



AGENDA
BENTON COUNTY PUBLIC UTILITY DISTRICT NO. 1
REGULAR COMMISSION MEETING

Tuesday, February 11, 2025, 9:00 AM
2721 West 10th Avenue, Kennewick, WA

The meeting is also available via MS Teams
The conference call line (audio only) is:
1-323-553-2644; Conference ID: 649 302 643#

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Agenda Review**

4. Public Comment

(Individuals desiring to provide public comment during the meeting on items relating to District business, whether in person or remotely will be recognized by the Commission President and provided an opportunity to speak. Comments are limited to five minutes. Public Comment can also be sent to the Clerk of the Board in advance of the meeting at commission@bentonpud.org. Guidelines for Public Participation can be found on the Benton PUD District website at <https://www.bentonpud.org/About/Commission/Meeting-Agendas-Minutes>.)

5. Treasurer’s Report pg. 3

6. Approval of Consent Agenda

(All matters listed within the Consent Agenda have been distributed to each member of the Commission for reading and study, are considered routine, and will be enacted by one motion of the Commission with no separate discussion. If separate discussion is desired by any member of the Commission, that item will be removed from the Consent Agenda and placed on the Regular Agenda by request.)

Executive Administration/Finance

- Minutes of Regular Commission Meeting of January 28, 2025 pg. 7
- Travel Report dated February 11, 2025 pg. 12
- Vouchers dated February 11, 2025 pg. 14

Operations/Engineering

- Jobs Report for Commission pg. 41
- Work Order 729429 – W 9th Ave & S Neel Ct Cable Replacement Project pg. 44

Procurement

- Contract #22-32-01 Alamon Inc. pg. 46
- Contract #22-32-02 Boyd’s Tree Service pg. 48
- Contract #25-20-01 Washington State Department of Natural Resources pg. 50

7. Business Agenda

- 24-21-24 - T&R Electric Supply Company Inc. - Power Transformer District # 31 Inspection Repair – D. Szendre pg. 85
- Performance Measurement Report – 4th Quarter 2024 – J. Meyer pg. 105

- 8. Management Report**
- 9. Other Business**
- 10. Future Planning**
- 11. Meeting Reports**
- 12. Executive Session**
- 13. Adjournment**

(To request an accommodation to attend a commission meeting due to a disability, contact dunlapk@bentonpud.org or call (509) 582-1270, and the District will make every effort to reasonably accommodate identified needs.)

PUBLIC UTILITY DISTRICT NO. 1 OF BENTON CO., WA.

TREASURER'S REPORT TO COMMISSION FOR JANUARY 2025

Feb 3, 2025

Final

REVENUE FUND:

	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>BALANCE</u>
01/01/25 Cash Balance			\$ 4,429,228.94
Collections	\$ 12,106,086.49		
Bank Interest Earned	5,543.68		
Investments Matured	6,979,590.73		
Miscellaneous - BAB's Subsidy	-		
Transfer from Debt Service Fund	-		
EFT Taxes		\$ 974,682.15	
Checks Paid		1,261,479.10	
Debt Service to Unrestricted		-	
Debt Service to Restricted		558,950.73	
Investments Purchased		8,095,051.55	
Deferred Compensation		301,811.78	
Department of Retirement Systems		317,249.44	
Purchase Inv		-	
Special Fund-Construction Funds		-	
Purchased Power		4,386,645.90	
Direct Deposit - Payroll & AP		3,891,737.65	
Credit Card Fees		34,028.80	
Miscellaneous - Purchased Interest		10,154.99	
Sub-total	\$ 19,091,220.90	\$ 19,831,792.09	
01/31/25 Cash Balance			\$ 3,688,657.75

	<u>Balance</u>				<u>Balance</u>
Investment Activity	01/01/25	<u>Purchased</u>	<u>Matured</u>	<u>LGIP Interest</u>	01/31/25
	\$50,796,739.47	8,506,470.73	6,979,590.73	\$147,531.55	\$52,471,151.02

	<u>Balance</u>				<u>Balance</u>
Check Activity	01/01/25	<u>Issued</u>	<u>Redeemed</u>	<u>Cancelled*</u>	01/31/25
	\$177,070.54	\$1,257,916.68	\$1,261,479.10	\$394.64	\$173,113.48

Unrestricted Reserves:	<u>01/01/25</u>	<u>01/31/25</u>	<u>Change</u>
Minimum Operating Reserves (90 DCOH) Incl. RSA ⁽¹⁾	\$ 32,716,080.00	\$ 32,771,070.00	\$ 54,990.00
Designated Reserves (Customer Deposits Account)	1,900,000.00	1,900,000.00	-
Designated Reserves (Power Market Volatility Account)	5,000,000.00	5,000,000.00	-
Designated Reserves (Special Capital Account)	10,766,308.29	10,766,308.29	-
Undesignated Reserves (Climate Commitment Act)	3,626,558.84	3,626,558.84	-
Undesignated Reserves (DCOH 1 days) ⁽²⁾	99,119.83	419,019.46	319,899.63
Unrestricted Reserves Total	\$ 54,108,066.96	\$ 54,482,956.59	\$ 374,889.63
DCOH - Beginning and Ending of Month	149	150	
DCOH - Year-end Projection (Unrestricted \$39.0M)	107	107	
DCOH - Year-end Projection (Construction \$0.0M)	0	0	
Restricted Reserves:			
Bond Redemption Accounts	\$ 1,117,901.46	\$ 1,676,852.19	\$ 558,950.73
Construction Account	0.00	0.00	-
Restricted Reserves Total	1,117,901.46	1,676,852.19	558,950.73
TOTAL RESERVES	\$ 55,225,968.42	\$ 56,159,808.78	\$ 933,840.36

(1) RSA (Rate Stabilization Account): \$7,500,000.00

(2) Undesignated Reserves are periodically reviewed to reallocate to the Designated Reserve accounts

Prepared by: Keith Mercer
Keith Mercer, Treasurer

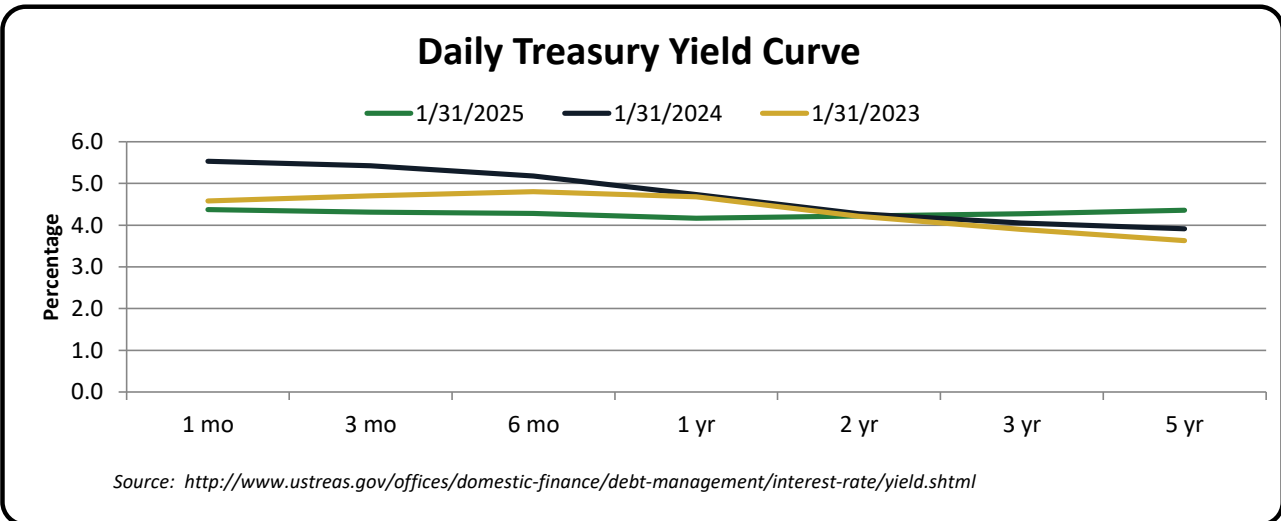
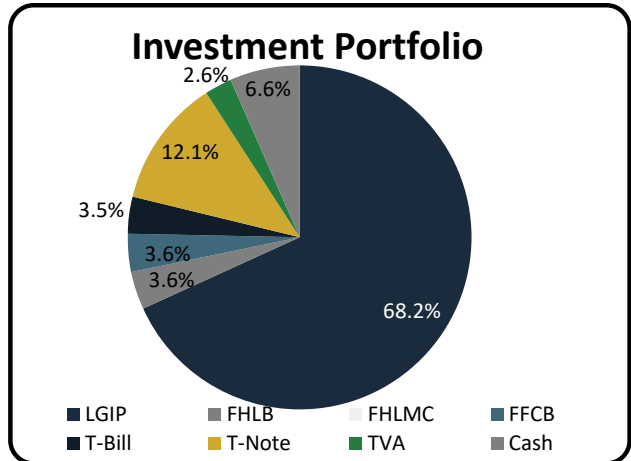
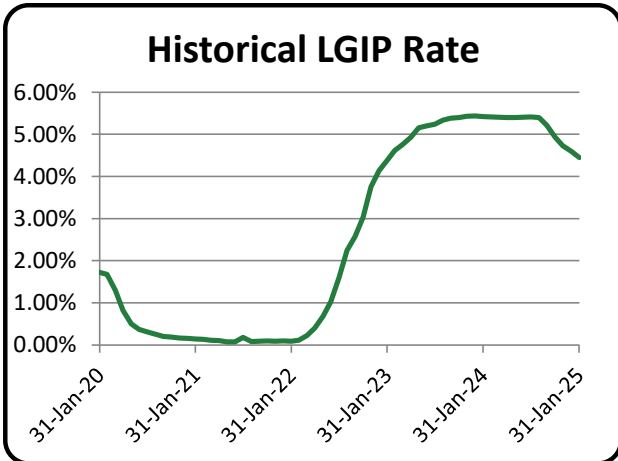
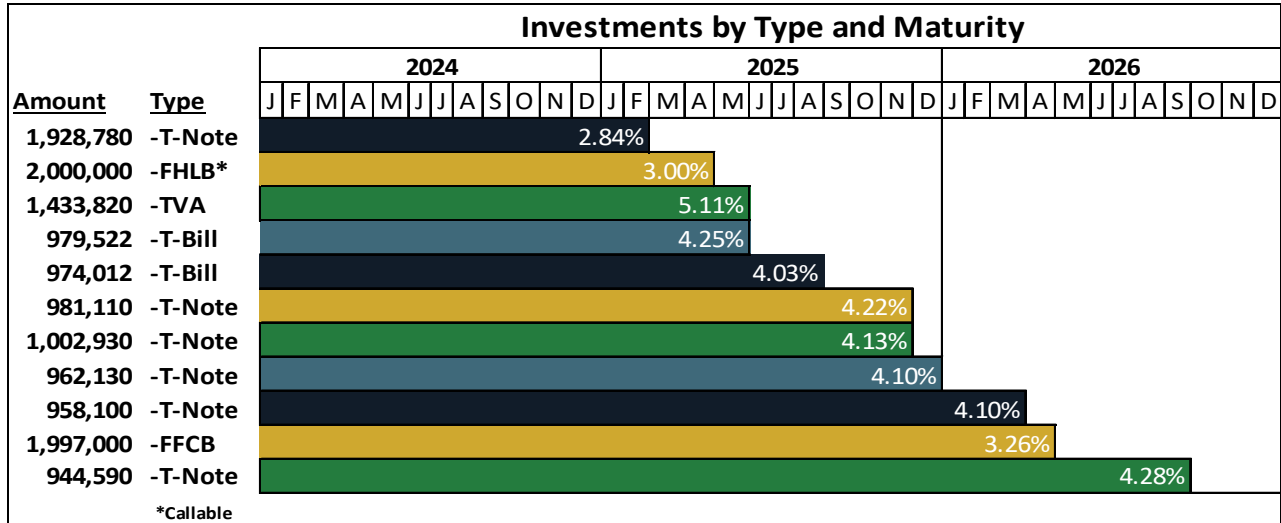
Certified by: Jon Meyer
Jon Meyer, Auditor

CASH & INVESTMENTS SUMMARY

as of January 31, 2025

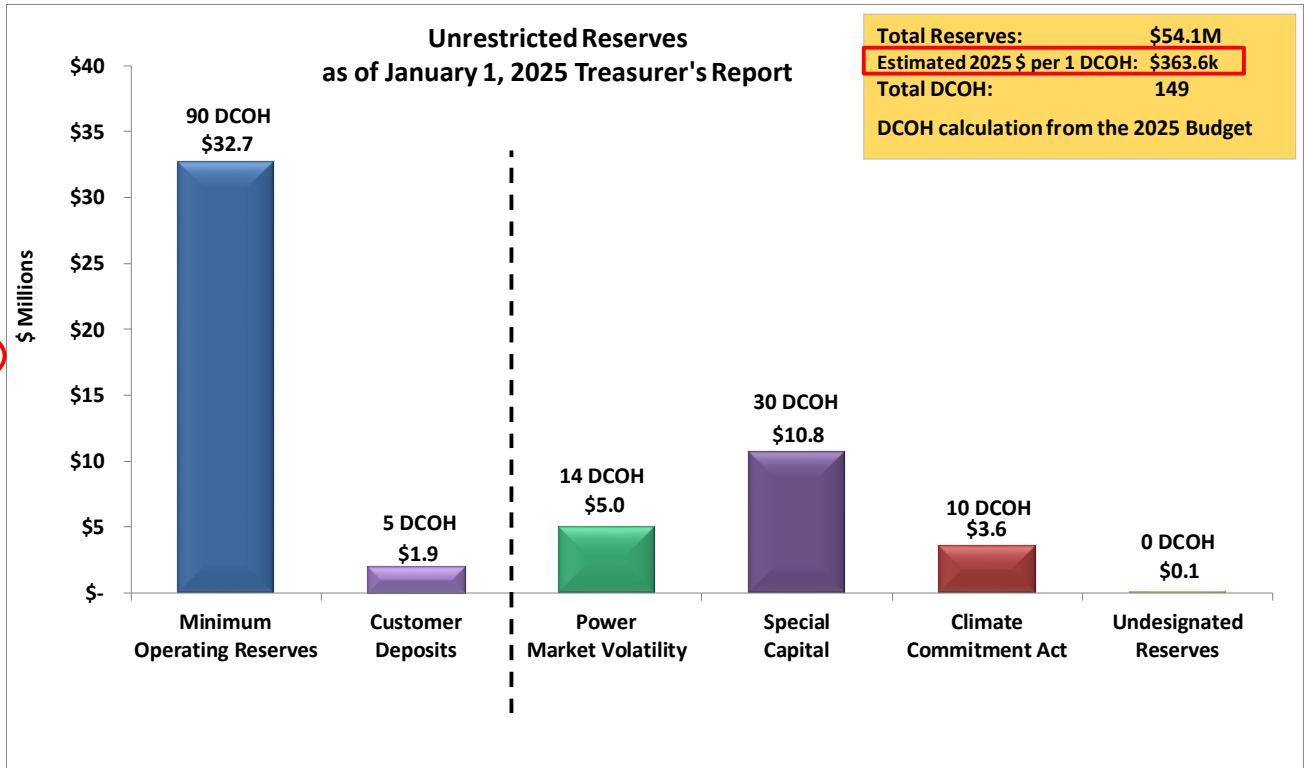
Average Days to Maturity	64	Investments see below*	14,161,994
		LGIP**	38,309,158
Average Weighted Yield	4.271%	TOTAL INVESTMENTS	52,471,152
		CASH	3,688,658
		TOTAL CASH & INVESTMENTS	\$ 56,159,809

* Held in custody at Principal Financial Group
 ** Local Government Investment Pool

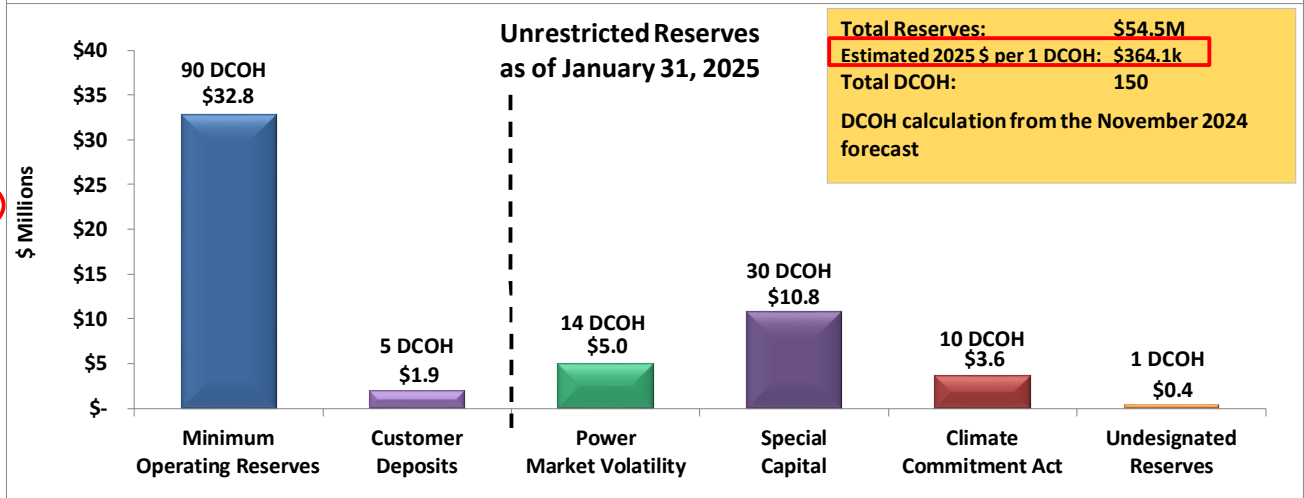


Unrestricted Reserves and Days Cash on Hand (DCOH)

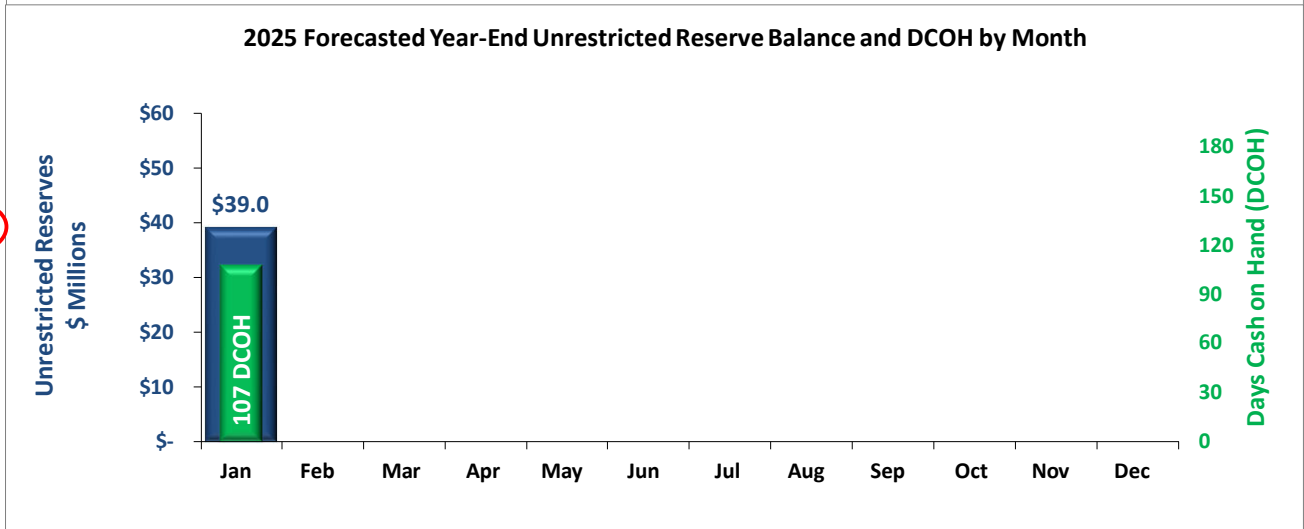
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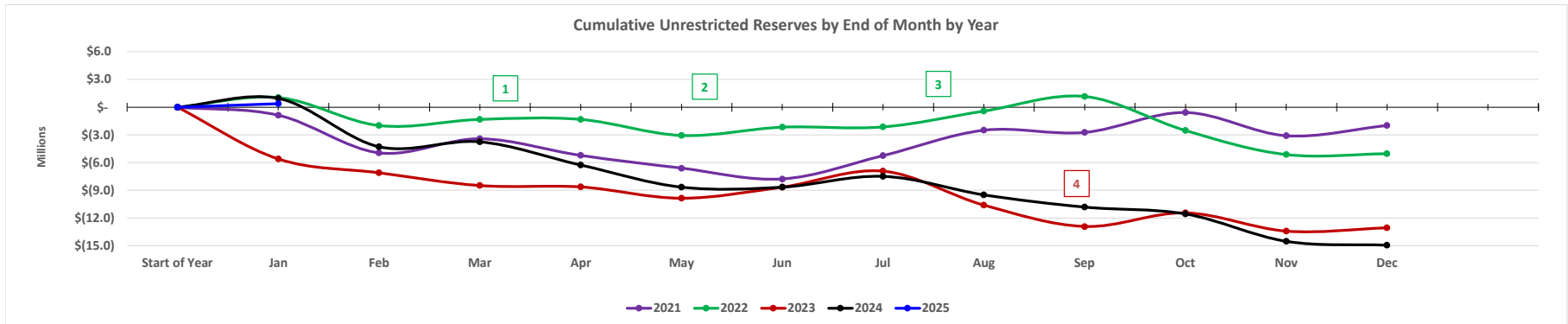


#2



#3





Note: Any money disbursed for a bid guarantee, received from the Climate Commitment Act auction proceeds, or received from issuing bonds was removed for comparison purposes (i.e. 2020 bond issue and 2023 bond issue).

Other Notable Information:

Weather can play a major factor with customer loads (retail revenue) that can ultimately increase or decrease the District's Unrestricted Reserves.

1. (2022 - February) Adjusted balance down ~\$6.3 million for January BPA invoices that were paid in March due to timing of when the invoices were issued. These invoices are typically paid in February.
2. (2022 - April) Adjusted balance down ~\$5.7 million for March BPA invoices that were paid in May due to timing of when the invoices were issued. These invoices are typically paid in April.
3. (2022 - July) Adjusted balance down ~\$4.3 million for June BPA Power invoice that was paid in August due to timing of when the invoice was issued. This invoice is typically paid in July.
4. (2023 - September) Adjusted balance down ~\$5.3 million for August BPA power and transmission invoices that were paid in October due to timing of when the invoice was issued. These invoice would typically pay in September.

MINUTES

PUBLIC UTILITY DISTRICT NO. 1 OF BENTON COUNTY REGULAR COMMISSION MEETING

Date: January 28, 2025

Time: 9:00 a.m.

Place: 2721 West 10th Avenue, Kennewick, Washington

Present: Commissioner Jeff Hall, President
Commissioner Lori Kays-Sanders, Vice-President
Commissioner Mike Massey, Secretary
General Manager Rick Dunn
Senior Director of Finance & Executive Administration Jon Meyer
Assistant General Manager/Sr. Director Engineering & Operations Steve Hunter
Director of Power Management Chris Johnson
Director of IT & Broadband Services Chris Folta
Director of Customer Service and Treasury Keith Mercer
Records Program Administrator II Nykki Drake
Administrative Assistant I Roxie Weller
General Counsel Allyson Dahlhauser

Benton PUD employees present during all or a portion of the meeting, either in person or virtually: Manager of System Engineering Evan Edwards; Manager of Procurement Michelle Ochweri; Manager of Customer Engagement Jenny Sparks; Manager of Customer Service Annette Cobb; Manager of Communications & Government Relations Jodi Henderson; Manager of Human Resources Karen Dunlap; Senior Manager of Applied Technology Jennifer Holbrook; Superintendent of Transportation & Distribution Robert Inman; Superintendent of Operations; Supervisor of Distribution Design Michelle Ness; Supervisor of Energy Programs Robert Frost; Financial Analyst III Katie Grandgeorge; Senior Engineer Power Management Blake Scherer; Manager of Accounting Kent Zirker; Physical Security Coordinator II Anthony Ciarlo; IT System Administrator III Tyler Scott; Procurement Specialist I Tyson Brown; Communications Specialist II Eric Dahl; Distribution Designer Zach Underhill

Call to Order and Pledge of Allegiance

The meeting was called to order. The Commission and those present recited the Pledge of Allegiance.

Agenda Review

No changes.

Public Comment

None.

Consent Agenda

MOTION: Commissioner Sanders moved to approve the Consent Agenda items “a” through “f”. Commissioner Massey seconded and upon vote, the Commission unanimously approved the following:

- a. Minutes of Regular Commission Meeting of January 14, 2025
- b. Travel Report dated January 28, 2025
- c. Vouchers (report dated 1/28/2024) audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing made available to the Commission and approved as follows for payment:
Accounts Payable: Automated Clearing House (DD) Payments: 106781-106818; 106974-106995 in the amount of \$1,473,914.34.
Checks & Customer Refund Payments (CHK): 89492-89546 in the amount of \$796,574.63;
Electronic Fund Transfer (WIRE) Payments: 7175-7184 in the amount of \$718,108.62;
Payroll: Direct Deposit – 1/16/2025: 106819-106973 in the amount \$433,286.22.
Voided checks in the amount of \$256.10;
Grand total - \$3,423,683.81
- d. Designation of Representatives to Various Organizations for 2025
- e. Contract #23-45-29 – Perfection Glass – CO#1
- f. Conservation Rebate Report for 4th Quarter

Business Agenda

Cancellation of February 25, 2025 Meeting

Acting Clerk of the Board Nykki Drake stated that Commissioner Hall and Commissioner Sanders will be attending the WPUDA/APPA Legislative Rally in Washington D.C. during the week of February 24, 2025, and will not be physically present for the regularly scheduled meeting on February 25, 2025. The Clerk of the Board has confirmed there are no agenda items that need to come before the Commission on February 25, 2025, and virtual attendance by the Commission members is not required.

Benton PUD’s regular Commission meetings are scheduled every second and fourth Tuesday of the month. Cancellation of a regular Commission meeting requires notification to the public. In the event action is required prior to the next regularly scheduled Commission meeting on March 11, 2025, a special meeting of the Commission can be called by the President of the Commission.

MOTION: Commissioner Sanders moved to cancel the District’s regular Commission meeting scheduled for 9:00 a.m. on February 25, 2025, and directing the General Manager to provide notification to the public of such cancellation. Commissioner Massey seconded, and upon vote, the motion carried unanimously.

Management Report

General Manager:

1. President’s Executive Orders/Capital Press Article – General Manager Dunn discussed President Trump’s Executive orders and a Capital Press article in which he was quoted.

2. Roanoke Conference Summary - General Manager Dunn discussed his participation as a panelist on energy issues at the Roanoke Conference held last weekend. One of Dunn’s talking points was that cheap wind and solar is a lie. This has been demonstrated through experience in Europe over the past fifteen years. Data clearly shows for every 10% increase in solar and wind penetration, electricity costs increase by more than 5 cents per kilowatt-hour (kWh). Also discussed was the fuel mix for Washington Electric Utilities. Rounding up, electricity is already near 70% non-emitting and under the Clean Energy Transformation Act (CETA) it must increase to 80% by 2030. Clearly, in the near-term wind and solar will be the only technology used to gain the additional 10% of non-emitting generation which means we can expect at least a 5 cents per kilowatt-hour increase or more in retail rates by 2030. This would be an additional 40% increase on top of the more than 25% increase that has already occurred between 2019 and now. Additionally, CETA mandates leave little room for the use of natural-gas (NG) power to support economic development opportunities, even though the nameplate capacity of Washington NG power plants is 4,000 megawatts (MW) and annual energy delivered to loads in Washington is around 1,700 average megawatts. Of course, some of the energy delivered could also be sourced from Oregon’s 4,300 MW of natural gas generating capacity. Furthermore, while market purchases are comprised of surplus hydro and natural gas power, they are considered “unspecified” which under Washington’s Climate Commitment Act (CCA) means they are assumed to have carbon emissions very close to that of natural gas. Finally, Washington state’s energy strategy is to double electricity demand by 2050 and to import 36% from wind farms in Montana and Wyoming. When you do the math on the 36%, that means the state thinks we will import wind generated electricity equivalent to more than 120% of what we get from hydroelectric dams today. This is clearly and absurd strategy.

3. Lava Ridge Wind Project Temporarily Suspended – General Manager Dunn discussed the temporary suspension of the Lava Ridge Wind farm development in Idaho by Executive Order from President Trump. Idaho Governor Brad Little also signed the “Gone with the Lava Ridge Wind Project Act”. As of now, the project is on hold pending further review by the Department of the Interior.

4. PPC Wire to Wire Review – The Federal Energy Regulatory Commission (FERC) approved the Southwest Power Pool’s Markets+ tariff on January 16th. As of now, several Desert Southwest Utilities and Powerex have signaled their intention to fund and participate in Markets+. In March Bonneville Power Administration (BPA) will issue their draft day-ahead market decision and seek to finalize that decision in May.
5. PREPP Study Steering Committee Update – General Manager Dunn discussed an email he and two other public power representatives submitted to the PREPP Facilitators stating ongoing concerns related to public power being under represented relative to the total number of Steering Committee members; the veto power given to the “Co-Convenors” within the Steering Committee Charter; the timeline for implementation; and the intersection between the PREPP and the 12/14/2023 agreement between the Biden Administration and the Six Sovereigns (12/14 Agreement). The email also requested greater utility and hydropower representation on the Steering Committee, the inclusion of a representative from Northwest RiverPartners on the Steering Committee, and that public power have a seat on the Co-Convenor committee. Finally, the email requested the Co-Convenors discuss their rationale for the current committee structures, charters, and decision-making processes related to the provisions in the 12/14/2023 MOU.
6. Site 1 SMR Update – General Manager Dunn provided an update on the Site-1 Small Modular Reactor (SMR) project. A discussion took place regarding the next steps and expectations if public power utilities want to participate in phase-1 of the project which will include the first four 80-megawatt modules. Public Power has the opportunity to participate in phase-1 but participation is not required to be eligible to participate in phase-2 which will include the remaining eight 80-megawatt modules of the 960 megawatt project total. Manager will provide additional information at a future Commission meeting, likely in March, with the expectation a final decision as to Benton PUD’s participation in phase-1 can be made well in advance of the May 1, 2026 deadline.

Finance/Executive Administration:

1. Financial Reports – Senior Director Jon Meyer provided the Commission with a financial report for December 2024.
2. Customer Rate Meetings – Director Jon Meyer discussed customer rate meetings. The first meeting occurred last week with customers in the Large Irrigation rate class. The next meetings are on February 13, 2025. Staff will promote the customer rate meeting scheduled for 5:30 p.m. on February 13 beginning next week.

Other Business

None.

Future Planning

WPUA/APPA Legislative Rally – Both Commissioners Hall and Sanders would be attending the WPUA/APPA legislative rally in Washington D.C. the week of February 24, 2025.

Meeting Reports

January WPUA Association Meeting – Commissioner Hall, Commissioner Sanders and Commissioner Massey reported on their attendance at the January WPUA meetings.

The Board briefly recessed, reconvening at 10:40 a.m.

Executive Session – Review Performance of Public Employee

The Commission went into executive session per RCW 42.30.110(h) at 10:40 a.m. for fifteen minutes with General Manager Dunn to review the performance of a public employee. The Commission came out of executive session at 10:55 a.m. and announced it was going back into executive session for an additional 15 minutes. The Commission came out of executive session at 11:10 a.m. No decisions were made in executive session.

Adjournment

Hearing no objection, President Hall adjourned the meeting at 11:17 a.m.

President

ATTEST:

Secretary

Periodic Travel Report - February 11, 2025

<i>Date Start</i>	<i>Business Days</i>	<i>Name</i>	<i>City</i>	<i>Purpose</i>
2/12/2025	3	Jodi Henderson	Olympia, WA	WPUDA MONTHLY MEETING/DAY ON THE HILL
2/23/2025	5	Jodi Henderson	Washington, D.C.	WPUDA 2025 LEGISLATIVE RALLY
3/10/2025	3	Jason Nielsen	Hood River, OR	NW NISC USERS GROUP MEETING
3/10/2025	3	Dan Holsten	Hood River, OR	NW NISC USERS GROUP MEETING
3/10/2025	3	Annette Cobb	Hood River, OR	NW NISC USERS GROUP MEETING
3/24/2025	4	Chris Folta	Dallas, TX	DISTRIBUTECH 2025
3/24/2025	4	Jennifer Holbrook	Dallas, TX	DISTRIBUTECH 2025
3/29/2025	2	Karen Dunlap	Sacramento, CA	RP3 BUSINESS MEETING



PAYMENT APPROVAL
February 11, 2025

The vouchers presented on this Payment Approval Report for approval by the Board of Commissioners have been audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims by officers and employees have been certified as required by RCW 42.24.090.

Type of Payment	Starting #	Ending #	Page #	Amount
Accounts Payable:				
Automated Clearing House (DD) Payments	106996 - 107191	107036 - 107219	1 - 5 5 - 8	\$ 1,087,827.45
Checks & Customer Refund Payments (CHK)	89547 -	89592 -	9 - 13	
Electronic Fund Transfer (WIRE) Payments	7186 -	7190 -	14	\$ 4,407,893.41
Residential Conservation Rebates:				
Credits on Customer Accounts			15	\$ 680.00
Purchase Card Detail: December 2024				
Payroll:				
Direct Deposit - 1/30/2025	107037 -	107190 -		\$ 439,974.94
TOTAL				\$ 6,397,717.85
Void DD		January 2025	2	\$ 34,143.53
Void Checks		January 2025	9	\$ 138.54
Void Wires				\$ -

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


 Jon L. Meyer, Auditor 2/3/2025
 Date

Reviewed by:

Approved by:

Rick Dunn, General Manager

Jeffrey D. Hall, President

Lori Kays-Sanders, Vice-President

Michael D. Massey, Secretary

02/03/2025 6:22:29 AM

Accounts Payable Check Register

Page 1

01/17/2025 To 01/30/2025

Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
106996 1/22/25	DD	2872	A W REHN & ASSOC	Specific Rights Letter	25.00
106997 1/22/25	DD	11118	ALLIUM US HOLDING, LLC	IEEE Subscription Renewal	3,258.83
106998 1/22/25	DD	963	ANIXTER INC.	Reel Deposit credit Wesco PO 54847	-11,805.47
				Cross-Arm mounting Bracket 3M MB-3	94.90
				WASHER SP LOCK GALV 5/8	435.23
				Material - Inv 6231282-00 PO 57417	-195.66
				Coax Hanger, 7/8"	39.54
				Coax Hanger, 7/8"	13.16
				CLAMPS GR ROD 5/8	1,112.00
				LUGS TRANSF GROUNDING	3,532.75
				Credit Inv 6284696-00 for GL Acct Line	195.66
				Material -CM Inv 6284696-00 for GL Acct	2,681.63
				Fuse T-Type, Kearney #51003	169.03
				Fuse T-Type, Kearney #51015	172.02
				Fuse T-Type, Kearney #51100	699.48
				Material	2,888.59
				Credit - PO 57471 Inv 627150-00	-2,888.59
				CUTOUT, 15 KV	9,360.16
				Salisbury Insulated Roll Blanket	761.99
				Coax Butterfly Hanger, 7/8"	138.93
				Coax Butterfly Hanger, 7/8"	46.31
				Coax Connectors, 7/8"	270.39
				Coax Connectors, 7/8"	90.13
				Coax Wireless Cable, 7/8" HELIAX	1,707.96
				Coax Wireless Cable, 7/8" HELIAX	569.32
				Coax Cable Prep Tool	639.94
				Coax Cable Torque Wrench	87.82
Total for Check/Tran - 106998:					10,817.22
106999 1/22/25	DD	34	BENTON PUD-ADVANCE TRAVEL	Inland Tree & Vegetation Mgmt Training	102.13

02/03/2025 6:22:29 AM

Accounts Payable Check Register

Page 2

01/17/2025 To 01/30/2025

Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				CME Factory Tour	490.00
				Total for Check/Tran - 106999:	592.13
107000 1/22/25	DD	10976	TYSON C BROWN	CME Factory Tour	48.00
107001 1/22/25	DD	166	CENTURYLINK	Monthly Billing	640.19
107002 1/22/25	DD	3520	CI INFORMATION MANAGEMENT	Onsite Destruction	204.05
107003 1/22/25	DD	3167	COOPERATIVE RESPONSE CENTER, IN	CRCLink User Lic/Multispeak OMS	11,807.19
107004 1/22/25	DD	1654	BRIAN M CRAMER	Inland Tree & Vegetation Mgmt Training	45.15
107005 1/22/25	DD	375	DAYCO HEATING & AIR	REEP	9,000.00
107006 1/22/25	DD	10914	ELLISON EARTHWORKS, LLC	Trenching - Sandpiper Farms	34,143.53 VOID
107007 1/22/25	DD	79	GENERAL PACIFIC, INC.	Tape, Electrical, Vinyl, Scotch Pedestal, fiberglass, 9X14X30, Transformer	1,427.01 10,686.95 19,106.20
				Total for Check/Tran - 107007:	31,220.16
107008 1/22/25	DD	3969	GPS INSIGHT, LLC	Device Monitoring	2,236.76
107009 1/22/25	DD	3205	HIGH DESERT GLASS, LLC	REEP	900.00
107010 1/22/25	DD	4207	INFORMATION FIRST, INC.	Content Manager Support	2,000.00
107011 1/22/25	DD	10660	IRBY ELECTRICAL UTILITIES	Nuts, Oval Eye, 5/8 IN SQ 2 1/4X2 1/4X3/16 11/16	854.38 1,434.84
				Total for Check/Tran - 107011:	2,289.22
107012 1/22/25	DD	3154	IVOXY CONSULTING, LLC	Omnissa/VMware Horizon	27,193.46
107013 1/22/25	DD	214	JACOBS & RHODES	REEP	200.00
107014 1/22/25	DD	10162	LINGUISTICA INTERNATIONAL, INC.	Interpreting Svc	208.73
107015 1/22/25	DD	3644	LOOMIS	Safepoint Svc	1,374.94

02/03/2025 6:22:29 AM

Accounts Payable Check Register

Page 3

01/17/2025 To 01/30/2025

Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				Drop Box/Kiosks	1,945.88
Total for Check/Tran - 107015:					3,320.82
107016	1/22/25	DD 2691	GREGORY W MCMAHON	Interview Lunch	84.97
107017	1/22/25	DD 10563	MESSAGE TECHNOLOGIES, INC.	IVR/SMS Service	3,100.30
107018	1/22/25	DD 3821	NISC	Envelopes/Mail Svc/Print Svc/Postage	31,759.69
				Online Pymnts/ACH/Envelopes	995.93
				Online Pymnts/ACH/Envelopes	542.43
				Online Pymnts/ACH/Envelopes	194.57
				Software License	8,453.92
				Software License	2,504.87
				Software License	3,757.30
				Software License	16,594.74
Total for Check/Tran - 107018:					64,803.45
107019	1/22/25	DD 919	NOANET	Co- Location Kennewick Verizon	1,460.00
				Broadband Billing	15,818.37
				Broadband Billing	63,273.46
				Prior Build	1,000.00
Total for Check/Tran - 107019:					81,551.83
107020	1/22/25	DD 3162	ONLINE INFORMATION SERVICES, INC.	Online Utility Exchange	978.10
107021	1/22/25	DD 2176	PACIFIC OFFICE AUTOMATION, INC.	Monthly Billing	24.85
107022	1/22/25	DD 585	PARADISE BOTTLED WATER CO.	Monthly Billing	679.69
				Monthly Billing	9.77
Total for Check/Tran - 107022:					689.46
107023	1/22/25	DD 11072	PPC SOLUTIONS INC.	Security Svc	685.00
107024	1/22/25	DD 10896	QUENCH USA, INC.	Ice/Water Machine Rental	270.67
107025	1/22/25	DD 10951	RELIANCE STANDARD LIFE INSURAN	Self Insured STD Fee	186.25

02/03/2025 6:22:29 AM

Accounts Payable Check Register

Page 4

01/17/2025 To 01/30/2025

Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount	
107026	1/22/25	DD	10947	RELIANCE STANDARD LIFE INSURAN	Basic AD&D	168.65
				Basic Life	843.25	
				Non Barg Basic AD&D	81.91	
				Non Barg Basic Dep Life	78.65	
				Non Barg Basic Life	1,089.00	
				Supplemental AD&D - Child	8.46	
				Supplemental AD&D - EE	550.20	
				Supplemental AD&D - Spouse	236.85	
				Supplemental Life - Child	50.66	
				Supplemental Life - EE	2,126.80	
				Supplemental Life - Spouse	420.95	
				LTD - Core Buy-Up	998.29	
				LTD - Core No Buy-Up	3,331.28	
Total for Check/Tran - 107026:					9,984.95	
107027	1/22/25	DD	2437	JENNY G SPARKS	Website Redesign Project	90.00
107028	1/22/25	DD	3502	SYLVAN LEARNING CENTER	Employee Testing	25.00
107029	1/22/25	DD	3589	TOTAL QUALITY AIR, LLC	REEP	9,000.00
107030	1/22/25	DD	139	TOWNSQUARE MEDIA TRI CITIES	Advertising	4,080.00
107031	1/22/25	DD	1163	TYNDALE ENTERPRISES, INC.	Clothing-Fleenor	192.18
				Clothing-Henning	275.00	
				Clothing-Henning/Rabben	550.41	
Total for Check/Tran - 107031:					1,017.59	
107032	1/22/25	DD	10154	US PAYMENTS, LLC	Paysite/Kiosk/Card Processing Fees	1,547.00
				Paysite/Kiosk/Card Processing Fees	269.35	
Total for Check/Tran - 107032:					1,816.35	
107033	1/22/25	DD	272	UTILITIES UNDERGROUND LOCATION	Underground Locate Svc	339.24
107034	1/22/25	DD	11062	VESTIS SERVICES, LLC	Weekly Svc	35.76

02/03/2025 6:22:29 AM

Accounts Payable Check Register

Page 5

01/17/2025 To 01/30/2025

Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				Weekly Svc	28.31
				Weekly Svc	26.39
				Weekly Svc	23.23
				Weekly Svc	18.39
Total for Check/Tran - 107034:					132.08
107035	1/22/25	DD 1935	VIRGINIA TRANSFORMER CORP.	Transformer	27,430.59
107036	1/22/25	DD 4235	WATER STREET PUBLIC AFFAIRS, LLC	Lobbying Svc	6,500.00
107191	1/29/25	DD 963	ANIXTER INC.	Conn elbow,1/0 LB,175mil,15 KV	209.57
				WASHER SP LOCK GALV 3/4	347.84
				Fuse T-Type, Kearney #51012	279.36
				Fuse T-Type, Kearney #51015	172.02
				Fuse T-Type, Kearney #51040	203.00
				12 Position Terminal Block	215.94
Total for Check/Tran - 107191:					1,427.73
107192	1/29/25	DD 10063	APPLE INC	IPad Air 11	4,342.57
				IPad Pro 13/Keyboard/Pencil	2,007.68
Total for Check/Tran - 107192:					6,350.25
107193	1/29/25	DD 3828	BORDER STATES INDUSTRIES, INC.	12 Position Terminal Block - GE #EB25B12	251.88
				4 Pole Shorting Terminal Block	171.96
				4 Position Terminal Block - GE #EB25B4	46.90
Total for Check/Tran - 107193:					470.74
107194	1/29/25	DD 1810	CARLSON SALES METERING SOLUTIO	Transformer, 25 kVA single pha	19,131.20
				Transformer, 75 kVA single pha	30,014.24
Total for Check/Tran - 107194:					49,145.44
107195	1/29/25	DD 57	CONSOLIDATED ELECTRICAL DISTRIB	Bell end, PVC, 2"	1,180.48
				Bell end, PVC, 3"	459.80
				Bell end, PVC, 4"	984.17
				Coupling, PVC Slip Repair 6"	390.67

02/03/2025 6:22:29 AM

Accounts Payable Check Register

Page 6

01/17/2025 To 01/30/2025

Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				Coupling, PVC, 4" X 8" long	2,400.10
				Dry Type Transformer; 75 kVA; 480 VAC	5,752.40
Total for Check/Tran - 107195:					11,167.62
107196	1/29/25	DD 10627	DOUGLAS S DOBREC	Safety Shoes & Gloves Reimbursement	240.00
107197	1/29/25	DD 2757	RICK T DUNN	Roanoke Conference Energy Panel Speaker	606.40
107198	1/29/25	DD 10914	ELLISON EARTHWORKS, LLC	Trenching - Sandpiper Farms	34,143.53
107199	1/29/25	DD 79	GENERAL PACIFIC, INC.	Tape, Electrical, Vinyl, Scotch	59.46
107200	1/29/25	DD 2798	JESSIE E GRAD	Reimbursement CDL License Endorsement	137.00
107201	1/29/25	DD 1624	JEFFREY D HALL	WPUDA Mtg, Olympia 01/14/25	868.77
107202	1/29/25	DD 10420	HEALTH INVEST HRA TRUST	Monthly fee	77.73
107203	1/29/25	DD 3171	JODI A HENDERSON	Olympia Trip	129.00
107204	1/29/25	DD 11133	MICHAEL D MASSEY	WPUDA Mtg, Olympia 01/14/25	1,069.02
107205	1/29/25	DD 111	MONARCH MACHINE & TOOL CO., INC.	Line Tap Clamps - 954 With AR	1,760.94
107206	1/29/25	DD 3343	MOSS ADAMS, LLP	Auditing Svc	10,862.00
107207	1/29/25	DD 950	MSA VEBA TRUST	VEBA PL Cash Out	7,686.35
107208	1/29/25	DD 10871	NORTHWEST MOBILE FLAGGING ACA	Flagging Certification	4,990.00
107209	1/29/25	DD 10769	ONEBRIDGE BENEFITS INC.	Flex Spending Dependent Care	185.19
				Flex Spending Health Care	2,820.40
Total for Check/Tran - 107209:					3,005.59
107210	1/29/25	DD 2176	PACIFIC OFFICE AUTOMATION, INC.	Monthly Billing	108.90
107211	1/29/25	DD 1161	PRINT PLUS	Helping Hands Cards/envelopes	371.75
107212	1/29/25	DD 146	S&C ELECTRIC COMPANY	SWITCH, INTEGER UNITIZED,HANDL	57,769.92

02/03/2025 6:22:29 AM

Accounts Payable Check Register

Page 7

01/17/2025 To 01/30/2025

Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
107213 1/29/25	DD	2277	LORI K SANDERS	WPUDA Mtg, Olympia January 15, 2025	896.24
107214 1/29/25	DD	821	SCHWEITZER ENGINEERING LABORAT	FT-1 Test Switch Meter & Test Switch Bracket Two Vertical Meter Bracket	385.38 98.65 98.64
Total for Check/Tran - 107214:					582.67
107215 1/29/25	DD	1163	TYNDALE ENTERPRISES, INC.	Clothing-Mathias Clothing-Garner Clothing-Welch Clothing-Mckee	521.76 139.14 356.00 342.41
Total for Check/Tran - 107215:					1,359.31
107216 1/29/25	DD	1048	UNITED WAY OF BENTON & FRANKLI	EE United Way Contribution	388.73
107217 1/29/25	DD	11062	VESTIS SERVICES, LLC	Weekly Svc Weekly Svc Weekly Svc Weekly Svc Weekly Svc Weekly Svc	35.76 28.31 26.39 23.23 18.39 18.39
Total for Check/Tran - 107217:					150.47
107218 1/29/25	DD	1935	VIRGINIA TRANSFORMER CORP.	Drawing Approvals Drawing Approvals	284,685.30 284,685.30
Total for Check/Tran - 107218:					569,370.60
107219 1/29/25	DD	205	WASHINGTON STATE AUDITOR'S OFFI	Energy Compliance Attestation Energy Compliance Attestation Energy Compliance Attestation	330.20 3,338.40 165.10
Total for Check/Tran - 107219:					3,833.70
Total Payments for Payment Type - DD:					(69) 1,087,827.45
Total Voids for Payment Type - DD:					(1) 34,143.53
Total for Payment Type - DD:					(70) 1,121,970.98
					21

02/03/2025 6:22:29 AM

Accounts Payable Check Register

Page 8

01/17/2025 To 01/30/2025

Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
Total Payments for Bank Account - 1 :					(69) 1,087,827.45
Total Voids for Bank Account - 1 :					(1) 34,143.53
Total for Bank Account - 1 :					(70) 1,121,970.98

02/03/2025 6:22:29 AM

Accounts Payable Check Register

Page 9

01/17/2025 To 01/30/2025

Bank Account: 2 - BPUD Accounts Payable Warrants

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
89234	11/20/24	CHK	99999	DALIE STROMBERG	Credit Balance Refund	138.54 VOID
89547	1/22/25	CHK	258	APOLLO MECHANICAL CONTRACTOR	REEP	1,200.00
					REEP	200.00
					REEP	800.00
					REEP	800.00
Total for Check/Tran - 89547:						3,000.00
89548	1/22/25	CHK	259	BENTON FRANKLIN COMMUNITY ACT	Helping Hands	2,271.19
					REEP	9,345.36
					REEP	20,209.07
Total for Check/Tran - 89548:						31,825.62
89549	1/22/25	CHK	35	BENTON PUD - CUSTOMER ACCOUNT	Monthly Billing	267.78
89550	1/22/25	CHK	3344	BOYD'S TREE SERVICE, LLC	Tree Trimming Svc	4,649.87
					Tree Trimming Svc	1,732.51
					Tree Trimming Svc	3,308.47
Total for Check/Tran - 89550:						9,690.85
89551	1/22/25	CHK	1233	MASCOTT EQUIPMENT CO INC.	Tank Monitor Maintenance	1,078.52
89552	1/22/25	CHK	310	MOON SECURITY SERVICES, INC.	Monitoring Svc	23.69
					Monitoring Svc	271.27
					Monitoring Svc	203.74
					Monitoring Svc	102.05
					Monitoring Svc	102.05
					Monitoring Svc	102.05
					Monitoring Svc	169.92
Total for Check/Tran - 89552:						974.77
89553	1/22/25	CHK	118	NORTHWEST PUBLIC POWER ASSOCIA	NWPPA Engineering Webinars @12	3,150.00
89554	1/22/25	CHK	122	PACIFIC NORTHWEST WATERWAYS	Association Dues	10,000.00
89555	1/22/25	CHK	128	PERFECTION GLASS, INC.	REEP	48.00

02/03/2025 6:22:29 AM

Accounts Payable Check Register

Page 10

01/17/2025 To 01/30/2025

Bank Account: 2 - BPUD Accounts Payable Warrants

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
89556 1/22/25	CHK	141	RICHLAND, CITY OF	800 MHZ Radios	10,062.00
				Fiber Lease	146.75
				Fiber Lease	1,760.94
				Fiber Lease	293.49
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	293.49
				Fiber Lease	146.75
				Fiber Lease	293.49
				Fiber Lease	293.49
				Fiber Lease	293.49
				Fiber Lease	146.75
				Fiber Lease	293.49
				Fiber Lease	586.98
				Fiber Lease	586.98
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	293.49
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	293.49
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	293.49
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75

02/03/2025 6:22:29 AM

Accounts Payable Check Register

Page 11

01/17/2025 To 01/30/2025

Bank Account: 2 - BPUD Accounts Payable Warrants

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Microwave Billing	34,462.00
Total for Check/Tran - 89556:					52,888.57
89557 1/22/25	CHK	2997	ROBERTS CONSTRUCTION	REEP	80.00
89558 1/22/25	CHK	11076	SIEFKEN & SONS CONSTRUCTION, INC	Perimeter Fencing Admin/Ops	222,539.67
89559 1/22/25	CHK	10230	SMG-TRI CITIES, LLC	Advertising	3,320.00
				Advertising	8,000.00
Total for Check/Tran - 89559:					11,320.00
89560 1/22/25	CHK	1397	UMATILLA ELECTRIC COOPERATIVE	Transformer	-130.50
				Transformer	1,630.50
Total for Check/Tran - 89560:					1,500.00
89561 1/22/25	CHK	193	UNITED PARCEL SERVICE OF AMERIC	Mailing Svc	38.84
				Mailing Svc	38.86
Total for Check/Tran - 89561:					77.70
89562 1/22/25	CHK	992	VERIZON NORTHWEST	Monthly Billing	2,032.77
89563 1/22/25	CHK	178	WASHINGTON PUD ASSOCIATION	2025 Semi- Annual Dues	84,363.00
89564 1/22/25	CHK	10649	ZIPLY FIBER	Monthly Billing	128.72
89565 1/22/25	CHK	99999	RICARDO ALVARADO	Credit Balance Refund	10.27
89566 1/22/25	CHK	99999	YORDAN M CUELLAR CARDENAS	Credit Balance Refund	67.76
89567 1/22/25	CHK	99999	PENNY L DESHAW	Credit Balance Refund	491.58
89568 1/22/25	CHK	99999	ALICIA M ELLIS	Credit Balance Refund	153.01
89569 1/22/25	CHK	99999	ESTATE OF GAIL MARIE ENNEN	Credit Balance Refund	337.06

02/03/2025 6:22:29 AM

Accounts Payable Check Register

Page 12

01/17/2025 To 01/30/2025

Bank Account: 2 - BPUD Accounts Payable Warrants

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
89570 1/22/25	CHK	99999	MATERIALS TESTING & INSPECTION	Credit Balance Refund	347.27
89571 1/22/25	CHK	99999	KYLIE L MURPHEY	Credit Balance Refund	211.09
89572 1/22/25	CHK	99999	RAWLINGS FLOORING AMERICA LLC	Credit Balance Refund	170.28
89573 1/22/25	CHK	99999	RICARDO SALAZAR CONTRERAS	Credit Balance Refund	66.20
89574 1/22/25	CHK	99999	DONALD SPIVEY	Credit Balance Refund	149.81
89575 1/22/25	CHK	99999	LYNDSEE TIDWELL	Credit Balance Refund	13.10
89576 1/29/25	CHK	2425	AT&T MOBILITY, LLC	Monthly Billing	5.44
89577 1/29/25	CHK	3344	BOYD'S TREE SERVICE, LLC	Tree Trimming Svc	9,299.74
				Tree Trimming Svc	6,930.06
Total for Check/Tran - 89577:					16,229.80
89578 1/29/25	CHK	99	KIE SUPPLY CORP	Coupling, PVC, 2" X 8" long	767.30
				Plug, PVC 2" Carlon # P258JT,	630.73
Total for Check/Tran - 89578:					1,398.03
89579 1/29/25	CHK	310	MOON SECURITY SERVICES, INC.	Monthly Billing	782.64
89580 1/29/25	CHK	2648	RAILROAD MANAGEMENT COMPANY	License Fee	917.41
				License Fees	417.05
Total for Check/Tran - 89580:					1,334.46
89581 1/29/25	CHK	3622	RJM EQUIPMENT SALES, INC.	Battery Pack	836.99
89582 1/29/25	CHK	193	UNITED PARCEL SERVICE OF AMERIC	Monthly Billing	39.11
89583 1/29/25	CHK	992	VERIZON NORTHWEST	Monthly Services	196.31
				Monthly Billing	226.95
				Monthly Billing	346.91
				Monthly Billing	360.09
				Monthly Billing	116.94
				Monthly Billing	319.68

02/03/2025 6:22:29 AM

Accounts Payable Check Register

Page 13

01/17/2025 To 01/30/2025

Bank Account: 2 - BPUD Accounts Payable Warrants

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				Monthly Billing	295.43
Total for Check/Tran - 89583:					1,862.31
89584 1/29/25	CHK	10649	ZIPLY FIBER	Monthly Billing	1,062.29
89585 1/29/25	CHK	99999	346582 ANDREA Z ANDREW	Credit Balance Refund	18.80
89586 1/29/25	CHK	99999	RYAN CROSSETTE	Credit Balance Refund	49.35
89587 1/29/25	CHK	99999	ELIJAH HARVEY	Reimbursement for Travel Expenses	156.20
89588 1/29/25	CHK	99999	BROOKS ELLIOTT	Credit Balance Refund	67.65
89589 1/29/25	CHK	99999	ASUSENA O OCTAVIANO	Credit Balance Refund	174.96
89590 1/29/25	CHK	99999	HEATHER J STRAWN	Credit Balance Refund	91.08
89591 1/29/25	CHK	99999	DALIE STROMBERG	Credit Balance Refund	138.54
89592 1/29/25	CHK	99999	RODULFO VILLASENOR ORNELA	Credit Balance Refund	111.00
Total Payments for Payment Type - CHK:					(46) 461,342.05
Total Voids for Payment Type - CHK:					(1) 138.54
Total for Payment Type - CHK:					(47) 461,480.59
Total Payments for Bank Account - 2 :					(46) 461,342.05
Total Voids for Bank Account - 2 :					(1) 138.54
Total for Bank Account - 2 :					(47) 461,480.59
Grand Total for Payments :					(115) 1,549,169.50
Grand Total for Voids :					(2) 34,282.07
Grand Total :					(117) 1,583,451.57

02/03/2025 6:31:09 AM

Accounts Payable Check Register

Page 14

ALL

Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
7186 1/21/25	WIRE	1680	MORGAN STANLEY	Purchased Power	93,750.00
7188 1/27/25	WIRE	246	BONNEVILLE POWER ADMIN	Purchased Power	3,874,649.00
				Purchased Power	10.00
Total for Check/Tran - 7188:					3,874,659.00
7190 1/29/25	WIRE	424	WASH STATE DEPT REVENUE-EXCISE	Utility Tax	426,594.80
				Use Tax	6,824.66
				Retailing & Wholesaling Tax	1,077.27
				Retail Sales Tax	2,211.15
				Service Tax	2,776.53
Total for Check/Tran - 7190:					439,484.41
Total Payments for Payment Type - WIRE:					(3) 4,407,893.41
Total Voids for Payment Type - WIRE:					(0) 0.00
Total for Payment Type - WIRE:					(3) 4,407,893.41
Total Payments for Bank Account - 1 :					(3) 4,407,893.41
Total Voids for Bank Account - 1 :					(0) 0.00
Total for Bank Account - 1 :					(3) 4,407,893.41
Grand Total for Payments :					(3) 4,407,893.41
Grand Total for Voids :					(0) 0.00
Grand Total :					(3) 4,407,893.41



BENTON PUD - RESIDENTIAL CONSERVATION REBATE DETAIL

<u>Date</u>	<u>Customer</u>	<u>Rebate Amount</u>	<u>Rebate Description</u>
01/16/2025	ROBERT CRONK	\$ 50.00	Rebate - Clothes Washer
01/16/2025	ROBERT CRONK	\$ 30.00	Rebate - Clothes Dyer
01/16/2025	NINEL MARIN	\$ 100.00	Rebate - Smart Thermostat
01/16/2025	ALEXANDER EBY	\$ 250.00	Rebate - Electric Vehicle
01/16/2025	BEVERLY A JOHNSON	\$ 250.00	Rebate - Electric Vehicle

\$ 680.00

02/03/2025 8:24:20 AM

ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
1105	11/20/2024	865	Credit Card	11 - Finance & Business Serv	1091	BLACKWELL, LURII	1091	GOVERNMENT FINAN	GFOA Membership Renewal	149.00
	12/05/2024	865					1091	WSP COLLISION RECO	Police Reports	10.50
	11/19/2024	865					1091	CITY OF KENNEWICK	Police Reports	6.62
Total for Tran-1105:										166.12
1106	12/11/2024	870	Credit Card	32 - Operations - Line Depart	2642	KNIGHT, GAYLE R	2642	INT CONCRETE & ASP	Gravel	687.86
Total for Tran-1106:										687.86
1107	12/05/2024	868	Credit Card	21 - Engineering	3880	WEBB, BRENDA R	3880	VOLITION	Carma sub comm box heaters	105.87
	12/05/2024	868					3880	VOLITION	Paterson 1 comm box heaters	105.87
	12/05/2024	868					3880	VOLITION	Paterson 2 comm box heaters	105.88
	12/05/2024	868					3880	VOLITION	Sunheaven Rvr comm box he	105.87
	12/05/2024	868					3880	VOLITION	Prior 1 comm box heaters	105.88
	12/05/2024	868					3880	VOLITION	Sandpiper comm box heaters	105.87
	12/05/2024	868					3880	VOLITION	H2F2 comm box heaters	105.87
	12/11/2024	868					3880	IEEE PRODUCTS & SE	Mitchell-IEEE M'Ship renewa	357.00
	11/28/2024	868					3880	ODP BUS SOL LLC # 10	2 Step ladder	46.62
	12/02/2024	868					3880	ODP BUS SOL LLC # 10	2025 Calendars, supplies	321.05
	12/06/2024	868					3880	ODP BUS SOL LLC # 10	Dry eraser	1.49
	11/18/2024	868					3880	TESSCO TECHNOLOGI	2-U-bolt 5/8" X 2 1/2" X 4"	44.18
	11/28/2024	868					3880	ODP BUS SOL LLC # 10	2025 Calendars	51.39
	12/11/2024	868					3880	ODP BUS SOL LLC # 10	2025 Calendars	367.32
	12/12/2024	868					3880	ODP BUS SOL LLC # 10	Calendar returns	-265.99
	12/02/2024	868					3880	ODP BUS SOL LLC# 10	Office Supplies	11.12
Total for Tran-1107:										1,675.29
1108	11/22/2024	867	Credit Card	17 - Contracts & Purchasing	3213	LANPHEAR, JUSTIN L	3213	USPS PO 5440320336	2024 Partner Appreciation	17.25
	12/11/2024	867					3213	MCCLATCHY ADVERT	Call for Bid 24-21-24	130.68
	11/22/2024	867					3213	USPS PO 5440320336	2024 Partner Appreciation	197.60
Total for Tran-1108:										345.53
1109	11/27/2024	878	Credit Card	51 - Power Management	2250	WELLER, ROXANNE K	2250	AMAZON.COM*Z33YL	Scotch Pkg Tape	15.69
	11/21/2024	878					2250	AMAZON MKTPL*XP1I	Note Bks/Pads '25 Calendar (53.56
	12/03/2024	878					2250	FS *DEGREEDAYS	Mtly Subscript Degree Days 1	31.53
Total for Tran-1109:										100.78

02/03/2025 8:24:20 AM

ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
1110	11/26/2024	881	Credit Card	ST10 - Storm Card #10	1654	CRAMER, BRIAN M	1654	ARBOR DAY FOUNDA	Tree Line USA application	75.00
	11/14/2024	881					1654	ROUND TABLE PIZZA	Tree worker training lunch	117.35
	12/12/2024	881					1654	76 - EASTSIDE MARKE	fuel	101.73
Total for Tran-1110:										294.08
1111	12/17/2024	876	Credit Card	37 - Operations - (Support Sv	2026	KINTZLEY, ROY D	2026	O'REILLY 3630	credit, mag heater	-105.03
							2026	PASCO A-PTS 0027915	credit, battery core	-39.13
							2026	SPECK BUICK GMC OF	credit, heater	-21.40
							2026	PASCO A-PTS 0027915	credit, oil filter	-6.03
Total for Tran - 1111:										-171.59
1112	11/19/2024	866	Credit Card	44 - Customer Service	2563	MAKI, KIMBERLEE R	2563	IN *APS, INC.	postage machine ink cartridge	1,145.73
Total for Tran-1112:										1,145.73
1113	12/11/2024	871	Credit Card	31 - Operations	11093	BECKER, NICOLE M	11093	ODP BUS SOL LLC # 10	OPS Business Cards	46.41
	11/27/2024	871					11093	IEEE PRODUCTS & SE	OPS - IEEE license renewal f	264.00
	11/21/2024	871					11093	TOTAL CARE CLINICS	OPS - CDL Med Exam for Re	150.00
	11/20/2024	871					11093	TOTAL CARE CLINICS	OPS - CDL Med Exam Schaf	150.00
	11/22/2024	871					11093	ODP BUS SOL LLC # 10	OPS - Desk Calendars	120.31
	12/03/2024	871					11093	SP TREE SALE	OPS - Tree Conference	250.00
	12/11/2024	871					11093	ODP BUS SOL LLC # 10	OPS - Office Supplies	196.94
	12/12/2024	871					11093	HSI EMERGENCY CAR	OPS CPR/AED Print Cert Sh	1,149.42
	11/19/2024	871					11093	URM CASH N CARRY #	OPS - Meeting Room Supplie	127.51
	12/02/2024	871					11093	YOKE'S FRESH MARK	OPS - Annual Duty Superviso	4.01
	11/22/2024	871					11093	ODP BUS SOL LLC # 10	OPS - 2025 Wall Calendars	1,052.49
	12/03/2024	871					11093	ROUND TABLE PIZZA	Pizza for Duty Supervisor An	225.91
	11/27/2024	871					11093	ODP BUS SOL LLC # 10	OPS - Office Supplies	136.47
Total for Tran-1113:										3,873.47
1114	12/04/2024	873	Credit Card	35 - Operations - Transforme	2503	GASTON, TODD	2503	OXARC, INC-PASCO C	nitrogen for transformer shop	231.01
	11/20/2024	873					2503	SHERWIN-WILLIAMS7	parts for painting	90.60
	11/20/2024	873					2503	25 WESCO PAINT AND	paint supplies	88.48
	11/21/2024	873					2503	OXARC, INC-PASCO C	nitrogen and bottle testing	239.48
	11/19/2024	873					2503	GRAINGER	relays & sockets	185.02
	11/27/2024	873					2503	THE HOME DEPOT #47	mice traps	30.31
Total for Tran-1114:										864.90

02/03/2025 8:24:20 AM

ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

Page 18

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
1115	12/01/2024	876	Credit Card	37 - Operations - (Support Sv	2026	KINTZLEY, ROY D	2026	PASCO A-PTS 0027915	truck #149, chain and cable lu	29.87
	12/03/2024	876					2026	MCCURLEY INTEGRIT	truck #215, display screen	766.25
	12/03/2024	876					2026	O'REILLY 3630	truck #198, 1 gallon trans flui	107.58
	12/01/2024	876					2026	PASCO A-PTS 0027915	trailer #1161, plug	18.17
	12/10/2024	876					2026	PASCO A-PTS 0027915	truck #198, transmission filter	149.89
	12/11/2024	876					2026	SPECK BUICK GMC OF	truck #210, switch	56.08
	12/05/2024	876					2026	O'REILLY 3630	truck #210 magnetic heater	105.03
	12/05/2024	876					2026	AUTOBAHN AUTO CA	autobahn car wash, plate #c86	10.00
	12/01/2024	876					2026	MELS INTER CITY TO	truck #193, tow to shop	209.80
	12/01/2024	876					2026	CORWIN FORD TRI-CI	truck #189, radio	760.90
	12/11/2024	876					2026	TEREX UTILITIES, INC.	truck #149,sleeve bearing	380.82
	12/01/2024	876					2026	CORWIN FORD TRI-CI	shop supply, antifreze/coolant	323.82
	12/01/2024	876					2026	VICS AUTO PARTS & S	truck #200, supports	67.15
	12/04/2024	876					2026	SIX ROBBLEES SPOKA	shop supply, wheel weights	23.08
	12/04/2024	876					2026	RWC GROUP	truck #90, icp sensor	472.75
	12/03/2024	876					2026	O'REILLY 3630	Truck #189, oil dye bottle	38.15
	12/01/2024	876					2026	PASCO A-PTS 0027915	car #197 lights and wiper blad	69.05
	12/05/2024	876					2026	SPECK BUICK GMC OF	truck #210, heater	42.36
	12/11/2024	876					2026	PASCO A-PTS 0027915	shop stock order, oil,air and f	208.78
	12/01/2024	876					2026	SIX ROBBLEES SPOKA	shop supply, wheel weights	99.95
	12/04/2024	876					2026	VICS AUTO PARTS & S	shop supply, tire sealant	38.05
	12/01/2024	876					2026	CORWIN FORD TRI-CI	truck #193, injector o-rings	6.52
	12/01/2024	876					2026	PASCO A-PTS 0027915	stock, battery and oil /air filter	397.47
	12/13/2024	876					2026	TENNANT CO	tenant floor scrubber, rubber	59.73
	12/11/2024	876					2026	O'REILLY 3630	truck #215, tpms sensors	124.08
	12/01/2024	876					2026	O'REILLY 3630	truck #201, lithium grease	6.84
	12/01/2024	876					2026	JIMS PACIFIC GARAGE	truck #170, trailer control val	244.60
	12/01/2024	876					2026	PASCO A-PTS 0027915	truck #199, oil and air filters	21.64
	12/01/2024	876					2026	PEAK INDUSTRIAL	bobcat ex #194, hydraulic filt	129.16
	12/01/2024	876					2026	PASCO A-PTS 0027915	shop supply, filters and wiper	249.87
	12/01/2024	876					2026	AFFORDABLE WINDS	truck #210, windshield repair	78.32
	12/01/2024	876					2026	CAMPING WORLD 220	truck #188, power inverter bat	2,542.37
	12/01/2024	876					2026	BATTERIES PLUS #025	genie lift #80, batteries	760.25
	12/01/2024	876					2026	CORWIN FORD TRI-CI	tax on corwin intake manifold	46.77
	12/01/2024	876					2026	CORWIN FORD TRI-CI	truck #193, intake manifold a	537.61

02/03/2025 8:24:20 AM

**ACCOUNTS PAYABLE
CC/E-PAYMENT CHARGES**

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
	12/01/2024	876					2026	JIMS PACIFIC GARAGE	truck #167, seat coushion	173.92
	12/04/2024	876					2026	RWC GROUP	truck #90, pressure regulator	1,116.98
	12/10/2024	876					2026	CORWIN FORD TRI-CI	truck #189, sensor	149.70
	12/04/2024	876					2026	RDO EQUIPMENT KEN	chain saw #977, piston,seals a	218.70
	12/01/2024	876					2026	GRIGGS ACE KENNEW	truck #229, bolts/fasteners	4.33
	12/01/2024	876					2026	O'REILLY 3630	truck #189, oil drain plug	5.48
	12/11/2024	876					2026	O'REILLY 3630	truck #215, tpms sensors	124.08
	12/05/2024	876					2026	SPECK BUICK GMC OF	truck #210, heater	21.40
	12/01/2024	876					2026	CORWIN FORD TRI-CI	truck #193, hose	89.01
	12/04/2024	876					2026	RDO EQUIPMENT KEN	john deere garden tractor#182	137.07
	12/01/2024	876					2026	O'REILLY 3630	truck #148, bulb	26.98
	12/01/2024	876					2026	PASCO A-PTS 0027915	truck #196, brake pads and tra	319.72
	12/01/2024	876					2026	VICS AUTO PARTS & S	shop supply, brake parts clean	171.66
	12/11/2024	876					2026	VICS AUTO PARTS & S	truck #227, oil filter	40.96
	12/03/2024	876					2026	O'REILLY 3630	truck #198, a/t filter	49.61
	12/01/2024	876					2026	O'REILLY 3630	truck #193, belt and tensioner	90.80
	12/01/2024	876					2026	O'REILLY 3630	truck #146 light bulbs	91.10
	12/01/2024	876					2026	VICS AUTO PARTS & S	shop supply, trailer plug conn	41.78
	12/01/2024	876					2026	TEREX UTILITIES, INC.	truck #149, lift cylinder pin	845.97
	12/01/2024	876					2026	CORWIN FORD TRI-CI	tax on invoice from ford on li	7.74
	12/01/2024	876					2026	O'REILLY 3630	shop supply, chain saw bar oil	104.22
	12/09/2024	876					2026	SIX ROBBLEES SPOKA	shop supply, tire weights	48.71
	12/04/2024	876					2026	PASCO A-PTS 0027915	shop, oil and air filters	123.61
	12/04/2024	876					2026	CASADAY BEELINE S	truck #90, tow to shop	839.28
Total for Tran-1115:										14,025.57

02/03/2025 8:24:20 AM

ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

Page 20

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
1116	11/21/2024	877	Credit Card	39 - Operations - Warehouse	10940	PURDOM, GABRIELLE J	10940	GRAINGER	HARD HATS	397.97
	11/20/2024	877					10940	GRAINGER	SAFETY GLASSES CLEAR	261.31
	11/25/2024	877					10940	AMAZON MKTPL*ID5J	DRI-ERASE WALL CALEN	23.36
	12/10/2024	877					10940	ULINE *SHIP SUPPLIE	SCOTT MULTI-FOLD TOW	2,433.03
	11/20/2024	877					10940	ZORO TOOLS INC	SAFETY GLASSES	144.09
	11/21/2024	877					10940	GRAINGER	HEADLAMPS & SHOVELS	757.55
	12/10/2024	877					10940	ULINE *SHIP SUPPLIE	TRASH LINERS	737.94
	11/20/2024	877					10940	GRAINGER	CORDLESS BLOWER	214.19
	11/20/2024	877					10940	ZORO TOOLS INC	SMALL TOOLS	2,285.47
	11/25/2024	877					10940	AMAZON MKTPL*ID5J	YOUNGSTOWN GLOVES	932.48
	12/11/2024	877					10940	ZORO TOOLS INC	SMALL TOOLS	478.17
	12/10/2024	877					10940	GRAINGER	12V BATTERIES	8.48
	11/29/2024	877					10940	AMAZON MKTPL*Z32	YOUNGSTOWN GLOVES	116.56
	11/26/2024	877					10940	ZORO TOOLS INC	NUT RUNNER	443.48
	11/29/2024	877					10940	AMAZON.COM*Z33858	METALLIC SHARPIES	30.56
	12/01/2024	877					10940	GRIGGS DEPTMENT S	Oil	150.24
	12/04/2024	877					10940	J HARLEN CO INC	BUCKET TOOL HOLDER	465.15
	12/02/2024	877					10940	ZORO TOOLS INC	FLASHLIGHTS	539.15
	11/20/2024	877					10940	GRAINGER	POCKET KNIVES	335.03
	12/07/2024	877					10940	SOI*SNAPON TOOLS C	POWER HEX SHANK	296.97
	11/21/2024	877					10940	KENNEWICK RANCH	SAFETY HOOKS	23.70
	11/20/2024	877					10940	SP MAXWAREHOUSE.	SAFETY GLASSES	541.55
	11/27/2024	877					10940	KENNEWICK RANCH	FENCE STAPLES	326.08
	12/09/2024	877					10940	ARNETT INDUSTRIES	HOT STICKS	1,227.76
	11/25/2024	877					10940	ZORO TOOLS INC	FLASHLIGHTS	404.36
	12/10/2024	877					10940	ZORO TOOLS INC	12" BIT EXTENSION	34.76
	11/22/2024	877					10940	GRAINGER	NUMBERING STAMP	143.34
	12/12/2024	877					10940	ALMETEK INDUSTRIE	LABELS/TAGS FOR POLE	320.50
	11/21/2024	877					10940	GRAINGER	FLASHLIGHT, INK REFILL	88.93
	12/13/2024	877					10940	AMAZON	SHARPIES	19.53
	11/20/2024	877					10940	ARG-CENTRAL HOSE	VAC TRUCK EXTENSION	2,333.28
	11/18/2024	877					10940	NORMED	FIRST AID SUPPLIES	164.13
	11/25/2024	877					10940	AMAZON MKTPL*VA9	YOUNGSTOWN GLOVES	116.56
	11/29/2024	877					10940	AMAZON.COM*Z37H8	KERSHAW KNIFE	34.73
	11/22/2024	877					10940	ZORO TOOLS INC	WRENCH HAND TOOL, SP	253.31

02/03/2025 8:24:20 AM

Page 21

ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
	12/05/2024	877					10940	AMAZON MKTPL*ZR6	PHONE CORDS	177.96
	11/21/2024	877					10940	BATTERIES PLUS #025	AA & AAA BATTERIES	136.18
	11/21/2024	877					10940	BT *NASCO INDUST	RAIN BIBS & JACKETS	1,316.94
	11/22/2024	877					10940	BUCKINGHAMMFG.C	ADJUSTABLE 4 D-RING B	973.00
	12/09/2024	877					10940	ARNETT INDUSTRIES	TOOL REPAIR	480.55
	11/27/2024	877					10940	GRAINGER	REPLACEMENT UTILITY	31.78
	12/02/2024	877					10940	BDI TRANSFER	POLE BUTT DISPOSAL	155.81
	12/10/2024	877					10940	ZORO TOOLS INC	TOOL BAG	589.13
	11/20/2024	877					10940	GRAINGER	BATTERY PACK	1,599.79
Total for Tran-1116:										22,544.84
1117	11/26/2024	879	Credit Card	ST02 - Storm Card #2	11093	BECKER, NICOLE M	11093	GEARJAMMER TRAVE	OPS Mutual Aid Fuel	14.05
	11/20/2024	879					11093	PILOT_01195	OPS Mutual Aid Fuel	74.61
	11/25/2024	879					11093	HAGGEN 3600	OPS Mutual Aid Food	58.72
	11/23/2024	879					11093	ARCO#83127RK GAS S	OPS Mutual Aid Food	114.34
	11/24/2024	879					11093	7-ELEVEN 41108	OPS Mutual Aid Food	71.53
	11/22/2024	879					11093	SHELL OIL 5744403590	OPS Mutual Aid Food	32.26
	11/22/2024	879					11093	SAFEWAY #3419	OPS Mutual Aid Food	16.01
	11/20/2024	879					11093	NICKS JR	OPS Mutual Aid Food	57.93
	11/20/2024	879					11093	ARCO#83364WOODINV	OPS Mutual Aid Food	59.64
	11/20/2024	879					11093	CIRCLE K # 06033	OPS Mutual Aid Food	96.18
	11/21/2024	879					11093	MCDONALD'S F13373	OPS Mutual Aid Food	44.71
	11/21/2024	879					11093	JERSEY MIKES 18028	OPS Mutual Aid Food	73.68
	11/25/2024	879					11093	HAGGEN 3600	OPS Mutual Aid Food	2.50
	11/25/2024	879					11093	76 - TRESTLE STATION	OPS Mutual Aid Food	65.17
	11/26/2024	879					11093	GREAT AMERICAN DI	OPS Mutual Aid Food	97.49
	11/23/2024	879					11093	HAGGEN 3482	OPS Mutual Aid Food	68.16
	11/22/2024	879					11093	SAFEWAY #3419	OPS Mutual Aid Food	26.42
	11/20/2024	879					11093	PILOT_01195	OPS Mutual Aid Fuel	15.25
	11/26/2024	879					11093	CHEVRON 0381108	OPS Mutual Aid/Fuel	24.63
	11/24/2024	879					11093	MCDONALD'S F20596	OPS Mutual Aid Food	56.09
Total for Tran-1117:										1,069.37

02/03/2025 8:24:20 AM

ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

Page 22

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
1118	11/21/2024	880	Credit Card	ST03 - Storm Card #3	11093	BECKER, NICOLE M	11093	BUZZ INN STEAKHOU	OPS Mutual Aid Food	90.48
	11/23/2024	880					11093	76 - DBA MACHIAS FO	OPS Mutual Aid Food	54.40
	11/25/2024	880					11093	CHEVRON 0375926	OPS Mutual Aid Energy Drin	43.81
	11/21/2024	880					11093	FRED MEYER #0681	OPS Mutual Aid Food	155.55
	11/26/2024	880					11093	GREAT AMERICAN DI	OPS Mutual Aid Food	94.72
	11/21/2024	880					11093	CONOCO - ELLENSBU	OPS Mutual Aid Food	85.90
Total for Tran-1118:										524.86
1119	12/10/2024	872	Credit Card	34 - Operations - Meter Shop	1466	BRADSHAW, GORDON J	1466	AMAZON.COM*ZR6GD	lables	124.99
	11/18/2024	872					1466	TACOMA SCREW PRO	hardware for rack	350.16
	11/18/2024	872					1466	TACOMA SCREW PRO	hardware for rack	116.72
	11/18/2024	872					1466	TACOMA SCREW PRO	elect connectors	556.63
	12/13/2024	872					1466	AMAZON	wire lables	383.52
	12/13/2024	872					1466	AMAZON	wire lables	127.84
	12/13/2024	872					1466	AMAZON	wire lables	200.00
	11/18/2024	872					1466	TACOMA SCREW PRO	shop supplies	753.66
	12/10/2024	872					1466	AMAZON.COM*ZR6GD	lables	124.99
	12/10/2024	872					1466	AMAZON.COM*ZR6GD	lables	374.97
	12/10/2024	872					1466	AMAZON.COM*ZR6GD	lables	124.97
	12/09/2024	872					1466	(PC) 3627 CED	wire	410.35
	12/09/2024	872					1466	(PC) 3627 CED	wire	1,231.02
	12/13/2024	872					1466	AMAZON	wire lables	127.84
	11/19/2024	872					1466	KIE SUPPLY - KENNE	2" liquidtight connectors	147.07
	12/09/2024	872					1466	TACOMA SCREW PRO	knock out tool kit	1,335.93
	12/04/2024	872					1466	EDM INTERNATIONAL	Phase Trakker subscription	580.00
	11/27/2024	872					1466	COSTCO WHSE #0486	print reading tables	104.33
	12/05/2024	872					1466	AMZN MKTP US*ZR4U	label makers	461.00
	12/09/2024	872					1466	TACOMA SCREW PRO	strut spring nuts	791.34
	11/18/2024	872					1466	TACOMA SCREW PRO	headlamp	379.99
	12/10/2024	872					1466	AMAZON.COM*ZX6CE	meter labels	351.60
Total for Tran-1119:										9,158.92

02/03/2025 8:24:20 AM

ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

Page 23

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
1120	11/25/2024	864	Credit Card	01 - Executive	2854	PREDDIE, BRENDA J	2854	TRI-CITY REGIONAL C	TC Chamber Lunch-R Dunn	34.00
	11/25/2024	864					2854	TRI-CITY REGIONAL C	TC Chamber Lunch-J Meyer	34.00
	11/25/2024	864					2854	TRI-CITY REGIONAL C	TC Chamber Lunch-J Hender	34.00
	11/25/2024	864					2854	TRI-CITY REGIONAL C	TC Chamber Lunch-L Sander	34.00
	11/26/2024	864					2854	URM CASH N CARRY #	URM-360 Feast Table Cover	60.83
	12/09/2024	864					2854	D J*WSJ	WSJ-Monthly Subscription	42.38
	12/11/2024	864					2854	LINKEDIN JOB 1008643	LinkedIn-HR Recruiting	525.00
	12/11/2024	864					2854	PROSSER RECORD BU	Prosser Rec Bulletin-Veterans	139.44
	12/04/2024	864					2854	LINKEDIN JOB 1007328	LinkedIn-HR Recruiting	525.00
	11/26/2024	864					2854	PROMOTIONS NOW	Promotions Now-KID Holida	2,105.52
	11/20/2024	864					2854	PY *GREG WALDEN	Atomic-Safety Comm Award	679.19
	11/21/2024	864					2854	AMAZON MKTPL*C71	Amazon-Safety Committee A	40.20
	12/02/2024	864					2854	LINKEDIN RECRUITER	LinkedIn-HR Recruiting	184.78
	11/27/2024	864					2854	LINKEDIN JOB 1006153	LinkedIn-HR Recruiting	525.00
	12/11/2024	864					2854	ADDEPT	AdDept-Christmas 2024 Ad	60.00
	11/20/2024	864					2854	TRI CITY CLEANERS I	Tri City Cleaners-Tablecloth	56.52
	11/18/2024	864					2854	WM SUPERCENTER #2	Walmart-360 Christmas Light	148.40
	11/30/2024	864					2854	FACEBK *QCTSMCQA	Facebook-Stem Career Ads	20.00
	12/03/2024	864					2854	WASHINGTON PUD AS	WPUDA-Jan Member Mtg R	23.00
	11/14/2024	864					2854	PAYPAL *ATOMICSCR	Employee Clothing Reorder-	42.48
	12/02/2024	864					2854	SQ *GESA CAROUSEL	Gesa Carousel-Santa Photos S	2,500.00
	12/12/2024	864					2854	THE TROPHY SHOPPE	Trophy Shoppe-Employee Re	420.77
	12/04/2024	864					2854	4 ALL PROMOS	4AllPromos-PUD Day on Hill	756.00
	12/12/2024	864					2854	PAYPAL *ATOMICSCR	Employee Clothing Late Orde	43.90
	11/19/2024	864					2854	WASHINGTON PUD AS	WPUDA-Leg Rally Reg-J He	110.00
	11/18/2024	864					2854	THE HOME DEPOT #47	Home Depot-360 Christmas L	113.15
	11/27/2024	864					2854	ADDEPT	AdDept Media-Veterans Day	60.00
Total for Tran-1120:										9,317.56

02/03/2025 8:24:20 AM

**ACCOUNTS PAYABLE
CC/E-PAYMENT CHARGES**

Page 24

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
1121	12/11/2024	869	Credit Card	15 - IT Infrastructure	3259	CRUM, DUANE P	3259	TST*ICE HARBOR BRE	2024 Dept achievements lunc	459.09
	11/25/2024	869					3259	SPECTRUM	Backup internet	139.98
	11/29/2024	869					3259	AMAZON MKTPL*Z33	RAM for Dahl computer	48.41
	11/20/2024	869					3259	IN *STORMWIND LLC	Stormwinds Training - Scott	600.00
	11/18/2024	869					3259	CITY OF KENNEWICK	City of Kennewick DPW-202	75.00
	12/02/2024	869					3259	TECHNOLOGY UNLIM	Hrdware Suppt Agreemnt for	1,054.39
	12/05/2024	869					3259	DMI* DELL K-12/GOVT	Replacement computer for Ro	1,372.68
	11/15/2024	869					3259	AMAZON MKTPL*1M4	Badge Printer cards	48.89
	11/29/2024	869					3259	AMAZON MKTPL*Z30	ipad chargers	61.70
	12/10/2024	869					3259	COMPUNET	Cisco ISE license renewal	373.38
	12/09/2024	869					3259	2COCOM*MALWAREB	Anti Virus renewal	65.21
	11/22/2024	869					3259	RLH INDUSTRIES, INC	Fiber Patch Panel	1,661.98
	11/19/2024	869					3259	GPS INSIGHT	New GPS units for Trucks	904.39
	11/27/2024	869					3259	AMAZON RETA* B59N	Wrong RAM for Dahl (Refun	-58.69
	11/22/2024	869					3259	1PASSWORD	1Password - Addition of new	51.14
	11/25/2024	869					3259	SMARTSHEET INC.	Support software for Holgate	29.35
	11/25/2024	869					3259	AMAZON RETA* B59N	Wrong RAM for Dahl comput	58.69
	11/21/2024	869					3259	AMAZON MKTPL*M57	left hand keyboard	23.89
	12/07/2024	869					3259	AMAZON MKTPL*ZR4	AA Batteries	86.95
	12/07/2024	869					3259	DMI* DELL K-12/GOVT	Return of Rosa's Computer	1,956.14
	12/10/2024	869					3259	WWW.UI.COM	Wave Access Point/Wave Pic	942.44
	11/23/2024	869					3259	ESET WWW.ESET.COM	Anti Virus software	54.34
Total for Tran-1121:										10,009.35

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**ACCOUNTS PAYABLE
CC/E-PAYMENT CHARGES**

Page 25

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
1122	11/14/2024	875	Credit Card	36 - Operations - Maintenanc	10608	PATRICK, GEORGE M	10608	THE HOME DEPOT #47	concrete screws and bit	20.04
	12/02/2024	875					10608	LOWES #00249*	replacement plexiglass wareh	226.90
	11/20/2024	875					10608	HELENA 44086	spray chemicals	4,466.38
	12/03/2024	875					10608	RSD - SPOKANE#16	humidifier tanks hvac	1,614.20
	12/11/2024	875					10608	THERMAL SUPPLY 221	refrigerant hvac	307.63
	11/20/2024	875					10608	THE HOME DEPOT #47	painting supplies	313.03
	11/21/2024	875					10608	HELENA 44086	weed blast 4g	3,652.32
	11/19/2024	875					10608	GRAINGER	filters	356.75
	11/20/2024	875					10608	GRAINGER	replacement motor exhaust fa	845.16
	12/02/2024	875					10608	THERMAL SUPPLY 221	replacement cells for guardian	2,463.58
	11/14/2024	875					10608	THE HOME DEPOT #47	concrete bit	19.32
	12/09/2024	875					10608	THERMAL SUPPLY 221	refrigerant/contactors hvac	443.85
	12/11/2024	875					10608	HELENA 44086	spray supplies	239.86
	11/21/2024	875					10608	THERMAL SUPPLY 221	Gauges & Hoses	1,181.19
	12/12/2024	875					10608	HOME DEPOT	painting supplies	36.91
	11/25/2024	875					10608	FAIRBANK EQUIPMEN	spray truck maintenance	521.28
	11/22/2024	875					10608	THE HOME DEPOT #47	chaulking/paiting supplies	5.41
	12/11/2024	875					10608	THE HOME DEPOT #47	painting supplies	143.35
	11/20/2024	875					10608	THE HOME DEPOT #47	painting supplies	22.78
	11/14/2024	875					10608	THE HOME DEPOT #47	concrete screws	7.36
Total for Tran-1122:										16,887.30
1123	11/26/2024	874	Credit Card	38 - Operations - Support Svc	10656	FLEENOR, RYAN A	10656	(PC) 3627 CED	LED Bulbs	221.75
	11/21/2024	874					10656	(PC) 3627 CED	LED Bulb	55.44
	11/20/2024	874					10656	T&A SUPPLY CO - RIC	Paint supplies	46.13
	12/03/2024	874					10656	HELENA 44086	RoundUp	505.13
	12/04/2024	874					10656	THE HOME DEPOT #47	Knife/blades	23.85
	11/21/2024	874					10656	(PC) 3627 CED	LED flo. replacement lamps	211.69
	11/20/2024	874					10656	SHERWIN-WILLIAMS7	White Paint	191.05
	11/21/2024	874					10656	(PC) 3627 CED	LED Bulbs	58.70
Total for Tran-1123:										1,313.74

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**ACCOUNTS PAYABLE
CC/E-PAYMENT CHARGES**

Page 26

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
1124	12/03/2024	863	Credit Card	TRAV - Travel Card	1017	NEWELL, PAULA A	1017	AGENT FEE 027714735	Agent Fee - Hall WPUDA	37.00
	12/05/2024	863					1017	DT SEATTLE ARPT SE	Patrick - NWPPA Leadership	374.11
	12/03/2024	863					1017	ALASKA AIR 02771473	Hall - WPUDA Airfare	236.20
	11/15/2024	863					1017	BEST WESTERN BATT	Niebuhr - 2nd Yr Transformer	616.44
	11/16/2024	863					1017	ENTERPRISE RENT-A-	Enperprise Car Rental - Hall	118.93
Total for Tran-1124:										1,382.68
Total Charges for CC/E-Payment Vendor - 3098: (20)										95,216.36
Total Voids for CC/E-Payment Vendor - 3098: (0)										0.00
Total for CC/E-Payment Vendor - 3098: (20)										95,216.36
Grand Total for Charges: (20)										95,216.36
Grand Total for Voids: (0)										0.00
Grand Total:(20)										\$ 95,216.36



COMMISSION AGENDA ACTION FORM

Meeting Date:	February 11, 2025	
Subject:	Jobs Report for Commission	
Authored by:	Brenda Webb	Staff Preparing Item
Presenter:	Evan Edwards	Staff Presenting Item (if applicable or N/A)
Approved by:	Steve Hunter	Dept. Director/Manager
Approved for Commission:	Rick Dunn	General Manager/Asst GM
Type of Agenda Item:	Type of Action Needed: <i>(Multiple boxes can be checked, if necessary)</i>	
<input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Business Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Other Business	<input type="checkbox"/> Pass Motion <input type="checkbox"/> Pass Resolution <input type="checkbox"/> Approve Contract <input type="checkbox"/> Sign Letter / Document <input type="checkbox"/> Decision / Direction <input checked="" type="checkbox"/> Info Only <input type="checkbox"/> Info Only/Possible Action <input type="checkbox"/> Presentation Included	

Motion for Commission Consideration:

None.

Background/Summary

District Resolution No. 1607 authorizes the General Manager to approve construction and maintenance work orders up to \$100,000.

The attached summary table (Jobs Report) provides a list of work orders with an estimated cost of less than \$100,000. The Jobs Report is presented generally once a month to the Commission for the purpose of maintaining open communications and accountability for projects of significant value; generally, over \$15,000. The report is intended for information only with no Commission action being requested.

The attached Jobs Report provides a summary of work orders of significant value up to the \$100,000 limit authorized for approval by the General Manager.

Recommendation

Report only.

Fiscal Impact

Report only.



**Engineering Department
MEMO**

To: Steve Hunter
 From: Brenda Webb
 Re: **Jobs Report to Commission**

Jobs Report for 2/11/2025 Commission Meeting							
Job No.	Name	Location	Description	Designer	Estimated Job Cost	Reimb/Aid to Const.; Includes Salvage	Net Cost to BPUD
704055	BPUD	Paterson to South Slope	New 115kV Transmission switch	ZJU	\$92,307.05	\$0.00	\$92,307.05
723689	BPUD	W of Whitcomb Sub	Replace Davit Arms with station post insulators on 21 Transmission poles.	MN	\$31,250.97	\$0.00	\$31,250.97
725597	Hartley Produce	Reese Rd	Re-route three phase primary underground for new onion shed.	CMB	\$52,498.19	\$47,522.85	(1) \$4,975.34
700571	Bouten Construction	900 S Auburn Sr	KGH retrofit	ALR	\$40,275.53	\$38,648.49	(2) \$1,627.04
725934	BPUD	OIE & N River Rd	Adding fusing taps for outage support.	SME	\$24,042.48	\$0.00	\$24,042.48
685141	BPUD	88113 Badger View Dr, Kennewick	Install a 75' Ductal iron pole & 115kV transmission switch.	SME	\$48,658.10	\$0.00	\$48,658.10
688239	BPUD	South of Prior 4	Install Transmission switch to help isolate the line for outage support, reliability, and maintenance work.	SME	\$65,308.12	\$0.00	\$65,308.12

704055	BPUD	Paterson to South Slope	Install new 115kV Transmission switch per switching study recommendation.	ZJU	\$92,307.05	\$0.00	\$92,307.05
727792	BPUD	East of Whitcomb Substation	Replace Davit Arms with station post insulators on 30 transmission poles.	MN	\$47,263.57	\$0.00	\$47,263.57
728131	BPUD	Watts 100 Circle Farm	Replace PMH-15 with a PME-9 with adapter ring.	CMB	\$43,628.34	\$0.00	\$43,628.34
728371	Titan Homes LLC	Mustang Estates, Scott Rd.	Single phase underground line extension to 39 lots.	CMB	\$99,238.69	\$93,369.46	(3) \$5,869.23
721867	BPUD	W 4 th Ave & S. Jefferson St	Joint use NESC compliance.	JWV	\$35,623.25	\$33,464.25	\$2,159
729545	BPUD	Ridgeline Dr.	Change out 2 overhead hook switches for handle switches.	TMG	\$21,347.65	\$0.00	\$21,347.65
729349	Dennis Pavlina	Hansen Park, CCB	Three phase underground line extension to an apt complex.	TMG	\$45,746.05	\$39,699.55	(4) \$6,046.50

- (1) 725597 – District Cost (\$4,975.34) includes the travel time and the cost of abandoning wire in place.
- (2) 700571 – District Cost (\$1,627.04) includes the labor to install a 1500kVA, 3 phase padmount transformer with travel time.
- (3) 728371 – District Cost (\$5,869.23) includes the labor to install 13 single phase padmount transformers; 3-25kVA and 10-37.5kVA, and travel time.
- (4) 729349 – District Cost (\$6,046.50) includes the labor to install a 500kVA, 3 phase padmount transformer with travel time. Additionally, the Engineer has requested 1/0 cable be used and the cost difference between #2 and 1/0 cable is included as a portion of BPUD costs.



COMMISSION AGENDA ACTION FORM

Meeting Date:	February 11, 2025	
Subject:	WO Approval – WO729429 – W9th Ave & S Neel Ct Cable Replacement Project	
Authored by:	Jeff Vosahlo	Staff Preparing Item
Presenter:	Michelle Ness	Staff Presenting Item (if applicable or N/A)
Approved by:	Steve Hunter	Dept. Director/Manager
Approved for Commission:	Rick Dunn	General Manager
Type of Agenda Item:	Type of Action Needed: <i>(Multiple boxes can be checked, if necessary)</i>	
<input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Business Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Other Business	<input checked="" type="checkbox"/> Pass Motion <input type="checkbox"/> Pass Resolution <input type="checkbox"/> Contract / Change Order <input type="checkbox"/> Sign Letter / Document <input type="checkbox"/> Decision / Direction <input type="checkbox"/> Info Only <input type="checkbox"/> Info Only/Possible Action <input type="checkbox"/> Presentation Included	

Motion for Commission Consideration:

Motion approving work order 729249 for the replacement of approximately 2200 circuit feet of underground direct buried unjacketed cable around W 9th Ave & S Neel Ct.

Background/Summary

The cables to be replaced have been in service for over 40 years and are at the end of their serviceable life. This work order will abandon the existing failing cable in place and install new conduit and associated cable via directional boring and/or conventional trenching. The District has experienced multiple cable failures in this area in the past few years. The existing cables are direct buried and non-jacketed qualifying them for the District’s cable replacement program.

Recommendation

Approval of work order #729249 will allow the District to replace the existing cables and improve reliability in the area.

Fiscal Impact

The estimated project cost is \$154,128.63 with Labor costs of \$143,681.20 and material costs of \$10,447.43. The work is included in Underground Cable Replacement Contract 23-21-26 and in the 2025 budget.

Projects to be Presented at the Benton PUD
Commission Meeting On
February 11th, 2025

Project Name: Cable Replacement Project

WO#: 729249

Location: W 9th Ave & S Neel St

Justification: Replace direct bury primary underground cable

Location Map





COMMISSION AGENDA ACTION FORM

Meeting Date:	February 11, 2025	
Subject:	Completion and Acceptance of Contract #22-32-01 Alamon Inc. (Year 3)	
Authored by:	Brian Cramer	Staff Preparing Item
Presenter:	Michelle Ochweri	Staff Presenting Item (if applicable or N/A)
Approved by:	Jon Meyer	Dept. Director/Manager
Approved for Commission:	Rick Dunn	General Manager
Type of Agenda Item:	Type of Action Needed: <i>(Multiple boxes can be checked, if necessary)</i>	
<input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Business Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Other Business	<input checked="" type="checkbox"/> Pass Motion <input type="checkbox"/> Pass Resolution <input checked="" type="checkbox"/> Contract / Change Order <input type="checkbox"/> Sign Letter / Document <input type="checkbox"/> Decision / Direction <input type="checkbox"/> Info Only <input type="checkbox"/> Info Only/Possible Action <input type="checkbox"/> Presentation Included	

Motion for Commission Consideration:

Motion authorizing the General Manager on behalf of the District to sign Contract Project Completion and Acceptance for Wood Pole Inspection and Treatment by Alamon Inc Contract #22-32-01, (CPO #55649 Year three of Contract), in the amount of \$173,778.26 including Washington State sales tax in accordance with RCW 54.04.080.

Background/Summary

The District entered into a contract on January 1, 2022, with Alamon Inc. to provide Wood Pole Inspections and Testing for a year with the option to extend annually up to four years. The work for the third year of this contract (2024) is complete.

Recommendation

The work for this project from Alamon Inc. has been provided and the invoices for services have been received and paid; therefore, the retainage is now ready to be released.

Fiscal Impact

This project completion and acceptance will have no additional fiscal impact on the District.



COMMISSION AGENDA ACTION FORM

Meeting Date:	February 11, 2025	
Subject:	Completion and Acceptance of Contract #22-32-02 Boyd’s Tree Service (Year 3)	
Authored by:	Brian Cramer	Staff Preparing Item
Presenter:	Michelle Ochweri	Staff Presenting Item (if applicable or N/A)
Approved by:	Jon Meyer	Dept. Director/Manager
Approved for Commission:	Rick Dunn	General Manager
Type of Agenda Item:	Type of Action Needed: <i>(Multiple boxes can be checked, if necessary)</i>	
<input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Business Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Other Business	<input checked="" type="checkbox"/> Pass Motion <input type="checkbox"/> Pass Resolution <input checked="" type="checkbox"/> Contract / Change Order <input type="checkbox"/> Sign Letter / Document <input type="checkbox"/> Decision / Direction <input type="checkbox"/> Info Only <input type="checkbox"/> Info Only/Possible Action <input type="checkbox"/> Presentation Included	

Motion for Commission Consideration:

Motion authorizing the General Manager on behalf of the District to sign Contract Project Completion and Acceptance for Electric Utility Tree Pruning Vegetation Management by Boyd’s Tree Service Contract #22-32-02, (CPO #55156 Year three of Contract), in the amount of \$729,591.35 including Washington State sales tax in accordance with RCW 54.04.080.

Background/Summary

Contract #22-32-02 was originally entered into on January 1, 2022, with Boyd’s Tree Service, LLC to provide Electric Utility Tree Pruning Vegetation Management. We have completed year three of the contract with an option to extend annually for up to four years.

Recommendation

The services have been satisfactorily completed and final invoices and payments have been made for year three (2024) of Contract #22-32-02; therefore, the contracts third year of retainage is ready to be released.

Fiscal Impact

This project completion and acceptance will have no additional fiscal impact on the District. Upon closing this contract, the retainage which was held per the term of the contract will be released.



COMMISSION AGENDA ACTION FORM

Meeting Date:	February 11, 2025	
Subject:	Contract Award Recommendation for Contract #25-20-01 Washington State Department of Natural Resources	
Authored by:	Kaylee Holsten	Staff Preparing Item
Presenter:	Duane Szendre	Staff Presenting Item (if applicable or N/A)
Approved by:	Steve Hunter	Dept. Director/Manager
Approved for Commission:	Rick Dunn	General Manager

Type of Agenda Item:	Type of Action Needed: <i>(Multiple boxes can be checked, if necessary)</i>	
<input checked="" type="checkbox"/> Consent Agenda	<input checked="" type="checkbox"/> Pass Motion	<input type="checkbox"/> Decision / Direction
<input type="checkbox"/> Business Agenda	<input type="checkbox"/> Pass Resolution	<input type="checkbox"/> Info Only
<input type="checkbox"/> Public Hearing	<input checked="" type="checkbox"/> Contract / Change Order	<input type="checkbox"/> Info Only/Possible Action
<input type="checkbox"/> Other Business	<input type="checkbox"/> Sign Letter / Document	<input type="checkbox"/> Presentation Included

Motion for Commission Consideration:

Motion to authorize the General Manager on behalf of the District to sign Contract #25-20-01 with Washington State Department of Natural Resources, for a ten-year agreement to lease the Jump Off Joe tower site with the not-to-exceed amount of \$45,308.00 for the first year with a 3% increase every year after with a total not-to-exceed amount of \$519,405.48 and an expiration date of September 30, 2034.

Background/Summary

Benton County PUD has had a communication tower site on Jump Off Joe since 1954. At that time, we had a lease agreement with the Bureau of Land Management at no cost. In 1964, DNR took over the management of the site and started charging a fair market rent for the site, plus a fee for the transmitters in the facility. The District started paying an agreed lease amount at a later date.

In 1994, the District and Washington State entered a contract to upgrade and expand the facility to support the Chemical Stockpile Emergency Preparedness Program (C-SEPP). The District continues to maintain the facility even though the C-SEPP program is over. There are several entities in the facility that share in the cost of maintenance of the facility and DNR costs. Listed below are the entities that currently share in the costs: Washington State Department of Transportation, Benton County Emergency Services, City of Richland, Franklin PUD, Columbia River Inter-Tribal Fish Commission, and Benton PUD.

Recommendation

I recommend that the District sign a new 10-year lease extension with the Department of Natural Resources (DNR) for the Jump Off Joe tower site. The first year’s rent will be \$45,308, with a 3% increase every year for the life of the lease. Total cost for the 10-year lease will be \$519,405.48

The approval of the new lease for Jump Off Joe tower site is vital to the emergency response agencies in the community as well as the District's AMI, SCADA, and two-way radio systems.

Fiscal Impact

The lease will be in budget 20-040, each year, for the length of the lease. Total cost for the 10-year lease will amount to \$519,405.48.



HILARY S. FRANZ
COMMISSIONER OF PUBLIC LANDS

COMMUNICATION SITE LAND LEASE

Agreement No. 52-C69520

BY THIS LEASE ("Lease") between the STATE OF WASHINGTON, acting by and through the Department of Natural Resources, hereinafter called the "State", and BENTON COUNTY PUBLIC UTILITY DISTRICT NO. 1, hereinafter called the "Lessee", the State grants to Lessee a lease for that portion of state land legally described on **Exhibit A-1**, attached hereto and incorporated herein, in Benton County, Washington, hereinafter collectively referred to as the ("Premises"), as such Premises are depicted on the site map included on **Exhibit A-1**, provided that if there is a difference between the legal description of the Premises and the depiction of the Premises on the site map, the legal description of the Premises shall control.

In addition, Lessee is authorized to use existing roads on state-owned lands as shown approximately on **Exhibit A-2** ("Road Access Area") to access the Premises for the purposes permitted by this Lease.

SECTION 1 OCCUPANCY

1.01 Term. The term of this Lease is for Ten (10) years. The lease shall commence on October 1, 2024 ("Commencement Date") and end on September 30, 2034, unless sooner canceled or terminated as provided herein or by separate agreement of State and Lessee ("Termination Date").

1.02 Non-Default Termination. This Lease is subject to termination by State upon three hundred and sixty (360) days written notice to Lessee that State desires to terminate this Lease for any reason or no reason. In the event State terminates the Lease as authorized in this subsection, Rent (as defined below) shall be prorated to the Termination Date. Lessee may terminate this Lease upon providing three hundred and sixty (360) days written notice to State that Lessee desires to surrender this Lease, provided Lessee has satisfied all outstanding obligations under this Lease and Lessee fulfills the requirements of Section 8.05 of this Lease.

1.03 No Warranty of Quiet Enjoyment. State makes no warranty of quiet enjoyment of the Premises.

1.04 No Warranty of Non-interference. State will provide no interference protection during the term of this Lease, provided State will attempt to help solve interference issues that may arise in accordance with its Interference Policy Statement set forth in paragraph 5 of the Minimum Communication Site Standards attached as **Exhibit C**.

1.05 Interference by vegetation. Trees located outside of the Premises that become an interference or a hazard to the rights granted herein may be removed upon obtaining the written consent of the State and payment of the appraised value thereof.

1.06 Condition of Premises. Lessee has had an opportunity to inspect the Premises and enters into this Lease solely in reliance on Lessee's own examination and not by reason of any representation by State. Lessee accepts the Premises in its present condition "AS IS WHERE IS". Lessee shall not rely on any opinion, material, or information provided by or through State, and Lessee leases the Premises at its own risk, cost and expense.

1.07 Third-Party Interests. This Lease is subject to all valid interests of third parties in the Premises noted in the records of Benton County or on file with the Department of Natural Resources in Olympia, Washington on the date Lessee signs this Lease. Copies of documents are available upon request by Lessee.

1.08 No Holding Over. There shall be no holding over by Lessee after the Termination Date, and the failure by Lessee to deliver possession of the Premises to State on or prior to the Termination Date shall be deemed a trespass by Lessee and Lessee shall owe State all amounts due under RCW 79.02.300 or other applicable law. State may, at State's sole discretion, extend this Lease for a period not exceeding one (1) year after the Termination Date. Upon expiration of the one (1) year extension period, State may, at its sole discretion, issue Lessee a temporary permit that shall not extend beyond a five (5) year period.

1.09 Failure to Vacate. If State notifies Lessee that it has elected to terminate this Lease, and to vacate the Premises as provided herein, and Lessee fails to do so within the time set forth in State's notice, Lessee will be a trespasser and shall owe State all amounts due under RCW 79.02.300 or other applicable law.

SECTION 2 USE OF PREMISES

2.01 Permitted Use. Lessee's exclusive use of the Premises (subject to State's reservations as set forth below and any third party interests as set forth in Section 1.07 above) shall be to install, maintain, repair, and operate electronic equipment as described in approved and signed technical data sheet(s), attached as **Exhibit B**. New or amended Technical Data Sheets may be added to **Exhibit B** upon written approval by State. Lessee shall be permitted to use the Road Access Area for access to and from the Premises for the purposes permitted by this Lease.

2.02 Reservation by State.

1. Inspection. Lessee shall permit State and persons authorized by State to enter the Premises and any Improvements (defined in Section 8 below) thereon during business hours and at all other reasonable times for the purpose of inspecting the installations, equipment or units, provided that, except in case of an emergency, State shall provide Lessee at least twenty-one (21) calendar days prior written notice to enable Lessee to arrange to accompany State to protect the integrity of its equipment. An emergency is defined as an event posing an imminent threat of bodily injury, property damage, or critical equipment failure. In the event of an emergency, State and persons authorized by State may enter the Premises and any Improvements thereon at any time without notice. This clause shall not be construed to impose on State a duty to inspect.

2. Compatible Uses. State reserves for itself, its successors and assigns, the right at all times for any purpose to cross and recross the Premises at any place or grade, to grant easements and licenses over the Premises, to sell, lease, or otherwise dispose of minerals, coal, oil, timber, gas, or other valuable materials from the Premises insofar as such uses are compatible with Lessee's permitted use of the Premises. State shall exercise such reserved rights in a manner that does not unreasonably interfere with Lessee's permitted use of the Premises.

SECTION 3 PAYMENT

3.01 Payment. Payments made hereunder will be as follows:

1. Rent. Lessee shall pay within five (5) days of the Effective Date (as defined below) the rent of Forty-Four Thousand Eight Hundred Eight and 00/100 Dollars (\$44,808.00) for the first year of occupancy, and Forty-Four Thousand Eight Hundred Eight and 00/100 Dollars (\$44,808.00) annually on October 1 thereafter for the remaining term of this Lease, subject to adjustment as set forth in Section 3.02 (collectively, "Rent").

2. Leasehold Excise Tax. Should a leasehold excise tax be imposed on this Lease or any interest therein, Lessee shall pay to State, the leasehold excise tax as set forth in RCW Chapter 82.29A - Leasehold Excise Tax as may be amended. The tax shall be due and payable at the same time the Rent charged herein is due and payable. Provided, however, Lessee may be assessed leasehold excise tax directly from the Washington State Department of Revenue, in which instance, Lessee must submit to State a written request, with supporting documentation from the Washington State Department of Revenue, to end leasehold excise tax billing and shall, upon approval of State, pay Washington State Department of Revenue for any leasehold excise tax due. In the event Lessee pays leasehold excise tax to Washington State Department of Revenue directly, Lessee shall indemnify and defend State for any challenge related to Lessee's failure to pay such leasehold excise tax on time or in the correct amount.

3. Road Use Fee. Lessee shall pay in advance the required road use fee of Five Hundred and 00/100 Dollars (\$500.00) for the period of October 1, 2024, to September 30, 2025, annually on October 1 thereafter ("Road Use Fee") for the remaining term of this Lease, subject to adjustment as set forth in Section 3.02.

3.02 Adjustment.

1. Periodic Adjustment.

a. Rent Adjustment. On the first year anniversary of the Commencement Date and on each annual anniversary of the Commencement Date thereafter (each an "Anniversary Date"), the Rent will increase by three percent (3%).

b. Road Use Fee. The Road Use Fee may be increased annually on the Anniversary Date by three percent (3%). The new annual Road Use Fee will be based on State's estimate of Lessee's use of road system and that of any users authorized by Lessee (including any Sublessee, if any) and estimated ordinary maintenance of the roadway.

2. Equipment Change Adjustment. Rent will be adjusted when new equipment is added to or removed from the Premises according to State's "Communication Program Rent Schedule" then in effect or market value.

3. Change in Use. State shall adjust the Rent to reflect changes in occupancy on the next Anniversary Date. If Lessee fails to notify State of any additional occupancy or use, State shall charge the value of the use from the date that such occupancy or use began. Should the date that such occupancy or use began be indeterminable, State shall charge no less than one (1) year's Rent and interest. Changes in Rent shall be prorated by State for the addition of equipment from the last Anniversary Date with payment applied to the following Anniversary Date.

State shall not be required to refund Rent for removal of equipment. Rent will be adjusted for removals upon the next Anniversary Date.

3.03 Place of Payment. All payments shall be accompanied by a reference to the lease number and paid to the State office at the address shown on the signature page.

3.04 Non-waiver. Acceptance of Rent or any other payment after the date it is due shall not be deemed a waiver by State regarding the obligations to make future payments on time, nor shall acceptance of Rent after any breach by Lessee be construed as a waiver by State of any such breach or any other breach of this Lease.

3.05 Utilities. Lessee shall pay or cause to be paid when due, and shall indemnify, defend, and hold harmless State and the Premises from all charges for public or private utility services to or for the Premises during the term of this Lease, including without limiting the generality of the foregoing, all charges for heat, light, electricity, water, gas, telephone service, garbage collection, and sewage and drainage service, if applicable.

3.06 Taxes. Lessee shall pay all real and personal taxes imposed on the Premises and Improvements thereon during the term of this Lease.

3.07 Assessments. Lessee shall pay its pro rata share of assessments charged against the Premises. State will send a written notice with a detailed explanation of any assessments pertaining to the Premises to Lessee. Lessee shall pay assessment within thirty (30) days of receipt of written notice from State.

3.08 Failure to Pay. If State pays any utilities, tax, assessment, penalty, or interest because of the failure of Lessee to pay such utilities, taxes, assessments, penalties, or interest, Lessee shall reimburse State for any such amounts within thirty (30) days following notice from State to Lessee.

3.09 Late Charge. In the event Lessee fails to make any payment of Rent or any other payments due hereunder on or before the date due, State shall be entitled to collect from Lessee a late charge equal to six percent (6%) of the amount of the delinquent payment.

3.10 Interest Charge. Failure to pay Rent or any other payments due under the Lease on the date due shall be subject to interest at the rate of twelve percent (12%) per annum (or at such higher rate as may be authorized by RCW 19.52.020(1)).

3.11 Double Payment. Payment of excessive Rent will be applied to the subsequent year's annual Rent.

SECTION 4 SPECIAL REQUIREMENTS

4.01 Electronic Standards. Lessee shall comply with the standards in the “Minimum Communication Site Standards”, attached as **Exhibit C**. State reserves the right to amend the standards set forth in **Exhibit C**. Lessee shall be informed of such amendments and given six (6) months to comply after receipt of written notice.

4.02 Compliance with Laws. Lessee shall conform to applicable laws and regulations of applicable governmental authority affecting the Premises and the use thereon and assume, at Lessee’s sole expense, any costs of such compliance including any fines or penalties. Lessee shall obtain all federal, state, and local permits and licenses necessary to operate under this Lease.

4.03 Fire. To the extent possible, Lessee shall protect the Premises from fire and shall report any fires on the Premises to State, by phone, as soon as possible, and to the Region office at the phone number shown on the signature page.

4.04 Debris. Lessee shall not allow debris or refuse to accumulate on the Premises.

4.05 Frequency Interference. Lessee, upon written or verbal notification by State, shall immediately take remedial action to eliminate interference with other operators at the Premises or at nearby locations caused by Lessee’s operations. In the event Lessee fails to eliminate the interference within 48 hours of State contacting Lessee, State will have the right to disconnect power to any transmitters causing interference. If the interference affects emergency services or public safety, State shall have a right to disconnect power to any transmitter causing interference immediately upon contacting Lessee. For the purposes of this section, State shall be deemed to have contacted Lessee when State places a call to Duane Szendre, at 509-582-1221 or 509-551-0319.

In the event Lessee’s operations continue to cause interference with other operators at this location or at nearby locations, State reserves the right to designate placement or relocation of antennas on the tower, equipment and units in the building, or other users at the Premises. Lessee shall make such placements or relocations at its expense.

4.06 New Equipment/Frequencies. Lessee shall not change or add frequencies, equipment or units without submitting new or amended Technical Data Sheets for State’s prior written approval. If Lessee fails to comply with this requirement, State shall have the option to declare Lessee in material breach and exercise the rights set forth under Section 6 Default, or to authorize the equipment to remain subject to the rent provisions set forth hereinafter. When Lessee changes or adds frequencies, upon written approval by State, the priority rights for the new frequencies will be the date of approval shown on the new approved Technical Data Sheet. A new Lessee operation shall not interfere electronically or physically with an existing Lessee’s operations.

If State allows the unauthorized frequencies, equipment or units to remain on the Premises, Lessee shall be liable to pay State double Rent for each previously unauthorized frequency, equipment, or unit according to State's "Communication Program Rent Schedule" in effect or market value on the date of discovery from the period of installation or operation, whichever comes first, to the date of discovery by State. After the date of discovery, should State authorize the frequency, equipment, or unit, Lessee shall be liable for single Rent for such frequency, equipment, or unit based on State's "Communication Program Rent Schedule" then in effect. Back Rent shall be due at the end of the billing cycle during which discovery was made.

4.07 Effective Radiated Power. Lessee shall not raise effective radiated power (ERP) beyond that authorized by the approved Technical Data Sheets.

4.08 FCC License. Lessee shall operate its equipment and units in compliance with the rules and regulations of the Federal Communications Commission ("FCC"). Within thirty (30) days of the beginning of operation and any subsequent renewals, Lessee shall furnish State with a copy of its current FCC license and subsequent renewals to the Region office address as shown on the signature page.

4.09 Hazardous, Toxic, or Harmful Substances.

1. Deleterious Material. Lessee shall not make, or suffer to be made, any filling in of the Premises or any deposit of rock, earth, ballast, refuse, garbage, waste matter, chemical, biological, or other wastes, hydrocarbons, any other pollutants, or other matter within or upon the Premises, except as approved in writing by State. If Lessee fails to remove all non-approved fill material, refuse, garbage, wastes, or any other of the above materials from the Premises, Lessee agrees that State may, but is not obligated to, remove such materials and charge Lessee for the cost of removal and disposal. Lessee's obligation to reimburse State for removal and disposal shall survive termination of this Lease.

2. Hazardous, Toxic, or Harmful Substances.

a. Lessee shall not keep on or about the Premises, any substances subject to regulation under the Washington Hazardous Waste Management Act (Chapter 70a.300 RCW) and implementing regulations; and any hazardous substance under the Washington Model Toxics Control Act (Chapter 70a.305 RCW) and implementing regulations; and any hazardous substance or hazardous waste as defined by the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (42 U.S.C. §§ 9602 et seq.) and implementing regulations, as these laws are amended from time to time; underground storage tanks, whether empty, filled, or partially filled with any substance; asbestos;

urea formaldehyde foam insulation; PCBs; and any other substance, waste, material, or chemical deemed or defined as hazardous, toxic, a pollutant, contaminant, dangerous or potentially dangerous, noxious, flammable, explosive, or radioactive, the removal of which is required or the manufacture, preparation, production, generation, use, maintenance, treatment, storage, transfer, handling, or shipment of which is restricted, prohibited, regulated, or penalized by any federal, state, county, municipal or other local governmental statute, regulation, ordinance, or resolution as these laws are amended from time to time (hereinafter collectively referred to as "Hazardous Substances") unless such are necessary to carry out Lessee's permitted use under Subsection 2.01 and unless Lessee fully complies with all federal, state, and local laws, regulations, statutes, and ordinances now in existence or as subsequently enacted or amended pertaining to the use, presence, transportation, or generation of such Hazardous Substances.

b. Lessee shall immediately notify State of any of the following:

- (1) all spills or releases of any Hazardous Substance in, on, or adjacent to the Premises;
- (2) all failures to comply with any federal, state, or local law, regulation, or ordinance, as now enacted or as subsequently enacted or amended, pertaining to the use, presence, transportation, or generation of any Hazardous Substance in, on, or adjacent to the Premises;
- (3) all inspections of the Premises by, or any correspondence, orders, citations, or notifications from any regulatory entity concerning Hazardous Substances affecting the Premises; and
- (4) all regulatory orders or fines, or all response or interim cleanup actions taken by or proposed to be taken by any government entity or private party concerning the Premises.

Also, on request, Lessee shall provide copies to State of any and all correspondence, pleadings, and/or reports received by or required of Lessee or issued or written by Lessee or on Lessee's behalf with respect to the use, presence, transportation, or generation of Hazardous Substances in, on, about, or adjacent to the Premises.

c. Lessee shall be fully and completely liable to State, and, to the extent permitted by law, shall indemnify, defend, and save harmless State and its employees, officers, and agents with respect to any and all damages, costs, fees (including attorney's fees and costs), penalties (civil and criminal), and cleanup costs assessed against or imposed as a result of Lessee's use, disposal, possession, transportation, generation, and/or sale of Hazardous Substances or that of Lessee's employees, agents, assigns, Sublessees (if any), contractors, subcontractors, licensees, or invitees and for any other breach of this Section 4.09. Lessee's obligations under this Section 4.09 shall survive termination of this Lease.

4.10 Non-Ionizing Electromagnetic Radiation (NIER). Lessee shall comply with standards or requirements in effect for non-ionizing electromagnetic radiation levels as established by the Environmental Protection Agency (EPA) or other local governing agencies.

SECTION 5 ASSIGNMENT, INSURANCE, INDEMNITY

5.01 Assignment. Lessee shall not hypothecate, mortgage, sublease, assign, transfer, or otherwise alienate this Lease ("Assignment"), or any interest therein, except as explicitly provided otherwise herein, without the prior written consent of State, which consent shall be at the sole discretion of State. In granting any such consent under this clause, State shall be entitled to consider, among other factors, the proposed assignee's, or transferee's financial condition, business reputation, business, and such other factors as may reasonably bear upon the suitability of the assignee or transferee as an operator at the Premises. If Lessee is a corporation, partnership, or other association, (1) the transfer of more than fifty percent (50%) of the ownership interest in such entity, or (2) the sale of all or substantially all of the assets of Lessee shall be deemed to constitute an "Assignment" of this Lease which requires consent of State. The consent of State to any one Assignment shall not constitute a waiver of State's right to consent to subsequent Assignments, nor shall consent of State to any one Assignment relieve any party previously liable as Lessee from any obligations under this Lease. The acceptance by State of the payment of Rent following an Assignment shall not constitute consent to any Assignment and State's consent shall be evidenced only in writing.

5.02 Subletting. Notwithstanding the restrictions on Assignment of this Lease, Lessee has the right, at its sole discretion and without State's consent, to sublease, or otherwise enter into occupancy and use arrangements of the Premises with any sublessee, licensee, and any other such third party (each a "Sublessee"), subject to the terms of this Lease. Upon any permitted subletting in accordance with this Section, Lessee shall provide State prior notice including the name of such Sublessee utilizing the Premises.

5.03 Name Change. If during the term of this Lease Lessee changes its name, Lessee shall provide State with documentation legally supporting the name change within sixty (60) days of the effective date of the change. Lessee may contact State's Southeast Region office in Ellensburg for a list of acceptable documentation.

5.04 Indemnity. From and after the Effective Date of this Lease, Lessee shall indemnify, defend, and hold harmless State, its employees, officers, and agents from any and all liability, damages (including, but not limited to, death, personal injury, and damages to land and other natural resources), expenses, causes of action, suits, claims, costs, fees (including, but not limited to, attorneys' fees), penalties, or judgments, of any nature whatsoever, arising out of the use, occupation, or control of Premises by Lessee, its Sublessees (if any), agents, employees, licensees, contractors, and subcontractors except to the extent as may arise out of (i) the willful or sole negligent acts or omissions of State or State's elected officials, employees, or agents, or (ii) the proportionate share of any concurrent negligence of State or State's elected officials, employees, or agents. Lessee waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend, and hold harmless State and its agencies, officials, agents, and employees. This Section shall not in any way limit Lessee's liability under Section 4.09, Hazardous Substances.

5.05 Insurance.

- (1) Required. Lessee shall, at all times during the term of this Lease at its sole cost and expense, buy and maintain insurance of the types and amounts listed below. Failure to buy and maintain the required insurance may result in the termination of this Lease at State's option. Lessee shall include all Sublessees (if any) as additional insureds under all required insurance policies, or shall furnish separate certificates of insurance and endorsements for each Sublessee (if any). Lessee shall make sure that all Sublessees (if any) comply fully with all insurance requirements stated herein.
- (2) Insurers. All insurance and surety bonds should be issued by companies admitted to do business within the State of Washington and have a rating of A-, Class VII or better, in the most recently published edition of *Best's Report*. Any exception shall be reviewed and approved by the Department of Natural Resources' Risk Manager, or the Risk Manager for the State of Washington, before the Effective Date. If an insurer is not admitted, all insurance policies and procedures for issuing the insurance policies must comply with Chapter 48.15 RCW and Chapter 284-15 WAC.
- (3) Notice of Cancellation. State shall be provided written notice before cancellation or nonrenewal of any insurance referred to therein, in accord with the following specifications:

- (a) Insurers subject to 48.18 RCW (Admitted and Regulated by the Insurance Commissioner): Lessee shall give State twenty (20) days' advance notice of cancellation or nonrenewal. If cancellation is due to nonpayment of premium, Lessee shall give State ten (10) business days' advance notice of cancellation.
 - (b) Insurers subject to 48.15 RCW (Surplus Lines): Lessee shall give State twenty (20) days' advance notice of cancellation. If cancellation is due to nonpayment of premium, State shall be given ten (10) business days' advance notice of cancellation.
- (4) Certificate of Insurance. On or before the Effective Date, Lessee shall furnish State with a certificate(s) of insurance, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements specified in this Lease. State will have a right to review copies of the insurance policies at a mutually convenient location upon advance written notice to Lessee. The certificate of insurance shall reference the State of Washington, Department of Natural Resources, and the Agreement Number.

5.06 Insurance Types and Limits. The limits of insurance, which may be increased by State, as deemed necessary, shall not be less than as follows:

- (1) Commercial General Liability (CGL) Insurance: Lessee shall purchase and maintain commercial general liability insurance with a limit of not less than One Million Dollars (\$1,000,000) per each occurrence. If such CGL insurance contains aggregate limits, the general aggregate limits shall be at least twice the "each occurrence" limit, and the products-completed operations aggregate limit shall be at least twice the "each occurrence" limit. All insurance must cover liability arising out of the Premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another party assumed in a business contract) and contain separation of insured (cross-liability) condition.
- (2) Employer's Liability (Stop Gap) Insurance: Lessee shall purchase and maintain employer's liability insurance and, if necessary, commercial umbrella liability insurance with limits not less than One Million Dollars (\$1,000,000) each accident for bodily injury by accident or One Million Dollars (\$1,000,000) each employee for bodily injury by disease.
- (3) Business Auto Policy (BAP) Insurance: Lessee shall purchase and maintain business auto insurance and, if necessary, commercial umbrella liability insurance with a limit of not less than One Million Dollars (\$1,000,000) per accident, with such insurance covering liability arising out of "Any Auto."

The policy shall be endorsed to provide contractual liability coverage and cover a "covered pollution cost or expense."

- (4) Industrial Insurance (Workers' Compensation): Lessee shall comply with Title 51 RCW by maintaining workers' compensation insurance for its employees. Lessee waives its Title 51 RCW immunity to the extent it is required by its indemnity obligation under this Lease.
- (5) Property Insurance: Lessee shall buy and maintain property insurance covering all Lessee-Owned Improvements. Such insurance must be written on an all risks basis and, at minimum, cover the perils insured under ISO Special Causes of Loss Form CP 10 30, and cover the full replacement cost of the property insured. Such insurance may have commercially reasonable deductibles. Any coinsurance requirement in the policy must be waived. When sufficient funds are available, insurance proceeds shall be used to either (a) repair and restore damaged Lessee-Owned Improvements to their former condition, or (b) replace and restore damaged Lessee-Owned Improvements with a new building(s) and/or tower on the Premises of a quality and usefulness at least equivalent to or more suitable than, damaged Lessee-Owned Improvements.

5.07 Additional Provisions.

- (1) Additional Insured: The State of Washington, Department of Natural Resources, its officials, agents, and employees shall be named as additional insured by endorsement on all general liability, excess, and umbrella insurance policies.
- (2) Self-Insurance: In lieu of the insurance coverage and additional insured endorsements required under this Section 5, Indemnity and Insurance, State shall accept evidence of self-insurance by Lessee, provided Lessee provides a statement by a Certified Public Accountant or actuary that demonstrates, to the reasonable satisfaction of State, that Lessee's financial condition is adequate to self-insure any of the required insurance coverage. Lessee must describe its financial condition and the self-insured funding mechanism. State may require Lessee to provide the above from time to time to ensure Lessee's continuing ability to self-insure. If, at any time, Lessee does not satisfy the self-insurance requirement, Lessee shall immediately purchase insurance as set forth under this Section.
- (3) Waiver: Lessee waives all rights of subrogation against State for recovery of damages to the extent these damages are covered by general liability, excess, or umbrella insurance as well as Industrial Insurance under RCW Title 51 and employer's liability insurance pursuant to this Lease.

SECTION 6 DEFAULT

6.01 Breach by Lessee. In the event of any breach of any provision of this Lease by Lessee, the breach, whether material or not, shall be deemed a default entitling State to cancel this Lease and seek any other remedies set forth in this Lease or otherwise available at law or equity, after State has delivered to Lessee notice of the breach and a demand that the same be remedied immediately; provided Lessee shall not be in default if the breach pertains to the payment of money and Lessee cures the breach within twenty (20) days of receipt of the notice, or if the breach pertains to a matter other than the payment of any monies due under this Lease, and Lessee shall after receipt of the notice promptly commence to cure the breach and shall cure the breach within forty-five (45) days after receipt of the notice; provided, however, if such breach is non-monetary in nature, and, as determined by State, is not reasonably susceptible of being cured in said forty-five (45) days (provided that the lack of funds, or the failure or refusal to spend funds, shall not be an excuse for a failure to cure), Lessee shall commence to cure such breach within said period and diligently pursue such action with continuity to completion. If Lessee fails to cure a default within the time periods specified above, all Lessee-Owned Improvements (as defined below) shall at the option of State be removed by Lessee, be removed by State at the cost to Lessee, or become the property of State.

6.02 Reentry. In the event of any default by Lessee, State shall have the right, with or without canceling the Lease, to reenter the Premises and remove all persons and property from the Premises and take whatever actions may be necessary or advisable to relet, protect or preserve the Premises. Any property so removed may be stored in a public warehouse or other suitable place or otherwise disposed of in State's discretion at the expense and for the account of Lessee. State shall not be responsible for any damages or losses suffered by Lessee as a result of such reentry, removal, storage or other disposition, and no such action shall be construed as an election to terminate this Lease unless a written notice of termination is given to Lessee.

6.03 Termination of Agreements. Whether or not the State elects to terminate this Lease on account of any default by Lessee and subject to any non-disturbance and attornment agreements, if any, State shall have a right to terminate any and all subleases, licenses, concessions or other arrangement for possession affecting Premises. Alternatively, State, in its sole discretion, may succeed to Lessee's interest in such sublease, license, concession or arrangement, and Lessee shall have no further right to or interest in the rent or other consideration receivable thereunder.

6.04 Right to Cure. If Lessee fails to perform any undertaking or promise contained herein, State shall have the right but not the obligation to make such performance thirty (30) days after expiration of the default cure periods stated in Section 6.01 above. Lessee shall reimburse State for State's expenditures to correct Lessee's failure to perform together with interest at the rate provided in Section 3.

6.05 Remedies Cumulative. The specified remedies to which State or Lessee may resort under the terms of this Lease are cumulative and are not intended to be exclusive of any other remedies or means of redress to which State or Lessee may lawfully be entitled in case of any breach or threatened breach by State or Lessee of any provision of this Lease.

6.06 Insolvency. If a receiver or trustee is appointed to take possession of all or substantially all of the assets of Lessee; or if any action is taken or suffered by Lessee pursuant to an insolvency, bankruptcy or reorganization act; or if Lessee makes a general assignment for the benefit of its creditors; and if such appointment, action or assignment continues for a period of thirty (30) days, it shall, at State's option, constitute a material breach by Lessee.

SECTION 7 ACCESS ROADS AND ROAD MAINTENANCE

7.01 Road Maintenance and Repair.

- (1) State shall be responsible for road maintenance of the Road Access Area except as otherwise provided herein. Road maintenance is defined as work normally necessary to preserve and keep the roads in their present condition or as hereafter improved.
- (2) In the event of a catastrophe, or the need for extraordinary road maintenance or repair, Lessee shall pay its pro rata share of the cost incurred in maintaining, repairing, or resurfacing said road or portion thereof, as determined by State; provided that Lessee's pro rata share of such costs shall not exceed Five Thousand and No/100 DOLLARS (\$5,000.00) without Lessee's prior written consent ("Max Fee").
- (3) In the event Lessee's pro rata share of the costs exceeds the Max Fee and Lessee does not waive the Max Fee limitation, State reserves the right to not repair the road, and in such case State shall not guarantee or warrant Lessee's access to the Premises. Lessee assumes all risk of loss associated with accessing Premises.

7.02 Road Repair. Lessee shall repair or cause to be repaired at its sole cost and expense that damage to said road(s) occasioned by it which is in excess of that which it would cause through normal and prudent usage of said road(s). Within fifteen (15) days of the damage, Lessee shall meet with State and provide a plan of operation for the repairs.

7.03 Road Improvements. Lessee shall not construct any improvements to roads where access has been provided by State without the prior written consent of State, which shall not be unreasonably withheld. Unless State agrees to share in the cost of the improvement in writing, the improvements shall be at the sole cost of Lessee.

7.04 Insurance. The provisions under Section 5 Insurance/Indemnity, shall apply to Lessee's use of roads authorized herein.

SECTION 8 IMPROVEMENTS

8.01 Utilities. Prior to excavation, clearing, or construction, Lessee will employ a utility locator service, at no cost to State, to check the Premises for buried utilities.

8.02 Improvements: Consistent with RCW 79.02.010(9), "Improvements" means anything considered a fixture in law placed upon or attached to the Premises that has changed the value of the Premises or any changes in the previous condition of the fixtures that changes the value of the Premises, including without limitation any buildings, support structures, generators, and fuel tanks.

- (1) **Unauthorized Improvements.** Lessee shall not construct any Improvements unless authorized in writing by State. All Improvements made on the Premises without the written consent of State are unauthorized and shall, at the option of State, be removed by Lessee, be removed by State at the cost to Lessee, or become the property of State.
- (2) **Lessee-Owned Improvements.** Those Improvements authorized by State and located within the Premises that have been (1) made by Lessee or a Sublessee (if any), or (2) acquired by Lessee from State, a prior tenant, or a Sublessee (if any), shall be referred to herein as "Lessee-Owned Improvements." Lessee shall obtain prior written approval from State for any Lessee-Owned Improvements to be added to or removed from the Lease Area sixty (60) days prior to installation or removal. State's approval of Lessee's request to add or remove Improvements shall not be unreasonably withheld, conditioned, or delayed. Lessee-Owned Improvements, if any, are listed on **Exhibit D** attached hereto and incorporated herein. Within sixty (60) days of the installation or removal of any new Lessee-Owned Improvements, Lessee and State shall execute an amendment to this Lease to update the list of Lessee-Owned Improvements on **Exhibit D**.
- (3) **State-Owned Improvements.** Improvements owned by State are listed on **Exhibit E** attached hereto and incorporated herein ("State-Owned Improvements").

8.03 Maintenance and Repair of Improvements. Lessee shall maintain and repair all Lessee-Owned Improvements, at its own cost.

8.04 Minor Modifications Authorized. Lessee may make minor modifications to the Premises or any Lessee-owned Improvements as it deems necessary, in its sole discretion, to accommodate use of Premises, subject to Lessee obtaining all necessary permits and approvals from applicable authorities for any such minor modifications. State acknowledges that Lessee need not obtain State's consent before making minor modifications to the Premises or Lessee-owned Improvements that would not require a rent adjustment under Section 3.02 of this Lease. Examples of minor modifications include the insignificant upgrade, comparable replacement, necessary maintenance, repair, or removal of any Equipment located on Lessee's towers or within Lessee's buildings, cable tray modifications, changes to security systems, and other similar work located solely within the Premises.

8.05 End of Term. Disposition of any antennas, mounting hardware, cables, cable housing, radio units, batteries, duplexers, and all other personal property on the Premises ("Equipment"), and all Lessee-Owned Improvements shall be disposed of in accordance with the following terms and conditions, and as provided in RCW 79.13.050.

- (1) By the Termination Date, all Equipment and Lessee-Owned Improvements, including impervious surfaces, constructed or installed by or at the direction of Lessee shall be removed from the Premises, except as otherwise provided in this Lease or as Lessee and State otherwise agree in writing.
- (2) For any Equipment or Lessee-Owned Improvements that are left on the Premises after the Termination Date, State shall have the right, at its option, to (i) deem any or all of such Equipment and/or Lessee-Owned Improvements abandoned and take ownership thereof; or (ii) remove, sell or dispose of such Equipment and Lessee-Owned Improvements as State sees fit, in accordance with all applicable laws.
- (3) If State chooses to remove any or all of the Equipment or Lessee-Owned Improvements from the Premises as permitted herein, Lessee shall reimburse State for the reasonable direct costs State incurs therefor; provided State completes the removal work and provides Lessee an invoice for such costs within eighteen (18) months after the Termination Date.
- (4) Notwithstanding anything in this Lease or under applicable laws to the contrary, Lessee shall retain ownership of their Equipment and Lessee-Owned Improvements if the term of this Lease is extended by mutual written agreement of State and Lessee or if Lessee re-leases the Premises under a new lease with the State.

SECTION 9 MISCELLANEOUS

9.01 Non-Waiver. Waiver by either party of strict performance or any provisions of this Lease shall not be a waiver of nor prejudice the party's right to require strict performance of the same provision or of any other provision of this Lease in the future.

9.02 Attorney Fees and Venue. Each party shall be responsible for their own attorney fees in the event of a dispute arising out of this Lease except as set forth in Sections 4.09, 5.04, and 9.05. Venue for resolving such disputes shall be in Thurston County Superior Court.

9.03 Interpretation and Numbering. This Lease has been submitted to the scrutiny of all parties hereto and their counsel if desired, and shall be given a fair and reasonable interpretation in accordance with the words hereof, without consideration or weight being given to its having been drafted by any party hereto or its counsel. Section numbers or titles are not to be considered in interpreting this Lease.

9.04 Notices.

1. Any notice given under this Lease shall be deemed received when delivered by hand or three (3) days after deposit in the United States mail with first class postage affixed addressed as follows: At the address given by each party in the signature block of this Lease. Changes of address may be given in accordance with this section.

2. Lessee shall notify State within fourteen (14) calendar days of any change of address, business name, contact person's name or other changes that may affect the lease.

9.05 Liens. Lessee shall not suffer nor permit any lien to be filed against Lessee's leasehold interest in the Premises or any Improvement thereon by reason of work, labor, services or materials performed or supplied to Lessee or anyone holding Premises or any part thereof under this Lease. If any such lien is filed against Lessee's leasehold interest or any Improvements thereon, Lessee shall cause the same to be discharged of record within thirty (30) days after the date of filing the same unless other arrangements are authorized in writing by State. Lessee shall indemnify State for any costs, damages or expenses (including attorneys' fees) incurred as a result of the filing of such liens or in obtaining their discharge whether such costs, damages or expenses were incurred prior or subsequent to lease termination.

9.06 Force Majeure. State's or Lessee's failure to perform any of its obligations under this Lease shall be excused if due to causes beyond its control and without the fault or negligence of State or Lessee, including but not restricted to acts of God, acts of the public enemy, acts of any government, vandalism, fires, lightning, floods, epidemics or labor strikes.

9.07 Preservation of Markers. Any legal land subdivision survey corners, reference points or monuments are to be preserved. If such are destroyed or disturbed by Lessee, Lessee shall reestablish them by a licensed land surveyor in accordance with U. S. General Land Office standards at their own expense. Corners, reference points or monuments that must necessarily be disturbed or destroyed in the process of carrying out the operations allowed by this Lease must be adequately referenced and/or replaced in accordance with RCW 58.24.040 (8). Such references must be approved by State prior to removal of said corners, reference points or monuments.

9.08 Condemnation. If all of the Premises is taken by any public authority under the power of eminent domain, this Lease shall terminate as of the date possession was taken by said public authority pursuant to such condemnation. If any part of the Premises is so taken and, in the opinion of either State or Lessee, it is not economically feasible to continue this Lease in effect, either party may terminate this Lease. Such termination by either party shall be made by notice to the other given not later than thirty (30) days after possession is so taken, the termination to be effective as of the later of thirty (30) days after said notice or the date possession is taken. If part of the Premises is so taken and neither State nor Lessee elects to terminate this Lease, or until termination is effective, as the case may be, the Rent shall be abated in the same proportion as the portion of the Premises so taken bears to the whole of the Premises. All damages awarded for the taking or damaging of all or any part of the Premises, or State-Owned Improvements thereon, shall belong to and become the property of State and Lessee hereby assigns to State any and all claims to such award. However, State shall not claim any interest in or to Equipment belonging to Lessee or Lessee-Owned Improvements.

9.09 Proprietary Information/Public Disclosure. Materials or information submitted as required in this Lease shall become public records within the meaning of RCW Chapter 42.56. Any submitted materials or information that the Lessee claims as exempt from disclosure under the provisions of RCW 42.56.210 must be clearly designated. The page must be identified and the particular exemption from disclosure upon which the Lessee is making the claim must be identified by the RCW citation number.

State will consider a Lessee's request for exemption from disclosure; however, State will make an independent decision on the applicability of any claimed exemption consistent with applicable laws. The portion of a document claimed as exempt must qualify for exempt status as identified in RCW 42.56. Marking the entire submitted materials or information exempt from disclosure cannot be honored. If a public records request is made regarding materials that the Lessee has requested as exempt, the affected Lessee will be given notice of the request and allowed ten (10) business days to seek a court injunction against the requested disclosure prior to the State fulfilling the public records request.

9.10 Effective Date. The date of this Lease shall be the date on which the last party executes this Lease ("Effective Date").

9.11 Exhibits. This Lease is subject to the terms and conditions of exhibits referenced herein, which are attached hereto and by this reference, made a part hereof.

List of Exhibits

Exhibit A-1 Legal Description, Exhibit A-2 Road Access Area, Exhibit A-3 Utility Area
Exhibit B Technical Data Sheets, Exhibit C Minimum Communication Site Standards
Exhibit D Lessee-Owned Improvements, Exhibit E State-Owned Improvements

BENTON COUNTY PUBLIC UTILITY
DISTRICT NO. 1

UBI No. 034 002 819

Signed this _____ day of _____, 20__.

Steve Hunter, AGM

Address: PO Box 6270
Kennewick, WA 99336-0270

Phone: 509-582-2172



Signed this _____ day of _____, 20__.

STATE OF WASHINGTON DEPARTMENT
OF NATURAL RESOURCES

Larry Leach, Acting Southeast Region
Manager

Address: Department of Natural Resources
Southeast Region
713 Bowers Road
Ellensburg, WA 98926

Phone: 509-925-8510

Template approved as to form
July 20, 2021 by
Kirsten M. Nelsen,
Assistant Attorney General

EXHIBIT A-1
LEGAL DESCRIPTION OF PREMISES

That portion of the S1/2W1/4 and the N1/2SW1/4 Section 12, Township 7 North, Range 29 East, W.M., Benton County, State of Washington, more particularly described as follows.

Beginning at a Bonneville Power Administration Monument in said S1/2NW1/4 having an "X" coordinate of 2,347,485.09 and a "Y" coordinate of 284,183.89 referred to the Washington Coordinate System, South zone. Said point being North 35° 00' 07" East 3,437.51 feet from the southwest corner said Section 12 and running thence South 81 ° 31" 20' West 51.21 feet to the True Point of Beginning and having an area of 0.11 acre, as shown on the map titled "Jump Off Joe Butte" on file in the office of the Commissioner of Public Lands at Olympia, Washington.

All bearings and distances are related to the Washington Coordinate System, South Zone, and the combined grid factor is 0.9998533.

SITE MAP

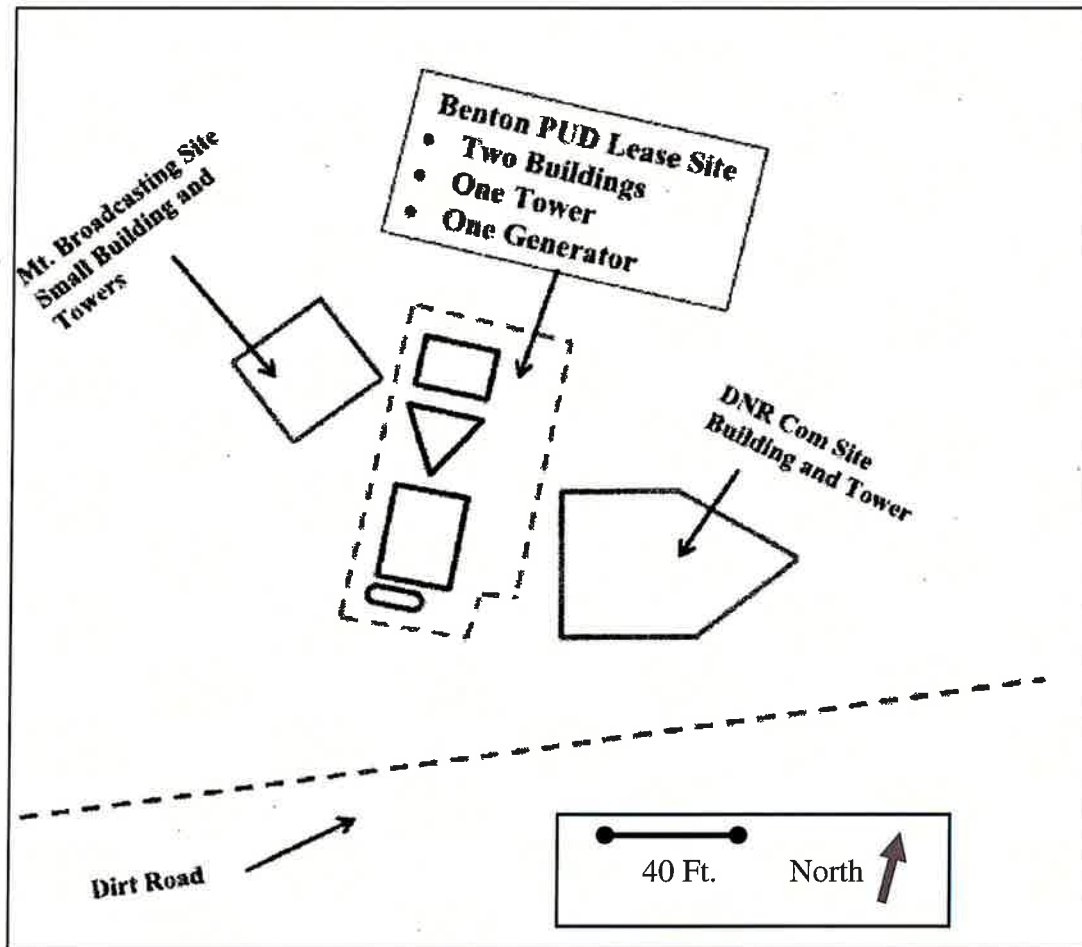
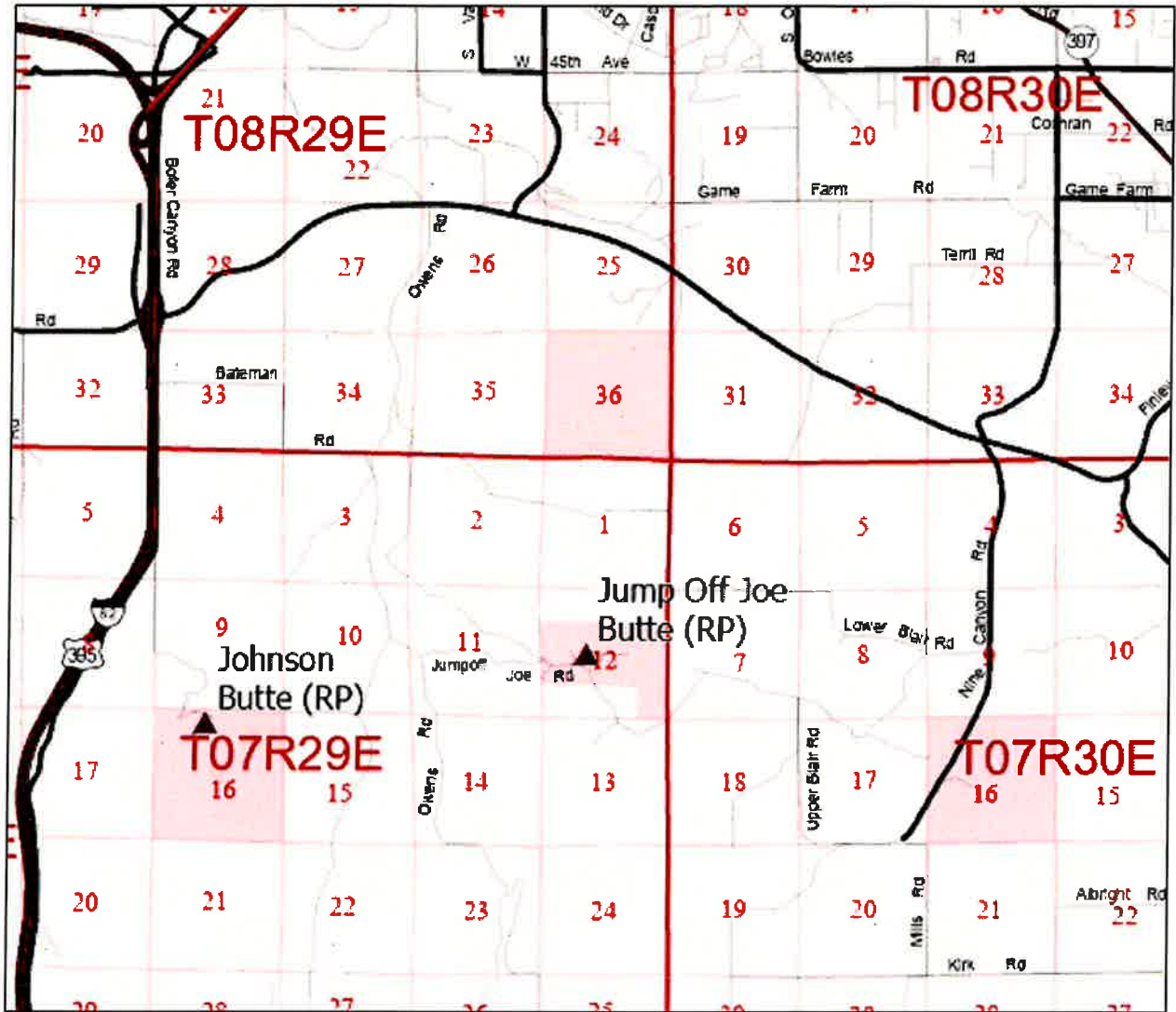


EXHIBIT A-2
ROAD ACCESS AREA



**EXHIBIT B -1
TECHNICAL DATA SHEETS**

Building One – Microwave 7 – Two Way 8 – Unit 3 Note [2 @ 50% receives only]

Lease No: _____ Building Name: Building #1
 Lessee: Benton PUD #1 Site Name: Jump off Joe
 Technician Name: Michael Namchek
 Tech email &/or phone #: mnamchek@franklincountywa.gov / (509) 546-5625

*Equipment Type (microwave, pagers, two-way, translator, receiver etc.) One Entry per T/R. If more than one receiver, please note both frequencies within the same row.

No.	FCC/NTIA Call Sign or Unlicensed	*Equipment Type	Transmit Frequency	Receive Frequency	Effective Radiated Power (watts)	Dishes or Antennas	Operator name /more info
1)	WNTU923 Exp 6/26/28	Microwavc Umatilla	6404.79	6152.75	70.5Dbm	6' Andrew dish	BCES / DeGraaf
2)	WNTU923 Exp 6/26/28	Microwave BCES	6404.79	6152.75	65.6Dbm	6' Andrew dish	BCES / DeGraaf
3)	NA	UHF Receiver Daniels Wallula RX	NA	RX1-465.3875 RX2 -465.3125	NA	TY900 Yagi	COR /Scott Carmona
4)	WNTW317 Exp 9/27/29	Microwave Badger	6735.00	6565.00	64.6dbm	6' Andrew dish	BCES / DcGraaf
5)	KNKV203 Exp 9/29/24	AMI Metering equipment	901.1- 901.15 940.1 – 940.15	901.1- 901.15 940.1 – 940.15	3.5kwatts	Omni	BPUD / Steve Hunter
6)	KOK320 Exp 12/7/32	Two-way	451.250	453.15	1000 Watts	_____	FPUD#1
7)	WPIT540 Exp 9/19/32	Simulcast two-way	154.815	155.670	92	Omni	COR /Scott Carmona

No.	FCC/NTIA Call Sign or Unlicensed	*Equipment Type	Transmit Frequency	Receive Frequency	Effective Radiated Power (watts)	Dishes or Antennas	Operator name /more info
8)	WPIT540 Exp 9/19/32	Simulcast two-way	155.310	155.610	92	Omni	COR /Scott Carmona
9)	WPGH645 Exp 7/30/32	Simulcast two-way	154.175	154.415	92	Omni	COR /Scott Carmona
10)	WNDZ708 Exp 9/15/25	Repeater	156.225	159.015	350 watts	Omni	Tribal Fisheries/
11)	WQFQ270 Exp 9/6/26	Dragon Wave Microwave BCES	10715	11215	59dbm	Dish	WSDOT/Walt Hoffman & Michael Gousse
12)	WQFQ270 Exp 9/6/26	Dragon Wave Microwave Prosser	10875	_____	_____	Dish	WSDOT/Walt Hoffman & Michael Gousse
13)	WQFQ270 Exp 9/6/26	Alcatel Microwave 9 Mile	10955	_____	64.8dbm	Dish	WSDOT/Walt Hoffman & Michael Gousse
14)	WQMY859 Exp 11/10/30	4.9 Link Kennewick NE Horz	4940-4990	4940-4990	_____	Panel	WSDOT/Walt Hoffman & Michael Gousse
15)	WQMY859 Exp 11/10/30	4.9 Link Kennewick NW Vert	4940-4990	4940-4990	_____	Panel	WSDOT/Walt Hoffman & Michael Gousse
16)	WQFF398 Exp 6/30/26	Dragon Wave Microwave Umatilla	19520	17960.0	67.7dbm	Dish	WSDOT/Walt Hoffman & Michael Gousse
17)	KOA350 Exp 2/7/25	Simulcast two-way	153.47	153.755	92	OMNI	COR /Scott Carmona
18)	NA	Cellular Modem Backup	_____	_____	_____	_____	BPUD / Steve Hunter

**EXHIBIT B -1
TECHNICAL DATA SHEETS**

Building Two – Microwave 1 – Two Way 11

Lease No: _____ Building Name: Building #2
 Lessee: Benton PUD #1 Site Name: Jump off Joe
 Technician Name: Michael Namchek
 Tech email &/or phone #: mnamchek@franklincountywa.gov / (509) 546-5825

*Equipment Type (microwave, pagers, two-way, translator, receiver etc.) One Entry per T/R. If more than one receiver, please note both frequencies within the same row.

No.	FCC/NTIA Call Sign or Unlicensed	*Equipment Type	Transmit Frequency	Receive Frequency	Effective Radiated Power (watts)	Dishes or Antennas	Operator name /more info
1)	WQKP718 Exp 1/31/29	Microwave Sillusi Butte	10975	11465	61.5dbm	6' Andrew dish	BCES/DeGraaf
2)	KNNT477 Exp 4/30/31	Trunk Repeater GTR8000	859.9625	814.9625	100	Omni	BCES/DeGraaf
3)	KNNT477 Exp 4/30/31	Trunk Repeater GTR8000	859.9375	814.9375	100	Omni	BCES/DeGraaf
4)	KNNT477 Exp 4/30/31	Trunk Repeater GTR8000	858.9625	813.9625	100	Omni	BCES/DeGraaf
5)	KNNT477 Exp 4/30/31	Trunk Repeater GTR8000	858.9375	813.9375	100	Omni	BCES/DeGraaf
6)	KNNT477 Exp 4/30/31	Trunk Repeater GTR8000	857.9625	812.9625	100	Omni	BCES/DeGraaf
7)	KNNT477 Exp 4/30/31	Trunk Repeater GTR8000	857.9375	812.9375	100	Omni	BCES/DeGraaf
8)	KNNT477 Exp 4/30/31	Trunk Repeater GTR8000	856.9625	811.9625	100	Omni	BCES/DeGraaf

No.	FCC/NTIA Call Sign or Unlicensed	*Equipment Type	Transmit Frequency	Receive Frequency	Effective Radiated Power (watts)	Dishes or Antennas	Operator name /more info
9)	KNNT477 Exp 4/30/31	Trunk Repeater GTR8000	856.9375	811.9375	100	Omni	BCES/DeGraaf
10)	KNNT477 Exp 4/30/31	Trunk Repeater GTR8000	854.5125	809.5125	100	Omni	BCES/DeGraaf
11)	KNNT477 Exp 4/30/31	Trunk Repeater GTR8000	854.4125	809.4125	100	Omni	BCES/DeGraaf
12)	WPYD863 7/4/33	800Mhz Radio Stand alone	852.0125	807.0125	100	Omni	BCES/DeGraaf

EXHIBIT C
DEPARTMENT OF NATURAL RESOURCES
MINIMUM COMMUNICATION SITE STANDARDS

1. State retains the right to inspect Lessee's equipment with 21 calendar days advance written notice to ensure compliance with site standards presently in effect or as may be amended. This clause shall not be construed as a duty to inspect.
2. Each transmitter at the site will be identified with the DNR document number, name of a person or service agency responsible for repairs, their telephone number, equipment receive frequency, and equipment transmit/receive tone frequencies.
3. All communications fixed transmitter installations shall employ isolators or alternative techniques meeting the same criteria, to minimize spurious radiation and intermodulation products. Additional filtering may be required according to frequency and interconnect devices as listed below. As the industry progresses, superior devices may be available and installed only with the written approval of State.
 - a. Transmitters in the 29.8 to 54 MHZ range shall have a low pass filter, band pass filter or cavity providing a minimum of 30 dB of attenuation removed 1.0 MHZ from the operating frequency.
 - b. Transmitters in the 66 to 88 MHZ range shall have at least 25 dB of isolation followed by a band pass cavity providing at least 20 dB of attenuation 1.0 MHZ removed from the operating frequency.
 - c. Transmitters in the 88 to 108 MHZ range operating at a power level of 350 watts or less shall have at least 25 dB of isolation followed by a band pass cavity providing at least 35 dB of attenuation 1.0 MHZ from the operating frequency.
 - d. Transmitters in the 88 to 108 MHZ range operating at a power level above 350 watts shall have a band pass cavity providing at least 25 dB of attenuation 1.4 MHZ from the operating frequency.
 - e. Transmitters in the 130 to 225 MHZ range shall have at least 50 dB of isolation followed by a low pass filter and a band pass cavity with a minimum of 15 dB of attenuation 1.0 MHZ removed from the operating frequency.
 - f. Transmitters in the 400 to 470 MHZ range shall have at least 50 dB of isolation followed by a low pass filter and a band pass cavity with a minimum of 15 dB of attenuation 2.0 MHZ removed from the operating frequency.

g. Transmitters in the 806 to 990 MHZ range shall have at least 50 dB of isolation followed by a low pass filter or a band pass filter with a minimum of 15 dB of attenuation 10 MHZ removed from the operating frequency and 40 dB of attenuation at 20 MHZ. Where mixed services share a common site, series cavities need be incorporated.

4. Lessee shall comply with General Engineering Standards, including but not limited to the following:

a. A band pass cavity/filter or crystal filter is recommended at the input of all receivers. Its purpose is to protect against RF energy "off frequency" from mixing in a non-linear device such the first RF amplifier in a receiver, which can re-radiate causing interference.

b. The band reject duplexer (cross notch duplexer) may not be used without the use of cavities or isolators.

c. Single braid coax cable is prohibited. Double shielded cable must have over 98.5% shield coverage. Single braid cable with resistive terminations is acceptable ONLY as a fixed method for relative signal strength measurements.

d. Jacketed coaxial cable is required. Unjacketed transmission line of any type is prohibited.

e. Use of N, TNC, DIN or other types of constant impedance connector is preferred over a non-constant impedance type. Effort should be made to prevent the use of coax adaptors.

f. All equipment is to be grounded. Grounding is to be done with low impedance conductor to the station ground grid, preferably with flat copper or heavy braid. The "green wire" of the AC power plug is not an acceptable grounding point. All cables are to be grounded to the tower at the point where the cables leave the tower for the building entry.

g. Transmitting systems must be checked periodically, which includes the isolator, VSWR on the load port of the isolator and overall system insertion loss.

h. Bare metallic ties are prohibited for securing transmission lines to towers. In the case of large lines, use of stainless steel or galvanized hangers is permitted. Hardware capable of rusting and dissimilar metals is prohibited. Transmission lines are to be insulated from metallic structures and objects. It is the duty of the installation personnel to prevent "diode junctions" from taking place.

- i. All loose wire or metal objects are to be removed from the tower and site. Metal fencing should be vinyl coated.
- j. All equipment shall be licensed by FCC, or have a Radio Frequency Authorization from NTIA, (if required by the regulating agency) and be operated in full accordance with all applicable rules and regulations of the regulating agency. There shall be no modifications that violate "FCC Type Acceptance."
- k. Every effort should be made to protect the equipment from lightning damage. Feed-through lightning protectors shall be used on all coaxial cable connections to equipment enclosures. Gas, gap and MOV and Silicon Avalanche Diode (SAD) protectors shall be used in control, audio, telephone and power connections.
- l. Radios, equipment and batteries installed shall use support equipment that is braced, anchored and/or secured in a manner that prevents or reduces possible damage due to an earthquake.
- m. Installation personnel shall provide and install a water tight cable boot at the cable entry port when installing cables from the tower into the building.

5. Interference Policy Statement:

- a. In the event radio interference (RI) or physical interference occurs, all users of the site are required to participate in solving the problem by providing technical personnel and test equipment to locate the source of the specific problem. All equipment must be maintained in good working order and meet original manufacturers and FCC specification for reduction of transmitter spurious radiation. In the event radio interference (RI) occurs, and these standards are complied with, additional isolators, filters, cavities, etc., may be required to correct specific problems.
- b. Involved systems not in full compliance with these standards shall be required to comply immediately at their own expense.
- c. State has the right to require the offending transmitter owner/operator to finance the required corrections or equipment necessary to correct the problem.

6. These are minimum standards of good engineering practice in the operation and maintenance of communication sites. These standards will be revised as deemed necessary by State.

7. These Communication Site Facility Standards are developed in conjunction with the Western Washington Cooperative Interference Committee (WWCIC) and the Department of Natural Resources, Radio Program.
8. For equipment using unlicensed frequencies:
 - a. All equipment shall be compliant with all FCC rules and regulations.
 - b. State has the right to require Lessee to provide additional interference protection devices for existing and new site users to reduce interference and accommodate site growth.
 - c. State has the right to require Lessee to reposition antennas on towers, add equipment shielding and reduce effective radiated power to reduce interference and accommodate site growth.
9. Electrical Standards in State Facilities:
 - a. Only assigned electrical outlets shall be used.
 - b. Additions or modifications shall not be made to any electrical distribution system without first securing State's written permission.
 - c. Access to the panelboard is provided for the circuit breaker to the user's assigned outlets.
 - d. Equipment and units shall have internal fusing to protect the supply circuit.
 - e. Cord connections for equipment and units shall have a ground wire and the attachment plugs shall have a "U" slot ground to provide a continuous ground from equipment to distribution panel.

**EXHIBIT D
LESSEE-OWNED IMPROVEMENTS**

Two Communication Site Buildings, One Tower, and one Generator/Propane tank

EXHIBIT E
STATE-OWNED IMPROVEMENTS

None



COMMISSION AGENDA ACTION FORM

Meeting Date:	February 11 th , 2025	
Subject:	Contract Award, Power Transformer District #31 Inspection & Repair, Bid Package #24-21-24	
Authored by:	Duane Szendre	Staff Preparing Item
Presenter:	Duane Szendre	Staff Presenting Item (if applicable or N/A)
Approved by:	Steve Hunter	Dept. Director/Manager
Approved for Commission:	Rick Dunn	General Manager

Type of Agenda Item:	Type of Action Needed: <i>(Multiple boxes can be checked, if necessary)</i>	
<input type="checkbox"/> Consent Agenda	<input checked="" type="checkbox"/> Pass Motion	<input type="checkbox"/> Decision / Direction
<input checked="" type="checkbox"/> Business Agenda	<input type="checkbox"/> Pass Resolution	<input type="checkbox"/> Info Only
<input type="checkbox"/> Public Hearing	<input checked="" type="checkbox"/> Contract / Change Order	<input type="checkbox"/> Info Only/Possible Action
<input type="checkbox"/> Other Business	<input type="checkbox"/> Sign Letter / Document	<input type="checkbox"/> Presentation Included

Motion for Commission Consideration:

Motion authorizing the General Manager on behalf of the District to sign Contract # 24-21-24, with T&R Electric Supply Company Inc. for Power Transformer District #31 Inspection & Repair, in the amount of \$30,000.00 for Inspection of unit; initial cost to be applied to estimated Repair costs not-to-exceeded amount of \$200,000.00 plus Washington State sales tax in accordance with RCW 54.04.080 if unit is deemed repairable.

Background/Summary

Bids were opened on Wednesday, January 22nd at 3:00pm for the inspection, testing, and possible repair of power transformer District # 31, which was damaged by a thru fault on December 24th, 2023.

The District solicited bids from 17 vendors and received one response. T&R Electric Supply Company Inc. (T&R) was the only responsive bidder and submitted a bid of \$30,000.00 for the inspection and transport of the unit to their facility located in South Dakota. Through administrative clarification with T&R they provided an estimated cost of \$200,000.00 for repair of the unit. The \$30,000.00 inspection and evaluation cost would be applied to repair costs.

Evaluation will include external and internal inspection coupled with electrical testing follow by a report documenting findings and providing recommendations on next steps which will either be to repair the unit or salvage the unit.

Following the report, T&R will provide a recommendation to either move forward with repair of the unit, a complete rewind of the unit, or the salvage of District # 31. If a complete rewind of the unit is recommended,

T&R will provide a quote for the price of rewind and the length of time needed for completion, depending on the findings and recommendations.

If rewind is recommended, rewind and return shipping cost will require a change order to this contract and is the second phase of the bid that was solicited; this will be presented to the Commission at a future Commission meeting and require additional approval to proceed.

Recommendation

Staff recommends the District award contract # 24-21-24 to T&R Electric Supply Company Inc. for the evaluation of District #31, and if repair is feasible and cost effective, to complete repair as recent pricing for a similar unit new are roughly \$1,200,000.00 with a two-year lead time.

Fiscal Impact

This effort was not included in the 2025 budget, a budget amendment will be required. The initial cost of the evaluation is \$30,000.00, plus an estimated \$10,000 for District & Contract labor to prepare & load District # 31 for travel. T&R's estimated repair cost is \$200,000.00. If repairs are feasible, the \$30,000 would be applied to the cost of the repair. The engineering estimate is \$521,739.13 and includes the initial estimate of \$40,000 for evaluation with the remainder for repairs and return shipping.



PUBLIC UTILITY DISTRICT NO. 1 OF BENTON COUNTY
AGREEMENT FOR SERVICES
“Power Transformer DN 31 Inspection and Repair”

1. PARTIES

This Agreement is entered into by and between *Public Utility District No. 1 of Benton County* with its principal place of business located at 2721 W. 10th Avenue, Kennewick, Washington, hereinafter referred to as the "*District*" and T&R Electric Supply Company Inc. with offices and its principal place of business located in Colman South Dakota, hereinafter referred to as the "*Vendor*".

2. STATEMENT OF WORK

Provide power transformer DN#31 inspection and repair as described in Appendix A. An additional change order will be required to proceed with repair if the transformer tests and can be repaired. Change order would authorize additional scope of work for repairs and additional costs related to the repairs and return of transformer.

3. COMPENSATION

The Vendor will be paid within a period of thirty (30) days after receipt of invoice and in accordance with Appendix B - Schedule of Payments, attached hereto.

The maximum amount payable by the District to the Vendor under this Agreement in the amount of \$30,000.00 for the inspection and testing of the unit; initial cost to be applied to the estimated repair costs not-to-exceed of \$200,000.00 plus Washington State sales tax.

4. TERM OF AGREEMENT

This Agreement shall commence on February 11, 2025, and terminate on December 31, 2025.

5. DOCUMENTS INCORPORATED

The following documents are, by this reference, incorporated into and made a part of this Agreement for Services.

- Appendix A - Statement of Work
- Appendix B - Schedule of Payments
- Appendix C - Special Conditions (if applicable)
- Appendix D – Data and Information Security Clause*

Also incorporated by this reference are “General Terms and Conditions for the Districts Agreement for Services” (attached).



6. ADMINISTRATION

The District's Contracting Officer for this work is Levi Lanphear. The District's Technical Representative for this work is Dax Berven.

7. BOUND PARTIES

This Agreement shall be binding upon the parties hereto and their representatives, heirs, executors, successors and assigns.

8. EXECUTION

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement.

The District is a public entity subject to the disclosure requirements of the Washington Public Records Act of RCW 42.56. The vendor expressly acknowledges and agrees that its proposal and any information vendor submit with its proposal, or which vendor submits to the District in its performance of any contract with the District is subject to public disclosure pursuant to the Public Records Act or other applicable law and the District may disclose vendor's proposal and/or accompanying information at its sole discretion in accordance with its obligations under applicable law.

The District must comply with the Preservation and Destruction of Public Records RCW 40.14. The vendor expressly acknowledges and agrees that it will maintain all records and documentation related to the contract in accordance with its obligations under applicable law.

In the event that the District receives a request pursuant to the Washington Public Records Act, or other legal process requesting or mandating disclosure of any information or documents submitted to the District by vendor, the District's sole obligation shall be to notify the vendor promptly, so that the vendor at vendor's expense and cost, may seek court protection of any of the requested information vendor deems confidential.

**PUBLIC UTILITY DISTRICT NO. 1
OF BENTON COUNTY**

T&R ELECTRIC SUPPLY COMPANY INC.

BY: _____

BY: _____

PRINT: _____

PRINT: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____



GENERAL TERMS AND CONDITIONS
Benton PUD Agreement for Services

1. DEFINITIONS

A. District

"District" shall mean Public Utility District No. 1 of Benton County, a municipal Corporation of the State of Washington.

B. Vendor

"Vendor" shall mean the person, firm, partnership, or corporation who has executed this Agreement.

C. Subcontractor

A person, firm, partnership, or corporation having a contract with *Vendor* or with a Subcontractor to any tier of *Vendor* for the performance of any part of the work.

2. AGREEMENT

This Agreement represents and incorporates the entire understanding of the parties hereto concerning the statement of work specified in Appendix A, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, manner, or description whatsoever by either party to the other except as expressly set forth and herein above written.

3. INDEPENDENT VENDOR

In performing services under this Agreement, Vendor shall operate as and have the status of an independent Vendor and shall not act as or be an agent or employee of the *District*. For this reason, all of the *Vendor's* activities will be at its own risk.

Vendor confirms that *Vendor* has not retired under the Washington State 2008 early retirement factors program.

4. PROFESSIONAL CONDUCT

Vendor agrees to perform its services with that standard of care, skill and diligence normally provided by a professional person in the performance of such services in respect to work like that hereunder. *Vendor* is hereby given notice that the *District* will be relying on the accuracy, competence, and completeness of *Vendor's* services hereunder in utilizing the results of such services.



5. **INDEMNIFICATION**

Vendor shall protect, hold free and harmless, defend and pay on behalf of the *District* (including its managers, commissioners and employees) all liability, penalties, costs, losses, damage, expense, causes of action, claims, or judgments, (including attorney's fees) resulting from injury or death, sustained by any person (including *Vendor's* employees) or damage to property of any kind which injury, death, or damage arises out of or is in any way connected with *Vendor's* performance of this contract. *Vendor's* hold harmless agreement shall apply to any act or omission, willful misconduct, or negligence whether passive or active, on the part of *Vendor* (its agents or employees); except, that this agreement shall not be applicable to injury, death, or damage to property or persons arising from the sole negligence or the sole willful misconduct of Public Utility District No. 1 of Benton County, its managers, commissioners, and employees.

In any and all claims against the *District* by any employee of *Vendor*, the indemnification and hold-harmless obligation herein shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the *Vendor* under worker's compensation acts, disability benefit acts, or other employee benefit acts, AND *VENDOR* SPECIFICALLY AND EXPRESSLY WAIVES ANY IMMUNITY UNDER SUCH ACTS. *VENDOR* ACKNOWLEDGES THAT THIS WAIVER HAS BEEN MUTUALLY NEGOTIATED BY THE PARTIES.

6. **INSURANCE**

The *Vendor* shall have, and maintain throughout the Contract period, insurance and benefits in the following minimum requirements:

- (a) Workers' compensation insurance, Social Security, Federal Income Tax deductions, and any other taxes or payroll deductions required by law for, or on behalf, of its employees.
- (b) Employer's liability, professional liability, commercial general liability (bodily injury and property damage) and comprehensive auto-mobile liability (bodily injury and property damage) insurance, with each policy having maximum limits of not less than \$1,000,000.
- (c) *Vendor* shall provide an endorsement on the Commercial General Liability and Property Damage policy naming the District as additional insured and add a separation of insured clause or a cross liability endorsement.

The *District* shall have the right at any time to require commercial general liability, automobile liability, and property damage insurance greater than those required in subsection (b) of this section.

Vendor shall deliver to the Purchasing Department of the *District*, no later than ten (10) days after



CONTRACT # 24-21-24

award of the Agreement, but in any event prior to execution of the Agreement by the *District* and prior to commencing work, Certificates of Insurance, identified on their face as the Agreement Number to which applicable, as evidence that policies providing such coverage and limits of insurance are in full force and effect, which Certificates shall provide that not less than thirty (30) days advance notice will be given in writing to the *District* prior to cancellation, termination or alteration of said policies of insurance. Such advance notice of cancellation, termination, or alteration of said policies shall be delivered to the Purchasing Department of the *District*.

7. WAGES

If applicable, The *Vendor* shall comply with Revised Code of Washington Section 39.12, providing for payment of prevailing wages. No workman, laborer, or mechanic employed in the performance of any part of this contract shall be paid less than the 'prevailing rate of wage' as determined by the industrial statistician of the Department of Labor and Industries. The schedule of the prevailing wage rates for the locality or localities where this contract will be performed is by reference made a part of this contract as though fully set forth herein.

It will be the responsibility of the *Vendor* to pay all filing fees necessary to comply with RCW 39.12.

Additionally, the *Vendor* shall conform to the wage rates, employee benefits, and working conditions expressed in the current collective bargaining agreement applicable to I.B.E.W. Local 77 construction membership. Verification of payment will be furnished to the *District* by way of certified payroll documents upon *District* request. This requirement can be fulfilled by the *Vendor* having an agreement with Local 77.

8. PERFORMANCE BOND

The *Vendor* may be required to furnish a performance bond in the form attached hereto with a surety authorized to do business in the State of Washington, in a penal sum not less the 100% of the contract.

9. DISCOVERY OF CONFLICTS, ERRORS, OMISSIONS OR DISCREPANCIES

In case of conflict or discrepancies, errors, or omissions among various parts of the Agreement, the matter shall be submitted immediately by *Vendor* to the *District* for clarification. Any work affected by such conflicts, discrepancies, errors, or omissions which is performed by *Vendor* prior to clarification by the *District* shall be at *Vendor's* risk.



10. **SUBCONTRACTS**

Any contract entered into by *Vendor* with any subcontractor or any person or organization for the performance of this Agreement or any portion thereof without prior written consent of *District* shall be void. Consent will not be given to any proposed contract, as mentioned above, which would relieve *Vendor* or its surety of their responsibilities under this Agreement.

11. **COMPLIANCE WITH LAWS**

This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

Vendor shall promptly give all notices and comply strictly with all laws, codes, ordinances, rules, orders, and regulations applicable to the work. *Vendor* shall hold the *District* harmless as a result of any infractions thereof by it or any of its Subcontractors.

Without limitation on the foregoing, the *Vendor* shall comply with (i) the Washington Industrial Safety and Health Act (WISHA); (ii) if required, Executive Order No. 11246, dated September 24, 1965, as amended by Executive Order 11375, including posting of notices, filing of reports, and initiation of programs; and, if required, the *Vendor* also will contract with all of its vendors, subcontractors, and/or agents to comply with the foregoing Executive Orders.

12. **TERMINATION**

The *District* may, by written notice to the *Vendor*, terminate this Agreement in whole or in part any time, either for the *District's* convenience, or for the default of *Vendor*. Upon such termination, all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by the *Vendor* in the exclusive performance of this Agreement shall, in the manner and to the extent determined by the *District*, become the property of and be delivered to the *District*.

If the termination is for the convenience of the *District*, an equitable adjustment in the Agreement price shall be made by Agreement between *Vendor* and the *District* in the compensation to be paid *Vendor* under this Agreement, but no amount shall be allowed for anticipated profit or unperformed services.

If, after notice of termination for failure to fulfill Agreement obligation, it is determined that the *Vendor* had not so failed, the termination shall be deemed to have been affected for the convenience of the *District*. In such event, adjustment in the Agreement price shall be made as provided in



paragraph ii, above.

The rights and remedies of the *District* provided in this Article are in addition to any other rights and remedies provided by law or under this Agreement.

13. **CHANGES**

The *District* may at any time, by written order, make changes within the Statement of Work of the Agreement in the services to be performed. If such changes cause an increase or decrease in the cost of, or time required for performance of any services under this Agreement, an equitable adjustment shall be made, and the Agreement shall be modified in writing accordingly. Any claim for adjustment under this Article must be asserted in writing within thirty (30) days from the date of receipt by the *Vendor* of the notification of change, unless the *District* grants a further period before the date of final payment under the Agreement.

No services for which an additional cost or fee will be charged by the *Vendor* shall be furnished without the prior written authorization of the *District*.

14. **PROGRESS REVIEW**

The services performed under this Agreement shall be subject to review by the *District*. This periodic review shall not relieve the *Vendor* of responsibility for proper performance of the services.

15. **AUDITS**

The *Vendor* shall, during the life of this contract and for a period of three (3) years following final settlement and close out of the contract, retain sufficient evidence, which shall be freely disclosed to the *District*, its agents, representatives, and the Bonneville Power Administration to permit verification of proper performance of entitlement to payments for work under this contract.

16. **PUBLIC RECORDS**

The *Vendor* shall provide public records submitted in the manner directed by the *District*. The *Vendor* shall maintain on file and have available to the *District* its calculations in legible form for a period of three (3) years following termination of this Agreement drawings, specifications, reports and any other documents prepared by the *Vendor* in connection with any or all the services furnished hereunder shall be the property of the *District*.



17. INVOICES

Vendor shall invoice referencing this Agreement number and the Work Release Order Number, if any. Invoices shall be numbered, itemized, and supported by proper documentation in accordance with the provisions of Appendix B, Schedule of Payments. Invoices are to be mailed in duplicate directly to:

*Benton PUD
Attn: Accounts Payable
PO Box 6270
Kennewick, Washington 99336*

18. NOTICES

Any notice required to be given under this Agreement shall be given by depositing in the U.S. Mail with registered postage prepaid to the address of the *District* or *Vendor*, respectively, as set forth herein and shall be effective on the date of mailing as shown by the postmark or shall be given in writing served on an officer of the *Vendor* or on the Manager of Procurement of the *District*.

19. TITLE

The *District* shall retain title to all *District* furnished property. All *District* property and all property acquired by the *Vendor*, or its subcontractors are subject to the provisions of this clause. If this contract contains a provision directing the *Vendor* or its subcontractor to purchase material or equipment for which the *District* will reimburse the *Vendor* or its subcontractors as a direct item of cost under this contract –

- a) Title to material and equipment purchased from a vendor shall pass to and vest in the *District* upon random delivery of such material and equipment, and
- b) Title to all other material and equipment shall pass to and vest in the *District* upon
- c) Issuance of the material and equipment for use in contract performance; or
- d) Commencement of proceedings of the material and equipment or its use in contract performance; or
- e) Reimbursement of the cost of the material and equipment by the *District*, whichever occurs first.



Appendix A

Statement of Work

Project Description

Vendor responsible to inspect, evaluate, provide recommendation for repair damaged LTC power transformer (15/20/25, 16.8/22.4/28 MVA, OA/FA/FA, 55/65°C, 115 –12.47kV, all copper windings, Manufacturer: Kuhlman, 7.96% impedance, built in 1980), and repair unit or salvage unit on District's behalf.

For any work performed in Washington State the Vendor shall comply with Revised Code of Washington Section 39.12, providing for payment of prevailing wages. No workman, laborer, or mechanic employed in the performance of any part of this contract shall be paid less than the 'prevailing rate of wage' as determined by the industrial statistician of the Department of Labor and Industries. The schedule of the prevailing wage rates for the locality or localities where this contract will be performed is by reference made a part of this contract as though fully set forth herein.

It will be the responsibility of the Vendor to pay all filing fees necessary to comply with RCW 39.12.

Background

The power transformer is currently out of service and stored at an energized substation. This unit experienced a downline thru fault in a feeder get-away compartment that was cleared by the feeder breaker. Approximately 40 seconds later the power transformer experienced an internal phase-ground fault that was immediately cleared by the differential protection scheme. Both faults had magnitudes of approximately 8kA.

- The power transformer operated in an urban distribution application with mixed residential and commercial loads, located in the Districts Ely substation.
- Nameplate and oil analysis following the event are included. (Note that the nameplate features the original LTC configuration.) Reinhausen RMV-II-1500-15kV was retrofitted in 2014 that necessitated replacing the original 3-wire preventative auto (PA) with a 4-wire type. The District does not have a current wiring drawing that reflects the retrofit work that was completed in 2014.



Current Status of Power Transformer

District performed a basic visual inspection looking through the top manhole after the event. It was noted that the PA had moved, evidenced by deformation of the PA bracing, during the fault (see photos included). The District was unable to visually determine whether any other portion of the transformer had been damaged.

Oil was tested prior to draining and acetylene was discovered. The oil had no measurable level of acetylene prior to the event.

The mineral oil has been drained to the top of the winding core for visual inspection through the manhole covers.

Scope of Work

Vendor shall provide an evaluation of the power transformer. Evaluation shall include a full external and internal inspection for damage/defects to include any electrical tests required to determine status of the unit.

Vendor shall provide an opportunity for joint inspection of the transformer with Vendor and District personnel. Vendor to provide inspection photo documentation with a short narrative of each photo shared shall be provided as part of the evaluation report.

Vendor shall provide a comprehensive report detailing the results of the evaluation. Report shall include the following information at a minimum:

- Tests performed, including test setups.
- Photos of any identified damage with narrative describing what is depicted.
- Probable cause of unit failure.
- Testing results.
- Any suggested accessory replacements (fans, gauges, etc.) the District should consider.
- An estimated cost to repair. Costs shall be broken down by major component groups (Coils, Core, LTC, PA, accessories, etc.) and shall clearly state the assumptions for estimated transport costs.
- A recommendation on whether the unit is worth repairing given its age, operational history, and required repairs or if it should be salvaged.
- Certificate of Treatment (if salvaged)
- Certificate of Destruction (if salvaged)

Vendor shall provide copies of any testing files generated for incorporation into the District's records.



Vendor shall provide all necessary PPE and testing equipment. This includes, but is not limited to, PPE for the following tasks:

- Fall arrest equipment for accessing top of the transformer.
- Working in a confined space (including air monitoring, manual lifting equipment, etc.).

Vendor will be responsible for oil removal, storage, containment, filtering, processing, additional make up oil, removal and reinstall of bushings and radiators.

District business hours are Monday through Thursday 6:30 AM to 5:00 PM, excluding District holidays. The District is closed on Fridays. If contractor wants to work outside of these hours it will need to be preapproved in writing and it will be the responsibility of the contractor to pay the required overtime for the District staff.

Additional clarifications between the District and the Vendor.

- Vendor will isolate the PA and test separately.
- Evaluation includes full external and internal physical inspection w/ photos & narrative of identified damage to accompany electrical testing, as stated in our scope of work
- Bushings and radiators will be shipped with the unit to vendors facility
- Unit will be returned full of oil.
- Vendor has make up oil available if needed at their facility.
- Transportation arrangements will be coordinated by the vendor for pickup within two weeks of contract documents being signed by both parties.

Shipping Instructions – To the Vendor

The transformer shall be shipped by truck direct to the vendors facility. All freight will be FOB Destination, the vendors facility. Freight costs to the vendors facilities will be the sole responsibility of the vendor. Intermediate transfer from truck to truck shall not be allowed. Shipment by other methods will not be acceptable.

The vendor shall be responsible for necessary crane operations to load and unload the transformer on and off the truck. The vendor will be responsible for providing the crane for loading and unloading the transformer. The vendor shall be responsible for supervising all crane work, and placement of the transformer.

The vendor shall be responsible for tarping the transformer for protection against road grime, scratches, and other damage that can occur during travel. Equipment damaged in shipment will be refused on



CONTRACT # 24-21-24

delivery and it will be the vendor's responsibility to arrange for prompt repair or replacement to the standards of new equipment. The Vendor will not be relieved of the responsibility of delivering undamaged equipment, even if the damage is internal, or otherwise undetected, and the nature of the damage remains unknown until the equipment is tested and energized.

An impact recorder shall be installed on the transformer during transport. The impact recorder shall be opened and examined in the presence of a District representative on arrival at destination. The impact recorder will be provided by The District.

The transformer can be shipped with or without oil at Vendor's option:

Shipment with oil: The transformer shall be shipped with radiators removed. Any internal blocking or bracing used shall not be required to be removed prior to placing in service. Quantity of oil required for radiator make-up shall be stated in the vendor's proposal and be delivered with the transformer.

Shipment without oil: The tank shall be sealed for shipment and filled with an inert gas under pressure sufficient to ensure that temperature changes encountered in transit will not result in the formation of negative pressures. A pressure-vacuum gauge shall be connected and operating during shipment. Any internal blocking or bracing used during shipment, which is to be removed from the transformer at its destination, shall be colored red. If the transformer is shipped without oil, the vendor will be responsible for filling and processing the transformer at the substation location and shall include cost of this work with their repair price.

Next Steps

After inspection and testing by vendor, additional scope shall be defined for recommended repair and priced by the vendor. The District must agree to the recommended repair and related pricing. This will require additional approval by the District and will require a change order document to be signed by both the vendor and the District.

A performance bond will be required for the additional scope and costs as described in section 8 above.

If Salvage of this unit is recommended and agreed to by the District:

- The District will utilize Transformer Technologies, LLC if practical.
- If Transformer Technologies, LLC is not deemed practical, the District will expect the successful bidder to salvage the unit.
 - Estimated salvage costs shall be listed in proposal.
 - Certificate of Destruction in accordance with 40 CFR 761 and all applicable federal, state, and local regulations shall be provided to the District.



CONTRACT # 24-21-24

- Certificate of Treatment in accordance with 40 CFR 761 and all applicable federal, state, and local regulations shall be provided to the District.

If repair is recommended after inspection has been completed, The District will require additional approval by the District, require a performance bond as noted above, and require a contract change order to be signed.

Transportation for return to the District or to scrap will be defined once a recommendation has been provided by the Vendor.



CONTRACT # 24-21-24

Appendix B Schedule of Payments

The maximum amount payable by the District to the Vendor under this Agreement in the amount of \$30,000.00 for the inspection and testing of the unit; initial cost to be applied to the estimated repair costs not-to-exceed of \$200,000.00 plus Washington State sales tax.

Any additional costs will be approved in writing and a change order issued before additional costs are authorized on this contract.



CONTRACT # 24-21-24

Appendix C Special Conditions

Changes to General Terms and Conditions: None



Appendix D

Data and Information Security Clause

1. **Ownership.** District's data ("District Data," which shall also be known and treated by Service Provider as Confidential Information) shall include: (a) District's data collected, used, processed, stored, or generated as the result of the use of the Services; and, (b) personally identifiable information ("PII") collected, used, processed, stored, or generated as the result of the use of the Services, including, without limitation, any information that identifies an individual, such as an individual's social security number or other government-issued identification number, date of birth, address, telephone number, biometric data, mother's maiden name, email address, credit card information, or an individual's name in combination with any other of the elements listed herein. District Data is and shall remain the sole and exclusive property of District and all right, title, and interest in the same is reserved by District. This Section shall survive the termination of this Agreement.
2. **Service Provider Use of District Data.** Service Provider is provided a limited license to District Data for the sole and exclusive purpose of providing the Services, including a license to collect, process, store, generate, and display District Data only to the extent necessary in the providing of the Services. Service Provider shall: (a) keep and maintain District Data in strict confidence, using such degree of care as is appropriate and consistent with its obligations as further described in this Agreement and applicable law to avoid unauthorized access, use, disclosure, or loss; (b) use and disclose District Data solely and exclusively for the purpose of providing the Services, such use and disclosure being in accordance with this Agreement, and applicable law; and, (c) not use, sell, rent, transfer, distribute, or otherwise disclose or make available District Data for Service Provider's own purposes or for the benefit of anyone other than District without District's prior written consent. This Section shall survive the termination of this Agreement.
3. **Extraction of District Data.** Service Provider shall, within one (1) business day, or as mutually agreed to, of District's request, provide District, without charge and without any conditions or contingencies whatsoever (including but not limited to the payment of any fees due to Service Provider), an extract of the District Data in the format specified by District.
4. **Backup and Recovery of District Data.** As a part of the Services, Service Provider is responsible for maintaining a backup of District Data and for an orderly and timely recovery of such data if the Services may be interrupted. Service Provider shall maintain a contemporaneous backup of District Data that can be recovered within two (2) hours, or as mutually agreed to, at any point in time. Additionally, Service Provider shall store a backup of District Data in an off-site "hardened" facility no less than daily,



maintaining the security of District Data, the security requirements of which are further described herein. Any backups of District Data shall not be considered in calculating storage used by District.

5. Loss of Data. In the event of any act, error or omission, negligence, misconduct, or breach that compromises or is suspected to compromise the security, confidentiality, or integrity of District Data or the physical, technical, administrative, or organizational safeguards put in place by Service Provider that relate to the protection of the security, confidentiality, or integrity of District Data, Service Provider shall, as applicable: (a) cooperate with District in investigating the occurrence, including making available all relevant records, logs, files, data reporting, and other materials required to comply with applicable law or as otherwise required by District; (b) in the case of PII, at District's sole election, (i) notify the affected individuals who comprise the PII as soon as practicable but no later than is required to comply with applicable law, or, in the absence of any legally required notification period, within five (5) calendar days of the occurrence; or, (ii) reimburse District for any costs in notifying the affected individuals; (c) in the case of PII, provide third-party credit and identity monitoring services to each of the affected individuals who comprise the PII for the period required to comply with applicable law, or, in the absence of any legally required monitoring services, for no less than twelve (12) months following the date of notification to such individuals; (d) perform or take any other actions required to comply with applicable law as a result of the occurrence; (e) without limiting District's obligations of indemnification as further described in this Agreement, indemnify, defend, and hold harmless District for any and all Claims (as defined herein), including reasonable attorneys' fees, costs, and expenses incidental thereto, which may be suffered by, accrued against, charged to, or recoverable from District in connection with the occurrence; (f) be responsible for recreating lost District Data in the manner and on the schedule set by District without charge to District; and, (g) provide to District a detailed plan within ten (10) calendar days of the occurrence describing the measures Service Provider will undertake to prevent a future occurrence. Notification to affected individuals, as described above, shall comply with applicable law, be written in plain language, and contain, at a minimum: name and contact information of Service Provider's representative; a description of the nature of the loss; a list of the types of data involved; the known or approximate date of the loss; how such loss may affect the affected individual; what steps Service Provider has taken to protect the affected individual; what steps the affected individual can take to protect himself or herself; contact information for major credit card reporting agencies; and, information regarding the credit and identity monitoring services to be provided by Service Provider. This Section shall survive the termination of this Agreement.

6. Secure Software Development. Service provider or vendor shall provide evidence or documentation of Secure SDLC use, such as security requirements development and architecture risk analysis during design phases. This should include security architecture documentation for final product or implementation.



7. Encryption of Data. Any District data accessed, transferred, or stored by the service provider shall be encrypted while in transit and while at rest. Any associated passwords or cryptographic keys will be reasonably secured and managed. Provide to District data encryption plan documentation.

8. Cybersecurity threat, information, and notification. If service provider or vendor become aware of any security threats, vulnerabilities or breach impacting or involving District data or systems, District shall be notified as soon as possible, and not later than 24 hours after becoming aware of such occurrence. Vendor shall provide the District with any updated security assessment, evaluation or testing results or documentation as required by the District, throughout the duration of the product or service as used by the District in a production environment. If the District becomes aware of any previously unknown vulnerability in providers software or services, the District will notify provider of such finding within a reasonable timeframe.

9. Security review. The District may conduct an internal risk review of provider or vendor prior to commitment of services or products by the provider. Provider shall provide access to relevant security related program, product, or service documentation for purposes of completing this review. The purpose of this review is to gauge vendors ability to maintain an acceptable level of information security as it relates to products or services provided to the District. This review will include an assessment of service providers security architecture documentation, evidence of providers security policy development, incident response, disaster recovery and other related areas of information assurance as related to the project, product, or services. This review may require the completion of a risk review questionnaire by service provider.



COMMISSION AGENDA ACTION FORM

Meeting Date:	February 11, 2025	
Subject:	Performance Measurement Report – 4 th Quarter 2024	
Authored by:	Kent Zirker	Staff Preparing Item
Presenter:	Jon Meyer	Staff Presenting Item (if applicable or N/A)
Approved by:	Jon Meyer	Dept. Director/Manager
Approved for Commission:	Rick Dunn	General Manager/Asst GM
Type of Agenda Item:	Type of Action Needed: <i>(Multiple boxes can be checked, if necessary)</i>	
<input type="checkbox"/> Consent Agenda <input checked="" type="checkbox"/> Business Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Other Business	<input type="checkbox"/> Pass Motion <input type="checkbox"/> Pass Resolution <input type="checkbox"/> Contract/Change Order <input type="checkbox"/> Sign Letter / Document <input type="checkbox"/> Decision / Direction <input checked="" type="checkbox"/> Info Only <input type="checkbox"/> Info Only/Possible Action <input type="checkbox"/> Presentation Included	

Motion for Commission Consideration:

None.

Background/Summary

Performance measurement is a process that assesses the effectiveness of organizations or work groups in achieving their mission and objectives. District staff have developed 17 performance measures aligned with District values. The District’s performance measurement program focuses on high-level measures that provide information to staff, the Commission, and the public as to the performance of the District in key areas. The report is available on the District’s website, consistent with our objective to openly provide information to our stakeholders allowing them to measure the effectiveness of our performance.

During the 4th quarter, 16 of the 17 performance measures were rated green as having positive quarterly performance and one was yellow. Staff will highlight the following measures during the Commission meeting:

- Telephone Service Level
- Accounts Receivable Collections
- Broadband Network Reliability

Recommendation

Staff have prepared and will review the Performance Measurement Report for the 4th quarter of 2024.

Fiscal Impact

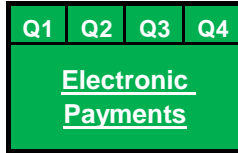
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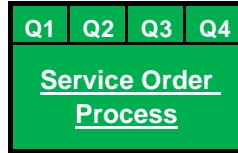
2024 PERFORMANCE MEASURES



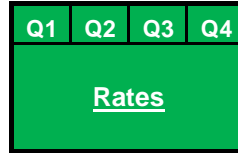
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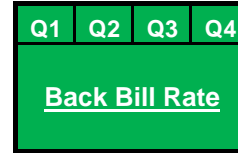
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Michelle Ness
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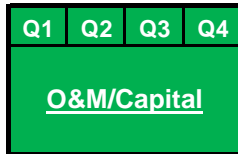
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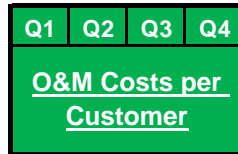
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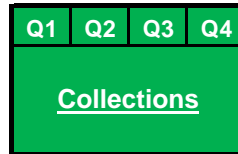
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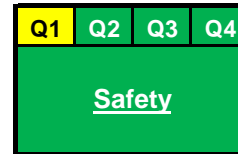
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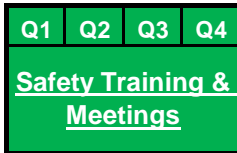
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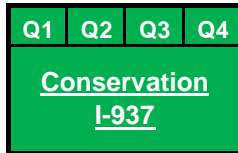
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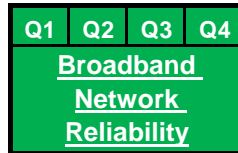
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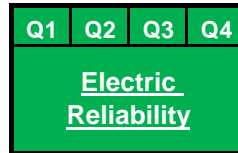
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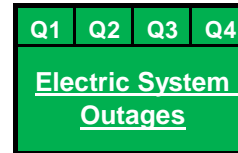
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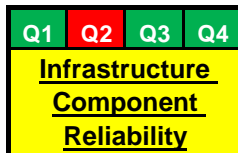
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Evan Edwards
Pages 18 - 20



Jennifer Holbrook
Page 21



Duane Crum
Page 22

The color assigned for each measure is a subjective evaluation of both the quarterly results, shown in the quarterly squares as well as the year-to-date review for the calendar year compared to established targets, shown in the large box. The legend below provides general guidance for assigning colors.

- Positive performance - positive year review and exceeding quarterly expectation
- Improvement needed - concern about year review and less than quarterly expectation
- Adverse performance - negative year review and negative quarterly performance
- Data not available or no activity during the quarter



Performance Measure Title

Telephone Service Levels (Customer Service Queue)

2024 Status			
Q1	Q2	Q3	Q4
✗	✗	■	▲
Outlook: ✓			

Definition

Measures the timeliness of answering calls routed to the Customer Service queue and the effectiveness of department staff in terms of monitoring and managing the call queue. Staff strives to answer most calls within 30 seconds and almost all calls within 120 seconds.

How Performance Measure is Computed

The performance measures are calculated by dividing the number of calls answered within 30 or 120 seconds by the total number of calls answered that month. The monthly percentages are graphed and analyzed on an XmR chart. Current central line and process limits are calculated based on data from January 2022 through December 2023. (For more information on XmR charts, see Appendix A.)

Performance Rating

Green ✓	performance within limits, no unfavorable signal
Yellow ▲	showing an unfavorable signal, no action needed to correct
Red ✗	showing unfavorable signal, action needed to correct

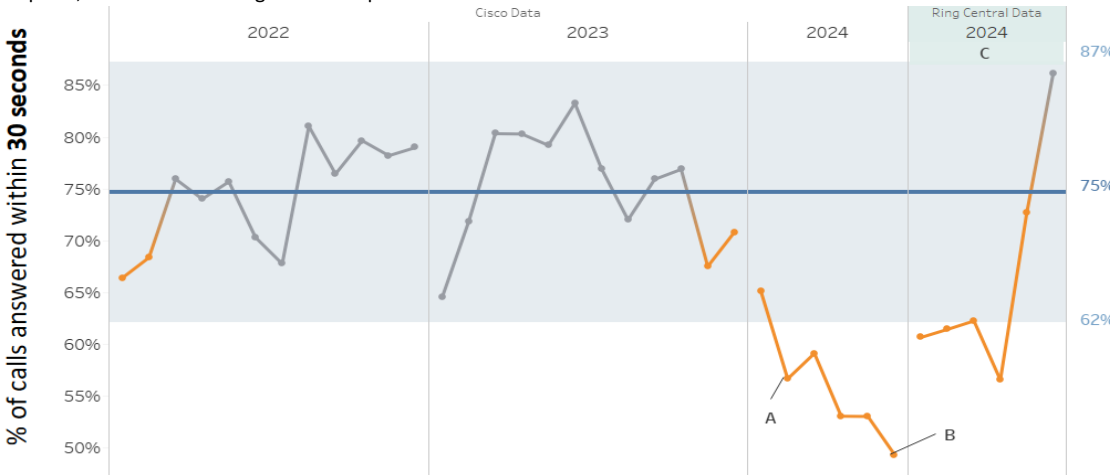
Performance Measure Objectives

The current objective is to carefully monitor the Customer Service queue and maintain telephone service levels within normal limits. Managing the queue will allow staff to evaluate performance expectations and then set further informed, appropriate performance objectives.

Quarterly Performance Summary

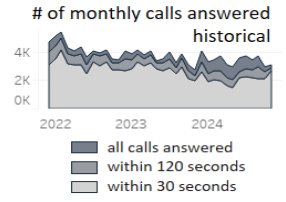
For most of the year, both measures showed an extended period of performance below normal limits due to periods of temporarily reduced staff, onboarding and training of new hires, and the transition to a new phone system. These challenges impacted availability for phone coverage, leading to the long run signal. However, during Q4 the performance adjusted back within normal limits as staff gained experience and adapted to the new system. With these improvements in place, the outlook moving forward is positive.

	# of calls answered within:	
	30 sec.	120 sec.
October	2,084	2,916
November	2,116	2,549
December	2,639	2,885
Quarter	6,839	8,350



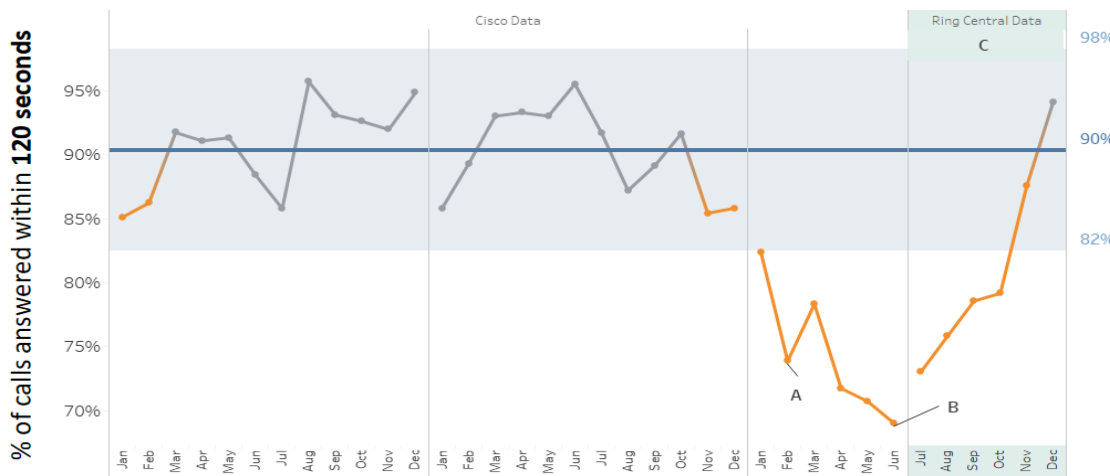
of calls answered 2024 Q4

9,659



Points of Interest

- A:** multi-month temporary reduction in available staff plus high bills and disconnects due to end of cold weather
- B:** Hiring of new staff members and resumption of normal credit processes after cold weather resulted in performance improvement. Phone availability reduced by time required for onboarding and training of new staff.
- C:** Implementation of new Ring Central phone system, with return to normal performance ranges with all staff trained and adjusted to the new interface.



Responsible Manager: Annette Cobb

Data Provider: Kristen Demory

Report Date: 1/27/2025



Performance Measure Title
Electronic Payments

2024 Status			
Q1	Q2	Q3	Q4
✓	✓	✓	✓
Outlook: ✓			

Definition

Measures the percentage of total payments made to the District using electronic payment channels. Payment channels currently offered by the District include: Auto Pay, the SmartHub website and mobile application, the Integrated Voice Recognition (IVR) telephone system, Pay Now (one time payment via website), payment kiosks, and a customer's bank website. Providing multiple electronic payment channels is a customer convenience that can lead to increased satisfaction and further the District's efforts in customer engagement. Increasing the number of electronic payments can lower costs by reducing staff time and possible errors associated with manual processes.

How Performance Measure is Computed

Electronic payment percentage is calculated as the total number of electronic payments divided by the total number of all payments made that month. The monthly percentages are graphed and analyzed on an XmR chart. Current central line and process limits are calculated based on data from November 2023 through September 2024. (For more information on XmR charts, see Appendix A.)

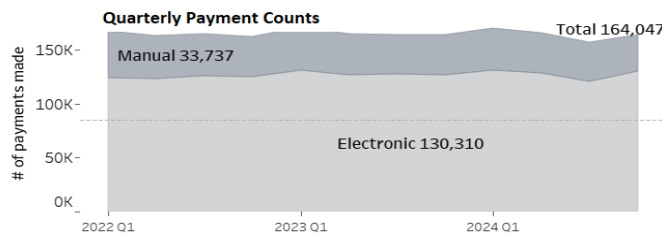
Performance Rating	
Green ✓	performance within limits, no unfavorable signal
Yellow ▲	showing an unfavorable signal, no action needed to correct
Red ✗	showing unfavorable signal, action needed to correct

Performance Measure Objectives

The current objective is to maintain performance within normal limits for at least six months. Customer adoption of several electronic payment channels is driving a continual upward trend that has repeatedly exceeded the upper limit. However, it is expected that the measure will eventually find a consistent level of performance. When the trend naturally levels out, staff will discuss further objectives.

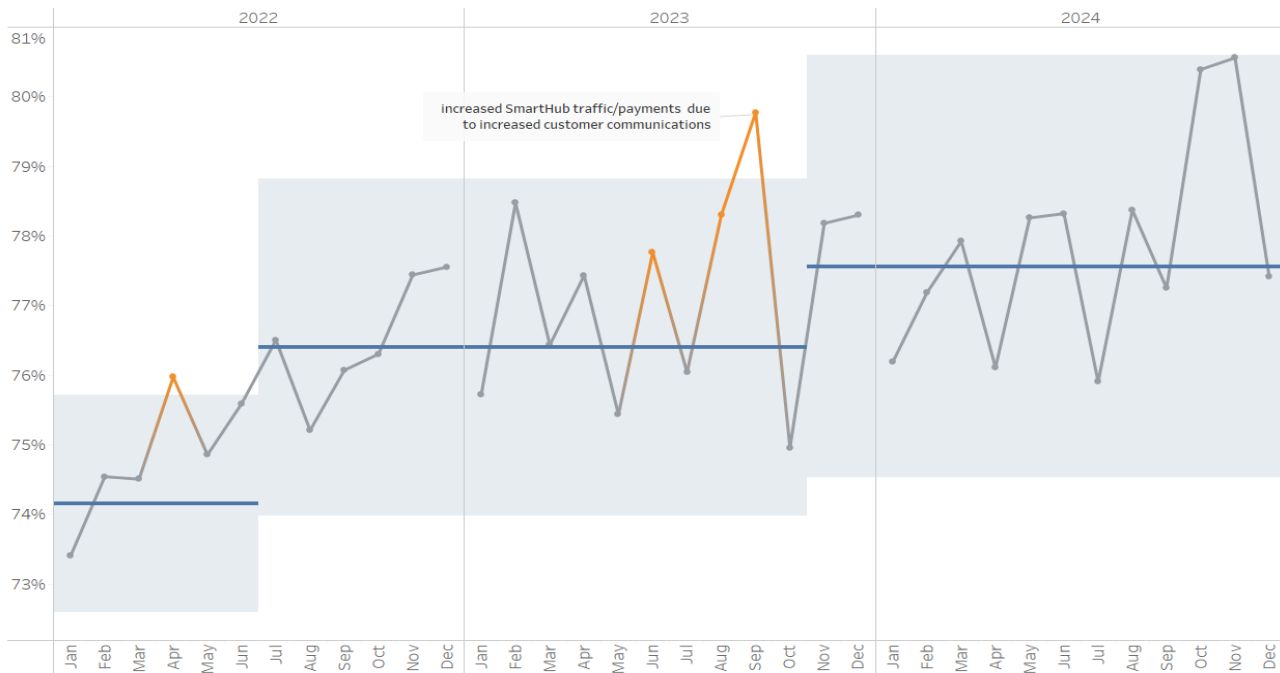
Quarterly Performance Summary

Customer utilization of electronic payments was within normal limits during Q4. The central line is currently set at 78% of customer payments made electronically, with normal performance expected within ± 3% of that. The rating for the year is green and the outlook is positive.



Payment Channels	# of payments this quarter	% of total	% of Total Change since 2022
Manual	33,737	21%	▼ 5%
Auto Pay Self Serve	54,655	33%	▲ 6%
SmartHub App Self Serve	22,438	14%	▲ 2%
SmartHub Web Self Serve	19,472	12%	► 0%
Pay Now Self Serve	18,894	12%	► 0%
Bank Website	7,555	5%	► 0%
IVR Self Serve	6,651	4%	▼ 2%
Kiosk Self Serve	645	0%	▼ 1%

% of payments made electronically





2024 Status			
Q1	Q2	Q3	Q4
Outlook			

Performance Measure Title
Service Order Time Tracking

Definition

Once a new or altered service is eligible for energization*, the following items will be measured:

- 1) Length of time it takes the Operations Center to energize a new service once Engineering has transitioned the electronic service order to them in the Work Management system, after the customer has met the criteria described by the * below.
- 2) Length of time it takes to set up the customer account in the Customer Information System (CIS) system for billing after Operations transitions it over to them from the Work Management system.
- 3) Total services include electric metered services and production meters installed for solar customers. Solar services are net metered customers with a second separate production meter for energy produced.

***Eligible for energization is based on the customer meeting the following criteria: trench has been inspected on an underground service, fees have been paid, L & I state approval has been received, and customer is ready for power. The District has no control over the time span to energize a new or altered service until the criteria has been met.**

How Connection Performance Measure is Computed - Table

After Engineering has released all holds in the Work Management system, the service order is transitioned to Operations. Performance is measured from the date received by Operations in CIS and the completion date of when the meter was set (energized).

How CIS System Performance Measure is Computed - Table

This performance is measured from the date Customer Service receives the electronic Service Order from Operations, to the date Customer Service closes the electronic service order. This shows the average number of days for Customer Service to set up the customer account.

Goal

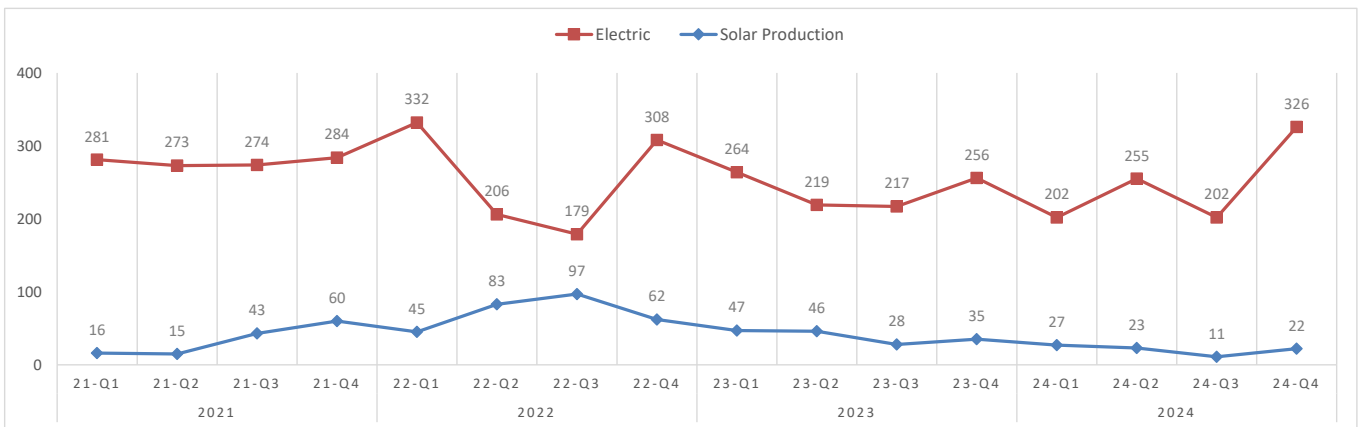
The goal is to energize new services within an average of 7 days after customer criteria has been met, then have the Service Order transitioned from Operations to Customer Service and have new accounts set up in CIS within an average of one week (5 days).

Rating Criteria:	Operations	Customer Service	Combined Rating
	7 days or less	5 days or less	Both green
	8 - 9 days	6 - 7 days	Either is yellow
	> 9 days	> 7 days	Either is red

In Days	Q1		Q2		Q3		Q4	
	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual
Connection (Chart)	7	3.4	7	2.6	7	2.2	7	3.5
CIS System	5	3.9	5	2.0	5	1.9	5	3.6
Total new services count		229		278		213		348

Quarterly Performance Summary

During the fourth quarter of 2024 it took on average 3.5 days for a new service to be energized once the customer had met all requirements, meeting the criteria of 7 days or less. The time from the service order being available to Customer Service to the account being activated was 3.6 days, meeting the criteria of 5 days or less. There were a total of 348 new services energized (326 electric, 22 solar production) in the quarter. We are green for the quarter and green for the outlook.



	2021	2022	2023	2024
Electric	1112	1025	956	985
Solar Production	134	287	156	83
Total Services	1246	1312	1112	1068



Performance Measure Title
Rate Comparisons

2024 Status			
Q1	Q2	Q3	Q4
Outlook			

Definition

This indicator compares the District's Residential monthly base charge and average monthly bill to other utilities in the Northwest. A benchmarking base amount of 1,300 kWh (energy), 7 kW (demand), and 30 days (base charge) is used for comparison purposes.

How Performance Measure is Computed

Gather current rates from 34 utilities throughout the Northwest and graph Benton PUD in relation to these utilities. Utilities selected for comparisons are a combination of Public Utility Districts, Cooperative Utilities, and Investor-Owned Utilities.

Goal

Performance will be measured based on a quarterly rate comparison. A green rating will be assigned if the District's average monthly bill is below the median, a yellow rating will be assigned if the District's average monthly bill is in the quartile above the median, and a red rating will be assigned if the District's average monthly bill is in the highest quartile. In addition, the average residential increases over a five year period as compared against the CPI-U annually will be factored into the rating and outlook. The Residential monthly base charge is shown for comparison purposes only.

Residential Average Monthly Bill	
Goal	Actual
Q1	< \$134 / \$115
Q2	< \$134 / \$115
Q3	< \$136 / \$115
Q4	< \$136 / \$115

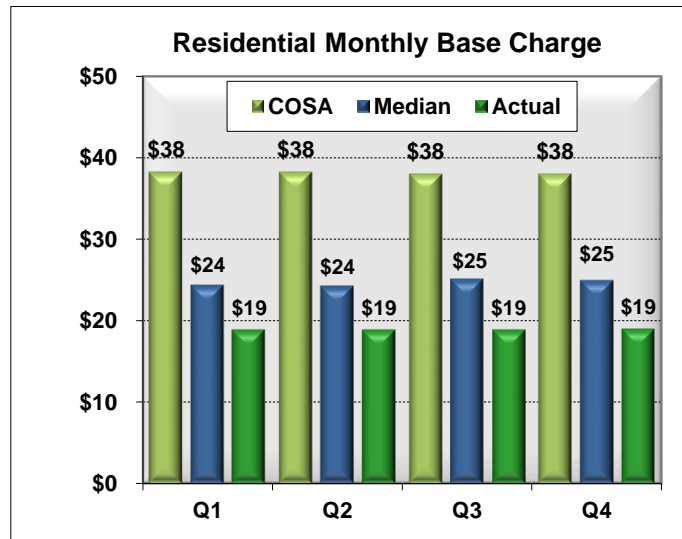
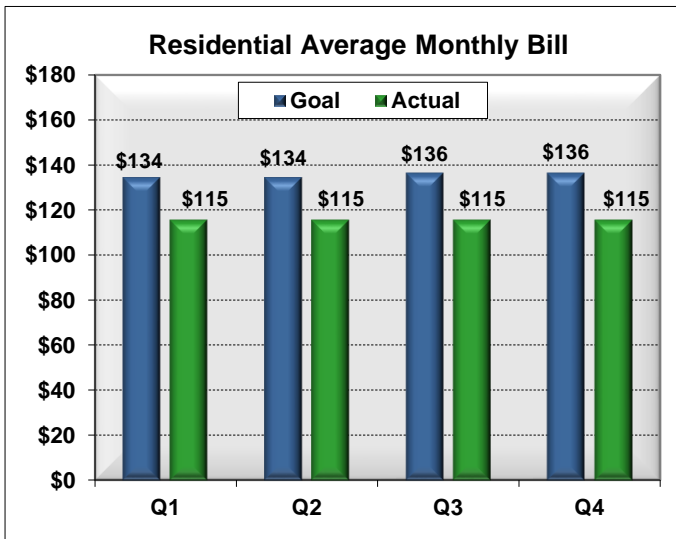
Residential Monthly Base Charge Comparison		
COSA	Median	Actual
Q1	\$38	\$24 / \$19
Q2	\$38	\$24 / \$19
Q3	\$38	\$25 / \$19
Q4	\$38	\$25 / \$19

BPUD Avg Yearly Residential Rate Increase Compared to CPI-U*	
BPUD Avg Yearly % Increase	CPI-U* Avg Yearly % Increase
5 Year	0.0% / 4.2%
10 Year	1.4% / 2.9%
15 Year	2.1% / 2.6%

*Consumer Price Index for All Urban Consumers (CPI-U) U.S. city average series for all items, not seasonally adjusted. The above percentages utilize the October to October CPI-U.

Quarterly Performance Summary

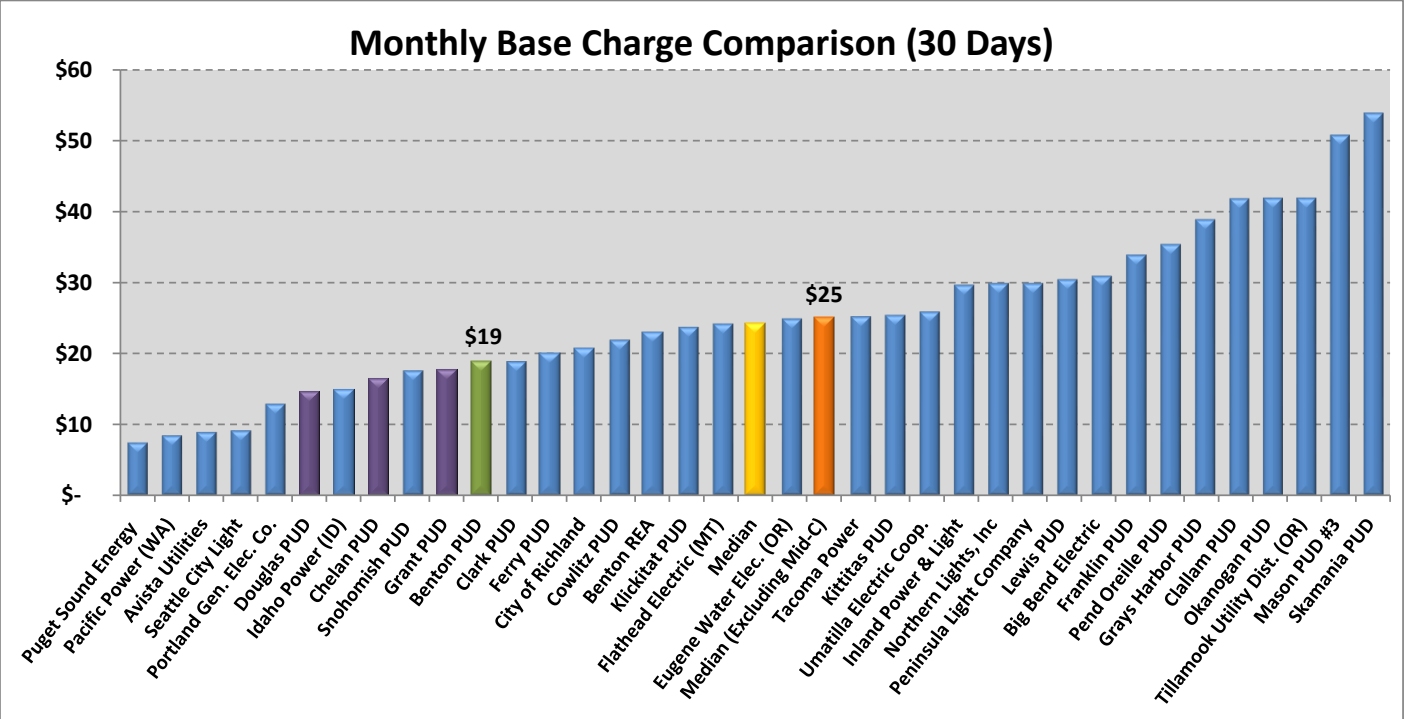
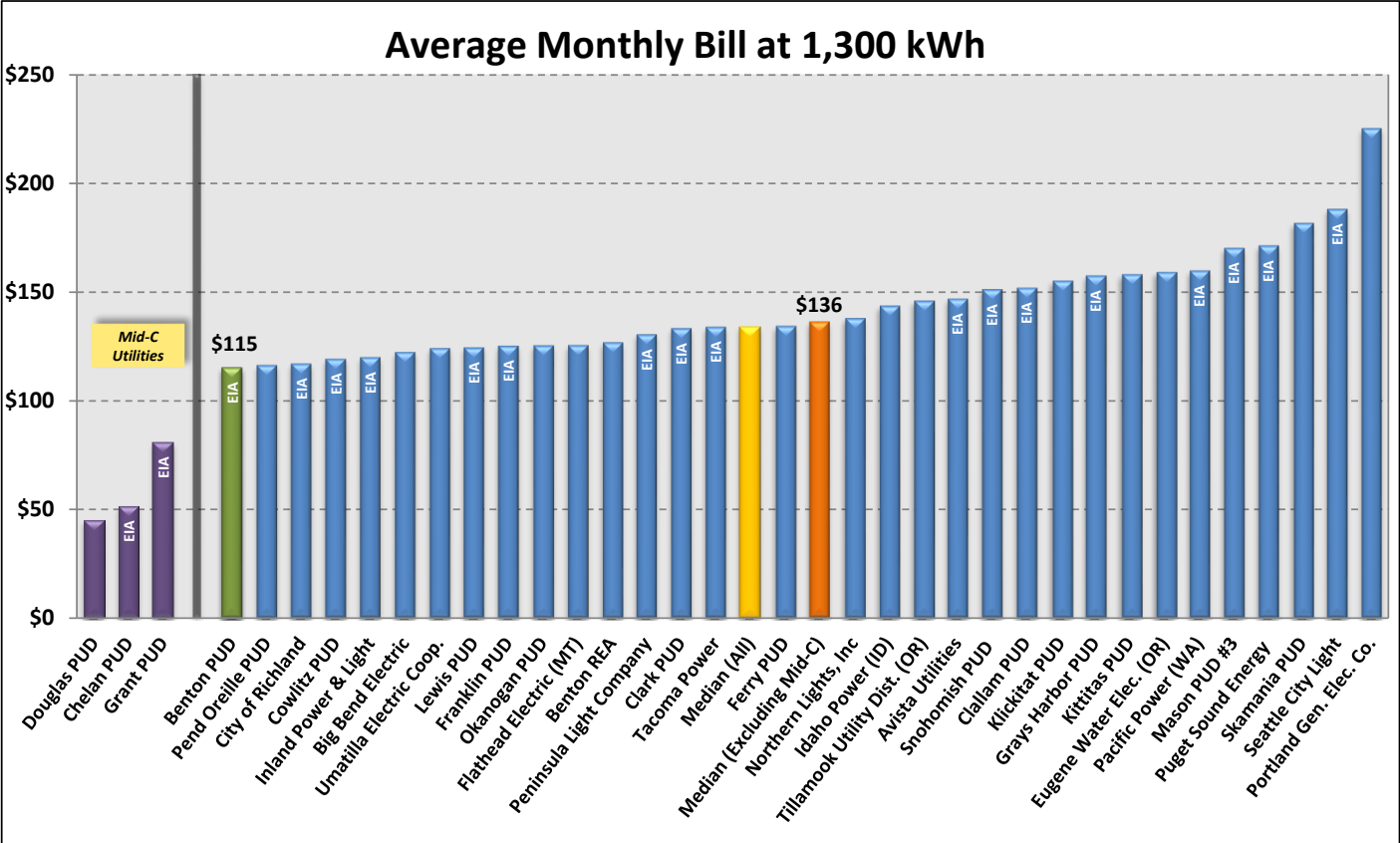
During Q4 2024 the District's Residential rates were below the median of comparable utilities for the average monthly bill so a green rating was assigned. In Q4, four of the benchmark utilities had a residential rate increase; Benton REA (2.8% overall increase), Idaho Power (2.0% overall increase), Okanogan PUD (2.7% increase in energy), and Seattle City Light (2.1% overall increase increase). In Q3, two of the benchmark utilities had a Residential rate increase, Q2, nine of the benchmark utilities had a Residential rate increase and in Q1 2024, fourteen of the benchmark utilities had a Residential rate increase.



Responsible Manager: Keith Mercer

Data Provider: Katie Grandgeorge

Report Date: 1/27/2025



Average bill information has been calculated by Benton PUD staff using data from other utilities' websites. This bill calculation is Benton PUD's best effort to provide comparable information. Mid-C Utilities are utilities that own major hydro facilities.



Performance Measure Title

2024 Status			
Q1	Q2	Q3	Q4
●	●	●	●
Outlook:			●

Back Bills and Billing Corrections Due to District Errors

Definition

Back bills and bill corrections can have a significant impact on customers and on District staff. While some back bills are due to customer error (signing up for service at the wrong apartment or mislabeled meter bases), other back bills are preventable. Some examples of avoidable back bills include equipment failure that is overlooked for a period of time and results in a back bill of more than one month, or not transferring a low income discount when a customer moves. Only preventable back bills due to staff error, or those that were caused by equipment failure not detected in a timely manner, will be counted in this performance measure. When a significant back bill occurs, the rating could be assigned a yellow or red rating depending on the severity of the back bill. This rating would be assigned regardless of the number of back bills during the period.

How Performance Measure is Computed

On a quarterly basis, the number of back bills caused by the following reasons will be reported: defective meter, incorrect multiplier, service orders not processed in a timely manner, data entry error in CIS, missing low income discount, incorrect bill cycle, switched meters and data entry errors. Back bills are processed by the Billing Specialist and will be tracked in a spreadsheet that captures the number of back bills falling into these categories, and the nature of the back bill (i.e. customer error or District error). Each customer affected by a back bill will be counted as "1". For example, all customers affected by a District-caused meter switch will be counted.

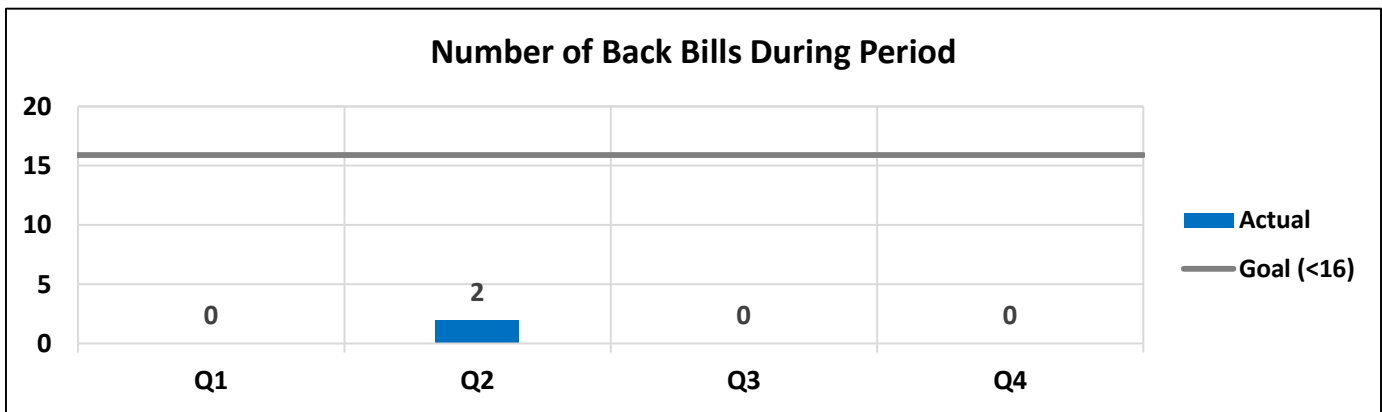
Goal

Fewer than 16 back bills each quarter.

	Number of Bills Issued	Number of Back Bills	
		Goal	Actual
Q1	144,699	<16	0
Q2	145,013	<16	2
Q3	145,508	<16	0
Q4	145,320	<16	0

Performance Rating	
Green ●	Fewer than 16
Yellow ▲	Between 16-24
Red ◆	Greater than 24

There were no reportable back bills in Q4 2024.



Responsible Manager: Annette Cobb
 Data Provider: Annette Cobb

Report Date: 1/23/2025



2024 Status			
Q1	Q2	Q3	Q4
Outlook			

Performance Measure Title

Unrestricted Reserves / Days Cash on Hand

Definition

Days Cash on Hand measures the number of days an enterprise can cover its operating expenses using unrestricted cash and investments and assuming no additional revenue is collected. Total Unrestricted Reserves include Minimum Operating Reserves and Designated Reserves, such as the Power Market Volatility Account, Customer Deposits Account, and Special Capital Account, as defined in the District's Financial Policies adopted by Resolution 2657 and reported in the monthly financial statements. Beginning in 2015, Minimum Operating Reserves are defined as 90 days cash on hand. This ratio is useful for measuring the relative strength of a utility's financial liquidity. It must be evaluated in conjunction with identified immediate risks to cash flow and compared to the number of days it takes for the utility to raise its rates and begin to receive additional revenues.

How Performance Measure is Computed

Days Cash on Hand is computed by multiplying the total unrestricted cash and investments by 365 and then dividing that result by the total operating expenses (excluding depreciation and amortization). Operating expenses will be based on the latest forecast at the end of each quarter.

Goal

The District's current Financial Policies establish a Minimum Operating Reserve of 90 Days Cash on Hand and require financial plans to maintain Days Cash on Hand to achieve or maintain the Targeted Bond Rating (median of public power utilities). Targeted Days Cash on Hand shall consider relevant and recent benchmark data published by rating agencies for similar rated utilities as well as input from the District's Financial Advisor and recent experience with Rating Agencies. Staff's recommended Targeted Days Cash on Hand is 120 days +/-10%. This measure will be rated "green" if the Days Cash on Hand is at or above the bottom of the recommended range (108 days), "yellow" if the year-end forecast for Days Cash on Hand is between the Minimum Operating Reserve (90 days) and the bottom of the recommended range or 10% over the top of the recommended range, and "red" if the Days Cash on Hand is lower than the Minimum Operating Reserve. A "green" rating may be designated if reserves are 10% over the top of the recommended range as a result of a bond issue and/or the financial forecast shows a rate increase in the next year.

DCOH	District Minimum	District Target	Construction Account	Actual	Total
Q1	90	108 to 132	40	137	177
Q2	90	108 to 132	10	155	165
Q3	90	108 to 132	0	161	161
Q4	90	108 to 132	0	149	149

Reserves	Minimum	Budget ¹	Construction Account	Actual	Total
Q1	\$31.47M	\$59.29M	\$13.83M	\$47.84M	\$61.67M
Q2	\$31.47M	\$56.04M	\$3.44M	\$54.34M	\$57.78M
Q3	\$31.47M	\$51.92M	\$0.00M	\$56.83M	\$56.83M
Q4	\$31.47M	\$50.04M	\$0.00M	\$54.11M	\$54.11M

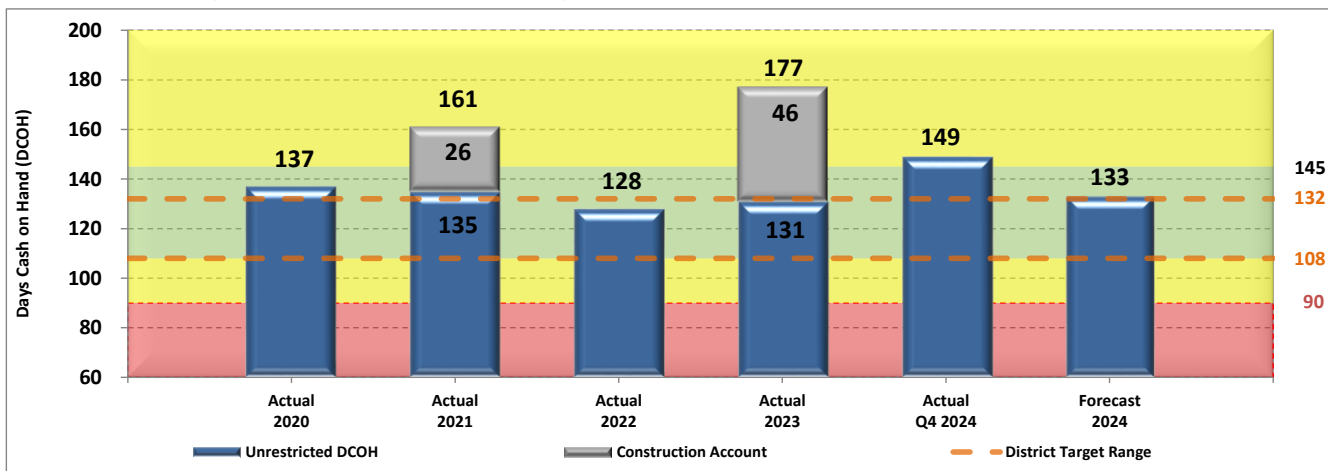
¹ Includes Construction Account

Description	DCOH
Minimum Operating Reserves	90
Power Market Volatility	14
Special Capital	18
Customer Deposits	5
Climate Commitment Act	6
Undesignated Reserves	0
Current 2024 Year-end Forecast	133
Construction Account	0
Total Year-End Forecast	133

*Designated reserve breakdown is still to be decided by the Commission

Quarterly Performance Summary

The District completed the process of issuing \$25 million in new bonds, with the proceeds received at the end of Q4 2023. The proceeds were placed in a restricted Construction Account and later transferred to Unrestricted Reserves as Capital expenditures were reimbursed. By the end of Q3 2024, the entire balance of the Construction Account had been moved to the Unrestricted Reserves. The District had 149 total DCOH at the end of Q4 indicating a yellow rating. However, due to the surplus in reserves resulting from the bond issuance, Q4 and the overall outlook is rated green. Please note that actual ending balances may differ from year-end financial statements due to the timing of invoice receipt and payment processing.



Responsible Manager: Keith Mercer

Data Provider: Katie Grandgeorge

Report Date: 1/27/2025



2024 Status			
Q1	Q2	Q3	Q4
Outlook			

Performance Measure Title

O&M / Net Capital

Definition

This indicator measures the District's actual operations and maintenance (O&M) expenses vs. budget and the actual net capital expenditures vs. budget on a year-to-date basis. O&M expenses include transmission, distribution, broadband and all District internal costs and exclude power supply costs, taxes, depreciation, interest expense and other non-operating expenses. O&M and capital expenditures are a subset of all expenditures incurred by the District. While all costs are controllable by the District in the long-term, management has more direct control of these costs over the short-term and may more immediately impact District financial results through decisions in these areas.

How Performance Measure is Computed

The official budget that is approved by the Commission for the calendar year will represent the standard against which actual results are measured. The original budget is amended by the Commission during the 4th quarter of each year. Year-to-date O&M expenses and net capital expenditures will be compared to budget at the end of each quarter.

Goal

Meet the year-to-date budget projections.

in millions

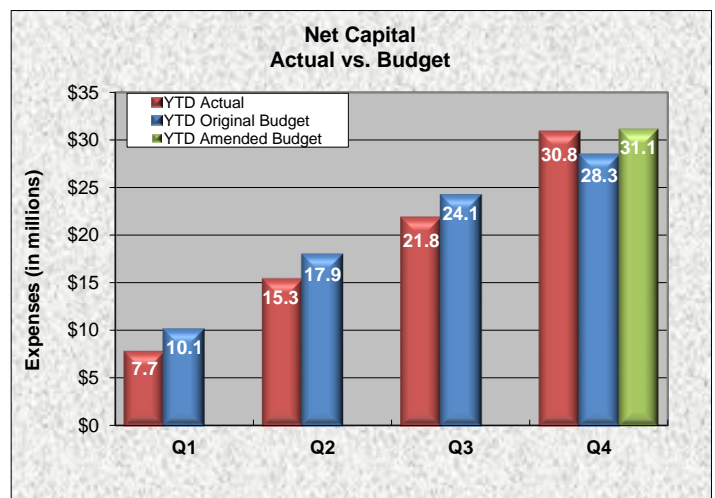
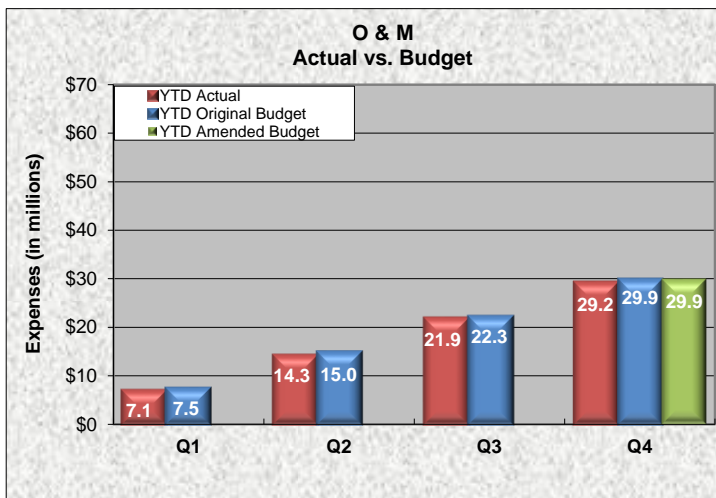
	O & M			
	YTD Original Budget	YTD Amended Budget	YTD Actual	% of Total Budget*
Q1	\$7.515		\$7.097	24%
Q2	\$14.976		\$14.288	48%
Q3	\$22.274		\$21.899	73%
Q4	\$29.878	\$29.890	\$29.250	98%

	Net Capital			
	YTD Original Budget	YTD Amended Budget	YTD Actual	% of Total Budget*
Q1	\$10.092		\$7.706	27%
Q2	\$17.945		\$15.317	54%
Q3	\$24.125		\$21.778	77%
Q4	\$28.347	\$31.131	\$30.783	109%

** % of total original budget, **actuals do not include pension expense*

Quarterly Performance Summary

The numbers included in this calculation are based on preliminary financial data and without the impacts of the GASB pension entry. O&M expenses of \$29.2 million through the fourth quarter are 2.1% or about \$0.6 million under the the original and amended budgets. A large portion of the variance to budget is under-runs in general administration and outside services expenses. Net capital expenditures of \$30.8 million through the fourth quarter are 8.6% or \$2.4 million over the original net capital budget and 1.1% or \$0.3 million under the amended budget. The variance is primarily related to repair and replace projects (cable replacement and substation transformers) and the timing of recognizing about \$1 million in capital contributions. These measures are rated green for the quarter and outlook.



Responsible Manager: Kent Zirker
 Data Provider: Janelle Herrington

Report Date: 1/29/2025



2024 Status			
Q1	Q2	Q3	Q4
Outlook			

Performance Measure Title
O&M Costs per Customer

Definition

This performance measure will track the District’s non-power operating and maintenance (O&M) costs per customer, excluding broadband and reimbursable mutual aid costs and including bad debt expense. O&M expenses are a subset of all expenditures incurred by the District. While all costs are controllable by the District in the long-term, management has more direct control of O&M costs over the short-term and may more immediately impact District financial results through decisions in these areas.

How Performance Measure is Computed

Actual O&M expenses, excluding broadband and reimbursable mutual aid costs and including bad debt expense, as reported in the financial statements will be divided by the average number of active service agreements on a rolling 12-month basis. Results at the end of each quarter will be compared to the 2024 calculated budget of \$503 per customer. The 2024 calculated amount was developed from the 2024 budget of \$499 per customer incremented by \$200,000 or \$4 per customer to allow for variations in the level of internal labor charged to capital projects vs expense. A rating of green will be assigned if the O&M costs per customer are less than 2% above budget; a rating of yellow will be assigned if the O&M costs per customer are more than 2% but less than 3% above budget; a rating of red will be assigned if the O&M costs per customer are more than 3% above budget.

Goal

Maintain or decrease the O&M costs per customer as compared to the 2024 budget of \$503 per customer.

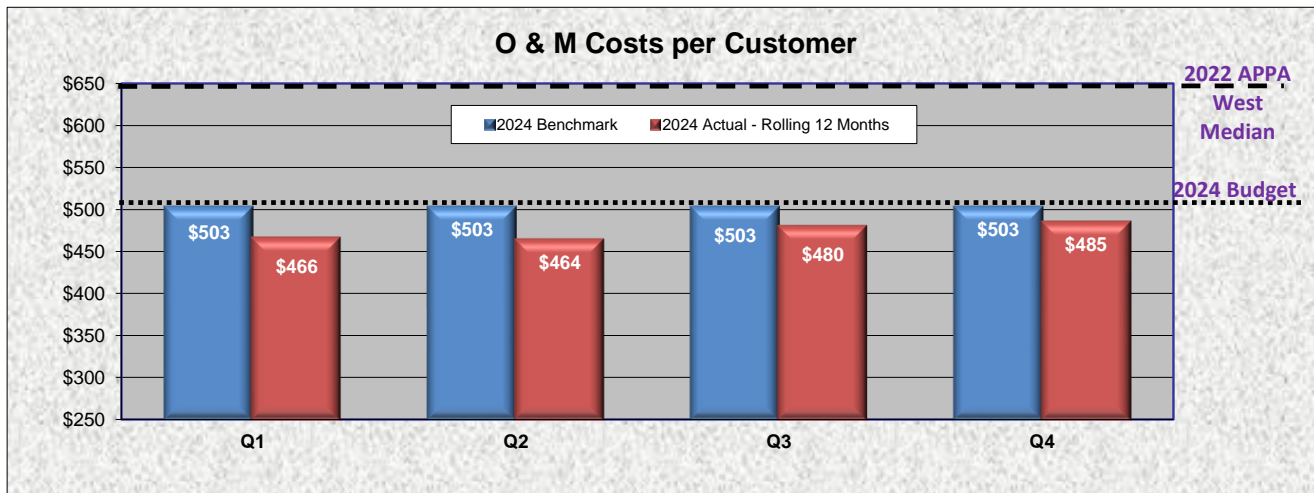
	O & M	
	2024 Budget	2024 Actual
Q1	\$503	\$466
Q2	\$503	\$464
Q3	\$503	\$480
Q4	\$503	\$485

Information Only	Stated Year Dollars	2024 ⁽¹⁾ Dollars
Benton PUD - CY 2022 Actual*	\$443	\$470
Benton PUD - CY 2023 Actual*	\$443	\$456
Benton PUD - CY 2024 Budget*	\$477	\$477
APPA - 2021 West median ⁽²⁾	\$597	\$652
APPA - 2022 West median ⁽²⁾	\$605	\$642

* includes bad debt expense, does not include GASB pension entry
 (1) Escalated at 3% per year
 (2) Selected Financial and Operating Ratios of Public Power Systems survey
 (Note: accounting for payroll taxes and benefits may vary among utilities)

Quarterly Performance Summary

The numbers included in this calculation are based on preliminary financial data and without the impacts of the GASB pension entry. O&M costs per customer on a rolling 12-month basis at the end of the fourth quarter were \$485, which is 1.6% below the budget amount. The budget amount is calculated based on information from the original budget. A large portion of the variance to the original budget is under-runs in general administration expenses (insurance, maintenance, and general expenses) of \$576k and outside services of \$361k. The District continues to be well below the APPA West median of \$642.





2024 Status			
Q1	Q2	Q3	Q4
●	●	●	●
Outlook:			●

Performance Measure Title

Accounts Receivable Collections

Definition

Percentage of accounts receivable that are outstanding and less than 60 days after billing.

How Performance Measure is Computed

The percentage is calculated by dividing the amount of accounts receivable under 60 days by the total amount of accounts receivable for electric customers. This measure does not include miscellaneous accounts receivable, such as power billings or cost reimbursements.

Goal

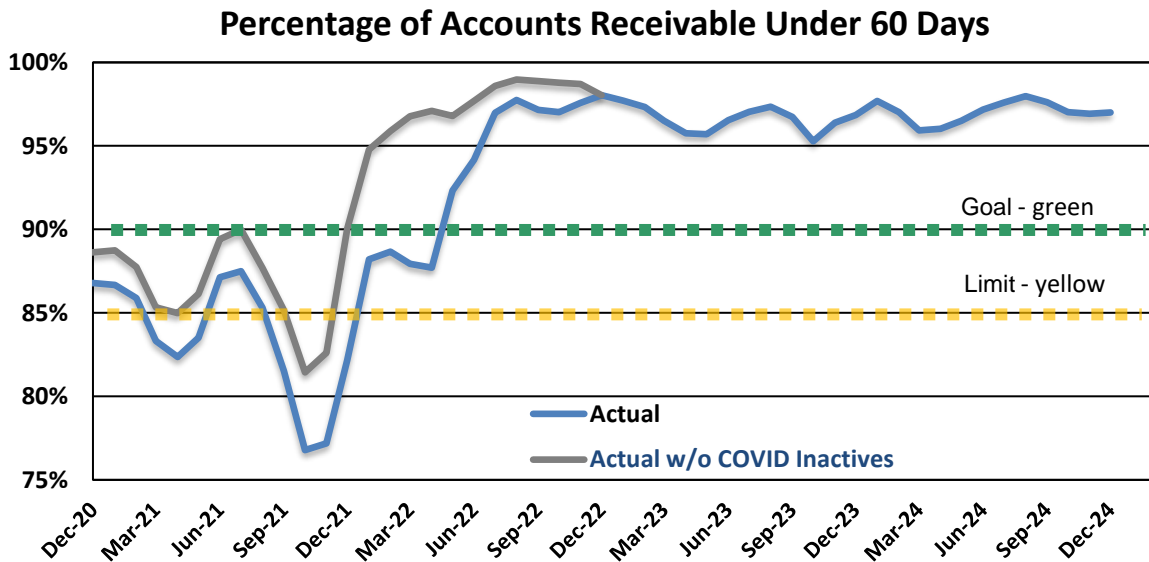
The goal is to increase the percentage of accounts receivable under 60 days to a level of 90% or more of the total accounts receivable. A green rating will be achieved if the actual results are at 90% or higher; a yellow rating will be assigned if the actual results are between 85% to 90%; a red rating will be assigned if the actual results are below 85%.

		Actual	
Q1	90%	Q1	96%
Q2	90%	Q2	97%
Q3	90%	Q3	98%
Q4	90%	Q4	97%

Performance Rating		
Green	●	>= 90%
Yellow	▲	85% - 89%
Red	◆	< 85%

Quarterly Performance Summary

The monthly percentage of outstanding accounts receivable under 60 days including inactive accounts were 97%, 97%, and 97% respectively during Q4. The quarter and outlook are rated green.



Responsible Manager: Annette Cobb

Data Provider: Kent Zirker

Report Date: 1/29/2025



2024 Status			
Q1	Q2	Q3	Q4
Outlook			

Performance Measure Title

Safety

Definition

The measure will benchmark reportable injuries or illnesses as recorded on the OSHA 300 log. The summary will specify incidents and look for trends and opportunities to correct through training, retraining, work procedure changes, engineering controls or other reasonable actions to address.

How Performance Measure is Computed

We will use the OSHA Form 300A "Summary of Work Related Injuries and Illnesses" for safety benchmarking against the Bureau of Labor Statistic numbers published each year. The basic requirement for recording an illness or injury is if it results in any of the following: death, days away from work, restricted work or transfer to another job, medical treatment beyond first aid, loss of consciousness, or a significant injury or illness diagnosed by a physician or other licensed health care professional. The incidence rates are calculated according to the following formula: $(N/EH) \times 200,000$ where N = number of incidents for the previous 12-months and EH = total hours worked by all employees during the same 12-month period. The 200,000 is the constant for 100 full-time workers working 40 hours per week for 50 weeks per year.

Benchmark (not to exceed)

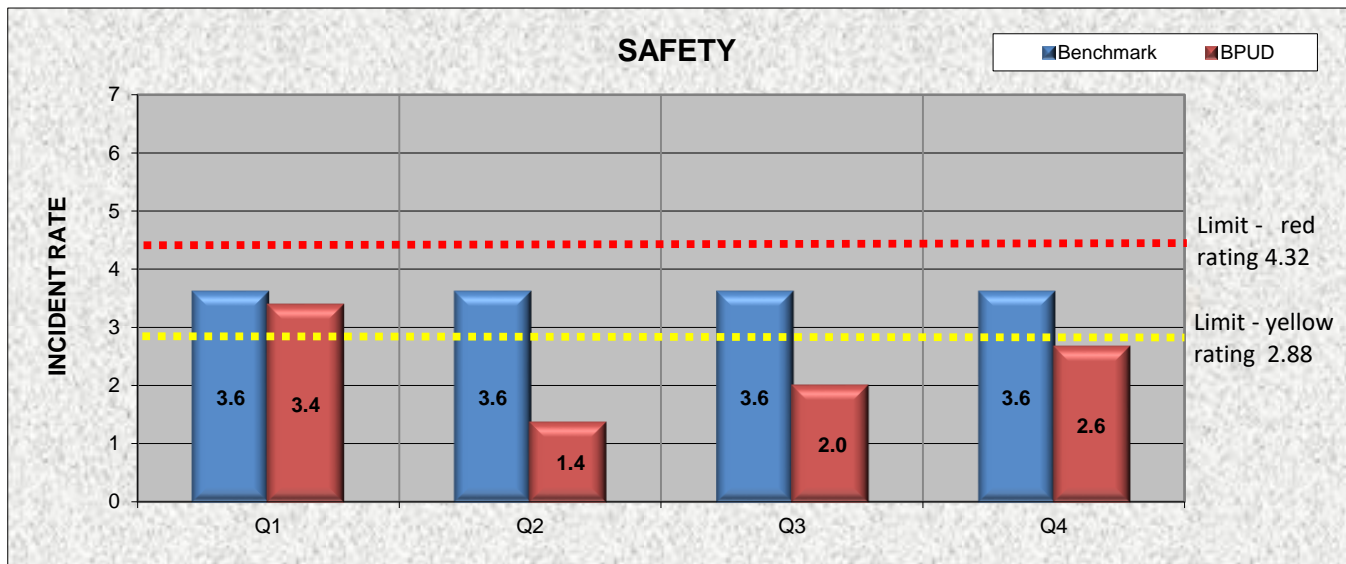
The benchmark is to be less than the Total Recordable Cases as published annually by the Bureau of Labor Statistics. This figure changes annually as a result of OSHA 300 log reports. This measure will be rated green if BPUD calculated reportable incidents are below 80% of the benchmark, yellow if they are between 80%-120% of the benchmark, and red if they are over 120% of the benchmark or as a result of a serious injury and/or Labor and Industries citation.

	Benchmark	BPUD
Q1	3.6	3.4
Q2	3.6	1.4
Q3	3.6	2.0
Q4	3.6	2.6

Quarterly Performance Summary

There were two incidents reported on the OSHA 300 form in the last 12 months (January 1, 2024 - December 31, 2024):

- ~ 12.17.24: Journeyman Lineman cut right hand while skinning jacketed wire - no lost time
- ~ 09.24.24: Mechanic strained right elbow pulling copper wire - no lost time
- ~ 03.06.24: Journeyman Lineman suffered a concussion and cuts to head when carrying a shovel - 11 days lost time
- ~ 02.20.24: Apprentice Lineman suffered flash burn to both eyes - 1 day lost time



Responsible Manager: Steve Hunter

Data Provider: Gabrielle Purdom

Report Date: 1/7/2025



2024 Status			
Q1	Q2	Q3	Q4
✓	✓	✓	✓
Outlook:			✓

Performance Measure Title

Safety Meeting and Training Attendance

Definition

This performance measure reflects the results achieved in meeting the safety program training and participation goals for the quarter. The training goal includes those trainings sponsored by the District and where attendance is required. The participation aspect includes non-training activities that depend upon employee involvement. The goal is to ensure the majority of scheduled participants attend the trainings or meetings while allowing flexibility for those on protected leave. Failing to achieve the goals may reflect other legitimate schedule conflicts, ineffective course frequency or length, priority-setting improvements needed for participants and/or their managers, or other interfering factors.

How Performance Measure is Computed

The target is derived each quarter based on the group participation goals approved by the Central Safety Committee and Leadership Team. It is the percentage of training/meeting attendance against the expected attendance, as well as the number of Operations crew reports turned in. The rating is set so all of the meeting and training attendance averaged together must equal 90% or above to achieve a green rating. A yellow rating reflects an average between 80-89% , and a red rating is less than 80% average attendance.

Performance Rating:

Green: ✓ AVG ≥ 90%	Yellow: ▲ AVG = 80-89%	Red: ✗ AVG < 80%
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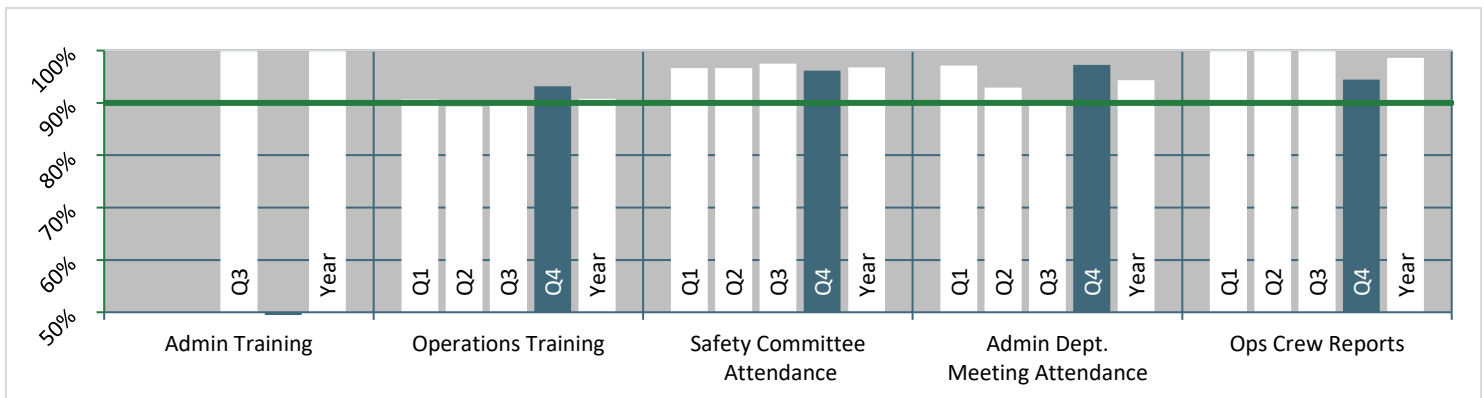
Goal

Achieve minimum 90% or greater average attendance and participation at safety-related trainings and meetings.

	Training Attendance			Participation				Goals
	Admin Training	Ops Training	AVG	Committee Attendance	Admin Dept Attendance	Ops Crew Reports	AVG	Overall AVG
Q1	N/A	91%	91%	97%	97%	100%	98%	94%
Q2	N/A	89%	89%	97%	93%	100%	97%	93%
Q3	100%	90%	95%	98%	90%	100%	96%	95%
Q4	N/A	93%	93%	96%	97%	94%	96%	95%
Year	100%	91%	92%	97%	94%	99%	97%	94%

Quarterly Performance Summary

The outlook for the quarter and overall year is green. In the fourth quarter, the Administrative and Operations groups averaged 95% across the safety training and participation goals set for both groups. For the quarter, 93% of Operations participated in crew/shop trainings and covered Cold Weather Hazards, First Aid/CPR/AED Refresher. 94% of Crew Reports were returned. There was no Admin biannual safety training during the quarter. 97% of Admin staff reviewed monthly safety information. The Safety Committees averaged 96% attendance overall.



Responsible Manager: Karen Dunlap

Data Provider: Kristen Demory

Report Date: 1/23/2025



2024 Status			
Q1	Q2	Q3	Q4
Outlook			

Performance Measure Title

Conservation Plan 2024-2025 Biennial Actuals/Target

Definition

The District will monitor quarterly conservation achievements and compliance with the Energy Independence Act (EIA) target of 1.11 aMW which was established through the Amended Conservation Potential Assessment presented to the Commission on April 23, 2024.

How Performance Measure is Computed

Status is determined by the two target levels in the chart below. Projected final year end savings that are above the EIA Target is green, between the EIA Target and Carryover level is yellow, below the Carryover level is red. Quarterly status is calculated by prorating all current conservation to a 24 month period and adding it to NEEA savings. (Note: Although NEEA actual savings are not received until April-May for the previous year, an estimate of 50% of NEEAs estimated savings are used in the chart until actuals are received). Projected savings are based on Energy Programs budget estimates divided into monthly allocations for all sectors except Industrial. Projections from the Industrial sector are based on pending projects reported to the District by the ESI program.

Goal

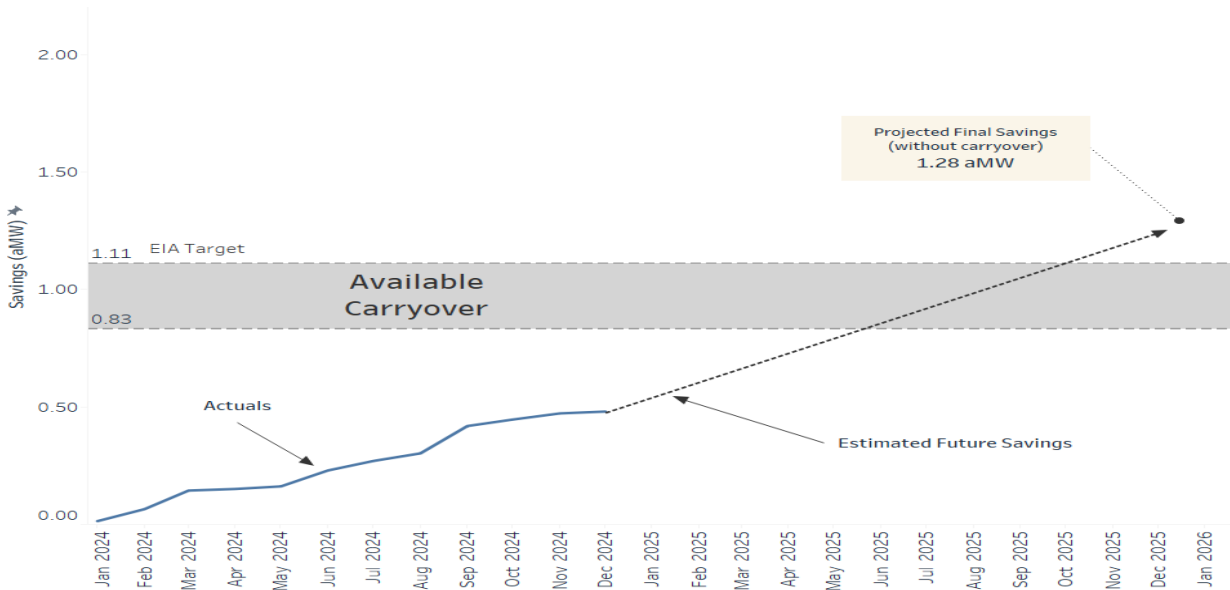
Ensure the District is on track to meet the 2024-25 conservation biennial target. Green Outlook rating is the "Projected Final Savings" meeting or exceeding the EIA target. Yellow rating is between the EIA Target and Carryover level. Red rating is below the Carryover level.

	Q1		Q2		Q3		Q4		Total	
	Proj	Actual	Proj	Actual	Proj	Actual	Proj	Actual	Proj	Actual
2024										
Residential	0.019	0.013	0.019	0.018	0.019	0.027	0.021	0.016	0.072	0.075
Commercial	0.063	0.038	0.063	0.063	0.063	0.055	0.058	0.040	0.115	0.196
Industrial	0.085	0.080	0.085	0.000	0.085	0.094	0.075	0.006	0.288	0.179
Agricultural	0.023	0.014	0.023	0.000	0.023	0.013	0.008	0.000	0.029	0.026
U.S.E.	0.000	0.000	0.000	0.004	0.000	0.000	0.036	0.000	0.067	0.004
									NEEA*	
									0.228	
2025										
Residential	0.018		0.018		0.018		0.018		0.072	0.075
Commercial	0.029		0.029		0.029		0.029		0.115	0.196
Industrial	0.072		0.072		0.072		0.072		0.288	0.179
Agricultural	0.007		0.007		0.007		0.007		0.029	0.026
U.S.E.	0.017		0.017		0.017		0.017		0.067	0.004
									NEEA*	
									0.228	
									Total aMW	
									1.280	

*Based on 50% of NEEA provided estimate for 2024 and 2025.

Quarterly Performance Summary

Quarter 4 was the slowest of 2024 as Residential and Commercial activity were ~20% below the average from the first three quarters, and the Industrial, Agricultural, and USE sectors produced only one large project. The overall projection for biennium savings is 1.28 aMW due to the availability of funding and the scheduled pending projects expected to be finished in 2025. This performance measure is green for the quarter and green for the two year 2024-2025 outlook.



Responsible Manager: Chris Johnson

Data Provider: Terry Mapes

Report Date: 1/15/2025



2024 Status			
Q1	Q2	Q3	Q4
Outlook			

Performance Measure Title

Broadband Network Reliability Report

All Green =	■
Any Yellow =	■
Any Red =	■

Definition

This report reflects Benton's network performance, identified by two (2) primary categories and two (2) subcategories.

3 - 9s	4 - 9s	5 - 9s
99.9 =G	99.99 =G	99.999 =G
99.85 =Y	99.985 =Y	99.9985 =Y
99 =R	99.9 =R	99.99 =R

Primary categories

Core - Backbone Network
Distribution - Tail circuit and Customer Fiber

Subcategories

Dark Fiber - Non-lit services
Wireless Carrier - Services provided to Wireless Carriers (T-Mobile, US Cellular, AT&T, Sprint and Verizon)

The District's Broadband network consists of these four (4) segments and each of these segments will be measured independently as a part of the total network reliability. The measure of value and performance of a network is determined by the reliability of the network and at the extent to which it can maintain an adequate level of "up" time and service to the end users. The measurements and tracking process will allow the Broadband technical and management staff to determine the level of service and value of the network to the Retail Service Providers and the end users they serve. The results of the measurements will be part of the rate setting structure, level of service guarantees provided to RSPs and performance of staff.

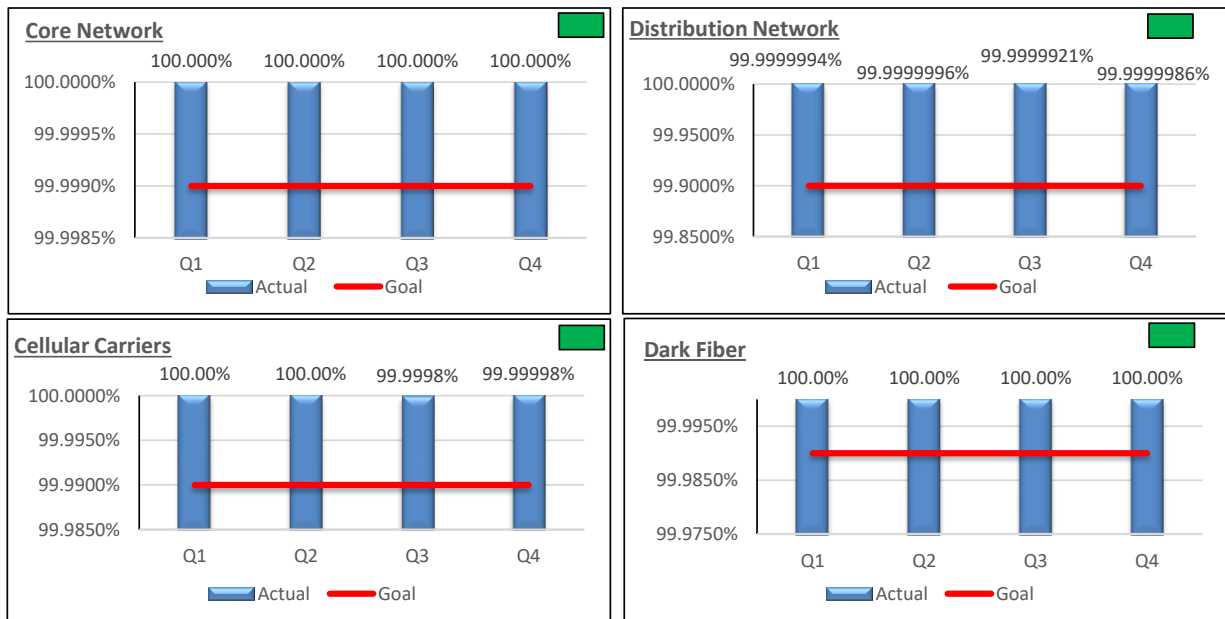
Performance Objectives

Target performance for Core network is 5-9's, Distribution at 3-9's, Cellular Carriers at 4-9's & Dark Fiber at 4-9's.

	Core Network		Distribution Network		Cellular Carriers		Dark Fiber	
	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual
Q1	99.999%	100.000%	99.9%	99.9999994%	99.99%	100.00%	99.99%	100.00%
Q2	99.999%	100.000%	99.9%	99.9999996%	99.99%	100.00%	99.99%	100.00%
Q3	99.999%	100.000%	99.9%	99.9999921%	99.99%	99.9998%	99.99%	100.00%
Q4	99.999%	100.000%	99.9%	99.9999986%	99.99%	99.99998%	99.99%	100.00%

Quarterly Performance Summary

The Performance Measure is rated green for the Quarter 4 in 2024. On November 13th fiber crews inadvertently took down a second span during a planned maintenance, the Network Operations Center quickly notified the crew and they worked quickly to repair the second span restoring services. This outage caused 21 circuits to be down for 27 minutes and 49 seconds.



Responsible Manager: Chris Folta
Data Provider: Adrian Mata

Report Date: 1/21/2025



2024 Status			
Q1	Q2	Q3	Q4
Outlook			

Performance Measure Title
Electric Reliability

Definitions

SAIFI - System average interruption frequency index

Indicates how often the average customer experiences a sustained (greater than or equal to 5 minutes) interruption.

$$SAIFI = \frac{\Sigma \text{ Number of Customer Interruptions}}{\text{Number of Customers Served}}$$

SAIDI - System average interruption duration index

Indicates the total duration of interruption for the average customer during a predefined period of time.

$$SAIDI = \frac{\Sigma \text{ Customer Interruption Duration}}{\text{Number of Customers Served}}$$

CAIDI - Customer average interruption duration index

Indicates the average time required to restore service.

$$CAIDI = \frac{\Sigma \text{ Customer Interruption Duration}}{\Sigma \text{ Number of Customer Interruptions}} = \frac{SAIDI}{SAIFI}$$

Major Event Day - A day in which the daily system SAIDI exceeds a Major Event Day threshold value (TMED). Statistically, days exceeding the TMED threshold are days on which the energy delivery system experiences stresses significantly beyond those that are typically expected.

How Performance Measure is Computed

Interruption information is logged into the District's Outage Management System (OMS), either automatically from the District's SCADA system or manually. Tableau is used to calculate and report statistics for interruptions lasting longer than five minutes, excluding planned outages and customer problems.

Charts are presented that include and exclude Major Event Days (MEDs). The MED data is provided as it is the summation of our customer's experience. These large MED outages are often events that interrupt the District's electrical service but may not be the result of an electrical fault or equipment failure on the District's electrical system. Events such as BPA transmission outages or weather events that overwhelm the District's ability to rapidly respond.

The second set of charts excludes MED outages and provides a reportable quarterly metric reflecting outages caused only by electrical faults or equipment failures on the District's electrical system. This allows the District to identify actionable trends in SAIFI, SAIDI, and CAIDI values for outages that occurred on the District's electrical system.

Goal

Compare recent 12-month performance to a goal equal to a four year (2005-2008) historical average. The performance rating will be "green" if the index is up to 20% above the goal, "yellow" if between 20% and 40% above and "red" if greater than 40% above the goal.

Quarterly Performance Summary

Time Period: 12-month time period from January 2024 to December 2024.

	MEDs Included	MEDs Excluded	Goal	Rating
SAIFI	0.50	0.40	0.5	
SAIDI	52.9	39.5	60	
CAIDI	104.8	98.0	120	

Over the 12-month time period from January 2024 to December 2024, **SAIFI of 0.4** interruptions is less than the goal of 0.5, resulting in a green rating. **SAIDI of 39.5** minutes is less than the goal of 60, resulting in a green rating. **CAIDI of 98.0** minutes is less than the goal of 120, resulting in a green rating.

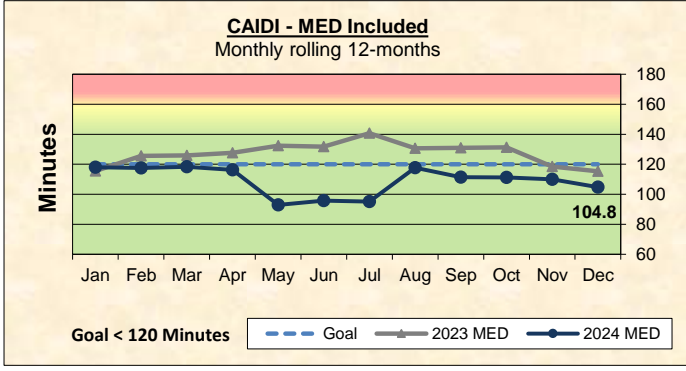
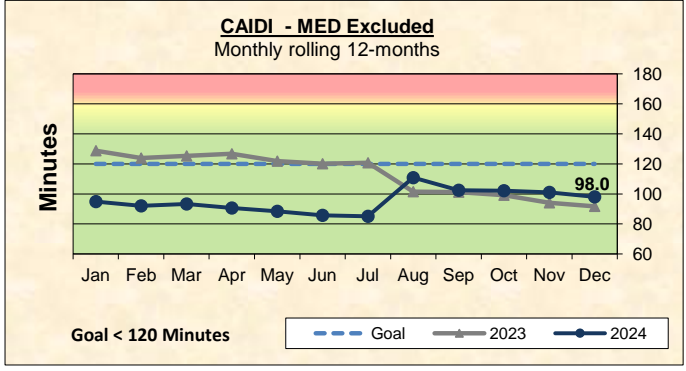
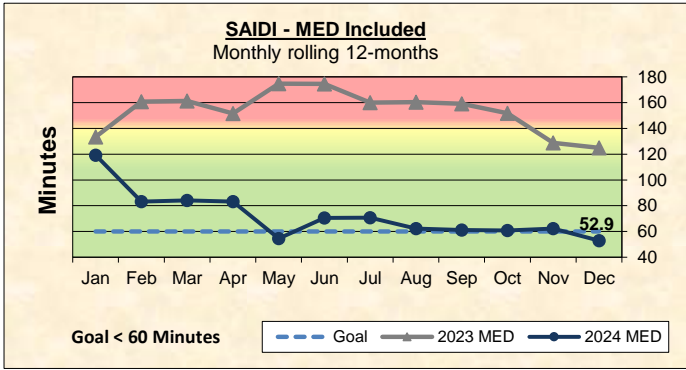
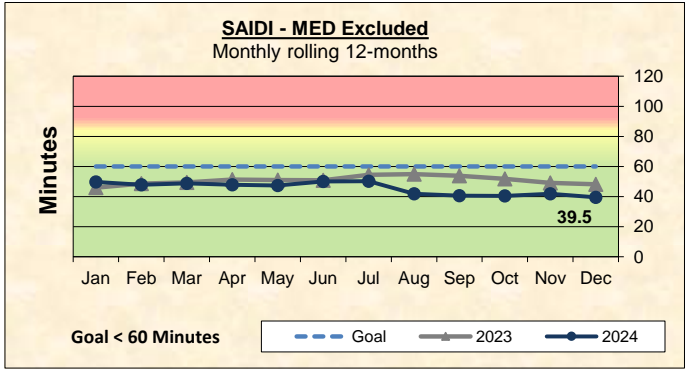
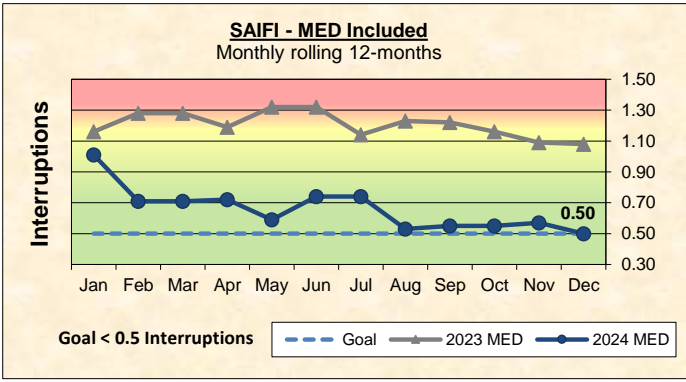
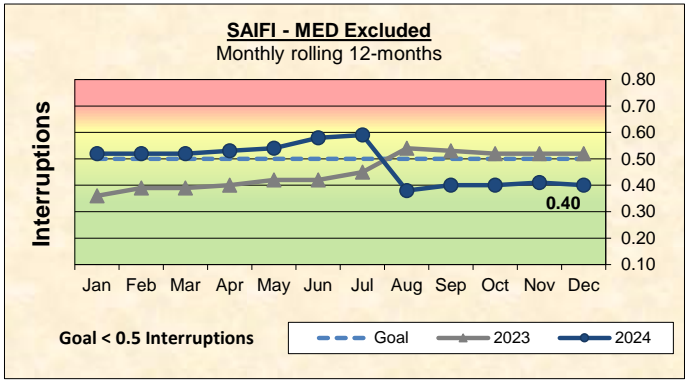
For the non-MED data, SAIFI remained flat for the current quarter, meaning the average customer experiences an outage about every 30 months for general outages. SAIDI decreased slightly to 39.5 minutes and had been trending closer to a 50 minute average for the last couple years. CAIDI decreased to 98.0 due to SAIFI remaining stable and SAIDI decreasing. Q4 is being given a green rating.

With MED data included, SAIFI decreased to **0.50**, SAIDI decreased to **52.9**, and CAIDI decreased to **104.8**. SAIFI is benefitting from Q4-2023 falling off the calculation which had much more customers out than Q4-2024 did.

A SAIFI of 0.50 means every single one of our customers could have expected an outage within the last 24 months. In reality we had a subset of our customers who experienced multiple outages in the last 24 months. With MED's included our customers experienced an average restoration time of 1 hour and 45 minutes.

Responsible Manager: Evan Edwards
 Data Provider: Dax Berven

Report Date: 1/20/2025



Responsible Manager: Evan Edwards
 Data Provider: Dax Berven

Report Date: 1/20/2025



2024 Status				
Q1	Q2	Q3	Q4	
Outlook				

Performance Measure Title Electric System Outages

Definitions

Outage - Interruption of electrical service, for greater than or equal to 5 minutes, to one or more customers, excluding planned outages.

Cause - The reason the outage occurred.

Region - The geographic zone, as defined by the District's Geographical Information System, where the outage occurred.

Customer - A metered electrical service point for which an active bill account is established at a specific location.

Customer Minutes Out - The number of customers interrupted in an outage multiplied by the duration of the outage in minutes.

MED - Major Event Day

How Performance Measure is Computed

Outage information is logged into the District's Outage Management System (OMS). Every outage that occurs has an associated cause, region, number of customers affected and the number of customer minutes out. The outage data is queried from the OMS database using reporting tools and entered into a spreadsheet for summation and graphing purposes. The data is reported for a rolling 12-month time period, which removes any seasonal variation when looking for trends. This data is similar to the data used for calculating the quarterly performance measure titled "Reliability Indices". The reliability indices are useful as a performance indicator and for benchmarking purposes, but they do not provide the detail required to fully understand what factors are influencing reliability.

Goal

To identify electric system outage trends by cause and region over a 12-month time period. Trends in the negative direction will result in a yellow rating; otherwise a green rating will apply. No red ratings will be used.

Quarterly Performance Summary

Rolling 12 Months Reported Quarterly (No MED)						Rolling 12 Months Reported Quarterly (MED)					
Outage Statistics	2023-Q4	2024-Q1	2024-Q2	2024-Q3	2024-Q4	Outage Statistics	2023-Q4	2024-Q1	2024-Q2	2024-Q3	2024-Q4
Outage Count	486	535	514	480	502	Outage Count	544	552	531	497	518
Customers Out	28,352	28,356	31,861	21,784	23,223	Customers Out	60,725	39,804	41,348	31,271	29,032
Customer Minutes Out	2,636,509	2,684,132	2,754,394	2,306,008	2,245,781	Customer Minutes Out	6,847,669	4,557,104	3,838,290	3,389,904	3,017,302

Non-MED Data Summary: For the non-MED data, outage counts and customers out increased while customer minutes out decreased over the previous 12 month window. All three have been generally up and down over the past 5 quarters.

MED Data Summary: The MED data incorporates the following event:

June 2nd, 2024 - Grandview - Red Mountain Transmission Outage (Helicopter Impact)

This event increased the outage counts, increased customers out by about 25%, and increased customer minutes out by about 34%.

Outages by Cause	2023-Q4	2024-Q1	2024-Q2	2024-Q3	2024-Q4	Outage Statistics	2023-Q4	2024-Q1	2024-Q2	2024-Q3	2024-Q4
Equipment	241	262	267	270	264	Equipment	276	273	273	276	269
Animals	87	87	82	75	89	Animals	92	88	82	75	89
Weather	15	24	21	14	18	Weather	19	24	21	14	18
Foreign Interference	106	123	112	97	103	Foreign Interference	106	123	123	108	114
Vegetation	19	23	20	14	17	Vegetation	25	23	20	14	17
Undetermined	18	16	12	10	11	Undetermined	26	21	12	10	11
Total	486	535	514	480	502	Total	544	552	531	497	518

Cause Summary: For the non-MED data outages caused by Animals, Weather, Foreign Interference, and Vegetation increased. Outages caused by Equipment decreased, and Undetermined outages remained flat.

With MED data included Animal, Weather, Vegetation, and Undetermined outages were flat and Equipment and Foreign Interference outages increased.

Outages by Region	2023-Q4	2024-Q1	2024-Q2	2024-Q3	2024-Q4	Outages by Region	2023-Q4	2024-Q1	2024-Q2	2024-Q3	2024-Q4
East Kennewick	185	214	206	184	175	East Kennewick	227	224	207	185	175
West Kennewick	155	166	160	160	161	West Kennewick	166	169	160	160	161
Benton City & Prosser	113	125	125	117	140	Benton City & Prosser	117	128	129	121	144
River & Hanford	33	30	23	19	26	River & Hanford	34	31	35	31	38
Total	486	535	514	480	502	Total	544	552	531	497	518

Region Summary: Across the non-MED data East Kennewick saw a decrease in outage counts, West Kennewick remained flat, and the Benton City & Prosser and the River & Hanford areas saw an increase. All regions saw an increase in customers out. East Kennewick saw a decrease in customer minutes out, the Benton City & Prosser area remained flat, and the West Kennewick and the River & Hanford areas saw an increase.

When MED data is included the impact is seen generally in the Benton City & Prosser area.

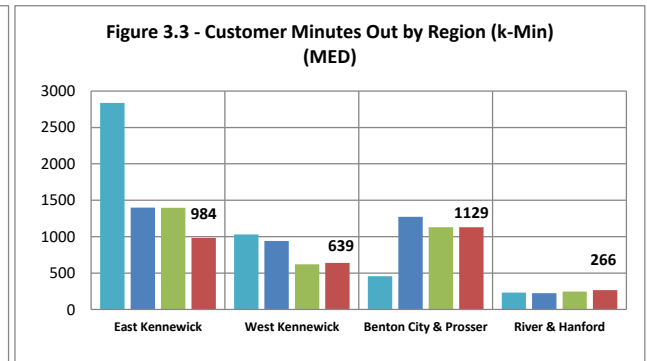
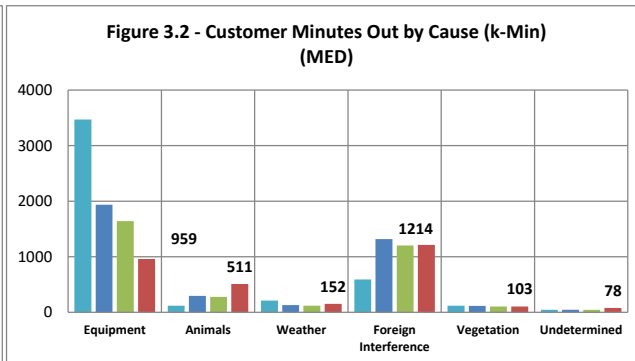
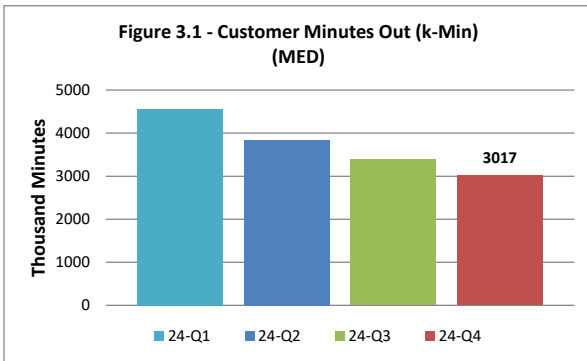
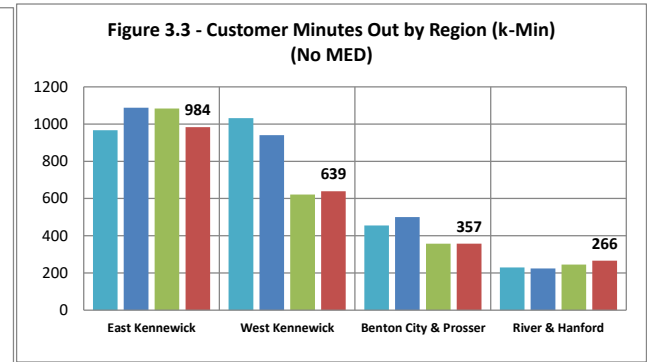
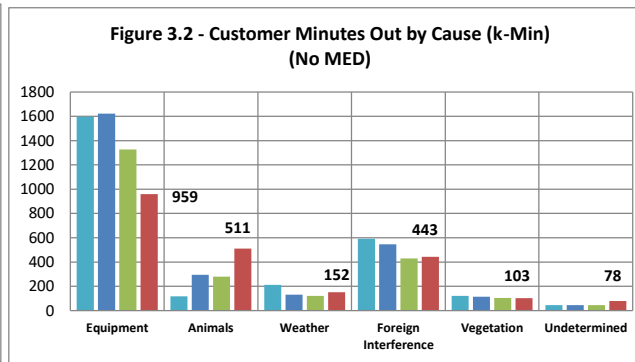
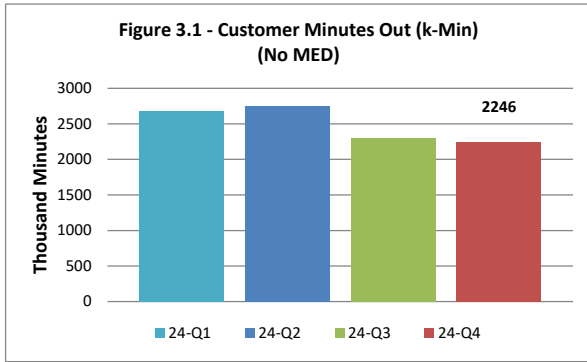
Responsible Manager: Evan Edwards
Data Provider: Dax Berven

Report Date: 1/20/2025

Outage Data Rolling 12-Months, Reported Quarterly



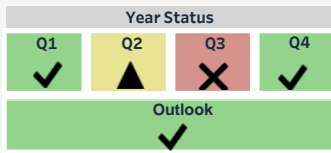
Outage Data Rolling 12-Months, Reported Quarterly





Select Year: 2024
 Select Quarter: 4

Enterprise Application Reliability



Definition

Measures the reliability of seven enterprise software applications: HPRM (document management system), iVUE (customer information system, financials and payroll, outage management system, document vault, and work scheduling), GIS (mapping system), SCADA (electrical system monitoring and operations system) and AMI (automated metering system). We will also measure the reliability of the databases that support these applications, along with cloud applications critical to the functions of the District. The measure of value and performance of software applications is determined by the reliability and maintaining an adequate level of "up" time and service to the end users. The measurements will allow management staff to determine the level of service and value of each application to the end users they serve.

*note for the applications to be considered available, all parts must be available as defined by each system owner

How Performance Measure is Computed

Target performance for each application has been defined by the respective System Owner and is indicated in the "Goal" columns below. All goals are based on 24x7 availability. Each system has a Scheduled Maintenance Window for allowed after hours maintenance that will be excluded from the measurements.

Goal

Maintain an adequate level of "up" time and service to end users.

Performance Metric Results

This performance measure is rated green for the quarter with no unscheduled down time for any enterprise application.

Enterprise Reliability

5 Year Trends

24x7 Applications Uptime % 2024 Q4

5 Year Trends	Green Rating > 99.99% 0-13 mins				Yellow Rating 99.96%-99.98% 14-25 mins				Red Rating <=99.95% >26 mins				Current Quarter				
	20-20-20-20-20-21-21-21-21-21-22-22-22-22-22-23-23-23-23-24-24-24-24-24	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4							
Apps Team Data..	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	100.00%
GIS (MapWise)	✓	✓	✓	✓	✗	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	100.00%
HPRM	✗	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	100.00%
iVue	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	100.00%
SCADA	✗	✗	✓	✓	✓	✓	✓	✓	▲	✓	✓	✓	✗	✓	✗	✓	100.00%

Cloud Applications Uptime % 2024 Q4

5 Year Trends	Green Rating > 99.90% 0-131 mins				Yellow Rating 99.85%-99.89% 132-199 mins				Red Rating <=99.84% >199 mins				Current Quarter				
	20-20-20-20-20-21-21-21-21-21-22-22-22-22-22-23-23-23-23-24-24-24-24-24	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4							
AMI	✓	✗	✗	✗	✓	✓	✓	✗	✓	✓	✗	✓	✓	✓	✓	✓	100.00%
Cloud Applications	✓	✓	✗	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	▲	✓	✓	100.00%



Select Year: 2024 Select Quarter: 4

Infrastructure Component Reliability

Year Status			
Q1	Q2	Q3	Q4
Outlook			

1 Yellow or all Green =

2 Yellow or 1 Red =

2 Red =

Definition

Measures the reliability of eight key Infrastructure components: Network (Core business computer network), NoaNet Service (Outside Internet provider), Kennewick-Prosser communications link, TEA/SCADA Network (The Energy Authority and SCADA communications), SAN (Storage Area Network), VDI (Virtual Desktop Infrastructure), Phones (Phone System), and Exchange (Email System). The measure of value and performance of infrastructure components is determined by the reliability and maintaining an adequate level of "up" time and service to the end users. The measurements will allow management staff to determine the level of service and value of each application to the end users they serve. Below is a chart to explain the thresholds in minutes of unplanned downtime.

How Performance Measure is Computed

Target performance for each component has been defined by the respective System Owner and is indicated in the "Goal" column below. All components are based on 24x7 availability.

Goal

Maintain an adequate level of "up" time and service to end users.

Performance Metric Results

The performance measure is green for the quarter and yellow for the outlook. There was no unexpected downtime for any of the Infrastructure measures during the 4th quarter. On January 22nd the Districts telephone provider RingCentral experienced a nationwide outage that caused an interruption in service for 9 hours.

Infrastructure Reliability

5 Year Trends

24x7 with 99.99 % Uptime 2024 Q4

5 Year Trends	Green Rating > 99.99% 0-13 mins				Yellow Rating 99.96%-99.98% 14-25 mins				Red Rating <=99.95% >26 mins				Current Quarter								
	20-01-01	20-02-01	20-03-01	20-04-01	21-01-01	21-02-01	21-03-01	21-04-01	22-01-01	22-02-01	22-03-01	22-04-01		23-01-01	23-02-01	23-03-01	23-04-01	24-01-01	24-02-01	24-03-01	24-04-01
Exchange																					100.00%
Kennewick to Pro..																					100.00%
SAN																					100.00%
VDI																					100.00%

24x7 with 99.95% Uptime % 2024 Q4

5 Year Trends	Green Rating > 99.95% 0-65 mins				Yellow Rating 99.90%-99.95% 65-129 mins				Red Rating <=99.90% >130 mins				Current Quarter								
	20-01-01	20-02-01	20-03-01	20-04-01	21-01-01	21-02-01	21-03-01	21-04-01	22-01-01	22-02-01	22-03-01	22-04-01		23-01-01	23-02-01	23-03-01	23-04-01	24-01-01	24-02-01	24-03-01	24-04-01
Phones																					100.00%

24x7 with 99.90% Uptime % 2024 Q4

5 Year Trends	Green Rating > 99.90% 0-131 mins				Yellow Rating 99.85%-99.89% 132-199 mins				Red Rating <=99.84% >199 mins				Current Quarter								
	20-01-01	20-02-01	20-03-01	20-04-01	21-01-01	21-02-01	21-03-01	21-04-01	22-01-01	22-02-01	22-03-01	22-04-01		23-01-01	23-02-01	23-03-01	23-04-01	24-01-01	24-02-01	24-03-01	24-04-01
Network																					100.00%
NoaNet Service																					100.00%
TEA-SCADA Network																					100.00%



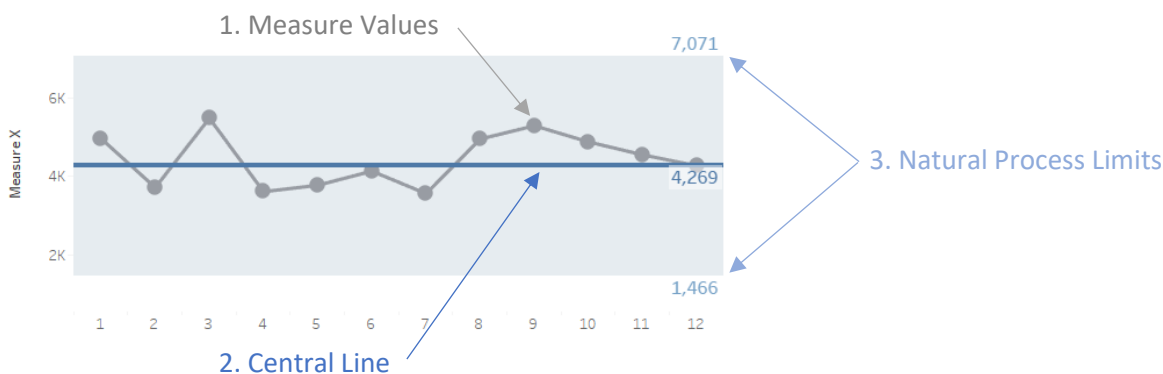
Appendix A

Using XmR Charts for Performance Measurement

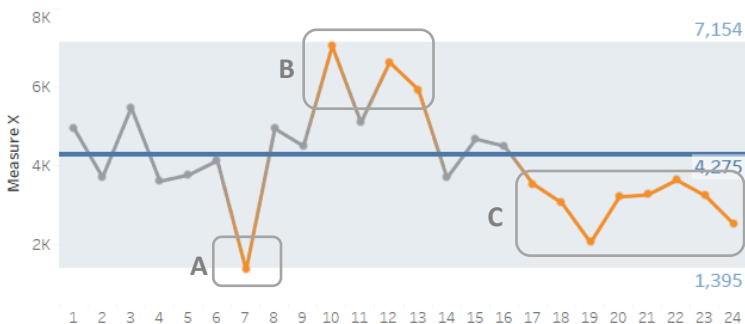
Introduction - This reference was created to support the District’s performance measures that utilize XmR charts (a.k.a. process behavior charts). The District’s use of XmR charts is intended to be consistent with the recommendations of Stacey Barr, author of the Measure Up Blog.¹ The basic features of XmR charts are explained, but to learn more, readers should refer to the footnotes for Stacey’s blog articles. If the footnote hyperlinks are not available to the reader, the articles may be found by accessing the blog website and then using the keyword search tool.

Why use an XmR chart? - To bring focus to the “signals” of performance rather than the “noise” of normal variation.² It is an alternative that addresses the limitations of other analysis methods.^{3,4}

What is an XmR chart? - An XmR chart identifies signals of a change in performance by monitoring a measure in the context of its baseline level of performance (Central Line) and its normal variation (Upper and Lower Natural Process Limits).⁵ The chart below represents the “X” portion of an XmR chart.⁶



What are the signals on an XmR chart?⁷



3 types of signals:

- A. **Outlier** - A point outside of the Natural Process Limits.
- B. **Short Run** - At least 3 out of 4 consecutive points closer to the same Natural Process Limit than to the Central Line.
- C. **Long Run** - At least 8 consecutive points all on the same side of the Central Line.

How to set targets on an XmR chart? - Refer to these blog articles.^{8,9}

¹ <https://www.staceybarr.com/measure-up/>

² [Why Statistical Thinking is ESSENTIAL to Great KPIs](#)

³ [5 Analysis Methods That Make Us Misinterpret KPIs](#)

⁴ [Why KPI Thresholds Are a Really Bad Idea](#)

⁵ [Three Things You Need On Every KPI Graph](#)

⁶ [How to Build an XmR Chart for Your KPI](#)

⁷ [3 Essential Signals to Look for in Your KPIs](#)

⁸ [Three Types of Useful KPI Targets](#)

⁹ [Principles to Design a PuMP Performance Dashboard](#)