



## SOUTHEAST ALASKA POWER AGENCY

### Special Board Meeting AGENDA

(To be held Electronically)

| April 25, 2023 SEAPA SPECIAL BOARD MEETING |                  |   |
|--|------------------|---|
| Time                                       | Event            |   |
| 2PM  | Meeting Starts   | <b>For telephonic participation dial:</b><br><br><b>1.888.475.4499<sup>1</sup> or</b><br><b>1.833.548.0276</b><br><br><b>Meeting ID No. 843 4902 7586</b> |
| 4PM<br>(estimated)                         | Meeting Adjourns |   |

1. Call to Order
  - A. Roll call
  - B. Communications Lay on the Table Items
  - C. Disclosure of Conflicts of Interest
  
2. Approval of the Agenda
  
3. Persons to be Heard
  
4. New Business:
  - A. Update Re CEO Contract Negotiations
  - B. Executive Session re Agency's CEO
  - C. Reserved for Possible Action following Executive Session
  - D. Presentation of SEAPA Organizational Chart
  - E. Consideration of Brushing Contracts
  - F. Discussion Re SEAPA Office Furnishings
  
5. Adjourn

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<sup>1</sup> In the event of a failure with Zoom connectivity, the meeting will continue by telephonic participation by dialing 1.800.315.6338 (Code 73272#).

## **AGENDA ITEM 4A**

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**(Discussion: CEO Contract Negotiations Update)**

**MEMORANDUM**  
**ATTORNEY-CLIENT COMMUNICATIONS**

TO: Chairperson  
Southeast Alaska Power Agency

FROM: Joel R. Paisner, Ascent Law Partners, LLP

DATE: April 18, 2023

RE: Suggested Motion for Executive Session

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The Board of Directors may conduct an executive session during a Special Board Meeting to be held on April 25, 2023, for discussions relating to the Agency's CEO.

If it is determined during the meeting that an executive session is necessary, I recommend the following motions be made:

I move to recess into Executive Session to be conducted pursuant to SEAPA's Bylaws and Alaska Statute 44.62.310 for discussions related to a subject that could prejudice the reputation and character of any person, provided that the persons may request a public discussion.

## **AGENDA ITEM 4C**

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**(Placeholder for possible action following Executive Session)**

## **AGENDA ITEM 4D**

### **SEAPA ORGANIZATIONAL CHART**

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**(Organizational Chart to be presented during Board Meeting)**



# SOUTHEAST ALASKA POWER AGENCY

**Date:** April 18, 2023  
**To:** SEAPA Board of Directors  
**From:** Robert Siedman, Acting CEO  
**Subject:** 2023 Transmission Line Brushing Contracts | Negotiated Prices

At SEAPA's March 8 & 10 board meeting in Wrangell, staff presented the attached memo reporting results of bid solicitations for the brushing of SEAPA's Swan-Tyee Intertie and Swan-Bailey transmission lines. A sole bid was received from Carlos Tree Service of Anchorage, Alaska for each project. The total of the two bids exceeded SEAPA's FY2023 budget by \$535,122 (162% of SEAPA estimates), and the bids were rejected.

Staff advised the Board of their intent to conduct a site visit with the contractor to review the sections of line that require brushing, and negotiate bid prices for this work. On March 22nd, Clay Hammer and the contractor conducted the site visit, and subsequent negotiations followed. The contractor submitted a revised bid, resulting in savings of \$335,792. The revised bid was 123% of SEAPA estimates, which is more in line with inflationary increases that SEAPA has been experiencing in 2023.

| Transmission Line Brushing Area | Original Bid Price    | Negotiated Bid Price  | Savings Realized    |
|---------------------------------|-----------------------|-----------------------|---------------------|
| Swan-Tyee Intertie              | \$412,477.50          | \$375,066.75          | \$ 37,410.75        |
| Swan-Bailey                     | 988,644.50            | 690,262.85            | 298,381.65          |
| <b>Total:</b>                   | <b>\$1,401,122.00</b> | <b>\$1,065,329.60</b> | <b>\$335,792.40</b> |

| FY2023 Operating Budget: FERC 571 Transmission Overhead Lines Maintenance |                  |                   |                    |
|---|------------------|-------------------|--------------------|
| 0380 ROW Clearing   | Budget           | Budget Adjustment | Revised Budget     |
| 571-3-0380  | \$266,000        | \$109,067         | \$375,067          |
| 571-1-0380  | 600,000          | 90,263            | 690,263            |
| <b>Total:</b>   | <b>\$866,000</b> | <b>\$199,330</b>  | <b>\$1,065,330</b> |

Staff recommends contracting with Carlos Tree Service, Inc. for the two brushing projects and increasing the FY2023 Operating Budget by \$199,330. Please consider the following suggested motion:

**SUGGESTED MOTION**

**I move to authorize staff to enter into a contract with Carlos Tree Service, Inc. for SEAPA's 2023 Swan-Tyee Intertie and Swan-Bailey Transmission Line Brushing Projects for the lump-sum value of \$1,065,329.60, and further move to increase FERC 571 in the FY2023 Operating Budget by \$199,330.**

Attachment:  
 2023 0301 Memo Re 2023 T-Line Brushing Contracts



# SOUTHEAST ALASKA POWER AGENCY

**Date:** March 1, 2023  
**To:** Robert Siedman, Acting CEO  
**From:** Clay Hammer, Operations Manager  
**Subject:** 2023 Transmission Line Brushing Contracts

A Request for Proposals for the 2023 Swan-Tyee Intertie Transmission Line Brushing Contract was advertised on January 11, 2023. One (1) responsive bid was received on February 16, 2023 as follows:

| Bidder                    | City/State        | Lump-Sum Bid Amount                                 |                      |
|---------------------------|-------------------|---|----------------------|
| Carlos Tree Service, Inc. | Anchorage, Alaska | Bidder's Firm-Fixed Price for brushing 38.37 acres: | \$412,477.50         |
|                           |                   | SEAPA FY2023 Budget:                                | \$266,000.00         |
|                           |                   | <b>Shortage:</b>                                    | <b>-\$146,477.50</b> |

A Request for Proposals for the 2023 Swan-Bailey Transmission Line Brushing Contract was advertised on January 12, 2023. One (1) responsive bid was received on February 17, 2023, as follows:

| Bidder                    | City/State        | Lump-Sum Bid Amount                                  |                      |
|---------------------------|-------------------|--|----------------------|
| Carlos Tree Service, Inc. | Anchorage, Alaska | Bidder's Firm-Fixed Price for brushing 100.37 acres: | \$988,644.50         |
|                           |                   | SEAPA FY2023 Budget:                                 | \$600,000.00         |
|                           |                   | <b>Shortage:</b>                                     | <b>-\$388,644.50</b> |

On February 22, 2023, staff notified the bidder in writing that their proposed bid amounts exceed funds available for the projects and both bids were rejected in accordance with SEAPA's reservation of rights to reject all bids stated in the RFP.

Section 8.8 of Section 8 (Competitive Bidding Not Required) of **Section 8.2 (Procurement Policy)** in SEAPA's March 2015 Handbook states:

8. Competitive Bidding Not Required: Notwithstanding any other provision of this Policy, the following may be purchased or contracted for without competitive bidding or soliciting quotations:

...

8.8 When competitive bidding has been followed, but only one, or no bids or quotations, are received, or the bids or quotations are rejected. In such a case, the CEO may proceed to have the improvements constructed, supplies, materials, or equipment purchases, and the services performed without further competitive bidding or quotation;

Staff looks forward to discussing this matter and strategy going forward during the board meeting.



## SOUTHEAST ALASKA POWER AGENCY

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**Date:** April 18, 2023  
**To:** SEAPA Board of Directors  
**From:** Robert Siedman, Acting CEO  
**Subject:** SEAPA Office Furnishings | Donation

At SEAPA's December 8 board meeting in Ketchikan, the Board authorized staff to enter into a sole source contract with Staples Contract and Commercial LLC for the purchase, shipment and installation of office furnishings for the new SEAPA Headquarters building. The existing office furnishings at SEAPA's current location will therefore be surplus and considered "unneeded supplies". Section 11 of SEAPA's procurement policy (*Sale and Other Disposition of Personal Property Interest*) discusses the sale or otherwise disposal of personal property. Section 11.1 states:

*The CEO may sell or otherwise dispose of any surplus, obsolete or unneeded supplies, materials, equipment or other personal property with a value of Five Thousand Dollars (\$5,000.00) or less, by giving notice of each proposed disposition in such manner as the CEO deems reasonable and appropriate; provided, however, the CEO shall not be required to give notice if the cost of giving notice exceeds the value of the supplies, materials, equipment, or other personal property.*

The existing office furnishings were purchased in 2006. They were disassembled, shipped, and reassembled in the Ketchikan office and subsequently disassembled and reassembled multiple times. They would likely not sustain another disassembly/reassembly. The furnishings were not recorded as assets and currently have zero value for SEAPA accounting purposes. Many of the furnishings that are not affixed to walls or bolted together within office spaces such as cabinets, drawers and shelves have been shipped to Swan, Tyee and Wrangell for other uses. The remaining items include:

- ~2ea – Office Cubicles (with small filing cabinets)
- ~3ea – Office Desks (some with overhead mounted cabinets)
- ~1ea – Office Conference Table

Considering the above and in accordance with SEAPA procurement policies, please consider this memo reasonable and appropriate notice that SEAPA intends to donate the existing office furnishings (photos attached) to the Ketchikan School District (or others if KSD doesn't accept) for the following reasons:

1. The value of existing furnishings does not exceed \$5,000.
2. The Ketchikan School District will be moving into SEAPA's existing office space.
3. Disassembly/Reassembly, moving costs, and storage will be avoided presenting further cost savings.





