



**This meeting will be held in person, but you may attend virtually; see the instructions on page 2.**

## AGENDA

11:30 a.m. LUNCH

11:45 a.m. STUDY SESSION – South Stage Project Update (Engineering Manager Brian Runyen)

12:15 p.m. BOARD MEETING

**1. Roll Call**

**2. Pledge of Allegiance**

**3. Comments from the Audience**

Comments will be limited to 4 minutes per individual, group, or organization; please state your name and organization (if applicable) when prompted.

**4. Consent Calendar**

4.1 Approval or Correction of the Minutes of the Last Regular Meeting of June 18, 2025

4.2 Resolution No. 1992, A RESOLUTION Authorizing the General Manager to Execute a Right of Way Easement to PacifiCorp on Tax Lot 362W13-1300

**5. Items Removed from Consent Calendar**

**6. Resolution No. 1993, A RESOLUTION Authorizing the General Manager to Execute Purchase Orders in the Amount of \$761,075.00 with Sensus Metering Systems for Fiscal Year 2025-2026**

**7. Resolution No. 1994, A RESOLUTION Awarding and Authorizing the General Manager to Execute a Contract Amendment in the Amount of \$456,894.06 with TRC Construction, LLC for the Construction and Repair Services for the Willow Lake Spillway Repairs Project**

**8. Resolution No. 1995, A RESOLUTION Awarding and Authorizing the General Manager to Execute a Contract Amendment in the Amount of \$225,887.00 with RH2 Engineering, Inc. for Engineering Services Related to Part B and E for the Distribution System Resilient Backbone Project**

**9. Leadership Team Reports**

Leadership Team staff will be present and may provide information: Engineering Manager Brian Runyen, Finance Manager Beau Belikoff, Water Operations Manager Dan Perkins, Information Technology Manager Kris Stitt, Human Resources Manager Tanya Haakinson, Water Resources & Customer Service Manager Julie Smitherman, and General Manager Brad Taylor.

**10. Propositions and Remarks from the Commissioners**

**11. Adjourn**

DATES TO REMEMBER*					
DATE	DAY	TYPE OF MEETING	STUDY SESSION TOPIC	REGULAR MEETING	LOCATION
8/6/25	Wed	Board Meeting	Forest Management Plan	12:15 p.m.	Prescott Room, Police Dept
8/20/25	Wed	Board Meeting	Water Distribution Operations Update	12:15 p.m.	Service Center

*\*Meeting dates, times, and locations are subject to change.*

### INSTRUCTIONS FOR ATTENDING THIS MEETING VIRTUALLY



To join by computer, click the following link:

[https://us02web.zoom.us/webinar/register/WN\\_JDImgcQ0Sku-EuPVxLfNHQ](https://us02web.zoom.us/webinar/register/WN_JDImgcQ0Sku-EuPVxLfNHQ)

Meeting passcode: 901183



To join by phone, call:

(669) 900-6833

Meeting ID Number: 869 2707 5321

Meeting passcode: 901183



## **Memorandum**

**TO:** Commissioners David Wright, Jason Anderson, John Dailey, Bob Mylenek, and Bob Strosser  
**FROM:** Brian Runyen, PE, Engineering Manager  
**DATE:** July 16, 2025  
**SUBJECT:** Item 4.2 – Resolution 1992, Authorizing the General Manager to Execute a Right of Way Easement to PacifiCorp on Tax lot 362W13-1300  
**OBJECTIVE:** Board Approval

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### **Issue**

Staff seeks authorization for the General Manager to execute a 2.41 acre Right of Way Easement to PacifiCorp on property owned by Medford Water and to accept payment for the same.

### **Discussion**

Engineering staff presented the following information in “Leadership Team” reports at the June 18, 2025, Board of Water Commissioners meeting. Being a property transaction, this is now being brought formally before the Board for approval to execute.

PacifiCorp (Pacific Power) intends to construct a new 230-kV electric transmission line between their Lone Pine substation and Whetstone substation. The selected route includes an alignment along Ave G / Kirtland Rd which passes along the southern boundary of the Medford Water, Duff Water Treatment Plant property (tax lot 362W13-1300).

PacifiCorp requested a Right of Way Easement of approximately 62.5 feet in width, along and through the southern portion of the property, adjacent to the north right of way line of Kirtland Rd. Total easement area is 2.41 acres. The alignment was reviewed and cleared by both Medford Water Engineering and Operations staff and is not in an area that would impede any future development of the Duff WTP site.

The City of Medford was also approached for an easement across the wastewater treatment plant property immediately to the west of the Duff Water Treatment Plant property. Medford Water staff coordinated with City of Medford staff and led a coordinated response to the initial offer of compensation from PacifiCorp, resulting in an accepted counteroffer of \$33,750 per acre of easement area.

The easement documents have been vetted and final execution of them is being coordinated by Medford Water legal counsel.

### **Financial Impact**

Medford Water will receive \$81,337.50 in compensation from PacifiCorp for their use of the easement area.

### **Requested Board Action**

MW Staff recommends approval of this Resolution, authorizing the General Manager to execute a 2.41 acre Right of Way Easement to PacifiCorp on Taxlot 362W13-1300, and to accept \$81,337.50 in compensation from PacifiCorp for said easement.

## RESOLUTION NO. 1992

A RESOLUTION Authorizing the General Manager to Execute a Right of Way Easement to PacifiCorp on Tax Lot 362W13-1300

WHEREAS, PacifiCorp dba Pacific Power desires to purchase a Right of Way Easement of 2.41 acres across tax lot 362W13-1300 owned by Medford Water for electric transmission, distribution and communication lines and associated equipment; and

WHEREAS, Medford Water staff has evaluated the impact of the Right of Way Easement on potential future uses of the tax lot and determined granting of the easement to be acceptable; and

WHEREAS, Medford Water has negotiated consideration to be paid for the easement in the amount of \$33,750.00 per acre;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON, AS FOLLOWS:

The General Manager is hereby authorized to execute a Right of Way Easement to PacifiCorp on tax lot 362W13-1300, a copy of which is attached as Exhibit A and by reference, made a part hereof, and to accept payment from PacifiCorp in the amount of \$81,337.50.

PASSED at a regular meeting of the Board of Water Commissioners and signed by me in authentication thereof this 16th day of July 2025.

ATTEST: \_\_\_\_\_  
Amber Furu, Asst. Clerk of the Commission      David Wright, Chair

Return to: Pacific Power  
Attn: Right of Way Department  
825 NE Multnomah Street, Suite 1700  
Portland, OR 97232

WO#: 10074666

### **RIGHT OF WAY EASEMENT**

For value received, **City of Medford, an Oregon municipal corporation, by and through the Medford Water Commission, who took title as the City of Medford** ("Grantor"), hereby grants to PacifiCorp, an Oregon corporation, its successors and assigns, ("Grantee"), a perpetual easement for a right of way totaling **2.41 acres**, more or less, for the construction, reconstruction, operation, maintenance, repair, replacement, enlargement, and removal of Grantee's electric power transmission, distribution and communication lines and all necessary or desirable accessories and appurtenances thereto, including without limitation: supporting towers, poles, props, guys and anchors, including guys and anchors outside of the right of way; wires, fibers, cables and other conductors and conduits therefor; and pads, transformers, switches, vaults and cabinets, along the general course now located by Grantee on, over, across or under the surface of the real property of Grantor in **Jackson County, State of Oregon**, more particularly described as follows and/or shown on Exhibits **A & B** attached hereto and by this reference made a part hereof:

A portion of:

COMMENCING at a 3 1/2 inch brass cap marked "U.S. Engineers Dept. Boundary Survey", set in a 6 inch by 6 inch concrete pedestal which bears South 00° 09' 22" East 3408.73 feet from the section corner common to sections 11, 12, 13 and 14, Willamette Meridian, Jackson County, Oregon; thence along the Northerly line of the Roguelands Irrigated Orchard Tracts in said county, according to the official plat thereof, now of record, said line also being the Northerly line of that tract described in Volume 324, page 241, Deed records of said county; North 83° 26' 36" East a distance of 21.55 feet; thence North 70° 12' 41" East a distance of 510.10 feet; thence North 74° 48' 48" East a distance of 611.59 feet to a point in the Westerly right-of-way line of the Table Rock Market Road; thence along said Westerly right-of-way line South 18° 24' East 1643.19 feet to the South line of the right of way of Kirtland Road; thence Westerly along said Kirtland Road to the West line of said Section 13; thence North along said section line to the point of beginning. EXCEPTING therefrom that portion lying within Kirtland Road.

Assessor's Map No. 362W13 1300

Parcel No. 10204114

Together with the right of ingress and egress, for Grantee, its contractors, or agents, to the right of way from adjacent lands of Grantor for all activities in connection with the purposes for which this easement has been granted; and together with the present and (without payment therefor) the future right to keep the right of way and adjacent lands clear of all brush, trees, timber, structures, buildings and other hazards which might endanger Grantee's facilities or impede Grantee's activities.

At no time shall Grantor place, use or permit any equipment, material or vegetation of any kind that exceeds twelve (12) feet in height, light any fires, place or store any flammable materials, on or within

the boundaries of the right of way. Subject to the foregoing limitations, the surface of the right of way may be used for other purposes not inconsistent, as defined by the Grantee, with the purposes for which this easement has been granted.

JURY WAIVER. TO THE FULLEST EXTENT PERMITTED BY LAW, EACH OF THE PARTIES HERETO WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF LITIGATION DIRECTLY OR INDIRECTLY ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS EASEMENT. EACH PARTY FURTHER WAIVES ANY RIGHT TO CONSOLIDATE, OR TO REQUEST THE CONSOLIDATION OF, ANY ACTION IN WHICH A JURY TRIAL HAS BEEN WAIVED WITH ANY OTHER ACTION IN WHICH A JURY TRIAL CANNOT BE OR HAS NOT BEEN WAIVED. THIS PARAGRAPH WILL SURVIVE THE EXPIRATION OR TERMINATION OF THIS AGREEMENT.

Grantor represents and warrants that it possesses all right, title and interest in and to the right of way area, free and clear of any lien, security interest, encumbrance, claim, license or other restriction that would interfere with Grantee's use of the right of way area for the purposes contemplated hereunder. Grantor further represents and warrants Grantor has all required right and authority to execute this Right of Way Easement and has obtained all necessary consents therefor.

The rights and obligations of the parties hereto shall be binding upon and shall benefit their respective heirs, successors and assigns and shall run with the land.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**GRANTOR**

**City of Medford, a municipal corporation of the State of Oregon**

By: \_\_\_\_\_ Medford Water Commission

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**REPRESENTATIVE ACKNOWLEDGEMENT**

State of \_\_\_\_\_ }  
County of \_\_\_\_\_ } SS.

This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2025,

by \_\_\_\_\_, as \_\_\_\_\_,  
Name of Representative Title of Representative

of Medford Water Commission on behalf of City of Medford, a municipal corporation of the  
Name of Entity on behalf of whom this instrument was executed

State of Oregon.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**REPRESENTATIVE ACKNOWLEDGEMENT**

State of \_\_\_\_\_ }  
County of \_\_\_\_\_ } SS.

This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2025,

by \_\_\_\_\_, as \_\_\_\_\_,  
Name of Representative Title of Representative

of Medford Water Commission on behalf of City of Medford, a municipal corporation of the  
Name of Entity on behalf of whom this instrument was executed

State of Oregon.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**S&F Land Services**

901 NW CARLON AVE, OR 97703

(541) 797-0954

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[www.sflands.com](http://www.sflands.com)

PROJECT NO.: 2024-506-08

DATE: 7/19/2024

INITIALS: BRR

**EXHIBIT 'A'**

**POWER LINE EASEMENT**

THAT PORTION OF THAT LAND DESCRIBED IN THAT CERTAIN QUITCLAM DEED RECORDED OCTOBER 12, 1949, VOLUME 324, PAGE 241 JACKSON COUNTY DEED RECORDS, LYING WITHIN A 125.00 FOOT WIDE STRIP OF LAND IN THE SOUTHWEST QUARTER OF SECTION 13, TOWNSHIP 36 SOUTH, RANGE 2 WEST OF THE WILLAMETTE MERIDIAN, JACKSON COUNTY, OREGON; SAID STRIP LIES 62.50 FEET ON EACH SIDE, WHEN MEASURED AT RIGHT ANGLES TO, THE FOLLOWING DESCRIBED CENTERLINE:

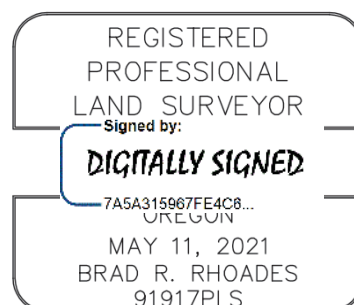
BEGINNING AT A POINT 38.54 FEET LEFT OF CENTERLINE "TA" STATION 196+25.00 PER JACKSON COUNTY SURVEY NO. 22862 (CS22862); THENCE NORTH 77°37'21" EAST A DISTANCE OF 97.10 FEET; THENCE NORTH 84°17'25" EAST A DISTANCE OF 374.76 FEET; THENCE SOUTH 88°54'30" EAST A DISTANCE OF 1237.58 FEET TO A POINT 53.41 FEET LEFT OF CENTERLINE "TA" STATION 213+25.00 PER JACKSON COUNTY SURVEY NO. 22862 (CS22862).

EXCEPTING THEREFROM ANY PORTION LYING WITHIN THE RIGHTS-OF-WAY OF HIGHWAY 140 (KIRTLAND ROAD) AND TABLE ROCK ROAD.

HEREIN DESCRIPTION CONTAINS 2.41 ACRES, MORE OR LESS.

SUBJECT TO ANY OTHER EASEMENTS, RESTRICTIONS, AND RIGHTS-OF-WAY OF RECORD AND THOSE COMMON AND APPARENT TO THE LAND.

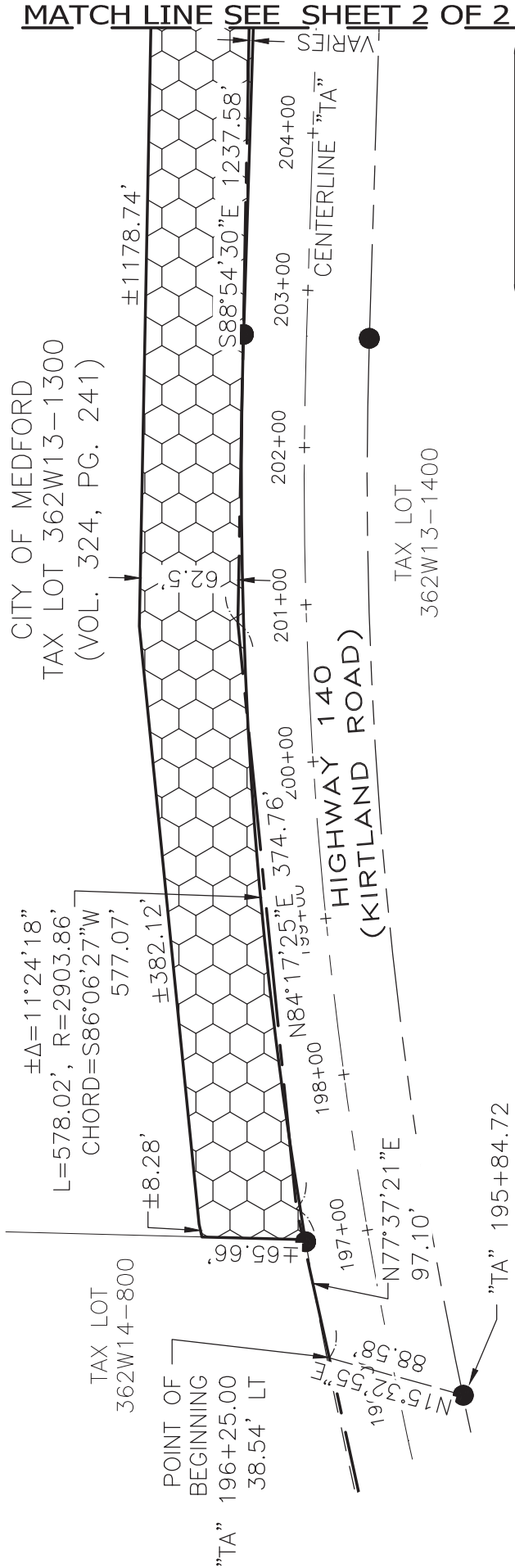
BEARINGS ARE BASED ON OREGON SOUTH STATE PLANE COORDINATE SYSTEM NAD 83 (2011).  
DISTANCES HEREON ARE GROUND DISTANCES.



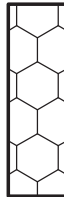
RENEWS: 12/31/2024



EXHIBIT B SKETCH



LEGEND:



- — — — —
- + — — —
- — — — —
- — — — —



POWERLINE EASEMENT AREA,  
±2.41 ACRES

PROPOSED TRANSMISSION CENTERLINE

ROADWAY CENTERLINE

ROADWAY RIGHT-OF-WAY

LOT/PARCEL LINE

FOUND MONUMENT PER  
CS 22862

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

Signed by:  
**DIGITALLY SIGNED**

7A5A315967FE4C8...  
OREGON

MAY 11, 2021  
BRAD R. RHOADES  
91917PLS

RENEWS: 12/31/2024

SHEET 1 OF 2

# S&f Land Services

Land Surveying & Remote Sensing

901 NW CARLON AVE, SUITE 3  
BEND, OR 97703  
(541) 797-0954

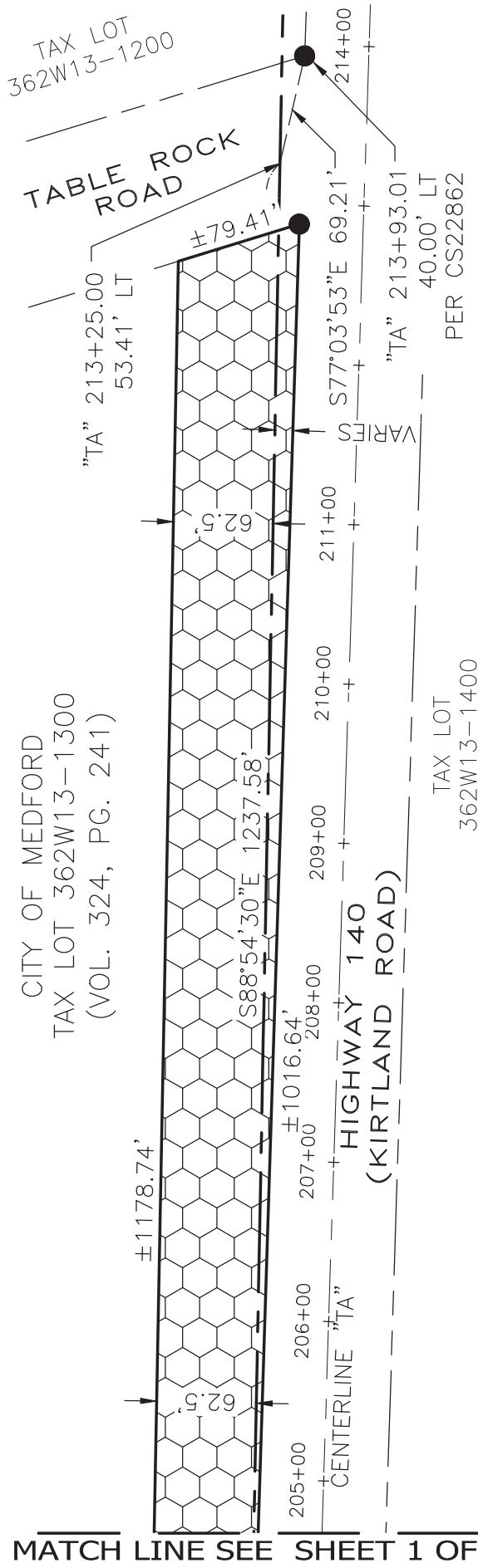
Date: 7/19/2024

Proj No: 24-506-08

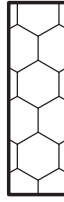
WWW.SFLANDS.COM

EMAIL: INFO@SFLANDS.COM

## EXHIBIT B SKETCH



## LEGEND:



POWERLINE EASEMENT AREA,  
±2.41 ACRES

# PROPOSED TRANSMISSION CENTERLINE

ROADWAY CENTERLINE

## ROADWAY RIGHT-OF-WAY

LOT/PARCEL LINE

FOUND MONUMENT PER  
CS 22862



SCALE: 1" = 100'

Date: 7/19/2024

Proj No: 24-506-08

WWW.SFLANDS.COM

EMAIL: [INFO@SFLANDS.COM](mailto:INFO@SFLANDS.COM)

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

**DIGITALLY SIGNED**

7A5A315967FE4C8...

MAY 11, 2021  
BRAD R. RHOADES  
91917PLS

RENEWALS: 12/31/2024

SHEET 2 OF 2

# Self Land Services

# Land Surveying & Remote Sensing

901 NW CARLON AVE, SUITE 3  
BEND, OR 97703  
(541) 797-0954



## Memorandum

**TO:** Commissioners David Wright, Jason Anderson, John Dailey, Bob Mylenek, and Bob Strosser  
**FROM:** Dan Perkins Operations Manager  
**DATE:** Wednesday, July 16, 2025  
**SUBJECT:** Item 6.0 – Resolution 1993, Authorizing the General Manager to Execute purchase orders to Sensus Metering Systems  
**OBJECTIVE:** Board Approval

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### **Issue**

Purchase of water meters of various sizes, radio SmartPoints via quote #35842 from Sensus Metering Systems over multiple purchases in FY25/26 exceed the General Managers authorized limit of \$150,000.

### **Discussion**

Purchases exceeding the General Manager purchasing authority are required to be approved by the Board, and in each of the past six years, a resolution to authorize the General Manager to execute purchase order(s) to Sensus Metering Systems for water meters, radio SmartPoints, and AMI Infrastructure have been presented.

Staff request that General Manager again be granted authority to approve purchases throughout the fiscal year that added together exceed General Managers authorized limit of \$150,000.

### **Financial Impact**

\$761,075 stock and inventory purchases; to be expensed over time (as issued) to various work orders or CIP's.

### **Requested Board Action**

Staff recommends approval of Resolution 1993, allowing the General Manager to execute purchase order(s) to Sensus Metering Systems in the amount of \$761,075.

## RESOLUTION NO. 1993

A RESOLUTION Authorizing the General Manager to Execute Purchase Orders in the Amount of \$761,075.00 with Sensus Metering Systems for Fiscal Year 2025-2026

WHEREAS, Medford Water budgets and purchases meters, radio SmartPoints, and Advanced Metering Infrastructure (AMI) for the distribution system annually; and

WHEREAS, Medford Water will prepare multiple orders for Sensus Metering Systems for the fiscal year 2025-2026 for inventory; and

WHEREAS, the combined amount of the multiple purchase orders exceeds the General Manager's authority pursuant to Medford Water's Contracting and Purchasing Regulations, Section 1.02;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON, AS FOLLOWS:

That the General Manager is hereby authorized and directed to execute purchase order(s) to Sensus Metering Systems for FY25-26 in the total amount of \$761,075.00. This authorization exceeds the authority of the General Manager as defined in Section 1.02 of the Contracting & Purchasing Regulations.

PASSED at a regular meeting of the Board of Water Commissioners and signed by me in authentication thereof the 16th day of July 2025.

ATTEST:

\_\_\_\_\_  
Amber Furu, Asst. Clerk of the Commission

\_\_\_\_\_  
David Wright, Chair



## **Memorandum**

**TO:** Commissioners David Wright, Jason Anderson, John Dailey, Bob Mylenek, and Bob Strosser

**FROM:** Brian Runyen, PE, Engineering Manager

**DATE:** Wednesday, July 16, 2025

**SUBJECT:** Item 7.0 – Resolution 1994, Awarding and Authorizing the General Manager to Execute a Contract Amendment in the Amount of \$456,894.06 with TRC Construction, LLC for the construction of the Willow Lake Spillway Repairs project.

**OBJECTIVE:** Board Approval

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### **Issues**

Medford Water has publicly bid the Willow Lake Spillway Repairs project. Board approval is needed to execute a contract with the lowest responsive bidder.

### **Discussion**

The spillway is part of the Willow Lake Dam, which is owned and operated by Medford Water as support for the Big Butte Springs water supply source. Oregon law requires that the dam be inspected annually by representatives from the Oregon Water Resources Department in compliance with the Safe Dams Act. Summary reports from the required annual inspections over the past several years identified deterioration of the spillway's concrete slab and walls and recommended that planning be made for repairs to the slab and walls.

In 2021 Medford Water contracted Marquess & Associates, Inc. to inspect the spillway and later to prepare an engineering design and bid documents for soliciting bids for repair of the spillway. Marquess produced the initial design for the repairs in early 2023. The plans included placing a 6-inch topping on the existing spillway floor slab and repairs to the wall sides and tops. Construction was incorporated into the 10-year CIP plan for construction in FY25/26.

Medford Water publicly bid the Willow Lake Spillway Repairs project in May 2025. Five bids were received and opened publicly on July 1, 2025. Bid amounts were as follows:

TRC Construction, LLC	\$ 456,894.06
Brown Trucking & Development	\$ 603,893.00
Pioneer Waterproofing	\$ 603,376.00
McClure & Sons	\$ 684,446.00
Copeland Sand & Gravel	Non-Responsive Bid

The Engineer's cost estimate for the work included in this contract was \$ 385,500.00.

Medford Water staff reviewed the bids and found the bid from TRC Construction, LLC to be the lowest responsive bid. A Notice of Intent to Award the contract to TRC Construction, LLC was issued to all bidders on Thursday, July 2, 2025.

**Financial Impact**

This project is budgeted in the amount of \$344,000 for construction in the FY25/26 CIP plan. Costs over the budgeted amount will be managed via variance in the CIP budget.

**Requested Board Action**

Staff recommends approval of this Resolution, authorizing the General Manager to execute a Contract with TRC Construction, LLC in the amount of \$456,894.06 for providing the construction related to the Willow Lake Spillway Repairs project.

## RESOLUTION NO. 1994

A RESOLUTION Awarding and Authorizing the General Manager to Execute a Contract Amendment in the Amount of \$456,894.06 with TRC Construction, LLC for the Construction and Repair Services for the Willow Lake Spillway Repairs Project

WHEREAS, Medford Water solicited bids for the Willow Lake Spillway Repairs project through an Invitation to Bid process; and

WHEREAS, Medford Water received and publicly opened five bids on July 1, 2025; and

WHEREAS, a review determined that the bid from TRC Construction, LLC in the amount of \$456,894.06 was the lowest responsive bid; and

WHEREAS, a Notice of Intent to Award was issued to TRC Construction, LLC on July 2, 2025, and no protests of the award were received; and

WHEREAS, TRC Construction, LLC is qualified and agreeable to render the services specified in the aforesaid Invitation to Bid; and

WHEREAS, the amount of the contract exceeds the General Manager's authority;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON, AS FOLLOWS:

SECTION 1. That a contract in the amount of \$456,894.06 for the Willow Lake Spillway Repairs project is hereby awarded to TRC Construction, LLC.

SECTION 2. That the General Manager is hereby authorized and directed to execute said contract and payments for said contract up to \$456,894.06, and any contract amendments not exceeding the General Manager's purchasing authority, on behalf of the Board of Water Commissioners. This authorization exceeds the authority of the General Manager as defined in Section 1.02 of the Commission's Contracting & Purchasing Regulations.

PASSED at a regular meeting of the Board of Water Commissioners and signed by me in authentication of its passage this 16<sup>th</sup> day of July 2025.

ATTEST:

\_\_\_\_\_  
Amber Furu, Asst. Clerk of the Commission

\_\_\_\_\_  
David Wright, Chair



## **Memorandum**

**TO:** Commissioners David Wright, Jason Anderson, John Dailey, Bob Mylenek, and Bob Strosser  
**FROM:** Brian Runyen, PE, Engineering Manager  
**DATE:** Wednesday, July 16, 2025  
**SUBJECT:** Item 8.0 – Resolution 1995, Awarding and Authorizing the General Manager to Execute a Contract Amendment in the Amount of \$225,887.00 with RH2 Engineering, Inc. for Engineering Services related to Part B and E for the Distribution System Resilient Backbone Project.  
**OBJECTIVE:** Board Approval

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### **Issue**

RH2 was previously awarded a contract for the Distribution System Resilient Backbone project, which includes a “Distribution System Resilience Backbone” plan, design of the River Zone Reservoir project, and design of the Capital Hill Reservoir Replacement project.

Additional scope of work has been identified and a scope and fee for this additional work has been prepared and is recommended to be awarded as an amendment to the current “Distribution System Resilient Backbone” project contract with RH2.

The total dollar amount of contract amendments to date exceeds the General Manager’s signing authority; therefore, Board approval is needed.

### **Discussion**

The “Distribution System Resilient Backbone” Project consists of five planned phases, as follows, for which additional Resolutions were planned to be brought forth for approval:

Part A – Planning

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Part B – Pre-Design of River Zone Storage

Part C – Design and Construction of River Zone Storage

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Part D – Pre-Design of Capital Hill Reservoir Replacement

Part E – Design and Construction of Capital Hill Reservoir Replacement

This resolution covers additional scope of services and costs related to both Part B and Part E as summarized below:

#### **Part B - Pre-Design of Reduced Pressure Zone Storage**

The focus of work to date under Part B has been for preliminary site evaluations and land acquisition support work as well as environmental and historical investigation work necessary to proceed with the River Zone Storage project. This is also a required step towards being able to access the portion (\$13,940,000) of our Water Infrastructure Finance and Innovation Act (WIFIA) Loan #2 related to the River Zone Storage project.

As part of the due diligence compliance, a Phase I Environmental Site Assessment was conducted. One of the recommendations out of Phase I was to complete a Phase II Environmental



Site Assessment at the property. This Phase II ESA work was not included in previous contract allocations for Part B. Completion of this work required approximately \$4,950 of additional budget to be allocated to Part B, which is being requested under this Resolution.

### **Part E - Design and Construction of Capital Hill Reservoir Replacement**

Design work for the Capital Hill Reservoir Replacement is currently 90 percent complete. The effort required to produce the construction plans to this point and to proceed to 100-percent plans has been higher than originally anticipated due to several factors. Although the design phase of this project has revealed unforeseen conditions and challenges, it has also provided many opportunities to improve the proposed new reservoir and the future overall operation of the system.

Medford Water operational and engineering staff have been directly involved in providing feedback to the design team. As a result, additional design elements were incorporated or modified to respond to operational goals and position the project for constructability.

Design efforts and coordination with the City of Medford's communication tower relocation construction have also had significant impacts on design efforts, intergovernmental coordination, and public engagement.

This resolution includes a budget increase of \$220,937 for Part E to bring the project to 100-percent design documents and cover services up to and including construction contract bidding support. Once the project bids for construction, a future resolution will be brought forth to add budget the RH2 contract for construction phase services.

### **Financial Impact**

This Resolution adds \$225,887.00 to the engineering services budget for the overall Distribution System Resilient Backbone project, increasing the RH2 contract amount to date to \$2,127,150.00 as detailed in the following table:

### **RH2 Engineering Consulting Services Contract for the DISTRIBUTION SYSTEM RESILIENT BACKBONE PROJECT**

PART	DESCRIPTION	BUDGET TO DATE	THIS RESOLUTION	REV. TOTAL
A	PLANNING	\$ 347,683.00	\$ -	\$ 347,683.00
	RIVER ZONE (REDUCED PRESSURE ZONE) STORAGE			
B	Pre-Design of Reduced Pressue Zone Storage	\$ 79,892.00	\$ 4,950.00	\$ 84,842.00
C	Design and Construction of River Zone Storage			
	CAPITAL HILL RESERVOIR REPLACEMENT			
D	Pre-Design of Capital Hill Reservoir Replacement	\$ 535,107.00	\$ -	\$ 535,107.00
E	Design & Bid of Capital Hill Reservoirs Replacement	\$ 938,581.00	\$ 220,937.00	\$ 1,159,518.00
<b>DSRB PROJECT TOTALS</b>		<b>\$ 1,901,263.00</b>	<b>\$ 225,887.00</b>	<b>\$ 2,127,150.00</b>

Consultant design fees for these projects, including this amendment, continue to be below expected ranges as a percent of estimated construction cost.

Total budgeted engineering cost to date (including this amendment) for the Capital Hill Reservoir Replacement (Parts D & E) is 5.2% of the \$32.9M current estimated construction cost. Accounting for future construction phase services yet to be added to the RH2 budget, final total engineering cost for Capital Hill is expected to be approximately 7% of construction costs.

### **Requested Board Action**

Staff recommends approval of this Resolution, authorizing the General Manager to execute a Change Order to the contract with RH2, Inc. in the amount of \$225,887.00 for providing the engineering service included in the associated Scope of Services.

## RESOLUTION NO. 1995

A RESOLUTION Awarding and Authorizing the General Manager to Execute a Contract Amendment in the Amount of \$225,887.00 with RH2 Engineering, Inc. for Engineering Services Related to Part B and E for the Distribution System Resilient Backbone Project

WHEREAS, Medford Water executed a Contract with RH2 Engineering, Inc. on September 3rd, 2021, authorized under Resolution 1783, for \$347,683.00 for "Part A – Planning" of the "Distribution System Resilient Backbone" project; and

WHEREAS, the project consists of five planned phases, as follows, for which additional Resolutions were planned to be brought forth for approval:

Part A – Planning

Part B – Pre-Design of Reduced Pressure Zone Storage

Part C – Design and Construction of Reduced Pressure Zone Storage

Part D – Pre-Design of Capital Hill Reservoir Replacement

Part E – Design and Construction of Capital Hill Reservoir Replacement; and

WHEREAS, Medford Water has executed multiple Contract Amendments with RH2 Engineering, Inc. totaling \$1,553,580.00 for Part D and portions of Parts B & E, authorized under the General Manager's authority and Resolutions 1839, 1923, and 1945; and

WHEREAS, RH2 Engineering, Inc. has submitted an additional Scope of Work and Budget, totaling \$225,887.00, for Part B (\$4,950.00) and Part E (\$220,937.00), and is qualified and agreeable to render the services specified therein; and

WHEREAS, additional amendments for Parts B, C, and E will separately be brought back to the Board for approval and amendment to the contract; and

WHEREAS, the total dollar amount of the Contract Amendments to date exceeds the General Manager's signing authority as defined in Section 1.02 of Medford Water's Contracting & Purchasing Regulations;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON, AS FOLLOWS:

SECTION 1. That a contract amendment in the amount not-to-exceed of \$225,887.00 for Engineering Services related to the "Distribution System Resilient Backbone" project is hereby awarded to RH2 Engineering, Inc.

SECTION 2. The General Manager is hereby authorized and directed to execute said contract amendment and payments for said contract amendment with RH2 Engineering, Inc.

PASSED at a regular meeting of the Board of Water Commissioners and signed by me in authentication thereof this 16<sup>th</sup> day of July 2025.

ATTEST: \_\_\_\_\_  
Amber Furu, Asst. Clerk of the Commission

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David Wright, Chair