

CLACKAMAS RIVER WATER
BOARD OF COMMISSIONERS
REGULAR MEETING



Clackamas River Water

Held at 16770 SE 82nd Dr. Clackamas, OR 97015

This Meeting will have both an in person and remote option for attending
March 9, 2023 at 6:00pm

AGENDA

Public Comment: If a member of the public wishes to address the Board during a meeting, they are encouraged to inform Board staff through email to kholzgang@crwater.com no later than 4pm the day of the meeting. If a person will attend the meeting through Zoom and wishes to provide public comment, prior notice to kholzgan@crwater.com no later than 4pm on the day of the meeting is **required** in order to ensure access. The notice should include the following information: (1) Full name; (2) Address/City/ZIP; (3) Email address or phone number to be used to access the Zoom meeting, so it can be unmuted; (4) District/Organization/Public; and (5) Topic of your public comment and or specific agenda item you wish to speak on.

Members of the public are welcome to speak for a maximum of three minutes during a time designated on the agenda for public comment. The speaker must state their name, address, and if they are a customer or not for the record. Public comment provided at the *beginning* of the agenda will be reserved for comment on agenda items, special presentations, letters, and complaints. Public comment as listed at the *end* of the agenda will be for the purpose of “wrapping up” any remaining concerns.

Anyone who wishes to attend the meeting remotely by Zoom may do so by internet at <https://us02web.zoom.us/j/87960341533> or by calling the following number 1 719 359 4580 and join meeting/ 87960341533#. **Passcode:** 044694

REGULAR MEETING -@ 6:00pm

Call to Order, Pledge of Allegiance and Roll Call - *Sherry French, President*

- a. Approval of the Agenda

Public Comment (*see blue box at the top of the agenda*)

Action Items

1. **First Reading by Title Only of Resolution 10-2023 Amending Local Contract Review Board Rules** – *Todd Heidgerken, General Manager*
2. **Consider the Purchase of Information Technology (IT) Equipment Exceeding the General Managers Signature Authority-** *Todd Heidgerken, General Manager*
3. **Consider Construction Amendment to the Intergovernmental Agreement (IGA) with Clackamas County for Linwood Ave. Waterline Project-** *Joe Eskew, Engineering Manager*

Consent Agenda

CA-1: **Gross Payroll and Accounts Paid: February 2023**– *Jason Kirkpatrick, Chief Financial Officer*

CA-2: **Cash Position and Transfers: February 2023**– *Jason Kirkpatrick, Chief Financial Officer*

Informational Reports

4. Update on Strategic Plan - *Todd Heidgerken, General Manager*
5. Management Report – *Todd Heidgerken, General Manager*

NEXT PAGE

6. Public Comment (*see blue box at the top of the agenda*)

Commissioner Business

7. Commissioner Reports and Reimbursements

Adjourn regular meeting

The meeting location is accessible to persons with disabilities. A request for accommodations for persons with disabilities should be made at least 48 hours before the meeting to Adora Campbell (503) 722-9226.

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

March 9, 2023

SUBJECT Conduct First Reading, by Title Only, of Res. 10-2023, Amendment to Local Contract Review Board Rules 110-012, Contract Exceptions and Exemptions

DRAFT MOTION	Move that the CRW Board Approve Todd Heidgerken, General Manager to Conduct the First Reading by title only of Resolution 10-2023
EFFECTIVE DATE	None

PRINCIPAL STAFF PERSON Todd Heidgerken, General Manager

BOARD ACTION REQUESTED Consider First Reading by Title Only of the Resolution Amending Local Contract Review Board Rules– 10-2023

DOCUMENTS ATTACHED Resolution 10-2023

Agenda Summary

BACKGROUND CRW has seen the benefit of entering into on-call agreements with vendors to perform a variety of small projects. An amendment to CRW’s Local Contract Review Board Rules is desirable to clarify that when CRW has established a master agreement with an on-call contractor through competitive bidding, CRW may enter into individual contracts for individual projects subject to the master agreement without additional competitive bidding.

ANALYSIS Included in CRW’s current Local Contract Review Board (LCRBs) Rules is a provision for “Special Procurements” that are exempt from competitive bidding. Resolution 10-2023 adds a fifteenth class that would permit the procurement of services from a contractor for a project without competitive bidding when the contract is entered into pursuant to and subject to the terms of a master agreement that was procured through competitive bidding.

The special procurement would still be subject to the General Manger’s procurement authorization amounts so procurements exceeding the General Manager’s authority would still require approval by the Board.

STAFF RECOMMENDATION Direct staff to conduct the First Reading of Resolution 10-2023 by title only.

CLACKAMAS RIVER WATER
RESOLUTION 10-2023

A RESOLUTION AMENDING LOCAL CONTRACT REVIEW BOARD RULES

WHEREAS, this Resolution was given a first reading at the Regular Meeting of the Clackamas River Water Board of Commissioners on March 9, 2023; and

WHEREAS, this Resolution was given a second reading at the Regular Meeting of the Clackamas River Water Board of Commissioners on April 13, 2023; and

WHEREAS, after consideration the Board of Commissioners finds that Clackamas River Water Local Contract Review Board Rules should be revised to permit the procurement of services from a contractor for a project without competitive bidding when the contract is entered into pursuant to and subject to the terms of a master agreement that was procured through competitive bidding;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CLACKAMAS RIVER WATER THAT Clackamas River Water Local Contract Review Board Rule 110-012 is amended to read as follows:

110-012 Public Contract Exceptions and Exemptions

Unless exempted by the Public Contracting Code, these Rules or by the Board, all public contracts issued by the District shall be based upon a competitive solicitation process. The following public contracts are exempt from the competitive solicitation process:

- a. Contracts made with other public agencies or the federal government, including but not limited to cooperative procurements;
- b. Contracts made with qualified non-profit agencies providing employment opportunities for disabled individuals;
- c. Emergency Procurements
- d. Sole-Source Procurements
- e. Small Procurements (under \$10,000 annually)
- f. Special Procurements - Special procurements may be class special procurements or contract-specific special procurements. For contract-specific procurements, the District shall follow the exemption procedures authorized by the Public Contracting Code. Below is a list of Class Special Procurements that are exempt from competitive bidding under these Rules:
 1. Personal services contracts as described and defined in these Rules, including professional service contracts. Professional service contract shall include but

not be limited to attorneys, accountants, auditors, engineers; land surveyors, field specific experts, appraisers and rate consultants (See additional provisions relating to professional service contract contained in Rule 130.)

2. Distribution and Treatment system related Equipment Repair, Maintenance and Overhaul
3. Contracts for Price Regulated Items - Contracts where rates are regulated or otherwise set by governmental agencies or through a public hearing process pursuant to law (for instance electricity, natural gas and title insurance)
4. Laboratory Services & Equipment
5. Copyrighted Materials and Periodicals
6. Purchases of Used Personal Property
7. Advertising Contracts
8. Investment Contracts - The District invests public funds pursuant to the District's Investment Policy
9. Communication or Information systems and service contracts. These types of contracts include information systems services and equipment including, informational technology services, telecommunications, security and other integrated systems
10. Insurance and Related Insurance Service Contracts
11. Grants
12. Lease, acquisition or disposal of real property
13. Energy Savings Performance Contracts
14. Services performed by a contractor engaged by a third party to perform services on behalf of the third party at a location where services on behalf of the District are necessary or desirable, and where the PCO finds that coordination of services for CRW by the third-party contractor with services by the contractor for the third party would (i) result in substantial cost savings for the District or for the public, or (ii) otherwise substantially promote the public interest in a manner that could not practicably be realized by complying with the requirements of a competitive solicitation process.
15. Contracts with contractors for projects that are entered into pursuant to and subject to the terms of a master agreement with the contractor that was procured through competitive bidding, including contracts established through cooperative procurement.

For each of the above class-special procurements, based upon findings submitted by the PCO, the Board finds that the awarding of these contracts is unlikely to encourage favoritism or to substantially diminish competition in the awarding of public contracts and further is reasonably expected to result in substantial cost savings to the District and the public or otherwise substantially promotes the public interest in a manner that could not practicably be realized through the procedures described in the Public Contracting Code.

- g. Contracts entered into, issued or established in connection with:
 - 1. The incurring of debt by the District, including but not limited to the issuance of bonds, certificates of participation, and other debt repayment obligations, and any associated contracts, agreements or other documents, regardless of whether the obligations that the contracts, agreements or other documents establish are general, special or limited;
 - 2. The making of program loans and similar extensions or advances of funds, aid or assistance by the District to a public body for the purpose of carrying out, promoting or sustaining activities of programs authorized by law.
 - 3. The investment of funds by a public body as authorized by law, and other financial transactions of the District.
- h. Contracts for employee benefit plans described in ORS 243 or other provisions of law.
- i. Any other public contracting of the District specifically exempted from competitive bidding by another provision of law.
- j. Affirmative Action Contracts - Public contracts may be let without competitive bidding to disadvantaged business enterprises (DBEs) which are defined under Federal law and other regulations, or to individuals or firms certified as minority, women or emerging small business enterprises (as those terms are defined by Oregon Law), where the District has determined that a set-aside contract is justified under the circumstances. The District's PCO shall follow the procedures as specified in these Rules for such contracts.
- k. Contracts for the procurement of chemicals relating to water treatment
- l. Contract Amendments provided that the monetary amount of the amendment is within the amounts authorized by these Rules.

INTRODUCED AND ADOPTED THIS 13 DAY OF APRIL, 2023, BY THE BOARD OF COMMISSIONERS OF CLACKAMAS RIVER WATER.

CLACKAMAS RIVER WATER

BY: _____
Sherry French, Board President

BY: _____
Naomi Angier, Board Secretary

**CLACKAMAS RIVER WATER
REGULAR BOARD MEETING**

March 9, 2023

SUBJECT Consider Purchase of Information Technology (IT) Equipment Exceeding the General Managers Signature Authority

DRAFT MOTION I move the Board to approve the purchase of Information Technology (IT) equipment and approve the General Manager to authorize the payment not to exceed \$95,150.

EFFECTIVE DATE March 9, 2023

PRINCIPAL STAFF PERSON Todd Heidgerken, General Manager

BOARD ACTION REQUESTED The Board is being asked to approve the purchase of IT equipment

DOCUMENTS ATTACHED None

Agenda Summary

BACKGROUND CRW has been progressing on improving our Information Technology System. Maintaining an up to date, reliable and secure information technology environment insures the confidentiality, integrity and availability of critical information and systems. The general lifespan of a server is about 3-5 years. Two CRW servers are six years old. Because technology is constantly improving and changing, outdated systems are vulnerable to a security breach. Outdated systems will start having problems that could result in those systems crashing and a loss of data. Microsoft Operating Systems 'Windows Server2012R2' support will end on October 10, 2023, without Microsoft security updates the two servers will be vulnerable to cyber-attacks. The two servers house all virtual servers for CRW business applications, just to name a few the financial server, engineering ArcGIS, and backflow systems.

ANALYSIS CRW was originally planning on the replacement of the servers as part of the 2023-2025 budget process. Given the delay on other capital outlay items, there is funding to implement this purchase in the current budget.

STAFF RECOMMENDATION Approve the IT equipment purchase cost in an amount not to exceed \$95,150.

CLACKAMAS RIVER WATER

Agenda Item – 3

REGULAR BOARD MEETING

March 9, 2023

SUBJECT Consider Construction Amendment to the Intergovernmental Agreement (IGA) with Clackamas County for Linwood Ave. Waterline Project.

DRAFT MOTION	Move to approve the First Amendment to the IGA with Clackamas County for design services associated with Water System relocations during the SE Linwood Improvement Project.
EFFECTIVE DATE	March 9, 2023

PRINCIPAL STAFF PERSON Joseph D. Eskew PE – Engineering Manager

BOARD ACTION REQUESTED The Board is requested to authorize the IGA.

DOCUMENTS ATTACHED Exhibit A – Project Map
Exhibit B – First Amendment to IGA
Exhibit C – Original IGA

Agenda Summary

BACKGROUND At the July 14, 2022 regular board meeting, the CRW Board of Commissioners approved the IGA with Clackamas County for design services associated with the water system improvements on the Linwood Avenue Improvements Project. The IGA presently includes the design, drafting and technical specification work for the water relocations to be included in the project contract documents.

The County has publicly advertised the project (including CRW water work), has received bids and selected a contractor, The MEI Group. The bid amount for CRW construction work is \$115,050 which is 28% below the engineers estimate of \$148,000.

This IGA amendment adds the construction cost to the agreement with the County. The proposed IGA will allow the water system conflict relocations to be constructed by a single contractor and within the contractor’s schedule without a separate procurement process.

STAFF RECOMMENDATION Staff recommends approval and signature of the IGA amendment as presented.

Project Details

The Linwood Improvements Project is a Clackamas River Water (CRW) Capital Improvement Project to replace and relocate water services and meters and fire hydrants during a Clackamas County road improvement project. This project consists of replacing approximately 40 domestic services with meters, 8 fire hydrants and other miscellaneous facilities. Construction will be along Linwood Rd. between Monroe St. and Johnson Creek Blvd. in Clackamas County, OR.

Construction Cost: Approximately \$328,000

Benefits: This project is necessary to relocate meters and replace service pipe along the roadway to be widened by Clackamas County. The existing water main is adequately sized but the existing service pipe is primarily galvanized steel. If the system improvements are not completed, the service pipe is at risk of leaking under the new roadway and the meters will be inconsistently located throughout the corridor.

Construction Schedule and Impacts

Schedule:

Design: July 2021 – January 2023

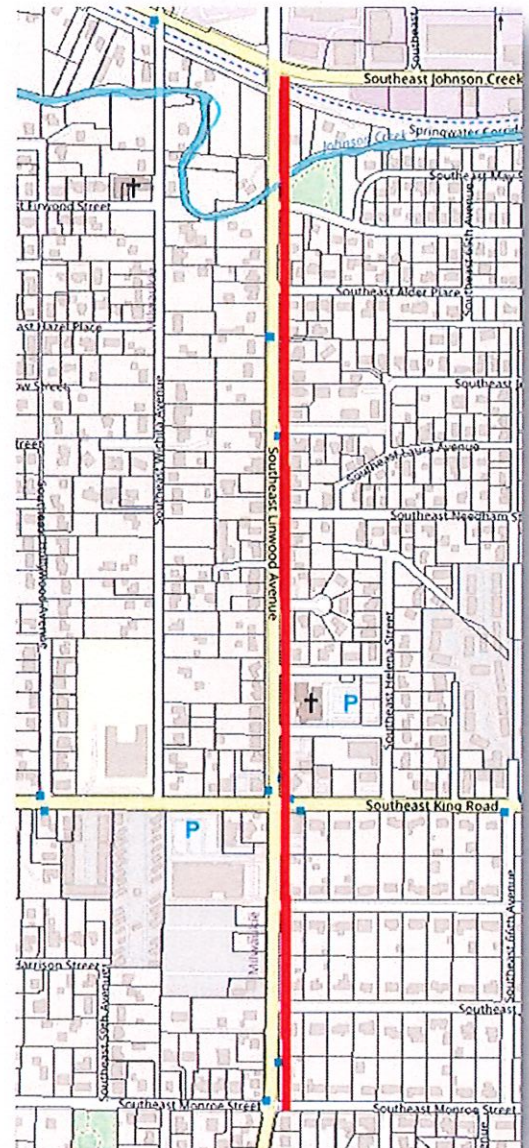
Construction: March 2023 – December 2023 (in conjunction with Clackamas County Road Improvements)

Time of Day Affected:

Monday – Friday, 7:00 a.m. – 5:00 p.m.

Impact: Construction activity will produce noise, dust and diesel equipment fumes during work hours. During construction, there will be open trenches and equipment in the area such as; dump trucks, excavators, cutting of pavement, and trench rollers, and compactors. Erosion control and spill prevention will be performed to protect natural resources. Roadways disturbed by the utility work will be repaved at the end of the project. Customers will be notified prior to loss of water service, which will be limited to the duration necessary to carry out the required connections.

Traffic: There will be road restrictions during work hours. Access to local driveways may be disrupted occasionally during the work. Emergency access will be provided at all times.



Contact Information: Joseph D. Eskew PE, *Engineering Manager*; (503) 723-2565

16770 SE 82nd Drive, Clackamas, Oregon 97015 | 503-722-9220 | www.crwater.com

Hours: Monday – Thursday 7:30 a.m. – 5:00 p.m., Friday 7:30 a.m. – 4:00 p.m.



Clackamas River Water

EXHIBIT B

FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT BETWEEN CLACKAMAS RIVER WATER AND THE CLACKAMAS COUNTY DEVELOPMENT AGENCY RELATED TO THE SE LINWOOD AVE. IMPROVEMENT PROJECT

THIS FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT BETWEEN CLACKAMAS RIVER WATER AND THE CLACKAMAS COUNTY DEVELOPMENT AGENCY RELATED TO THE SE LINWOOD AVE. IMPROVEMENT PROJECT

(“Amendment”) is entered into effective as of [REDACTED], 2023, between the CLACKAMAS COUNTY DEVELOPMENT AGENCY, the urban renewal agency of Clackamas County (“Agency”), and CLACKAMAS RIVER WATER (“CRW”), a domestic water district organized under ORS chapter 264.

RECITALS

- A. Agency and CRW are parties to that certain Intergovernmental Agreement dated effective as of July 28, 2022, (the “Intergovernmental Agreement”), related to certain improvements within the SE Linwood Ave. roadway more particularly described in the Intergovernmental Agreement.
- B. The terms of the Intergovernmental Agreement provide that it would be necessary to amend the Intergovernmental Agreement to include construction in the event the parties chose to move forward with the Project, as that term is defined in the Intergovernmental Agreement.
- C. CRW and the Agency have determined it is in the public interest to proceed to construction of the Project and wish to amend the terms of the Intergovernmental Agreement to provide for the delivery and payment of the construction phase of the Project.

AGREEMENT

1. **Amendment to Section 1. Section 1 of the Intergovernmental Agreement which reads:**

Term. This Agreement becomes effective as of the last date of signature by a Party indicated below. Unless terminated earlier pursuant to Section 5 of this Agreement, this Agreement will expire upon the completion of each and every obligation of the Parties set forth in this Agreement, or by December 31, 2023, whichever is sooner.

Is hereby deleted in its entirety and is replaced with the following:

Term. This Agreement becomes effective as of the last date of signature by a Party indicated below. Unless terminated earlier pursuant to Section 5 of this Agreement, this Agreement will expire upon the completion of each and every obligation of the Parties set forth in this Agreement, or by March 31, 2024, whichever is sooner.

2. **Amendment to Section 2.a. Section 2.a of the Intergovernmental Agreement which reads:**

CRW agrees to the scope of work set out in Exhibit A. Before the Agency solicits bids for construction of the improvements contemplated by the Project, CRW will review the plans produced by Agency's consultant in connection with the Project and the procurement materials, and will identify any changes required to meet CRW's needs for the Project. If the parties agree to amend this Agreement as provided in Subsection 2(e) of this Agreement, CRW will certify in writing that the design and associated plans provided by the Agency have been reviewed by CRW and are satisfactory in all respects for purposes of procuring construction services in connection therewith. If the Parties do not amend this Agreement as provided in Subsection 2(e), Agency's consultant will not perform Tasks 6 and 7 in Exhibit A and CRW will not be responsible for any expense associated with those tasks.

Is hereby deleted in its entirety and is replaced with the following:

CRW agrees to the scope of work set out in Exhibit A. Before the Agency solicits bids for construction of the improvements contemplated by the Project, CRW will review the plans produced by Agency's consultant in connection with the Project and the procurement materials, and will identify any changes required to meet CRW's needs for the Project. If the parties agree to amend this Agreement as provided in Subsection 2(e) of this Agreement, CRW will certify in writing that the design and associated plans provided by the Agency have been reviewed by CRW and are satisfactory in all respects for purposes of procuring construction services in connection therewith.

3. **Exhibit A of the Intergovernmental Agreement is hereby deleted in its entirety and is replaced with the document attached to this Amendment identified as "Exhibit A – Scope of Work"**

4. **Exhibit C of the Intergovernmental Agreement is hereby deleted in its entirety and is replaced with the document attached to this Amendment identified as "Exhibit C – Project Design and Construction Costs"**

5. **Counterpart; Email.** This Amendment may be executed simultaneously or in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Amendment. Facsimile or email transmission of any signed original of this Amendment, and retransmission of any signed facsimile or email transmission, shall be the same as delivery of an original. At the request of either party, the parties shall confirm transmitted signatures by signing an original document.

6. **Confirmation.** The Intergovernmental Agreement is hereby amended and modified in accordance with the terms of this Amendment. Except as expressly modified by this Amendment, the Intergovernmental Agreement and all its terms and provisions are hereby acknowledged, approved, ratified and confirmed and shall be and remain in full force and effect.

IN WITNESS HEREOF, the parties have executed this Amendment effective as of the date first written above.

Clackamas County Development Agency

Clackamas River Water

Chair: Tootie Smith

Name: Sherry French

Title: CRW Board of Commissioners President

Date

Date

EXHIBIT A

SCOPE OF WORK

Design Scope of Work:

Clackamas River Water District (CRW) desires to have HHPR, who is under contract with the Clackamas County Development Agency, provide Engineering Services as required to incorporate various CRW elements of work into the overall SE Linwood Avenue Improvement Project. Specific elements of CRW design work to be incorporated are detailed in Exhibit 1 (attached). The Scope of Services is as follows:

Task 1: Design Drawing Preparation

Prepare design drawing modifications incorporating the water service and fire hydrant replacement locations, notes and details for review and approval by Clackamas River Water District. Project plan and profile sheets will be utilized to note and identify the water improvements.

The following additional sheets are anticipated:

- Up to two (2) detail sheets

Task 2: Design and Review Comments

Preliminary design has been completed by CRW and provided to HHPR. HHPR will incorporate CRW's design into the existing project drawings and the new CRW sheets and provide a copy of modified sheets to CRW for review. CRW's review will be independent of any % complete review set, as we are currently approaching 100% completion. Upon receipt, CRW will provide review comments within 1 week to allow any required revisions to be incorporated into the final plans.

Task 3: Final Plan Submittal – Bid Document Preparation

Prepare final construction drawings for bidding and construction. Submit final drawings to Clackamas River Water District for final review and approval. Make minor corrections as needed (issue changes as addenda if required).

Task 4: Prepare Project Specifications and Engineer's Estimates

Prepare special provisions for the installation of the water improvements, and other construction elements of the project. Provide a bid schedule for the project, along with an engineer's estimate. Incorporate project specifications in the 2021 APWA/ODOT format for bidding with Clackamas County. Bid schedule shall include the elements in Exhibit 1.

Task 5: Bidding Assistance

HHPR will answer questions during the bidding process, and with assistance from CRW, provide written or verbal clarification of CRW water related bid items and/or plans as requested.

Task 6: Construction of Improvements

The Agency will include the CRW water service improvements identified in Exhibit 1 and Exhibit C in the construction contract for Linwood Avenue. The Agency's selected contractor will construct the improvements per the approved construction plans and bid documents.

Task 7: Inspection Services (Contingent on Amendment to Proceed with Construction)

HHPR will provide general inspection services during installation of the water components, concurrent with other inspection tasks. Track quantities for payment. Provide daily inspection notes (provide copies to CRW on a weekly basis). It is assumed that the water improvements will require 4 weeks to complete, and that the inspector will be present 10% of this time. CRW will provide primary inspection of CRW work and will participate in final walkthrough and generation of punch list items. CRW will provide review of submittals and RFI's.

Task 8: As-Built Drawings (Contingent on Amendment to Proceed with Construction)

Complete as-built drawings of the project to reflect changes made during construction. The as-built drawings will be generated from contractor and inspector notes (new survey will not be completed). Provide digital Autocad and PDF files to CRW.

CLA93 - SE Linwood Avenue Improvement Project
Clackamas River Water Project Work

3/8/2022

Sheet	Description
5	0 each - Reconstruct Long Side Water Service 2 each - Reconstruct Short Side Water Service 0 each - Remove and Replace Valve Box 0 each - Remove and Replace Fire Hydrant
5.1	0 each - Reconstruct Long Side Water Service 0 each - Reconstruct Short Side Water Service 0 each - Remove and Replace Valve Box 0 each - Remove and Replace Fire Hydrant
5.2	0 each - Reconstruct Long Side Water Service 0 each - Reconstruct Short Side Water Service 0 each - Remove and Replace Valve Box 0 each - Remove and Replace Fire Hydrant
5.3	3 each - Reconstruct Long Side Water Service 1 each - Reconstruct Short Side Water Service 1 each - Remove and Replace Valve Box 0 each - Remove and Replace Fire Hydrant
5.4	3 each - Reconstruct Long Side Water Service 6 each - Reconstruct Short Side Water Service 1 each - Remove and Replace Valve Box 1 each - Remove and Replace Fire Hydrant
5.5	5 each - Reconstruct Long Side Water Service 6 each - Reconstruct Short Side Water Service 0 each - Remove and Replace Valve Box 1 each - Remove and Replace Fire Hydrant
5.6	2 each - Reconstruct Long Side Water Service 6 each - Reconstruct Short Side Water Service 1 each - Remove and Replace Valve Box 1 each - Remove and Replace Fire Hydrant 1 each - Construct PRV Assembly
5.7	2 each - Reconstruct Long Side Water Service 1 each - Reconstruct Short Side Water Service 1 each - Remove and Replace Valve Box 0 each - Remove and Replace Fire Hydrant
5.8	0 each - Reconstruct Long Side Water Service 0 each - Reconstruct Short Side Water Service 6 each - Remove and Replace Valve Box 1 each - Remove and Replace Fire Hydrant

EXHIBIT C

PROJECT DESIGN AND CONSTRUCTION COSTS

Design Fee Roadway Design Services for Linwood Avenue- Clackamas County	Harper Houf Peterson Righelli's Inc.								TOTAL BY TASK
	Principal/Project Manager	Project Engineer/Construction Manager	Assistant PM/Public Involvement	Civil Engineer/Structural Engineer	Senior Civil Designer	QC Engineer	Civil Designer/Inspector	Cad Technician	
2022 STANDARD RATES									
TASK 11: Clackamas River Water (CRW) Design Services									
11.A Preparation of Plans		2					4		\$ 1,020.00
11.B Design and Review Comments		4					24		\$ 4,440.00
11.C. Final Plan Submittal - Bid Document Preparation		2					4		\$ 1,020.00
11.D. Prepare Project Specifications and Engineer's Estimates	4	4					4		\$ 2,340.00
11.E. Bidding Assistance	2	2							\$ 870.00
11.F. Inspection Services	2	2					16		\$ 3,270.00
11.G. As-Built Drawings		2					16		\$ 2,820.00
	8	18	0	0	0	0	68	0	\$ -
	\$225	\$210	\$160	\$175	\$170	\$225	\$150	\$125	\$ 15,780.00

CONSTRUCTION BID COSTS

ITEM	SPEC	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
Part 1100 - Water Supply Systems						
	01170	Install Long Side Water Service	EACH	15	\$ 2,600.00	\$ 39,000.00
	01170	Install Short Side Water Service	EACH	21	\$ 2,300.00	\$ 48,300.00
	01160	Remove, Replace and Relocate Fire Hydrant	EACH	4	\$ 5,800.00	\$ 23,200.00
	01150	Remove and Replace Valve Box	EACH	10	\$ 275.00	\$ 2,750.00
	01170	Install Pressure Reducing Valve Assembly	EACH	1	\$ 1,800.00	\$ 1,800.00
		Water Supply Systems Subtotal				\$ 115,050.00

Total Costs \$ 130,830.00

**INTERGOVERNMENTAL AGREEMENT BETWEEN
CLACKAMAS RIVER WATER AND THE CLACKAMAS COUNTY DEVELOPMENT AGENCY
RELATING TO THE SE LINWOOD AVENUE IMPROVEMENT PROJECT**

THIS INTERGOVERNMENTAL AGREEMENT ("Agreement") is entered into between Clackamas River Water, a domestic water district organized under ORS chapter 264 ("CRW"), and Clackamas County Development Agency, a corporate body politic ("Agency"), collectively referred to as the "Parties" and each a "Party."

RECITALS

- A. This Agreement is entered into pursuant to ORS 190.010, which confers authority on local governments to enter into agreements for the performance of any and all functions and activities that a party to the agreements, its officers or agencies have authority to perform.
- B. The Agency is currently planning the SE Linwood Avenue Improvement Project, which is an extension of improvements being completed by the City of Milwaukie on SE Linwood Avenue and will redesign the SE Linwood Avenue corridor from SE Monroe Road to SE Johnson Creek Boulevard. The SE Linwood Avenue Improvement Project will complete missing sidewalk sections and bike lane connections by installing a multi-use path on either side of the street improving safety and connectivity for pedestrians, cyclists, and motorists. The Project also includes updates to existing stormwater facilities to improve stormwater management.
- C. As part of the Agency's SE Linwood Avenue Improvement Project, the Agency will undertake the CRW Water System Appurtenance Relocation Project (the "Project") that will include the work identified in **Exhibit A** to this Agreement, and which lies within the SE Linwood Avenue roadway in an area identified in **Exhibit B** to this Agreement (the "Project Area"). CRW is planning the Project to replace existing water services, fire hydrants and appurtenances within the Project Area as part of the Project.
- D. At the time this Agreement is executed, the Project will be limited to design and engineering work. The Parties will amend Exhibits A and C as necessary at a later date to include construction of the required water system upgrades as part of the Project.
- E. The Parties desire to provide the basis for a cooperative working relationship for the purpose of providing design and construction services as part of the Project.
- F. CRW and Agency have determined it is in the public interest to cooperate in the planning and execution of the Project.

AGREEMENT

Now, therefore, based on the foregoing, the Parties agree as follows:

1. **Term.** This Agreement becomes effective as of the last date of signature by a Party indicated below. Unless terminated earlier pursuant to Section 5 of this Agreement, this Agreement will expire upon the completion of each and every obligation of the Parties set forth in this Agreement, or by December 31, 2023, whichever is sooner.

2. **CRW's Obligations.**
 - a. **Scope of Work.** CRW agrees to the scope of work set out in Exhibit A. Before the Agency solicits bids for construction of the improvements contemplated by the Project, CRW will review the plans produced by Agency's consultant in connection with the Project and the procurement materials, and will identify any changes required to meet CRW's needs for the Project. If the parties agree to amend this Agreement as provided in Subsection 2(e) of this Agreement, CRW will certify in writing that the design and associated plans provided by the Agency have been reviewed by CRW and are satisfactory in all respects for purposes of procuring construction services in connection therewith. If the Parties do not amend this Agreement as provided in Subsection 2(e), Agency's consultant will not perform Tasks 6 and 7 in Exhibit A and CRW will not be responsible for any expense associated with those tasks.

 - b. **Project Coordination.** CRW's liaison, identified below in Section 7 of this Agreement, shall coordinate design requirements, assist in developing bid items and quantities, and assist the Agency when necessary to provide responses to requests for information from bidders and contractors. CRW will provide engineering review, comments, information or approval, as required to the Agency or to the Agency's consultant, currently Harper Houf Peterson Righellis, Inc. ("HHPR"), for purposes of fulfilling the purpose of this Agreement.

 - c. **Project Inspections and Testing.** CRW is responsible for costs associated with design review, field inspection and material testing related to the Project.

 - d. **Payment Obligations.** CRW will be responsible for all costs associated with the work identified in Exhibit A to this Agreement,

not to exceed the amount specified in **Exhibit C**. CRW further agrees:

- i. To reimburse the Agency for administrative costs the Agency incurs in the administration of the Project, not to exceed One Thousand Dollars (\$1,000.00).
 - ii. To pay Agency within 30 days of the receipt of the Agency's invoice to CRW.
- e. CRW agrees to amend this Agreement to allow the Agency to contract for the construction of the required water system upgrades as part of the Project based on the winning bid resulting from Agency's procurement process incorporating those design plans approved in writing by CRW. CRW may not unreasonably withhold its consent to amend this Agreement as provided in this subsection except where Agency and CRW mutually agree that the winning bid is unacceptable. For purposes of this Agreement. The Parties agree that bids that exceed the CRW engineer's estimate as shown in **Exhibit D** by 25% for the work associated with the Project would be deemed to be unacceptable unless CRW agrees to proceed with those bids.

3. Agency's Obligations.

- a. Scope of Work. The Agency will contract for the scope of work set out in Exhibit A. Before soliciting bids for construction of the improvements contemplated by the Project, Agency will obtain CRW's written certification of the plans produced by HHPR in connection with the Project and of the procurement materials, which approval shall not be withheld unreasonably.
- b. Management of the Project. The Agency will manage the Project, as set forth in Exhibit A of this Agreement, and administer the associated engineering, design and construction contracts.
- c. Project Professional and Project Cost. Agency has hired HHPR to design the Project. CRW shall be responsible for those Project costs as set forth in **Exhibit C** to this Agreement.
- d. Invoice Obligations. Agency will invoice CRW within the first week following the last working day of each calendar month in which work is performed on CRW's behalf. With the exception of the administrative costs described in Section 2(d)(i), Agency shall not invoice CRW, and CRW shall not be liable for, amounts in excess of

that which is listed in Exhibit C, unless the Parties amend this Agreement by modifying the scope of work set out in Exhibit A.

4. **Attachments.** The Parties understand and agree that Exhibit A, Exhibit B, Exhibit C and Exhibit D are attached and incorporated into this Agreement as if fully set forth herein.

5. **Termination.**

- a. CRW and Agency, by mutual written agreement, may terminate this Agreement at any time.
- b. Either CRW or Agency may terminate this Agreement in the event of a breach of the Agreement by the other. Prior to such termination however, the Party seeking the termination shall give the other Party written notice of the breach and of the Party's intent to terminate. If the breaching Party has not entirely cured the breach within thirty (30) days of deemed or actual receipt of the notice, then the Party giving notice may terminate the Agreement at any time thereafter by giving written notice of termination stating the effective date of the termination. If the default is of such a nature that it cannot be completely remedied within such thirty (30) day period, this provision shall be complied with if the breaching Party begins correction of the default within the thirty (30) day period and thereafter proceeds with reasonable diligence and in good faith to effect the remedy as soon as practicable.
- c. CRW or Agency shall not be deemed to have waived any breach of this Agreement by the other Party except by an express waiver in writing. An express written waiver as to one breach shall not be deemed a waiver of any other breach not expressly identified, even though the other breach is of the same nature as that waived.
- d. Nothing herein shall prevent the Parties from meeting to mutually discuss the Project.
- e. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination.

6. **Indemnification.**

- a. Subject to the limits of the Oregon Constitution and the Oregon Tort Claims Act or successor statute, the Agency agrees to

indemnify, save harmless and defend CRW, its officers, elected officials, agents and employees from and against all costs, losses, damages, claims or actions and all expenses incidental to the investigation and defense thereof (including legal and other professional fees) arising out of or based upon damages or injuries to person or property caused by the negligent or willful acts of the Agency or its officers, elected officials, owners, employees, agents or its subcontractors or anyone over which the Agency has a right to control.

- b. Subject to the limits of the Oregon Constitution and the Oregon Tort Claims Act or successor statute, CRW agrees to indemnify, save harmless and defend the Agency, its officers, elected officials, agents and employees from and against all costs, losses, damages, claims or actions and all expenses incidental to the investigation and defense thereof (including legal and other professional fees) arising out of or based upon damages or injuries to persons or property caused by the negligent or willful acts of CRW or its officers, elected officials, owners, employees, agents, or its subcontractors or anyone over which CRW has a right to control.

7. Party Contacts.

- a. Joseph D. Eskew or his designee will act as liaison for CRW for the Project.

Contact Information:

Joseph D. Eskew
Clackamas River Water
16770 SE 82nd Drive
Clackamas OR 97015
O: (503)723-2565, M: (503)747-8520
jeskew@crwater.com

- b. Ken Itel or his designee will act as liaison for Agency for the Project.

Contact Information:

Ken Itel
Clackamas County Development Agency
150 Beaver Creek Road
Oregon City OR 97045
(503) 742-4324
Kennethlte@clackamas.us

- c. Either Party may change the Party contact information, or the invoice or payment addresses by giving prior written notice thereof to the other Party at its then current notice address.

8. **General Provisions.**

- a. **Oregon Law and Forum.** This agreement shall be construed according to the laws of the State of Oregon, without giving effect to the conflict of law provisions thereof.
- b. **Applicable Law.** The Parties hereto agree to comply in all ways with applicable local, state and federal ordinances, statutes, laws and regulations.
- c. **Non-Exclusive Rights and Remedies.** Except as otherwise provided herein, the rights and remedies expressly afforded under the provisions of this Agreement shall not be deemed exclusive, and shall be in addition to and cumulative with any and all rights and remedies otherwise available at law or in equity. The exercise by either Party of any one or more of such remedies shall not preclude the exercise by it, at the same or different times, of any other remedies for the same default or breach, or for any other default or breach, by the other Party.
- d. **Record and Fiscal Control System.** All payroll and financial records pertaining in whole or in part to this Agreement shall be clearly identified and readily accessible. Such records and documents should be retained for a period of three (3) years after receipt of final payment under this Agreement; provided that any records and documents that are the subject of audit findings shall be retained for a longer time until such audit findings are resolved.
- e. **Access to Records.** The Parties acknowledge and agree that each Party shall have access to each Party's books, documents, papers, and records which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts for a period of three (3) years after final payment. Copies of applicable records shall be made available upon request. The cost of such inspection shall be borne by the inspecting Party.
- f. **Debt Limitation.** This Agreement is expressly subject to the debt limitation of Oregon counties set forth in Article XI, Section 10, of the Oregon Constitution, and is contingent upon funds being appropriated therefore. Any provisions herein which would conflict with law are deemed inoperative to that extent.

- g. **Severability.** If any provision of this Agreement is found to be unconstitutional, illegal or unenforceable, this Agreement nevertheless shall remain in full force and effect and the offending provision shall be stricken. The court or other authorized body finding such provision unconstitutional, illegal or unenforceable shall construe this Agreement without such provision to give effect to the maximum extent possible the intentions of the Parties.
- h. **Integration, Amendment and Waiver.** Except as otherwise set forth herein, this Agreement constitutes the entire agreement between the Parties on the matter of the Project. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either Party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of either Party to enforce any provision of this Agreement shall not constitute a waiver by such Party of that or any other provision.
- i. **Interpretation.** The titles of the sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.
- j. **Independent Contractor.** Each of the Parties hereto shall be deemed an independent contractor for purposes of this Agreement. No representative, agent, employee or contractor of one Party shall be deemed to be a representative, agent, employee or contractor of the other Party for any purpose, except to the extent specifically provided herein. Nothing herein is intended, nor shall it be construed, to create between the Parties any relationship of principal and agent, partnership, joint venture or any similar relationship, and each Party hereby specifically disclaims any such relationship.
- k. **No Third-Party Beneficiary.** Neither Party intends that this Agreement benefit, or create any right or cause of action in, or on behalf of, any person or entity other than the Agency or CRW.
- l. **No Assignment.** No party shall have the right to assign its interest in this Agreement (or any portion thereof) without the prior written consent of the other Party, which consent may be withheld for any reason. The benefits conferred by this

Agreement, and the obligations assumed hereunder, shall inure to the benefit of and bind the successors of the Parties.

- m. **Nonwaiver of Government Rights.** Subject to the terms and conditions of this Agreement, by making this Agreement, the Agency is specifically not obligating itself, Clackamas County, or any other governmental entity with respect to any discretionary governmental action relating to the Project or any associated development, operation and use of the improvements to be constructed on the Project Area, including, but not limited to, condemnation, comprehensive planning, rezoning, variances, environmental clearances or any other governmental County approvals that are or may be required.
- n. **Counterparts.** This Agreement may be executed in any number of counterparts (electronic, facsimile, or otherwise) all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute and original.
- o. **Authority.** Each Party represents that it has the authority to enter into this Agreement on its behalf and the individual signatory for a Party represents that it has been authorized by that Party to execute and deliver this Agreement.
- p. **Necessary Acts.** Each Party shall execute and deliver to the others all such further instruments and documents as may be reasonably necessary to carry out this Agreement.

IN WITNESS HEREOF, the Parties have executed this Agreement by the date set forth opposite their names below.

Clackamas County Development Agency

Clackamas River Water



Chair: Tootie Smith



Name: Sherry French
Title: CRW Board of Commissioners President

07/28/2022

Date

June 14, 2022

Date

EXHIBIT A

SCOPE OF WORK

Design Scope of Work:

Clackamas River Water District (CRW) desires to have HHPR, who is under contract with the Clackamas County Development Agency, provide Engineering Services as required to incorporate various CRW elements of work into the overall SE Linwood Avenue Improvement Project. Specific elements of CRW design work to be incorporated are detailed in Exhibit 1 (attached). The Scope of Services is as follows:

Task 1: Design Drawing Preparation

Prepare design drawing modifications incorporating the water service and fire hydrant replacement locations, notes and details for review and approval by Clackamas River Water District. Project plan and profile sheets will be utilized to note and identify the water improvements.

The following additional sheets are anticipated:

- Up to two (2) detail sheets

Task 2: Design and Review Comments

Preliminary design has been completed by CRW and provided to HHPR. HHPR will incorporate CRW's design into the existing project drawings and the new CRW sheets and provide a copy of modified sheets to CRW for review. CRW's review will be independent of any % complete review set, as we are currently approaching 100% completion. Upon receipt, CRW will provide review comments within 1 week to allow any required revisions to be incorporated into the final plans.

Task 3: Final Plan Submittal – Bid Document Preparation

Prepare final construction drawings for bidding and construction. Submit final drawings to Clackamas River Water District for final review and approval. Make minor corrections as needed (issue changes as addenda if required).

Task 4: Prepare Project Specifications and Engineer's Estimates

Prepare special provisions for the installation of the water improvements, and other construction elements of the project. Provide a bid schedule for the project, along with an engineer's estimate. Incorporate project specifications in the 2021 APWA/ODOT format for bidding with Clackamas County. Bid schedule shall include the elements in Exhibit 1.

Task 5: Bidding Assistance

HHPR will answer questions during the bidding process, and with assistance from CRW, provide written or verbal clarification of CRW water related bid items and/or plans as requested.

Task 6: Inspection Services (Contingent on Amendment to Proceed with Construction)

HHPR will provide general inspection services during installation of the water components, concurrent with other inspection tasks. Track quantities for payment. Provide daily inspection notes (provide copies to CRW on a weekly basis). It is assumed that the water improvements will require 4 weeks to complete, and that the inspector will be present 10% of this time. CRW will provide primary inspection of CRW work and will participate in final walkthrough and generation of punch list items. CRW will provide review of submittals and RFI's.

Task 7: As-Built Drawings (Contingent on Amendment to Proceed with Construction)

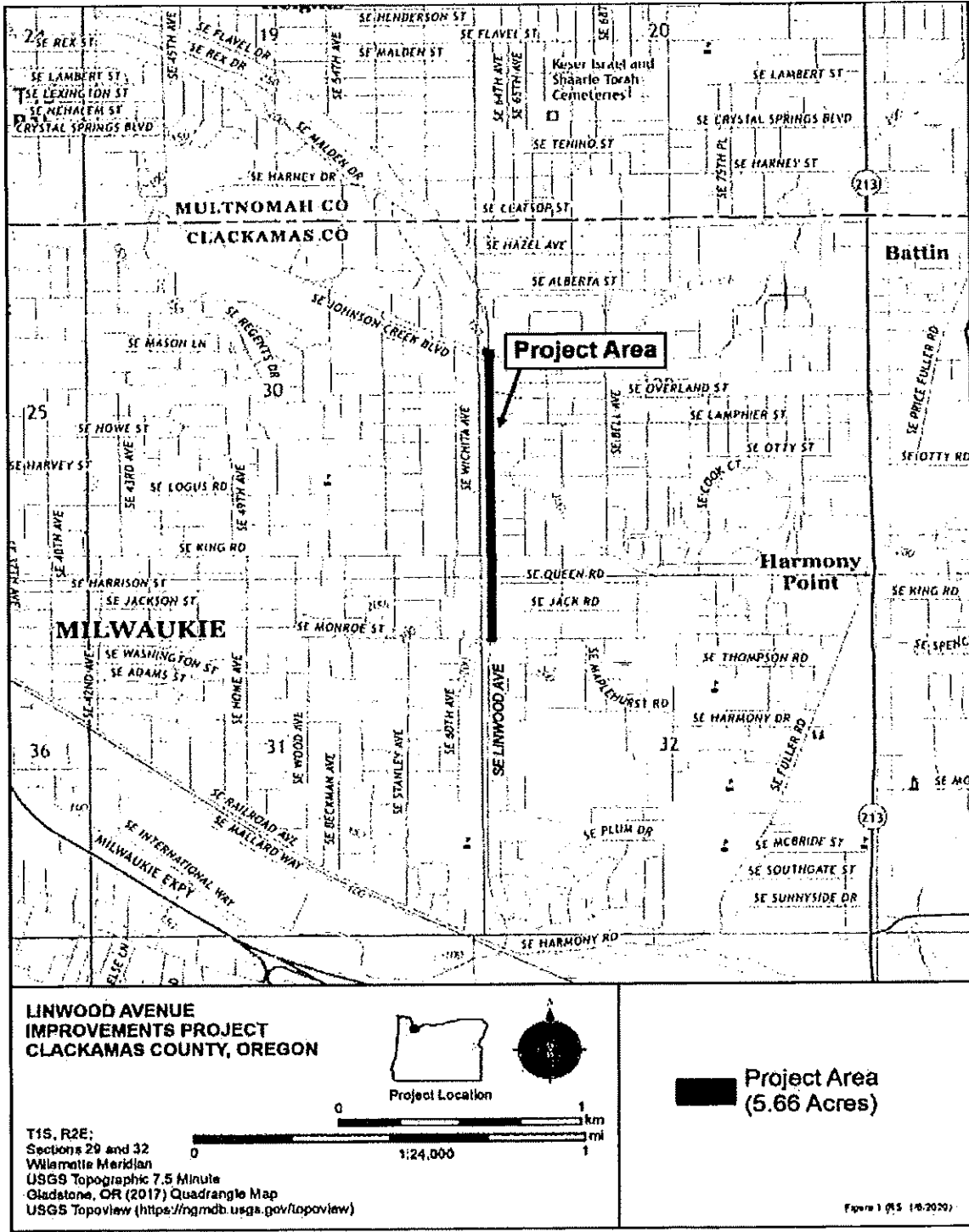
Complete as-built drawings of the project to reflect changes made during construction. The as-built drawings will be generated from contractor and inspector notes (new survey will not be completed). Provide digital Autocad and PDF files to CRW.

CLA93 - SE Linwood Avenue Improvement Project
Clackamas River Water Project Work

3/8/2022

Sheet	Description
5	0 each - Reconstruct Long Side Water Service 2 each - Reconstruct Short Side Water Service 0 each - Remove and Replace Valve Box 0 each - Remove and Replace Fire Hydrant
5.1	0 each - Reconstruct Long Side Water Service 0 each - Reconstruct Short Side Water Service 0 each - Remove and Replace Valve Box 0 each - Remove and Replace Fire Hydrant
5.2	0 each - Reconstruct Long Side Water Service 0 each - Reconstruct Short Side Water Service 0 each - Remove and Replace Valve Box 0 each - Remove and Replace Fire Hydrant
5.3	3 each - Reconstruct Long Side Water Service 1 each - Reconstruct Short Side Water Service 1 each - Remove and Replace Valve Box 0 each - Remove and Replace Fire Hydrant
5.4	3 each - Reconstruct Long Side Water Service 6 each - Reconstruct Short Side Water Service 1 each - Remove and Replace Valve Box 1 each - Remove and Replace Fire Hydrant
5.5	5 each - Reconstruct Long Side Water Service 6 each - Reconstruct Short Side Water Service 0 each - Remove and Replace Valve Box 1 each - Remove and Replace Fire Hydrant
5.6	2 each - Reconstruct Long Side Water Service 6 each - Reconstruct Short Side Water Service 1 each - Remove and Replace Valve Box 1 each - Remove and Replace Fire Hydrant 1 each - Construct PRV Assembly
5.7	2 each - Reconstruct Long Side Water Service 1 each - Reconstruct Short Side Water Service 1 each - Remove and Replace Valve Box 0 each - Remove and Replace Fire Hydrant
5.8	0 each - Reconstruct Long Side Water Service 0 each - Reconstruct Short Side Water Service 6 each - Remove and Replace Valve Box 1 each - Remove and Replace Fire Hydrant

**EXHIBIT B
PROJECT AREA**



**EXHIBIT C
PROJECT ENGINEERING COST**

Harper Houf Peterson Righellis Inc. - Estimated Fee Roadway Design Services for Linwood Avenue- Clackamas County April 21, 2022	Harper Houf Peterson Righellis Inc.																TOTAL BY TASK
	Principal/Project Manager	Project Engineer/Construction Manager	Assistant P/E/Public Involvement	Civil Engineer/Structural Engineer	Senior Civil Designer	QC Engineer	Civil Designer/Inspector	Cad Technician	Environmental Scientist	Graphics	Landscape Architect	Project Surveyor	Survey Technician	Survey Crew Chief	Instrument Person	Clerical	
2022 STANDARD RATES																	
TASK 1: Clackamas River Water (CRW) Design Services																	
11.A Preparation of Plans - Water Meter/Hydrant Relocations		2					4										\$ 1,020.00
11.B Design and Review Comments - Water Meter/Hydrant Relocations		4					24										\$ 4,440.00
11.C Final Plan Submittal - Bid Document Preparation		2					4										\$ 1,020.00
11.D Prepare Project Specifications and Engineer's Estimates	1	4					4										\$ 2,340.00
11.E Bidding Assistance	2	2															\$ 870.00
11.F Inspection Services	2	2					16										\$ 3,270.00
11.G As-Built Drawings		2					16										\$ 2,820.00
	8	16	0	0	0	0	68	0	0	0	0	0	0	0	0	0	\$ 15,780.00
	\$ 225	\$ 210	\$ 160	\$ 175	\$ 170	\$ 225	\$ 150	\$ 125	\$ 130	\$ 150	\$ 150	\$ 180	\$ 140	\$ 150	\$ 65	\$ 110	

**EXHIBIT D
ESTIMATED CONSTRUCTION COST**

Linwood Improvements
Clackamas County

ESTIMATED CONSTRUCTION COSTS				Engineer		
ITEM	SPEC	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
Part 1100 - Water Supply Systems						
	01140	Install Long Side Water Service	EACH	15	\$ 3,500.00	\$ 52,500.00
	01140	Install Short Side Water Service	EACH	22	\$ 2,500.00	\$ 55,000.00
	01140	Remove, Replace and Relocate Fire Hydrant	EACH	4	\$ 6,000.00	\$ 24,000.00
	01140	Remove and Replace Valve Box	EACH	10	\$ 1,500.00	\$ 15,000.00
	01140	Install Pressure Reducing Valve Assembly	EACH	1	\$ 1,500.00	\$ 1,500.00
		Water Supply Systems Subtotal				\$ 148,000.00



DAN JOHNSON
MANAGER

DEVELOPMENT AGENCY

DEVELOPMENT SERVICES BUILDING
150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

July 28, 2022

Development Agency Board
Board of County Commissioners
Clackamas County

Members of the Board:

Approval of an Intergovernmental Agreement Between Clackamas River Water and the Clackamas County Development Agency Relating to the Linwood Avenue Improvement Project. Total Value is \$163,780. Funding through Clackamas River Water. County General Funds are not involved.

Purpose/Outcomes	Approval of an Intergovernmental Agreement outlining terms related to design and construction of improvements to Clackamas River Water facilities located within the Linwood Avenue Improvement Project area.
Dollar Amount and Fiscal Impact	Not to exceed \$15,780.00 for design work and an estimated \$148,000 for construction of improvements.
Funding Source	Reimbursement from Clackamas River Water funds
Duration	Until all work is complete or December 31, 2023, whichever is sooner
Previous Board Action/Review	The Board approved proceeding with a design contract for the Linwood Improvements project on 10/31/2019 and approved a subsequent contract amendment on 07/29/2021.
Strategic Plan Alignment	1. Build public trust through good government.
Counsel Review	Reviewed and approved by Counsel on 6/28/22 (Nate Boderman)
Procurement Review	(Please check yes or no for procurement review. If the answer is "no," please provide an explanation.) 1. Was the item processed through Procurement? yes <input type="checkbox"/> no <input checked="" type="checkbox"/> 2. Item was not processed through Procurement as it is an IGA.
Contact Person	Ken Itel, 503-742-4324, kennethite@clackamas.us

BACKGROUND:

The Development Agency is nearing completion of the design of the Linwood Avenue Improvement Project. The design consultant coordinated with affected utilities in order to minimize conflicts with their facilities. With a project of this scale, there are instances where conflicts cannot be avoided and utilities need to be relocated.

Clackamas River Water (CRW) has water lines and related structures requiring relocation. In the interest of efficiency, CRW requested our consultant prepare design drawings to be used

for construction. The Intergovernmental Agreement (IGA) commits CRW to reimburse the Agency for costs associated with design. The IGA also assumes construction of CRW facilities will be included as part of the Agency project, provided costs are mutually acceptable. An estimated construction cost is included in the IGA. The IGA may be amended in the future to include the actual cost of construction of CRW facilities as part of the overall project, with reimbursement of those costs by CRW. Any design or construction costs for CRW facilities will be reimbursed in full to the Agency.

RECOMMENDATION:

Staff recommends the Board approve the Intergovernmental Agreement with Clackamas River Water relating to the Linwood Avenue Improvement Project.

Respectfully submitted,

Ken IteI
Development Agency Senior Project Planner

Attachments:

Intergovernmental Agreement

WEEK 06 BATCH 7712 43 PAYS

0 Employees With Overflow Statement

001614 001629 SEQ 001629

0 Overflow Statement 1 Total Statement

Earnings Statement

	First No.	Last No.	Total
Checks:	ADPCHECK	ADPCHECK	00000000000
Vouchers:	0000060001	0000060043	00000000014

SEAT 312 TOTAL DOCUMENT
CLACKAMAS RIVER WATE
LOCATION 0001

CHECK STUFFING, RECONCILIATION

131809.23 GROSS
 83430.50 NET PAY (INCLUDING ALL DEPOSITS)
 12152.53 FEDERAL TAX
 7961.12 SOCIAL SECURITY
 1861.88 MEDICARE
 .00 MEDICARE SURTAX
 .00 SUI/DI/FLI/MLI TAX
 7785.15 STATE TAX
 .00 LOCAL TAX
 102048.55 DEDUCTIONS
 .00 NET CHECK

**SEAT COMPANY CODE 312
CLACKAMAS RIVER WATE
TOTAL DOCUMENT
LOCATION 0001**

©1998, 2006, ADP, Inc. All Rights Reserved.

TEAR HERE

VERIFY DOCUMENT AUTHENTICITY - COLORED AREA MUST CHANGE IN TONE GRADUALLY AND EVENLY FROM DARK AT TOP TO LIGHTER AT BOTTOM



**NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE**

WEEK 08 BATCH 8004 40 PAYS

0 Employees With Overflow Statement

001985 001997 SEQ 001997

0 Overflow Statement 1 Total Statement

Earnings Statement

Checks: ADPCHECK ADPCHECK 0000000000

Vouchers: 00000080001 00000080040 00000000011

SEAT 312 TOTAL DOCUMENT
CLACKAMAS RIVER WATE
LOCATION 0001

CHECK STUFFING, RECONCILIATION

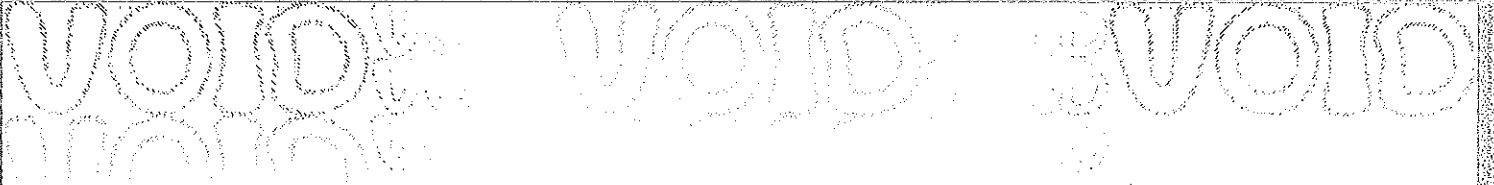
131442.39 GROSS
 82981.47 NET PAY (INCLUDING ALL DEPOSITS)
 12024.48 FEDERAL TAX
 7937.72 SOCIAL SECURITY
 1856.43 MEDICARE
 .00 MEDICARE SURTAX
 .00 SUI/DI/FLI/MLI TAX
 7765.70 STATE TAX
 .00 LOCAL TAX
 101444.03 DEDUCTIONS
 414.03 NET CHECK

**SEAT COMPANY CODE 312
 CLACKAMAS RIVER WATE
 TOTAL DOCUMENT
 LOCATION 0001**

©1998, 2006 ADP, Inc. All Rights Reserved.

TEAR HERE

VERIFY DOCUMENT AUTHENTICITY - COLORED AREA MUST CHANGE IN TONE GRADUALLY AND EVENLY FROM DARK AT TOP TO LIGHTER AT BOTTOM



**NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
 NON-NEGOTIABLE - VOID - NON-NEGOTIABLE**

apckHist
02/24/2023 2:58PM

Monthly Check History Listing
Clackamas River Water
2/1/2023 to 2/28/2023

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
6193	02/01/2023	00029 OREGON PERS	PERS PMT:1557954,1558209,1558626,1558976	01/06-01/20/2023	44,193.49	44,193.49
6194	02/01/2023	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 01/27/23	2,496.24	2,496.24
6195	02/01/2023	00029 OREGON PERS	PERS PMT:1549437,1550138,1550506,155013	12/06-12/20/22	36,081.36	36,081.36
6196	02/08/2023	00095 ING	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 01/27/23	4,549.69	4,549.69
6197	02/08/2023	04390 OMEGA PROCESSING	JANUARY 2023 PAYMENT PROCESSING (MERCHANT	JANUARY 2023	21,364.38	21,364.38
6198	02/14/2023	01959 US BANK	MERCHANT BILLING JANUARY 2023	MB JANUARY 2023	454.84	454.84
6199	02/14/2023	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 2.10.23	2,498.04	2,498.04
6200	02/14/2023	00095 ING	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 02.10.23	3,610.44	3,610.44
6201	02/13/2023	00029 OREGON PERS	PERS PMT:1560726,1562097,1560726,1560727	PR 01/21-02/05/23	36,569.98	36,569.98
6202	02/14/2023	01959 US BANK	PNWS AWMWA	01/25/23	3,000.00	
			WPY*MICROMAIN CORPORATION	01/25/23 KEOBOUNNAMb	1,886.24	
			NW NATURAL 8004224012	01/25/23 PAYABLEh	1,258.32	
			NW NATURAL 8004224012	01/25/23 PAYABLEe	1,249.36	
			FEDEX 97394965	01/25/23 TRIPLETT	701.22	
			WILEY	01/25/23 CAMPBELLb	612.00	
			SP OFFICE CHAIRS UNL	01/25/23 HOLZGANg	429.76	
			SP OFFICE CHAIRS UNL	01/25/23 HOLZGANg	429.76	
			FSP*OREGON GOVERNMENT FIN	01/25/23 KIRKPATRICK	375.00	
			INGALLINAS BOX LUNCH PORT	01/25/23 HOLZGANg	368.00	
			DIALOGTECHINC	01/25/23 KEOBOUNNAMc	323.68	
			GOVERNMENT FINANCE OFFIC	01/25/23 KIRKPATRICK	310.00	
			REI.COM 800-426-4840	01/25/23 BJORNSTEDTa	300.00	
			NW NATURAL 8004224012	01/25/23 PAYABLEf	293.75	
			NW NATURAL 8004224012	01/25/23 PAYABLEg	291.36	
			CASA DEL SOL	01/25/23 HOLZGANgm	267.38	
			SQ*CLACKAMAS FIRE DISTRI	01/25/23 MCGINNISb	260.00	
			SQ*CLACKAMAS FIRE DISTRI	01/25/23 MCGINNISc	260.00	
			SQ*CLACKAMAS FIRE DISTRI	01/25/23 MCGINNISd	260.00	
			REI.COM 800-426-4840	01/25/23 HOLZGANge	200.00	
			NEOGOV	01/25/23 CAMPBELLa	199.00	

apcKHist
02/24/2023 2:58PM

Monthly Check History Listing
Clackamas River Water
2/1/2023 to 2/28/2023

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
			HR ANSWERS INC	01/25/23 CAMPBELLc	199.00	
			CLACKAMAS COUNTY WATER EN	01/25/23 PAYABLEc	182.55	
			FASTENAL COMPANY 01ORPO2	01/25/23 RAYg	173.66	
			CLACKAMAS COUNTY WATER EN	01/25/23 PAYABLEd	171.15	
			CHROMALOX	01/25/23 RAYd	165.19	
			WIKA INSTRUMENTS	01/25/23 PRESTWOODc	163.78	
			BATTERYSHARKS COM	01/25/23 PRESTWOODa	145.87	
			AMAZON.COM*083M45I03 AMZN	01/25/23 PAYABLEa	139.80	
			THE HOME DEPOT #4040	01/25/23 OPERATIONS	139.60	
			CLACKAMAS COUNTY WATER EN	01/25/23 PAYABLEb	138.55	
			INGALLINAS BOX LUNCH PORT	01/25/23 HOLZGANgH	132.85	
			SUNRIVER RESORT	01/25/23 MCGINNISe	132.08	
			COSTCO WHSE #0097	01/25/23 HOLZGANgC	103.03	
			DNH*GODADDY.COM	01/25/23 KEOBOUNNAMa	99.99	
			TLF*FLORAL EXPRESSIONS	01/25/23 HOLZGANgI	97.94	
			THE HOME DEPOT 4017	01/25/23 RAYk	93.49	
			HIRINGTHING INC	01/25/23 CAMPBELLd	69.00	
			AMZN MKTP US*329MP5F03	01/25/23 KEOBOUNNAMd	63.99	
			THE HOME DEPOT #4017	01/25/23 RAYi	62.93	
			THE HOME DEPOT #4017	01/25/23 RAYc	56.80	
			ADOBE *800-833-6687	01/25/23 KEOBOUNNAMe	54.99	
			COMMUNITY NEWS PAPERS, INC	01/25/23 HOLZGANgD	52.00	
			SHELL OIL 57443144308	01/25/23 HOLZGANgJ	50.00	
			DONUTLAND	01/25/23 HOLZGANgI	49.97	
			THE HOME DEPOT #4017	01/25/23 RAYj	42.72	
			BEST BUY MHT 000004507	01/25/23 MCGINNISf	39.99	
			NW NATURAL 8004224012	01/25/23 PAYABLEi	36.67	
			YETI 1-833-225-9384	01/25/23 HOLZGANGa	36.00	
			AMZN MKTP US*FR7GG3U23	01/25/23 PRESTWOODe	35.63	
			THE HOME DEPOT #4017	01/25/23 RAYe	32.47	
			YETI 1-833-225-9384	01/25/23 HOLZGANGb	30.00	
			AMAZON.COM*LI4SN95G3	01/25/23 MCKEVITTh	29.99	
			BATTERYSHARKS COM	01/25/23 PRESTWOODd	29.93	
			SQ**BOB'S RED MILL STORE	01/25/23 MCKEVITTa	28.00	
			PARKROSE WEST LINN	01/25/23 RAYh	27.99	
			THE HOME DEPOT #4017	01/25/23 PRESTWOODb	26.15	
			SHELL OIL 57443144308	01/25/23 HOLZGANgI	25.00	
			FMCSA D&A CLEARINGHOUSE	01/25/23 CAMPBELLe	25.00	

Monthly Check History Listing
 Clackamas River Water
 2/1/2023 to 2/28/2023

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
94566	02/01/2023	00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	5291169522	78.60	78.60
94557	02/01/2023	03525 BIO-MED TESTING SERVICES INC	FMCSA CLEARINGHOUSE QUERY	97086	50.00	50.00
94558	02/01/2023	04461 CEREGHINO CONSTRUCTION LLC	Receipt #: 004445	Ref000193965	9,514.01	9,514.01
94559	02/01/2023	04256 CITY WIDE FACILITY SOLUTIONS	DECEMBER 2022-- CLEANING - ADMN/OPSMWTP/	\$T1035000102	5,345.93	5,345.93
94560	02/01/2023	03472 CREATIVE FINANCIAL STAFFING	TEMP HR SERVICES	123040194	1,648.50	1,648.50
94561	02/01/2023	03212 EVOQUA WATER TECHNOLOGIES, LLC	NEW SENSOR AND CALIBRATION	905606919	1,134.60	1,134.60
			TANK RENTALS 01/01/23-06/30/23	905668571	552.40	1,687.00
94562	02/01/2023	04180 MADRONE TECHNOLOGY GROUP INC.	DATA BACKUP MAINTENANCE AGREEMENT	2604	2,939.00	2,939.00
			CONTRACT WORK	2582	715.00	4,094.00
			CONTRACT WORK	2590	440.00	4,094.00
94563	02/01/2023	00138 MILWAUKIE, CITY OF	ACCOUNT# 24-3520-00 - 6201 SE LAKE RD -	24-3520 12/20-01/20	247.30	247.30
94564	02/01/2023	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	288857400001	248.59	248.59
			ACCT#90261180 - ID#38683228 - OFFICE SUP	280847550001	49.89	49.89
			ACCT#90261180 - ID#38683228 - OFFICE SUP	283312184001	8.29	306.77
94565	02/01/2023	00373 OREGON AFSCME	UNION DUES	PR 01/27/23	1,021.37	1,021.37
94566	02/01/2023	02456 OREGON ASSOC OF WATER UTILITIE	JOB ANNOUNCEMENT - WATER RESOURCE MANAGE	34682	150.00	150.00
94567	02/01/2023	00018 PITNEY BOWES GLOBAL FIN SVC LL	LEASE ACCT #0010797993 12/5/22-03/04/23	3316969320	306.36	306.36

apCkHist
02/24/2023 2:58PM

Monthly Check History Listing
Clackamas River Water
2/1/2023 to 2/28/2023

Page: 4

Bank code: appbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
94568	02/01/2023	04462 TIM ROBINSON	Receipt #: 004450	Ref000193966	5,181.33	5,181.33
94569	02/01/2023	04427 VAQ USA LLC	PISTON VALVE REPAIR KIT	439046309	2,082.07	2,082.07
94570	02/01/2023	02854 VERIZON WIRELESS	ACC.#472115222-00001 CELL PHONE CHARGES ACC.#472115222-00002 CELL PHONE CHARGES	9925003585 9925003586	1,504.70 308.22	1,812.92
94571	02/01/2023	04460 CLINT WEILER	Receipt #: 004426	Ref000193964	1,413.53	1,413.53
94572	02/02/2023	00021 PGE	WATER TREATMENT PLANT JANUARY 2023 PUMP STATION JAN 2023	WTP JANUARY 23 PUMP STATION JAN 23	36,219.09 20,626.25	56,845.34
94573	02/02/2023	00021 PGE	ADMIN JANUARY 2023 - RIVERSIDE	ADMIN DECEMBER 2022	3,190.90	3,190.90
94574	02/08/2023	04307 BEND MAILING SERVICES, LLC	FEBRUARY PROCESSING & POSTAGE	81015	6,964.64	6,964.64
94575	02/08/2023	03325 CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	93491214	6,343.09	6,343.09
94576	02/08/2023	04256 CITY WIDE FACILITY SOLUTIONS	JANUARY 2023 CLEANING - ADMIN/OPS/WTP/PA ADMIN. BUILDING MAINTENANCE	32035003444 42035001977	4,719.73 312.50	5,032.23
94577	02/08/2023	00227 CLACKAMAS GARBAGE CO INC	ACC. #04370 - TRASH REMOVAL SERVICE - JA	JANUARY 2023	377.49	377.49
94578	02/08/2023	00113 CLACKAMAS STEEL & MFG INC.	4 X 2X. 250 TUBE, PR 2326	247570	192.76	192.76
94579	02/08/2023	01894 BRIAN CLOPTON	Receipt #: 004441	Ref000194019	1,058.75	1,058.75
94580	02/08/2023	03597 CLOUD RECORDS MANAGEMENT SOLUT	ORMS-0153 / MONTHLY USER FEE PER USER OR	211845	370.20	370.20
94581	02/08/2023	00008 CONSOLIDATED SUPPLY CO.	17X30 X18, 17X30	S011213173.001	1,633.97	1,633.97
94582	02/08/2023	03472 CREATIVE FINANCIAL STAFFING	TEMP HR SERVICES	123050191	1,680.00	1,680.00
94583	02/08/2023	01844 FERGUSON ENTERPRISES INC	RELIEF VALVE	1025031	731.00	731.00
94584	02/08/2023	01844 FERGUSON ENTERPRISES INC	BOLTS KITS AND GASKETS PR#2326	1174762	155.24	155.24
94585	02/08/2023	04411 GOODFELLOW BROS LLC	SPOILS DUMPING	13790	144.00	144.00
94586	02/08/2023	03476 GROUND BREAKERS CONSTRUCTION	Receipt #: 004074	Ref000186335	1,008.95	1,008.95
94587	02/08/2023	03240 GARY RUDNIK P HARRANG LONG	LEGAL SERVICES JANUARY 2023	99788	4,600.00	4,600.00
94588	02/08/2023	01541 HARRIS WORKSYSTEMS	ERGONOMIC FURNITURE	21-6111	1,514.99	1,514.99

Page: 4

Monthly Check History Listing
Clackamas River Water
2/1/2023 to 2/28/2023

Bank code: appbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
94589	02/08/2023	03473 HASA INC	SODIUM HYPOCHLORITE 12.5% - LOW SALT	870042	10,312.00	10,312.00
94590	02/08/2023	01609 JIM SMITH EXCAVATING INC.	WOOD WASTE DUMP FEES	23-003	300.00	300.00
94591	02/08/2023	04463 MARIA LOPER	Receipt #: 004508	Ref000194024	618.46	618.46
94592	02/08/2023	04171 LSK GRAPHICS INC.	NEWSLETTER AND GRAPHIC NEEDS	24630-23	355.00	355.00
94593	02/08/2023	04180 MADRONE TECHNOLOGY GROUP INC.	VOIP MAINTENANCE SUBSCRIPTION	2607	1,328.00	
			CONTRACT WORK	2619	660.00	
			CONTRACT WORK	2618	110.00	
			SCADA HP/SERVER HD	2629	60.00	2,158.00
94594	02/08/2023	00275 MINUTEMAN PRESS CORP	FY22 FINANCIAL REPORTS	126662	449.00	449.00
94595	02/08/2023	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	2917785009001	248.59	
			ACCT#90261180 - ID#38683228 - OFFICE SUP	288832966001	167.86	
			ACCT#90261180 - ID#38683228 - OFFICE SUP	282650717001	14.42	430.87
94596	02/08/2023	00048 OREGON CITY, CITY OF	ACC#:04-792203-01 (130825) 08/31 - 09/3	11/30-12/31/22	19.14	19.14
94597	02/08/2023	03329 PACIFIC MARKETING AND PROMOTIO	ORANGE TEE SHIRTS	VLF2923247	644.00	644.00
94598	02/08/2023	03815 PETROCARD INC	WATER QUALITY, PLANT AND OPS	C066945	1,052.74	1,052.74
94599	02/08/2023	04426 BEGAN TANK TRUCK R&J BERRY ENTERPRISE INC	FUEL TANK CLEANING	70833	2,326.78	
			ONAN GEN FUEL TANK CLEANING	70760	2,149.41	4,476.19
94600	02/08/2023	00229 RICOH USA, INC.	COPIER LEASE #1021276-3672069 - 01/20-02	106909265	370.05	370.05
94601	02/08/2023	03548 RIVER CITY ENVIRONMENTAL INC	VALVE REPLACEMENT	315465133	2,146.20	
			VALVE REPLACEMENT	315507948	1,609.65	3,755.85
94602	02/08/2023	00339 SEPTIC TECHNOLOGIES INC	ANNUAL DISCHARGE, MONITORING REPORT FEE,	17422	100.00	100.00
94603	02/08/2023	03701 SHRED NORTHWEST LLC	ADMIN SHREDDING SERVICES	2945012723	108.00	
			ANNUAL SHREDDING SERVICES	14668012723	108.00	216.00
94604	02/08/2023	00577 SPECIAL DISTRICTS ASSOC OREGON	FEBRUARY HEALTH BENEFITS PROGRAM	03-0054042	66,900.57	66,900.57
			UB Refund Cst #003646	02/01/23	40.84	
94605	02/08/2023	04259 EARLE TRADUP	PORTABLE REST ROOMS	Ref000186944	40.84	40.84
94606	02/08/2023	00107 UNITED SITE SERVICES INC		114-13487154	566.58	

apckHist
02/24/2023 2:58PM

Monthly Check History Listing
Clackamas River Water
2/1/2023 to 2/28/2023

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
94607	02/08/2023	02391 VEBA SERVICE GROUP, LLC	PORTABLE REST ROOMS	114-13487157	450.00	
			PORTABLE REST ROOMS	114-13487159	450.00	
			PORTABLE REST ROOMS	114-13487161	450.00	
			PORTABLE REST ROOMS	114-13487163	450.00	
			PORTABLE REST ROOMS	114-13487158	300.79	
			PORTABLE REST ROOMS	114-13487160	300.79	
			PORTABLE REST ROOMS	114-13487162	300.79	
			PORTABLE REST ROOMS	114-13487164	300.79	
			PORTABLE REST ROOMS	114-13487577	70.00	
			PORTABLE REST ROOMS	114-13487153	53.96	
			9100 SE MANGAN RESTROOM CLEANING	114-13487155	53.00	3,746.70
94608	02/08/2023	00130 WASTE MANAGEMENT OF OREGON	HRA VEBA CONTRIBUTION - BI ANNUAL 01/01/	01/01/23	20,500.00	20,500.00
94609	02/08/2023	03323 WESTTECH CONSTRUCTION INC.	JANUARY 2023 TRASH REMOVAL SERVICES - RI	9364555-1574-7	2,034.84	
			JANUARY 2023 - TRASH REMOVAL SERVICES -	9364556-1574-5	519.36	2,554.20
94610	02/08/2023	02247 WHA INSURANCE AGENCY INC	Receipt #: 004331	Ref000194041	1,400.00	1,400.00
94611	02/08/2023	00168 WICHITA FEED & HARDWARE	MERP ADMIN FEE FEBRUARY 2023	02/02/2023	50.00	50.00
94612	02/14/2023	00092 AIRGAS USA INC	SMALL TOOLS AND BELTS	10522	145.80	145.80
94613	02/14/2023	00267 ALEXIN ANALYTICAL INC	WELDING AND TORCH SUPPLIES	9134270438	210.00	210.00
94614	02/14/2023	00002 AMERICAN FAMILY LIFE ASSURANCE	Q3 WMAV, Q3 TOC/NUT/VOC	44631	4,615.00	4,615.00
94615	02/14/2023	00285 ARAMARK UNIFORM SERVICES INC	ACC: 0XNX3 - VOL. PAYROLL DEDUCT FEBRUAR	705255	1,470.82	1,470.82
94616	02/14/2023	00283 AWWWA	ACC: #934649000 - BUILDING MAINT. SUPPLI	5291155584	81.41	
94617	02/14/2023	04466 CCX NORTH LLC	ACC: #934649000 - BUILDING MAINT. SUPPLI	5291173787	78.60	160.01
94618	02/14/2023	02555 COMCAST	ANNUAL DUES FOR PNWS-AWWWA - 2023	PNWS-AWWWA - 20	1,400.00	1,400.00
94619	02/14/2023	02856 CRYSTAL GREENS LANDSCAPING	Receipt #: 004009	Ref000194186	1,917.88	1,917.88
94620	02/14/2023	04465 DAKOTA LEGACY GROUP	COMCAST MONTHLY CABLE INTERNET	2099723 02/13-03/13	253.85	253.85
94621	02/14/2023	00402 DLT SOLUTIONS	LANDSCAPING MAINTENANCE - DECEMBER	176769-176771	2,107.00	2,107.00
			Refund receipt #: 003928	Ref000194185	891.18	891.18
			AUTODESK AEC COLLECTION IC GOVERNMENT AN	5138166A	1,232.55	1,232.55

Monthly Check History Listing
Clackamas River Water
2/1/2023 to 2/28/2023

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
94622	02/14/2023	02322 GENERAL PACIFIC INC	BADGER METERS, VALVE BOXES.	1456426	1,710.00	1,710.00
94623	02/14/2023	00167 GRAINGER INC	GRAINGERS PR 2322 GRAINGERS TWO RATCHETS GRAINGERS 3 PCS WALL POCKETS GRAINGERS GRAINGERS	9551038772 9549588623 9593408629 9542091971 9583265518 9596683392	902.54 160.47 61.16 44.91 27.39 22.54	1,219.01
94624	02/14/2023	00124 H D FOWLER CO INC	REPLACEMENT PARTS PR # 2326	L6303683	3,677.95	3,677.95
94625	02/14/2023	00128 IDEXX DISTRIBUTION CORP.	WATER TESTING REAGENTS WATER TESTING REAGENTS	3122749819 3122713766	9,039.81 1,685.17	10,724.98
94626	02/14/2023	02125 LEAGUE OF OREGON CITIES	JOB POSTING - WATER RESOURCES MANAGER.	11399	20.00	20.00
94627	02/14/2023	04180 MADRONE TECHNOLOGY GROUP INC.	CONTRACT WORK	2633	660.00	660.00
94628	02/14/2023	04464 LAUREN NOECKER	Receipt #: 004386	Ref000194184	2,012.05	2,012.05
94629	02/14/2023	04242 NORTHWEST MECHANICAL GROUP LLC	WTP FURNACE REPAIR	29616	297.56	297.56
94630	02/14/2023	00079 ONE CALL CONCEPTS INC.	LOCATE TICKETS FOR ACCT:09-0000855	3010621	500.00	500.00
94631	02/14/2023	00373 OREGON AFSCME	UNION DUES	PR 02/10/23	986.64	986.64
94632	02/14/2023	02928 OREGON HEALTH AUTHORITY	ORELAP ID# OR100017 ORE ENVIRONMENTAL LAB	3075-3229	1,200.00	1,200.00
94633	02/14/2023	00021 PGE	WATER TREATMENT PLANT 2023 PUMP STATION FEBRUARY 2023	WTP FEBRUARY PUMP STATION FEB 23	36,723.59 22,302.73	59,026.32
94634	02/14/2023	00021 PGE	ADMIN FEBRUARY 2023	ADMIN FEBRUARY	3,223.52	3,223.52
94635	02/14/2023	00229 RICOH USA, INC.	CUST. # 4197629 - ADDITIONAL COPIES 01/0	5066668407	205.64	205.64
94636	02/14/2023	00229 RICOH USA, INC.	CUST. # 4220490 - ADDITIONAL COPIES 01/0	5066667447	147.03	352.67
94637	02/14/2023	02837 TAURUS POWER & CONTROLS INC	CUST. # 4220490 - ADDITIONAL COPIES 01/0	5066666986	94.66	94.66
94638	02/14/2023	00282 TERMINIX INTERNATIONAL INC	TROUBLE SHOOTING BW PUMP CUST.# 1703011 - FEBRUARY PEST CONTROL CUST.# 1703007 - FEBRUARY PEST CONTROL S	12132 430084475 430085014	1,343.10 124.00 106.00	1,343.10 230.00

Monthly Check History Listing

Clackamas River Water
2/1/2023 to 2/28/2023

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
94639	02/14/2023	00160 TOP INDUSTRIAL SUPPLY INC	MISN. WATER WORKS SUPPLIES	122505	97.39	97.39
94640	02/14/2023	02854 VERIZON WIRELESS	ACC.#642537089-00001 CELL PHONE CHARGES	9926652229	25.82	25.82
94641	02/14/2023	04467 WASHMAN - LLC	Receipt #: 0039333	Ref000194187	5,904.56	5,904.56
94642	02/14/2023	02256 KYLE YANCEY	REIMBURSEMENT FOR DW 4 CERT EXAM FEE	02.03.23	299.00	299.00
94643	02/22/2023	00092 AIRGAS USA INC	ACETYLENE & OXYGEN TANKS	9134363869	178.23	178.23
94644	02/22/2023	00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	5291178813	78.60	78.60
94645	02/22/2023	00304 CANTEL SWEEPING	ACC. #934649000 - BUILDING MAINT. SUPPLI	5291183161	78.60	157.20
94646	02/22/2023	03468 BOARD OF EDUCATION CLACKAMAS COUNTY EDUCATION	FEBRUARY-PARKING LOT SWEEPING - OPS (CUS	e23610	260.00	260.00
94647	02/22/2023	03504 ENTERPRISE FLEET MANAGEMENT	FEBRUARY LOT SWEEPING SERVICES PROVIDED	e23609	200.00	200.00
94648	02/22/2023	01844 FERGUSON ENTERPRISES INC	FEBRUARY RIVERSIDE SWEEPING SERVICES	e23611	183.00	183.00
94649	02/22/2023	01844 FERGUSON ENTERPRISES INC	INTERNET SERVICE PROVIDER JULY 2022-JULY	231282	900.00	900.00
94650	02/22/2023	00167 GRAINGER INC	CUST #488054 TRUCK LEASE 02/01-02/28/23	FBN4677291	635.72	635.72
94651	02/22/2023	01756 HOLD TIME MUSIC AND MARKETING	FERGUSON ON ENOCH CT CLACKAMAS	1260171	1,137.99	1,137.99
94652	02/22/2023	00012 METERREADERS LLC	RAVEN NITR GLOVES	1245733	48.62	48.62
94653	02/22/2023	00138 MILWAUKIE, CITY OF	AIR RELIEF TEE VENTS 1 INCH	1170865	372.00	372.00
94654	02/22/2023	00306 OFFICE DEPOT INC	2 PCS 10 INCH METER STANDS	1174521	251.17	251.17
94655	02/22/2023	03815 PETROCARD INC	BELTS FOR LL COMPRESSORS	9505077082	106.17	106.17
94656	02/22/2023	03996 RH2 ENGINEERING INC	CUSTOMER SVC MAIN PHONE LINE - VOICE SVC	6154	600.00	600.00
			FEBRUARY METER READS - CYCLE 1 & 2	10637	5,484.36	5,484.36
			FLEET REPAIRS	INV00761	5,993.98	5,993.98
			JANUARY FLEET REPAIRS	INV00821	3,511.17	3,511.17
			ACCT#90261180 - ID#38683228 - OFFICE SUP	293257444001	41.87	41.87
			ACCT#90261180 - ID#38683228 - OFFICE SUP	293268118001	3.15	3.15
			15-100 WATER QUALITY, PLANT AND OPS	C075063	1,227.44	1,227.44
			WTP STRUCTUAL & SEISMIC ASSESSMENT	89502	21,345.11	21,345.11

Monthly Check History Listing

Clackamas River Water
2/1/2023 to 2/28/2023

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
94657	02/22/2023	00229 RICOH USA, INC.	COPIER LEASE #1021276-3745995 - 03/05-04	106980218	208.86	
			COPIER LEASE #1021276-3734774- 02/12-03/	106981793	208.86	417.72
94658	02/22/2023	03548 RIVER CITY ENVIRONMENTAL INC	LEAK WALKER ROAD 2214-0256	310172852	1,087.31	
			BLOW OFF REPAIR 2204-0236	317303728	61.76	1,149.07
94659	02/22/2023	03953 TRI MOTOR & MACHINERY CO. INC	20 HP electric Motor	28164	1,388.00	1,388.00
94660	02/22/2023	00107 UNITED SITE SERVICES INC	PORTABLE REST ROOMS	114-13520953	313.79	313.79

apbank Total: 569,611.99

115 checks in this report

Total Checks: 569,611.99

CLACKAMAS RIVER WATER

Agenda Item –
CA-2

REGULAR BOARD MEETING

March 9, 2023

SUBJECT **Cash Position and Transfers**

DRAFT MOTION	Move to approve the consent agenda
EFFECTIVE DATE	March 9, 2023

PRINCIPAL STAFF PERSON Jason Kirkpatrick, CFO

BOARD ACTION REQUESTED Approve the consent agenda items.

DOCUMENTS ATTACHED None

Agenda Summary

BACKGROUND Cash and Investment Position as of February 28, 2023, is:

	General Checking	LGIP	Total
Balance as of 1/31/2023	\$ 9,105,441	\$ 15,859,248	\$ 24,964,689
Cash receipts	1,061,867	45,622	1,107,489
Payroll	(263,252)		(263,252)
A/P checks	(569,612)		(569,612)
Bond and other electronic payments			-
Transfers between accounts			-
Balance as of 2/28/2023	\$ 9,334,444	\$ 15,904,870	\$ 25,239,315

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

March 9, 2023

SUBJECT Update on Strategic Plan

DRAFT MOTION	None
EFFECTIVE DATE	

PRINCIPAL STAFF PERSON Todd Heidgerken, General Manager

BOARD ACTION REQUESTED Informational

DOCUMENTS ATTACHED Exhibit A – Strategic Planning Poster

Agenda Summary

BACKGROUND The District engaged in a strategic planning process that was initiated in the Fall of 2019. The purpose of the strategic planning process is to create a shared vision to navigate CRW through 2025. As part of this process, the District refreshed our vision and mission statements, identified core values, and identified three goals to focus one through 2025. The results of this process are included in Exhibit A.

Staff has been working on tactics and objectives to achieve success on the three identified goals. This informational item is intended to highlight some of the efforts made so far.

STRATEGIC PLAN

VISION

We will be known for exceptional service, stewardship, and high-quality water which is essential to the vitality of our region.

MISSION

Provide high quality, safe drinking water to our customers at rates consistent with responsible planning for the health of our district.

VALUES

- Water Quality
- Customer Service
- Financial Accountability
- Responsible Stewardship

GOALS

- Ensure a reliable water supply for the communities we serve by investing in infrastructure and emergency preparedness.
- Be a water district of choice for attracting, developing and retaining a highly qualified workforce by providing a safe, healthy, rewarding environment that values employees
- Heighten public awareness of the District's role in enhancing public health, community vitality and economic growth.



Clackamas River Water



Clackamas River Water

Clackamas River Water

Strategic Plan Update

Board Meeting – March 9, 2023

Todd Heidgerken, General Manager



CRW Strategic Plan 2020-2025

Vision

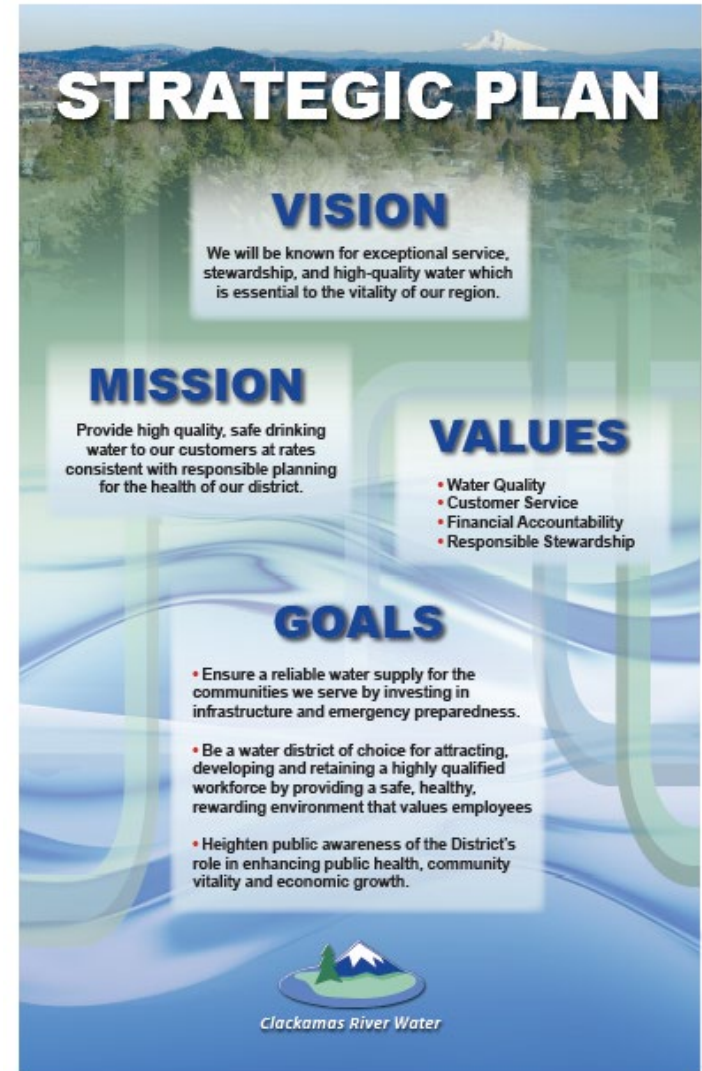
We will be known for exceptional service, stewardship, and high-quality water which is essential to the vitality of our region.

Mission

Provide high quality, safe drinking water to our customers at rates consistent with responsible planning for the health of our district.

Values

- ❖ *Water Quality*
- ❖ *Customer Service*
- ❖ *Financial Accountability*
- ❖ *Responsible Stewardship*



CRW Strategic Plan Goals

- ❖ *Ensure a reliable water supply for the communities we serve by investing in infrastructure and emergency preparedness.*
- ❖ *Be a water district of choice for attracting, developing and retaining a highly qualified workforce by providing a safe, healthy, rewarding environment that values employees.*
- ❖ *Heighten public awareness of the District's role in enhancing public health, community vitality and economic growth.*

Progress Activities

Ensure a reliable water supply for the communities we serve by investing in infrastructure and emergency preparedness.

Capital Improvements 5-year Plan For Fiscal Years 2022 through 2026						
Project Title <i>Amounts in Thousands</i>	FY22	FY23	FY24	FY25	FY26	5 YR Total
1 - DTD- ODOT/City/Clackamas Cty	125	125	125	125	125	\$ 625
2 - Athens Drive Waterline Repl.	641					\$ 641
3 - Fawn Drive Waterline Repl.	277					\$ 277
4 - Leland Road Waterline & Master Meter	493					\$ 493
5 - Redland Road Waterline - Ph. 1	162	918				\$ 1,080
6 - Linwood Road Improvements		328				\$ 328

PUBLIC HEARING ON WATER RATES

Notice of Rate Hearing: Thursday, July 14, 2022, AT 6:00 P.M.

Clackamas River Water (CRW) Board of Commissioners will hold a public **Rate Hearing** in the boardroom at the district office on Thursday, July 14, 2022, at 6:00 p.m. The district office is located at 16770 SE 82nd Drive, in Clackamas.

The hearing will present proposed rate adjustments to CRW's water and service charges. Many factors are considered when proposing appropriate rates for our customers. These factors include water system operations, maintenance, construction, compliance with debt service coverage requirements, water use assumptions, trends in revenues and expenditures, required reserve balances, and regulatory costs.



Clackamas River Water
Emergency Response Plan

2022 Edition

Progress Activities

Ensure a reliable water supply for the communities we serve by investing in infrastructure and emergency preparedness.

Strategy 1: Develop common methodologies to prioritize, communicate, and execute CRW infrastructure improvements.

Tactics/Projects (examples)

- Two-year rate plan competed and approved by the Board
- *Created CIP strategy document in 2021 including a 6-year short term plan*

Strategy 2: Develop targeted, consistent, and comprehensive maintenance programs that achieve stewardship goals for built infrastructure

Tactics/Projects (examples)

- *Creation of additional distribution system maintenance GIS applications.*
- *Creation of “customer issues” layer to address safety planning for customer service concerns*

Strategy 3: Manage, maintain, and improve District’s Emergency Preparedness (EP) programs and initiatives

Tactics/Projects (examples)

- *Developed a revised Incident Management Team model and related training plan with Manager engagement.*
- *Revised and finalized an Emergency Response Plan that is aligned with both AWIA/EPA standards and FEMA planning guidance.*

Progress Activities

Be a water district of choice for attracting, developing and retaining a highly qualified workforce by providing a safe, healthy, rewarding environment that values employees

Employee Engagement Priority Themes

Improve Internal Comms

- Diversify communications channels to employees (e.g., Zoom huddles)
- More frequent 1-on-1 meetings with supervisor/employee
- Cross-attendance at department meetings

Policy review for Employees, District, & Customers

- Set foundations for policy review over Q4 2022, and 2023
- Developing common language and understanding prior to engaging in thoughtful review.

Workforce Develop. & Profess. Growth

- Continued support for supervisor development plans/training
- Internal growth opportunities by promoting from within
- License and certifications supported beyond job scope
- Other training supported if mutual benefit to employee and District

Workload Mgmt

- Future discussions at staff manager meetings to develop a strategy. TBD

Print Date: February 2023

CRW 2022 Employee Engagement Survey



Progress Activities

Be a water district of choice for attracting, developing and retaining a highly qualified workforce by providing a safe, healthy, rewarding environment that values employees.

Strategy 1- Improve workplace communication and collaboration

Tactics/Projects (examples)

- *Conducted employee engagement survey and shared a summary of results with the workforce.*
- *Identified top four employee priorities (from survey)*

Strategy 2: Optimize recruitment practices to best retain and attract employees

Tactics/Projects (examples)

- *Adjust to the new, competitive job market to find highly-qualified industry candidates. Strategize how to attract new candidates base on new market demands.*
- *Drafted staffing plan with staff managers to discuss and collaborate on a 2–5-year staffing plan for the District*


Strategy 3: Identify and implement targeted initiatives to increase training and development opportunities for management and staff

Tactics/Projects (examples)

- *Completed 4, 8- hour sessions for leadership development.*
- *Provided 7 employees with development/promotional opportunities*

Progress Activities

Heighten public awareness of the District's role in enhancing public health, community vitality and economic growth.

 Clackamas River Water
Published by Cloud Campaign · February 28 at 4:30 PM ·

Protecting your drinking water sources is easier than you think – get 10 easy tips to help keep our waterways healthy and safe all year-round:<https://bit.ly/10-tips-sourceh2o> Regional Water Providers Consortium



Final
Water Management and Conservation Plan



Clackamas River Water

Monthly Update

March 2023

Progress Activities

Heighten public awareness of the District's role in enhancing public health, community vitality and economic growth.

Strategy 1: Ensure staff has information required to perform their jobs and for accurate external communication

Tactics/Projects (examples)

- *Utility bill inserts are shared with staff for awareness of messaging going to customers.*
- *Sharing monthly statistics and operations reports with staff for awareness of messaging going to CRW Board and available on our website*

Strategy 2: Develop robust messaging and multiple channels for CRW to share information, reach customers, and accept feedback

Tactics/Projects (examples)

- *Established social media management tool that posts created content to CRW's 3 social medial platforms and tracks the analytics of each posting.*
- *Created a presence on Nextdoor for CRW*

Strategy 3: Identify broader constituents, including other stakeholders and indirect customers, and develop communication avenues for them.

Tactics/Projects (examples)

- *Modified Customer Confidence Report (CCR) to improve readability and understanding of important information provided to our customers.*
- *CRW Board approved an updated Water Management and Conservation Plan that was approved by the State.*

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

March 9, 2023

SUBJECT Management Report

--

PRINCIPAL STAFF Todd Heidgerken
PERSON

DOCUMENTS
ATTACHED

Table of Contents

The Management Report will have two sections: (A) an overview of GM and Staff activity during the month; (B) informational articles (when available)

- A. Management Report
- B. Informational articles or Materials- None at this time

Oregon Water Utility Council (OWUC) – During the February 23rd meeting, OWUC members focused on discussing potential impacts of legislative concepts under consideration during the 2023 Oregon Legislative Session and received brief updates from Oregon Water Resources Department (WRD) and Oregon Health Authority Drinking Water Program (OHA-DWP) representatives.

3. Emergency Management Update:

On January 31, 2023, 16 members of the CRW staff came together to, for the first time, practice how CRW would begin to respond to a 6.8 earthquake cutting through the Portland Hills Fault Line. Earthquakes are the number one risk to CRW. The exercise scenario was played as 2 days post-earthquake, where aftershocks are still present.

For the past 18 months, the members of CRW Incident Management Team (IMT) completed online and classroom-based training on the national approach to incident management. In this internal exercise the IMT members were able to participate in a mixture of listening to presentations, group discussion, and applied practice. The combination of the education and the in-person practice is critical to ensuring we are ready to respond at any time to a major event. The exercise covered these major themes:

- What does the scenario mean for CRW?
- What are our initial priorities?
- What can we accomplish in the next 12 hours realistically?
- How are we going to accomplish our objectives?
- What resources (human, space, supplies) are needed to support our objectives and tactics?
- Where do we get our resources? What do we have on hand?
- What is the relationship with Clackamas County for ordering resources?
- What forms need to be completed by which staff members based on their role?

We were able to have exercise evaluators from the Clackamas River Water Providers (CRWP) and Clackamas County. Many thanks to the staff involved.

4. Looking Ahead:

- The agenda setting meeting for the April Board meeting will be held on March 30 at 9am
- The CRW Regular April Board Meeting will be held on Thursday, April 13 at 6pm

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

March 9, 2023

SUBJECT Commissioner Reports and Reimbursement Requests

DRAFT MOTION	NO MOTION REQUIRED
EFFECTIVE DATE	

PRINCIPAL STAFF PERSON Board of Commissioners

BOARD ACTION REQUESTED Commissioner Communications

DOCUMENTS ATTACHED Commissioner Reimbursement Requests

Agenda Summary

BACKGROUND

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month January 2023

Commissioner's Name Naomi Angier

Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting --	\$ _____
	CRW Work Session	\$ _____
	Miscellaneous Meeting	\$ _____
	SDAO legislative day	\$ 50.00
	Agenda setting meeting	\$ _____
	RWPC executive meeting	\$ 50.00

Total \$ 100.00

Date	Meals	Amount
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Total \$ _____

Date	Mileage *	Amount
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Total \$ _____

Date	Motel/Hotel Lodging **	Amount
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Total \$ _____

Date	Miscellaneous ***	Amount
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Total \$ _____

- * Mileage \$ _____ per mile
- ** Lodging bills must be attached in support of reimbursement request
- *** Miscellaneous expenses to be supported with bills where possible

Total Expenses \$ _____

Adjustments \$ _____

Amount Due Commissioners \$ 100.00

I hereby certify under penalties of perjury and other laws regarding falsification of records and/or official misconduct, the above request for reimbursement to be accurate and complete and further certify that I am authorized to receive reimbursement as part of my authorized duties as a CRW commissioner.

Respectfully submitted _____
Commissioner's Signature

For Accounting:			
Payroll: Taxable \$ _____	Non-Taxable \$ _____	entered P/R _____	
Accounts Payable: VENDOR # _____	ACCT# <u>01.601.5730</u>	AMOUNT \$ _____	Entered A/P _____
Board: Reimbursement as of _____			

CFO Date 01-06-2023

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month Jan 2023

Commissioner's Name Lester Garrison Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting -	\$ 50.00
	CRW Work Session	\$
	Miscellaneous Meeting	\$ 50.00
		\$
		\$

Total \$ 100.00

Date	Meals	Amount
		\$
		\$
		\$
		\$

Total \$ _____

Date	Mileage *	Amount
		\$
		\$
		\$
		\$

Total \$ _____

Date	Motel/Hotel Lodging **	Amount
		\$
		\$
		\$

Total \$ _____

Date	Miscellaneous ***	Amount
		\$
		\$
		\$

Total \$ _____

- * Mileage \$ _____ per mile
- ** Lodging bills must be attached in support of reimbursement request
- *** Miscellaneous expenses to be supported with bills where possible

Total Expenses \$ 100.00
Adjustments \$ _____
Amount Due Commissioners \$ _____

I hereby certify under penalties of perjury and other laws regarding falsification of records and/or official misconduct, the above request for reimbursement to be accurate and complete and further certify that I am authorized to receive reimbursement as part of my authorized duties as a CRW commissioner.

Respectfully submitted Lester Garrison

 Commissioner's Signature

For Accounting:
 Payroll: Taxable \$ _____ Non-Taxable \$ _____ entered P/R _____
 Accounts Payable: VENDOR # _____ ACCT# 01.601.5730 AMOUNT \$ _____ Entered A/P _____
 Board: Reimbursement as of _____

_____ CFO 02-06-2023 Date

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month February, 2023

Commissioner's Name Robert Rubitschun

Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting -- <u>2/16/2023</u>	\$ <u>50.00</u>
	CRW Work Session	\$ _____
	Miscellaneous Meeting	\$ _____
		\$ _____
		\$ _____
		\$ _____

Total \$ 50.00

Date	Meals	Amount
		\$ _____
		\$ _____
		\$ _____

Total \$ _____

Date	Mileage *	Amount
		\$ _____
		\$ _____
		\$ _____

Total \$ _____

Date	Motel/Hotel Lodging **	Amount
		\$ _____
		\$ _____
		\$ _____

Total \$ _____

Date	Miscellaneous ***	Amount
		\$ _____
		\$ _____
		\$ _____

Total \$ _____

- * Mileage \$ _____ per mile
- ** Lodging bills must be attached in support of reimbursement request
- *** Miscellaneous expenses to be supported with bills where possible

Total Expenses \$ _____
Adjustments \$ _____
Amount Due Commissioners \$ 50.00

I hereby certify under penalties of perjury and other laws regarding falsification of records and/or official misconduct, the above request for reimbursement to be accurate and complete and further certify that I am authorized to receive reimbursement as part of my authorized duties as a CRW commissioner.

Respectfully submitted Robert A. Rubitschun
Commissioner's Signature

For Accounting:
 Payroll: Taxable \$ _____ Non-Taxable \$ _____ entered P/R _____
 Accounts Payable: VENDOR # _____ ACCT# 01.601.5730 AMOUNT \$ _____ Entered A/P _____
 Board: Reimbursement as of _____

 CFO Date 02/21/2023