WORK SESSION – 6:03 PM

CALL TO ORDER

Commissioners Present: Bernice Bagnall; Jim Doane, PE; Jim Duggan, PE; Todd Sanders; Dick Schmidt

Staff Present: Tom Hickmann, PE, Chief Executive Officer; Paul Matthews, Chief Financial Officer; Dave Kraska, PE, Water Supply Program Director; Clark Balfour, General Counsel; Carrie Pak, PE, Chief Engineer; Andrea Watson, Communications and Public Affairs Supervisor; Debbie Carper, District Recorder

ANNOUNCEMENTS

Mr. Hickmann announced the District’s updated masking requirements, continual monitoring of potential federal water utility assistance funding for customers and that the next Talkin’ Water virtual forum on June 2 will feature backflow prevention (see attached memo).

He asked the Board for input on staff’s request to go outside state guidelines regarding the flags flown in the front of District headquarters. Commissioners were fine with flying only the American flag until new flagpoles are installed. There was also the suggestion to fly the pride flag at that future time.

The Commissioners agreed to Mr. Hickmann’s request to cancel the July 6 Board work session.

In response to a Commissioner request for more information on why a ductile iron pipe that was installed in 1989 failed due to corrosion, Ms. Pak explained staff’s conclusion that the pipe was installed incorrectly and reiterated the goal of enhancing the mains replacement program through asset management program development in the coming biennium. Mr. Hickmann said staff also plans to pursue various funding sources for the mains replacement program.

Mr. Hickmann gave the safety moment on pedestrian safety.

Mr. Hickmann brought up one more announcement regarding the monitoring of Hagg Lake water quality. Ms. Pak said harmful algal bloom (HAB) monitoring and response plans are being followed. The District will not do any additional monitoring unless a HAB affects finished water.
In response to a question, she said that any HAB harmful health effects are caused by bacteria, not algae.

1. **DISCUSSION ITEMS**

A. **Willamette Water Supply System Commission Update. Staff Report – Dave Kraska**

Mr. Kraska reviewed the WWSS Commission June agenda, the current approvals and procurement forecast and recent Willamette Water Supply Program activities (see attached presentation).

In response to a question about traffic impacts due to the Metzger Pipeline East project, Mr. Kraska said the work will be completed in phases with a trenchless crossing (no impact) to Highway 217. There will be some traffic disruptions on Scholls Ferry Road, but traffic control plans and night work will mitigate impacts.

B. **Board Officer and Committee Appointments. Staff Report – Tom Hickmann**

Mr. Hickmann displayed the current roster of officers and appointments (see attached presentation).

Following discussion, Commissioners will recommend approval at the June 16 regular meeting of the following officer appointments:
- President: Commissioner Sanders
- Vice President: Commissioner Duggan
- Treasurer: Commissioner Bagnall
- Secretary: Commissioner Doane
- Acting Secretary: Commissioner Schmidt

Committee appointments will remain the same with the exception of Commissioner Schmidt replacing Commissioner Doane as the primary attendee of Aloha Business Association monthly meetings.

C. **Consultant Selection. Staff Report – Clark Balfour and Carrie Pak**

Ms. Pak described reasons for hiring consultants, staff’s preparations to select consultants and selection process options (see attached presentation). Mr. Balfour outlined the associated legal considerations, criteria used and scoring samples.

In response to questions, staff said:
- Reviewers are chosen for their expertise and/or subjectivity.
- Evaluators have a lot of leeway in scoring broad categories, which leaves no one controlling factor, and all reviewers come together for an in-depth discussion on how each assigned their evaluation points.
• Prior to evaluations, staff describes key considerations to look for during the review process.
• The current evaluation process, including expanded criteria regarding disputes and claims, has been in place since around 2013.

D. Proposed Water Rate Process and Schedule. Staff Report – Paul Matthews

Mr. Matthews explained the statutory requirements built into the rate adoption process, additional best practices and staff’s proposed process for this summer (see attached presentation). He said staff will request formal approval of the proposed process at the July 21, 2021, regular Board meeting.

ADJOURNMENT

There being no further business, President Bagnall adjourned the meeting at 8:22 p.m.

___________________________________________  _______________________________________
Bernice Bagnall, President                      Todd Sanders, Secretary
MEMO

Date: June 1, 2021
To: TVWD Board of Commissioners
From: Tom Hickmann, CEO
Re: CEO Announcements

The following Announcements will be covered during the work session:

1. **Be Sure to Unmute and Mute** – Just a reminder to please be sure to unmute whenever you are speaking and mute yourself when you are done during the work session this evening.

2. **COVID-19 Update** – The District continues to adapt to the challenges posed by COVID-19 and adhere to the latest guidance. Oregon Health Authority and Oregon OSHA have aligned their recommendations on masking and social distancing for fully vaccinated individuals. As a result, TVWD has updated its requirements and now verifies vaccine status for staff who wish to discontinue masking and social distancing. For the time-being, the District’s plan is to continue required masking for customers to avoid verifying vaccine status for people who are in the office for no more than a few minutes.

   Additionally, TVWD continues to monitor federal water utility assistance funding in the hopes of offering additional resources for our customers in need of financial assistance with their water bills. Program funding is anticipated at the local level, late September. There is currently utility assistance for those that qualify for the low income rental assistance funding that was recently made available. We are working to make customers aware who may qualify for this assistance.

3. **June Talkin’ Water** – As a reminder, TVWD’s next Talkin’ Water virtual forum event, featuring backflow prevention, will be held June 2nd, at noon. The presentation will be provided by Kahlil Howell, Senior Water Quality Inspector. Registration information is available via the District’s website: [https://www.tvwd.org/district/page/talkin-water](https://www.tvwd.org/district/page/talkin-water).
4. **Flag Guidance** – The Board’s guidance is requested related to the District’s flagpole and flag display. Commissioner Doane has requested that the District fly a POW/MIA flag. Unfortunately, the District’s existing flagpole height does not meet the flag display guidance set forth by the Oregon-Department of Administrative Services. The guidance states that “if it is not possible to fly all three flags simultaneous, the agency body must fly the United States flag and the Oregon State flag.” The referenced three flags include United States, Oregon State, and POW/MIA flags.

TVWD included this matter as part of our facilities plan and anticipated acquiring the required three poles/flags at a future date. Due to the immediate desire to display the POW/MIA flag, a few options are available. The District could easily add this flag to the Board room. Alternatively, the Board could direct staff to immediately fly only the United States and POW/MIA flag outdoors, with the awareness that this would be outside the state guidance. It should be noted that other agencies have done this including the Hillsboro Court House. Staff is requesting that the District not follow state guidelines and be allowed to fly the U.S. flag and the POW/MIA flag instead of the Oregon State flag. While this is a formality, staff believed the Board should be aware and agree with staff to go outside the state guidelines.

5. **Board Communications Log** – There were no updates to the Board communications log this month.

6. **Safety Minute** – I will present tonight’s safety minute.
Willamette Water Supply Commission Update
TVWD Work Session

June 1, 2021

Outline

Review June WWSS Commission Board Meeting Agenda

Review Approvals and Procurements Forecast

Update on WWSP Activities
REVIEW JUNE WWSS COMMISSION BOARD MEETING AGENDA

Willamette Water Supply System Commission
June 3, 2021 Board Meeting Agenda

1. Executive Session
2. General Manager’s Report
3. Public Comment
4. Consent Agenda
   A. Approve the May 6, 2021 meeting minutes

5. Business Agenda
   A. Approve PLM_1.3 BPA Reimbursement Agreement
   B. Approve WWSP Program and Construction Management Services FY2022 Annual Work Plan
   C. Adopt FY21-22 WWSS Board Meeting Schedule

6. Information Items
   A. Planned July Business Agenda items
REVIEW APPROVALS AND PROCUREMENTS FORECAST

Approvals and Procurement Forecast for May 2021 – August 2021

Program Baseline or Related Plans

<table>
<thead>
<tr>
<th>Description</th>
<th>Program Director</th>
<th>WWSS Management Committee</th>
<th>WWSS Commission Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>WWSP Annual Baseline or Related Plans</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
</tbody>
</table>
Approvals and Procurement Forecast for May 2021 – August 2021

Real Estate

<table>
<thead>
<tr>
<th>Description</th>
<th>Program Director</th>
<th>WWSS Management Committee</th>
<th>WWSS Commission Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLM_1.3 Resolution of Need</td>
<td>NA</td>
<td>4/22/2021</td>
<td>5/6/2021</td>
</tr>
<tr>
<td>PLM_1.3 Resolution of Need (1st supplemental)</td>
<td>NA</td>
<td>7/22/2021</td>
<td>8/5/2021</td>
</tr>
<tr>
<td>MPE_1.2 Resolution of Need (3rd supplemental)</td>
<td>NA</td>
<td>7/22/2021</td>
<td>8/5/2021</td>
</tr>
</tbody>
</table>

Approvals and Procurement Forecast for May 2021 – August 2021

IGAs, MOUs, Permit Commitments

Metro and City of Hillsboro
- Settlement Agreement For Easement Through the Orenco Woods Nature Park (May)

City of Sherwood
- DCS_1.0 Broadband Services IGA (April)

W-4, LLC
- PLM_1.3 Settlement Agreement (July)

Bonneville Power Administration
- PLM_1.3 Reimbursement Agreement (June)

Washington County Land Use & Trans
- PLM_4.2 Design IGA Amendment 2 (April)
- PLM_4.2 Design IGA Amendment 3 (July)
- PLM_4.1 Design IGA Amendment 3 (May)
- PLM_4.1 Construction IGA (May)
- RES_1.0 Grabhorn Road Realignment IGA (July)
- PLM_4.4 Design IGA Amendment 1 (July)
- PLM_4.4 Construction IGA (August)
- PLW_1.2 Construction IGA (August)
### Contracts

<table>
<thead>
<tr>
<th>Title</th>
<th>Goal</th>
<th>Value</th>
<th>Key Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>MPE_1.2/COB_1.2 Construction Contract</td>
<td>Construct MPE_1.2 and COB_1.2 pipeline project</td>
<td>$54.6M</td>
<td>WWSS Board Approval: 5/6/2021</td>
</tr>
</tbody>
</table>

### Contract Amendments and Change Orders*

<table>
<thead>
<tr>
<th>Title</th>
<th>Goal</th>
<th>Value</th>
<th>Key Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>WWSP Program and Construction Management Services FY 2022 Annual Work Plan</td>
<td>Approve scope, staffing, and fee for program and construction management services for FY 2022</td>
<td>$17.8M</td>
<td>WWSS Board Approval: 6/3/2021</td>
</tr>
</tbody>
</table>

*having values higher than the Program Director’s authority
Local Contract Review Board Rule Exemption

<table>
<thead>
<tr>
<th>Title</th>
<th>WWSS Management Committee Approval</th>
<th>WWSS Board Informational Item</th>
<th>WWSS Board Consider Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>None in this time period</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
</tbody>
</table>

Approvals and Procurement Forecast for May 2021 – August 2021

UPDATE ON WWSP ACTIVITIES
Construction Update
Projects currently in construction

- **PLM_5.1** (Roy Rogers Rd.)
- **PLM_5.2** (Scholls Ferry/Tile Flat)
- **PLM_1.2** (Garden Acres Rd.)
- **PLM_1.1** (S. of Wilsonville Rd.)
- **PLW_1.3** (South Hillsboro)
- **MPE_1.1** (Metzger Pipeline)
- **MPE_1.2** (Metzger Pipeline)
- **RWF_1.0** (Phase 1)

Current and Planned Activities:
- Completed ground improvements. Contractor fully demobilized.
- Began pipe ramming 84” casing.
- Continued excavation within receiving shaft.
- Continued installation of 8” potable water line.
- Completed 4” and 8” sanitary sewer work at Brockway Dr.
- Removed existing RW pump #2, sent to shop for refurbishment.
- Continued construction of new flow meter vault at Upper Site.
- Successfully completed the 42” RW header cut-and-cap.
- Began 66” waterline installation.

Contractor: Kiewit Infrastructure West Co.
Designer: Black & Veatch
Construction Photos – RWF_1.0

Cap over Deep Soil Mix Columns, access road backfill

Construction Photos – RWF_1.0

66" Raw Water pipeline installation through park
**Construction Photos – RWF_1.0**

Upper Site pipe ram casing staging

**Construction Photos – RWF_1.0**

Pipe Ram operation in progress
Construction Photos – RWF_1.0

Raw Water Pump Station shutdown and 42” header removal
RWF_1.0 Notable Topics

• External Coordination
  – Continued coordination w/City of Wilsonville and Veolia Operations staff.
  – Continued coordination with nearby neighbors and public regarding noise and vibration.
  – Coordinating traffic and access issues with 5th and Kinsman Road Project

• Potential Claims
  – Differing site condition notice from Condon-Johnson on soil properties at DSM and jet grouting areas

• Delivery Challenges
  – None

PLM_1.1

Contractor: James W. Fowler Co.
Designer: HDR

Current and Planned Activities:
• Punch list items complete.
• Additional work required in drainage swale by City. Scheduled for late May / early June.
PLM_1.1 Notable Topics

- External Coordination
  - None
- Potential Claims
  - None
- Delivery Challenges
  - Settlement of Boulder PCO
  - Completion of additional landscaping

PLM_1.2

Partner: City of Wilsonville
Contractor: Moore Excavation Inc.
Designer: HDR

Current and Planned Activities:

- Completion of hydroseeding north of Day Rd.
- Final deficiency / punchlist list issued April 28th
- Substantial Completion granted for April 29th
- Final deficiency / punchlist corrective items currently underway
PLM_1.2 Notable Topics

- Partner Coordination
  - Ongoing coordination with City of Wilsonville
- Potential Claims
  - None
- Delivery Challenges
  - None

Willamette Water Supply
Our Reliable Water

27

PLM_5.1

Partner: Washington Co.
Contractor: Tapani, Inc.
(Moore Excavation Inc. – Waterline Sub)
Designer: Jacobs

Current and Planned Activities:
- Continued installation of cathodic protection systems, CARV vault assemblies and access vaults
- Tigard Turnout vault construction
- Mainline pressure testing completed, and disinfection planned for late May

Willamette Water Supply
Our Reliable Water

28
Construction Photos – PLM_5.1

Flying in top of backflow preventer vault for Tigard Turnout at Friendly Ln.

Construction Photos – PLM_5.1

Forms and reinforcing in place for concrete collar pour at Sta. 745+60 Access Vault
PLM_5.1 Notable Topics

- Partner Coordination
  - Continued developer coordination
  - No issues with Washington County coordination

- Potential Claims
  - None

- Delivery Challenges
  - None

---

PLM_5.2

Contractor: Emery & Sons
Designer: Jacobs

Current and Planned Activities:
- Administrative closeout items
- Final payment request submitted
PLM_5.2 Notable Topics

- External Coordination
  - No issues
- Potential Claims
  - None
- Delivery Challenges
  - None

PLW_1.3

Contractor: Tapani, Inc.
Designer: Kennedy/Jenks

Current and Planned Activities:
- Approximately 3200 feet of 30-inch pipe installed along SW Rosedale Rd and SW 209th Ave. (78% complete)
- Approximately 50 ft of 66-inch pipe was installed across Rosedale Rd.
- Delivery and staging of 66-inch pipe ongoing
- SW Rosedale Rd. paving complete. Road opened.
- Microtunnelling to begin week of May 24th
- SW 209th road closure schedule for weekend of June 4-6
Construction Photos – PLW_1.3

First segment of 66-inch pipe for installation on SW Rosedale Rd.

30-inch pipe installation along SW 209th Ave.
Construction Photos – PLW_1.3

Pavement restoration on Rosedale Rd.

PLW_1.3 Notable Topics

• External Coordination
  – Neighborhood/resident outreach
  – Coordinating with TVWD at the Farmington/209th site

• Potential Claims
  – None

• Delivery Challenges
  – None
QUESTIONS

Board Officer and Committee Appointments

Tom Hickmann
Chief Executive Officer
# Board Officer and Committee Appointments

**Effective July 15, 2020 for Fiscal Year 2020-21**

<table>
<thead>
<tr>
<th>Board Officers</th>
<th>Commissioner</th>
</tr>
</thead>
<tbody>
<tr>
<td>President (consecutive three-year term limit)</td>
<td>Bagnall</td>
</tr>
<tr>
<td>Vice President</td>
<td>Third Term*</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Fourth Term*</td>
</tr>
<tr>
<td>Secretary</td>
<td>Fourth Term*</td>
</tr>
</tbody>
</table>

**Internal Committees**

| Budget Committee | Member | Member | Member | Member | Member |
| Policy and Board Development Committee | Member | Member | Member | Member | Member |
| Water Supply Committee | Member | Member | Member | Member | Member |
| Strategic Planning Committee | Member | Member | Member | Member | Member |
| Finance Committee and Audit Committee | Member | Member | Member | Member | Member |

**External Committees**

| Willamette River Water Coalition Board | Alternate | Primary |
| Willamette Intake Facilities Commission Board | Primary | Alternate |
| Willamette Water Supply System Commission Board | Primary | Alternate |
| Joint Water Commission | Alternate | Backup | Vice Chair** |
| Barney Joint Ownership Commission | Alternate | Vice Chair |
| Regional Water Providers Consortium Board/Executive Committee | Primary | Alternate |
| Aloha Business Association | Primary | Alternate |
| Washington County Public Affairs Forum (event attendance) | Alternate | Primary |
| Westside Economic Alliance (event attendance) | Primary | Alternate |

---

**Engineering Consultant Selection**

Clark Balfour / Carrie Pak, P.E.

---

**Tualatin Valley Water District**

Delivering the Best Water ★ Service ★ Value
Agenda

• Why are consultants used?
• How do we select consultants?
• Questions and feedback

Top 10 Reasons for Hiring Consultants

10. Hired to influence other people / assist decision-makers
9. Hired to create new business
8. Hired to bring new life to an organization
7. Hired to do the “dirty work”
6. Hired to teach
5. Hired to provide desired objectivity
4. Hired as a catalyst for change
3. Hired to supplement / augment staff capabilities
2. Hired to identify problems
1. Hired for their expertise
Prior to hiring consultants

- Make sure you need one
- Request for Proposal
  - Scope of work: clear understanding of what needs to be accomplished
  - Project schedule
  - Project budget
- Selection Criteria
- Interviews
- References

Selection Processes

- Anticipated consulting fee
  - <$100,000 (potential to hire directly)
  - >$100,000 < $250,000 (required to have a process for selection)
  - >$250,000 (individual project RFQ)
- Anticipated scope
- Partnering considerations
- On-call consultant selection (list updated every few years)
- Request for Qualifications (project specific)
- Direct hire
Legal Considerations

- ORS 279C.100-125 Qualification Based Selection (QBS)
  - A/E, Photogrammatic Mapping, Transportation Planning, Surveying
  - "Related Services" - Not QBS
    - Construction management
    - Owner’s representative/project management
    - Land use consulting
    - Appraisal services
    - Environmental permitting
    - Price is considered in selection

Legal Considerations

- QBS Process (ORS 279C.110)
  - Selection based on qualifications only
  - Price submittal and evaluation after selection
  - Negotiation with top proposer
  - Proceed to 2nd ranked only if at impasse
  - Proposals not subject to inspection until contract executed
  - Subject to usual exemptions for confidential proprietary information
Legal Considerations

- ORS 279C.110 allows us to consider:
  - Experience and technical competence
  - Proposed approach and methodology
  - Available resources for timely completion
  - Record of past performance
    - Price, quality of work, timeliness, contract administration
  - Ownership status
  - Non-discrimination and M/W/D/ESB
- TVWD Local Contract Review Board Rules (Division 300)

Legal Considerations

- Selection Process and RFQ
  - Must state in RFQ:
    - Screening and selection criteria
    - Method to evaluate
    - Identification of evaluation factors
    - Weight or points assigned to factors
    - Our estimate of cost or budget for project
    - Sufficiently developed scope to allow responsive proposal
- Review Proposals, Score and Announce Ranking
- Request Pricing (top 3)
Legal Considerations

• Price proposal includes:
  – Schedule of rates per person or classification
  – Estimate of hours
  – Description of tasks and allocation of hours
  – List of persons performing services and classification or rates
  – Expenses and out of pocket costs
  – Irrevocable for 90 days
• Negotiate to fair and reasonable price with top candidate
• Proceed to 2nd ranked if impasse with top candidate
  – No concurrent negotiation

Legal Considerations

• TVWD LCRB Additional Considerations
  – Division 300 follows ORS 279C.100 to .125
  – Division 300-140 Contracts Above $250,000
    o Subsection 4 - Record of Integrity and Honesty
      ▪ Proposer and any affiliate
      ▪ Two-way control test
      ▪ "Intimate business relationship"
      ▪ "Significant integrated financial and management control"
      ▪ "Reasonable to impute knowledge"
    o Triggers disclosure (for selection)
    o On-going reporting requirement if selected
### Criteria

<table>
<thead>
<tr>
<th>Cover Letter</th>
<th>0</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Qualifications of Firm</strong></td>
<td>30</td>
</tr>
<tr>
<td>• Overall description of relevant project experience</td>
<td></td>
</tr>
<tr>
<td>• List of projects of similar nature</td>
<td></td>
</tr>
<tr>
<td>• Specific roles of the proposed project team in those projects</td>
<td></td>
</tr>
<tr>
<td>• Key project components, risks, duration of design, duration of construction, change order amount, other key project components</td>
<td></td>
</tr>
<tr>
<td>• Dates and other owner's contract information</td>
<td></td>
</tr>
<tr>
<td>• Information related to disputes or claims during the past 5 years, including the nature of the disputes and results</td>
<td></td>
</tr>
<tr>
<td><strong>Qualifications of Key Staff</strong></td>
<td>30</td>
</tr>
<tr>
<td>• Organizational chart with project roles</td>
<td></td>
</tr>
<tr>
<td>• Description of expertise for key staff</td>
<td></td>
</tr>
<tr>
<td>• Identification of the project manager and key design/task engineers</td>
<td></td>
</tr>
<tr>
<td>• Resumes</td>
<td></td>
</tr>
</tbody>
</table>

### Project Approach and Understanding

| **Proposer Certifications and Representations** | 0 |
| **Total** | 100 |

- Key components of the design and project approach to complete project scope  |
- Proposed schedule  |
- Identification of critical tasks  |
- Public involvement, permitting, land use, stakeholder involvement in schedule
### Criteria

**Example:**

**Project Name:** RFP-0300818 Water Supply Integration

<table>
<thead>
<tr>
<th>RFP-RWF-0300318 CM/GC</th>
<th>Maximum Points (100)</th>
<th>Respondent #1</th>
<th>Respondent #2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>4.05 Firm Experience and Qualifications</strong></td>
<td>20</td>
<td>19</td>
<td>19</td>
</tr>
<tr>
<td><strong>4.06 Key Staff Qualifications and Team Organization</strong></td>
<td>30</td>
<td>25</td>
<td>23</td>
</tr>
<tr>
<td><strong>4.08 Project Understanding &amp; Approach</strong></td>
<td>50</td>
<td>46</td>
<td>41</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>100</td>
<td>90</td>
<td>83</td>
</tr>
</tbody>
</table>

### Criteria

**Example:**

**Project Name:** RFP-WTP-0200318 WTP 1.0 Design, GMP Development and SDCs

<table>
<thead>
<tr>
<th>RFP-RWF-0300318 CM/GC</th>
<th>Maximum Points (100)</th>
<th>Respondent #1</th>
<th>Respondent #2</th>
<th>Respondent #3</th>
<th>Respondent #4</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>4.04 Firm Experience and Qualifications</strong></td>
<td>20</td>
<td>15</td>
<td>16</td>
<td>20</td>
<td>20</td>
</tr>
<tr>
<td><strong>4.05 Key Staff Qualifications and Team Organization</strong></td>
<td>30</td>
<td>23</td>
<td>24</td>
<td>28</td>
<td>28</td>
</tr>
<tr>
<td><strong>4.06 Project Understanding and Approach</strong></td>
<td>50</td>
<td>43</td>
<td>43</td>
<td>45</td>
<td>45</td>
</tr>
<tr>
<td><strong>Total Average Score</strong></td>
<td></td>
<td>85</td>
<td>85</td>
<td>85</td>
<td>85</td>
</tr>
<tr>
<td><strong>Total Score</strong></td>
<td></td>
<td>84</td>
<td>79</td>
<td>76</td>
<td>86</td>
</tr>
</tbody>
</table>
Criteria

• "Information related to disputes or claims within the last 5 years, including the nature of disputes and results"
• "Dates and other owners contact information"
• Purpose: all claims or disputes
  – Clear description and discussion
  – How resolved
  – Owner's rep for verification

Criteria

• Issues:
  – 5 years: too long or too short?
    o Size and complexity of project is a factor
    o Staleness/change of circumstances
  – Disputes or claims: broad
    o Not limited to formal proceedings
  – How resolved and specificity
    o Project level/executive level/mediation/litigation
  – Ability to fact check
    o Candor or fear factor of project reference checks
  – Confidentiality requirement (mediation or settlement agreement)
Proposed Water Rate Adoption Process

Paul L. Matthews
Chief Financial Officer
Overview of Presentation

Tonight’s Discussion

• Requirements for adjusting water rates
• Proposed schedule of activities

Requirements for Adjusting Water Rates

Absolute Requirements

• Mail post card to customers notifying them of public hearing when rate adjustments will be considered
• Hold public hearing

Best Practices

• Open houses to inform customers of basis for rate adjustments
• Easier way for customers to provide comments to the Board that are include in public record
Proposed Process

July 21st Regular Meeting
- Discuss rate proposals
- Receive direction from Board
- Establish public comment period

Virtual Open Houses (Talkin’ Water)
- Wednesday August 11
  - Noon to 1:00 pm
  - 6:00 pm to 7:00 pm
  - Receive public comment

August 18th Regular Meeting
- Open public hearing
- Receive public comment

Virtual Open Houses (Talkin’ Water)
- Saturday, August 21,
  - 9:30 am to 10:30 am
  - Receive public comment

Close Public Comment
- August 25th
- Close public comment period at 4:00 p.m.

September 15th Regular Meeting
- Adopt rates

Proposed Next Steps

July Regular Meeting
Resolution establishing process and schedule

Late July/Early August
- Mail rate hearing notice postcards to customers
- Provide information on schedule and opportunities to comment
Discussion, Questions, and Answers

Proposed Water Rate Adoption Process

Paul L. Matthews
Chief Financial Officer