CALL TO ORDER
Chairman Duggan called the regular Willamette Water Supply System (WWSS) Commission meeting to order at 12:00 p.m.

1. GENERAL MANAGER’S REPORT

Mr. Kraska presented a safety moment on fatigue management. (See presentation.)

The General Manager’s report included an overview of the Approvals and Procurement Forecast; updates on projects planning, permitting, and communications; and status updates on the design and construction of projects.

2. PUBLIC COMMENT

There were no public comments.
3. **CONSENT AGENDA**

   A. Approve the February 6, 2020 meeting minutes.

   Motion was made by Doyle, seconded by Judah, to approve the consent agenda as presented. The motion passed unanimously with Doyle, Duggan, and Judah voting in favor.

   In response to Commissioner’s suggestion, around-the-room introductions were made welcoming Chad Lynn, City of Beaverton Public Works Director and new member of the WWSS Commission Management Committee.

4. **BUSINESS AGENDA**

   A. Consider adopting Resolution No. WWSS-04-20, adopting the Willamette Water Supply System Commission Annual Work Plan and Budget for the 2020-21 fiscal year. – **Staff Report**
   
   Mr. Kraska presented the staff report requesting the Board’s adoption of Resolution No. WWSS-04-20.

   Staff added that if the revised baseline planned for consideration in May results in any material change to the FY 2020-21 budget, that change will also be brought to the Board for consideration at that time.

   Motion was made by Judah, seconded by Doyle, to adopt Resolution No. WWSS-04-20, adopting the Willamette Water Supply System Commission Annual Work Plan and Budget for the 2020-21 fiscal year. The motion passed unanimously with Doyle, Duggan, and Judah voting in favor.

   B. Consider approving an amendment in the amount of $1,396,759.20 and a contract term extension through September 30, 2024 to the Jacobs Engineering Group Inc. contract to continue to provide design services, bidding support, and engineering services during construction for the PLM_5.0 Project of the Willamette Water Supply Program.
   
   – **Staff Report** – Mike Britch

   Mr. Britch presented an overview and background of the PLM_5.0 project and its three phases of work, PLM_5.1, PLM_5.2, and PLM_5.3, and requested the Board’s approval of the requested amendment and term extension to the Jacobs Engineering Group Inc. contract for the Willamette Water Supply Program PLM_5.0 Project. *(See presentation.)*

   In response to Commissioners’ questions, staff replied that the estimated construction cost savings resulting from the PLM_5.3 realignment is still retained in the budget. Citing examples, staff also replied that it is unlikely that there are opportunity projects that have not been evaluated by the WWSP team.

   Motion was made by Doyle, seconded by Judah, to approve an amendment in the amount of $1,396,759.20 and a contract term extension through September 30, 2024 to the Jacobs Engineering Group, Inc. The motion passed unanimously with Doyle, Duggan, and Judah voting in favor.
5. INFORMATION ITEMS

A. Planned April Business Agenda items – Staff Report – Dave Kraska

Mr. Kraska presented information on anticipated business agenda items for the April 2, 2020 WWSS Commission Board meeting. Items included PLM_1.2 construction contract change order, WTP_1.0 design contract amendment, MPE_1.0 Resolution of Public Necessity, and WWSP Management Authority Matrix Revisions for Real Estate Transactions.

Mr. Kraska noted that a special Board meeting may be needed prior to the April 2 regular Board meeting regarding a property easement for the PLM_5.2 project. If needed, this special meeting may be conducted by phone.

B. The next Board meeting is scheduled on April 2, 2020, at the Hillsboro Civic Center – Room 113B/C, 150 E. Main Street, Hillsboro, OR.

6. COMMUNICATIONS AND NON-AGENDA ITEMS

A. None scheduled.

ADJOURNMENT

There being no further business, Chairman Duggan adjourned to Executive Session at 12:40 p.m.

___________________________________  ___________________________________
James Duggan, Chair                   Denny Doyle, Vice Chair
Safety Moment:

Fatigue Management
• Work often requires us to override our natural sleep patterns.
• More than 43% of workers are sleep-deprived.
• Those most at risk work night shift, long, or irregular shifts.

• Drowsy driving is impaired driving.
• We wouldn't allow a friend to drive drunk, but we rarely take the keys away from our tired friends or insist they take a nap before heading out on the road.
• Adults should sleep 7 or more hours per night on a regular basis to promote optimal health.

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Recognizing Fatigue

• **Emotional Signs**
  — More quiet or withdrawn
  — Less energy
  — Increased irritability
  — Poor attitude and morale
  — Lacking motivation
Recognizing Fatigue

• Mental Signs
  — Difficulty in:
    — Concentrating
    — Remembering
    — Paying attention
    — Communicating
    — Planning

• Physical Signs
  — Yawning
  — Drooping eyelids
  — Rubbing of eyes
  — Head dropping
  — Microsleeps
Tips to Fight Fatigue

- Put your phone away at night
- Go to bed early; get quality sleep
- Stand up; get moving
- Eat regular meals; healthy snacks
- Take regular breaks
- Drink more water and less caffeine
- Change your environment; fresh air

Daylight Savings Starts March 8

- Tips for an Easy Time Change
  - Skip the afternoon latte
  - Go to bed early Saturday night
  - Avoid the temptation to sleep in
  - Expose yourself to bright light as early as possible
  - Don’t schedule early morning meetings next week
PLM_5.0 Design Contract Amendment
(Contract No. 2017-002 Amendment 9)
March 5, 2020

Current PLM_5.0 Project Structure

- Three phases of work:
  - PLM_5.1 includes 7,712 feet of 66” pipeline in SW Roy Rogers Rd (Partner Project with Washington County)
  - PLM_5.2 includes 9,921 feet of 66” pipeline in SW Scholls Ferry Rd and SW Tile Flat Rd to SW Grabhorn Rd
  - PLM_5.3 includes 20,205 feet of 66” pipeline from SW Grabhorn Rd north to SW Rosedale Rd
Creation of PLM 5.2 Due to Coordination with Other Work/Development Projects

Sequencing and Milestones to Meet Development Schedules

<table>
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<tr>
<th>Milestone</th>
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<tbody>
<tr>
<td>Limited Notice to Proceed</td>
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<td>Milestone No. 4</td>
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<td>Milestone No. 5 – Substantial Comp.</td>
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<tr>
<td>Milestone No. 6 – Final Completion</td>
<td>2/5/2021</td>
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PLM_5.2/5.3 Alignment Changes

Original PLM 5.0 Alignment along Farmington Rd

Anchorage, Alaska November 30, 2018
Southbound lanes near Mirror Lake
PLM 5.3 Alignment Changes Reduce Construction Costs

1. Farmington Rd Alignment Change
2. Clark Hill Rd Area Alignment Change
3. Hruby Property Alignment Change

PLM_5.3 Realignment

- Rosedale & Cornelius Pass (future)
- 66" pipe now 30" pipe along Rosedale
- New PLM 5.0 Alignment Sections
Summary of Changes

• Originally two work packages - PLM_5.2 accelerated to focus on development area
• Remaining ~20,000 ft became PLM_5.3
• Schedule increase of 22 months to incorporate work
• Budget impact to design contract:

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<tr>
<th>Initial Contract Value</th>
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<td>$1,396,759.19</td>
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<td>Proposed Contract Value</td>
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Requested Board Action

• Approve amendment in the amount of $1,396,759.20 and a contract term extension through September 30, 2024 to the Jacobs Engineering Group Inc. (Jacobs) contract to continue to provide design services, bidding support, and engineering services during construction for the PLM_5.0 Project of the Willamette Water Supply Program (WWSP)