIR

  If any existing facilities or material furnished by the PUD is damaged, lost, stolen or destroyed by reason of any cause, whether within or beyond the control of the contractor, it shall be repaired or replaced entirely as required by the PUD solely at the contractor's expense.

- MATERIALS REQUIRED FOR REPAIR

  Materials required to be replaced may be furnished by the PUD solely at the contractor's expense. Materials required to be replaced may be furnished by the PUD at the option of the contracting officer. The contractor will be charged the amount they cost the PUD at the place of delivery.

- A RETURN OF MATERIALS

9.

The contractor shall return to Jefferson County Public Utility District No. 1 warehouse, or as directed by PUD personnel, all removed used material and unused new materials.

This will include materials removed or unused in conjunction with extra work.

g. LIABILITY FOR DAMAGE TO PERSONS OR PROPERTY

In addition to the General Provisions the PUD is not to be held liable for any damage to persons or property consequent upon the use, abuse, or failure of any tools, rigging, or other equipment used by the contractor even though the said tools, rigging or other equipment is given to or loaned to the contractor by the PUD.

- A USE OF PUD LOANED TOOLS, RIGGING, OR EQUIPMENT

The acceptance for the use of said tools, rigging, and equipment by the contractor shall be construed to mean that the contractor accepts all responsibility for any claims for damages whatsoever resulting from the failure of such apparatus whether such damage be to their own employees or property, to the employees or property of the PUD, and/or to the property and persons of the public at large.

- USE OF PUD OWNED VEHICLES FOR PERFORMANCE OF DUTIES

For selected positions the PUD may provide a vehicle to perform the duties assigned. In such case the contractor will carry full automotive insurance coverage for their employee.

Documentation of such coverage in a form acceptable to the PUD shall be submitted upon assignment.

Prior to use of a PUD owned vehicle, the contractor is required to sign an “Agreement for Use of PUD Vehicles” form, included as an Appendix to this contract.

h. PROTECTION OF WORKERS AND PROPERTY

The Contractor shall erect and maintain good and sufficient guards, barricades and signals at all unsafe places at or near the work and shall, in all cases, maintain safe passageways at all road crossings, and crosswalks, and shall do all other things necessary to prevent accident or loss of any kind.

The Contractor shall protect from damage all utilities, improvements, and all other property that is likely to become displaced or damaged by the execution of the work under this Contract.

The Contractor is responsible for all roads and property damaged by his/her operations as shall be determined by the PUD personnel administering this Contract. The Contractor shall be responsible for repairing all damage to roads caused by his/her operations to the satisfaction of the particular governmental body having jurisdiction over the road.

i. EXPANSION CLAUSE

Any resultant contract from this RFP may be further expanded in writing to include other related services or products normally offered by the Contractor, as long as the price of such additional services or products have a profit margin equal to or less than that in place at the time of original submittal. Such additions and prices will be mutually agreed upon in writing by contract change order. Contractor profit margins are not to increase as a result of contract additions.

j. REASONABLE CHANGE ORDER CLAUSE

In the sole discretion of the Jefferson County Public Utility District No. 1, the PUD may, without invalidating this Contract, or any part of this Contract, may make reasonable changes to the scope of the Agreement, when such changes are in the best interest of the PUD.

Any adjustment to the terms of the Contract shall be documented by way of a written change order or other form of written contract amendment to include a signature of agreement from both contracting parties. If any such Change Order increases or decreases the Contractors cost of performance of any part of the Contract, an adjustment shall be made and the Contract modified accordingly. Modifications to the Contract which will produce a higher profit margin for the Contractor than that established by the original contract pricing will not be allowed

2. Special Provisions

a. LISTING OF WORK

The work may consist of but not limited to:

- setting and replacing distribution or transmission poles,
- framing distribution or transmission poles;
- repair, replace, remove, and/or install overhead or underground services;
- repair, replace, remove, and/or install pole-mounted or pad-mounted transformers; regulators; protective equipment including fuses, sectionalizers, and/or reclosers;
- repair, replace, remove, and/or install overhead conductors, underground conduits and cables, or transmission conductors;
- repair, replace, remove, and/or install equipment in the downtown sub- surface network;
- repair, replace, remove, and/or install equipment in substations, etc.,

All work shall be done in accordance with Jefferson County Public Utility District No. 1 Standards, specifications, RUS specifications, Washington State WAC Safety Regulations, and under the general direction of Jefferson County Public Utility District No. 1 personnel.

Arc Flash hazards and FR safety clothing requirements are included as an appendix in this contract.

b. CONTRACTOR RESPONSIBILITY

The contractor shall supply the necessary supervision, equipment, transportation, and tools to accomplish the required work.

c. JEFFERSON COUNTY PUD RESPONSIBILITY

Jefferson County PUD will provide the materials required for completion of work on this contract. Any Jefferson County PUD materials issued in excess of that required must be returned after the completion of each job. Jefferson County PUD is responsible for submitting necessary permits for work performed during the contract.

d. NUMBER OF CONTRACTS TO BE AWARDED

Jefferson County Public Utility District No. 1 will take into consideration the price and evaluation factors set forth in this specification and may accept any item or group of items or overall best offer. A single contract will be awarded based upon the best interests of the PUD.

e. USE OF OTHER CONTRACTS

Award of a contract per this specification in no way restricts the Jefferson County Public Utility District No. 1 from requesting bids and awarding contacts for like work during the course of the contract.

f. DEFINITIONS

For the purposes of these specifications, the following definitions shall apply:

Term	Definition
RESPONDENT / BIDDER	A potential contractor offering a submittal to supply a service in accordance with these Specifications.
PUD	Public Utility District No. 1 of Jefferson County.
SERVICE	The scope of work to be completed under this contract in accordance with these Specifications.
SPECIFICATION	This document, detailing the scope of service required.
CONTRACTOR	The Respondent(s) awarded a contract pursuant to these Specifications.
PROJECT MANAGER	Jefferson County Public Utility District No. 1 representative administering the project and providing decisions on project work.

g. PROJECT LOCATION

Crews may be assigned to work on any property owned or controlled by the PUD or private property of which the PUD provides service. Any area withing the PUD service territory.

USE OF JEFFERSON COUNTY PUBLIC UTILITY DISTRICT NO. 1 PROPERTY

When mutually advantageous Jefferson County PUD may permit the contractor to use a site owned by The Jefferson County Public Utility District No. 1. Prior to use of Jefferson County Public Utility District No. 1 property, the contractor is required to sign an "Agreement for Use of PUD Property" form, included.

h. ASSIGNMENT OF WORK

Jefferson County PUD Electrical Line Superintendent or designee will assign specific work.

i. PER DIEM

For all work covered by this contract per diem will not be paid by the PUD. All costs are to be covered by the bid items listed except as allowed per the STORM RATES section of this specification.

j. CREW & ITEM STRUCTURE

Within this section further detail is provided on crew structure, expected performance, and specific item descriptions. All crew personnel shall be fit for full duty with no work restrictions.

This crew shall be equipped and prepared to perform the tasks for Line Crew Transmission, Line Crew Overhead Distribution, and Line Crew Underground under normal circumstances to augment Jefferson County PUD work force during normal workloads on a weekly and monthly basis. The work to be performed may be overhead distribution, underground distribution, substation switching, overhead transmission, on systems owned and operated by the Jefferson County Public Utility District No. 1.

Measurement	Shall be for each invoice.
Payment	Payment shall be based upon the percent bid on proposal sheet to be added to each invoice for rental items the contractor may need to rent. Each rental item must be listed on the receipt from the rental agency and shall be submitted to Jefferson County Public Utility District No. 1 with the invoice. To be considered for payment Jefferson County Public Utility District No. 1 must approve all rented items prior to rental.

Measurement	Shall be for each invoice
Payment	Payment shall be based upon the percent bid on proposal sheet to be added to each

13.

	invoice for material items purchased by the contractor. Each item must be listed on the receipt from the seller and shall be submitted to Jefferson County Public Utility District No. 1 with the invoice to be considered for payment Jefferson County Public Utility District No. 1 must approve all material items prior to purchase.

FOUR-PERSON LINE CREW – OVERHEAD TRANSMISISON

Capability	This crew shall be equipped to perform the following tasks without additional equipment (with the exception of a pole trailer which will be charged separately per items 46-46a) under normal circumstances: • Pole Setting & Replacement up to 95 ft. lengths including setting through energized 15kV Circuits and Pole Butt pulling • Pole-Mounted Switch installation, or replacement • Relocation of lines, & extension of existing lines that include conductors up to 1272 AAC and guys as large as 25M
Measurement	Shall be measured by the hours worked at the fixed cost per hour.

Payment	The unit price shall be full compensation for all costs associated with the labor, equipment and tools required to perform the work.
	Crew makeup shall be:
	• **Labor**
	  • Two (2) journey-level linemen with one (1) to be as lead / foreman
	  • One (1) hot apprentice lineman, or 3rd journey level lineman
	  • One (1) apprentice, ground-person or equipment operator
	• **Equipment**
	  • 85-foot minimum working height Material Handler
	  • Line Truck with Derrick Digger capable of setting 110ft Class H2
	  • 1-ton flatbed
	  • Pole Jack
	• **Tools** per "Tooling of Crews" section of this contract shall be available to the crew: Normal tool requirement for the crew to include
	  • Hot Line Tools including sticks, wire cutters, hoists, barriers, & rubber goods
	  • Grips, slings, hoists, wire cutters, presses & dies and equipment for #6 Cu thru 1272 AAC and 6M thru 25M guy wire and up to 1" Anchor rod
	  • Hole compactor / tamper
	  • Load break tool (S&C Loadbuster or equivalent)
	  • Testing tools for voltage, current, sequencing & phasing
	  • Personal protective grounding & equipotential tools
	• **Safety equipment**, personnel protective equipment
	• **Traffic control devices** including cones and signs and any other accessories required to perform the assigned work

FOUR-PERSON LINE CREW – OVERHEAD DISTRIBUTION

Capability	This crew shall be equipped to perform the following tasks without additional equipment (with the exception of a pole trailer which will be charged separately

	per items 46-46a) under normal circumstances: • Pole Setting & Replacement up to 60 ft. lengths including setting in energized 15kV Circuits and the pulling of Pole Butts • Switch, transformer and capacitor bank installation, or replacement • Feeder sectionalizing & underground work as assigned including cable termination and pulling • Relocation of lines, & extension of existing lines that include conductors up to 795 AAC and guys as large as 25M
Measurement	Shall be measured by the hours worked at the fixed cost per hour.

Payment	The unit price shall be full compensation for all costs associated with the labor, equipment and tools required to perform the work.
	Crew makeup shall be:
	• **Labor**
	  • Two (2) journey-level linemen with one (1) to be as lead / foreman
	  • One (1) hot apprentice lineman, or 3rd journey level line electrician / lineman
	  • One (1) apprentice, ground-person or equipment operator
	• **Equipment**
	  • 55 foot minimum working height Manlift (Bucket Truck),
	  • Line Truck with Derrick Digger capable of setting 65ft Class 1 poles
	  • 1-ton flatbed
	  • Pole Jack
	• **Tools** per "Tooling of Crews" section of this contract shall be available to the crew: Normal tool requirement for the crew to include:
	  • Hot Line Tools including sticks, wire cutters, hoists, barriers, & rubber goods
	  • Grips, slings, hoists, wire cutters, presses & dies, and equipment for #6 Cu thru 795 AAC and 6M thru 25M guy wire and up to 1" Anchor rod
	  • Hole compactor / tamper
	  • Load break tool (S&C Loadbuster or equivalent)
	  • Testing tools for voltage, current, sequencing & phasing
	  • Personal protective grounding & equipotential tools
	• **Safety equipment**, personnel protective equipment
	• **Traffic control devices** including cones and signs, and any other accessories required to perform the assigned work

15.

FOUR-PERSON LINE CREW – UNDERGROUND

Capability	This crew shall be equipped to perform the following tasks without additional equipment under normal circumstances: • Install conduit and vaults in trench dug by others • Install conduit into vaults • Pull & terminate primary and secondary cable • Set pad-mounted transformers & switchgear • Make-up secondary hand-holes (SSB's) • Install risers on poles and terminate & energize cable • Perform switching operations as required on Overhead and Underground Systems
Measurement	Shall be measured by the hours worked at the fixed cost per hour.

Payment	The unit price shall be full compensation for all costs associated with the labor, equipment and tools required to perform the work.
	Crew makeup shall be:
	• **Labor**
	  • Two (2) journey-level linemen with one (1) to be as lead / foreman
	  • One (1) hot apprentice lineman, or 3rd journey level lineman
	  • One (1) apprentice, ground-person or equipment operator
	• **Equipment**

16.

	• Flat-bed Boom Truck with Pipe Trailer & capstan, or Line Truck with capstan & Pipe Trailer • 55 foot minimum working height Manlift (Bucket Truck) • 1-Ton flat-bed a single with a wire reel stand • **Tools** per "Tooling of Crews" section of this contract shall be available to the crew: Normal tool requirement for the crew to include: • Hot Line Tools including sticks, barriers, & rubber goods • Cable grips, wire cutters, terminating tools, presses, line blower, feed tube, & cable pulling dollies for up to 750KCM cu primary cable • Terminating tent • Testing tools for voltage, current, sequencing & phasing • Load break tool (S&C Loadbuster or equivalent) • 200A parking and feed-thru bushings • Shoring (up to 8ft excavation) • Steel plates for temporarily covering excavations • Vault and Lid lifting rigging (to include Meadow-Burke 2-ton lifting clutches) • Jumping Jack Tamper compaction tool • Air Monitor(s), ventilation equipment, & enclosed space rescue equipment • Personal protective grounding & equipotential tools • **Safety Equipment,** personnel protective equipment • **Traffic control,** devices including cones and signs, and any other accessories required to perform the assigned work

RATES FOR ADDITIONAL PERSONNEL

Expectations	These additional personnel shall be qualified fit for full duty with no work restrictions.
Measurement	Shall be measured by the hours worked at the fixed cost per hour.
Payment	The unit price shall be full compensation for all costs associated with the labor, equipment and tools required to perform the work of the designated line item.

17.

RATES FOR EQUIPMENT

Measurement	Shall be measured by the hours used at the fixed cost per hour.
Payment	The unit price shall be full compensation for all costs associated with the equipment and tools required to perform the work of the designated line item.
Regular Time	The time that equipment is utilized during daily shift. This equipment shall be approved by the Electrical Line Superintendent/inspector. The time charged must match that recorded by the Jefferson County Public Utility District No. 1 Inspector on the ***Daily Crew Inspection Report***. Jefferson County Public Utility District No. 1 will not pay for out of service equipment
Mobilization	Mobilization will be paid only on designated equipment when requested for less than one work week. Mobilization will not be paid when combination of use and standby time exceeds one workweek. Mobilization to be bid as flat rate that includes mobilization and demobilization to and from the Jefferson County Public Utility District No. 1 service area. Moving equipment within the service area does not qualify as a mobilization.

18.

k. TOOLING OF CREWS

Crews that are provided per the contract(s) awarded as a result of this specification shall have all standard and appropriate tools and equipment to perform the work assigned safely. The following is listing of tools that are expected however it is not intended to be an all-inclusive list of tools that will be required to be available from the contractor to perform the work.

- SWITCHING TOOLS
  - Load Break Tool (S&C Loadbuster or Equivalent)
  - Jumper Cables (Macs) of various lengths and sizes
- HOT LINE TOOLS FOR 15KV DISTRIBUTION WORK
  - Assortment of Hot Sticks & Accessories to include:
  - Clamp-all Sticks, Switch sticks, & Hot Cutters
  - Adapters to perform standard line work tasks
  - Hoists,
  - Barriers, covers, and rubber blankets
  - Lifting Trees, temporary fiberglass extension arms, gins
- WIRE CONNECTION TOOLS
  - Wedge Connector application tool with shells compatible with Burndy & AMP Wedge Connectors
  - Presses of all standard dies for making pressed connections
- HIGH AND LOW VOLTAGE TEST EQUIPMENT
  - Phasing tool & Voltage Meters for 15kV overhead and underground, Amp meters, sequence Meter, Capacitor Tester
- RIGGING EQUIPMENT
  - Hoists, straps, slings, blocks
  - Wire grips & cutters for copper (#6 thru 4/0) & aluminum conductors (#4 ACSR thru 556 AAC and ACSR), and steel guy wire (6M, 12M, & 25M plus 1" or less anchor rod)
  - Conductor Travelers for distribution and transmission conductors
  - Spider pulling line system or equivalent
- UNDERGROUND
  - Vault and Lid lifting rigging
  - Hand tools not limited to conduit saws, shovels & sledge hammers
  - Cable grips, termination tools, & presses
  - Tent(s) / Shelters (Example Pelsue Pop-Ups)
  - Pipe & Pulling Dollies (min 18in Diameter)
  - Cable feed tubes & guides
- GROUNDING AND EQUIPOTENTIAL TOOLS AND DEVICES
  - 4/0 Cu grounds of various lengths for transmission & substation
  - 2/0 Cu grounding conductors of various lengths for distribution overhead
  - Pole Bands / chain binders
  - URD Grounding sets – 1/0 Cu with 200 Amp Load-break elbows and feed-thru bushings
- GENERAL TOOLS
  - Chain Saws w/ oil & fuel
  - Shovels & Rakes
  - Backfill compactors / tampers for pole holes and trenches

19.

I. QUALIFICATION OF CONTRACTORS

Only contractors experienced in this type of work, and with a record of successful completion of jobs of similar scope, will be considered.

- RECORD OF PRIOR CONTRACTS

  The Respondent must include with their submittal the "Contractor's Reference" form included in the proposal pages of this specification. As outlined on the form, a summary of work that includes the requested information submitted on company letterhead would be acceptable in place of the form.

  - PREQUALIFICATION OF ELECTRICAL CONTRACTORS

    As required in the Revised Code of Washington (RCW) 35.92.350, electrical construction or improvement work for this project shall be performed by an electrical contractor on the Jefferson County Public Utility District No. 1 electrical contractor list. It shall be the duty of every Respondent to comply with the provisions of this Washington State Law and Jefferson County Public Utility District No. 1 requirements for electrical contractors for such work.

    The bid proposal items listed below as Qualified Line Contractor and Qualified Substation Contractor shall be the responsibility of a Pre-qualified Electrical Contractor approved on the Jefferson County Public Utility District No. 1 roster.

    Pre-qualified electrical contractor(s) must be identified and may be the bidder itself, subcontractor(s), or a combination of both. Bids submitted without the named prequalified electrical contractor(s) shall be deemed non-responsive.

    To pre-qualify as an electrical contractor, register with the Jefferson County Public Utility District No. 1 by contacting the PUD Operations Director by email:

    sbancroft@jeffpud.org

- QUALIFIED LINE CONTRACTOR

  For this contract, in order to be considered qualified for line construction work the contractor must follow Washington State Law (RCW 54.04.080 and RCW 54.04.085) requires that Public Utility Districts maintain a list of prequalified bidders for electrical facility construction or improvement .

- LINE CLEARANCE QUALIFICATION

  Contract crew foreman will be required to hold power system clearances when necessary. Training will be provided on Jefferson County Public Utility District No. 1 clearance and tagging procedures. The contract employee who attends training for this purpose will receive the applicable per hour rate for actual training hours.

3. Project Coordination, Quality Controls, and Safety

Arc Flash hazards and FR safety clothing requirements are included as an appendix in this contract.

a. PROJECT COORDINATION

- PERSONS TO BE CONTACTED

  A list of persons who may have to be contacted prior to or during progress of the work will be provided after award.

- PROJECT MANAGER/LEAD

  A list of Jefferson County Public Utility District No. 1 personnel assigned to manage this contract will be provided upon award.

- PRE-CONSTRUCTION MEETING

  Pre-construction meetings will be held as required.

- PERMITS

  The PUD will obtain the required right-of-way permits.

- FIELD ENGINEERING
  - SURVEY REFERENCE POINTS

    The contractor shall protect survey control points prior to starting site work and preserve permanent reference points during construction.

  - A LOSS OR DAMAGE OF SURVEY REFERENCE POINTS

    Promptly report to the project manager the loss or destruction of any reference point or relocation required because of changes in grades or other reasons.

  - LINES AND GRADES FOR LOCATION OF THE WORK ITEMS

    The project manager shall establish the lines and grades for location of the work items listed in the proposal, together with a suitable number of benchmarks adjacent to the work. Contractor's work shall conform to the horizontal and vertical controls unless deviations are obtained from the project manager.

b. COORDINATION WITH OTHERS

During construction, the contractor shall be responsible for coordinating his work with all private parties and contractors working within the project area.

c. NOTIFICATION OF THE PROJECT MANAGER

The contractor shall keep the project manager informed in advance of the times he intends to do work.

- RELOCATION OR ADJUSTMENT OF WORK

  The project manager may adjust or relocate any portion of the project to meet site requirements or to improve the project without additional compensation to the contractor, provided such adjustments do not represent appreciable costs for additional labor and materials as determined by the project manager.

d. TOOLS AND MATERIALS

- SPECIAL EQUIPMENT OR MATERIAL

  If the work to be performed requires equipment or materials not listed in the "Additional Equipment" Items 30 through 79 of the Proposal Sheets, and if requested by Jefferson County Public Utility District No. 1, the contractor shall submit a proposed price to Jefferson County Public Utility District No. 1 prior to its use for review and approval. A list of equipment that may be available for utilization by Jefferson County Public Utility District No. 1 during the contract term may be included with the bid submittal.

- PUD FURNISHED MATERIAL INSTALLED BY CONTRACTOR

  All material received by the contractor shall become his responsibility and he shall be liable for any materials lost or damaged after receipt.

e. Quality Controls

- REFERENCE STANDARDS

  Reference to standards, specifications, manuals or codes of any technical society, organization, or association, or to the laws or regulations of any governmental authority, whether such reference be specific or by implication, shall mean the latest Standard Specification manual, code, or laws or regulations in effect at the time of opening of bids (or on the effective date of the agreement if there were no bids), except as may be otherwise specifically stated. However, no provision of any referenced standard, specification, manual, or code (whether or not specifically incorporated by reference in the contract documents) shall be effective to change the duties and responsibilities of PUD, contractor, or engineer, or employees from those set forth in the contract documents.

- WORK SITE CONDITIONS

  The contractor shall be responsible for keeping the work site neat and clean debris from the street or sidewalks. Should the contractor fail to maintain the areas in a neat and orderly manner, Jefferson County Public Utility District No. 1 will request that the Street Maintenance Division of the Public Works Department sweep, flush, or make appropriate steps to clean the area.

  All costs so incurred will be deducted from the contract payment. The contractor is responsible for all disposal costs.

22.

- INSPECTION, TESTING AND CERTIFICATION

  The Jefferson County Public Utility District No. 1 construction inspector or their designee will be responsible for insuring that the contractor is complying with these specifications, including the referenced standards and work practices.

  After completion of the contractor's work the Jefferson County Public Utility District No. 1 inspector will insure that the restoration of the property has been satisfactorily accomplished. All restoration work, including landscape materials and asphalt/concrete replacement (where specified), shall be completed with a period of three (3) weeks following the conclusion of the project work. Payment will be made upon complete satisfaction of the Jefferson County Public Utility District No. 1 inspector. If the restoration is not completed within a timely manner, Jefferson County Public Utility District No. 1 reserves the right to complete the work with either PUD personnel or a third party contractor and recover all costs within a reasonable time after presentment of an invoice to thecontractor.

  Repetitive issues with meeting the inspection requirements of the contract may lead to termination of the contract.

- PROTECTION OF EXISTING UTILITIES AND IMPROVEMENTS

  When Underground Work is involved" and "Protection of Workers and Property" of the General Provisions:

  The contractor shall protect from damage the utilities and all other existing improvements not provided for in the Proposal or Special Provisions.

- WORKMANSHIP

  The contractor shall employ only competent, skillful, and orderly persons to do the work. If the project manager administering the contract shall notify the contractor in writing that any contract personnel is, in his/her opinion, incompetent, disorderly or otherwise unsatisfactory, the contractor shall forthwith discharge such persons from the work and shall not again employ him/her on this contract. Work shall conform to the highest industry standards.

23.

f. TRAFFIC REGULATION

- FLAGGERS

  Jefferson County Public Utility District No. 1 will provide flagging personnel or may request that the contractor obtain qualified flaggers for the work assigned. Payment will be according to bid line item #24.

  - TIME SHEETS

    When contract provided flaggers are utilized, copies of the time cards will be required. Jefferson County Public Utility District No. 1 will pay only for actual flagging time and will not pay for travel time to and from the job site.

  - CERTIFICATION

    All roadway flaggers supplied per this contract shall possess the following:

    1. A State of Washington Traffic Control Flagger Card per WAC 296- 155-305(6).
    2. A valid State of Washington driver's license.
    3. Proof of car insurance per RCW 46.29.460.

- TRAFFIC SIGNS AND SIGNALS

  The contractor shall be responsible for all temporary signing or barricades placed at the job site to control traffic and protect the public from construction areas.

  - SUPPLY, PLACEMENT, AND MAINTENANCE OF ALL TRAFFIC CONTROLS

    The supply, placement, and maintenance of all traffic controls shall be the responsibility of the contractor and shall be in accordance with the WAC 296-155 and the latest edition of the "Manual on Uniform Traffic Control Devices."

g. CONTRACTOR COMPLIANCE WITH SECURITY PROTECTION PROGRAM

In compliance with Federal Reliability Standards, contractors, vendors and consultants who are granted cyber or physical access to a Jefferson County Public Utility District No. 1 CIP access controlled facility, asset, or protected information are required to follow the guidelines and processes outlined in the Jefferson County Public Utility District No. 1 CIP Cyber Security Policies. Upon issuance of a contract agreement the contractor will be provided the applicable Jefferson County Public Utility District No. 1 security policies for review, and a Confidentiality and Non-Disclosure agreement for signature. If deemed necessary due to specific work duties, certain contract personnel may be required to submit to a background check and attend a specific security training course. Upon completion of the training course a policy acknowledgement signed by the contract personnel may be required.

24.

SECTION 4
PREPARATION AND SUBMITTAL

All proposals must conform to all requirements stated below and elsewhere in this RFP. Disregarding these requirements may result in disqualifications of the proposal.

Before submitting a proposal, each Contractor shall familiarize itself with the entire RFP, including the Scope of Work, Contract Sample, PUD's insurance requirements, and all Local, State, and Federal laws and regulations, and other factors affecting the Contractor's performance. The Contractor is responsible for fully understanding the requirements of a subsequent contract and shall otherwise satisfy itself as to the expense and difficulties accompanying the fulfillment of contract requirements. The submission of a proposal will constitute a representation of compliance by the Contractor. There will be no subsequent financial adjustment for lack of such familiarization.

All proposal materials must be placed in a sealed package (envelope, box, etc.) clearly marked with the proposal name, number, and the Contractor's name. It is the responsibility of the Contractor to ensure that proposals are received by the PUD's due date and time stated elsewhere in this RFP. The firm is responsible for delivery of its proposal by the deadline notwithstanding any claims of error or failure to perform by a mail, courier or package delivery service. No proposals or proposal modifications may be submitted orally, electronically, or via telephone, facsimile, or email.

All proposals must be on standard paper size (8½ x 11 inches) and shall be in the required format incorporating the forms provided in this RFP package, if any. It is permissible to copy these forms as required. The authorized person signing the proposal shall initial erasures, interlineations or other modifications on the proposal.

The Contractor must submit one (1) original copy of the proposal, clearly marked "Original" and three (3) hard copies. In addition, the firm must submit one (1) digital .PDF copy of the proposal on media suitable for copying and distributing electronically.

The Contractor's proposal should be organized in sections as outlined below:

1. Cover Letter
All proposals must include a cover letter submitted under the firm's name on the firm's letterhead containing the signature and title of a person or an official of the Contractor who is authorized to commit the firm to a potential contract with the PUD. The cover letter must also identify the primary contact for this proposal and include the PUD's RFP number found within this RFP. The cover letter should express the firm's interest and serve as an executive summary of the proposal. Claims of proprietary information must be included in the cover letter.

2. Proposal Forms
All proposals must include the complete Proposal Forms (Section 7) signed by a person or an official authorized to commit the firm to a contract with PUD.

3. Qualifications
The proposal must describe the firm's qualifications to provide the requested services and include the following:

a. Description of the nature of the firm's business; include a description of experience, competencies, and overall organizational capabilities.
b. Firm's organization chart indicating key management team members.
c. Number of years in business.
d. Description of the firm's capabilities to provide the requested services.

e. Description of the project staff structure, the background, qualifications and relevant experience of all staff involved in the project, including length of time at contractor; include the responsibilities that each staff member will have during the execution of this project.

f. Ability for the contractor to provide multiple four-man crews in cases of emergency or for a specific project.

g. Ability of the contractor to provide equipment within a 24-hour period for emergency's or specific project.

h. References: The Contractor must provide a minimum of three (3) independent references from three (3) different projects of similar scope, nature, and complexity to that requested by the PUD. The PUD prefers governmental entity references. Each of the references must include the following information. Please refer to section 7.

4. Response to Scope of Work

Responses must be clear and thorough, concise, and written in plain, easy to understand language. Responses must follow the numbering format in this RFP.

5. Exceptions Requested

a. **Exceptions to the RFP/Scope of Work.** Any exceptions to the requirements of this RFP that the firm requests the PUD to consider must be placed in this section. Each alternate or exception should be addressed separately with specific reference to the requirement. If there is no proposed alternates or exceptions, a statement to that effect must be included in this section of the proposal.

b. **Exceptions to the Agreement and Terms and Conditions.** The PUD's Sample Contract for Services, including the Insurance Requirements, general and supplemental Terms and Conditions, will be used to consummate any resulting agreement between the PUD and successful firm(s). Any exceptions requested from the Sample Contract must be included in this section. Any proposed additional terms (i.e., terms not already covered by the PUD Sample Contract) or alternate terms required by the firm should be included here with a brief explanatory introduction. **NOTE: interested firm is expected to engage in good faith negotiations, and as such, is encouraged to select a reasonable number of agreement terms of substance and importance. Lengthy lists with proposed exceptions or requests for exceptions in non-negotiable terms (e.g., state-mandated provisions; federal compliance, etc.) will not be considered. Further, unless expressly requested by the PUD, firm should NOT include its standard form of agreement with proposal: Any resulting agreement between PUD and successful firm will be drafted on the PUD's form.**

6. Contractor's Proprietary/Confidential Information

In the event the Contractor elects to include in its proposal any information deemed "proprietary" or "protected," it shall package such information separately from the balance of the proposal and clearly mark as to any proprietary claim. The PUD discourages the submission of such information and undertakes to provide no more than reasonable efforts to protect the proprietary nature of such information. The PUD, as a public entity, cannot and does not warrant that proprietary information will not be disclosed.

Contractors should be aware that any records submitted to the PUD or that are used by the PUD even if the firms possess the records may be public records under the Washington Public Records Act (RCW 42.56). The PUD must promptly disclose public records upon request unless a statute exempts them from disclosure. Contractors should also be aware that if even a portion of a record is exempt from disclosure, generally, the rest of the record must be disclosed. Exemptions, including those for trade secrets and "valuable formula," are narrow and specific. Contractors should clearly mark any record they believe is exempt from disclosure. The PUD shall have the right to use any and all information included in the proposals submitted unless the information is expressly restricted by the offeror.

7. Cost Proposal Forms

The Contractor shall complete the Cost Proposal Forms included in the RFP (Section 8) and shall submit such detailed Cost Proposal together with its original proposed packet. The Cost Proposal Forms shall conform to the following guidelines:

a. Prices shall be shown by item and individually extended, unless otherwise indicated. In case of a conflict between unit price and extension, unit price prevails.

b. Proposals that include equipment or materials should include sales tax. The PUD is not tax exempt.

c. Prices for services shall be listed hourly rate, weekly rate, and monthly.

d. Optional - provide detailed explanations of any assumptions that the firm made in calculating the costs in order to provide sufficient information for the PUD to be able to prepare a detailed cost analysis and comparison.

The PUD expects that all costs are included in the overall fee for services proposed, and that there will be no additional expenses billed to the PUD for any reason.

8. Appendix

The Proposal Appendix must include:

a. All documents or forms required by the PUD to be completed by the firm.

b. Details of any litigation your company or any of its subsidiaries or affiliates has had in the past five years relate to the performance of services provided by your firm.

c. If a firm has had any previous contracts canceled or is currently debarred, suspended, or proposed for debarment by any government entity, the current status must be documented in this proposal. If any customer has stopped using the services you are proposing, provide details including customer name, date service was provided, date when service was discontinued (usage) and reason for discontinuation, including contact details of the customer.

d. If the firm intends to use any subcontractor, third party agreement, or the like to perform under their proposal, the firm must supply the name, address, qualifications and criteria used by the firm for selection of any third party, and the intended services to be performed. **The services provided under the Scope of work proposed, in part or in whole, shall not be subcontracted without proper written permission of the PUD.**

9. Certifications –

By signing the Proposal Forms (included in Section 7), the Contractor certifies that the submission of the proposal did not involve collusion or other anti-competitive practices; that the firm has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted proposal.

Failure to provide signatures affirming the stipulations required above will result in the rejection of the submitted proposal and, if applicable, any resulting agreement. Signing the Proposal Forms with a false statement shall void the proposal and, if applicable, any resulting agreement.

10. Interpretations of the Specifications

Only the interpretation or correction so given by the PUD's in writing via email shall be binding and prospective firms are advised that no other source is authorized to give information concerning, explain or interpret, the proposal document.

Every request for such interpretation or correction must be in electronic writing (email), addressed to the Scott Bancroft, Operations Director, at sbancroft@jeffpud.org Oral questions in any format will not be answered. All such interpretation and supplemental instructions will be in the form of written addenda to the request for proposal documents. All addenda will be sent to bidders via email provided to the PUD.

SECTION 5
SELECTION AND CONTRACT AWARD

SELECTION:

Proposals shall be evaluated based on the requirements set forth in the RFP. Selection of the firm will be at the discretion of the PUD and will be based on the proposal that the PUD deems to be the most responsive and responsible and serves the best interests of the PUD. It is the intent of the PUD to negotiate and enter into a contract with the selected Contractor following a Notice of Intent of Selection. Selected firm(s) may be required to make on-site oral and visual presentations or demonstrations at the request of the PUD. The PUD will schedule the time and location for any presentations. Costs and equipment for such presentations are the responsibility of the Contractor. Best and Final proposals may be solicited from the pool of finalists prior to selection of the successful Contractor.

Proposals will be reviewed by the PUD Selection Committee and will be evaluated based on the following criteria, which are listed in descending order of importance:

Proposal Evaluation Criteria in Relative Order of Importance:

a. Staffing –Primary staff and qualifications and proposed time commitments 25 points.

b. Scope of Work – Demonstration of understanding of scope objectives 25 points.

c. Costs – Hourly, Weekly, Linear Feet, costs to the PUD 25 points.

d. References – Include in your response a minimum of Four (4) references of facilities of like size and demographics. You must include contact names, emails, and current phone numbers 25 points.

In the evaluation of bids, the Contractor's experience, delivery time, quality of performance or product, conformance to the specifications and responsibility in performing other contracts (including satisfying all safety and other requirements) may be considered in addition to price. In addition, the bid evaluation factors. Respondents who are inexperienced or who fail to properly perform other contracts may have their bids rejected for such cause.

AWARD:

The PUD will take into consideration the price and evaluation factors and may accept any item or group of items or overall best offer. A single and/or multiple contract may be awarded based upon the best interests of the PUD.

Award of a contract per this specification in no way restricts the PUD from requesting bids and awarding contracts for like work during the course of this contract.

INCREASE OR DECREASE IN QUANTITIES

The PUD reserves the right to increase or decrease the quantities of any items under this Contract and pay according to the unit prices quoted in the Proposal (with no adjustments for anticipated profit).

28.

SECTION 6
RFP COMPLETION CHECKLIST

The checklist is a summary of some of the required components of the RFP. It is provided as a convenience to contractors but is not intended to be all-inclusive or to imply acceptance or evidence of compliance. It is the responsibility of the Contractor to submit complete and compliant proposals.

☐ Cover Letter

☐ Proposal Forms – (refer to Section 7)

1. Have the bid forms been properly signed?
2. If addendum(s) has been issued, has it/they been acknowledged?
3. Has the Non-Collusion Affidavit been properly executed?
4. Has the Certification of Compliance with Wage Payment Statutes form been properly executed?
5. Have you listed all proposed subcontractors that you will use for the project on the Listing of Proposed Subcontractors form?

☐ Cost Proposal Forms (refer to Section 8)

☐ Qualifications

☐ Four references

☐ Responses to Scope of Work

☐ Have you included a copy of a valid certificate of registration in compliance with 18.27 RCW?

SECTION 7

PROPOSAL FORMS (page 1 of 7)

This form must be signed by a person authorized to make proposals and enter into contract negotiations on behalf of your company. ***Failure to submit this form will result in your proposal being deemed non-responsive.***

_____	_____
Company Name	Address
_____	_____
PUD, State, Zip	Phone Number

_____
Email Address

_____
Contractor's Registration#

_____
Contractor's UBI #

_____
WA State Industrial Insurance. #

_____
WA State Employment Security Dept. #

The Contractor hereby acknowledges that it has received Addenda No(s)._____
(Enter "N/A" if none were issued) to this Request for Proposal package. _____

_____
Signed By

_____
Printed Name

_____
Title

_____
Date

SECTION 7 continues
PROPOSAL FORMS (page 2 of 7)

Completed Project #1

Agency/company:_____

Current contact person at agency/company: _____

Telephone: _____Fax: _____ E-mail: _____

Address of agency/company: _____

Name of project: _____

Description: _____

_____

_____

_____

Project value:_____Start date:_____Completion date: _____
(month/year) (month/year)

Completed Project #2

Agency/company:_____

Current contact person at agency/company: _____

Telephone: _____Fax: _____ E-mail: _____

Address of agency/company: _____

Name of project: _____

Description: _____

_____

_____

_____

Project value:_____Start date:_____Completion date: _____
(month/year) (month/year)

SECTION 7 continues
PROPOSAL FORMS (page 3 of 7)

Completed Project #3

Agency/company:_____

Current contact person at agency/company: _____

Telephone: _____Fax: _____ E-mail: _____

Address of agency/company: _____

Name of project: _____

Description: _____

_____

_____

_____

Project value:_____Start date:_____Completion date: _____
(month/year) (month/year)

Completed Project #4

Agency/company:_____

Current contact person at agency/company: _____

Telephone: _____Fax: _____ E-mail: _____

Address of agency/company: _____

Name of project: _____

Description: _____

_____

_____

_____

Project value:_____Start date:_____Completion date: _____
(month/year) (month/year)

SECTION 7 continues
PROPOSAL FORMS (page 4 of 7)

ELCON-2023-01

Prepared in compliance with RCW 39.30.060 as amended

Must Be Submitted with and at the same time as the Bid Proposal package

Project Name: Electrical Dock Crew Project No.: ELCON-2023-01

Name of Bidder: _____

For Projects estimated to cost one million dollars ($1,000,000) or more, each Bidder shall **list subcontractors** for the following categories of work:

- heating, ventilating, and air condition;
- plumbing (RCW 18.106)
- electrical (RCW 19.28)

or shall note that Bidder will self-perform the work, or state that there is no such work on the Project.

Do not list more than one subcontractor for each category, unless subcontractors vary with bid additives or alternates, in which case the Bidder must indicate which subcontractor will be used for which additive or alternate. If Bidder is to perform such work itself, so state. Failure to submit names of subcontractors, or of Bidder to name itself, will render the bid void. The successful Bidder must have the written permission of the Contracting Agency to make any change to this list.

Percent of total bid to be performed by Contractor's own forces_____%

Subcontractor Name _____

Work to be performed _____

_____

Subcontractor Name _____

Work to be performed _____

_____

Subcontractor Name _____

Work to be performed _____

_____

Subcontractor Name _____

Work to be performed _____

_____

ELCON-2023-01

NON-COLLUSION AFFIDAVIT

STATE OF WASHINGTON)
)
COUNTY OF_____)

The undersigned, being first duly sworn on oath, says that the bid herewith submitted is a genuine and not a sham or collusive bid, or made in the interest or on behalf of any person not therein named; and (s)he further says that the said bidder has not directly or indirectly induced or solicited any bidder on the above work or supplies to put in a sham bid, or any other person or corporation to refrain from bidding; and that said bidder has not in any manner sought by collusion to secure to him/her self an advantage over any other bidder or bidders.

_____
Signature of Bidder/Contractor

Subscribed and sworn to before me this_____ day of_____, 20_____.

_____

SECTION 7 continues
PROPOSAL FORMS (page 6 of 7)

BID SECURITY TRANSMITTAL FORM (pages 2 of 2)

Project Title: Electrical Dock Crew Project Number: ELCON-2023-01

BIDDER: _____

The undersigned, hereinafter called the bidder, declares that the only person(s) interested in this bid are those named herein; that the bid is in all respects fair and without fraud; and that it is made without any connection or collusion with any other person making a bid on this project.

The bidder further declares that it has carefully examined the plan, specifications, and contract documents, hereinafter referred to as the Project Manual, for the construction of the proposed project improvement(s); that it has personally inspected the site(s); that it has satisfied itself as to the types and quantities of materials, the types of equipment, the conditions of the work involved, including the fact that the description of and the quantities of work and materials, the types of equipment, the conditions of and the work involved as included herein, are brief and are intended only to indicate the general nature of the work and to identify the said quantities with the corresponding requirements of the Project Manual; and that this bid is made in accordance with the provisions and the terms of the Contract included in the Project Manual.

The bidder further agrees that it has exercised its own judgment regarding the interpretation of surface information and has utilized all data which it believes is pertinent from the PUD, hereinafter also referred to as the PUD or Owner, and such other source of information as it determined necessary in arriving at its conclusion.

If the bidder is awarded a construction contract on this bid, the name and address of the surety who will provide the performance bond is:

_____	_____
Surety	Agent
_____	_____
Surety address	Agent Address
_____	_____
Surety Contact and Phone Number	Agent Contact and Phone Number

SECTION 7 continues

PROPOSAL FORMS (page 7 of 7)

Certificate of Compliance

With Wage Payment Status

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date, [bid solicitation date], the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

_____
Bidder's Business Name

_____
Signature of Authorized Official*

_____
Printed Name

_____
Title

_____ _____ _____
Date PUD State

Check One:

Sole Proprietorship ☐ Partnership ☐ Joint Venture ☐ Corporation ☐

State of Incorporation, or if not a corporation, State where business entity was formed:

_____

If a co-partnership, give firm name under which business is transacted:

_____

** If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*

SECTION 8
COST PROPOSAL FORMS
ELCON-2023-01

Bid Item	Description	Unit Type	2023		
			Estimated Quantity	Bid Unit Price	2023 Bid Item Price
1	4 Person Basic Construction Crew and Equipment **Straight Time Rate**	hourly	2,080		$ -
2	4 Person Basic Construction Crew and Equipment **Overtime Rate**	hourly	100		$ -
3	3 Person Civil Crew Straight **Time Rate**	hourly	200		$ -
4	3 Person Substation Crew Straight **Time Rate**	hourly	150		$ -
5	3 Person Street Light Crew Straight **Time Rate**	hourly	200		$ -
6	Line Crew Foreman Straight **Time Rate**	hourly	200		$ -
7	Journeyman Lineman Straight **Time Rate**	hourly	200		$ -
8	7th Step Apprentice **Straight Time Rate**	hourly	200		$ -
9	6th Step Apprentice **Straight Time Rate**	hourly	200		$ -
10	5th Step Apprentice **Straight Time Rate**	hourly	200		$ -
11	4th Step Apprentice **Straight Time Rate**	hourly	200		$ -
12	3rd Step Apprentice **Straight Time Rate**	hourly	200		$ -
13	2nd Step Apprentice **Straight Time Rate**	hourly	200		$ -
14	1st Step Apprentice **Straight Time Rate**	hourly	200		$ -
15	Groundman **Straight Time Rate**	hourly	200		$ -
16	Line Crew Foreman **Overtime Rate**	hourly	40		$ -
17	Journeyman Lineman **Overtime Rate**	hourly	40		$ -
18	7th Step Apprentice **Overtime Rate**	hourly	40		$ -
19	6th Step Apprentice **Overtime Rate**	hourly	40		$ -
20	5th Step Apprentice **Overtime Rate**	hourly	40		$ -
21	4th Step Apprentice **Overtime Rate**	hourly	40		$ -
22	3rd Step Apprentice **Overtime Rate**	hourly	40		$ -
23	2nd Step Apprentice **Overtime Rate**	hourly	40		$ -
24	1st Step Apprentice **Overtime Rate**	hourly	40		$ -
25	Groundman **Overtime Rate**	hourly	40		$ -
26	Flagger **Straight Time Rate**	hourly	1,040		$

27	Flagger **Overtime Rate**	hourly	40		$	-
28	General Foreman **Straight Time Rate**	hourly	250		$	-
29	General Foreman **Overtime Rat**e	hourly	40		$	-
30	Heavy Line Equipment Person **Straight Time Rate**	hourly	250		$	-
31	Heavy Line Equipment Person **Overtime Rate**	hourly	200		$	-
32	Flagging Setup with signs (2 flaggers, standard signs for highway	hourly	100		$	-
33	Crew Truck	hourly	200		$	-
34	Bucket Truck 55'	hourly	200		$	-
35	Digger Derrick	hourly	200		$	-
36	Pole Trailer	hourly	200		$	-
37	Single Reel Trailer	hourly	200		$	-
38	3 Reel Trailer	hourly	200		$	-
39	Dump Truck w/14 yd capacity	hourly	200		$	-
40	Vactor Truck	hourly	200		$	-
41	Hydraulic Crane, 20-ton minimum capacity	hourly	50		$	-
42	Hydraulic Crane, 100-ton minimum capacity	hourly	50		$	-
43	Hydraulic Breaker model TB725X	hourly	100		$	-
44	FMC Skidder	hourly	250		$	-
45	12,000-20,000 lbs. Excavator	hourly	500		$	-
46	20,000-30,000 lbs. Excavator	hourly	100		$	-
47	30,000-40,000 lbs. Excavator	hourly	40		$	-
48	40,000-50,000 lbs. Excavator	hourly	40		$	-
49	Breaker Attachment for 20,000-30,000 lbs. Excavator	hourly	100		$	-
50	Telehandler Forklift	hourly	300		$	-
51	D-6 Bulldozer or approved equal	hourly	300		$	-
52	D-8 Bulldozer or approved equal	hourly	100		$	-
53	D-8 Bulldozer equipped with vibratory conduit plow or approved equal	hourly	350		$	-
54	Vermeer 830 conduit/cable plow or approved equal	hourly	500		$	-
55	Small vibratory cable plow with blade	hourly	300		$	-
56	Rockwell Trencher	hourly	200		$	-
57	Bucket Truck 65'	hourly	200		$	-
58	Bucket Truck 100'	hourly	200		$	-
59	Track Mounted Bucket	hourly	50		$	-
60	Track Mounted Digger Derrick	hourly	50		$	-
61	Backhoe	hourly	200		$	-
62	Tractor/Lowboy	hourly	50		$	-
63	Pressure digger, capable of digging holes a minimum of 14 ft. deep and a minimum of 36 in. diameter	hourly	100		$	-
64	Front End Loader	hourly	50		$	

65	Plate Compactor	hourly	200		$	-
66	Asphalt Cutter	hourly	200		$	-
67	ATV Side by Side	hourly	100		$	-
68	Water Truck, 2,500 gallon minimum capacity with spray system	hourly	250		$	-
69	Water Trailer - 500 gallon capacity	hourly	500		$	-
70	Hydraulic Press, 60 ton with dies	hourly	100		$	-
71	V-groove Puller	hourly	100		$	-
72	Underground Puller					
73	4 Drum Puller up to 10,000 lbs.	hourly	650		$	-
74	Tensioner	hourly	650		$	-
75	Cable Lasher with associated equipment	hourly	200		$	-
76	Single Drum Puller	hourly	300		$	-
77	Fiber Optic cable blow setup	hourly	100		$	-
78	Jack Hammer					
79	Portable Compressor	hourly	500		$	-
80	Directional Bore 2"	Linear Feet	5,000		$	-
81	Directional Bore 3"	Linear Feet	5,000		$	-
82	Directional Bore 4"	Linear Feet	5,000		$	-
83	Directional Bore 6"	Linear Feet	5,000		$	-
84	One lot (50) fiberglass arm extensions, 6 ft. Maydwell and Hartzell Cat. No. 13443-6 or approved equal	Week	26		$	-
85	One lot (8) temporary fiberglass dead arms	Week	26		$	-
86	One lot (100) distribution, 6" travelers neoprene lines, Sherman Reilly model X5-100 or approved equal	Week	16		$	-
87	One lot (50) transmission, 24" travelers neoprene lines, Sherman Reilly or approved equal	Week	16		$	-
	TOTAL				**$**	-
TOTAL BID PRICE (Sum of Bid Items 1 through 87 For Contract Term)						

SECTION 9
SAMPLE OF CONTRACT

This Contract is made by and between the Jefferson County Public Utility District No. 1, a Washington State Public Utility District, organized pursuant to RCW Chapter 54.16, (PUD), and_____, ("Contractor"), authorized to do business in the State of Washington.

WHEREAS the PUD desires to have certain public work performed as hereinafter set forth, requiring specialized skills and other supportive capabilities;

WHEREAS, the Contractor represents that it is qualified and possesses sufficient skills and the necessary capabilities to perform the services set forth in this Contract.

NOW, THEREFORE, in consideration of the terms, conditions, and agreements contained herein, the parties hereto agree as follows:

1. Scope of Work.

The Contractor shall do all work and furnish all tools, personnel, and equipment in order to accomplish the following project:

Project Name: Electrical Dock Crew Project No.: ELCON-2023-001

in accordance with, as described in;

A. this Contract, and
B. the scope of work – General Provisions and Special Provisions, submittal requirements, attachments, addenda (if any), Bid Form, Performance and Payment Bond, and
C. Rural Utilities Services (RUS)
D. National Electric Code (NEC)
E. National Electrical Safety Code (NESC)

and shall perform any alterations or additions to the work provided under this Contract and every part thereof.

The Contractor shall provide and bear the expense of all equipment, work, and labor of any sort whatsoever that may be required for the transfer of materials and for constructing and completing the work provided for in this Contract.

2. Performance Period

SAMPLE

The performance period for this contract is 365 days from the date PUD Manager signed contract. This contract may be extended for additional years, not exceeding 3 years. The PUD will notify Contractor in writing 30 days before expiration of contract of its decision in exercising extension for additional year(s).

3. Termination of Contract

A. This Contract shall terminate upon satisfactory completion of the work described in Scope of Work and final payment by the PUD.

B. The PUD may terminate the Contract and take possession of the premises and all materials thereon and finish the work by whatever methods it may deem expedient, by giving 10 days written notice to the Contractor, upon the occurrence of any one or more of the events hereafter specified.

1. The Contractor makes a general assignment for the benefit of its creditors.

2. A receiver is appointed as a result of the insolvency of the Contractor.

3. The Contractor persistently or repeatedly refuses or fails to complete the work required herein.

4. Contractor fails to make prompt payment to subcontractors for material or labor.

5. Contractor disregards federal, state, or local regulations and ordinances.

6. Contractor persistently disregards instructions of the Contract Administrator, or otherwise substantially violates the terms of this Contract.

7. The PUD determines that sufficient operating funds are not available to fund completion of the work contracted for.

8. The Operations Director or his/her designee determines that such termination is in the best interests of the PUD.

C. In the event this Contract is terminated by the PUD, Contractor shall not be entitled to receive any further amounts due under this Contract until the work specified in Scope of Work is satisfactorily completed, as scheduled, up to the date of termination. At such time, if the unpaid balance of the amount to be paid under this Contract exceeds the expense incurred by the PUD in finishing the work, and all damages sustained by the PUD or which may be sustained by reason of such refusal, neglect, failure or discontinuance of employment, such excess shall be paid by the PUD to the Contractor. If the PUD's expense and

SAMPLE

damages exceed the unpaid balance; Contractor and his surety shall be jointly and severally liable therefore to the PUD and shall pay such difference to the PUD. Such expense and damages shall include all legal costs incurred by the PUD to protect the rights and interests of the PUD under the Contract, provided such legal costs shall be reasonable.

4. Compensation and Method of Payment.

A. The PUD shall pay the Contractor for work performed under this Contract as detailed in the Section 3, and as incorporated in the Contract.

B. Payments for work provided hereunder shall be made following the performance of such work, unless otherwise permitted by law and approved in writing by the PUD. No payment shall be made for any work rendered by the Contractor except as identified and set forth in this Contract.

C. Progress payments shall be based on the timely submittal by the Contractor of the PUD's standard payment request form.

D. Payments for any alterations or additions to the work provided under this Contract shall be in accordance with the Request for Information (RFI) and/or Construction Change Order (CCO), the Contractor shall submit the standard payment request form(s).

E. The Contractor shall submit payment requests with a completed and unaltered Application for Payment form and invoice, examples are included in the Attachments to this Contract on a monthly basis. This form includes a lien waiver certification and shall be notarized before submission. Applications for Payment not signed or notarized shall be considered incomplete and ineligible for payment consideration. The PUD shall initiate authorization for payment after receipt of a complete Application for Payment and shall make payment to the Contractor within approximately thirty (30) days thereafter.

5. Independent Contractor Relationship.

The relationship created by this Contract is that of independent contracting entities. No agent, employee, servant, or representative of the Contractor shall be deemed to be an employee, agent, servant, or representative of the PUD, and the employees of the Contractor are not entitled to any of the benefits the PUD provides for its employees. The Contractor shall be solely and entirely responsible for its acts and the acts of its agents, employees, servants, subcontractors, or representatives during the performance of this Contract. The Contractor shall assume full responsibility for payment of all wages and salaries and all federal, state, and local taxes or contributions imposed or required, including, but not limited to, unemployment insurance, workers compensation insurance, social security, and income tax withholding.

SAMPLE

6. Prevailing Wage Requirements.

A. This Contract is subject to Chapters 39.12 and 49.28 RCW, amendments thereto and regulations issued thereunder, relating to prevailing wages, benefits, and other requirements. Workers shall receive no less than the prevailing rate of wage. The PUD shall verify that contractor has received, or excused from, training on the requirements related to public works and prevailing wage under RCW 39.12
Contractor shall verify first-tier subcontractors have also received, or are excused from, such training. Each subsequent tier shall verify that the tier below have received, or are excused from, such training. No claim for additional compensation will be allowed which is based upon a lack of knowledge or a misunderstanding of any such requirements by the Contractor or a failure to include in Contractor's price adequate increases in such wages during the performance of this Contract. The Contractor is advised to consult the Washington State Department of Labor and Industries to determine the prevailing wages that must be paid.

B. This public works project is being done in **Jefferson County**. Washington State wage determinations for Jefferson County Journeymen, Apprentices, and Description can be found at:

Journey Level Rates: https://secure.lni.wa.gov/wagelookup/
Apprentice Rates:
https://secure.lni.wa.gov/wagelookup/ApprenticeWageLookup.aspx
Description of Classifications: https://lni.wa.gov/licensing-permits/public-works-projects/scopes-of-work

The applicable wage determinations to use are effective on the **bid due date**.

C. A Statement of Intent to Pay Prevailing Wages must be filed with the Washington Department of Labor & Industries upon award of contract and annually at the anniversary date of the contract award. An Affidavit of Wages Paid must be filed with the Washington Department of Labor & Industries annually until completion of the contract.

It is the responsibility of the awarded contractor to provide proof to the PUD of the annual filings.

7. Force Majeure

A. Definition. For the purposes of this Agreement, “Force Majeure” means an event which is beyond the reasonable control of a Party including, but not limited to (1) strikes, lockouts, work slowdowns or stoppages, or accidents, (2) acts of God, and (3) delay caused by an act or omission of the other Party, and which makes a Party’s performance of its obligations under the Agreement impossible or so impractical as to be considered impossible under the circumstances

B. No Breach of Agreement. The failure of a Party to fulfill any of its obligations under the Agreement shall not be considered to be a breach of, or default under, this Agreement insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out

SAMPLE

the terms and conditions of this Agreement, and has informed the other Party as soon as possible about the occurrence of such an event.

C. Extension of Time. Any period within which a Party shall, pursuant to this Agreement, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

8. Indemnification and Hold Harmless.

A. The Contractor shall defend, indemnify, and hold harmless the PUD, its officers, officials, employees, and volunteers against and from any and all claims, injuries, damages, losses, or lawsuits, including attorney fees, arising out of or in connection with the performance of this Contract, except for injuries and damages caused by the sole negligence of the PUD. It is further provided that no liability shall attach to the PUD by reason of entering into this Contract, except as expressly provided herein.

B. However, should a court of competent jurisdiction determine that this Contract is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the PUD, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Contract.

9. Insurance.

The insurance coverage shall be in accordance with and as described in the Washington State Department of Transportation Standard Specifications Division 1-07.18 as defined in Section III, Special Provisions of the Project Manual.

A. Verification of Coverage

The Contractor shall furnish the PUD with original certificates and a copy of the amendatory endorsements, including but not limited to the additional insured endorsement, evidencing the insurance requirements of the Contractor before commencement of the work.

B. Subcontractors

The Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the same insurance requirements as stated herein for the Contractor.

SAMPLE

10. Compliance with Laws.

A. The Contractor shall comply with all applicable federal, state, and local laws, including regulations for licensing, certification, and operation of facilities and programs, and accreditation and licensing of individuals, and any other standards or criteria as set forth in the Project Manual.

B. The Contractor shall pay any applicable business and permit fees and taxes which may be required for the performance of the work.

C. The Contractor shall comply with all legal and permitting requirements as set forth in the Project Manual.

11. Non-Discrimination.

Non-discrimination shall be in accordance with and as described in the Washington State Department of Transportation Standard Specifications and the Special Provisions Division 1-07.11.

12. Assignment.

A. The Contractor shall not assign this Contract or any interest herein, nor any money due to or to become due hereunder, without first obtaining the written consent of the PUD, nor shall the Contractor subcontract any part of the services to be performed hereunder without first obtaining the consent of the PUD.

B. The Contractor hereby assigns to the PUD any and all claims for overcharges resulting from antitrust violations as to goods and materials purchased in connection with this Contract, except as to overcharges resulting from antitrust violations commencing after the date of the bid or other event establishing the price of this Contract. In addition, the Contractor warrants and represents that each of its suppliers and subcontractors shall assign any and all such claims for overcharges to the PUD in accordance with the terms of this provision. The Contractor further agrees to give the PUD immediate notice of the existence of any such claim.

13. Contract Administration.

This Contract shall be administered by_____on behalf of the Contractor and by **Scott Bancroft Operations Director,** on behalf of the PUD. Any written notices required by the terms of this Contract shall be served, mailed, or emailed to the following addresses:

Contractor:

PUD:

Jefferson County
Public Utility District
No. 1
310 Four Corners
Road
Port Townsend, WA 98368

SAMPLE

14. Interpretation and Venue.

This Contract shall be interpreted and construed in accordance with the laws of the State of Washington. The venue of any litigation between the parties regarding this Contract shall be Jefferson County, Washington.

15. Attachments and Signatures.

This Contract, including its attachments, constitutes the entire Contract, supersedes all prior written or oral understandings, and may only be changed by a written change order executed by both parties. The following attachments are hereby made a part of this Contract:

Attachment 1 – Scope of Work (Attachments from RFP's Section 3)
Attachment 2 – Contractor's Proposal
Attachment 3 - Insurance
Attachment 4 – Performance and Payment Bonds
Attachment 5 – FR Clothing Procedures and Arc Flash Exposure Summary
Attachment 6 – Payment Request Form and Invoice Sample
Attachment 7 – Weekly Reporting Form
Attachment 8 – Service Order and Change Order Forms
Attachment 9 – Agreement for Use of PUD Property
Attachment 10 – Agreement for Use of PUD Vehicle

SAMPLE

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed the date of the last signature affixed below.

CONTRACTOR:	JEFFERSON COUNTY PUBLIC UTILITY DISTRICT NO. 1:
_____	_____
Sign By:	Sign By:
Printed Name:_____	Printed Name: _____
Title:_____	Title: _____
Date:_____	Date: _____

_____

SAMPLE

ATTACHMENT 1
SCOPE OF WORK (from Section 3 of RFP)

SAMPLE

SAMPLE

INSURANCE REQUIREMENTS FOR CONSTRUCTION AND SERVICE CONTRACTS

Insurance Term

The Contractor shall procure and maintain insurance, as required in this Section, without interruption from commencement of the Contractor's work through the term of the Contract and for thirty (30) days after the Physical Completion date, unless otherwise indicated herein.

No Limitation

The Contractor's maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the PUD's recourse to any remedy available at law or in equity.

Minimum Scope of Insurance

The Contractor's required insurance shall be of the types and coverage as stated below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.

2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide a per project general aggregate limit using ISO form CG 25 03 05 09 or an endorsement providing at least as broad coverage. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. The PUD shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the PUD using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad coverage.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

Minimum Amounts of Insurance

The Contractor shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of $1,000,000 per accident.

2. Commercial General Liability insurance shall be written with limits no less than $2,000,000 each occurrence, $2,000,000 general aggregate and $2,000,000 products-completed operations aggregate limit.

SAMPLE

PUD Full Availability of Contractor Limits

If the Contractor maintains higher insurance limits than the minimums shown above, the PUD shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Contractor, irrespective of whether such limits maintained by the Contractor are greater than those required by this Contract or whether any certificate of insurance furnished to the PUD evidences limits of liability lower than those maintained by the Contractor.

Other Insurance Provision

The Contractor's Automobile Liability and Commercial General Liability insurance policies are to contain or be endorsed to contain that they shall be primary insurance as respect the PUD. Any insurance, self-insurance, or self-insured pool coverage maintained by the PUD shall be excess of the Contractor's insurance and shall not contribute with it.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.

Verification of Coverage

The Contractor shall furnish the PUD with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsements, evidencing the insurance requirements of the Contractor before commencement of the work. Upon request by the PUD, the Contractor shall furnish certified copies of all required insurance policies, including endorsements, required in this Contract and evidence of all subcontractors' coverage.

Subcontractors' Insurance

The Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein, except the Contractor shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Contractor shall ensure that the PUD is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement as least as broad as ISO CG 20 10 10 01 for ongoing operations and CG 20 37 10 01 for completed operations.

Notice of Cancellation

The Contractor shall provide the PUD and all Additional Insureds for this work with written notice of any policy cancellation within two business days of their receipt of such notice.

Failure to Maintain Insurance

Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the PUD may, after giving five business days' notice to the Contractor to correct the breach, immediately terminate the Contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the PUD on demand, or at the sole discretion of the PUD, offset against funds due the Contractor from the PUD.

SAMPLE

PERFORMANCE BOND

to Jefferson County Public Utility
District No. 1, WA Bond No._
_____

The Jefferson County Public Utility District No. 1, Washington, has awarded to____(Principal), a contract for the construction of the project designated as:

Project Name: **Electrical Dock Crew** Project No. **ELCON-2023-01**

in Jefferson County, Washington, and said Principal is required to furnish a bond for performance of all obligations under the Contract.

The Principal, and _____(Surety), a corporation, organized under the laws of the State of _____ and licensed to do business in the State of Washington as surety and named in the current list of "Surety Companies Acceptable in Federal Bonds" as published in the Federal Register by the Audit Staff Bureau of Accounts, U.S. Treasury Dept., are jointly and severally held and firmly bound to the Jefferson County Public Utility District No. 1 in the sum of_____US Dollars ($___) Total Contract Amount, subject to the provisions herein.

This statutory performance bond shall become null and void, if and when the Principal, its heirs, executors, administrators, successors, or assigns shall well and faithfully perform all of the Principal's obligations under the Contract and fulfill all the terms and conditions of all duly authorized modifications, additions, and changes to said Contract that may hereafter be made, at the time and in the manner therein specified; and if such performance obligations have not been fulfilled, this bond shall remain in full force and effect.

The Surety for value received agrees that no change, extension of time, alteration or addition to the terms of the Contract, the specifications accompanying the Contract, or to the work to be performed under the Contract shall in any way affect its obligation on this bond, and waives notice of any change, extension of time, alteration or addition to the terms of the Contract or the work performed. The Surety agrees that modifications and changes to the terms and conditions of the Contract that increase the total amount to be paid the Principal shall automatically increase the obligation of the Surety on this bond and notice to Surety is not required for such increased obligation.

This bond may be executed in two (2) original counterparts and shall be signed by the parties' duly authorized officers. This bond will only be accepted if it is accompanied by a fully executed and original power of attorney for the officer executing on behalf of the surety.

PRINCIPAL	SURETY
_____	_____
Principal Signature Date	Surety Signature Date
_____	_____
Printed Name	Printed Name
_____	_____
Title	Title

Name, address, and telephone of local office/agent of Surety Company is:

_____
_____

SAMPLE

PAYMENT BOND

to Jefferson County Public Utility District No. 1, WA Bond No._____

The Jefferson County Public Utility District No. 1, Washington, has awarded to____ (Principal), a contract for the construction of the project designated as:

Project Name: **Electrical Dock Crew** Project No**. ELCON-2023-01**

in Jefferson County, Washington, and said Principal is required under the terms of that Contract to furnish a payment bond in accord with Title 39.08 Revised Code of Washington (RCW) and (where applicable) 60.28 RCW.

The Principal, and _____(Surety), a corporation, organized under the laws of the State of _____ and licensed to do business in the State of Washington as surety and named in the current list of "Surety Companies Acceptable in Federal Bonds" as published in the Federal Register by the Audit Staff Bureau of Accounts, U.S. Treasury Dept., are jointly and severally held and firmly bound to the **Jefferson County Public Utility District No. 1** in the sum of_____ US Dollars ($_ _____) Total Contract Amount, subject to the provisions herein.

This statutory payment bond shall become null and void, if and when the Principal, its heirs, executors, administrators, successors, or assigns shall pay all persons in accordance with Titles 60.28, 39.08, and 39.12 RCW including all workers, laborers, mechanics, subcontractors, and materialmen, and all persons who shall supply such contractor or subcontractor with provisions and supplies for the carrying on of such work, and all taxes incurred on said Contract under Title 50 and 51 RCW and all taxes imposed on the Principal under Title 82 RCW; and if such payment obligations have not been fulfilled, this bond shall remain in force and effect.

The Surety for value received agrees that no change, extension of time, alteration or addition to the terms of the Contract, the specifications accompanying the Contract, or to the work to be performed under the Contract shall in any way affect its obligation on this bond, and waives notice of any change, extension of time, alteration or addition to the terms of the Contract or the work performed. The Surety agrees that modifications and changes to the terms and conditions of the Contract that increase the total amount to be paid the Principal shall automatically increase the obligation of the Surety on this bond and notice to Surety is not required for such increased obligation.

This bond may be executed in two (2) original counterparts, and shall be signed by the parties' duly authorized officers. This bond will only be accepted if it is accompanied by a fully executed and original power of attorney for the officer executing on behalf of the surety.

PRINCIPAL		SURETY	
_____		_____	
Principal Signature	Date	Surety Signature	Date
_____		_____	
Printed Name		Printed Name	
_____		_____	
Title		Title	

Name, address, and telephone of local office/agent of Surety Company is:

_____

_____

SAMPLE

ATTACHMENT 5
FR CLOTHING PROCEDURES & ARC FLASH EXPOSURE

SAMPLE

FR Clothing Procedures

1. For all work on the PUD's electrical system, as a minimum, affected employees shall wear an FR shirt, FR work pants, hard hat, appropriate work gloves, safety footwear, safety glasses, and other personal protective equipment deemed necessary for the specific job. FR rain gear and/or FR jacket shall be worn over the FR shirt at the discretion of the employee. FR shirts, rain gear, vests, and jackets shall be rated 5 calorie/cm² or higher.

2. While in the work area, FR clothing shall be worn as an outermost garment with the sleeves fully rolled down and buttoned and the shirt, jacket, or rain gear buttoned or zipped up completely.

3. Affected employees are required to wear any other personal protective equipment as determined by the tailboard meeting or as specified elsewhere by regulation or policy, e.g. face shields, balaclava, protective hood, etc.

4. FR clothing shall not be worn if it has holes, rips, or tears, has flammable materials on the surface of the clothing, or is in disrepair.

5. Insect repellents containing DEET and suntan lotion should be applied before putting FR clothing on. DEET and some suntan lotions have been shown to reduce the FR rating of clothing.

ARC-FLASH EXPOSURE SUMMARY

LINE-LINE VOLTAGE	DIST. XFMR SIZE (kVA)	OPEN AIR	SWGR OR PAD MT	MAD (in.)	ARC FLASH BOUNDARY (inches)	INCIDENT ENERGY (cal/cm²)	FACE SHIELD REQUIRED
67 kV	-	x		40	56.0	5.3	YES
12.47 kV	-	x		26	16.5	1.4	NO
12.47 kV	-		x	26	195.6	6.3	YES
208 V	75		x	*	7.0	0.2	NO
208 V	150		x	*	7.0	0.2	NO
208 V	300		x	*	9.2	0.2	NO
208 V	500		x	*	21.6	1.0	NO
480 V	75		x	13	6.9	0.2	NO
480 V	150		x	13	6.9	0.2	NO
480 V	300		x	13	6.9	0.2	NO
480 V	500		x	13	6.9	0.2	NO
480 V	750		x	13	70.1	7.0	YES
480 V	1000		x	13	66.1	6.3	YES
480 V	1500		x	13	123.2	17.6	YES
208 V	75	x		*	8.3	0.1	NO
208 V	150	x		*	8.3	0.1	NO
208 V	300	x		*	8.3	0.1	NO
208 V	500	x		*	20.1	0.9	NO
480 V	75	x		13	0.1	0.1	NO
480 V	150	x		13	0.1	0.1	NO
480 V	300	x		13	0.1	0.1	NO
480 V	500	x		13	0.1	0.1	NO

* Avoid Contact

1. Shirts and pants shall be rated greater than the degree of flash hazard an employee is exposed to.
2. Rated face shields or hoods are required where the incident energy exceeds 4 cal/cm^2.
3. Arc-rated hand protection is not required for energy less than 14 cal/cm^2 if the employee is wearing heavy-duty all leather work gloves with a with a minimum material thickness of 0.03 inches. Gloves may be unlined or lined with non-flammable material.
4. Arc rated foot protection is not required if the employee is wearing heavy-duty work shoes or boots.

SAMPLE

Jefferson County
Public Utility District
No. 1

ATTACHMENT 6
PAYMENT REQUEST & INVOICE
SAMPLE

CONTRACTOR'S APPLICATION FOR PAYMENT

PROJECT NAME: Electrical Dock Crew	**PROJECT NUMBER: ELCON-2023-01**
TO: Jefferson County Public Utility District No. 1 310 Four Corners Road Port Townsend, WA 98368	**DATE:**
CONTRACTOR:	PAYMENT REQUEST NO.
PERIOD From:	to [end of period]:

STATEMENT OF CONTRACT ACCOUNT

1	Original Contract Amount (Excluding Sales Tax)	$
2	Total Value of Approved Change Order No(s)._____(Excluding Sales Tax)	$
3	Adjusted Contract Amount [Line 1+ Line 2]	$
4	Total Retainage to be Withheld [5% of Line 3]	$
5	Value of Work Completed to Date (per attached breakdown)	$
6	Material Stored on Site (per attached breakdown and material receipts)	$
7	Subtotal [Line 5+ Line 6]	$
8	Sales Tax at 8.8% of Line 7], As Applicable	$
9	Retainage for Work Completed to Date [5% of Line 7]	$
10	Subtotal [Line 7+ Line 8 - Line 9]	$
11	Previous Retainage Withheld (Line 9 from previous payment application)	$
12	Total Previously Paid (Line 10 from previous payment application)	$
13	**RETAINAGE TO BE WITHHELD FOR THIS PAYMENT [Line 9 – Line 11]**	$
14	**AMOUNT TO BE RELEASED TO CONTRACTOR [Line 10 - Line12]**	$

WAIVER OF CLAIMS FOR EXTRA COST OR TIME: The undersigned Applicant waives and releases, up through the date hereof, any and all claims for costs or item extensions arising out of or relating to extra or changed work or delays or acceleration not specifically identified and reserved in the amounts identified below or previously acknowledged in writing by the Jefferson County Public Utility District No. 1.

CERTIFICATE OF THE CONTRACTOR: I hereby certify that the work performed and the materials supplied through the ending period date noted above represent the actual value of accomplishment under the terms of the contract (and all authorized changes) between the Applicant and the Jefferson County Public Utility District No. 1, relating to the above referenced project, and that the remaining contract balance is sufficient to cover all costs of completing the work in accordance with the contract documents.

SAMPLE

CONTRACTOR'S APPLICATION FOR PAYMENT

I also certify that all lower-tier payments, less applicable retention, have been made by the Applicant for the periods covered by previous payment(s) received by the Applicant to (1) all lower-tier subcontractors/ suppliers, and (2) for all materials, equipment and labor used or in connection with the performance of this contract. I further certify that I have complied with all federal, state and local tax laws, including Social Security laws and Unemployment Compensation laws and Workmen's Compensation laws, insofar as applicable to the performance of this work, and have paid all such taxes, premiums and/or assessments arising out of the performance of the work.

I further certify that, to the best of my knowledge, information and belief, all work for which previous payment(s) have been received shall be free and clear of liens, claims, security interests and encumbrances in favor of the Contractor, subcontractors, material suppliers, or other persons or entities making a claim by reason of having provided labor, materials and equipment relating to the work.

Within seven (7) days of receipt of the payment requested herein, all payments, less applicable retention, will be made through the period covered by this pay request to all my lower-tier subcontractors/suppliers and for all materials, equipment, labor, taxes and assessments arising out of the performance of all said lower-tire work.

DATED: _____

CONTRACTOR:_____

_____

SIGNATURE: _____

PRINTED NAME AND TITLE:_____

_____

APPROVAL:

PUD Operations Director_____ Date: _____

SAMPLE

ATTACHMENT 7- INVOICE SAMPLE

INVOICE SAMPLE

XYZ Company

Company Address	Invoice No.
Performance Period – From: & To:	Invoice Date

DESCRIPTION	HOURS	RATE	AMOUNT
Four person Line crew – Overhead Transmission	8	$300.00	$2,400.00
Four person Line crew – Overhead Transmission - **minus the Ground person (this hourly rate is less the current prevailing wage rate of $25.00 for a Ground person)**	8	$275.00	$2,200.00
Three-person Civil crew – Underground	24	$250.00	$6,000.00
55 ft. maximum working height Manlift (Bucket Truck)	16	$32.00	$512.00
Wire Pulling Equipment (Reel trailer and tensioner capable of 4/0 to 1,272 MCM AL)	16	$14.00	$224.00
Flatbed Boom Truck (Capable of 20,000 lb.)	8	$15.00	$120.00
		Subtotal	$11,456.00
		Sales Tax 8.8%	$1,008.12
		TOTAL	$12,464.12

REMIT PAYMENT TO: [Insert Address]
TERMS: Net 30 days

ATTACHMENT 8 - WEEKLY REPORTING FORM

DAILY CREW INSPECTION REPORT 2023

PUD Jefferson County Public Utility District

Date:	
Contractor:	
Contractor's Foreman:	
PUD Inspector:	
Total Reg. Hours	
Total OT Hours:	
Service Order#	
Job Title:	

Approved: (Jefferson County Power / T&D / Inspector)

Approved: (Contractor Foreman)

Description			Description				
REG	**OT**	****Augmented/Contracted Crews****	**ADD**		*****Add/Deduct Personnel*** from Crew Makeup**	**DEDUCT**	
			REG	**OT**		**REG**	**OT**
		4 Person Line Crew - OH Transmission			Crew Foreman		
		4 Person Line Crew - OH Distribution			Lineman		
		3 Person Civil Crew - UG			Apprentice (HOT)		
		4 Person Line Crew - UG			Apprentice (COLD)		
		2 Person Line Crew - Services			Line Equip Operator		
		2 Person Substation Crew			Groundperson		
		3 Person Substation Crew			Substation Operator		
		3 Person Network Crew			Flagger		

USE	**STBY**	*****Additional Equipment*****	**USE**	**STBY**	*****Additional Equipment*****
		Manlift 45'			Digger Derrick - Distribution
		Manlift 55'			Digger Derrick - Transmission
		Manlift 65'			1-Reel Cable/Wire Trailer
		Manlift 75'			3-Reel Cable/Wire Trailer
		Manlift 85'			4-Reel Cable/Wire Trailer
		Manlift 95'			U.G. Hyd. Cable Pull Equip, Trailer Mounted
		Manlift 105'			Conduit Rodder w/Min. of 800' rod
		Material Handler 55'			Boom Truck, FB
		Material Handler 65'			Street Sweeper
		Material Handler 75'			Eductor/Vactor w/Operator
		Material Handler 85'			Trailer, Tandem Axle, 18' to 20'
		Material Handler 95'			Excavator, Mini, w/Trailer
		Material Handler 105'			Backhoe w/Trailer, 14' D w/12"-36" Bucket
		Pickup			Backhoe w/Trailer, 17'D w/12"-36" Bucket
		Flatbed 1-T			Excavator w/Trailer, 24' d w/42"-60" Bucket
		Pole Trailer			Air Compressor w/60# Jack Hammer
		Dump Truck 6 Yd.			Foundation Auger, 6-8' Dia., w/Operator
		Dump Truck 10 Yd.			Excavation Shielding Box, Min. 6' Sides
		OH Wire Pull Equip: Trailer & Tensioner			

QTY		*****RENTAL EQUIPMENT*****	**QTY**		*****MATERIALS*****
	Hr.			Yd.	
	Hr.			Yd.	
	Hr.			Yd.	
	Hr.			Yd.	

SAMPLE

DAILY CREW INSPECTION REPORT 2023 (CONT.)

Inspector: _____

Bore Footage: _____

Trench Footage: _____

Date: _____

Weekday

SUN	MON	TUE	WED	THU	FRI	SAT

Construction Conditions

Weather	Bright / Sun	Clear	Overcast	Rain	Snow
Temp	XX-32°	33°-50°	51°-70°	71°-85°	86°-XX°
Wind	Calm	Moderate	High	BMP	
Humidity	Low	Moderate	High	Yes	No

NON-CONFORMING MATERIALS OR WORK (Describe reason for non-conformance)

FIELD PROBLEMS (Which could result in delay of claim (Either manpower or equipment))

SUMMARY OF CONSTRUCTION ACTIVITIES

FOLLOW-UP INSPECTIONS OF PREVIOUSLY REPORTED DEFICIENCES

SAMPLE

Jefferson County Public Utility District No. 1
310 Four Corners Road
Port Townsend, WA 98368

SERVICE CONTRACT AGREEMENT - SERVICE ORDER		**Contract No. & Title:**
		Project Manager:
Date Prepared	**Service Order No.**	**Contractor:**
Service Order Title:		
Scope of Work / Justification:		

COST DATA	**CONTRACT AMOUNT**
1. Maximum Total Contract Value	
2. NTE Value of Indefinite Quantity Work on Contract	
3. NTE Value of work on this Service	
4. Previous Service Orders Placed Against Indefinite Quantity Work or Task	
5. New Total Indefinite Quantity Work Placed Against Contract (Lines 3 + 4 above)	
6. Unobligated contract amount remaining (Line 2 – line 5)	

SCHEDULE	
Contract Signing Date	
Contract Expiration Date	
Completion Date for this Service Order	
ADMINISTRATIVE	
Latest date allowed in contract to complete a Service Order	
Does this Order Require the Contract to be Extended (Yes or No)	No

CONTRACTOR:	JEFFERSON COUNTY PUBLIC UTILITY DISTRICT NO. 1:
Signature	Signature
Name & Title	Name & Title
Date:	Date:

SAMPLE

Jefferson County Public Utility District No. 1

310 Four Corners Road

Port Townsend, WA 98368

CONTRACT CHANGE ORDER		Contract No. & Title
		Project Manager:
Date Prepared	Change Order No.	Prime:

Change Title:

Change Scope / Justification:

COST DATA	CONTRACT AMOUNT
Original Contract	
Previous Change Orders	
This Change Order Amount (including applicable taxes)	
New Contract Amount	

SCHEDULE	
Original Substantial Completion	
Previous Time Extension by Change Order (days)*	
Suspension of Work (days)	
Change Order #1 Time Extension (days)	
New Substantial Completion	

CONTRACTOR:	JEFFERSON COUNTY PUBLIC UTILITY DISTRICT NO. 1
Signature	Signature
Name & Title	Name & Title
Date:	Date:

This Change Proposal shall represent full and complete compensation and final settlement of all Claims for all (1) time; (2) direct, indirect, and overhead costs; (3) profit; and (4) costs or damages associated with delay, inconvenience, disruption of schedule, impact, ripple effect, loss of efficiency or productivity, acceleration of work, lost profits, and/or any other costs or damages related to any work either covered or affected by the Change Proposal, or related to the events giving rise to the Change Proposal.

SAMPLE

AGREEMENT FOR USE OF PUD PROPERTY
RIGHT OF ENTRY & USE AGREEMENT

THIS AGREEMENT made effective the_____day of_____, 2023, ("Effective Date") by and between the Jefferson County Public Utility District No. 1 (herein referred to as "PUD") and_____,(herein referred to as "Contractor") for the purpose of establishing Contractor's rights and obligations pertaining to Contractor's entry onto and use of real property owned and/or controlled by the PUD

NOW, WHEREFORE, in consideration of the mutual benefits to be derived hereunder, the sufficiency of which is hereby acknowledged, the Parties agrees as follows:

The PUD hereby grants Contractor, for the purposes and subject to the terms and conditions set forth herein, the temporary, non-exclusive and revocable right to enter and use the following described land(s) (hereinafter referred to as the "Premises") located in Jefferson County, Clallam County, State of Washington:

_____

_____

Street Address:_____, Jefferson County,

WA Parcel No: _____

THIS RIGHT-OF-ENTRY & USE AGREEMENT IS SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

a. Purpose: Contractor is entitled to temporarily enter and use the Premises for the sole purpose of staging and mobilization in connection with project work under Contract No. ELCON-2023-01, and specifically limited to:

Check all that apply and add appropriate description:

[ ] Parking of the following vehicles and/or job shack:

_____

[ ] Storage of the following equipment, materials and/or supplies:

_____

[ ] Other:

_____

**** NO OTHER USES OF THE PREMIESE IS PERMITTED ****

b. Term: The term of this Agreement is_____days, commencing on the Effective Date and Terminating on_____. In no event shall entry or use under this Agreement extend beyond the termination of Contract No. ELCON-2023-01, which ever first occurs. The PUD may, in its sole discretion based on its operational needs or Contractor's breach of the terms and conditions hereunder, cancel and revoke this Agreement at any time upon 15 days prior written notice.

SAMPLE

Surrender of the Premises: Contractor agrees that upon cancellation or at termination of this Agreement, Contractor will immediately vacate and deliver up the Premises to the PUD in a condition as good or better than that which existed upon the Effective Date, reasonable wear and tear by the elements excepted.

c. Use Restrictions:
(1) Contractor shall not use the Premises to park vehicles, store equipment and/or materials, or stage any work other than as strictly required for performance of work pursuant to Contract No. ELCON-2023-01.
(2) Contractor agrees that its use and operations on the Premises shall not interfere with the operations of PUD business. The PUD retains full right to access, use and regulate the Premises at all times. The PUD
may, in its sole discretion, immediately suspend Contractor's access and use hereunder in the event of such interference or any other violation of the terms and conditions of this Agreement.
(3) Contractor shall not assign or sublet the rights and obligations set forth herein in whole or in part.

d. Compliance with All Laws: Contractor agrees to ensure that its employees and agents at the Premises comply with all applicable laws, rules, and regulations of the PUD and of any other applicable federal, state,
and local governmental authorities pertaining to the Premises.

e. Site Protection and Security: Contractor acknowledges and agrees that it shall be solely responsible for the security of the Premises and for the protection and loss of all vehicles, equipment, materials and all other personal property located on the Premises pursuant to this Agreement during its Term. Contractor shall not to store any hazardous or toxic substances on the Premises.

f. No PUD Liability for Use of the Premises and Indemnification:
This Agreement is made by the PUD without any warranty, either express or implied, regarding the suitability or condition of the Premises. Contractor shall not hold the PUD liable on account of any defect or condition in any part of the Premises or on account of theft of, or damage to, the vehicles, equipment, or other property of the Contractor, its employees or agents.

CONTRACTOR HEREBY AGREES TO INDEMNIFY AND HOLD HARMLESS THE PUD, ITS OFFICERS, EMPLOYEES AND AGENTS AGAINST AND FROM ANY AND ALL CLAIMS, DEMANDS, DAMAGES, LOSSES, AND LIABILITY RELATED TO OR ARISING IN ANY WAY IN CONNECTION WITH THE ENTRY AND USE RIGHTS GRANTED HEREUNDER. THIS PROVISION SHALL INCLUDE, BUT NOT BE LIMITED TO, ALL PERSONAL INJURY (INCLUDING DEATH) AND DAMAGE TO PROPERTY EXCEPT TO THE EXTENT CAUSED BY THE SOLE NEGLIGENCE OF THE PUD, ITS OFFICERS, EMPLOYEES OR AGENTS ACTING WITHIN THE SCOPE OF THEIR EMPLOYMENT. IN THIS REGARD, PERMITTEE HEREBY WAIVES IMMUNITY UNDER TITLE 51, RCW, INDUSTRIAL INSURANCE
LAWS, AND ACKNOWLEDGES THAT SUCH WAIVER HAS BEEN MUTUALLY NEGOTIATED.

g. Damage/fines: If any action of Contractor, its employees or agents, in the exercise of this Agreement results in damage to the Premises or a spill of hazardous or toxic substances, Contractor agrees, to the fullest extent allowed by law, to reimburse the PUD for the cost of repair, the cleanup costs, and any other fees, fines, and penalties (civil and criminal) imposed on the PUD as a result thereof. This provision is without prejudice to any rights the PUD may have to make a claim under applicable laws.

h. Enforcement: In the event of a lawsuit involving this Agreement, jurisdiction and venue are proper only in the State of Washington, Jefferson County Superior Court. Washington State Law

SAMPLE

shall govern. If any covenant or provision of this Agreement is adjudged void, such adjudication will not affect the validity, obligation, or performance of any other covenant or provision, or part thereof. This document contains the entire agreement between the parties and no statement, promise, representation, inducement, or agreement made by the PUD or its employees.

IN WITNESS WHEREOF, the Parties hereto have mutually agreed upon the terms and conditions of this instrument, represent and warrant their respective legal authority to sign it on behalf of the entity identified, and have caused it to be executed on the last date affixed below:

CONTRACTOR

By: _____

Printed Name: _____

Title: _____

Date: _____

JEFFERSON COUNTY PUBLIC UTILITY DISTRICT NO. 1

By: _____
PUD Manager

Date: _____

_____

SAMPLE

JEFFERSON COUNTY PUBLIC UTILITY DISTRICT NO. 1
AGREEMENT FOR USE OF PUD VEHICLES

THIS AGREEMENT made effective the_____day of_____, 2023, ("Effective Date") by and between the Jefferson County Public Utility District No. 1 (herein referred to as "PUD") and_____,(herein referred to as "Contractor") sets forth the terms and conditions for limited use of PUD vehicle(s) by Contractor and Contractor's employees in connection to Contactor's performance of Electric Dock Crew Contract No. ELCON-2023-01 (hereinafter"Contract").

In consideration of the mutual benefits to be derived hereunder, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

Pursuant to Section 3 Request for Proposals ELCON-2023-01, which is fully incorporated into and a part of the Contract, the PUD agrees to allow the Contractor to use one or more PUD vehicle for staging of vehicle, equipment, and/or material.

_____ _____
Vehicle Description VIN

_____ _____
Employee Name Driver's License#

_____
Title

_____ _____
Vehicle Description VIN

_____ _____
Employee Name Driver's License#

_____
Title

Contractor shall not assign its rights hereunder or otherwise permit, at any time or under any circumstances, anyone other than the Contractor identified above to use the vehicle assigned.

VEHICLE USE IS SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

SAMPLE

A. Purpose: The above described vehicle(s) shall be used by the above identified Contractor employee(s) solely in connection with performance of duties assigned under the Contract. **Any and all other use is strictly prohibited** and shall be deemed a material default under the Contract entitling the PUD to terminate the Contract and recover from Contractor all damages arising in connection with such unauthorized use. The PUD reserves the right to terminate vehicle use rights for any reason at any time.

B. Term: The term of this Agreement is_____days, commencing on the Effective Date and terminating on_____. In no event shall use of PUD vehicle under this Agreement extend beyond the termination of the Contract, which ever shall first occur. The PUD may, in its sole discretion or upon breach of the terms and conditions hereunder, immediately terminate this Agreement and/or revoke vehicle use rights hereunder.

C. Surrender of Vehicle: Contractor agrees that upon termination of this Agreement or revocation of vehicle use rights hereunder, Contractor shall immediately vacate vehicle in a condition as good or better than that which existed upon the Effective Date, reasonable wear and tear excepted. Contractor shall be liable for any and all damages to the vehicle arising from or related to Contractor employee use thereof.

D. Compliance with All Laws: Contractor shall have sole responsibility for, and expressly agrees, to monitor its employee(s) use of the vehicle and ensure that said employees comply with all federal, state, and local laws, rules, and regulations applicable to the use of said vehicle.

E. Vehicle Protection and Security: Contractor acknowledges and agrees that it shall be solely responsible for the condition and security of the subject vehicle, vehicle, material, and equipment stored on vehicle during the Term and that it shall have sole liability for all loss of and/or damage to said vehicle(s), material(s), and equipment that occurs during said Term.

F. No PUD Liability for Use of Vehicle This Agreement is made by the PUD without any warranty, either express or implied, regarding the suitability or condition of the subject vehicle. Contractor shall not hold the PUD liable on account of any defect or condition of the vehicle(s), material(s), and equipment.

Fines and Penalties: Contractor shall be solely responsible for and shall promptly pay all fines, penalties (civil and criminal), fees and costs that may be imposed as the result of its employee's use of the subject vehicle. This provision is without prejudice to any rights the PUD may have to make a claim under applicable laws.

SAMPLE

Company Name.	Staffing- Primary staff and Qualification and proposed commitments. 25 points	Scope of work- Demonstration of understanding of scope objectives. 25 points.	Costs- Hourly, Weekly, Monthly costs to the PUD. 25 points.	References- Include in your response a minimum of (4) references of facilities of like size and demographics. Include current contact information. 25 points.	Total Score.	
Wilson Construction	25	15	10	25	75	213
Wasatch Electric	12	10	10	25	57	198
Michels Pacific Energy	15	10	10	10	45	171
Olympic Electric	10	20	15	15	60	198
Palouse Power	12	20	25	25	82	254

Scott A. Bancroft

Evaluator name print.

Scott A. Bancroft

Evaluator name signature

12/06/2022

Date:

Company Name.	Staffing- Primary staff and Qualification and proposed commitments. 25 points	Scope of work- Demonstration of understanding of scope objectives. 25 points.	Costs- Hourly, Weekly, Monthly costs to the PUD. 25 points.	References- Include in your response a minimum of (4) references of facilities of like size and demographics. Include current contact information. 25 points.	Total Score.
Wilson Construction	18	20	14	15	67
Wasatch Electric	20	19	13	20	72
Michels Pacific Energy	16	20	10	15	61
Olympic Electric	18	18	15	15	66
Palouse Power	20	25	25	20	90

Josh Garlock

Evaluator name print.

Evaluator name signature

12-5-22

Date:

Company Name.	Staffing- Primary staff and Qualification and proposed commitments. 25 points	Scope of work- Demonstration of understanding of scope objectives. 25 points.	Costs- Hourly, Weekly, Monthly costs to the PUD. 25 points.	References- Include in your response a minimum of (4) references of facilities of like size and demographics. Include current contact information. 25 points.	Total Score.
Wilson Construction	18	20	18	15	71
Wasatch Electric	18	20	16	15	69
Michels Pacific Energy	18	20	15	12	65
Olympic Electric	17	20	20	15	72
Palouse Power	20	22	25	15	82

Kenny Yingli Jr

Evaluator name print.

Evaluator name signature

12/5/22

Date:

ELECTRICAL DOCK CREW ELCON-2023-01 PROPOSAL EMAIL SOLICITATION.

The Jefferson County Public Utility District No. 1 (PUD) is seeking proposals from qualified electrical firms (contractor) to provide personnel, equipment, and materials to augment PUD's electrical workforce in transmission line, distribution line, and substations maintenance and repair, Operations resources during peak workloads, emergency storm restoration and other electrical related services as needed for PUD's electrical utility.

Performance Period: 365 days with the option to renew for additional years, option not to exceed 3 years.

RFP Documents: To obtain complete packet, email Scott Bancroft, Operations Director at sbancroft@jeffpud.org

Project Manager: Scott Bancroft, Operations Director 360-385-8363 or sbancroft@jeffpud.org

RFP Due: Sealed proposals must be received by the PUD – Operations Director no later than **Wednesday, November 30, 2022, at 3:00 PM (PST)**. Proposals delivered later will not be accepted. The Jefferson County Public Utility District No. 1 is not responsible for delays in delivery. It is the contractor's sole responsibility to see that their bid is received at the proper time and place. Any bid received after the bid due date and time will be considered non-responsive. Proposals may be submitted by any of the methods listed below:

a) Mailed to Jefferson County Public Utility District No. 1, Attn: Scott Bancroft, 310 Four Corner Road, Port Townsend, Washington 98368.

b) Hand-delivered to the Jefferson County PUD Operations Center Warehouse, Attn: Aly Dean, at 310 Four Corners Road, Port Townsend, Washington 98368.

All proposals shall be placed in a sealed envelope, which is clearly marked "**ELECTRICAL DOCK CREW RFP.**"

Jefferson County PUD is an RUS borrower.

SCHEDULE

Advertisement Date:	**Wednesday, October 19, 2022**
Questions Due:	**Wednesday, November 16, 2022, by 3:00 p.m. PST** The PUD will not respond to any inquiries submitted after this date/time.
Due Date:	**Wednesday, November 30, 2022at 3:00 p.m. PST**
Contract Award:	**Wednesday, December 7, 2022**
Start of Contract	**January 16,2023**

Prospective bidders are hereby notified that they are solely responsible for ensuring timely delivery of their bid to the Jefferson County PUD on or before the bid submission date and time indicated above.

Jefferson County PUD reserves the right to reject any or all bids and to waive informalities or irregularities.

Attached are the bid documents. The documents may also be requested by telephone at 360-385-8363 or by email at sbancroft@jeffpud.org

ELECTRICAL DOCK CREW ELCON-2023-01 PROPOSAL EMAIL AWARD.

The RFP overall grade and cost for each company is as follows:

Wilson Construction	213	$3,264,053.20
Michels Pacific Energy Inc.	171	$4,576,140.96
Olympic Electric	198	$3,297,748.00
Wasatch Electric	198	$3,277,233.58
Palouse Power	254	$2,730,090.00

AGENDA REPORT

DATE: January 3, 2023

TO: Board of Commissioners

FROM: Mike Bailey, Finance Director/District Auditor

RE: Void Outstanding Warrants from 2019, 2020, and 2021

BACKGROUND: We have outstanding warrants from 2019, 2020, and 2021 that per recommendation from Jefferson County Treasurer's Office needed to be voided. Per RCW 36.22.100, warrants of any municipal corporation not presented within one year of their issue dates shall be cancelled by the passage of a resolution of the governing body.

ANALYSIS/FINDINGS: Warrants are valid for 1 year after issuance.

FISCAL IMPACT: No fiscal impact to the PUD once the warrants are voided, the related funds are submitted to the State of Washington as Unclaimed Property.

RECOMMENDATION: Staff recommends the Board approves the attached resolution authorizing the voidance of outstanding warrants from 2019, 2020, and 2021 in accordance with RCW 36.22.100.

PUBLIC UTILITY DISTRICT

NO 1 OF

JEFFERSON COUNTY

RESOLUTION NO. 2023-xxx

A RESOLUTION of the Board of Commissioners of Public Utility District No 1 of Jefferson County, Washington (the PUD), authorizing the Jefferson County Treasurer to cancel outstanding warrants.

WHEREAS, warrants of any municipal corporation not presented within one year of their issue dates shall be cancelled by the passage of a resolution of the governing body (RCW 36.22.100).

WHEREAS, The Jefferson County Treasurer has requested authorization to cancel PUD issued Warrant Numbers:

Warrant	Issue Date	Amount	Warrant	Issue Date	Amount
121691	12/05/2019	$522.76	124776	12/01/2020	$2,695.31
121751	12/05/2019	$550.82	125173	12/23/2020	$56.93
121884	12/05/2019	$570.38	125141	12/17/2020	$12.25
122196	1/03/2020	$162.78	127264	9/30/2021	$240.00
122200	1/03/2020	$188.54	127651	11/29/2021	$1,350.51
122672	2/27/2020	$133.94	127715	11/29/2021	$973.60
123530	7/02/2020	$53.26	127724	11/29/2021	$2,069.48
123879	8/20/2020	$78.26	127728	11/29/2021	$1,193.94
124108	9/24/2020	$52.61			
124122	9/24/2020	$50.03			

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Public Utility District No 1 of Jefferson County, Washington, that the Jefferson County Treasurer is authorized to cancel the listed Warrants.

ADOPTED at a Regular Meeting of the Board of Commissioners of the Public Utility District No 1 of Jefferson County, Washington, held this 3rd day of January 2023

PUD NO 1 OF JEFFERSON COUNTY

Kenneth Collins	Jeff Randall	Dan Toepper
President	Vice President	Secretary

IN WITNESS WHEREOF I have hereunto set me hand and affixed the seal of the Corporation this 3rd day of January 2023

AGENDA REPORT

DATE: January 3, 2023
TO: Board of Commissioners
FROM: Will O'Donnell
RE: Logo Revisions for 2023

BACKGROUND: The PUD's logo was last changed in 2012 before the launch of electric service. That change involved a complete revision and the scrapping of the old logo. With the 10-year anniversary of public power and the launch of a new utility service approaching in 2023, staff believes that the current PUD logos and branding would benefit from a refresh.

PROPOSAL: Staff is proposing that the current logo not be scrapped, but instead altered and enhanced. Attached are design variations and a preferred selection. In the preferred selection, a Wi-Fi symbol was added to the U in PUD to symbolize the new service in a manner matching the depictions of our current services (the P has a water drop for water and sewer, the D has a light bulb for electric).

In addition, staff is recommending a color change from the historic teal to the current blue, and the addition of a second color (orange-yellow) that gives a slight three dimensional pop to the logo.

Staff has developed the preferred logo concepts in-house. Examples of considered alternatives is also provided. Staff would like to launch the new logo in April as part of the 10 years of Public Power anniversary commemoration.

FISCAL IMPACT: Minimal. Will use new logos for all digital and future print marketing. Replace old logos slowly over time.

RECOMMENDATION: For Discussion Only

PUBLIC UTILITY DISTRICT NO.1
JEFFERSON COUNTY

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Jefferson County
Public Utility District

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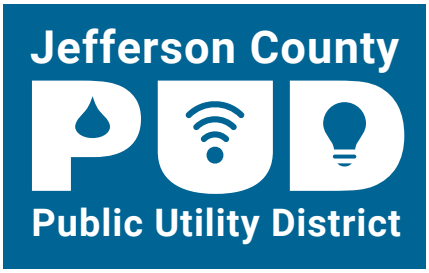
Jefferson County
PUD
Public Utility District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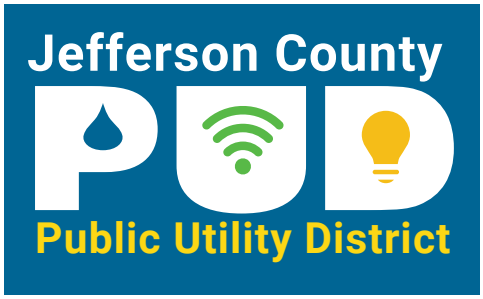
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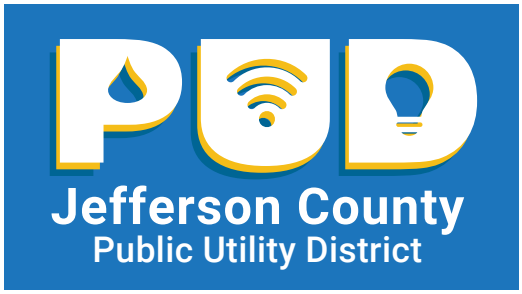
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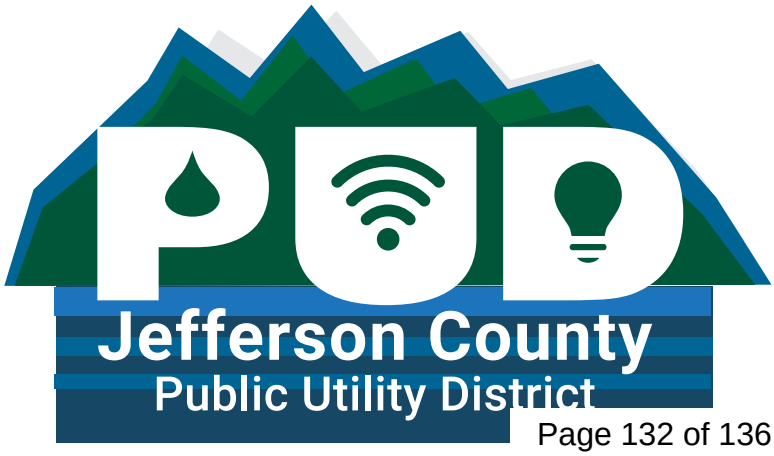
Public Utility District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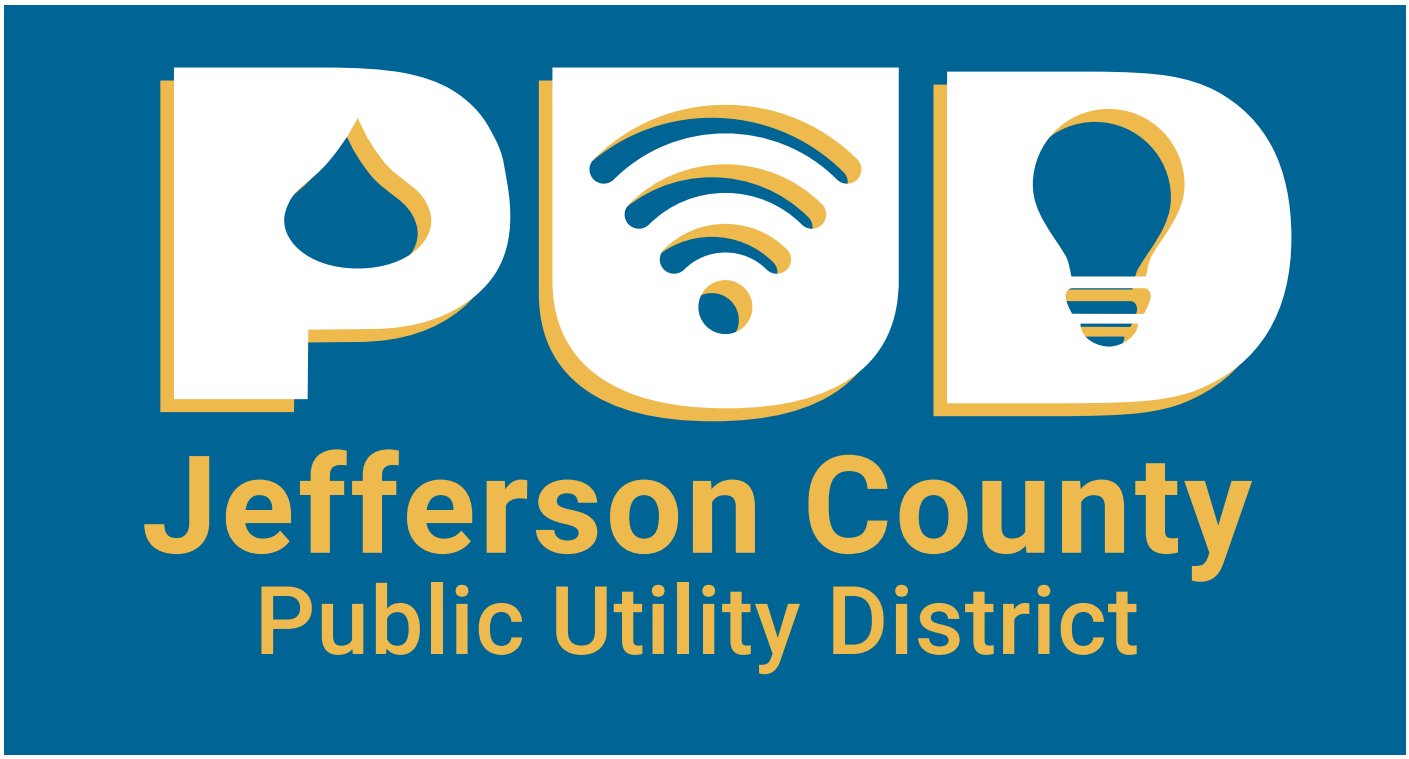
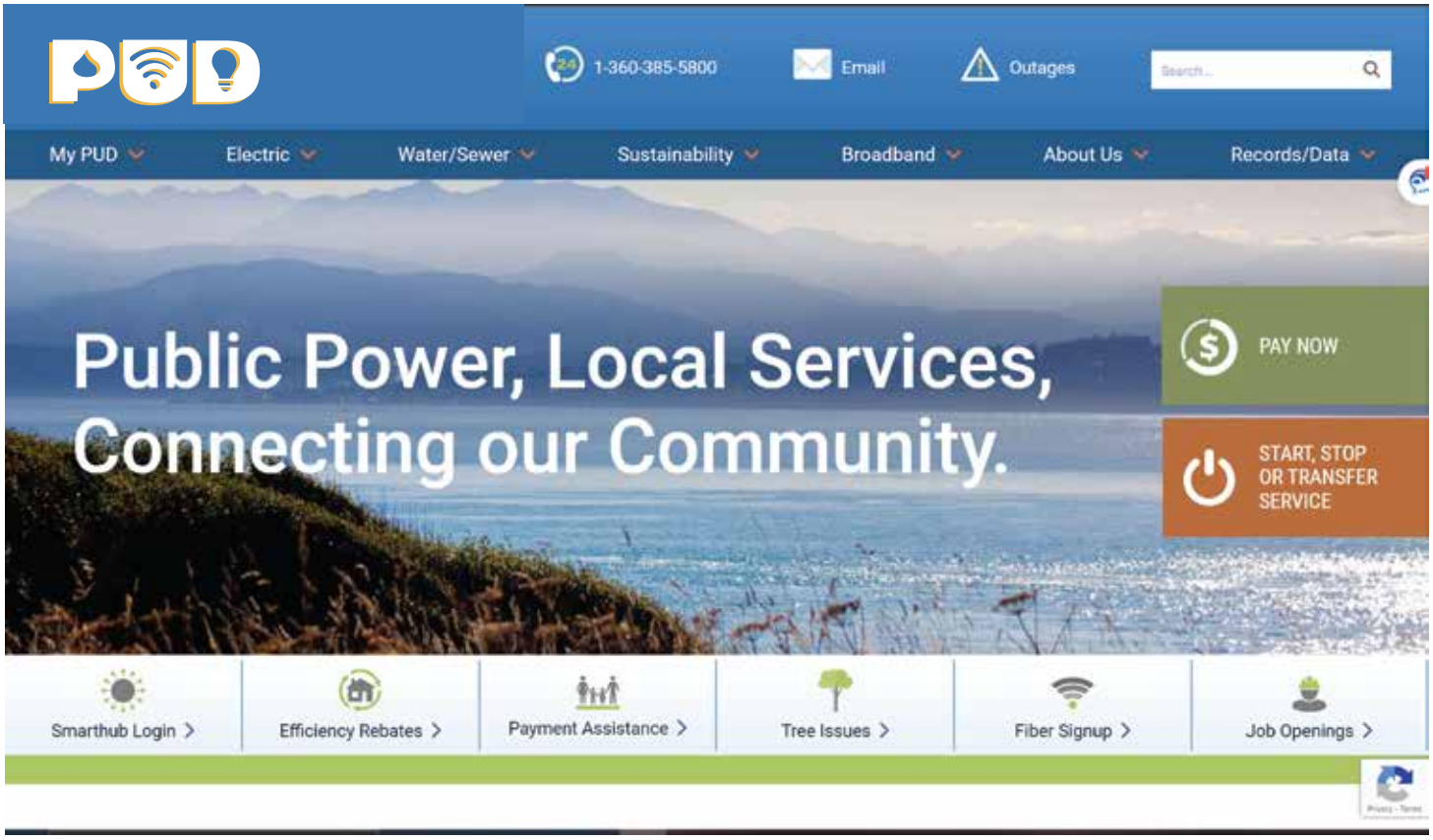
Public Utility District



Jefferson County
Public Utility District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Email
Outages
My PUD
Electric
Water/Sewer
Sustainability
Broadband
About Us
Records/Data
Public Power, Local Services,
Connecting our Community.
PAY NOW
START, STOP
OR TRANSFER
SERVICE
Smarthub Login
Efficiency Rebates
Payment Assistance
Tree Issues
Fiber Signup
Job Openings

PUBLIC UTILITY DISTRICT NO.1
OF
JEFFERSON COUNTY

RESOLUTION NO. 2023-XXXX-

A Resolution of the Board of Commissioners of Public Utility District (PUD) No. 1 of Jefferson County, Washington, selecting an Auditor to assist the PUD with necessary annual audit services

WHEREAS, the PUD issued a Request for Qualifications to qualified Certified Public Accounting firms to provide audit service to the PUD in May of 2022; and

WHEREAS, PUD Governance Policies require that the Auditor be approved by the Board of Commissioners; and

WHEREAS, after PUD staff reviewed all responsive proposals, and made its recommendation to the Board of Commissioners of the PUD, the proposed firm of Jackson Thornton notified the PUD that it had insufficient auditing personnel to undertake the PUD's Fiscal Year 2022 audit and would not be able to provide auditing services to the PUD; and

WHEREAS, the PUD is required by the Rural Utility Service to provide an annual audit by March 31 following the end of calendar year, and with the shortened time available, PUD staff contacted three auditing firms capable of providing an audit to meet Rural Utility Service standards as well as those required for Washington State; and

WHEREAS, after discussions with all three firms, staff recommends selecting the firm of Bolinger, Segars, Gilbert, & Moss, LLP. who has successfully provided auditing services for other utilities who are Rural Utility Service borrowers, and that the Board of Commissioners authorize the General Manager to execute an engagement letter for Auditor services on behalf of the PUD**.**

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, that foregoing recitals are incorporated herein, and that the Board of Commissioners of Jefferson County PUD No. 1 hereby selects Bolinger, Segars, Gilbert, & Moss, LLP. to serve as Auditor, and the General Manager is authorized to execute an engagement letter for Auditor services with the PUD.

ADOPTED at a regular meeting of the Board of Commissioners of Public Utility District No. 1 of Jefferson County, this 3rd day of January 2023.

_____
Ken Collins, President

_____
Jeff Randall, Vice President

ATTEST:

_____
Dan Toepper, Secretary