

Willamette Water Supply System Commission

Board Meeting
Thursday, June 3, 2021
12:00 PM

Microsoft Teams Meeting
In compliance with COVID-19 restrictions,
this meeting is dial-in only.

Willamette Water Supply System Commission

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**Willamette Water Supply System Commission
Board Meeting Agenda
Thursday, June 3, 2021 | 12:00 – 2:00 PM**

Microsoft Teams Meeting

Continuing COVID-19 guidelines, this meeting is a virtual only meeting. It will not be held at a physical location.

If you wish to attend via conference call and need dial-in information, please contact annette.rehms@tvwd.org or call 971-222-5957 by 10:00 a.m. on June 3, 2021. If you wish to address the WWSS Board, please request the Public Comment Form and return it 48 hours prior to the day of the meeting. **All testimony is electronically recorded.**

EXECUTIVE SESSION – 11:30 AM

An executive session of the Board is called under ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection, ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed and ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

REGULAR SESSION – 12:00 PM

CALL TO ORDER

1. GENERAL MANAGER'S REPORT – Dave Kraska

Brief presentation on current activities relative to the WWSS Commission

2. PUBLIC COMMENT

This time is set aside for persons wishing to address the Board on items on the Consent Agenda, as well as matters not on the agenda. Additional public comment will be invited on agenda items as they are presented. Each person is limited to five minutes unless an extension is granted by the Board. Should three or more people testify on the same topic, each person will be limited to three minutes.

3. CONSENT AGENDA

These items are considered to be routine and may be approved in one motion without separate discussion. Any Board member may request that an item be removed by motion for discussion and separate action. Any items requested to be removed from the Consent Agenda for separate discussion will be considered immediately after the Board has approved those items which do not require discussion.

- A. Approve the May 6, 2021, meeting minutes.

4. BUSINESS AGENDA

- A. Approve PLM_1.3 Bonneville Power Administration Agreement – *Joelle Bennett*
- B. Approve WWSP Program and Construction Management Services FY 2022 Annual Work Plan – *Dave Kraska*
- C. Adopt FY21-22 WWSS Board Meeting Schedule – *Dave Kraska*
- D. Approve Delegation of Authority to TVWD for a State and Tribal Assistance Grant (STAG) Letter of Interest (LOI) – *Dave Kraska*

5. INFORMATION ITEMS

- A. Planned July Business Agenda Items – *Joelle Bennett*

B. The next Board meeting is scheduled on July 1, 2021, via Microsoft Teams conference

COMMUNICATIONS AND NON-AGENDA ITEMS

C. None scheduled.

ADJOURNMENT

GENERAL MANAGER'S REPORT

To: WWSS Board of Commissioners
From: David Kraska, P.E., WWSS General Manager
Date: June 3, 2021
Subject: Willamette Water Supply System General Manager's Report

The following items will be covered during the report by the General Manager:

1. **Remote Meetings Etiquette** – Thank you for your continued flexibility as we hold our meetings remotely. We request participants continue to adhere to three basic rules:
 - a. Please mute your microphone when you are not speaking.
 - b. Please identify yourself before you speak.
 - c. If someone other than a Board member would like to ask a question or make a comment, please use the “raise hand” feature to let the General Manager know and wait to be acknowledged.
2. **Safety Minute** – David Kraska will present today's safety minute.
3. **Approvals and Procurements Forecast** – Attached to this General Manager's Report is the approvals and procurements forecast (Forecast) for May through August 2021. The Forecast presents a view of WWSP activities that have recently been approved or are scheduled for approval over the next two months by either the WWSP Director/WWSS General Manager, WWSS Committees, or the WWSS Board. Joelle Bennett will present a staff report on these anticipated June business agenda items later in this meeting.
4. **Projects Planning, Permitting, and Communications Updates** – Permits and approvals were recently issued for various projects and for the overall WWSP. For RES_1.0 (Washington County, land use, substantial compliance of permitting application), PLM_5.3 (Washington County, no LUBA appeal of land use permit approval), PLW_1.3 (Washington County, staging area, land use approval renewed; extension needed for piezometer wells decommissioning), PLW_2.0 (City of Hillsboro, Cherry Lane staging area land use approval). We are continuing to submit permit applications for other WWSP projects including: MPE_1.2, PFC (City of Beaverton land use), MPE_1.2 (DEQ 1200-C; Washington County land use (staging area) and grading permit, PLM_1.3 (Genesee & Wyoming Railroad, Access Agreement and Utility Occupancy License; TriMet ROW License). We are anticipating the approval of RES_1.0 (Washington County design exception) soon. Despite restrictions and modified business practices of the permitting agencies related to COVID-19, our permits continue to be processed in a timely manner.
5. **Projects Design Status Updates** – Work on multiple design projects continues, including eleven pipeline projects, the Water Treatment Plant (WTP_1.0), the Distributed Controls System (DCS_1.0), and the Water Storage Tanks (RES_1.0). All design projects are progressing according to plan.

6. Projects Construction Status Updates – There are six active construction projects:

Project	Description	Progress Since Last Month
1. RWF_1.0	Raw Water Facilities project located at the Willamette River Water Treatment Plant	<ul style="list-style-type: none"> - Completed jet grouting production at caisson zone. Contractor fully demobilized. - Completed mobilization of all pipe ram equipment. Began ramming of 84" casing. - Continued excavating within the trenchless receiving shaft. - Continued installing of 8" potable water line. - Completed 4" and 8" sanitary sewer work at Brockway Drive. - Removed existing WRWTP raw water pump #2-P-1, sent to shop for refurbishment. - Continued construction of new flow meter vault at Upper Site. - Successfully completed the 42" raw water header cut-and-cap. - Began 66" waterline installation.
2. PLM_1.1	Raw water pipeline project in Wilsonville that extends from our RWF_1.0 project to Wilsonville Road	<ul style="list-style-type: none"> - Project and punch list items are complete. - Additional work required in drainage swale by City. Scheduled for late May/early June.
3. PLM_1.2	Raw water pipeline project being completed in partnership with the City of Wilsonville's Garden Acres Road project	<ul style="list-style-type: none"> - Completion of hydroseeding north of Day Rd. - Final deficiency / punch list issued April 28th. - Substantial completion granted for April 29th. - Final deficiency/punch list corrective items currently underway.
4. PLM_5.1	Finished water pipeline project being completed in partnership with Washington County's Roy Rogers Road project	<ul style="list-style-type: none"> - Continued installation of CP systems, air vault assemblies and access vaults. - The 18" Tigard Turnout piping and associated vault construction underway. - Mainline pressure testing completed, and disinfection planned for late May.
5. PLM_5.2	Finished water pipeline project along SW Scholls Ferry and SW Tile Flat roads that we are working to complete in advance of development work in the area	<ul style="list-style-type: none"> - Completing final administrative closeout items. - Final payment request submitted.
6. PLW_1.3	Finished water pipeline project in South Hillsboro from SW Farmington Road to SE Blanton Street	<ul style="list-style-type: none"> - Approximately 3,200 feet of 30-inch TVWD Turnout pipe installed along Rosedale Rd and 209th Avenue (78% complete). - Approximately 50 feet of 66" pipe was installed across Rosedale Road. - Delivery and staging of 66" pipe ongoing. - Microtunnel began week of May 24th. - 209th road closure scheduled for weekend of June 4-6.

All projects remain on track and are progressing according to plan. All contractors are remaining in compliance with the Governor's Executive Order No. 20-12 regarding hygiene and social distancing.

Willamette Water Supply System Commission

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Willamette Water Supply
Our Reliable Water

Safety Minute: Bicycle Safety

June 3, 2021

1

Bicycle Safety

As warmer starts to arrive, people are beginning to dust off their bicycles, inflating the tires and grabbing their helmets

Sharing the road with vehicles is a concern for all bicyclists

700 bicyclists were killed in crashes with motor vehicles in 2020

Bicyclists should always wear helmets, and make wise choices on the road



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2

Bicycle Safety

Drivers can also contribute to bicycle safety to reduce injuries and deaths by following these seven tips:

1. Leave room between your vehicle and bicyclists on the road
2. If you need to pass a bicyclist, give them plenty of space. If possible, change into another lane when passing a cyclist
3. Before making a left or right turn, check other vehicles AND bicycles



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3

Bicycle Safety

4. If you drive on a road that has designated bicycle lanes, respect them. Don't park in them or use them to pass another vehicle
5. Always yield to bicyclists, even if you have the right of way. Remember that you are more protected in a vehicle than they are on a bike
6. Keep in mind that at night it can be hard to spot cyclists
7. Stay within the posted speed limit. Lower speeds give you more time to react in case a cyclist does something unexpected



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4

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Approvals and Procurement Forecast: May 2021 through August 2021

This report provides a three-month projection of (1) forthcoming actions under the WWSS Management Authority Matrix and (2) ongoing and forthcoming procurements.

a = Actual date
 e = Email approval
 FC = Finance Committee
 LCRB = Local Contract Review Board
 MC = Management Committee
 N/A = Not applicable
 OC = Operations Committee

Rec. = Recommendation
 t = Tentative date
 TBD = To be determined; sufficient information not available to project a date
 Note: Dates in red text indicate meetings needed outside the normal meeting schedule

Type	Description	Projected Action	Body/Position (projected action date)		
			Program Director	WWSS Committees	WWSS Board
Program Baseline or Related Plans (above Program Director's Authority)	1. None	Approve	N/A	N/A	N/A
		Execute	N/A	N/A	N/A
Real Estate	2. PLM_1.3 Resolution of Need	Approve	N/A	MC: 4/22/2021 a	5/6/2021 a
	3. PLM_1.3 Resolution of Need (first supplemental approval)	Approve	N/A	MC: 7/22/2021 t	8/5/2021 t
	4. MPE_1.2 Resolution of Need (third supplemental approval)	Approve	N/A	MC: 7/22/2021 t	8/5/2021 t
IGAs, MOUs, Permit Commitments, & Similar Agreements	5. PLM_4.2 WCLUT Design IGA Amendment 2	Approve	N/A	MC: 10/22/2020 a	11/5/2020 a
		Execute	4/26/2021 a	N/A	N/A
	6. DCS_1.0 Sherwood Broadband Services IGA	Approve	N/A	MC: 3/18/2021 a	4/1/2021 a
		Execute	5/31/2021 t	N/A	N/A
	7. PLW_2.0 Settlement Agreement with Metro and Hillsboro for OWNP	Approve	N/A	MC: 4/22/2021 a	5/6/2021 a
		Execute	5/31/2021 t	N/A	N/A
	8. PLM_4.1 WCLUT Construction IGA	Approve	N/A	MC: 4/22/2021 a	5/6/2021 a
		Execute	5/31/2021 t	N/A	N/A
	9. PLM_4.1 WCLUT Design IGA Amendment 3	Approve	N/A	MC: 4/22/2021 a	5/6/2021 a
		Execute	5/31/2021 t	N/A	N/A
	10. PLM_1.3 BPA Reimbursement Agreement	Approve	N/A	MC: 5/20/2021 t	6/3/2021 t
			6/30/2021 t	N/A	N/A
	11. PLM_1.3 Settlement Agreement with W-4 LLC	Approve	N/A	MC: 6/17/2021 t	7/1/2021 t
		Execute	8/30/2021 t	N/A	N/A
	12. RES_1.0 WCLUT Grabhorn Road Realignment IGA	Approve	N/A	MC: 6/17/2021 t	7/1/2021 t
	Execute	8/30/2021 t	N/A	N/A	
13. PLM_4.2 WCLUT Teton to Langer Design IGA Amendment 3	Approve	N/A	MC: 6/17/2021 t	7/1/2021 t	
	Execute	8/30/2021 t	N/A	N/A	
14. PLM_4.4 WCLUT RRR Design IGA Amendment 1	Approve	N/A	MC: 6/17/2021 t	7/1/2021 t	
	Execute	8/30/2021 t	N/A	N/A	
15. PLM_4.4 WCLUT Construction IGA	Approve	N/A	MC: 7/22/2021 t	8/5/2021 t	
	Execute	8/30/2021 t	N/A	N/A	

Willamette Water Supply

Our Reliable Water

Type	Description	Projected Action	Body/Position (projected action date)		
			Program Director	WWSS Committees	WWSS Board
IGAs, MOUs, Permit Commitments, & Similar Agreements <i>continued</i>	16. PLW_1.2 WCLUT Construction IGA	Approve	N/A	MC: 7/22/2021 t	8/5/2021 t
		Execute	8/30/2021 t	N/A	N/A
Contracts (above Program Director's Authority)	17. MPE_1.2/COB_1.2 Construction Contract <ul style="list-style-type: none"> Goal: Construct MPE_1.2 and COB_1.2 pipeline project Value: \$54.6M Contractor: Emery & Sons Construction Group 	Approve	N/A	MC 4/22/2021 a	5/6/2021 a
		Execute	5/10/2021 a	N/A	N/A
Contract Amendments and Change Orders (above Program Director's Authority)	<ul style="list-style-type: none"> WWSP Program and Construction Management Services FY 2022 Annual Work Plan Goal: Approve scope, staffing, and fee for program and construction management services for FY 2022 Value: \$17.8M Contractor: Stantec 	Approve	N/A	MC: 5/20/2021 t	6/3/2021 t
		Execute	6/30/2021 t	N/A	N/A
Local Contract Review Board (LCRB) Actions	<ul style="list-style-type: none"> None 	Approve	N/A	N/A	N/A

DRAFT

Willamette Water Supply System Commission Board Meeting Minutes Thursday, May 6, 2021

Commissioners present:

Tualatin Valley Water District (TVWD): Jim Duggan
 City of Hillsboro: David Judah

Commissioner absent:

City of Beaverton: Lacey Beaty

Committee Members present:

TVWD: Tom Hickmann, Management Committee
 Paul Matthews, Finance Committee
 City of Hillsboro: Niki Iverson, Management Committee
 Chris Wilson, Management Committee
 Lee Lindsey, Finance Committee
 Eric Hielema, Operations Committee
 City of Beaverton: Chad Lynn, Management Committee
 David Winship, Operations Committee

Managing Agency Administrative Staff present:

Dave Kraska, Willamette Water Supply Program (WWSP) Director; WWSS Commission General Manager
 Joelle Bennett, WWSP Assistant Director
 Bill Van Derveer, WWSP Program Manager
 Mike Britch, WWSP Engineering and Construction Manager
 Lisa Houghton, WWSP Finance Manager
 Christina Walter, WWSP Permitting & Outreach Manager
 Clark Balfour, TVWD General Counsel
 Debbie Carper, TVWD and WWSS Commission Recorder

Other Attendees:

Joel Cary, TVWD Water Resources Division Manager
 Matt Oglesby, TVWD Asset Management Division Manager
 Shital Patel, TVWD Technical Services Accountant

CALL TO ORDER

Chair Judah called the regular Willamette Water Supply System (WWSS) Commission meeting to order at 12:01 p.m.

ROLL CALL

Ms. Carper administered the roll call and noted attendance.

1. GENERAL MANAGER'S REPORT

Mr. Kraska presented a safety minute on window safety. (*presentation on file*)

The General Manager's report included an overview of etiquette for remote meetings; the Approvals and Procurement Forecast covering April through June 2021; updates on projects planning, permitting and communications; and status updates on the design and construction of projects. The report also noted that all contractors are remaining in compliance with the Governor's Executive Order No. 20-12 regarding hygiene and social distancing.

2. PUBLIC COMMENT

There were no public comments.

3. CONSENT AGENDA

- A. Approve the April 1, 2021 meeting minutes

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

4. BUSINESS AGENDA

- A. Adopt PLM_1.3 Resolution of Need – *Joelle Bennett*

Ms. Bennett described the project location and reported the project has progressed to a point where property requirements are known. The proposed resolution declares the public need for acquiring temporary and permanent easements and allows negotiations with property owners to commence. Estimated costs are included in the baseline budget.

Motion was made by Duggan, seconded by Judah, to adopt Resolution No. WWSS-06-21 declaring public necessity to acquire property interests over, upon, under and through real property for pipeline section PLM_1.3 for the Willamette Water Supply System. The motion passed unanimously with Duggan and Judah voting in favor.

- B. Adopt PLW_2.0 Settlement Agreement with Metro and Hillsboro for Orenco Woods Nature Park (OWNP) – *Christina Walter*

Ms. Walter described the history of the park property and the terms of the settlement agreement, noting the six-month deadline to complete boardwalk construction and trail improvements includes extension allowances for seasonal factors.

Motion was made by Duggan, seconded by Judah, to adopt Resolution WWSS-07-21 approving the settlement agreement between Willamette Water Supply System Commission, Metro, and the City of Hillsboro for the securing of an easement through the Orenco Woods Nature Park. The motion passed unanimously with Duggan and Judah voting in favor.

C. Adopt PLM_4.1 WCLUT Design IGA Amendment – Mike Britch

Mr. Britch gave an overview of the project design background, noting the importance of traffic control for this partnered road and waterline project. He reviewed the background of the intergovernmental agreement and prior amendments before highlighting cost validation and distribution information. Mr. Britch concluded by listing the benefits of WWSP partnering with Washington County on the project.

Motion was made by Duggan, seconded by Judah, to adopt Resolution WWSS-08-21 amending an intergovernmental agreement with Washington County for the joint design of PLM_4.1 Highway 99 crossing pipeline and Tualatin-Sherwood Road – Langer Farms Parkway to Borchers Drive. The motion passed unanimously with Duggan and Judah voting in favor.

D. Adopt PLM_4.1 WCLUT Construction IGA – *Mike Britch*

Mr. Britch described the estimated costs outlined in Exhibit 2 of the IGA and said that the exhibit may need to be modified based on potential additional county staff effort related to construction administration. He also reviewed the cost comparison to the WWSS baseline budget, noting the potential need to use management reserve, before providing estimated cost shares. Mr. Britch concluded by reiterating the benefits of WWSP partnering with Washington County on the project.

In response to a question, staff said that until bids are received, the exact amount of management reserve needed is unknown. The Board will be asked for approval at a future meeting, if the use of management reserve is necessary.

Motion was made by Duggan, seconded by Judah, to adopt Resolution WWSS-09-21 approving an intergovernmental agreement between Washington County and the Willamette Water Supply System Commission for joint construction of Tualatin Sherwood Road – Langer Farms Parkway to Borchers Drive and PLM_4.1 Highway 99 crossing pipeline projects. The motion passed unanimously with Duggan and Judah voting in favor.

E. Approve MPE_1.2/COB_1.2 Construction Contract – *Mike Britch*

Mr. Britch gave an overview of the two pipeline projects, one each for TVWD and City of Beaverton, and then described the results of the request for proposal, including the scoring summary of the two submitted proposals. He described the estimated costs of the projects and the recommended 10% contingency for each pipeline project.

Motion was made by Duggan, seconded by Judah, to approve Contract 2021-029 with Emery & Sons Construction Group for MPE_1.2-COB_1.2 Pipeline Construction for the Willamette Water Supply Program. The motion passed unanimously with Duggan and Judah voting in favor.

5. INFORMATION ITEMS

A. Planned June Business Agenda Items – *Joelle Bennett*

Ms. Bennett presented information on business agenda items planned for the June 3, 2021, WWSS Commission Board meeting.

Staff anticipates recommending the following actions:

1. Adopt PLM_1.3 Supplemental Resolution of Need
 2. Adopt RES_1.0 WCLUT Grabhorn Road Realignment IGA
 3. Adopt PLM_4.2 WCLUT Construction IGA
 4. Adopt PLM_4.4 WCLUT Construction IGA
 5. Approve PLM_1.3 BPA Reimbursable Agreement
 6. Approve WWSP Program and Construction Management Services FY 2022 Annual Workplan
- B. The next Board meeting is scheduled on June 3, 2021, via Microsoft Teams

6. COMMUNICATIONS AND NON-AGENDA ITEMS

- A. There was a question about escalating steel prices and purchase timing. Mr. Kraska said staff is assessing steel quantities and thicknesses as project designs near completion to understand if alternative procurement methodologies could reduce cost uncertainty. The goal is to present the information and a corresponding recommendation at the July Board meeting.

ADJOURNMENT

There being no further business, Chair Judah adjourned the meeting at 1:14 p.m.

David Judah, Chair

James Duggan, Vice Chair

STAFF REPORT

To: WWSS Board of Commissioners

From: Joelle Bennett, P.E., WWSP Assistant Program Director

Date: June 3, 2021

Subject: Bonneville Power Administration Agreement for Utility Relocations on PLM_1.3

Requested Board Action:

Consider adopting a resolution approving an agreement on behalf of the Willamette Water Supply Commission between the Tualatin Valley Water District and Bonneville Power Administration (Agreement Number 21TP-12325).

Key Concepts:

- The Willamette Water Supply Program (WWSP) project PLM_1.3 includes installing pipeline within SW Ridder Road in Wilsonville.
- Bonneville Power Administration (BPA) owns and operates two substations on opposite sides of SW Ridder Road and there is buried infrastructure connecting the two across that road.
- An agreement is proposed to facilitate BPA's utility relocation in advance of WWSP construction.

Background:

This agreement between the BPA and Tualatin Valley Water District (TVWD), acting on behalf of the Willamette Water Supply System (WWSS) Commission, is proposed to facilitate WWSP construction of the PLM_1.3 waterline on SW Ridder Road. The agreement is between TVWD and BPA, and not the WWSS Commission, because TVWD is already in the BPA payment system and, as Managing Agency, is responsible for the payment of this agreement. WWSS Commission authorizes TVWD to enter into the agreement on its behalf through adoption of the proposed resolution.

The agreement provides for TVWD, through the WWSS, to install a water pipeline in the Ridder Road right-of-way between BPA's Oregon City 115 kV Substation and 500 kV Pearl Substation. BPA will, at TVWD's expense and on behalf of the WWSS, remove and replace existing grounding mat conductors and a power service cable between the two substations. Coordinating with BPA adds cost to the PLM_1.3 project but allows the WWSP pipeline to be installed in a shallower trench, reducing the construction cost for this section of pipeline. One of the existing BPA features is 11.5 feet deep, and in direct conflict with WWSP's preferred trench depth.

Agreement terms include the following:

- BPA will design the removal and installation of the ground mat ties and station service cable between Oregon City and Pearl Substations
- BPA will coordinate its work with WWSP
- WWSP will provide design drawings to BPA and coordinate with BPA
- WWSP will install its pipeline in that area

Bonneville Power Administration Reimbursable Agreement for Utility Relocation on PLM_1.3

June 3, 2021

Page 2 of 3

- BPA will restore its station service cable and reconnect the grounding mats with new conductors in newly installed conduit

Budget Impact:

BPA estimates the design and construction of the utility relocations is \$128,600. The agreement requires that TVWD place the funds in an account for BPA to draw against as the work progresses. As stated in the agreement, if the work costs less than the estimate, WWSS will be refunded the unused amount. If the work costs more than the estimate, BPA would provide advance notice and the WWSS would bear the additional cost. The cost of the relocation work would be allocated by the Partners' PLM_1.3 ownership (per WWSS IGA Exhibit 1, Section 4.2, Raw Water Pipeline), as follows:

- TVWD at 58.92% = \$75,771.12
- Hillsboro at 36.09% = \$46,411.74
- Beaverton at 4.99% = \$6,417.14

The funds are anticipated to be a draw on project contingency.

Available Contingency Budget*	\$9,801,323.68
Proposed Draw	\$128,600
Revised Contingency Budget	\$9,672,723.68
*Per WWSP Project Controls data as of 5/18/2021	

Staff Contact Information:

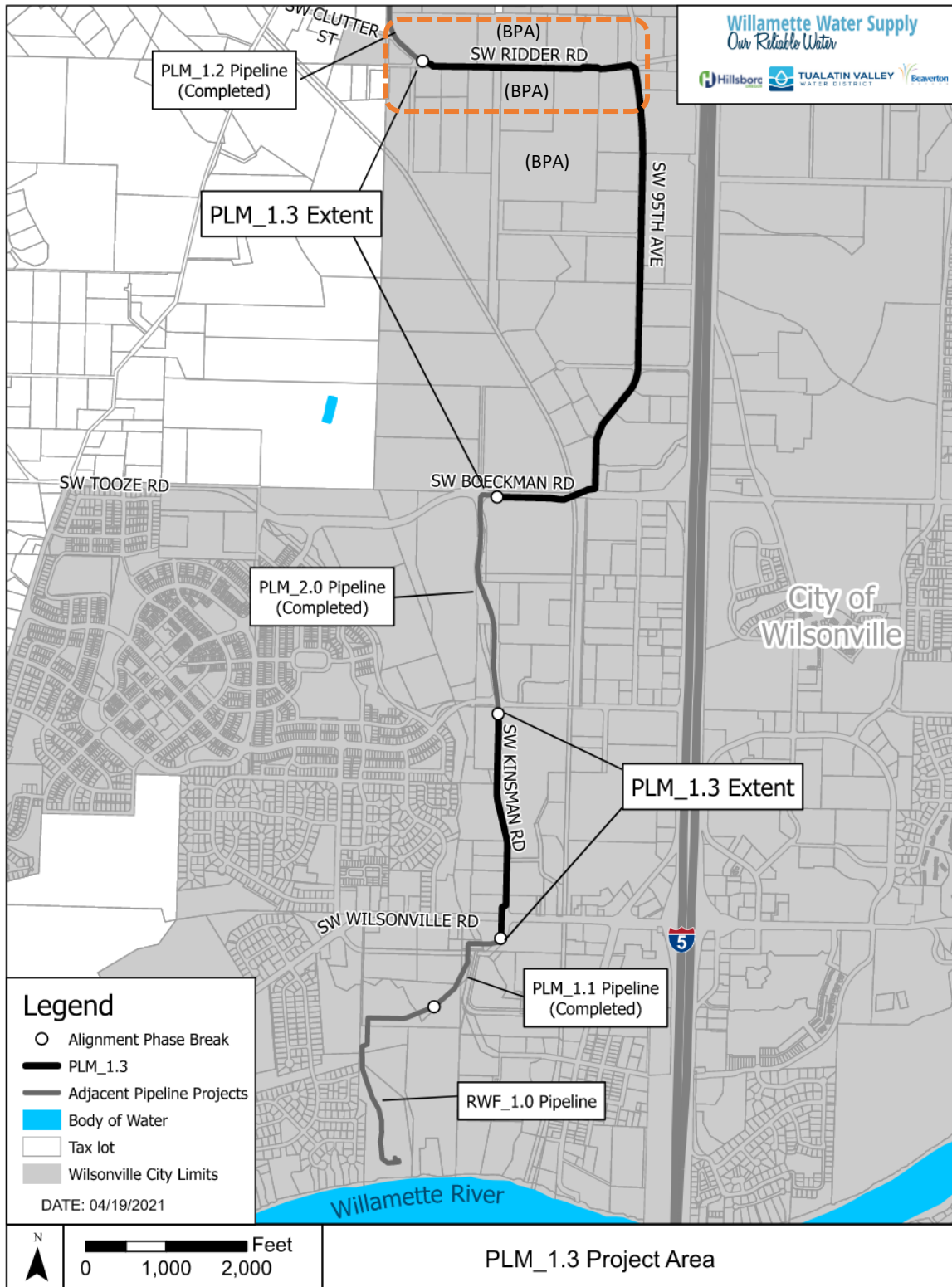
Dave Kraska, WWSP Program Director; 503-941-4561; david.kraska@tvwd.org

Joelle Bennett, P.E., WWSP Assistant Program Director, 503-941-4577, joelle.bennett@tvwd.org

Attachments:

- Project area map
- Proposed resolution
- Exhibit 1: Agreement

Project area map:



Willamette Water Supply System Commission

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RESOLUTION NO. WWSS-10-21

A RESOLUTION APPROVING THE AGREEMENT ON BEHALF OF THE WILLAMETTE WATER SUPPLY SYSTEM COMMISSION BETWEEN TUALATIN VALLEY WATER DISTRICT AND BONNEVILLE POWER ADMINISTRATION (AGREEMENT NUMBER 21TP-12325)

WHEREAS, Tualatin Valley Water District (“TVWD”), the City of Hillsboro (“Hillsboro”), and the City of Beaverton (“Beaverton”) formed the Willamette Water Supply System Commission (“Commission”) to permit, design, and construct the Willamette Water Supply System (“WWSS”), including intake pumping facilities and transmission facilities, a water treatment plant, and reservoir facilities (“System”) under the Willamette Water Supply Program (“WWSP”) to provide potable water to TVWD, Hillsboro, and Beaverton and to increase system reliability; and

WHEREAS, WWSS includes a project named PLM_1.3, located mostly within the City of Wilsonville, including along SW Ridder Road; and,

WHEREAS, Bonneville Power Administration (“BPA”) owns and operates electrical power infrastructure including two substations adjacent to Ridder Road; and,

WHEREAS, WWSS and BPA acknowledge that for the safe and efficient construction of the PLM_1.3 project, it is necessary to relocate BPA equipment in the project area, including a station service cable and grounding conductors; and,

WHEREAS, WWSS and BPA have agreed on terms to compensate BPA for the design and construction of the utility relocation on SW Ridder Road.

NOW, THEREFORE, BE IT RESOLVED BY THE WILLAMETTE WATER SUPPLY SYSTEM COMMISSION THAT:

Section 1: This Agreement Number 21TP-12325 between Willamette Water Supply System Commission and BPA, attached hereto as Exhibit 1 and incorporated herein by this reference, is approved.

Section 2: The Commission hereby authorizes TVWD as its Managing Agency, and the WWSP Director or his designee specifically, to work with the Commission’s legal counsel to finalize the Agreement, consistent with this Resolution, and to take all actions necessary to execute the Agreement on behalf of the Commission.

Approved and adopted at a regular meeting held on the 3rd day of June 2021.

David Judah, Chair

James Duggan, Vice Chair

Willamette Water Supply System Commission

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**U.S. DEPARTMENT OF ENERGY
BONNEVILLE POWER ADMINISTRATION
AGREEMENT**

PROPOSED

1. AGREEMENT NUMBER 21TP-12325	2. AGREEMENT EFFECTIVE FROM DATE IN BLOCK 4 UNTIL See Section #11 of the Division of Responsibilities Statement	3. AMENDMENT NO. -0-	4. EFFECTIVE DATE Same as Block #17
ISSUED TO		ISSUED BY	
5. ORGANIZATION AND ADDRESS Tualatin Valley Water District ATTN: Mr. David Kraska, WWSP Director and WWSS General Manager 1850 SW 170th Avenue Beaverton, OR 97003 E-mail: David.Kraska@tvwd.org		6. ORGANIZATION AND ADDRESS U.S. Department of Energy Bonneville Power Administration ATTN: Tonya Van Cleave – TPCC/TPP-4 P.O. Box 61409 Vancouver, WA 98666	
7. TECHNICAL CONTACT Sarah Betz	PHONE NUMBER (503) 499-0561	8. TECHNICAL CONTACT Project Manager	PHONE NUMBER
9. ADMINISTRATIVE CONTACT Dave Kraska	PHONE NUMBER (503) 941-4561	10. ADMINISTRATIVE CONTACT Gordon Markley	PHONE NUMBER (360) 619-6052

11. TITLE/BRIEF DESCRIPTION OF WORK TO BE PERFORMED UNDER THIS AGREEMENT

TUALATIN VALLEY WATER DISTRICT RIDDER ROAD WATER PIPELINE CROSSING PROJECT

This Reimbursable Agreement (Agreement) between the Bonneville Power Administration (BPA) and Tualatin Valley Water District (TVWD) provides for TVWD, at TVWD's expense, to install a water pipeline in the Ridder Road right-of-way between BPA's Oregon City 115 kV Substation and 500 kV Pearl Substation. BPA will, at TVWD's expense, remove and replace existing ground mat ties between the two substations.

TVWD is entering into this Agreement on behalf of the Willamette Water Supply System (WWSS) Commission as the Managing Agency responsible for the day-to-day administration of the WWSS Commission. The WWSS Commission was formed by an intergovernmental agreement ("IGA") entered into by TVWD, City of Hillsboro, and the City of Beaverton to permit, design, and construct the Willamette Water Supply System, including intake and transmission facilities, a water treatment plant, and reservoir facilities ("WWSS") to provide potable water and to increase system reliability. This work is being performed through the Willamette Water Supply Program (WWSP). This reimbursable agreement is for a portion of the WWSS Commission work called "PLM_1.3" and located as described above. In this document, use of the term TVWD is inclusive of the WWSS Commission.

Specific duties are defined in the attached Division of Responsibilities Statement.

The following documents are attached to and become a part of this Agreement:

- Division of Responsibilities Statement
- Financial Terms and Conditions Statement

12. AMOUNT TO BE PAID BY BPA \$-0-	13. AMOUNT TO BE PAID TO BPA \$128,600 (estimated)
14. SUBMIT SIGNED AGREEMENT TO U.S. Department of Energy Bonneville Power Administration ATTN: Tonya Van Cleave – TPCC/TPP-4 P.O. Box 61409 Vancouver, WA 98666	15. ACCOUNTING INFORMATION <i>(For BPA Use Only)</i>
	16. SUBMIT INVOICE TO <i>(Name and Address)</i> Same as Block #5 above.
PARTICIPANT	BPA
17. APPROVED BY <i>(Signature)</i> DATE <i>(mm/dd/yyyy)</i>	18. APPROVED BY <i>(Signature)</i> DATE <i>(mm/dd/yyyy)</i>
NAME AND TITLE	NAME AND TITLE Manager, Customer Service Engineering

DIVISION OF RESPONSIBILITIES STATEMENT

BPA and TVWD hereby agree as follows:

1. DIVISION OF RESPONSIBILITIES**(a) BPA shall, at TVWD's expense:**

- (1) Design the removal and installation of the ground mat ties and station service cable between Oregon City and Pearl Substations.
- (2) Purchase materials to install the new ground mat ties.
- (3) Pull back 13.8KV station service cable, which will be reused.
- (4) Remove existing grounding conductor between Pearl and Oregon City Substations
- (5) Remove existing conduit between Pearl and Oregon City Substations
- (6) Coordinate with TVWD to install TVWD's pipeline between the two substations.
- (7) Install new conduit between Pearl and Oregon City Substations between the existing manholes.
- (8) Install brackets in the manholes to hold station service cable and grounding conductors.
- (9) Install new grounding conductor between Pearl and Oregon City in the newly installed conduits.
- (10) Re-terminate station service cable.

(b) TVWD shall, at TVWD's expense:

- (1) Provide BPA with drawings of the proposed pipeline route.
- (2) Coordinate with BPA to install the pipeline between the two substations.
- (3) Install TVWD's water pipeline between the two substations.

2. OWNERSHIP, OPERATION AND MAINTENANCE

- (a) BPA shall, at BPA's expense, shall own, operate and maintain the facilities installed in Section (1)(a) above.
- (b) TVWD shall, at TVWD's expense, shall own, operate and maintain the pipeline installed in Section (1)(b) above.

DIVISION OF RESPONSIBILITIES STATEMENT

3. ENVIRONMENTAL COMPLIANCE

Upon execution of this Agreement, the parties may proceed with all preliminary engineering and project management work. The performance of all construction work under this Agreement is contingent on BPA's completion of its environmental review process under the National Environmental Policy Act (NEPA), if applicable, as BPA shall determine. After completion of this process BPA will decide whether to proceed with the construction work and, if so, whether modifications to such work should be made based on the NEPA review. BPA reserves the right to choose any alternatives considered in the NEPA process, including the no-action alternative, and nothing in this agreement shall be construed as obligating BPA to proceed with construction work under this Agreement or to allow TVWD to proceed with construction work under this Agreement before BPA has completed the NEPA review process and made a decision regarding how to proceed. If BPA decides that modifications to the construction work under this Agreement should be made, the parties shall modify their respective obligations under this Agreement to be consistent with such modifications.

4. UNCONTROLLABLE FORCES

The Parties shall not be in breach of their respective obligations to the extent the failure to fulfill any obligation is due to an Uncontrollable Force. "Uncontrollable Force" means an event beyond the reasonable control of, and without the fault or negligence of, the Party claiming the Uncontrollable Force, that prevents that Party from performing its contractual obligations under this Agreement and which, by exercise of that Party's reasonable care, diligence and foresight, such Party was unable to avoid. Uncontrollable Forces include, but are not limited to:

- (a) strikes or work stoppage;
- (b) floods, earthquakes, fire, or other natural disasters; terrorist acts; epidemics, pandemics and
- (c) final orders or injunctions issued by a court or regulatory body having competent subject matter jurisdiction which the Party claiming the Uncontrollable Force, after diligent efforts, was unable to have stayed, suspended, or set aside pending review by a court of competent subject matter jurisdiction.

Neither the unavailability of funds or financing, nor conditions of national or local economies or markets shall be considered an Uncontrollable Force. The economic hardship of either Party shall not constitute an Uncontrollable Force. Nothing contained in this provision shall be construed to require either Party to settle any strike or labor dispute in which it may be involved.

DIVISION OF RESPONSIBILITIES STATEMENT

If an Uncontrollable Force prevents a Party from performing any of its obligations under this Agreement, such Party shall: (1) immediately notify the other Party of such Uncontrollable Force by any means practicable and confirm such notice in writing as soon as reasonably practicable; (2) use its best efforts to mitigate the effects of such Uncontrollable Force, remedy its inability to perform, and resume full performance of its obligation hereunder as soon as reasonably practicable; (3) keep the other Party apprised of such efforts on an ongoing basis; and (4) provide written notice of the resumption of performance. Written notices sent under this section must comply with Section 7, Notices.

5. NOTICES

Any notice or other communication related to this Agreement shall be delivered in person, by email, First Class mail or overnight delivery service to the Technical or Administrative contact set forth above. Notices are effective on the date received.

6. LIMITATION OF LIABILITY

Neither Party shall be liable to the other Party for any lost or prospective profits or any special, punitive, exemplary, consequential, incidental or indirect losses or damages under this Agreement.

TVWD is solely responsible to BPA for damage to United States (BPA) property caused by TVWD, and its employees, contractors, and agents. TVWD is also solely responsible for any claims arising out of negligent conduct by its employees, contractors, and agents performing the work described in this Agreement on or at United States-owned (BPA-owned) real property, facilities, or equipment. Any claim for personal injury, death, or property damage against BPA (the United States) must be made in accordance with the Federal Tort Claims Act, 28 U.S.C. §§ 1346(b), 1402(b), 2401(b), and ch. 171. TVWD and its contractors must carry general liability insurance in the amount of at least \$1 million for all performance under this Agreement, and the policy must name the United States/BPA as an additional insured.

7. COVID-19 PANDEMIC

Based on the evolving situation with the COVID-19 pandemic, and following the issuance of orders and other guidance by governmental authorities and public health organizations calling for social distancing measures in BPA's service territory, BPA, on August 12, 2020, closed its facilities to nonessential employees and contractors and limited the resources available to perform certain types of work. BPA has now resumed construction work. The future availability of BPA employees and contractors to perform certain types of work under this Agreement may be subject to change based on BPA's future responses to the COVID-19 pandemic.

8. PROJECT SCHEDULE

The estimated completion date for this project is June 30, 2022. BPA reserves the right to modify the project schedule by providing written notice to TVWD of the schedule change.

9. TERMINATION

DIVISION OF RESPONSIBILITIES STATEMENT

This Agreement shall become effective upon execution by both parties and shall terminate upon full performance by both parties of their respective obligations set forth herein, but in no event shall the term of this Agreement exceed five years from its effective date.

FINANCIAL TERMS AND CONDITIONS STATEMENT

BPA's cost of performing the project at TVWD's expense shall be the actual cost of doing the work specified in this Agreement, plus an overhead rate of 35%, representing the indirect costs of the project office plus the contractual support costs of contract negotiation, billing and accounting functions, and contract management.

TVWD hereby agrees to advance \$128,600, the estimated project cost, to BPA upon execution of this Agreement. Payments made to BPA shall be held in an account established for this Agreement.

If BPA needs additional funds to complete the work at any time during performance of the project, BPA may request, in writing, for TVWD to advance such additional funds to BPA for deposit in the account. TVWD shall advance such additional funds within 30 days of BPA's written request, and BPA may temporarily stop work until TVWD supplies the requested funds. If TVWD does not advance such additional funds by the due date or, if at any time before completion of the project TVWD elects to stop work under this Agreement, BPA has the right to cease all work and restore, as a cost to the project at TVWD expense, government facilities and/or records to their condition prior to the beginning of work under this Agreement.

Within a reasonable time after completion of the project, or if this Agreement terminates because BPA has decided not to proceed after completing its NEPA review, BPA shall make a full accounting to TVWD showing the actual costs charged against the account. BPA shall either remit any unexpended balance in the account to TVWD or bill for any costs in excess of the deposits in the account. TVWD shall pay any excess costs within 30 days of the invoice date (due date).

Payments not received by the due date will accrue interest on the amount due beginning the first calendar day after the due date to the date paid, at an annual interest rate equal to the higher of i) the prime rate (as reported in the Wall Street Journal in the first issue published during the month in which payment by TVWD is due) plus 4 percent; or ii) such prime rate multiplied by 1.5.

STAFF REPORT

To: Board of Commissioners

From: Dave Kraska, P.E., Willamette Water Supply System General Manager

Date: June 3, 2021

Subject: Recommend Approval of Stantec Consulting Services Inc. (Stantec) Annual Work Plan (AWP) for Program and Construction Management Support Services for Fiscal Year 2022; WWSP Agreement No. WWSP-0715

Requested Board Action:

Consider approving an Annual Work Plan for Stantec Consulting Services Inc. to provide Program and Construction Management Support Services during Fiscal Year 2022 (FY2022).

Key Concepts:

- Implementing the Willamette Water Supply Program (WWSP) requires substantial assistance from a consultant with expertise and personnel to provide program and construction management support services.
- The proposed AWP identifies Stantec's planned services, planned staffing, estimated fees, and key assumptions for delivery of program and construction management support services for the WWSP for FY2022.
- This AWP corresponds to the planned WWSP activities and milestones in proposed Baseline 6.1 and fulfills the requirements and intent of WWSP Agreement No. WWSP-0715.
- The proposed FY2022 AWP authorization request is \$17,845,838, which is consistent with the forecasted plan in proposed Baseline 6.1.

Background:

Stantec¹ was selected, through a competitive process that included qualifications, approach, and cost, to provide the WWSP with program management support services. The program management support services contract was approved and awarded in July 2015. Stantec was also selected, through a separate competitive process that included qualifications, approach, and cost, to provide the WWSP with construction management support services. The construction management support services were added to the program management support services contract via an amendment approved and awarded in October 2017. The program and construction management support services contract has a total term of 11.5 years (ending December 31, 2026). The contract establishes a comprehensive scope of services to support the WWSP over the term of the contract. Planned services, planned staffing, estimated fees, and key assumptions for delivery of program and construction management support services are defined and authorized on a fiscal year basis through an AWP.

¹ Stantec Consulting Services Inc. purchased MWH Americas, Inc., which was the initially contracted firm. The assignment of WWSP Agreement No. WWSP-0715 from MWH Americas, Inc. to Stantec was recognized via a contract amendment in October 2017.

Recommend Approval of Program and Construction Management Services Fiscal Year 2022 AWP

June 3, 2021

Page 2 of 3

The annual WWSP baseline budget and schedule update process forecasts WWSP costs through the life of the program. Planned program and construction management support services correspond to the activities and milestones identified in the WWSP Master Program Schedule and Budget Baseline. Program and construction management support needs may change as the WWSP progresses and new information becomes available. The FY2022 Program and Construction Management AWP is based on Baseline 6.1 that was approved by the Willamette Water Supply System (WWSS) Commission at its April 1, 2021 meeting, and includes services for each of the following work categories:

1. General Program Management
2. Risk Management
3. Procurement and Contract Administration
4. Quality Assurance
5. Program Controls and Document Management
6. Design Management
7. Construction Management, Construction Inspection, & Safety/Security
8. Facility Testing and Commissioning
9. Permitting Support
10. Land and Right-of-Way Acquisition Support
11. Public Outreach and Public Affairs Support

WWSP projects (or work packages) with substantial anticipated activities for the period of the FY2021 AWP are as listed in the table below.

Projects in Design	Projects in Construction
PLM_1.3 (complete design)	PLM_1.3 (procure construction contractor; begin construction)
PLW_1.2 (complete design)	PLM_4.1 (progress construction with Washington County)
RES_1.0 (complete design, including CM/GC participation)	PLM_4.2 (progress construction with Washington County)
MPE_1.3 (complete design)	PLM_4.3 (procure construction contractor; begin construction)
WTP_1.0 ¹ (continue design, including CM/GC participation)	PLM_4.4 (progress construction with Washington County)
	PLM_5.1 (complete construction with Washington County)
	PLW_1.2 (procure construction contractor with Washington Co.; begin and progress construction)
	PLW_1.3 (progress construction)
	PLW_2.1 (procure construction contractor; begin and progress construction)
	MPE_1.1 ² (progress construction with the City of Beaverton)
	MPE_1.2 ² (begin and progress construction)
	MPE_1.3 (procure construction contractor; begin and progress construction)
	RWF_1.0 (complete phase I construction)
	WTP_1.0 ¹ (execute GMP and begin construction)
	RES_1.0-PLM_5.3 (execute GMP; begin and progress construction)

1. WTP_1.0 includes FPS_1.0 and DCS_1.0 for purposes of the AWP.
2. MPE_1.1 includes COB_1.1 and MPE_1.2 includes COB_1.2 for the purposes of the AWP.

This AWP represents 43 percent increase in hours and a 39 percent increase in budget when compared to the FY2021 (current) AWP. This increase is primarily due to the additional construction management staff necessary

Recommend Approval of Program and Construction Management Services Fiscal Year 2022 AWP

June 3, 2021

Page 3 of 3

to manage the six projects currently in construction and 10 additional projects entering the construction phase in FY2022.

Budget Impact:

The proposed FY2022 AWP would authorize fees up to \$17,845,838 during FY2022. This amount is reflected in WWSP Baseline 6.1, which was approved by the Board on April 1, 2021. The table below shows the estimated distribution of the proposed budget based on cost shares presented in Baseline 6.1:

Stantec FY 2022 Program and Construction Management Services AWP Budget		\$17,845,838
<i>TVWD Estimated Share</i>	<i>\$10,763,665</i>	
<i>Hillsboro Estimated Share</i>	<i>\$5,737,158</i>	
<i>Beaverton Estimated Share</i>	<i>\$1,190,066</i>	
<i>Willamette Intake Facilities Commission Estimated Share</i>	<i>\$154,949</i>	

Staff Contact Information:

David Kraska, PE; Willamette Water Supply Program Director; 503-941-4561; david.kraska@tvwd.org

Attachments:

Exhibit 1: Program and Construction Management Services Fiscal Year 2021-2022 AWP

Willamette Water Supply System Commission

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DATE: December 21, 2020 (initial draft)
May 3, 2021 (second submittal)
May 12, 2021 (third submittal)
[Effective July 1, 2021]

TO: David Kraska, WWSP Program Director

FROM: William Van Derveer, WWSP Program Manager

SUBJECT: **DRAFT** Annual Work Plan – Fiscal Year 2021-2022 (July 1, 2021 through June 30, 2022),
Willamette Water Supply Program, Agreement No. WWSP-0715 (as amended)

INTRODUCTION

This Annual Work Plan (AWP) identifies Stantec’s planned services, planned staffing, estimated fees, and key assumptions for delivery of program and construction management support services for the Willamette Water Supply Program (WWSP) for Fiscal Year 2021-2022, which extends from July 1, 2021 through June 30, 2022. This AWP fulfills the requirements and intent of the subject Agreement.

PLANNED SERVICES

Program and construction management services planned for this AWP period are identified in Table 1. We recognize that due to the complex nature and long duration of the WWSP, program and construction management support needs may change as the program progresses and new information becomes available. The planned services represent our understanding of current WWSP needs for the AWP period.

PLANNED STAFFING

Planned staffing to provide the planned services for this AWP are identified in Table 2.1-2.3. These tables include the name, role, and planned labor hours by major program task for personnel identified for the planned services. In instances where a specific individual has not yet been identified, a role and planned labor hours are identified. Specific personnel to support the WWSP shall be identified in writing and authorized by the WWSP Program Director in accordance with Article 1.1.5 of the Agreement. The personnel and labor hours within this AWP represent our understanding of the strategic, technical, and administrative requirements for delivering the planned services. Actual requirements will vary and Stantec will adjust the staffing and distribution of labor hours within this AWP accordingly to maintain progress toward delivery of the WWSP.

ESTIMATED FEES

Estimated fees for providing the planned services using the planned staffing within this AWP are identified in Table 3.1-3.3. These tables include planned personnel; hourly pay rate, PMO, part-time support, or field billing rate factor (as appropriate); planned labor hours; and estimated fees. In instances where specific personnel have not yet been identified, an assumed hourly pay rate is included. The table also includes estimated reimbursable expenses associated with the planned services and planned personnel. Material changes to the planning represented by this AWP may result in changes to the estimated fees. Such changes would be managed in accordance with Article 5 of the Agreement.

KEY ASSUMPTIONS

This AWP is based on a number of assumptions about WWSP delivery needs during Fiscal Year 2021-2022. The following key assumptions apply to this AWP:

- Planned program and construction management services for this AWP correspond to the activities and milestones identified in the WWSP Master Program Schedule and Budget Baseline 6.1 as approved on April 1, 2021 (summary attached).
- WWSP projects (or work packages) with substantial anticipated activities for the period of this AWP are as listed in the table below. The amount of construction planned for this period is substantially greater than for prior years.

Projects in Design	Projects in Construction
PLM_1.3 (complete design) PLW_1.2 (complete design) RES_1.0 (complete design, including CM/GC participation) MPE_1.3 (complete design) WTP_1.0 ¹ (continue design, including CM/GC participation)	PLM_1.3 (procure construction contractor; begin construction) PLM_4.1 (progress construction with Washington County) PLM_4.2 (progress construction with Washington County) PLM_4.3 (procure construction contractor; begin construction) PLM_4.4 (progress construction with Washington County) PLM_5.1 (complete construction with Washington County) PLW_1.2 (procure construction contractor with Washington Co.; begin and progress construction) PLW_1.3 (progress construction) PLW_2.1 (procure construction contractor; begin and progress construction) MPE_1.1 ² (progress construction with the City of Beaverton) MPE_1.2 ² (begin and progress construction) MPE_1.3 (procure construction contractor; begin and progress construction) RWF_1.0 (complete phase I construction) WTP_1.0 ¹ (execute GMP and begin construction) RES_1.0/PLM_5.3 (execute GMP; begin and progress construction)

1. WTP_1.0 includes FPS_1.0 and DCS_1.0 for purposes of the AWP.
2. MPE_1.1 includes COB_1.1 and MPE_1.2 includes COB_1.2 for the purposes of the AWP.

- Labor hours, assumed direct labor rates, and assumed budgets for unnamed technical experts and specialists are carried within the “Design Management” and the “Construction Management, Construction Inspection, & Safety/Security” tasks but may be used to meet identified resource needs within any task.
- The resources and associated level of effort/estimates shown for each task may vary if the scope or timing is modified or if the level of resourcing from the Participants’ organizations is modified.
- At the direction of the Program Director, Stantec can assist the Participants with other activities/projects within the overall Statement of Work as required, should that assistance be within the budgetary limits of this AWP or an approved amendment.
- It is anticipated some work and priorities will change over the course of this AWP period. Stantec will only perform supplemental services as authorized in writing by the Program Director. Stantec will not begin any supplemental service until the Program Director has reviewed the services, proposed resources/level of effort, and estimated cost and has authorized Stantec to proceed.

APPROVAL

The WWSP Participants approve this AWP.

David Kraska, P.E.
Program Director

Date

Willamette Water Supply System Commission

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Table 1. Planned Program Management Support Services – Fiscal Year 2021-2022 (July 1, 2021 through June 30, 2022).

Task No. ¹	Task Name	Primary WWSP Projects/Initiatives ²	Planned Services	Key Resources ³
1.2	General Program Management	<ul style="list-style-type: none"> Overall management of WWSP Delivery and resourcing in accordance with the Fiscal Year 2021-2022 Master Program Schedule and Budget Baseline Participation in WWSS and WIF Board, Management Committee, Management Team, Public Affairs, other progress and coordination meetings 	<ul style="list-style-type: none"> Support Participants’ management of WWSP implementation as directed by the Program Director Coordinate execution of the Program Management Plan (PgMP) and delivery of WWSP in alignment with the Fiscal Year 2021-2022 Master Program Schedule and Budget Baseline Revise Delivery Strategy as necessary following the change management program Participate in ongoing leadership and management meetings Conduct regular program review meetings and monthly progress meetings with Program Director Manage program resources and provide necessary technical, management, and support resources to meet the goals and objectives of the WWSP; acquire/relocate resources as approved by Program Director Coordinate with Participants’ public outreach/affairs staff and consultants to support the outreach program Participate in Participants' leadership, Boards, City Council, and Utilities Commission meetings as requested Communicate and work with internal and external stakeholders in coordination with the WWSP Permitting and Outreach Manager Work with Participants’ legal counsel, Program Director, and other key staff to support completion and implementation of various intergovernmental agreements for projects as requested Maintain monthly reporting with correlating metrics for comparison and validation Prepare semi-annual Business Utilization economic benefits reports Review the PgMP and prepare an annual update to PgMP sections as needed 	<p>Bill Van Derveer Virginia Anderson Kristina Tubbert Elnaz Adeh Jeremy Taylor TBD Administrative Assistant</p> <p>TBD Technical Experts and Specialists (as needed)</p>
1.3	Internal/Participants Governance Process	Included in 1.2 General Program Management and 2.3 Public Outreach and Public Affairs Support	N/A	N/A
1.4	Risk Management	<ul style="list-style-type: none"> Overall Program Active design and construction projects <p>[Estimated costs for implementing this task are included in other tasks (e.g., 1.2 Program Management and 1.5 Program Controls)]</p>	<ul style="list-style-type: none"> Execute, and identify updates and improvements where needed, Risk and Value Management Plan Participate in executing the Program Risk Management Plan Maintain separate risk registers for individual projects (Project-level) and for the Program as a whole (Program-level) Apply qualitative and quantitative methods for identification and analysis of program and project risks in terms of cost and schedule Develop program and project risk responses and mitigation strategies Use risk management process to evaluate Program and project contingencies Analyze potential or actual construction claims as needed Prepare quarterly risk management information for the Program Director and Management Committee Conduct project risk reviews as indicated in the Project Delivery System Support evaluations of Notices of Intent to Change 	<p>Elnaz Adeh</p> <p>TBD Technical Experts & Specialists (as needed)</p> <p>TVWD will provide an Asst. Program Director to support this task</p>

Task No. ¹	Task Name	Primary WWSP Projects/Initiatives ²	Planned Services	Key Resources ³
1.6	Procurement and Contract Administration	<ul style="list-style-type: none"> • PLM_1.3 construction • PLM_4.1 construction (via Washington Co.) • PLM_4.2 construction (via Washington Co.) • PLM_4.3 construction • PLM_4.4 construction (via Washington Co.) • PLW_1.2 construction (via Washington Co.) • PLW_2.1 construction • MPE_1.3 construction • WTP_1.0 construction (CMGC GMP development) • RES_1.0-PLM_5.3 construction • Incidental program support services as needed • Construction testing services as needed • Amendments, changes, and close-out for existing contracts/ agreements 	<ul style="list-style-type: none"> • Implement the Procurement and Contract Administration Management Plan • Participate in executing the Construction Management Plan, Value and Risk Management Plan, the Quality Management Plan, Water Infrastructure Finance and Innovation Act (WIFIA) Compliance Plan and the change management process • Provide strategic advice and tactical support for Program procurements • Maintain and update construction contract templates for conventional design-bid-build and Construction Manager/General Contractor • Lead procurement activities for self-performed bid packages for CM/GC contracts • Coordinate with other Program functions to address procurement needs • Monitor local, state, and federal law pertaining to procurement and contract administration. Communicate relevant changes to Participants including recommended modifications to procurement and contract administration practices. 	<p>Doug Shermack</p> <p>TBD Technical Experts and Specialists (as needed)</p>
1.8	Quality Assurance	<ul style="list-style-type: none"> • Overall Program • Design of PLM_1.3, PLW_1.2, RES_1.0, MPE_1.3, & WTP_1.0 • Construction of PLM_1.3, PLM_4.1, PLM_4.2, PLM_4.3, PLM_4.4, PLM_5.1, PLW_1.2, PLW_1.3, PLW_2.1, MPE_1.1, MPE_1.2, MPE_1.3, RWF_1.0, RES_1.0-PLM_5.3, & WTP_1.0 • Permitting and environmental services contract <p>[Estimated costs for implementing this task are included in other tasks (e.g., 2.1 Permitting Support, 1.10 Design Management, and 1.11 Construction Management)]</p>	<ul style="list-style-type: none"> • Execute the Quality Management Plan (QMP) and identify updates and improvements where needed • Establish and implement an annual schedule for reviewing compliance with WWSP QMP • Review quality plans submitted by current consultants and construction contractors, and establish and implement a schedule for reviewing compliance with those plans • Establish and maintain quality management procedures for project transitions between design and construction • Include quality requirements in procurement documents (refer to 1.6 Procurement and Contract Administration) • Plan and participate in factory witness inspection for pipe fabrication as needed • Provide administrative/technical writing or graphics staff as needed • Provide on-going quality management guidance to PMO personnel 	<p>Scott Gibson (Program & Design)</p> <p>Andre Tolme (Construction)</p> <p>TBD Technical Specialists (as needed)</p>

Task No. ¹	Task Name	Primary WWSP Projects/Initiatives ²	Planned Services	Key Resources ³
1.5, 1.9	Program Controls and Document Management	<ul style="list-style-type: none"> • Overall Program • Active contracts/agreements • Design of PLM_1.3, PLW_1.2, RES_1.0, MPE_1.3, & WTP_1.0 • Construction of PLM_1.3, PLM_4.1, PLM_4.2, PLM_4.3, PLM_4.4, PLM_5.1, PLW_1.2, PLW_1.3, PLW_2.1, MPE_1.1, MPE_1.2, MPE_1.3, RWF_1.0, RES_1.0-PLM_5.3, & WTP_1.0 	<ul style="list-style-type: none"> • Execute, and identify updates and improvements where needed, Program Controls and Document Management Plan and WIFIA Compliance Plan • Maintain document management systems and procedures • Manage financial and cost reporting systems and procedures • Maintain a Master Program Schedule and Budget Baseline, including monthly updates and incorporation of approved changes • Prepare an annual reforecast of the Master Program Schedule and Budget Baseline • Submit draft budget information for fiscal year 2022-2023 (a 90%± accuracy budget recommendation is due 12/31/21 and a final budget recommendation is due February 2022) • Review and validate Stantec’s Fiscal Year 2022-2023 Annual Work Plan (in late May or early June 2022) with the Program Director to confirm that assumptions about Program needs made in January 2022 remain valid for the upcoming fiscal year • Perform analyses of consultant and construction contractor schedule submittals to verify alignment with contractual obligations and identify risks and inconsistency with Program objectives • Manage and support the change management process, including participating in Change Committee meetings and maintaining records of potential and actual changes • Produce standard controls reports for Management Committee, Program Director, and project teams and ad hoc reports as requested • Provide on-going support for systems, tools, and procedures including e-Builder maintenance, modifications, and enhancement requests • Support extension of e-Builder to partner project owners as applicable • Support development and implementation of processes to comply with conditions of the Participants’ WIFIA loans • Support other Program functions as required in document, cost, and reporting needs • Manage invoicing process • Support the development of Baseline 6.1 Project Deferral Plan to clarify how deferred projects will be wrapped up for future completion, including project status description by major Program function (e.g., design and permitting), list of major tasks for restarting the project, and disposition of project files. 	<p>Jeremy Taylor Rich Edwards Dan Peterson Ellen Peterman</p> <p>TBD Technical Experts and Specialists (as needed)</p> <p>TVWD will provide a full-time document control specialist to support this task</p>

Task No. ¹	Task Name	Primary WWSP Projects/Initiatives ²	Planned Services	Key Resources ³
1.10	Design Management	<ul style="list-style-type: none"> • Design of PLM_1.3, PLW_1.2, RES_1.0, MPE_1.3, & WTP_1.0 • Construction of PLM_1.3, PLM_4.1, PLM_4.2, PLM_4.3, PLM_4.4, PLM_5.1, PLW_1.2, PLW_1.3, PLW_2.0, MPE_1.1, MPE_1.2, MPE_1.3, RWF_1.0, RES_1.0-PLM_5.3, & WTP_1.0 	<ul style="list-style-type: none"> • Execute the Design Management Plan • Participate in executing the Construction Management Plan, Value and Risk Management Plan, the Quality Management Plan, WIFIA Compliance Plan, and the change management process • Manage the scope, schedule, and budget for on-going projects • Organize and perform technical reviews of design-related deliverables • Coordinate design progress for listed design projects • Support construction management, including submittals review and change management, for listed construction projects • Develop and implement project-specific interim operational plans as projects are completed • Maintain and revise Program Pipeline Design Guide as necessary (incorporate Program seismic standards) • Support the development of front-end specification modifications with Washington County (and other potential partner projects) as applicable • Support the development or amendment of construction IGAs with Washington County (and other potential project partners) as applicable • Evaluate opportunity projects and prepare Business Case Analyses for Notice of Intent to Change • Support implementation of a strategy to secure real estate for the pipeline corridor • Provide Geographical Information System and Computer-Aided Drawing support as needed (assumes Participants will typically provide GIS services) • Support coordination with BPA, PGE, NW Natural, and other utility stakeholders • Manage system-wide planning of operations from interim to commissioning to on-going operations, and review compatibility of design to support each operational phase (this task is in conjunction with Task 1.13 Facility Testing and Commissioning) • Develop and manage Baseline 6.1 Project Deferral Plan to clarify how deferred projects will be wrapped up for future completion, including project status description by major Program function (e.g., design and permitting), list of major tasks for restarting the project, and disposition of project files. • Develop System Control Strategy by end of FY 2022 (draft complete by 3/1/2022). Build upon deliverables prepared by S&B Inc. under separate contract with Participants 	<p>Scott Gibson Project Managers Assistant Project Managers</p> <p>TBD Technical Experts and Specialists (as needed)</p> <p>TVWD will provide a full-time Geographic Information Systems analyst.</p>

Task No. ¹	Task Name	Primary WWSP Projects/Initiatives ²	Planned Services	Key Resources ³
1.7, 1.11, 1.12	Construction Management, Construction Inspection, & Safety/Security	<ul style="list-style-type: none"> • Construction (via WWSP contractor) of PLM_1.3, PLM_4.3, PLW_1.3, PLW_2.0, MPE_1.2, MPE_1.3, RWF_1.0, WTP_1.0, & RES_1.0-PLM_5.3 • Construction (via Washington Co. contractor) of PLM_4.1, PLM_4.2, PLM_4.4, PLM_5.1, & PLW_1.2 • Construction (via City of Beaverton) of MPE_1.1 • WWSP health and safety program • WTP_1.0 CM/GC contractor design review 	<ul style="list-style-type: none"> • Provide program-level and field services listed construction projects to: <ul style="list-style-type: none"> ○ Execute, and identify updates and improvements where needed, to the Construction Management Plan ○ Provide construction management, inspection and oversight of materials testing ○ Participate in executing and updating (where needed) other Program plans including the Design Management Plan, Value and Risk Management Plan, Quality Management Plan, Public Outreach and Stakeholder Engagement Plan, Permitting Management Plan, and Program Controls Plan ○ Execute Project Execution Plans ○ Administer construction contracts in coordination with City of Wilsonville and Washington County and other project partners as appropriate ○ Coordinate construction management resources, including third-party testing/surveying contractors ○ Attend design and construction meetings (as required) ○ Manage construction project documentation including RFIs, Submittals, Work Change Directives, Design Clarifications, Daily Reports, photographs, and other construction-related correspondence ○ Support procurement of required services during construction ○ Administer construction change management process during construction ○ Review contractor pay applications, coordinate resolution of issues, and recommend payment ○ Estimate cost of potential construction changes as needed ○ Maintain a working set of “record” drawings during construction ○ Conduct quantity tracking for selected progress indicators (e.g., length of pipeline installed) during construction ○ Manage potential/actual contractor claims • Support WWSP and Washington County contractor procurements • Manage WWSP Health and Safety program in accordance with WWSP Health and Safety Plan • Coordinate and assist with preparation of WWSP-related safety reports, including OSHA required reporting • Support the development of front-end specification modifications with Washington County (and other potential project partners) as applicable • Support the development and/or amendment of construction IGAs with Washington County (and other potential project partners) as applicable • Coordinate with other Program functions (e.g., Design and Permitting) as required • Prepare or review Opinions of Probable Construction Cost • Participate in Notices of Intent to Change • Participate in Program and construction reporting and make recommendations to incorporate additional reporting or delete reporting as projects progress • Review design deliverables for constructability 	<p>Andre Tolme Chad Carlson Construction Managers, Field Inspectors, and Construction Management Specialists as identified in the tables below Cost Estimator Safety Inspectors</p> <p>TBD Technical Experts and Specialists (as needed)</p> <p>City of Hillsboro will provide a part-time safety specialist to support these tasks</p> <p>TVWD will provide a part-time safety and security supervisor to support this task</p>

Task No. ¹	Task Name	Primary WWSP Projects/Initiatives ²	Planned Services	Key Resources ³
1.13	Facility Testing and Commissioning	<ul style="list-style-type: none"> Overall Program Active design and construction projects Water supply integration planning & operations planning <p>[Estimated hours/cost for other resources such as Design Managers, Project Managers, and permitting staff, are included in the primary tasks for those resources.]</p>	<ul style="list-style-type: none"> Review design deliverables for specified testing and training requirements and equipment selection Participate in the development and implementation of project-specific interim operational plans as projects are completed Lead overall WWSS operational planning and development Implement a warranty management plan Manage development of System-wide testing, start-up, commissioning, and operations plan (this plan will be developed by the WTP CM/GC and progressively elaborated over multiple years) Develop draft system-wide Commissioning and Start Up Plan by 1/1/2022. Build upon deliverables (final due 9/24/2021) prepared by WTP CM/GC under separate contract with Participants Manage commissioning and start-up planning and implementation schedule Support refinement and application of a strategy for managing water within WWSS assets prior to placement in service Support Construction Management with review of submittal, RFIs, and design clarifications as appropriate; and document through existing PMIS workflows Support water supply integration planning 	<p>Tim Tekippe Erika Murphy</p> <p>TBD Technical Experts and Specialists (as needed)</p> <p>TVWD and City of Hillsboro will provide operations personnel to support this task</p>
2.1	Permitting Support	<ul style="list-style-type: none"> Overall Program Design of PLM_1.3, PLW_1.2, RES_1.0, MPE_1.3, & WTP_1.0 Construction of PLM_1.3, PLM_4.1, PLM_4.2, PLM_4.3, PLM_4.4, PLM_5.1, PLW_1.2, PLW_1.3, PLW_2.0, MPE_1.1, MPE_1.2, MPE_1.3, RWF_1.0, RES_1.0-PLM_5.3, & WTP_1.0 	<ul style="list-style-type: none"> Execute the Permitting Management Plan and identify updates and improvements where needed Provide strategic advice and tactical support to implement the Participants' Permitting Strategy as required Coordinate and support management of permitting support contract(s) Track and report permitting, including land use, status in coordination with the Participants' permitting consultant Provide technical support and preparation for workshops (typically led by Participants' permitting consultant) with the regulatory agencies Facilitate the delivery of design and construction information to support permit (including land use) applications, supplements, amendments, and reports to be developed by the Participants' permitting consultant Support acquisition of permits required to advance design work (e.g., geotechnical exploration) Coordinate with design team and Participants' permitting consultant to reflect permitting (including land use) requirements in design deliverables Coordinate with design and cost-estimating staff to verify regulatory and land use agency requests and proposed commitments align with other WWSP goals Assist Construction Management and Participants' permitting consultant with addressing any permitting or compliance issues with listed construction projects Maintain a Program Formulation Summary document (as defined in the Permitting Management Plan) Incorporate permitting-related budget and schedule information (developed by Participants' permitting consultant) into Program budget and schedule, including coordination with design and construction work In coordination with the Participants' permitting consultant, maintain a permit (including land use) tracking database, with correlation to Master Program Schedule Serve as permitting liaison to the Program real estate team 	<p>Jill Chomycia Meredith Jordan</p> <p>TBD Technical Experts and Specialists (as needed)</p> <p>TVWD will provide a full-time permitting and outreach manager to support this task</p>

Task No. ¹	Task Name	Primary WWSP Projects/Initiatives ²	Planned Services	Key Resources ³
2.2	Land and Right-of-Way Acquisition Support	<ul style="list-style-type: none"> Overall Program Design of PLM_1.3, PLW_1.2, RES_1.0, MPE_1.3, & WTP_1.0 Construction of PLM_1.3, PLM_4.1, PLM_4.2, PLM_4.3, PLM_4.4, PLM_5.1, PLW_1.2, PLW_1.3, PLW_2.0, MPE_1.1, MPE_1.2, MPE_1.3, RWF_1.0, RES_1.0-PLM_5.3, & WTP_1.0 <p>[Estimated costs for implementing this task are included in other tasks (e.g., 2.3 Public Outreach and Public Affairs Support (Marciniak); 1.5/1.9 Program Controls and Document Management (Peterson)]</p>	<ul style="list-style-type: none"> Support Participants' execution of the Real Estate Plan and identify updates and improvements where needed Assist Participants and Participants' real estate consultant in the resolution of issues affecting acquisition of land, rights-of-way (ROWs) and easements Support Participants' real estate consultant's maintenance of a database to track rights-of-entry (ROEs), appraisals, and property/easement acquisitions Assist Participants and Participants' real estate consultant with preparation of ROW documents and review of title reports, encumbrances, and findings from environmental site assessments to determine effects on the properties Assist with quality assurance reviews of ROW plans and easement descriptions prepared by design consultants Assist Participants to meet with property owners to apprise them of the project, provide project status, and work with Participants and Participants' real estate consultant to acquire easements 	<p>David Marciniak (property-owner contacts support) Dan Peterson (data support)</p> <p>TBD Technical Experts and Specialists (as needed)</p> <p>TVWD will provide a full-time project coordinator to support this task</p>
2.3	Public Outreach and Public Affairs Support	<ul style="list-style-type: none"> Overall Program Design of PLM_1.3, PLW_1.2, RES_1.0, MPE_1.3, & WTP_1.0 Construction of PLM_1.3, PLM_4.1, PLM_4.2, PLM_4.3, PLM_4.4, PLM_5.1, PLW_1.2, PLW_1.3, PLW_2.0, MPE_1.1, MPE_1.2, MPE_1.3, RWF_1.0, RES_1.0-PLM_5.3, & WTP_1.0 	<ul style="list-style-type: none"> Execute and identify updates and improvements where needed, Public Outreach and Stakeholder Engagement Plan and Local and Regional Business Utilization Plan Support Participants' staff as needed in its public outreach and public affairs activities Facilitate an ongoing stakeholder identification process and development and implementation of outreach strategies and timing Support development and implementation of property owner engagement strategies Prepare semi-annual local and regional business involvement reports and, as requested, prepare information to support public communications Coordinate with other functions within the Program (e.g., Real Estate) Consult on media relations and issues management Support construction management personnel 	<p>David Marciniak</p> <p>TBD Technical Experts and Specialists (as needed)</p> <p>TVWD will provide a full-time communications supervisor to support this task</p>

¹ – Task numbers correspond to numbered sections within Exhibit A Statement of Work, Article II and Article III of the Agreement. Task No. 1.1 in the Statement of Work is Mobilization and is not included herein.

² – Primary WWSP Projects/Initiatives represent the anticipated focus for the period covered by this AWP. Project codes (e.g., PLM_4.1) correspond to naming conventions used in the Master Program Schedule and Budget Baseline.

³ – Lead resources are in BOLD, other Key Resources associated with a given task are in support roles and are also leading or supporting other tasks. Refer to Table 2 for planned level of effort by resource.

Willamette Water Supply System Commission

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Table 2.1. Planned Program Management Support Staffing Hours Summary – Fiscal Year 2021-2022 (July 1, 2021 through June 30, 2022).

Name	Role	Current Billing Rate ¹	Current Factor	Total
Aldridge Lim	Construction Management Specialist		2.65	502
Andre Tolme	Program Construction Manager		2.65	1,991
Bill Van Derveer	Program Manager		2.65	1,991
Brendan Robless	Project Manager		2.65	1,991
Chad Carlson	Safety		2.65	1,991
Corianne Burnett	Project Manager		2.65	1,991
Dan Peterson	Controls Specialist		2.65	1,991
David Marciniak	Public Affairs/Outreach		2.65	1,991
Doug Shermack	Procurement and Contracts Administrator		2.65	1,991
Elena Thomsen	Staff Professional		2.65	1,991
Ellen Peterman	Controls Specialist (WIFIA)		2.65	1,991
Elnaz Adeh	Special Projects Manager		2.65	1,991
Eric Ward	Project Manager		2.65	1,599
Erika Murphy	Project Manager		2.65	1,991
Faride Abzade	Staff Professional		2.65	1,991
Jennifer Minton	Project Manager		2.65	1,991
Jeremy Taylor	Controls Manager		2.65	1,991
Jill Chomycia	Permitting Coordinator		2.65	1,991
Kristina McLean	Construction Management Specialist		2.65	1,992
Kristina Tubbert	Receptionist		2.65	1,163
Matthew Gribbins	Project Manager		2.65	1,991
Meredith Jordan	Permitting Specialist		2.65	1,991
Rich Edwards	Scheduler		2.65	1,991
Scott Gibson	Design Manager		2.65	1,991
Tammy Cleys	Project Manager		2.65	1,575
TBD Admin	Administrative Assistant		2.65	1,991
TBD Construction Management Specialist 4	Construction Management Specialist		2.65	1,325
TBD Construction Management Specialist 5	Construction Management Specialist		2.65	1,377
TBD Construction Management Specialist 7	Construction Management Specialist		2.65	1,588
TBD Pipeline/General Safety	Safety		2.65	988
TBD Sr. Cost Estimator	Sr. Cost Estimator		2.65	1,991
Virginia Anderson	Administrative Assistant		2.65	1,991
Zach Barbarick	Construction Management Specialist		2.65	1,991
Aldridge Lim	Field Inspector		2.51	1,803
Bill Kistner	Field Inspector		2.51	2,410
Doug Kelley	Construction Manager		2.51	1,991
Gabriel Jalbert	Construction Manager		2.51	1,991
John Nielsen	Construction Manager		2.51	1,991
Kristina Tubbert	Field Administrative Assistant		2.51	828
Marc Krekos	Field Inspector		2.51	2,410
Matt Nussbaumer	Field Inspector		2.51	2,410
Rick Hyatt	Field Inspector		2.51	2,410
Rod Warner	Construction Manager		2.51	1,991
Steve Clapper	Field Inspector		2.51	2,410
TBD Construction Manager 10	Construction Manager		2.51	828
TBD Construction Manager 11	Construction Manager		2.51	502
TBD Construction Manager 12	Construction Manager		2.51	1,330
TBD Construction Manager 7	Construction Manager		2.51	1,657
TBD Construction Manager 9	Construction Manager		2.51	1,399
TBD Field Inspector 10	TBD Field Inspector		2.51	1,196
TBD Field Inspector 11	TBD Field Inspector		2.51	414
TBD Field Inspector 12	TBD Field Inspector		2.51	1,408
TBD Field Inspector 16	TBD Field Inspector		2.51	414
TBD Field Inspector 19	TBD Field Inspector		2.51	810
TBD Field Inspector 21	TBD Field Inspector		2.51	405
TBD Field Inspector 24	TBD Field Inspector		2.51	1,996
TBD Field Inspector 7	TBD Field Inspector		2.51	819
TBD Field Inspector 8	TBD Field Inspector		2.51	1,196
TBD Field Inspector 9	TBD Field Inspector		2.51	607
TBD WTP Safety	Safety		2.51	988
Todd Tubbert	Construction Manager		2.51	1,991
Tyler Butler	Construction Manager		2.51	1,490
Wes Silva	Construction Manager		2.51	1,048
Deborah Gonzales	Administrative Support		2.82	105
Jason Rozgony	Sr. Cost Estimator		2.82	105
Jude Grounds	RWF/WTP Technical Advisor		2.82	105
Kelly Davenport	Technical Editor		2.82	210
Kieran Christie	Schedule Support		2.82	524
Mike Jesionowski	Sr. Cost Estimator		2.82	105
Mike Warriner	Constructability/Schedules		2.82	419
Russell Snow	Design Manager Pipelines and Reservoirs		2.82	629
Sally Dale	Administrative Assistant		2.82	314
TBD Subject Matter Experts (Various)	Subject Matter Experts (SME)		2.82	1,373
TBD Technical Staff (Various)	Technical Resources		2.82	1,373
Tim Tekippe	Testing and Commissioning Lead		2.82	524
Total Estimated Hours				108,827

CMS - Construction Management Specialist

¹ Direct Labor Rates for TBD resources shall be submitted for approval on a case-by-case basis.² approximately 15% overtime budget for Field Inspectors

Table 2.2. Planned Program Management Support Staffing for System wide Tasks – Fiscal Year 2021-2022 (July 1, 2021 through June 30, 2022).

Name	Role	Current Billing Rate ¹	Current Factor	Program Management	Controls	WIFIA	Permitting	Procurement	Public Outreach	Design Management	SW Construction Management	Facilities Commissioning & Startup	
				PROG_1.0	PROG_1.0	PROG_1.0	PROG_1.0	PROG_1.0	PROG_1.0	PROG_1.0	PROG_1.0	PROG_1.0	
Aldridge Lim	Construction Management Specialist		2.65										
Andre Tolme	Program Construction Manager		2.65								1,991		
Bill Van Derveer	Program Manager		2.65	1,991									
Brendan Robless	Project Manager		2.65										
Chad Carlson	Safety		2.65								1,991		
Corianne Burnett	Project Manager		2.65										
Dan Peterson	Controls Specialist		2.65		1,991								
David Marciniak	Public Affairs/Outreach		2.65						1,991				
Doug Shermack	Procurement and Contracts Administrator		2.65					1,991					
Elena Thomsen	Staff Professional		2.65										
Ellen Peterman	Controls Specialist (WIFIA)		2.65			1,991							
Elnaz Adeh	Special Projects Manager		2.65	1,991									
Eric Ward	Project Manager		2.65										
Erika Murphy	Project Manager		2.65									996	
Faride Abzade	Staff Professional		2.65									79	
Jennifer Minton	Project Manager		2.65										
Jeremy Taylor	Controls Manager		2.65		1,991								
Jill Chomycia	Permitting Coordinator		2.65				1,991						
Kristina McLean	Construction Management Specialist		2.65										
Kristina Tubbert	Receptionist		2.65	1,163									
Matthew Gribbins	Project Manager		2.65										
Meredith Jordan	Permitting Specialist		2.65				1,991						
Rich Edwards	Scheduler		2.65		1,991								
Scott Gibson	Design Manager		2.65							1,991			
Tammy Cleys	Project Manager		2.65										
TBD Admin	Administrative Assistant		2.65	1,991									
TBD Construction Management Specialist 4	Construction Management Specialist		2.65										
TBD Construction Management Specialist 5	Construction Management Specialist		2.65										
TBD Construction Management Specialist 7	Construction Management Specialist		2.65										
TBD Pipeline/General Safety	Safety		2.65								988		
TBD Sr. Cost Estimator	Sr. Cost Estimator		2.65								1,991		
Virginia Anderson	Administrative Assistant		2.65	1,991									
Zach Barbarick	Construction Management Specialist		2.65										
Deborah Gonzales	Administrative Support		2.82	105									
Jason Rozgony	Sr. Cost Estimator		2.82								105		
Jude Grounds	RWF/WTP Technical Advisor		2.82							105			
Kelly Davenport	Technical Editor		2.82	210									
Kieran Christie	Schedule Support		2.82		524								
Mike Jesionowski	Sr. Cost Estimator		2.82								105		
Mike Warriner	Constructability/Schedules		2.82								419		
Russell Snow	Design Manager Pipelines and Reservoirs		2.82							210	210	210	
Sally Dale	Administrative Assistant		2.82	314									
TBD Subject Matter Experts (Various)	Subject Matter Experts (SME)		2.82							877	496		
TBD Technical Staff (Various)	Technical Resources		2.82							877	496		
Tim Tekippe	Testing and Commissioning Lead		2.82									524	
Total Estimated Hours					9,756	6,498	1,991	3,982	1,991	1,991	4,060	8,792	1,808

CMS - Construction Management Specialist

¹ Direct Labor Rates for TBD resources shall be submitted for approval on a case-by-case basis.

² approximately 15% overtime budget for Field Inspectors

Table 3.1. Estimated Fees for Planned Program Management Support Summary – Fiscal Year 2021-2022 (July 1, 2021 through June 30, 2022).

Name	Role	Current Billing Rate ¹	Current Factor	Total
Aldridge Lim	Construction Management Specialist		2.65	\$48,424
Andre Tolme	Program Construction Manager		2.65	\$476,906
Bill Van Derveer	Program Manager		2.65	\$671,246
Brendan Robless	Project Manager		2.65	\$400,236
Chad Carlson	Safety		2.65	\$352,693
Corianne Burnett	Project Manager		2.65	\$322,458
Dan Peterson	Controls Specialist		2.65	\$165,529
David Marciniak	Public Affairs/Outreach		2.65	\$307,314
Doug Shermack	Procurement and Contracts Administrator		2.65	\$213,864
Elena Thomsen	Staff Professional		2.65	\$209,326
Ellen Peterman	Controls Specialist (WIFIA)		2.65	\$216,133
Elnaz Adeh	Special Projects Manager		2.65	\$293,225
Eric Ward	Project Manager		2.65	\$296,027
Erika Murphy	Project Manager		2.65	\$325,096
Faride Abzade	Staff Professional		2.65	\$208,271
Jennifer Minton	Project Manager		2.65	\$332,220
Jeremy Taylor	Controls Manager		2.65	\$437,912
Jill Chomycia	Permitting Coordinator		2.65	\$373,642
Kristina McLean	Construction Management Specialist		2.65	\$250,781
Kristina Tubbert	Receptionist		2.65	\$69,825
Matthew Gribbins	Project Manager		2.65	\$495,005
Meredith Jordan	Permitting Specialist		2.65	\$193,126
Rich Edwards	Scheduler		2.65	\$338,446
Scott Gibson	Design Manager		2.65	\$457,699
Tammy Cleys	Project Manager		2.65	\$308,730
TBD Admin	Administrative Assistant		2.65	\$158,300
TBD Construction Management Specialist 4	Construction Management Specialist		2.65	\$152,611
TBD Construction Management Specialist 5	Construction Management Specialist		2.65	\$158,601
TBD Construction Management Specialist 7	Construction Management Specialist		2.65	\$182,967
TBD Pipeline/General Safety	Safety		2.65	\$119,573
TBD Sr. Cost Estimator	Sr. Cost Estimator		2.65	\$335,808
Virginia Anderson	Administrative Assistant		2.65	\$228,269
Zach Barbarick	Construction Management Specialist		2.65	\$158,300
Aldridge Lim	Field Inspector		2.51	\$164,883
Bill Kistner	Field Inspector		2.51	\$316,541
Doug Kelley	Construction Manager		2.51	\$432,519
Gabriel Jalbert	Construction Manager		2.51	\$345,756
John Nielsen	Construction Manager		2.51	\$315,302
Kristina Tubbert	Field Administrative Assistant		2.51	\$47,117
Marc Krekos	Field Inspector		2.51	\$360,647
Matt Nussbaumer	Field Inspector		2.51	\$329,065
Rick Hyatt	Field Inspector		2.51	\$341,105
Rod Warner	Construction Manager		2.51	\$352,553
Steve Clapper	Field Inspector		2.51	\$337,838
TBD Construction Manager 10	Construction Manager		2.51	\$139,915
TBD Construction Manager 11	Construction Manager		2.51	\$84,719
TBD Construction Manager 12	Construction Manager		2.51	\$224,634
TBD Construction Manager 7	Construction Manager		2.51	\$279,830
TBD Construction Manager 9	Construction Manager		2.51	\$236,234
TBD Field Inspector 10	TBD Field Inspector		2.51	\$170,902
TBD Field Inspector 11	TBD Field Inspector		2.51	\$59,158
TBD Field Inspector 12	TBD Field Inspector		2.51	\$201,138
TBD Field Inspector 16	TBD Field Inspector		2.51	\$59,158
TBD Field Inspector 19	TBD Field Inspector		2.51	\$115,687
TBD Field Inspector 21	TBD Field Inspector		2.51	\$57,844
TBD Field Inspector 24	TBD Field Inspector		2.51	\$285,274
TBD Field Inspector 7	TBD Field Inspector		2.51	\$117,002
TBD Field Inspector 8	TBD Field Inspector		2.51	\$170,902
TBD Field Inspector 9	TBD Field Inspector		2.51	\$86,765
TBD WTP Safety	Safety		2.51	\$143,064
Todd Tubbert	Construction Manager		2.51	\$351,203
Tyler Butler	Construction Manager		2.51	\$158,230
Wes Silva	Construction Manager		2.51	\$137,022
Deborah Gonzales	Administrative Support		2.82	\$13,663
Jason Rozgony	Sr. Cost Estimator		2.82	\$26,583
Jude Grounds	RWF/WTP Technical Advisor		2.82	\$26,161
Kelly Davenport	Technical Editor		2.82	\$21,154
Kieran Christie	Schedule Support		2.82	\$66,082
Mike Jesionowski	Sr. Cost Estimator		2.82	\$22,910
Mike Warriner	Constructability/Schedules		2.82	\$122,636
Russell Snow	Design Manager Pipelines and Reservoirs		2.82	\$212,094
Sally Dale	Administrative Assistant		2.82	\$22,378
TBD Subject Matter Experts (Various)	Subject Matter Experts (SME)		2.82	\$329,075
TBD Technical Staff (Various)	Technical Resources		2.82	\$174,216
Tim Tekippe	Testing and Commissioning Lead		2.82	\$117,815
Estimated 2022 Annual Labor Rate Adjustment ³		\$ -	1.00	\$324,121
Estimated Labor Subtotal				\$17,159,460
Other Direct Cost ⁴		\$ -	1.00	\$686,378
Total Estimated Cost				\$17,845,838

CMS - Construction Management Specialist

¹ Direct Labor Rates for TBD resources shall be submitted for approval on a case-by-case basis.

² approximately 15% overtime budget for Field Inspector

³ Estimated Aggregate Labor Rate Adjustment shall be used for annual cost of living and merit increase

⁴ Other Direct Cost are estimated at 4% of direct labor cost including the estimated aggregate labor rate adjustment

Table 3.2. Estimated Fees for Planned Program Management Support for System wide Tasks Fiscal Year 2021-2022 (July 1, 2021 through June 30, 2022).

Name	Role	Current Billing Rate ¹	Current Factor	Program Management	Controls	W/FIA	Permitting	Procurement	Public Outreach	Design Management	SW Construction Management	Facilities Commissioning & Startup
				PROG_1.0	PROG_1.0	PROG_1.0	PROG_1.0	PROG_1.0	PROG_1.0	PROG_1.0	PROG_1.0	PROG_1.0
Aldridge Lim	Construction Management Specialist		2.65	-	-	-	-	-	-	-	-	-
Andre Tolme	Program Construction Manager		2.65	-	-	-	-	-	-	-	\$476,906	-
Bill Van Derveer	Program Manager		2.65	\$671,246	-	-	-	-	-	-	-	-
Brendan Robless	Project Manager		2.65	-	-	-	-	-	-	-	-	-
Chad Carlson	Safety		2.65	-	-	-	-	-	-	-	\$352,693	-
Corianne Burnett	Project Manager		2.65	-	-	-	-	-	-	-	-	-
Dan Peterson	Controls Specialist		2.65	-	\$165,529	-	-	-	-	-	-	-
David Marciniak	Public Affairs/Outreach		2.65	-	-	-	-	-	\$307,314	-	-	-
Doug Shermack	Procurement and Contracts Administrator		2.65	-	-	-	-	\$213,864	-	-	-	-
Elena Thomsen	Staff Professional		2.65	-	-	-	-	-	-	-	-	-
Ellen Peterman	Controls Specialist (W/FIA)		2.65	-	-	\$216,133	-	-	-	-	-	-
Elnaz Adeh	Special Projects Manager		2.65	\$293,225	-	-	-	-	-	-	-	-
Eric Ward	Project Manager		2.65	-	-	-	-	-	-	-	-	-
Erika Murphy	Project Manager		2.65	-	-	-	-	-	-	-	-	\$162,548
Faride Abzade	Staff Professional		2.65	-	-	-	-	-	-	-	-	\$8,284
Jennifer Minton	Project Manager		2.65	-	-	-	-	-	-	-	-	-
Jeremy Taylor	Controls Manager		2.65	-	\$437,912	-	-	-	-	-	-	-
Jill Chomycia	Permitting Coordinator		2.65	-	-	-	\$373,642	-	-	-	-	-
Kristina McLean	Construction Management Specialist		2.65	-	-	-	-	-	-	-	-	-
Kristina Tubbert	Receptionist		2.65	\$69,825	-	-	-	-	-	-	-	-
Matthew Gribbins	Project Manager		2.65	-	-	-	-	-	-	-	-	-
Meredith Jordan	Permitting Specialist		2.65	-	-	-	\$193,126	-	-	-	-	-
Rich Edwards	Scheduler		2.65	-	\$338,446	-	-	-	-	-	-	-
Scott Gibson	Design Manager		2.65	-	-	-	-	-	-	\$457,699	-	-
Tammy Cleys	Project Manager		2.65	-	-	-	-	-	-	-	-	-
TBD Admin	Administrative Assistant		2.65	\$158,300	-	-	-	-	-	-	-	-
TBD Construction Management Specialist 4	Construction Management Specialist		2.65	-	-	-	-	-	-	-	-	-
TBD Construction Management Specialist 5	Construction Management Specialist		2.65	-	-	-	-	-	-	-	-	-
TBD Construction Management Specialist 7	Construction Management Specialist		2.65	-	-	-	-	-	-	-	-	-
TBD Pipeline/General Safety	Safety		2.65	-	-	-	-	-	-	-	\$119,573	-
TBD Sr. Cost Estimator	Sr. Cost Estimator		2.65	-	-	-	-	-	-	-	\$335,808	-
Virginia Anderson	Administrative Assistant		2.65	\$228,269	-	-	-	-	-	-	-	-
Zach Barbarick	Construction Management Specialist		2.65	-	-	-	-	-	-	-	-	-
Deborah Gonzales	Administrative Support		2.82	\$13,663	-	-	-	-	-	-	-	-
Jason Rozgony	Sr. Cost Estimator		2.82	-	-	-	-	-	-	-	\$26,583	-
Jude Grounds	RWF/WTP Technical Advisor		2.82	-	-	-	-	-	-	\$26,161	-	-
Kelly Davenport	Technical Editor		2.82	\$21,154	-	-	-	-	-	-	-	-
Kieran Christie	Schedule Support		2.82	-	\$66,082	-	-	-	-	-	-	-
Mike Jesionowski	Sr. Cost Estimator		2.82	-	-	-	-	-	-	-	\$22,910	-
Mike Warriner	Constructability/Schedules		2.82	-	-	-	-	-	-	-	\$122,636	-
Russell Snow	Design Manager Pipelines and Reservoirs		2.82	-	-	-	-	-	-	\$70,698	\$70,698	\$70,698
Sally Dale	Administrative Assistant		2.82	\$22,378	-	-	-	-	-	-	-	-
TBD Subject Matter Experts (Various)	Subject Matter Experts (SME)		2.82	-	-	-	-	-	-	\$210,207	\$118,867	-
TBD Technical Staff (Various)	Technical Resources		2.82	-	-	-	-	-	-	\$111,286	\$62,930	-
Tim Tekippe	Testing and Commissioning Lead		2.82	-	-	-	-	-	-	-	-	\$117,815
Estimated 2022 Annual Labor Rate Adjustment ³		\$ -	1.00	\$24,619	\$17,426	\$3,737	\$9,774	\$3,697	\$5,304	\$15,096	\$31,604	\$6,057
Estimated Labor Subtotal				\$1,502,680	\$1,025,395	\$219,870	\$576,542	\$217,560	\$312,618	\$891,147	\$1,741,209	\$365,402
Other Direct Cost ⁴		\$ -	1.00	\$686,378	-	-	-	-	-	-	-	-
Total Estimated Cost				\$2,189,058	\$1,025,395	\$219,870	\$576,542	\$217,560	\$312,618	\$891,147	\$1,741,209	\$365,402

CMS - Construction Management Specialist

¹ Direct Labor Rates for TBD resources shall be submitted for approval on a case-by-case basis.

² approximately 15% overtime budget for Field Inspector

³ Estimated Aggregate Labor Rate Adjustment shall be used for annual cost of living and merit increase

⁴ Other Direct Cost are estimated at 4% of direct labor cost including the estimated aggregate labor rate adjustment

Willamette Water Supply System Commission

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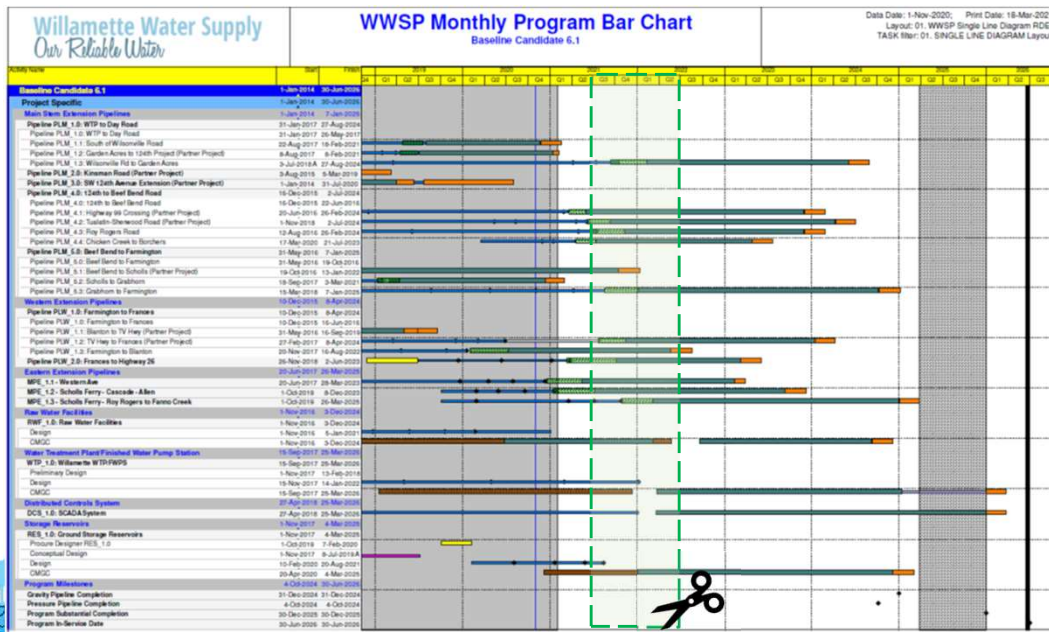
Willamette Water Supply Our Reliable Water

4.B. Approve WWSP Program and Construction Management Services FY2022 Annual Work Plan WWSS Commission Board Meeting

June 3, 2021

1

FY2022 AWP and Budget based on a "slice" of Baseline 6.1



2

Stantec Services Planned for FY2022

- Complete design on 7 projects
- Advance 16 construction projects
- Continue program management
 - WIFIA compliance and loan programs
 - Safety program
 - Communications and outreach program
- Continued acquisitions
 - Real estate
 - Permits and land use approvals
 - Procurement
- Planning Activities
 - Water supply integration
 - Commissioning and start-up
 - Operations



Stantec services originally procured in 2015

- 11.5-year term on the contract
- Cost was a key consideration in the initial selection of a program/construction management firm
 - The contract uses labor rate multipliers that do not change
 - Annual labor rate adjustments are capped by the contract and are reviewed/approved by the Program Director (Stantec annual adjustment have consistently been lower than that allowed by contract)
 - Staff proposed for WWSP work are reviewed and approved by the Program Director (considerations include: role, qualifications, labor rate, mobility costs)
- Annual Work Plan is negotiated each year based on anticipated activities
 - Stantec spend has been consistently below budget each year (68% - 99%)

FY2022 AWP Budget

- \$17,845,838
- Refined down about \$800k from initial estimated budget
- Within Baseline 6.1
- About 10% of the total planned budget for next FY
 - Consistent with last year as construction activities are ramping up
- About 40% increase in budget over last year
 - Major increase in construction activities requires significant expansion of staff (construction managers, inspectors, specialists)

5

Estimated Shares by WWSP Partner

Partners	Cost Shares
Beaverton	\$ 1,190,066
Hillsboro	\$ 5,737,158
TVWD	\$ 10,763,665
WIF	\$ 154,949
Total	\$ 17,845,838

6

Requested Board Action

Approve the Annual Work Plan and Budget with Stantec for FY2022 Program and Construction Management Activities.

STAFF REPORT

To: WWSS Board of Commissioners
From: David Kraska, PE, Willamette Water Supply Program Director
Date: June 3, 2021
Subject: Establishing Fiscal Year 2021-22 Board Meeting Dates

Requested Action:

Consider adopting a resolution establishing regular meeting dates of the Willamette Water Supply System (WWSS) Commission Board of Commissioners for fiscal year 2021-22.

Key Concepts:

This action will provide specific dates for monthly meetings of the WWSS Commission Board to conduct business (per WWSS Intergovernmental Agreement (IGA) Article 5.2).

Background:

To conduct regular business for the WWSS Commission, the Board of Commissioners needs to set regular business meeting dates. The IGA requires at least quarterly meetings per year and anticipates monthly meetings during the construction of the WWSS. The attached resolution establishes the Board meeting dates for fiscal year 2021-22. The Board of Commissioners has the ability to meet more frequently as needed or to change meeting dates.

Budget Impact:

There are no budgetary impacts from this action.

Staff Contact Information:

David Kraska, PE; Willamette Water Supply Program Director; 503-941-4561; david.kraska@tvwd.org
Clark Balfour, TVWD General Counsel; 503-848-3961; clark.balfour@tvwd.org

Attachments:

Proposed resolution

Willamette Water Supply System Commission

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RESOLUTION NO. WWSS-11-21

A RESOLUTION ESTABLISHING REGULAR MONTHLY MEETING DATES OF THE WILLAMETTE WATER SUPPLY SYSTEM BOARD OF COMMISSIONERS FOR FISCAL YEAR 2021-22.

WHEREAS, Article 5.2 of the Willamette Water Supply System Intergovernmental Agreement requires the Board of Commissioners to generally meet monthly, but in no event less than quarterly; and,

WHEREAS, the Board of Commissioners wishes to set its regular meeting calendar by resolution, and being advised,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE WILLAMETTE WATER SUPPLY SYSTEM COMMISSION:

Section 1: The regular meetings of the Commission shall be held on the following dates:

July 1, 2021
August 5, 2021
September 2, 2021
October 7, 2021
November 4, 2021
December 2, 2021
January 6, 2022
February 3, 2022
March 3, 2022
April 7, 2022
May 5, 2022
June 2, 2022

Section 2: Regular meeting dates may be changed by a motion of the Board. Special meetings may be called by the Chair or by any two Commission members.

Section 3: The regular or special meetings shall be held virtually unless otherwise noticed. Meetings will start at 12:00pm.

Section 4: All Commission meetings will be advertised as required and conducted in accordance with the Oregon Public Meetings law, ORS 192.610 to 192.710.

Approved and adopted at a regular meeting held on the 3rd day of June 2021.

David Judah, Chair

James Duggan, Vice Chair

Willamette Water Supply System Commission

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STAFF REPORT

To: WWSS Board of Commissioners

From: David Kraska, P.E., WWSS General Manager

Date: June 3, 2021

Subject: Delegation of Authority for a State and Tribal Assistance Grant (STAG) Letter of Interest (LOI)

Requested Board Action:

Consider adopting a resolution approving a delegation of authority from the Willamette Water Supply System Commission (Commission) to Tualatin Valley Water District (TVWD) as the Managing Agency of the Commission to seek a State and Tribal Assistance Grant (STAG) on behalf of the Commission.

Key Concepts:

- STAG funding presents a potential opportunity to offset some of the Willamette Water Supply Program Costs.
- To be considered for potential funding, a LOI must be prepared and submitted by June 15, 2021 to the Oregon Health Authority and Business Oregon.
- Willamette Water Supply Program (WWSP) resources will be used to prepare the LOI, but a Water System Identification Number is needed.
- Since the Willamette Water Supply System (WWSS) does not yet have a Water System Identification Number, we intend to use the Tualatin Valley Water District's Water System Identification Number given its position as the Managing Agency of both the WWSP and the WWSS.
- This resolution delegates to TVWD authority to prepare the subject LOI on the behalf of the Commission.

Background:

STAG is an EPA grant program that is intended to assist states, tribes, and territories to meet environmental issues and initiatives in their areas. There is an opportunity that this funding may be available to the WWSS Commission to help offset costs of constructing specific elements of the WWSS. On May 7, 2021, a virtual meeting was held between staff from the City of Hillsboro and the WWSP with staff from Oregon Health Authority and Business Oregon who are the administrators of the funding program for Oregon. The outcome of that meeting is that it is recommended the WWSS apply for this funding for two reasons: 1) there is a potential that we may receive some funding from the current STAG program, and 2) applying now will help position the WWSP for future funding opportunities that are expected to occur.

WWSP staff are currently drafting the LOI to facilitate review and approval prior to submitting on or before June 15. The LOI requires a Water System Identification Number, but neither the WWSP nor the WWSS Commission has one. We believe it is most appropriate to use TVWD's Water System Identification Number as it is the Managing Agency for both the WWSP and the WWSS. This approach was vetted with the staff from the Oregon Health Authority and Business Oregon and they were supportive of it.

Since we are intending to use TVWD's Water System Identification Number to pursue STAG funding for all the WWSS Commission partners, we believe it is prudent to document delegation of authority to do so from the Commission to TVWD. The attached resolution provides that delegation of authority.

Delegation of Authority for a State and Tribal Assistance Grant (STAG) Letter of Interest (LOI)

June 3, 2021

Page 2 of 2

Budget Impact:

WWSP staff will prepare the LOI without impacting to the approved FY2020 budget.

Staff Contact Information:

Dave Kraska, WWSP Program Director; 503-941-4561; david.kraska@tvwd.org

Attachments:

- Proposed resolution

RESOLUTION NO. WWSS-12-21

A RESOLUTION DELEGATING AUTHORITY TO THE TUALATIN VALLEY WATER DISTRICT TO SEEK STATE AND TRIBAL ASSISTANCE GRANT FUNDING

WHEREAS, Tualatin Valley Water District (“TVWD”), the City of Hillsboro (“Hillsboro”), and the City of Beaverton (“Beaverton”) formed the Willamette Water Supply System Commission (“Commission”) to permit, design, and construct the Willamette Water Supply System (“WWSS”), including intake pumping facilities and transmission facilities, a water treatment plant, and reservoir facilities (“System”) under the Willamette Water Supply Program (“WWSP”) to provide potable water to TVWD, Hillsboro, and Beaverton and to increase system reliability; and

WHEREAS, the Commission wishes to pursue funding through the State and Tribal Assistance Grant (STAG) program administered by the Environmental Protection Agency (EPA); and,

WHEREAS, a beneficial step in applying for STAG funding involves submitting a Letter of Interest (LOI) to Oregon Health Authority and Business Oregon, which requires a Water System Identification Number; and,

WHEREAS, though the STAG funding would be to the benefit of the Commission, the Commission does not yet have a Water System Identification Number; and,

WHEREAS, the Commission wishes to delegate authority to TVWD, as the Managing Agency of the Commission, to seek STAG funding for the Commission and to use its Water System Identification Number in any application for STAG funding.

NOW, THEREFORE, BE IT RESOLVED BY THE WILLAMETTE WATER SUPPLY SYSTEM COMMISSION THAT:

Section 1: The Commission hereby authorizes TVWD as its Managing Agency, and the WWSP Director or his designee specifically, to seek STAG funding on behalf of the Commission, to take all actions necessary to seek such funding, and to use the TVWD Water System Identification Number in its application for STAG funding, consistent with this Resolution.

Approved and adopted at a regular meeting held on the 3rd day of June 2021.

David Judah, Chair

James Duggan, Vice Chair

Willamette Water Supply System Commission

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STAFF REPORT

To: WWSS Board of Commissioners

From: Joelle Bennett, P.E., WWSP Assistant Program Director

Date: June 3, 2021

Subject: Anticipated Business Agenda Items for the July 1, 2021, meeting of the WWSS Board of Commissioners

Key Concepts:

The next Willamette Water Supply System (WWSS) Commission Board meeting agenda is anticipated to include staff recommendations for the following business agenda items:

1. Adopt RES_1.0 WCLUT Grabhorn Road Realignment IGA
2. Adopt PLM_4.2 WCLUT Teton to Langer Design IGA Amendment Three
3. Adopt PLM_4.4 WCLUT Roy Rogers Road Design IGA Amendment One
4. Approve PLM_1.3 Settlement Agreement with W-4 LLC

Background:

The following actions are anticipated business agenda items for the July 1, 2021, meeting of the WWSS Board of Commissioners. Due to the dynamic nature of the WWSS work, request for approval of some items may be delayed or new items may emerge on the business agenda next month. WWSS staff strive to provide preliminary information one month prior to requesting action and a full staff report describing the recommended action during the appropriate month.

1. Adopt RES_1.0 WCLUT Grabhorn Road Realignment IGA

The WWSS currently owns property adjacent to the RES_1.0 site that will be used for construction staging and pipeline construction. At this same location, WCLUT is planning for roadway improvements on Grabhorn Road, as conceptualized in the Cooper Mountain Community Plan. This IGA establishes coordination and cooperation between WWSS and WCLUT to support WWSS RES_1.0 construction and WCLUT future plans for the Grabhorn Road realignment.

At the next WWSS Board meeting, WWSP staff plan to present the proposed intergovernmental agreement with a recommendation to the Board to adopt it through resolution.

2. Adopt PLM_4.2 WCLUT Teton to Langer Design IGA Amendment Three

The design of the WWSS and WCLUT partnered project PLM_4.2 on SW Tualatin-Sherwood Road between SW Teton Avenue and Langer Farms Parkway is nearly complete. This proposed Amendment Three updates the project's design-related cost shares and schedule milestones to reflect the current, refined plan for delivery of the partnership project.

At the next WWSS Board meeting, WWSP staff plan to present the proposed amendment to the intergovernmental agreement with a recommendation to the Board to adopt it through resolution.

3. Adopt PLM_4.4 WCLUT Roy Rogers Road Design IGA Amendment One

The design of the WWSS and WCLUT partnered project PLM_4.4 on SW Roy Rogers Road between Borchers Drive and Chicken Creek is nearly complete. This proposed Amendment One updates the project's design-related cost shares and schedule milestones to reflect the current, refined plan for delivery of the partnership project.

At the next WWSS Board meeting, WWSP staff plan to present the proposed amendment to the intergovernmental agreement with a recommendation to the Board to adopt it through resolution.

4. Approve PLM_1.3 Settlement Agreement with W-4 LLC

In 2016 TVWD and Hillsboro procured permanent and temporary easements along the preliminary design pipeline alignment near the PLM_2.0 Kinsman Road pipeline project. Due to an error at the title company, the easements were not properly reported to the new owner when the property was sold in 2016. Since then, the owner has developed the site with a parking lot, lighting, and landscaping. WWSS staff and legal counsel are working with the property owner to develop a plan to accommodate the current and additional future development on the site by accelerating approximately 800 feet of pipeline at no additional cost to WWSS.

WWSP staff will provide an overview of the proposed settlement agreement and recommend approval at the next WWSS Board meeting.

Budget Impact:

Anticipated costs for all of the actions described are reflected in the WWSP FY2021 budget. The cost changes for ancillary projects and additional equipment (such as a turnout) are borne entirely by the requesting Partner.

Staff Contact Information:

Dave Kraska, P.E., WWSS General Manager, 503-941-4561, david.kraska@tvwd.org
Joelle Bennett, P.E., WWSP Assistant Director, 503-941-4577, joelle.bennett@tvwd.org

Attachments:

None.

**Willamette Water Supply System Commission
Board Meeting**

June 3, 2021
