

**EUGENE WATER & ELECTRIC BOARD
EXECUTIVE SESSION 1
VIRTUAL MEETING
MAY 5, 2020
5:00 P.M.**

Commissioners Present: Steve Mital, President; Mindy Schlossberg, Vice President; Dick Helgeson, John Brown and Sonya Carlson Commissioners.

Others present: Frank Lawson, General Manager; Lisa Krentz, Support Services Operations Manager; Karen Kelley, Water Operations Manager; Wallace McCullough, Water Engineering Supervisor; Jared Rubin, Environmental & Property Supervisor; Tim O'Dell, Right-of-Way Agent; Rod Price, Chief Engineering & Operations Officer; Deborah Hart, Chief Financial Officer; Susan Ackerman, Chief Energy Officer; Lena Kostopulos, Chief Human Resources Officer; Julie McGaughey, Chief Customer Officer; Travis Ayriss, Information Services Supervisor; Kristan Petit, Network Administrator and Anne Kah, Executive Assistant

EXECUTIVE SESSION:

The Executive Session was called to order at 5:00 p.m.

Pursuant to ORS 192.660(2)(e)

The EWEB Board of Commissioners met in Executive Session to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

President Mital adjourned the Executive Session meeting at 5:10 p.m.

Assistant Secretary

President

**EUGENE WATER & ELECTRIC BOARD
EXECUTIVE SESSION 2
VIRTUAL MEETING
MAY 5, 2020
5:15 P.M.**

Commissioners Present: Steve Mital, President; Mindy Schlossberg, Vice President; Dick Helgeson, John Brown and Sonya Carlson Commissioners.

Others present: Frank Lawson, General Manager; Travis Ayriss, Information Services Supervisor; and Kristan Petit, Network Administrator

EXECUTIVE SESSION:

The Executive Session was called to order at 5:15 p.m.

Pursuant to ORS 192.660(2)(i)

The EWEB Board of Commissioners met in Executive Session to review and evaluate the employment performance of the General Manager.

President Mital adjourned the Executive Session meeting at 5:45 p.m.

Assistant Secretary

President

**EUGENE WATER & ELECTRIC BOARD
REGULAR SESSION
500 E 4th AVENUE
May 5, 2020
6:00 P.M.**

Commissioners may pose questions to staff prior to the scheduled board meeting. To view Commissioners' pre-meeting questions and staff responses, visit <http://www.eweb.org/about-us/board-of-commissioners/2020board-agendas-and-minutes>.

Commissioners Present: Steve Mital, President; Mindy Schlossberg, Vice President; John Brown, Sonya Carlson, Dick Helgeson, Commissioners

Others Present: Frank Lawson, General Manager, Rene Gonzalez, Customer Solutions Manager; Julie McGaughey, Chief Customer Officer; Anna Wade, Business Line Manager; Rod Price, Chief Engineering & Operations Officer

President Mital called the Regular Session to order at 6:00 p.m.

Agenda Check

There were no changes or additions to the agenda.

Items from Commissioners and General Manager

Commissioner Carlson announced she had attended two virtual meetings with Lane Council of Governments (LCOG) recently. She also mentioned—as far as the Census was concerned—Lane County had a 60% return rate, and that number was above average for the state.

Commissioner Helgeson expressed appreciation to EWEB staff, and the community at large for working to keep everyone safe during the COVID-19 pandemic.

Commissioner Brown said that he and General Manager Lawson had been meeting with the leadership of the Springfield Utility Board (SUB) concerning real estate matters.

Mr. Lawson thanked EWEB staff for their hard work and dedication during the pandemic, and also their swift work to restore power after a wind storm that swept through the Valley a few days prior. He said that many EWEB projects were continuing, including the Resource Adequacy work, the Columbia River System operation and the Environmental Impact Statement with Bonneville, and EWEB's Electrification Study.

Public Input

There was no Public Input.

Approval of Consent Calendar

MINUTES

1. April 7, 2020 Regular Session

CONTRACTS

- 2. Altec Industries** - for the purchase of a bucket truck. \$257,000.
- 3. Bay Valve Engineering Services** - for annual pump and motor rebuild and repair for Hayden Bridge. \$375,000.
- 4. Mythics Inc.** - for the use of a cooperative contract for Oracle software and services. \$1,380,000 (over three years).
- 5. Portland General Electric (PGE)** - authorize the General Manager to approve a contract for transmission equipment services at the Stone Creek project. Estimated cost \$50,000 per year for ten years (\$500,000).
- 6. The Saunders Company** - for south Willamette River 42-inch transmission main and transmission bore. \$3,000,000.
- 7. Whitlock Consulting Group** - for consulting services for the Customer Experience Improvement (CEI) project Phase 2 implementation support. \$302,000, plus travel (Resulting cumulative total \$691,100 plus travel costs).

INTERGOVERNMENTAL AGREEMENTS

- 8. Energy Northwest** - for operation and maintenance of the Stone Creek hydroelectric project. \$2,000,000 (over five years).

RESOLUTIONS

- 9. Resolution No. 2017** - Annual Price Adjustment for Joint Use Fees.
- 10. Resolution No. 2018** - Approval of new Board Policy Dam Safety.

Vice President Schlossberg moved to approve the Consent Calendar minus items 5 and 8. The motion passed unanimously 5:0.

Items removed from the Consent Calendar

Commissioner Helgeson pulled item number 8. He opined this project was one of the better hydro projects EWEB had been involved with in past years.

Mr. Lawson clarified there were two separate contracts because there were two separate pieces of infrastructure which needed support.

President Mital asked if there were anything in the aforementioned contracts which would make it more difficult for EWEB to sell the components.

Mr. Lawson said no.

Commissioner Carlson said that her questions concerning the item she pulled—item 5—had largely been answered in the above discussion of item 8.

Commissioner Carlson moved to approve Consent Calendar items 5 and 8. The motion passed unanimously 5:0.

General Manager's Annual Performance Evaluation and Merit Discussion for Year 2019

All EWEB Commissioners praised Mr. Lawson for his performance as EWEB General Manager.

President Mital said, considering the circumstances brought about by the COVID-19 pandemic, that now was not the time to consider a merit increase, although he, and to his knowledge, the other Commissioners, agreed a merit increase was appropriate.

Commissioner Helgeson asked, and was supported by his fellow Commissioners, for a backgrounder document to help the Board get up to speed on General Manger salary reference points.

COVID-19 Customer Assistance Update

Ms. McGaughey, Mr. Gonzalez, and Ms. Wade offered the Board an update and PowerPoint presentation on customer assistance during the COVID-19 pandemic.

Commissioner Brown asked if there would be outreach for the particular assistance program for the bill deferment for commercial customers.

Ms. Wade replied yes.

Commissioner Carlson wondered if there was any way to know how many applications for assistance past the 1,000-application limit there were.

Ms. Wade said there was not.

Break

President Mital called for a break at 7:12 p.m. He reconvened the meeting at 7:17.

COVID-19 Pandemic Proposed Recovery

Mr. Lawson offered the Board a report and PowerPoint presentation on EWEB's COVID-19 response/recovery framework.

Commissioner Brown asked if Mr. Lawson and EWEB staff were keeping the City of Eugene apprised of EWEB's COVID-19 response/recovery framework.

Mr. Lawson said they were. He offered he had discussed it with the Eugene City Manager, but he had not yet gone into specifics.

Quarterly Strategic & Operational Report for Q1 2020

Mr. Lawson and Mr. Price offered the Board a report and PowerPoint presentation on the FY2020 Q1 strategies and operations.

Commissioner Carlson asked for an informational update on the utility's debt refinancing.

Mr. Lawson said EWEB took a short pause in bond refinancing, but efforts were ramping up again. He said continuous work would begin again on said refinancing in approximately one month.

Correspondence & Board Agendas

Mr. Lawson offered the Board a report on correspondence and Board agendas.

Board Wrap Up

Vice President Schlossberg thanked EWEB's IT department for facilitating these virtual meetings. Her colleagues agreed.

Commissioner Helgeson suggested that the EWEB Board of Commissioners consider holding two Board meetings in the month of June.

Commissioner Brown said he would be happy to hold two meetings next month, to give the Board a chance to digest, and catch up with all the new information, and all the changes brought about by the COVID-19 pandemic.

Adjourn

President Mital adjourned the Regular Session at 8:12 p.m.

Assistant Secretary

President

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve additional funds for the Contract with **Eugene Sand Construction Inc.** for asphalt patching services for the FEMA funded Hazardous Mitigation Projects at Blanton Road and Saratoga/Donald Streets.

Board Meeting Date: June 2, 2020
Project Name/Contract #: Asphalt Concrete Patching Services / 19-163-GS
Primary Contact: Rod Price Ext. 7122

Contract Amount:

Original Contract Amount: \$175,000
Additional \$ Previously Approved: \$0
Invoices over last approval: \$0
Percentage over last approval: 0%
Amount this Request: \$135,000
Resulting Cumulative Total: \$310,000

Contracting Method:

Method of Solicitation: Formal ITB
If applicable, basis for exemption: N/A
Term of Agreement: December 2019 – July 2020 (Construction and Installation Services)
Option to Renew? No
Approval for purchases “as needed” for the life of the Contract Yes No
Proposals/Bids Received (Range): 4 – (\$174,632 to \$208,404)
Selection Basis: Lowest Responsive and Responsible Bidder
Narrative:

Operational Requirement and Alignment with Strategic Plan

This project supports EWEB’s strategic plan by improving resiliency of our services to the community in areas prone to storm damage within our electric system and was selected by FEMA as a viable project for partial reimbursement related to the 2016 Ice Storm FEMA Application. This contract is required to provide asphalt patching services to meet the public right-of-way agency’s permitting requirements for hard surface restoration after moving the feeder line underground in the city street.

Contracted Goods or Services

Additional work needed is predominately related to unanticipated ground conditions and significant rock and boulders found during the trenching work. The rock required increased excavation, and therefore additional trenching resulting in more asphalt material, patching, and additional flagging services. There would be no way to predict this at the time of bidding and design, and re-bidding this work or changing contractors at this time would significantly delay the project work and pose risk of loss of funding from FEMA, and would also put quality at risk as a new contractor would need to familiarize with design and not be aware of lessons learned at the first phase of the project.

Prior Contract Activities

We purchase crushed rock from Riverbend Materials which is affiliated with Eugene Sand Construction. To-date Eugene Sand Construction has performed the work under this contract successfully and has met all service requirements.

Purchasing Process

In October 2019, EWEB issued a formal Invitation to Bid for asphalt concrete patching services. The solicitation was publicly advertised on ORPIN. Three (3) companies attended the voluntary pre-bid meeting and questions from perspective contractors were responded to via the addenda process. Four bids were received and Eugene Sand Construction provided the lowest bid and were deemed responsive and responsible.

Competitive Fair Price (If less than 3 responses received)

N/A

ACTION REQUESTED:

Management requests the Board approve an amendment for additional work and funds with Eugene Sand Construction, Inc. for asphalt patching services for the FEMA funded Hazardous Mitigation Projects at Blanton Road and Saratoga/Donald Streets. Funds for the procurement were budgeted for in 2019 and 2020 Electric Capital Budgets of \$37M and \$49M respectively. Variances will be managed within the budget process and Board policy.

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a Contract with **Quikcrete QPS** for Polymer Cold Mix Asphalt.

Board Meeting Date: 06/02/2020
Project Name/Contract #: Polymer Cold Mix Asphalt / 20-076-G
Primary Contact: Rod Price Ext. 7122

Contract Amount:

Original Contract Amount: \$ 252,000 over 5 years
Additional \$ Previously Approved: \$ N/A
Invoices over last approval: \$ N/A
Percentage over last approval: 1%
Amount this Request: \$ 252,000 over 5 years
Resulting Cumulative Total: \$ 252,000 over 5 years

Contracting Method:

Method of Solicitation: Formal Invitation to Bid
If applicable, basis for exemption: N/A
Term of Agreement: **Initial term is 1 year**
Option to Renew? Yes, annually up to 5 years
Approval for purchases "as needed" for the life of the Contract Yes No
Proposals/Bids Received (Range):
Selection Basis: Lowest responsive and responsible bidder

Narrative:

Operational Requirement and Alignment with Strategic Plan

EWEB requires polymer cold mix to replace and repair asphalt surfaces while excavating during water and electric underground infrastructure work. The purpose of the polymer cold mix asphalt is to maintain the integrity of the hard surface until permanent restoration can be made. This product meets City, County and State specifications. The cold mix asphalt is also used to maintain various roadways and parking areas.

Contracted Goods or Services

Pick up or delivery of the polymer cold mix asphalt, purchased by the bag or ton. Based on prior use, we estimate 450 tons of cold mix per year at \$112 a ton for an approximate total of \$50,400 per year. The five year contract has a not to exceed amount of \$252,000.

Prior Contract Activities

EWEB has not contracted with Quikcrete in the past, Operations requested a sample of the product to verify it meets our performance requirements.

Purchasing Process

A formal Invitation to Bid was posted to ORPIN in March 2020. Four responses were received, the responses were reviewed and Quikcrete/QPS was determined to be the lowest responsive and responsible bidder.

Vendor Name	City, State	Offered Price	Ranking (for Request For Proposals)
Quikcrete / QPR	Aurora, OR	\$252,000.00	NA
Lakeside Industries	Portland, OR	\$254,250.00	NA
Wildish Construction	Eugene, OR	\$292,500.00	NA
Baker Rock Resources	Beaverton, OR	\$305,887.50	NA

Competitive Fair Price (If less than 3 responses received)

3 bids were received

ACTION REQUESTED:

Management requests the Board approve a new Price Agreement with Quikcrete/QPS for Polymer Cold Mix Asphalt. Approximately \$257,000 is annually budgeted for these goods or services in the Water Division's 2020 Capital Improvement budget of \$18 million. Variances will be managed within the budget process and Board policy.