



MEETING AGENDA – JULY 25, 2017

RPU SERVICE CENTER
4000 EAST RIVER ROAD NE
BOARD ROOM
ROCHESTER, MN 55906

4:00 PM

Call to Order

1. **Approval of Agenda**
2. **Approval of Minutes**
 1. Public Utility Board - Regular Meeting - Jun 27, 2017 4:00 PM
3. **Approval of Accounts Payable**
 1. a/p board listing

NEW BUSINESS

Open Comment Period

(This agenda section is for the purpose of allowing citizens to address the Utility Board. Comments are limited to 4 minutes, total comment period limited to 15 minutes. Any speakers not having the opportunity to be heard will be the first to present at the next Board meeting.)

4. **Consideration Of Bids**
 1. Custodial Services
Resolution: Custodial Services
 2. Cascade Creek Substation Transformer T2 Upgrade Approval of Engineering Services Proposal
Resolution: Cascade Creek Substation Tranformer T2 Upgrade Approval of Engineering Services Proposal
5. **Informational**
 1. Electric Cost of Service Presentation
 2. Customer Service Center Building Expansion and Renovation Project Update
6. **Tabled Items**
 1. Billing, Credit and Collections Policy Approval
Resolution: Billing, Credit and Collections Policy Approval
7. **Regular Agenda**
 1. Rates Policy Approval
Resolution: Rates Policy Approval
8. **General Managers Report**
9. **Division Reports & Metrics**
10. **Other Business**

11. Adjourn

The agenda and board packet for Utility Board meetings are available on-line at www.rpu.org and <http://rochestercitymn.iqm2.com/Citizens/Default.aspx>



MEETING MINUTES – JUNE 27, 2017

RPU SERVICE CENTER
4000 EAST RIVER ROAD NE
BOARD ROOM
ROCHESTER, MN 55906

4:00 PM

Call to Order

Attendee Name	Title	Status	Arrived
Mark Browning	Board President	Present	
Tim Haskin	Board Member	Present	
Melissa Graner Johnson	Board Member	Excused	
Brian Morgan	Board Member	Present	
Michael Wojcik	Board Member	Excused	

1. Recognition: MMUA Scholarship Winner - Brock Sycks

MMUA (Minnesota Municipal Utilities Association) Associate Executive Director Steve Downer presented Brock Sycks, of Rochester, with a \$2,000 scholarship and certificate for his winning essay in the 18th annual Tom Bovitz Memorial Scholarship contest. This year's essay theme was "Municipal Utilities: Good for All of Us." Brock competed against students statewide. Mr. Downer and RPU General Manager Mark Kotschevar congratulated Brock on his award.

2. Approval of Agenda

1. **Motion to:** approve the agenda as presented.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Brian Morgan, Board Member
SECONDER:	Tim Haskin, Board Member
AYES:	Mark Browning, Tim Haskin, Brian Morgan
ABSENT:	Melissa Graner Johnson, Michael Wojcik

3. Approval of Minutes

1. Public Utility Board - Regular Meeting - May 23, 2017 4:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Tim Haskin, Board Member
SECONDER:	Brian Morgan, Board Member
AYES:	Mark Browning, Tim Haskin, Brian Morgan
ABSENT:	Melissa Graner Johnson, Michael Wojcik

4. Approval of Accounts Payable

1. A/P Board listing

Board Member Brian Morgan requested more information about line item #38 for a combined heat and power (CHP) assessment. Director of Power Resources Wally Schlink stated that this charge was the result of working with Burns and McDonnell on the economics of a CHP as part of the Infrastructure Plan.

Minutes Acceptance: Minutes of Jun 27, 2017 4:00 PM (Approval of Minutes)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Brian Morgan, Board Member
SECONDER:	Tim Haskin, Board Member
AYES:	Mark Browning, Tim Haskin, Brian Morgan
ABSENT:	Melissa Graner Johnson, Michael Wojcik

NEW BUSINESS

Open Comment Period

(This agenda section is for the purpose of allowing citizens to address the Utility Board. Comments are limited to 4 minutes, total comment period limited to 15 minutes. Any speakers not having the opportunity to be heard will be the first to present at the next Board meeting.)

President Browning opened the meeting for public comment. No one from the public came forward to speak.

5. Consideration Of Bids

1. Westside Energy Station Watermain Construction

Senior Civil Engineer Doug Klamerus presented a request to the Board to approve a contract for construction of the watermain servicing the Westside Energy Station. Mr. Klamerus said that staff solicited quotes from three contractors, of which Swenke Contracting was the low bidder. If quantities are adjusted for additional materials, Mr. Klamerus indicated the bid amount will be adjust accordingly and managed with internal authorizations. The work is expected to be completed around August 31, 2017.

Resolution: Westside Energy Station Watermain Construction

BE IT RESOLVED by the Public Utility Board of the City of Rochester, Minnesota, to approve a contract agreement with Swenke Ims Construction LLC, and authorize the Mayor and the City Clerk to execute the agreement for

Westside Energy Station Watermain Construction

The amount of the contract not to exceed FOUR HUNDRED FORTY-EIGHT THOUSAND TWENTY EIGHT AND 50/100 DOLLARS (\$448,028.50) plus applicable tax.

Passed by the Public Utility Board of the City of Rochester, Minnesota, this 27th day of June 2017.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Brian Morgan, Board Member
SECONDER:	Tim Haskin, Board Member
AYES:	Mark Browning, Tim Haskin, Brian Morgan
ABSENT:	Melissa Graner Johnson, Michael Wojcik

6. Tabled Items

1. 2017 Electric Service Rules and Regulations

At the May 23, 2017 Board meeting, the approval of the 2017 Electric Services Rules and Regulations was tabled until some unclear language in the document could be revised by staff. Board Member Tim Haskin made a motion to untable this item and bring it back to the Board for approval, which was approved unanimously.

Senior Electrical Engineer Brian Kelly stated that four instances of weak language in the regulations document had been revised, upon advice by City Attorney Terry Adkins. A redlined version was presented to the Board. The new Electric Service Rules and Regulations will become effective on July 1, 2017.

2. **Motion to:** adopt the 2017 Electric Service Rules and Regulations

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Haskin, Board Member
SECONDER:	Brian Morgan, Board Member
AYES:	Mark Browning, Tim Haskin, Brian Morgan
ABSENT:	Melissa Graner Johnson, Michael Wojcik

Resolution: 2017 Electric Service Rules and Regulations

BE IT RESOLVED by the Public Utility Board of the City of Rochester, Minnesota, to adopt the 2017 Electric Service Rules and Regulations to become effective on July 1, 2017.

Passed by the Public Utility Board of the City of Rochester, Minnesota, this 27th day of June, 2017.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Haskin, Board Member
SECONDER:	Brian Morgan, Board Member
AYES:	Mark Browning, Tim Haskin, Brian Morgan
ABSENT:	Melissa Graner Johnson, Michael Wojcik

7. **Regular Agenda**

1. Solar Interconnection Agreement with the State of Minnesota Department of Military Affairs

Key Customer Service Account Representative Dirk Bierbaum presented a request to the Board to approve a solar interconnection agreement with the State of Minnesota Department of Military Affairs for a 55kW solar photovoltaic (PV) system at the National Guard Armory at 1715 Marion Road. Whenever a PV system generates electricity in parallel with RPU, RPU is required by state statute to issue a contract adopting rules and regulations regarding cogeneration.

The agreement between RPU and the State of Minnesota Department of Military Affairs was reviewed by the City Attorney prior to the meeting.

Resolution: Solar Interconnection Agreement with the State of Minnesota Dept of Military Affairs

BE IT RESOLVED by the Public Utility Board of the City of Rochester, Minnesota, to approve the Interconnection Agreement for the Interconnection of extended Parallel Distributed Generation Systems with the RPU Distribution System between Rochester Public Utilities and the State of Minnesota Department of Military Affairs for the solar PV installation located at 1715 Marion Rd SE, Rochester, Minnesota.

Passed by the Public Utility Board of the City of Rochester, Minnesota, this 27th day of June, 2017.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Brian Morgan, Board Member
SECONDER:	Tim Haskin, Board Member
AYES:	Mark Browning, Tim Haskin, Brian Morgan
ABSENT:	Melissa Graner Johnson, Michael Wojcik

2. RPU Storm Water FTE Request

Manager of Marketing and Energy Services Patty Hanson appeared before the Board to request hiring authorization for two additional full time employees (FTEs) dedicated to the management of the storm water utility fee (SWUF) billing process. Ms. Hanson stated that RPU currently bills for storm water related services on behalf of Rochester Public Works (RPW), and as RPU migrates to a new customer care system, Cayenta, the opportunity arose for RPU and RPW to address options for improving the current process.

RPU staff has proposed to RPW, in a service level agreement (SLA), the hiring of a GIS specialist, who will review all parcels for changes and updates and investigate unmapped parcels, and a Customer Relations Representative who will apply SWUF charges, refunds and adjustments and work with RPW staff to resolve issues.

Funding approval for the additional staff by RPW was approved by the Rochester City Council on June 19, 2017.

Board Member Brian Morgan asked if adding two FTEs will affect the storm water billing fee. Ms. Hanson replied that there will be some additional costs that will be passed through to RPW from RPU through the billing fees. RPW will decide how to collect those additional fees through the storm water utility fee on the RPU bill.

President Mark Browning asked who would sign the agreement as the RPU representative. General Manager Mark Kotschevar indicated he will be signing.

City Attorney Terry Adkins confirmed that the SLA is an informal agreement between City departments and not a contract.

Resolution: RPU Storm Water FTE Request

BE IT RESOLVED by the Public Utility Board of the City of Rochester, Minnesota, to approve increasing the authorized RPU FTE count from 193 to 195, and approve the addition of the following:

Two (2) FTES dedicated to the management of the Storm Water Utility Fee billing process

Passed by the Public Utility Board of the City of Rochester, Minnesota, this 27th day of June, 2017.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Brian Morgan, Board Member
SECONDER:	Tim Haskin, Board Member
AYES:	Mark Browning, Tim Haskin, Brian Morgan
ABSENT:	Melissa Graner Johnson, Michael Wojcik

3. Billing, Credit And Collections Policy Approval

Account Supervisor Melissa Meixner presented the revised Billing, Credit and Collections Policy to the Board for approval. The policy replaces a previous policy from 2005. The policy includes new provisions to protect the utility and its customers from lost revenue due to the failure of some customers to pay for services.

The revised policy was first presented to the Board at the May 23, 2017 meeting as an informational item, and includes the requirement for a customer deposit which can be waived based on credit rating, a late payment fee of 10% or \$10 of the current monthly bill, whichever is greater, and more detail about billing and due dates.

The Board requested that staff provide data on the percentage of customers that would have been required to pay a deposit in 2016. A pie chart was included to show that among a random sample of 86 customers, 50% would require a deposit.

Ms. Meixner stated that she had sent the proposed policy to the Salvation Army and Three Rivers Community Action Program for review, as requested by the Board, but received no feedback.

President Browning noted that as two Board members were absent this month, the Board may want to table this item until all members are present to vote.

Board Member Brian Morgan asked if it is reasonable to put a cap on the fees, as it may be prohibitive for some customers to get connected.

Board Member Tim Haskin expressed he was uncomfortable voting on this item with a skeleton crew, and moved to table this item until the July 25, 2017 Board meeting.

Upon further discussion, Ms. Meixner said she will go back to determine the dollar amount of the average deposit. The policy states deposits will be an average of the two highest month's bills from the previous 12 months at the service address. However, Ms. Mexiner pointed out that among those requiring a deposit, many have already been disconnected from service and under the current standing policy, would need to pay to reconnect. The Board suggested removing those customers from the equation and refiguring. Staff will bring the policy back next month with the new information presented.

4. **Motion to:** table this item until the next meeting

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Haskin, Board Member
SECONDER:	Brian Morgan, Board Member
AYES:	Mark Browning, Tim Haskin, Brian Morgan
ABSENT:	Melissa Graner Johnson, Michael Wojcik

8. Informational

1. Rates Policy

Director of Corporate Services Peter Hogan presented the proposed Rates Policy to the Board for informational purposes only. The policy has been updated to reflect the Utility Basis of rate setting from direction given in the Rochester Home Rules Charter originally adopted for the electric utility in 2014 and for the water utility in 2015. The Utility Basis provides stable rates by aligning variable and fixed costs with variable and fixes revenues, Mr. Hogan said, and allows rates and charges to be based on cost of service without subsidies between classes of customers.

A copy of the revised Rates Policy was provided to the Board for review. It will be brought back to the Board for approval at the July 25, 2017 meeting.

9. Board Liaison Reports

1. Board Policies Spreadsheet

The Board Policies spreadsheet was shared with the Board and indicates the current status of policy updates; those in white are up-to-date policies, those in blue are old and need immediate review, those in red are currently being revised and those in yellow are next in line for review.

President Browning noted that the Board Organization policy, last revised on March 29, 2016, states "The Board shall each year, at the first regular meeting, elect a President from its membership and appoint a Secretary". President Browning pointed out that mandating the election of a Board President on the first regular meeting of the year is not favorable if the Board is comprised of new members who are unfamiliar with fellow Board members. President Browning asked the Board to consider moving the election of a President to the May meeting to avoid this situation.

General Manager Mark Kotschevar said he will consult with staff on this issue. City Attorney Terry Adkins stated that the City Charter may stipulate when the term actually begins and should be reviewed, and also recommended that the Board elect a vice chair. RPU has never had a vice chair and the current policy states that the most senior member will serve as President when the President is absent. Mr. Adkins noted that the majority of other City boards have elected vice chairs, and this is something RPU may want to consider.

2. 2017 APPA National Conference Update

Board Members Tim Haskin and Brian Morgan attended the 2017 American Public Power Association (APPA) National Conference in Orlando, Florida on June 16-21, and reported to the Board on what they learned.

Mr. Haskin attended sessions on Industry Rate Trends and Future Rate Structures, Communicating the Public Power Advantage and Crisis Communication for Executives and Board Members. He said the hot topics were rate setting, the move towards cloud storage of electricity, radiant heat, electrically warmed bricks, and hydro.

Mr. Morgan attended a session on Understanding Electricity Markets and Their Impacts. He said the presentations were mostly technical and market-based, and topics included sharing economy and distributed power, decentralizing the grid with local initiative and sustainability.

10. General Managers Report

General Manager Mark Kotschevar reported that the first kickoff meeting for RPU's community solar program, SOLARCHOICE, was held on June 15 with 45 people in attendance; six have signed up to participate and RPU will continue its marketing program.

Mr. Kotschevar returned on June 25, 2017, from his trip to Germany with Kim Norton, Sen. Dave Senjem and Mitzi Baker, as part of the Climate Smart Cities Program. Mr. Kotschevar shared that the city of Munster has electric buses that can charge in seven minutes at 250 Kw with charging stations scattered throughout the city; he also rode an electric train which was convenient and quiet. The city promotes bicycle riding and has 600,000 bikes in the community. Mr. Kotschevar said active bikers could be seen everywhere. He also shared that the city retired an old coal plant and installed two gas turbines and four large water storage tanks inside the reservoir, as well as an electro boiler, enabling them to store water for four

days, and Munster then uses off peak energy to heat up the water. The city of Munster has a goal to reduce greenhouse gases by 95% by the year 2050. The Germans will be visiting the City of Rochester in October 2017 and a tour is being planned, Mr. Kotschevar said.

Director of Power Resources Wally Schlink announced that five engines were delivered on June 27, 2017, to the West Side Energy Station. A ribbon cutting and grand opening of the Douglas Trail Substation was also held on June 27, 2017, making it a milestone day for the utility.

City Attorney Terry Adkins introduced Michael Spindler-Krage, Assistant City Attorney, and welcomed him to the Board.

- 11. **Division Reports & Metrics**
- 12. **Other Business**
- 13. **Adjourn**

The agenda and board packet for Utility Board meetings are available on-line at www.rpu.org and <http://rochestercitymn.iqm2.com/Citizens/Default.aspx>

Submitted by:

Secretary

Approved by the Board

Board President

Date

Minutes Acceptance: Minutes of Jun 27, 2017 4:00 PM (Approval of Minutes)

ACCOUNTS PAYABLE

Meeting Date: 7/25/2017

SUBJECT: a/p board listing

PREPARED BY: Terri Engle

Please approve

ROCHESTER PUBLIC UTILITIES
A/P Board Listing By Dollar Range
For 06/12/2017 To 07/11/2017
Consolidated & Summarized Below 1,000

1	<u>Greater than 50,000 :</u>		
2			
3	SOUTHERN MN MUNICIPAL POWER A	June SMMPA Bill	8,708,251.35
4	WARTSILA NORTH AMERICA	Reciprocating Engines	1,282,609.70
5	MN DEPT OF REVENUE	May Sales & Use Tax + June Prepaid	917,958.44
6	N HARRIS COMPUTER CORP	Cayenta Implementation Services	400,009.57
7	CROWN TECHNICAL SYSTEMS	Switchgear for Douglas Trail Substation (DTS)	231,263.28
8	CONSTELLATION NEWENERGY-GAS D	May Gas-SLP	186,050.49
9	ALSTOM GRID INC	3-Circuit breaker, 161kV~	166,080.00
10	JENNINGS, STROUSS & SALMON PL	Legal Fees for FERC Filing	140,052.56
11	STUART C IRBY CO INC	32,400 ft-Wire, AL, 15kV, 750 Str, 1/C, 220 Jacket	136,672.32
12	THE OSSEO CONSTRUCTION CO. LL	John Adams Tower Reconditioning	125,943.00
13	WRIGHT TREE SERVICE INC	305B Line Clearance~	102,306.76
14	CITY OF ROCHESTER-125 LIVE	Lighting, Cooling equip, Heat Lamps & Var. speed drive Conserve & Save Rebates-	74,402.22
15	MN DEPT OF HEALTH	Community Water Supply Fee Apr-June 2017	61,304.00
16	STUART C IRBY CO INC	11,074 ft-Wire, AL, 15kV, 1/0 Solid, 1/C, Jacketed	58,715.92
17	BURNS & MCDONNELL INC (P)	Engineering Services for WES Interconnec	53,542.27
18	STUART C IRBY CO INC	1-Trans, PM, 3ph, 2500kVA, 13.8/8, 480/277	50,890.00
19			
20		Price Range Total:	12,696,051.88
21	<u>5,000 to 50,000 :</u>		
22			
23	BILLTRUST dba	16-17 CC/Billing/Mailing/IVR Services	44,529.61
24	WRIGHT TREE SERVICE INC	2017 Hourly Tree Trimming~	44,114.22
25	TRENCH LTD	4-CVT, Outdoor, 161kV 1400/800:1 Meter Acc	42,108.75
26	RSP ARCHITECTS LTD.	Service Center Expansion project	40,199.08
27	MASTEC NORTH AMERICA INC	Manhole repair, 4th St SW	38,012.95
28	FRASER CONSTRUCTION INC	Douglas Trail Sewer Water Extension	29,341.86
29	OSMOSE UTILITIES SERVICES INC	2017 Pole Testing & Treatment	27,632.78
30	PEOPLES ENERGY COOPERATIVE (P	June Compensable	27,326.47
31	SPARTA CONSULTING INC	2017-18 SAP Application Support~	25,280.00
32	BORDER STATES ELECTRIC SUPPLY	240-Meter, FM12S CL200 120V NET AMR	24,367.50
33	A & A ELECT & UNDERGROUND CON	Directional Boring and Related Services	24,363.78
34	THE ENERGY AUTHORITY INC	June TEA Monthly Fee	22,220.72
35	STUART C IRBY CO INC	36-SL Pole, 25', Residential, 21' Mtg Ht	22,084.65
36	MN DEPT OF COMMERCE	Q1 FY 2018 Indirect Assessment	21,422.51
37	MASTEC NORTH AMERICA INC	Westside Energy Distr & comm ducts-60th	20,590.00
38	BLUESPIRE STRATEGIC MARKETING	2016 - 2019 RPU Plugged In Contract	20,496.00
39	CITY OF ROCHESTER	W/C	20,137.00
40	ELEVATED WELDING SERVICES LLC	St. Mary's Tower Ladder and Railings	19,100.00
41	USIC LOCATING SERVICES INC	2017 Locating Services	18,446.83
42	BADGER METER INC (P)	120-HRE Badger M-25 100W Itron ERT Integral	17,922.00
43	U S ALLIANCE GROUP	June Credit Card Processing Fees	17,372.80
44	OLMSTED COUNTY	Lighting & Var Speed Drive Conserve & Save Rebates	16,800.00
45	VERTEX US HOLDINGS INC	Consulting Services for Data Migration	16,485.75
46	PAX CHRISTI CHURCH	PAX CHRISTI EASEMENT	16,065.67
47	STUART C IRBY CO INC	1320 -Alum Bus Tube, 4.00" Sch. 40, 6061/6063	15,972.00
48	EZ STAK LLC	Cabinets for V578	15,592.72
49	XYLO TECHNOLOGIES INC	2017 IT Helpdesk Support	15,552.00
50	ROCHESTER PUBLIC SCHOOL	Lighting CIP Conserve & Save Rebates	14,789.00
51	MASTEC NORTH AMERICA INC	Manhole rebuild, NW East Ctr/1st Ave SE	14,254.00
52	OPTIV SECURITY INC	Vulnerability Assmt Controls Network~	14,237.48
53	VERIZON WIRELESS	2017 Cell & Ipad Monthly Service	14,026.63
54	SPECTRUM REACH	Tree trimming safety Tips from Tony for June	13,969.00

Attachment: AP Board 07 2017 (7621 : a/p board listing)

ROCHESTER PUBLIC UTILITIES
A/P Board Listing By Dollar Range
For 06/12/2017 To 07/11/2017
Consolidated & Summarized Below 1,000

55	CENTURYLINK	2017 Monthly Telecommunications	13,758.20
56	COMPUTER TASK GROUP INC	Project Coordinator for Cayenta Project	13,680.00
57	N HARRIS COMPUTER CORP	Travel for Cayenta Implementation Serv	13,414.66
58	MASTEC NORTH AMERICA INC	MH top rebuild, SE East Ctr/1st Ave SE	13,247.40
59	McGRANN SHEA CARNIVAL STRAUGH	2017 Retainer 2nd Q	12,500.00
60	STUART C IRBY CO INC	Wire price escalation	11,712.94
61	CROWN TECHNICAL SYSTEMS	Installation for switchgear for Douglas Trail Substation	11,100.00
62	ULTEIG ENGINEERS INC	Douglas Trail Substation Design EPIC	11,046.00
63	WATER RESEARCH FOUNDATION	Membership 2/1/17-1/31/18	10,715.00
64	CITY OF ROCHESTER	Street repair due to watermain break Tet	10,204.61
65	POWER SYSTEMS ENGINEERING INC	System Wide Long Range Plan	10,199.00
66	SALVATION ARMY	Property Purchase from Salvation Army	10,000.00
67	MASTEC NORTH AMERICA INC	Joint Trench Directional Boring	9,923.55
68	ROCH SAND & GRAVEL INC	Street rep due to watermain break	9,914.66
69	SPECTRUM REACH	Irrigation Tips from Tony for June	9,872.00
70	CHS ROCHESTER	June Fuel Purchases	9,658.35
71	MERIT CONTRACTING INC (P)	Repair SC windows	9,468.00
72	eCOMPLIANCE MGMT SOLUTIONS IN	Field Inspection Software	9,084.38
73	ULTEIG ENGINEERS INC	Cascade Creek PRC-019 Assessment	9,081.50
74	ROCH SAND & GRAVEL INC	Due to main break replacement of split m	9,065.43
75	EXPRESS SERVICES INC	2017 Seasonal staff grounds	9,028.00
76	WELLS FARGO BANK ACCT ANALYSI	2017 Banking Services	8,426.77
77	RESURRECTION EVANGELICAL CHUR	Easemrnt-Reserrection Evan Luth Church o	8,302.97
78	HUNT ELECTRIC CORP	Douglas Trail Sub Electrician	8,105.79
79	WRIGHT TREE SERVICE INC	801D Line Clearance~	7,597.53
80	SCHWEITZER ENGINEERING LAB IN	SEL COMM 3530 RTAC 48/125VDC 48VAC	6,872.06
81	SCHWEITZER ENGINEERING LAB IN	SEL COMM 3530 RTAC 48/125VDC 125VAC	6,872.06
82	HUNT ELECTRIC CORP	Project Electrician	6,801.41
83	STUART C IRBY CO INC	4,000 ft-Wire, AL, 600V, 4/0-2/0 NEU YS Tri Urd	6,788.00
84	KUTZKY PARK PLACE LLC	Washer & Dishwasher Conserve & Save Rebates	6,775.00
85	ROCH COMMUNITY & TECHNICAL CO	Project Mgmt Training Series	6,750.00
86	D P C INDUSTRIES INC	2017 Carus 8500 Aqua Mag F35	6,431.30
87	CITY OF ROCHESTER	Quarterly Attorney Services	6,250.00
88	ARNOLDS SUPPLY & KLEENIT CO (2017 Monthly Cleaning Services	6,123.94
89	ALSTOM GRID LLC (P)	Release Retainage Alstrom 45-51634	6,031.25
90	NEW HORIZON ACADEMY	Lighting Conserve & Save Rebates	5,993.00
91	FORBROOK LANDSCAPING SERVICES	Restoration of lanscape at water site	5,975.39
92	FRASER CONSTRUCTION INC	AP Contract Retentn	5,720.74
93	DOYLE CONNER CO INC (P)	Install Vault Top	5,262.00
94	D P C INDUSTRIES INC	2017 Chlorine, 150 lb Cyl	5,207.76
95	MAYO CLINIC	Var Speed Drive Conserve & Save Rebates	5,050.00
96			
97		Price Range Total:	1,092,824.41
98			
99	<u>1,000 to 5,000 :</u>		
100			
101	D P C INDUSTRIES INC	2017 Hydrofluorosilicic Acid - Delivered	4,874.10
102	TWIN CITY SECURITY INC	2017 Security Services	4,650.92
103	CONSTELLATION NEWENERGY-GAS D	May Gas-Cascade Creek	4,504.63
104	BARR ENGINEERING COMPANY (P)	Prof Serv for wellhead protection amendm	4,425.50
105	AFFILIATED GROUP INC	2017 Collections/Delinquent Services	4,362.50
106	MN DEPT OF COMMERCE	Energy Facility Permitting Assessment	4,272.67
107	BOB THE BUG MAN LLC	spraying of exterior & interior of well	4,160.00
108	CRESCENT ELECTRIC SUPPLY CO	Elbow, Steel, 36.0 R, 5.00	4,116.00
109	AMERICAN ENGINEERING TESTING	Concrete/rebar testing services	4,052.00

ROCHESTER PUBLIC UTILITIES
A/P Board Listing By Dollar Range
For 06/12/2017 To 07/11/2017
Consolidated & Summarized Below 1,000

110	ROCHESTER LODGING	High Eff Toliet CIP Rebate	4,050.00
111	CHS ROCHESTER	June Fuel Purchases	4,029.15
112	MN PIPE & EQUIPMENT	Hydrant buddy hydrant operator	4,000.00
113	STUART C IRBY CO INC	Grd Sleeve, 1ph Trans., 37 x 43 x 15	3,990.00
114	ONLINE INFORMATION SERVICES I	2017 Utility Exchange Report	3,764.04
115	BADGER METER INC (P)	Meter, Bare 5/8x1/2" Badger Disk	3,757.44
116	UNITED RENTALS INC	Forklift, 10K	3,703.25
117	SOMA CONSTRUCTION INC	Class 5 Gravel	3,603.85
118	RESCO	Rubber Cover Up	3,584.59
119	ALTERNATIVE TECHNOLOGIES INC	Oil Tests	3,575.00
120	CRESCENT ELECTRIC SUPPLY CO	Grnd Rod, .750" x 10', Sectional	3,542.70
121	WESCO DISTRIBUTION INC	Elbow, 15kV, 600A, NLB,750 AL Compr Str	3,489.12
122	BOLTON AND MENK (P)	St. Mary's Ladder Modification	3,435.00
123	WRIGHT TREE SERVICE INC	801A Line Clearance~	3,396.91
124	SHORT ELLIOTT HENDRICKSON INC	Design fall protection system	3,360.00
125	CPMI INC	Owner Rep Service Center Project	3,360.00
126	WESCO DISTRIBUTION INC	Elbow, 15kV, 600A,NLB,500MCM CU/AL Compr	3,348.16
127	CONDUX INTERNATIONAL INC	Replace Cable Puller	3,304.15
128	QUANTITATIVE MARKET INTELLIGE	2017 Qtly Customer Satisfaction Survey	3,206.25
129	STUART C IRBY CO INC	Shield Wire, .375", EHS, Reel	3,200.00
130	GRAYBAR ELECTRIC COMPANY INC	Wall Mount Enclosures for WES	3,094.38
131	TECH SAFETY LINES	Recertification Buck Truck Rescue~	3,093.88
132	SCHWEITZER ENGINEERING LAB IN	SEL COMM 3530-4 RTAC 45/125VDC 120VAC	3,045.94
133	ULTEIG ENGINEERS INC	CO #2 for Q6 Relocation for 55th St Ext	2,954.50
134	BORDER STATES ELECTRIC SUPPLY	Elbow, 15kV, 200A, LB,1/0 Sol,175-220Mil	2,886.00
135	QUALITY OVERHEAD DOOR	Lighting Conserve & Save Rebates	2,884.00
136	MIDWEST SAFETY COUNSELORS, IN	WES Enviro Health Safety Services	2,859.50
137	SCHWEITZER ENGINEERING LAB IN	SEL-3530 RTAC	2,850.00
138	PITNEY BOWES GLOBAL FIN SVCS	Insertor and Mailing System Lease	2,759.65
139	MN PIPE & EQUIPMENT	Hydrant, 8 ft	2,750.00
140	CONSOLIDATED COMMUNICATIONS d	17-19 Network and Collocation Services	2,705.23
141	BORDER STATES ELECTRIC SUPPLY	wire/flex	2,657.93
142	CITY OF ROCHESTER	WC Admin Fees May 2017, Installment #3	2,626.41
143	ULTEIG ENGINEERS INC	Q5 Under build clear review and mitigate	2,612.50
144	UNITED RENTALS INC	Boom 60'-64', telescopic	2,559.16
145	POWER DELIVERY PROGRAM INC	Greg Sanders Apprenticeship Trng	2,535.00
146	WESCO DISTRIBUTION INC	Insul, Post, Poly 5.0 BCD/5.0 BCD, 161kV	2,483.24
147	ULTEIG ENGINEERS INC	Q4 line analysis	2,400.00
148	MASTEC NORTH AMERICA INC	Directional bore	2,280.00
149	EPLUS TECHNOLOGY INC	2014-2017 Total Care Support	2,270.00
150	STUART C IRBY CO INC	Vault, Fiber Optic, w/Cover 36"x60"x36"	2,240.00
151	ACCURATE CALIBRATION SERVICES	Meter Test Bench Calibration	2,200.00
152	RESCO	Junction, LB, 200A, 4 Pos, w/Strap	2,176.74
153	HALLIDAY PRODUCTS INC	Aluminum access cover, 96" x 72"	2,127.00
154	ULTEIG ENGINEERS INC	Q6 and Q9 Engineering & Surveying	2,117.50
155	STUART C IRBY CO INC	Cutout, 15KV, 100A, NLB, Poly	2,103.30
156	STUART C IRBY CO INC	Fuselink, 100E, SMU-20	2,058.75
157	WESCO DISTRIBUTION INC	Meter Seal, Yellow Padlock	2,053.55
158	QUALITY INN	High Eff Toliet CIP Rebate	2,050.00
159	PAYMENT REMITTANCE CENTER	Registration SQL Training	2,026.35
160	CLEMENTS CHEVROLET CADILLAC S	Custom C&I Conserve & Save Rebates	2,000.26
161	UTILITY FINANCIAL SOLUTIONS L	Development of Industrial Standby Rate	2,000.00
162	ADAMSON MOTORS INC	Engine light is on - Parts	1,952.05
163	MN PIPE & EQUIPMENT	WB67 Breakoff Flange Kit, K528	1,950.00
164	PAYMENT REMITTANCE CENTER	Rotating laser level w/tripod	1,949.00

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165	ADVANTAGE DIST LLC (P)	Oil, Transformer	1,916.20
166	BEAR CREEK LLC	Lighting Conserve & Save Rebates	1,900.00
167	CRESCENT ELECTRIC SUPPLY CO	Wire, 12 ga, 600V 4/C Control CB EPR	1,885.27
168	ALL SYSTEMS INSTALLATION dba	Cat 6 cable install upgrade	1,761.30
169	BADGER METER INC (P)	Meter, Bare 1" Badger Disk	1,743.69
170	ULTEIG ENGINEERS INC	2017-2018 Engineering Svcs	1,708.50
171	BAIER GERALD	2017 Sweeping Services Jan-December	1,704.66
172	DOWCO VALVE COMPANY INC	Repair at SLP	1,690.23
173	CRESCENT ELECTRIC SUPPLY CO	Conduit, PVC Sch 40, 5.00, 10' length	1,675.80
174	PAYMENT REMITTANCE CENTER	Monitor Stands	1,650.84
175	RESCO	Lock, Trans. Security	1,628.78
176	STUART C IRBY CO INC	Pedestal Cover, Box Style, FG	1,560.00
177	STUART C IRBY CO INC	2017 Rubber Goods Testing & Replacement	1,537.72
178	KIMLEY HORN AND ASSOCIATES IN	Service Center stockyard expansion	1,513.75
179	WESCO DISTRIBUTION INC	Clamp, D.E., CRP, Assm, 556 ACSR	1,512.16
180	CORPORATE WEB SERVICES INC	2017 Website Services	1,500.00
181	TELVENT USA LLC	2017 ArcFM developer	1,500.00
182	BORDER STATES ELECTRIC SUPPLY	Meter, FM2S CL320 240V 2-Way	1,478.59
183	TITAN DEVELOPMENT	Lighting Conserve & Save Rebates	1,472.41
184	PAYMENT REMITTANCE CENTER	2018 Homeshow Booth Rental	1,460.00
185	IHEART MEDIA dba	Community Solar Advertising	1,450.00
186	KYLLO TODD	Travel, ASSE Safety Conf, Denver CO, Lod	1,429.82
187	PAYMENT REMITTANCE CENTER	Low flow cutter head motor	1,424.38
188	ELECTRICAL TRAINING ALLIANCE	Apprentice materials	1,388.95
189	STUART C IRBY CO INC	Pedestal Base, Secondary, FG, w/o Cover	1,380.00
190	STUART C IRBY CO INC	Alum Bus Tube, 2.00" Sch. 40, 6061/6063	1,372.00
191	PAYMENT REMITTANCE CENTER	Travel, APPA, San Antonio, Lodging - Patty Hanson	1,336.80
192	GOPHER STATE ONE CALL	June tickets	1,320.30
193	GOPHER STATE ONE CALL	June tickets	1,320.30
194	INNER TITE CORP	Meter Barrel Lock Insert	1,312.00
195	WSB & ASSOCIATES	DT Watermain Insp Services	1,282.75
196	CITY OF ROCHESTER	W/C Admin Fees	1,282.00
197	PAYMENT REMITTANCE CENTER	Travel, CS Week, Lodging	1,241.96
198	CDW GOVERNMENT INC	Rack power distribution unit	1,183.91
199	PROFESSIONAL INSTRUMENT COMPA	Wicket Gate arm - machining	1,175.63
200	MCNEILUS STEEL INC	Diamond PLate Sheets	1,169.06
201	MASTEC NORTH AMERICA INC	OH to UG conversion - Shopko North	1,162.50
202	SCHMIDT GOODMAN OFFICE PRODUC	Freestanding radius table, Right hand	1,158.95
203	MASTEC NORTH AMERICA INC	Trench - Douglas Trail Sub	1,130.25
204	TSP INC	RPU Lobby Modifications - Design	1,128.40
205	ROCHESTER ARMORED CAR CO INC	2017 Pick Up Services	1,104.40
206	MIDCONTINENT ISO INC	June MISO Billing	1,071.16
207	JOHNSON KATIE	Customer Refunds 300000516603	1,070.65
208	ADVANTAGE DIST LLC (P)	Diesel Drum, Poly drum core, synthetic o	1,067.16
209	UNITED RENTALS INC	Boom - 6/5 through 6/8 2017 Final bill	1,047.46
210	AFFILIATED CREDIT SERVICES IN	2017 Third Party Collections	1,042.60
211	VIKING ELECTRIC SUPPLY INC	Conduit, PVC Sch 40, 4.00	1,039.57
212	FASTENAL COMPANY	Westside parts	1,037.77
213	IHEART MEDIA dba	Tips from Tony	1,016.00
214	STUART C IRBY CO INC	Arrester, 10kV, Dist, OH MOV	1,002.70
215			
216		Price Range Total:	265,379.08
217			
218	<u>0 to 1,000 :</u>		
219			

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ROCHESTER PUBLIC UTILITIES
A/P Board Listing By Dollar Range
For 06/12/2017 To 07/11/2017
Consolidated & Summarized Below 1,000

220	REBATES	Summarized transactions: 444	38,925.20
221	EXPRESS SERVICES INC	Summarized transactions: 29	20,378.18
222	BORDER STATES ELECTRIC SUPPLY	Summarized transactions: 50	13,343.00
223	MN PIPE & EQUIPMENT	Summarized transactions: 37	12,825.87
224	PAYMENT REMITTANCE CENTER	Summarized transactions: 61	11,111.04
225	Customer Refunds (CIS)	Summarized transactions: 76	8,513.97
226	VIKING ELECTRIC SUPPLY INC	Summarized transactions: 53	6,834.92
227	STUART C IRBY CO INC	Summarized transactions: 33	6,697.66
228	CINTAS CORP	Summarized transactions: 91	5,058.23
229	SCHMIDT GOODMAN OFFICE PRODUC	Summarized transactions: 21	4,486.99
230	WESCO DISTRIBUTION INC	Summarized transactions: 23	4,411.08
231	GRAINGER INC	Summarized transactions: 24	3,405.01
232	CRESCENT ELECTRIC SUPPLY CO	Summarized transactions: 31	3,327.68
233	CITY OF ROCHESTER	Summarized transactions: 16	2,895.58
234	U S A SAFETY SUPPLY	Summarized transactions: 22	2,837.78
235	ANCOM COMMUNICATIONS INC	Summarized transactions: 4	2,454.34
236	LAWSON PRODUCTS INC (P)	Summarized transactions: 13	2,094.71
237	AMAZON.COM	Summarized transactions: 19	2,026.51
238	DAKOTA SUPPLY GROUP	Summarized transactions: 14	1,852.33
239	ROCH PLUMBING & HEATING CO IN	Summarized transactions: 5	1,831.51
240	REBATES	Summarized transactions: 59	1,775.00
241	MASON TED	Summarized transactions: 4	1,739.32
242	ARNOLDS SUPPLY & KLEENIT CO (Summarized transactions: 24	1,720.16
243	KLAMERUS DOUG	Summarized transactions: 5	1,680.11
244	SCHEEL LAWRENCE	Summarized transactions: 6	1,674.92
245	CENTURYLINK	Summarized transactions: 5	1,674.59
246	FIRST CLASS PLUMBING & HEATIN	Summarized transactions: 8	1,657.62
247	INNOVATIVE OFFICE SOLUTIONS L	Summarized transactions: 31	1,617.37
248	CLEMENTS CHEVROLET CADILLAC S	Summarized transactions: 4	1,514.94
249	FASTENAL COMPANY	Summarized transactions: 23	1,513.62
250	ASPLUNDH TREE EXPERT CO INC (Summarized transactions: 3	1,507.20
251	A & A ELECT & UNDERGROUND CON	Summarized transactions: 3	1,465.00
252	RESCO	Summarized transactions: 12	1,448.66
253	NAPA AUTO PARTS (P)	Summarized transactions: 25	1,386.44
254	REINDERS INC	Summarized transactions: 7	1,349.48
255	KRONEBUSCH JESSICA	Summarized transactions: 4	1,318.88
256	INTERSTATE MOTOR TRUCKS INC	Summarized transactions: 7	1,305.06
257	ZEE MEDICAL SERVICE INC (P)	Summarized transactions: 3	1,293.17
258	DAVIES PRINTING COMPANY INC	Summarized transactions: 2	1,289.24
259	CUSTOM COMMUNICATIONS INC	Summarized transactions: 2	1,288.91
260	METRO SALES INC	Summarized transactions: 3	1,259.77
261	USA BLUE BOOK DBA	Summarized transactions: 8	1,244.78
262	INNER TITE CORP	Summarized transactions: 5	1,192.55
263	DAKOTA SUPPLY GROUP	Summarized transactions: 6	1,144.42
264	KAUTZ TRAILER SALES dba	Summarized transactions: 4	1,068.76
265	A T & T	Summarized transactions: 2	1,058.65
266	SPECTRUM REACH	Summarized transactions: 2	1,047.00
267	HASKIN TIM	Summarized transactions: 3	1,021.75
268	BARR ENGINEERING COMPANY (P)	Summarized transactions: 1	999.00
269	GRAYBAR ELECTRIC COMPANY INC	Summarized transactions: 6	996.63
270	MASTEC NORTH AMERICA INC	Summarized transactions: 1	978.00
271	ADAMSON MOTORS INC	Summarized transactions: 4	960.85
272	OPEN ACCESS TECHNOLOGY	Summarized transactions: 1	933.23
273	JACKSON SIDNEY	Summarized transactions: 10	924.69
274	CONNEY SAFETY PRODUCTS LLC	Summarized transactions: 8	906.95

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275	AFFILIATED CREDIT SERVICES IN	Summarized transactions: 1	899.71
276	ON SITE SANITATION INC	Summarized transactions: 3	895.63
277	MINNESOTA ENERGY RESOURCES CO	Summarized transactions: 4	895.43
278	EZ STAK LLC	Summarized transactions: 1	878.36
279	ADVANCE AUTO PARTS	Summarized transactions: 24	839.83
280	NEENAH FOUNDRY COMPANY	Summarized transactions: 3	836.51
281	BOWMANS SAFE & LOCK SHOP LTD	Summarized transactions: 5	833.58
282	CINTAS CORP	Summarized transactions: 5	820.80
283	EAST JORDAN IRON WORKS INC db	Summarized transactions: 5	817.83
284	AUTHORIZE.NET	Summarized transactions: 1	812.90
285	HAWK & SON'S INC	Summarized transactions: 2	810.00
286	HACH COMPANY	Summarized transactions: 5	776.86
287	ARROW ACE HARDWARE-ST PETER	Summarized transactions: 1	774.58
288	HALO BRANDED SOLUTIONS	Summarized transactions: 5	747.82
289	SCHWEITZER ENGINEERING LAB IN	Summarized transactions: 7	740.91
290	KYLLO TODD	Summarized transactions: 6	721.20
291	SARGENTS LANDSCAPE NURSERY IN	Summarized transactions: 2	720.76
292	T E C INDUSTRIAL INC	Summarized transactions: 4	714.48
293	POST BULLETIN CO	Summarized transactions: 1	711.90
294	POMPS TIRE SERVICE INC	Summarized transactions: 3	701.83
295	TECH SAFETY LINES	Summarized transactions: 2	681.70
296	ROOT RIVER HARDWOODS INC	Summarized transactions: 2	662.63
297	BECKLEYS OFFICE PRODUCTS INC	Summarized transactions: 1	662.63
298	SUPERIOR COMPANIES OF MINNESO	Summarized transactions: 3	658.75
299	AMERICAN ENGINEERING TESTING	Summarized transactions: 1	658.10
300	K A A L TV LLC	Summarized transactions: 1	650.00
301	CLAREY'S SAFETY EQUIPMENT dba	Summarized transactions: 4	643.92
302	SCHUMACHER ELEVATOR COMPANY	Summarized transactions: 1	641.25
303	CHS ROCHESTER	Summarized transactions: 1	607.04
304	EPLUS TECHNOLOGY INC	Summarized transactions: 3	605.17
305	KOTSCHEVAR MARK	Summarized transactions: 3	583.64
306	JOHNSON PRINTING CO INC	Summarized transactions: 1	582.47
307	POWERMATION DIVISON	Summarized transactions: 4	564.01
308	MCMASTER CARR SUPPLY COMPANY	Summarized transactions: 21	563.02
309	MENARDS ROCHESTER NORTH	Summarized transactions: 7	556.13
310	NALCO COMPANY	Summarized transactions: 5	503.13
311	ACTON MOBILE dba	Summarized transactions: 2	499.95
312	NU-TELECOM dba	Summarized transactions: 1	499.23
313	STEVE BENNING ELECTRIC	Summarized transactions: 3	493.26
314	THOMAS TOOL & SUPPLY INC	Summarized transactions: 4	476.42
315	ALL SYSTEMS INSTALLATION dba	Summarized transactions: 1	475.59
316	MINNESOTA PUMP WORKS dba	Summarized transactions: 2	459.38
317	SAFETY SIGNS LLC	Summarized transactions: 1	447.27
318	WRIGHT TREE SERVICE INC	Summarized transactions: 1	438.45
319	SHORT ELLIOTT HENDRICKSON INC	Summarized transactions: 1	420.00
320	AMERICAN PAYMENT CENTER	Summarized transactions: 1	413.00
321	R D O - POWERPLAN OIB	Summarized transactions: 4	410.43
322	BREMER PATRICIA	Summarized transactions: 1	405.00
323	MONSON STEVE	Summarized transactions: 1	405.00
324	GUNDERSON BRADLEY	Summarized transactions: 1	398.82
325	BLOM BRYAN	Summarized transactions: 1	395.00
326	HALLIDAY PRODUCTS INC	Summarized transactions: 1	380.70
327	EO JOHNSON CO INC	Summarized transactions: 1	380.00
328	SCHLINK WALTER	Summarized transactions: 4	353.40
329	JOHNSTONE SUPPLY	Summarized transactions: 2	350.25

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330	VEIT DISPOSAL SYSTEMS INC	Summarized transactions: 1	350.00
331	MSC INDUSTRIAL SUPPLY CO INC	Summarized transactions: 9	347.77
332	BOBCAT OF ROCHESTER dba	Summarized transactions: 3	346.09
333	RONCO ENGINEERING SALES INC	Summarized transactions: 2	336.79
334	CENTURYLINK	Summarized transactions: 1	325.95
335	PAULS LOCK & KEY SHOP INC	Summarized transactions: 5	296.90
336	BURNDY LLC	Summarized transactions: 2	293.91
337	CHESNEY JAMES	Summarized transactions: 2	293.50
338	CITY OF ROCHESTER	Summarized transactions: 1	278.00
339	FASTENAL COMPANY	Summarized transactions: 1	272.49
340	KOSHIRE LARRY J	Summarized transactions: 3	266.90
341	WSB & ASSOCIATES	Summarized transactions: 1	264.00
342	FRONTIER	Summarized transactions: 1	258.72
343	PAPENFUSS RAY	Summarized transactions: 1	256.50
344	CULLIGAN OF ROCHESTER INC	Summarized transactions: 5	252.38
345	ITRON INC	Summarized transactions: 1	229.50
346	MN DEPT OF REVENUE	Summarized transactions: 2	221.69
347	GARCIA GRAPHICS INC	Summarized transactions: 6	217.96
348	FEDEX SHIPPING	Summarized transactions: 11	213.82
349	ALL SEASONS POWER & SPORT INC	Summarized transactions: 2	213.70
350	ROBERSON LIME & ROCK INC	Summarized transactions: 1	210.00
351	MCMASTER CARR SUPPLY COMPANY	Summarized transactions: 3	209.61
352	HEROLD FLAGS	Summarized transactions: 2	205.20
353	COOK STEVEN J	Summarized transactions: 3	204.66
354	ASHRAE	Summarized transactions: 1	200.00
355	FARRELL EQUIPMENT & SUPPLY CO	Summarized transactions: 1	198.65
356	FIRST SUPPLY (P)	Summarized transactions: 1	192.00
357	TRUCKIN' AMERICA	Summarized transactions: 3	191.25
358	RONCO ENGINEERING SALES INC	Summarized transactions: 4	181.61
359	NEWARK	Summarized transactions: 1	173.13
360	GILLUND ENTERPRISES	Summarized transactions: 3	171.66
361	ROCH SIGN SERVICE INC	Summarized transactions: 6	169.30
362	PROFESSIONAL INSTRUMENT COMPA	Summarized transactions: 1	165.66
363	WERNER ELECTRIC SUPPLY	Summarized transactions: 2	164.85
364	ADVANCE AUTO PARTS	Summarized transactions: 4	164.74
365	BURNS & MCDONNELL INC (P)	Summarized transactions: 1	157.36
366	P F C EQUIPMENT INC (P)	Summarized transactions: 3	151.15
367	GOVERNMENT FINANCE OFFICERS A	Summarized transactions: 3	150.00
368	GOPHER SEPTIC SERVICE INC	Summarized transactions: 1	150.00
369	WRIGHTS SMALL ENGINE SERVICE	Summarized transactions: 1	146.29
370	CENTER FOR ENERGY AND ENVIRON	Summarized transactions: 1	144.28
371	SHI INTERNATIONAL CORP (P)	Summarized transactions: 1	142.14
372	CONDEX INTERNATIONAL INC	Summarized transactions: 1	139.19
373	DELL MARKETING LP	Summarized transactions: 1	137.06
374	CORPORATE WEB SERVICES INC	Summarized transactions: 1	135.00
375	NORTHERN / BLUETARP FINANCIAL	Summarized transactions: 2	133.55
376	AFFILIATED GROUP INC	Summarized transactions: 1	128.80
377	MENARDS ROCHESTER NORTH	Summarized transactions: 5	126.13
378	PROPERTY RECORDS OLMSTED COUN	Summarized transactions: 2	125.00
379	FIRST STUDENT INC	Summarized transactions: 1	117.62
380	JASPER ENGINEERING & EQUIP CO	Summarized transactions: 2	116.77
381	LANGUAGE LINE SERVICES INC	Summarized transactions: 1	114.93
382	VANCO SERVICES LLC	Summarized transactions: 1	113.44
383	ADVANTAGE DIST LLC (P)	Summarized transactions: 2	108.83
384	KAMAN INDUSTRIAL TECHNOLOGIES	Summarized transactions: 2	107.60

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385	OSWEILER TODD	Summarized transactions: 1	105.40
386	HAWKINS INC	Summarized transactions: 3	104.73
387	TEREX UTILITIES INC	Summarized transactions: 2	103.39
388	TELVENT USA LLC	Summarized transactions: 1	103.13
389	UNITED RENTALS INC	Summarized transactions: 1	100.73
390	CLAREY'S SAFETY EQUIPMENT dba	Summarized transactions: 2	100.00
391	G A ERNST & ASSOCIATES INC	Summarized transactions: 2	97.03
392	FAST PHONE REPAIR LLC	Summarized transactions: 1	96.19
393	VERIZON WIRELESS	Summarized transactions: 1	94.80
394	VERIFIED CREDENTIALS INC	Summarized transactions: 1	87.00
395	SLEEPY EYE TELEPHONE CO	Summarized transactions: 1	84.76
396	FRANZ REPROGRAPHICS INC	Summarized transactions: 2	83.20
397	BROCK WHITE COMPANY LLC	Summarized transactions: 1	82.00
398	CDW GOVERNMENT INC	Summarized transactions: 1	81.39
399	POWER PROCESS EQUIPMENT INC (Summarized transactions: 2	81.30
400	BABCOCK & WILCOX COMPANY INC	Summarized transactions: 4	80.16
401	IHEART MEDIA dba	Summarized transactions: 1	80.00
402	CITY OF ROCHESTER	Summarized transactions: 3	75.15
403	JOHNSON CAR3	Summarized transactions: 1	72.76
404	SWAGELOK MN INC (P)	Summarized transactions: 1	68.83
405	SHERWIN WILLIAMS CO	Summarized transactions: 2	67.28
406	TOKAY SOFTWARE	Summarized transactions: 1	65.00
407	GOODIN COMPANY (P)	Summarized transactions: 2	64.13
408	GREAT RIVER ENERGY	Summarized transactions: 1	62.79
409	MN DEPT OF HEALTH - WELL MGMT	Summarized transactions: 1	50.00
410	STAR TRIBUNE	Summarized transactions: 1	49.27
411	MENARDS ROCHESTER SOUTH	Summarized transactions: 1	47.62
412	PROPERTY RECORDS OLMSTED COUN	Summarized transactions: 1	46.00
413	FIRST SUPPLY (P)	Summarized transactions: 1	42.71
414	MIDWEST FUELS (P)	Summarized transactions: 1	41.81
415	SEEME PRODUCTIONS LLC	Summarized transactions: 1	40.00
416	BADGER METER INC (P)	Summarized transactions: 4	39.33
417	D P C INDUSTRIES INC	Summarized transactions: 2	39.30
418	RENTAL DEPOT INC	Summarized transactions: 1	38.48
419	UPS FREIGHT	Summarized transactions: 1	36.54
420	WORKING PERSONS STORE	Summarized transactions: 2	36.26
421	POWER DELIVERY PROGRAM INC	Summarized transactions: 3	35.00
422	BARRY SCREEN PRINT CO dba	Summarized transactions: 3	31.53
423	ELECTRICAL TRAINING ALLIANCE	Summarized transactions: 1	29.74
424	ALTEC INDUSTRIES INC	Summarized transactions: 2	27.97
425	POSSABILITIES OF SOUTHERN MN	Summarized transactions: 1	25.00
426	MINNESOTA ENERGY RESOURCES CO	Summarized transactions: 1	24.32
427	U S A SAFETY SUPPLY	Summarized transactions: 2	21.17
428	VIKING ELECTRIC SUPPLY INC	Summarized transactions: 2	17.77
429	NAPA AUTO PARTS (P)	Summarized transactions: 1	12.97
430	BATTERIES PLUS	Summarized transactions: 1	12.83
431	ARROW ACE HARDWARE-ST PETER	Summarized transactions: 1	10.98
432	PAYMENT REMITTANCE CENTER	Summarized transactions: 1	8.85
433	FEDEX SHIPPING	Summarized transactions: 1	3.92
434	THRONDSOIN OIL & LP GAS CO	Summarized transactions: 1	2.41
435			
436		Price Range Total:	248,940.93
437			
438		Grand Total:	14,303,196.30

Attachment: AP Board 07 2017 (7621 : a/p board listing)

FOR BOARD ACTION

Agenda Item # (ID # 7610)

Meeting Date: 7/25/2017

SUBJECT: Custodial Services

PREPARED BY: Patricia Bremer

ITEM DESCRIPTION:

Requests for proposals were received for custodial services for the Service Center, Silver Lake Plant, and the Backup Control Center. Five proposal responses were received and evaluations were based on company information, relevant experience, work plan and approach, and fees. After evaluation, review and reference checks, Perfection Plus, Inc. was selected to meet RPU's custodial needs for a term of five years beginning September 1, 2017. Perfection Plus, Inc. is a certified Small and Woman Business Enterprise that began in 1982. Although they have similar size contracts in the metro area, this will be their largest in SE Minnesota.

Below is a summary of the evaluation process.

Company	Evaluation Score	Fees	Total Score
Coverall	0 (no submission)	21.92	21.92
Quality Building Maintenance	55.67	17.41	73.08
Arnold's Supply	55.00	21.52	76.52
Marsden Services	56.67	20.15	76.82
Perfection Plus, Inc.	57.33	30.00	87.33

In addition to monthly prices, unit prices for additional services were also received. Staff expects to spend around \$80,000 for the first year of the agreement which is and will continue to be included in the annual budget as a general expense. The agreement does allow for annual increases and annual costs are expected to increase with the service center expansion.

UTILITY BOARD ACTION REQUESTED:

Approve a multi-year agreement with Perfection Plus, Inc. not to exceed \$600,000 and authorize the Mayor and City Clerk to execute the agreement subject to Board and Common Council approval of the annual budget.



CONTRACT

Custodial Services

THIS CONTRACT made this _____, by and between the City of Rochester, Minnesota, a Minnesota municipal corporation, acting through its Public Utility Board, hereinafter called "City", and Perfection Plus, Inc., a Minnesota corporation, hereinafter called "Contractor".

WHEREAS, the City has solicited a proposal from the Contractor for custodial services described in solicitation #2017-22.

WHEREAS, the City desires to engage the services of the Contractor according to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the above premises and of the terms and conditions contained herein, the parties hereto agree as follows.

Article I. Contract Documents. The term 'Contract Documents' shall mean this Contract, Contractor's proposal, Contractor's Exhibits or City specification, any associated amendments and any other separate document mutually agreed to and executed by the Parties that may contain, without limitation, a specific description of the statement of work, pricing assumptions, source materials and the deliverables. The Parties agree that the Contract Documents shall be incorporated as part of this Contract.

Article II. Scope of Services. The Contractor shall furnish all resources (labor, materials, equipment and supervision) for the performance of the Work described in the Contract Documents.

Article III. Payment. The City agrees to pay the Contractor at the rate set forth in the proposal and/or subsequent change orders. The sum of this Contract shall not exceed \$600,000 for the services described herein, subject to the terms and conditions of payment described in the Contract Documents.

Article IV. Term. The term of this agreement shall commence on September 1, 2017 and shall terminate on August 31, 2022. RPU reserves the right to extend this Contract, through a written amendment, with agreement of Contractor.

Article V. Disposition of Documents. It is agreed that any reports, drawings, specifications, and other data compilations developed or created as a result of the services performed pursuant to this Contract shall be and remain the sole property of City.

Article VI. Termination. Either Party may terminate this Contract upon thirty (30) days written notice served upon the other Party by registered mail. Upon expiration of such thirty (30) day period, all Work under this Contract shall cease and Contractor shall issue a

final invoice and City shall pay Contractor for all Work performed through the end of the thirty (30) day notice period.

Article VII. Jurisdiction and Venue. This contract, amendments and supplements thereto, shall be governed by the laws of the State of Minnesota. All actions brought under this agreement shall be brought exclusively in Minnesota State Courts of competent jurisdiction with venue in Olmsted County.

Article VIII. Nondiscrimination. The Contractor agrees to comply with the nondiscrimination provision set forth in Minnesota Statute 181.59. The Contractor's failure to comply with section 181.59 may result in cancellation or termination of the agreement, and all money due or to become due under the contract may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

Article IX. Concurrence. By executing this Agreement, the parties acknowledge that they: (1) enter into and execute this Agreement knowingly, voluntarily and freely of their own volition with such consultation with legal counsel as they deem appropriate; (2) have had an opportunity to consult an attorney before signing this Agreement; (3) have read this Agreement, understand all of its terms and appreciate the significance of those terms; and (4) have not relied upon any representation or statement not set forth herein.

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be executed in their respective names the day and year first above written.

PERFECTION PLUS, INC.

CITY OF ROCHESTER

By

By

Susan Casaus, CEO

Ardele Brede, Mayor

Attest

Anissa Hollingshead, City Clerk

Approved as to Form

Terry Adkins, City Attorney

ROCHESTER PUBLIC UTILITIES

Mark Kotschevar, General Manager

OFFICIAL NOTIFICATION METHOD

Susan Casaus
Perfection Plus, Inc.
9855 W. 78th St., Ste 180
Eden Prairie, MN 55344
susan@perfectionplus.net

Purchasing Department
Rochester Public Utilities
4000 East River Road NE
Rochester MN 55906
purchasing@rpu.org

Attachment: 03 Contract v1 (7610 : Custodial Services)



RESOLUTION

BE IT RESOLVED by the Public Utility Board of the City of Rochester, Minnesota, to approve a multi-year agreement with Perfection Plus, Inc. and authorize the Mayor and the City Clerk to execute the agreement for

Custodial Services

The amount of the agreement shall not to exceed SIX HUNDRED THOUSAND AND 00/100 DOLLARS (\$600,000.00).

Passed by the Public Utility Board of the City of Rochester, Minnesota, this 25th day of July, 2017.

President

Secretary

FOR BOARD ACTION

Agenda Item # (ID # 7641)

Meeting Date: 7/25/2017

SUBJECT: Cascade Creek Substation Transformer T2 Upgrade Approval of Engineering Services Proposal

PREPARED BY: Neil Stiller

ITEM DESCRIPTION:

The Cascade Creek substation has been identified through the distribution planning process as needing additional capacity to serve customer load growth in the core area of Rochester. Power transformer T2, installed in 2001, is a 28 MVA unit. A project is planned and budgeted to replace this unit with a larger 37 MVA transformer. In 2016, a purchase order was approved by the Board with ABB Inc. to manufacture the larger transformer for Cascade Creek. The existing unit will be relocated to Douglas Trail substation to expand service in northwest Rochester.

Ulteig Engineers Inc. (UEI) has submitted a proposal (attached) to perform the detailed engineering for the combined replacement and relocation project. UEI has satisfactorily provided numerous similar services to RPU in the past. They are qualified and able to begin the work. UEI presently is a signatory to an engineering services agreement MSA #13-45-E governing the terms and conditions of such services. This proposal, if approved, will be subject to the terms of that agreement.

FOR CAPITAL PURCHASES/BIDS/MAJOR PROJECTS:

The engineering services for this project are part of the approved 2017 Electric budget of \$1,370,000 for this project. Major completion of capital construction will span 2017 and 2018.

UTILITY BOARD ACTION REQUESTED:

Staff requests approval of the Ulteig Engineers Inc. engineering services proposal in the amount of \$140,500.00.

FOR BOARD ACTION

Agenda Item # (ID # 7641)

Meeting Date: 7/25/2017

Management further recommends that the Board authorize staff to manage project change orders using the existing approval structure and authorization levels.



We listen. We solve.®

July 19, 2017

Mr. Neil Stiller
 Rochester Public Utilities
 4000 East River Road NE
 Rochester, MN 55906-2813

Subject: Cascade Creek Transformer Replacement 17.01269 – Proposal for Engineering and Design (updated from proposal issued June 23, 2017)

Mr. Stiller,

Ulteig is pleased to submit this proposal to provide engineering services for the Cascade Creek transformer replacement. We have developed this proposal based on our scoping discussions held after completion and energization of the Douglas Trail Substation, the week of May 12, 2017, and a site visit with you on June 28, 2017. Ulteig is excited to have the opportunity to present to you this proposal for your consideration.

Project Overview

Rochester Public Utilities (RPU) is planning to remove one of the existing transformers (CCT2) from the Cascade Creek Substation and relocate it to the recently constructed Douglas Trail Substation T3 position. After the transformer is set in place at the Douglas Trail Substation, work will commence for the installation of a new transformer that will replace the existing one that was removed and relocated to the Douglas Trail Substation.

At Cascade Creek, Ulteig will prepare design drawings for isolation and removal of the existing transformer CCT2. This will include both high and low voltage physical connections, analysis of the existing transformer foundation, along with protective functions. We will replace the existing transformer relaying with a SEL 387 and SEL 351 (or alternatively with dual SEL 387's). We will also replace the relaying for existing transformer CCT1 with identical relaying as CCT2. Other design in the 13.8kV system will include replacing the relaying of both transformer main breakers. This includes development of required panel elevations, mounting plate details, schematics and wiring diagrams, including RTU schematics, integration into 2030 communication processor, LTC paralleling schematics and wiring updates. In addition, the proposal includes redrawing schematics for the two transformer main breakers and relaying as well as the associated switchgear wiring diagrams.

At the Douglas Trail Substation, Ulteig will provide design drawings to aid in the setting of the transformer from Cascade Creek. An externally mounted CT is required to provide the XO current for the CCT2 transformer being moved to the Douglas Trail T3 position. CT is to be an ABB KOT-11 or similar. The transformer will be incorporated into the existing transformer paralleling scheme. The drawings for a three transformer paralleling scheme were issued as part of the previous Douglas Trail Substation project's IFC drawing set.

Company Experience

During the development of this proposal and estimation of engineering fees, we relied on our past RPU project experience in addition to the project kick-off discussion. Ulteig is able to offer efficiencies in the project design lifecycle, as we are up-to-date on the most current design standards. We have made a concerted effort in our estimating process to define these areas based on significant past experience and feel very confident that we have a good understanding of the level of effort that this scope of work entails.

Our in-depth knowledge of RPU's physical and control design standards and preferences, combined with our experience on past projects, favors Ulteig to provide a high level of quality in a short amount of time. Our previous project experiences researching and modifying existing drawings, particularly our work at the Douglas Trail Substation has allowed us to develop a detailed understanding of what this proposal requires. We have used the knowledge we have gained through past RPU projects to help us accurately gauge the time we feel is necessary to successfully complete these projects on or ahead of schedule. This experience, and the relationships that we have developed, will lead to a successful project.

Project Management

Ulteig is dedicated to providing its clients with professional project management service. We ensure that the scope, schedule and cost of every project is closely managed and balanced so that our clients can realize the greatest value and efficiency found within the industry. Ulteig will provide the following project management activities throughout this project:

- a. Milestone schedule updates
- b. Deliverable status updates
- c. Request For Information logs
- d. Communications plan
- e. Internal and external project meetings

Quality Control

Ulteig implements a three-part strategy to control quality and quality assurance. The first part is to identify a project manager for every project. The project manager is responsible for overall project coordination and scheduling.

The second part utilizes Ulteig's diverse knowledge by assigning one engineer from each applicable discipline to oversee the work of their responsible portion of the project.

Finally, before any project deliverable is issued, a peer review is conducted to verify that pertinent client and industry standards were followed.

Proposal Work Plan

This proposal work plan identifies project deliverables along with specific assumptions and exclusions for each of the major areas of scope.

The engineering for this project is broken down into the following major areas of scope:

- (1) Removal and design drawings at the Cascade Creek Substation
- (2) Transformer addition at the Douglas Trail Substation

Cascade Creek Substation

1. Conceptual Design to accommodate the transformer removal and addition

Deliverables

- a. Modification to the General Arrangement (GA) & Site Plan
- b. Metering and Relaying (M&R) One-Line Diagram

Assumptions

- a. High-level removal drawings will be provided on the GA, section views, and M&R
- b. It is assumed no design activities will proceed until this submittal is completed. An Owner approved General Arrangement and M&R One-Line Diagram will complete this submittal
- c. Drawings will be developed in AutoCAD and per RPU standards

Exclusions

- a. All other deliverables not specifically noted above

2. Specifications & Vendor Drawing Reviews

Deliverables

- a. Contribute to ABB Transformer physical design and participate in the design review process.
- b. Review ABB transformer submittals and coordinate with ABB to ensure that the low voltage housing mates up with the existing secondary bus duct installed at Cascade Creek.

Assumptions

- a. Two (2) reviews of vendor approval drawings for most equipment is included in this proposal. It is assumed only two (2) reviews are necessary for vendor equipment. If additional reviews are required, they can be provided for an additional negotiated fee. Additional reviews required due to quality of vendor submittals may affect schedule.
- b. Reviews of ABB transformer approval drawings with design input for physical connections to the transformer are included. It is expected there may be multiple review submittals for the transformer.

Exclusions

- a. Copies of equipment manuals, drawings and instructions are provided by the supplier
- b. All other deliverables not specifically noted above

3. Relay Panels and Switchgear Front Elevations

Deliverables

- a. Relay Panel and Switchgear Front Elevations for transformer relaying and transformer main breaker relaying
- b. Associated Nameplate lists & Bills of Material
- c. Create an AC Auxiliary Service study with the new transformer and relaying loads, and provide recommendations per the new studies' outcomes.
- d. A new AC panel will be added to replace two existing panels (GACP1 & GACP2).
- e. Removal drawings will be provided detailing the removal of existing relays and test switches.
- f. Redraw .TIF images of the CCT1 and CCT2 main breaker AC and DC schematics and associated switchgear wiring diagrams.

Assumptions

- a. The current station service consists of a 50 kVA preferred control power transformer and a 25 kVA alternate control power transformer. It is expected that the 25 kVA transformer is not sized adequately. Ulteig's report will provide a recommendation on any changes needed to be made to the design, which will include transformer sizes, cable sizes, MCB sizes, and ATS size. Costs associate with these recommendations and any changes to schematics are included in this fee. Specification and procurement of all equipment is by RPU.
- b. Approval of the general arrangement and M&R one-line must occur before relay panel & switchgear front elevations, nameplate list and bills of material can be started.
- c. Metal faceplates will be detailed and provided to support construction.
- d. No new control and relay panels or switchgear units will be required.
- e. Modifications to the existing controls or metering beyond the two switchgear main breakers is not included in the proposal's scope of work.

Exclusions

- a. All other deliverables not specifically noted above.

- b. DC auxiliary service study (removed per RPU)

4. Electrical Physical Design

Deliverables

- a. General Arrangement
- b. Transformer and associated connections, Sections, Elevations and Details
- c. Material List and Equipment List

Assumptions

- a. General arrangement must be approved before Sections, Elevations and Details can be started.
- b. The existing lightning protection plan is assumed to be adequate to protect the new transformer.
- c. Final transformer vendor drawings must be received before the design can be finalized
- d. All drawings will be accurately scaled. Actual manufacturer equipment outlines will be superimposed where possible.

Exclusions

- a. Illumination study
- b. All other deliverables not specifically noted above

5. Foundations

Deliverables

- a. Foundation Plan
- b. Foundation Plan Details (will be comparable to existing designs)
- c. Transformer oil containment, including piping connections to existing oil containment storage.

Assumptions

- a. The new transformer will be an upgrade from 15 MVA to 20 MVA.
- b. The physical size and adequacy of the existing transformer foundation to support the larger transformer will be evaluated.
- c. The existing transformer foundation will be evaluated for adequacy and for the purpose of this proposal we are assuming that it will need to be replaced.
- d. All drawings will be developed in AutoCAD.

Exclusions

- a. Spill prevention control countermeasures (SPCC) plan
- b. All other deliverables not specifically noted above.

6. Conduit

Deliverables

- a. Conduit plan and detail to update conduits/connections for new transformer.

Assumptions

- a. No new trench is assumed.
- b. New conduit from existing cable trench or control enclosure.

Exclusions

- a. All other deliverables not specifically noted above.

7. Grounding

Deliverables

- b. Grounding design and details to reconnect the new transformer to the existing ground grid using current RPU standards and details. The modifications to the grounding drawing will be made in AutoCAD, the remainder of the drawing will remain a TIFF image.

Assumptions

- c. A revised grounding study and report will not be required.

Exclusions

- b. All other deliverables not specifically noted above.

8. AC/DC Schematics

Deliverables

- a. AC/DC Schematics will be created to depict both transformer relay replacements and both transformer low-side main breaker relay replacements.
- b. Removal drawings will be provided detailing the removal of existing relays.
- c. The new transformer will be tied into the existing transformer paralleling scheme.
- d. Redrawing .TIF images of the CCT1 and CCT2 main breaker AC and DC schematics.

Assumptions

- a. The panel elevations must be approved before the preliminary AC and DC schematics can be completed.
- b. The transformer vendor schematics must be supplied before the final AC and DC schematics can be completed.
- c. For the schematic redraws, an initial drawing will be completed and submitted for RPU's approval before completion of the remaining similar drawings.
- d. All drawings are to be developed in AutoCAD.

Exclusions

- a. All other deliverables not specifically noted above.

9. Wiring Diagrams

Deliverables

- a. External Transformer Connection details will be completed by Ulteig
- b. Wiring diagrams for the modified relay panel, switchgear units and RTU will be completed by Ulteig.
- c. Removal drawings will be provided detailing the removal of the transformer and existing relays.
- d. Redrawing .TIF images of the wiring diagrams associated with the CCT1 and CCT2 main breakers.

Assumptions

- a. Since this is an older installation, time has been allocated for addressing some degree of existing errors on the wiring diagrams vs. the schematics. Time is included up to 24 hours of support. RPU will perform all field verification of wiring issues found by Ulteig.

- b. All drawings are to be developed in AutoCAD.
- c. For the wiring diagram redraws, an initial unit drawing will be completed and submitted for RPU's approval before completion of the remaining unit drawings.

Exclusions

- a. All other deliverables not specifically noted above

10. Power and Control Cables

Deliverables

- a. Power, control and alarm indication cable tabulation

Assumptions

- a. The M&R one-line diagram must be approved prior to starting the cable tabulation

Exclusions

- a. All other deliverables not specifically noted above

11. Communications

Deliverables

- a. Ulteig will revise the SCADA connections and communication drawings to reflect the new transformer and all new transformer and main breaker relays.
- b. 2030 programming (engineering access only)
- c. Removal drawings will be provided detailing the removal of the transformer and existing relays.

Assumptions

- a. None

Exclusions

- a. All other deliverables not specifically noted above

12. Scheduled Trips (Scope is for both Cascade Creek and Douglas Trail)

Deliverables

- a. One half day site visit to review substation design for this project is included in the base estimate. This page turn review will be scheduled for late August and will consist of two Ulteig Engineers.

Assumptions

- a. Additional construction site visits and other meetings requiring travel will be charged on a T&M basis
- b. Travel and construction coordination will be on an as requested basis

Exclusions

- a. All other deliverables not specifically noted above.

13. Project Schedule (Scope is for both Cascade Creek and Douglas Trail)

Deliverables

- a. Upon award, Ulteig will develop and maintain an engineering, equipment procurement and construction schedule for RPU. This schedule will be set up so engineering is sequenced to support construction. The following milestone dates are understood:
 - a. Transformer T2 upgrade will be IFC by 12/1/2017, additional drawings may be provided in set.
 - b. Remainder of scope will be IFC by 3/1/2018.

Assumptions

- b. Schedule will be developed in Microsoft Project software. Iterations of the schedule will be exchanged in native file formats.

Exclusions

- a. All other deliverables not specifically noted above

14. Record Drawings

Deliverables

- a. Record Drawings

Assumptions

- a. Ulteig will be provided field marked copies of the construction prints and the most current CAD drawings from RPU. Ulteig will make the changes and return the revised CAD files, as well as the original field marks, within 30 days.

Exclusions

- a. All other deliverables not specifically noted above

Douglas Trail Substation

1. Electrical Physical Design

Deliverables

- a. A design drawing will be provided indicating the centerline of the transformer pad to support placement of the transformer.
- b. Provisions will be made to allow for the externally mounted CT to be located within the low voltage steel compartment.
- c. The transformer low voltage steel compartment will be detailed and Ulteig will collaborate with Delta Star.
- d. A design drawing will be provided for the fabrication of the compartment that converts the CCT2 transformer from bus duct to a cable bus termination.

Assumptions

- a. Transformer T3 foundation is complete with conduit stub up in foundation.

Exclusions

- a. All other deliverables not specifically noted above

2. Electrical Controls Design

Deliverables

- a. The transformer will be incorporated into a three transformer paralleling scheme. The schematics and wiring to implement this were issued as part of the previous Douglas Trail Substation project's IFC drawing set.
- b. Verify control and protection designs issued as part of the previous Douglas Trail Substation are complete and adequate. Lessons learned from the previous project's transformer commissioning and transformer as-builts will be incorporated into the design of the new transformer protection and control.
- c. A new set of electrical control and protection drawings will be issued for construction.

Assumptions

- a. None

Exclusions

- a. All other deliverables not specifically noted above

3. Record DrawingsDeliverables

- a. Record Drawings

Assumptions

- a. Ulteig will be provided field marked copies of the construction prints and the most current CAD drawings from RPU. Ulteig will make the changes and return the revised CAD files, as well as the original field marks, within 30 days.

Exclusions

- a. All other deliverables not specifically noted above

The following are a list of *general assumptions to the work scope*:

- a. All final drawings will be stamped "Issued For Construction" and certified by an Engineer licensed in the state of Minnesota
- b. Ulteig project schedule assumes a two-week client review period on all deliverables
- c. Specific client reviews will include Issued for Approval (IFA) of the following:
 - a. Electrical one-line and General Arrangement plan Constructability Review
 - b. Physical drawing group
 - c. Protection and Control AC & DC schematics
 - d. Panel and switchgear front elevations diagrams
 - e. Panel and switchgear wiring diagrams
- d. Drawing list will be updated to include TIFF images based on RPU's Microsoft Access drawing list file
- e. Filing or procurement of any permit applications will be done by others
- f. Procurement of any geotechnical services and reports will be done by others
- g. Procurement of any materials will be done by others
- h. Delays caused by others due to lack of detailed information, lack of easement information, untimely review durations, delay or lack of permits etc., and scope modifications will result in a schedule and/or cost change order
- i. On-site project management or supervision will be done by others
- j. 30 minute weekly conference calls (up to 20) with 2 engineers are included in the proposal and estimate

Summary of Professional Fees

Upon award of the project a milestone schedule will be developed by Ulteig that shows planned due dates for major deliverable packages. Invoicing will be monthly based on project progress. Our lump sum fee is based on engineering services with an anticipated energization date of 4/31/2018.

The professional fee for our service is based on lump sum pricing as follows:

Cascade Creek Substation Transformer Replacement: \$140,500.00 (Fee includes \$4,935.00 for a site visit)

Note: This fee is valid for 60 days.

Thank you for the opportunity to present this proposal. If you have any questions, please contact me at 701-280-8312 or by email at Jacob.Lien@Ulteig.com.

Sincerely,



Rene Philippot
Project Manager



Jeff Heinemann
Technical Director - Substation

Attachment: 17 01269_Cascade Creek Transformer Replacement Proposal 2017-07-19 (7641 : Cascade Creek Substation Transformer T2



RESOLUTION

BE IT RESOLVED by the Public Utility Board of the City of Rochester, Minnesota, to approve a proposal with Ulteig Engineers Inc. (UEI) for engineering and design services for:

Cascade Creek Substation Transformer T2 Replacement

The amount of the contract agreement to be ONE HUNDRED FORTY THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$140,500.00) and authorize staff to manage project change orders using the existing approval structure and authorization levels.

Passed by the Public Utility Board of the City of Rochester, Minnesota, this 25TH day of July, 2017.

President

Secretary

FOR BOARD ACTION

Agenda Item # (ID # 7639)

Meeting Date: 7/25/2017

SUBJECT: Electric Cost of Service Presentation

PREPARED BY: Mark Kotschevar

ITEM DESCRIPTION:

Mark Beauchamp from Utility Financial Solutions,LLC will present the draft results of the electric utility cost of service study. This is an informational item only with no formal action requested. Mark will be seeking further direction and guidance from the Board as he uses the results of this study to prepare the next phase of individual rate designs.

UTILITY BOARD ACTION REQUESTED:

None, Informational only

FOR BOARD ACTION

Agenda Item # (ID # 7626)

Meeting Date: 7/25/2017

SUBJECT: Customer Service Center Building Expansion and Renovation Project Update

PREPARED BY: Patricia Bremer

ITEM DESCRIPTION:

Facilities staff have been working with a team of outside design consultants to design a major building expansion and renovation to the RPU Customer Service Center building. The main goal of this project is to create additional space to better meet the needs of RPU staff and equipment storage for the next 10-20 years.

In preparation for seeking Board approval of construction bids in November staff will provide an informational update on the progress of the project to date.

UTILITY BOARD ACTION REQUESTED:

None. Informational only.

FOR BOARD ACTION

Agenda Item # (ID # 7643)

Meeting Date: 7/25/2017

SUBJECT: Division Reports and Metrics - July 2017

PREPARED BY: Mark Kotschevar

ITEM DESCRIPTION:

UTILITY BOARD ACTION REQUESTED:

ROCHESTER PUBLIC UTILITIES
BOARD POLICY STATEMENT

POLICY SUBJECT

Billing, Credit, and Collections

POLICY OBJECTIVE

To protect the rights of all our customers, the following policies have been established for the billing, credit and collection of reliable electric and water services provided by Rochester Public Utilities (RPU), as well as any billings on behalf of the City or any other City departments.

BILLING

Monthly bills are issued for the following utility services; electric, water, and/or any billings on behalf of the City or other City Departments. Each utility meter is read on or near the same day each month so that approximately 28-30 days of usage is recorded. Bills are created, on average, within four (4) working days of the meter being read. The date the bill is created is known as the Billing Date. Customers have the option of receiving their bill via the US Postal service or electronically.

All utility charges for the services RPU provides are calculated in accordance with the *Rate Schedule* approved by the RPU Board of Directors and Rochester City Council. All utility charges for the services Rochester Public Works provides are calculated in accordance with City Ordinances that have been approved by the Rochester City Council. Additional charges such as the Disconnection or Meter Tampering fees are included in the *Miscellaneous Fees Schedule*.

FINAL BILL

It is the Customer's responsibility to notify RPU at least three business days prior to the date of final service. A forwarding address must be provided. On the first business day or after the date specified by the Customer, a reading will be made and a final bill will be calculated.

MISCELLANEOUS BILL

A Miscellaneous billing may include charges for materials, vendor-provided services, RPU labor and equipment, and related overhead charges for service work, customer contributions in aid of capital construction, and/or the costs to repair damage to utility property. Miscellaneous charges will be added to a Customer's active utility account and will follow the same collection procedures as a monthly utility bill. An account will be created for those Customers without a utility account and will fall under the same collection procedures.

CREDIT AND COLLECTIONS

PAYMENT TERMS

All billing statements will have a Due Date for payment approximately three weeks after the Billing Date. RPU allocates standard payments over all unpaid charges, paying the oldest charges first, and then in order of service; Water, Electric, Waste Water, Storm Water, Service Assured and any other miscellaneous fees. Assistance payments from third parties will be applied per the agreement with the third-party assistance provider.

*LATE PAYMENT FEE***

All billing statements are due and payable on or before the Due Date. Bills not paid by the Due Date are subject to a late payment fee equal to ten percent (10%) or \$10, whichever is greater, of the current month's billing amount and shall be added to the Customer's outstanding account balance. If the current month's billing amount is \$20 or less, a late payment fee will not be added. In the event of a billing error, late payment fees will be removed from the account as determined by RPU staff.

PAYMENT OPTIONS

Budget Payment Plan

RPU offers a voluntary ***Budget Payment Plan*** as a convenience for qualifying Residential and Small General Service Customers. The Customer must have at least 12 months of utility bills at the service address and their account must be paid in full before signing up for this program. Upon annual reconciliation, credit balances or arrearage may be rolled over into the averaging amount for the upcoming year at the discretion of RPU staff.

If the Customer becomes delinquent on the ***Budget Payment Plan***, the account will automatically be removed from the ***Budget Payment Plan*** and returned to a regular payment status.** Delinquencies may result in further collection action, if the account is not brought current.

The ***Budget Payment Plan*** is a pre-arranged payment schedule and therefore no other payment arrangements are available. Customers disconnected for non-payment are not eligible for the ***Budget Payment Plan***. Customers can become eligible to participate in the ***Budget Payment Plan*** program again after achieving an acceptable credit history as defined below.

Automatic Bill Payments

RPU will accept ***Automatic Bill Payments*** made directly from withdrawals from a Customer's checking or savings account or from a credit/debit card. These payments are withdrawn on the bill Due Date. The customer must fill out an *Authorization for Automatic Payment* form supplied by RPU Customer Relations staff or online at www.rpu.org. The Customer will receive their monthly utility billing statement showing the payment amount to be withdrawn. The Customer may contact RPU's Customer Relations staff before the amount is withdrawn, if they do not agree with the billing or have questions.

If a Customer's payment is returned for insufficient funds or declined two times within 12 consecutive months, the Customer may be removed from the *Automatic Bill Payments* program. All conditions in the *RETURNED PAYMENTS* section will apply.

Payments on Disputed Amounts

Payments for disputed bills must be sent to or made at the RPU Service Center at 4000 East River Rd NE, Rochester, MN 55906. Payments received through the standard PO Box address that appears on the remittance stub may be returned to the Customer if payments and account balances per the remittance stub(s) do not match.

DEPOSITS

All Residential and Commercial Customers are required to pay a Deposit when initiating a new electric and/or water service(s) account. The Deposit requirement for Customers will only be waived, if;

- 1) the Customer's credit rating meets the established criteria or;
- 2) the Customer has an existing account with an acceptable credit history as defined below, or;
- 3) the Commercial Customer provides a guarantee. A non-revocable letter of credit can be provided if it is for 36 months and equal to the deposit amount.

The customer must provide and authorize the use of their full and legitimate identity information, including a Social Security Number for an individual, proprietorship, or partnership; or a Federal Employer Identification Number for all persons or entities applying for or guaranteeing payment, to facilitate a credit check. If the customer is unable or unwilling to provide this information, a deposit in accordance with this deposit policy will be required.

The Deposit will be calculated using the two highest month's bills from the previous 12 months at the service address if this is representative of the anticipated future use.** If the service has been vacant, usage from previous years may be used to calculate the Deposit amount. If a prior history is not available for the service, a Deposit will be based on anticipated use or use of a like type of Customer.

The Deposit payment is due before the service connection date.** Refusal or failure by a Customer to satisfy the Deposit requirement(s) will result in discontinuance of service until such time as the Deposit has been paid. When payment is received for the Deposit, a communication will be delivered to the Customer specifying the conditions of when the Deposit will be refunded.

Deposit requirements for previous or existing Customers;

- 1) if a Customer has a previous balance written off as uncollectible and requests new service, the uncollected amount and the Deposit is due before service is connected.
- 2) if a previous Customer, with no service currently, requests new service and they have two or more delinquent payments from their previous service within the most recent 24** months of account history for a Residential Customer or the most recent 36** months of account history for a Commercial Customer, a Deposit is due before service is connected.

- 3) if a person is transferring service from one place to another and a Deposit is required because of past payment history, the Deposit payment is due before the service connection date.

ACCEPTABLE CREDIT HISTORY

An acceptable credit history is defined as meeting all of the requirements defined below within the past 24** months of account history for a Residential account and within the past 36** months of account history for all other accounts:

- No non-pay disconnections
- No more than 1 delinquent notices
- No more than 1 late payments
- No returned checks or declined electronic payments because of insufficient funds or closed accounts
- No delinquent outstanding balance(s) from a prior account
- No bankruptcies within 7 years
- No uncollectible balances outstanding
- No unpaid miscellaneous billings

BANKRUPTCY

Customers who file for bankruptcy will be subject to the bankruptcy law, in effect, at the time of their filing. Customers filing for bankruptcy will be required to provide a Deposit in order to continue service.

INTEREST

Interest on the Deposit will be applied to the Customer's account as a credit on their monthly billing statement at least once each calendar year. The interest rate is calculated and published as provided in Minnesota Statutes, Section 325E.02.

TRANSFERS

Deposits are non-transferable from one applicant to another and are only payable to the original applicant.

REFUNDS

Residential Deposits will be applied as a credit to the Customer's account at the end of 24** consecutive months, if an acceptable credit history has been established.

Commercial Deposits will be applied as a credit to the Customer's account at the end of 36** consecutive months, if an acceptable credit history has been established.

For Customers without an active service, the Deposit and interest will be applied to their final bill. Remaining credit balances will be refunded within 45 days after the termination of service.

RETURNED PAYMENTS

Payments by check or ACH that are returned for non-sufficient funds (NSF), account closed or credit/debits that are declined, may result in the Customer's account becoming delinquent. The

Customer's account will be assessed a return fee, as established by the *Miscellaneous Fees Schedule*, and *Late Payment Fee*, if applicable.

The account will immediately be subject to the *Disconnection Procedure*. If the Customer has already been notified of a pending disconnection and their payment is returned by their bank, service will be disconnected without further notice.

A Customer with more than two (2) of any combination of the following: NSF or account closed checks, declined ACH payments, or declined credit/debit card payments; within a twelve (12) month period, will be required to make future payments in cash, money order, cashier's check, wire transfer or credit card until achieving an acceptable credit history as defined above.

OVERPAYMENT & UNDERPAYMENT

In the event a Customer overpays their utility bill, and is not delinquent, the overpaid amount will remain on the account and be applied to the next bill. Overpayments caused by payments made via check or ACH may be subject to a waiting period before a refund is issued to ensure funds clear the Customer's bank.

For overpayments and underpayments as a result of a billing error, refer to *Adjustment of Electric and Water Bills Policy*.

Partial payments, although accepted, will not prevent disconnection of utility service(s) unless other payment arrangements are made with RPU staff.

DELINQUENT ACCOUNTS AND DISCONNECTION OF SERVICE

PAST DUE ACCOUNTS

Unpaid accounts shall be considered past due on the first calendar day following the Due Date.

COLLECTION OF PAST DUE ACCOUNTS

When all administrative efforts at collecting a past due account have been exhausted, alternative collection methods may be used, including but not limited to legal action, utilizing collection agencies, and/or submitting a claim to the Local, State or Federal Revenue Recapture Programs.

RPU also reserves the right to assess delinquent electric, water, and/or any billings on behalf of the City or other City Department charges incurred by the property owner, against the property, with Olmsted County through approved legal process for assessment, according to all state and local laws.

DISCONNECTION OF SERVICE

RPU shall attempt to collect delinquent accounts promptly. Where satisfactory arrangements for payment have not been made, and after notification requirements have been complied with, utility services will be disconnected.

Emergency Situations

Where it is necessary that the utility service be temporarily disconnected or connected to protect health, life or property, RPU will, at its discretion, take such action without charge or notice to the Customer.

COLD WEATHER RULE

From October 15 to April 15, RPU acknowledges and complies with the State of Minnesota Cold Weather Rule for Municipal Utilities under Minnesota Statutes, Section 216B.097.

DECEASED CUSTOMER

Upon death of a Customer, the service will be removed from that person's name as quickly as possible. As soon as the death of a Customer is known, RPU will send the family a letter giving them a thirty (30) day notice that the name needs to be changed on the account. In the event that service is not transferred within thirty (30) days, RPU reserves the right to discontinue service and apply the Deposit (if applicable) to all outstanding balances owed to RPU in the name of the deceased individual's account.

DISPUTES AND APPEAL*DISPUTED PROCESS*

The Customer may dispute a bill that they feel is in error by calling or writing to RPU. We will investigate all disputes. We will not disconnect a service for non-payment of a disputed bill provided: (1) the Customer notifies us before the bill is delinquent and (2) the Customer pays all other undisputed charges when due.

APPEAL PROCESS

When a Customer is dissatisfied with action taken on his or her dispute, he or she has the right to appeal. A detailed written notice of the issue must be received by RPU within 30 days of the initial dispute. The appeal will be reviewed by RPU management to decide whether or not RPU policies and procedures have been administered properly on the Customer's behalf. Management will respond to the Customer with their findings and any further course of action, if needed.

METER TAMPERING*TAMPERING/THEFT*

RPU follows Minnesota Statutes, Sections 325E.026 and 609.52 with regards to the unauthorized use of Utility meters and theft of service.

All connections to RPU's service equipment shall be made by RPU or RPU authorized personnel only. Unauthorized connections to or tampering with any RPU meter, associated equipment or meter seals, or indications or evidence thereof subjects the Customer to immediate discontinuance of service, prosecution under the laws of Minnesota, adjustment of prior bills for services rendered, and reimbursement to RPU for all legal and other expenses incurred on the account.

** Effective when the new Customer and Billing system implementation is complete.

EFFECTIVE DATE OF POLICY: July 24, 1990

DATE OF POLICY REVISION: July 25, 2017

POLICY APPROVAL:

Board President

Date

DRAFT



RESOLUTION

BE IT RESOLVED by the Public Utility Board of the City of Rochester, Minnesota, to approve the

Billing, Credit and Collections Policy

Passed by the Public Utility Board of the City of Rochester, Minnesota, this 25th day of July, 2017.

President

Secretary

FOR BOARD ACTION

Agenda Item # (ID # 7632)

Meeting Date: 7/25/2017

SUBJECT: Rates Policy Approval

PREPARED BY: Bryan Blom

ITEM DESCRIPTION:

At the June 27, 2017 Board Meeting, the revised Rates Policy was introduced as an informational item. The proposed policy replaces the last version created in 1997. The policy has been changed to bring it in line with the Utility Basis of rate-making principles under the direction of the Rochester Home Rule Charter. The Utility Basis is an industry wide accepted practice used by most investor owned utilities and takes into account depreciation of existing assets and the inflation component of asset replacement, to provide financial stability and consistent rate adjustments. Other revisions to the policy include the addition of a cost of service study to be conducted every three years, which will be used as a basis for determining rates and charges to customers, and the addition of the RPU website as a means of public notice for schedules, rates and charges.

The revisions align the policy with the utility's current practices.

UTILITY BOARD ACTION REQUESTED:

Staff request that the Board approve the Rates Policy.

ROCHESTER PUBLIC UTILITIES BOARD

POLICY STATEMENT

POLICY SUBJECT: RATES

POLICY OBJECTIVE:

The Board's objective is to recover, through the application of rates and charges for utility services, revenues which are sufficient to meet the financial obligations of each independent ~~utility~~-Utility enterprise. Further, the Board intends to apply rates and charges which are equitable and financially sustainable among customers or classes of customers based on ~~generally accepted industry~~the Utility Basis of rate-making principles.

The Utility Basis of rate-making is designed to provide financial sustainability and stability by aligning variable and fixed costs with the variable and fixed revenues while generating sufficient revenues to fund operations, debt service, working capital, contingency reserves and the replacement of long term assets.

POLICY STATEMENT:

1. Rates and charges for utility services will be sufficient to produce that portion of total funding requirements which is to be provided by revenues from such rates and charges based on a periodic cost of service study. A cost of service study will be conducted at least every three years. The amount of revenue to be provided from rates and charges will be established in accordance with the Board's ~~financing policy statement and~~ approved budget and financing plan.
2. Revenues derived from rates and charges for utility services will be applied only to the respective utility enterprise fund from which the cost of providing such service is paid.
3. Rates and charges will be based upon generally accepted industry principles (Utility Basis) to reflect an equitable distribution of costs to customers. No "free" service will be provided, including service to the municipality.
4. Within the limitations imposed by the application of generally accepted industry principles, rates and charges will be designed to encourage the end use of services in a way which will reduce the total cost of providing those services and promote financial sustainability.
5. All rates and charges for service will be set forth in writing on a schedule or tariff sheet which specifies, where applicable, the type of service, its availability,

conditions of delivery, and terms of payment.

6. Applicable schedules of rates and charges will be ~~distributed annually to each customer receiving service, and to all new customers. Schedules will be~~ available on the RPU web site or; upon request, during regular business hours at the RPU ~~offices~~Service Center.
7. All proposed ~~new~~ rate schedules will be published on the RPU web site ~~or~~and in the newspaper of record ~~at least 30 days~~ within five (5) business days after the Board authorizes publication of the proposed rates with notice that the Board invites public comment at the upcoming meeting scheduled for before the date of the Board's formal consideration of such rates. The publication will specify the intended meeting dates, times, and locations at which the Board and Common Council will formally consider the rates for adoption.
8. ~~Unless otherwise requested by the customer, e~~Each service account will be assigned to ~~the an~~ applicable rate classification available to their customer class which is expected to result in the lowest cost to the customer.

RESPONSIBILITIES:

1. The adequacy of rates and charges to produce the level of revenues established by the Board will be reviewed by the General Manager and discussed with the Board. The review will normally be conducted concurrent with review of the annual budget; however, the General Manager will monitor conditions and alert the Board at any time that the rates do not produce the anticipated level of revenues.
2. At the Board's direction, the General Manager will prepare rate studies and present the results of such studies to the Board. The General Manager is directed to develop rate design expertise on the RPU staff. With the concurrence of the Board, the General Manager is authorized to retain outside consulting assistance when required or desirable.
3. The Board, following review of pertinent studies and other information will establish rates and charges for service. With the concurrence of the Common Council, the Board will direct the General Manager to implement such rates and charges as of the approved effective date.
4. The General Manager will prepare and implement those management policies and procedures which are needed to carry out the administrative provisions of this policy statement.

- 5. The General Manager will keep the Board informed of significant developments on the subject of rates and will recommend changes in rate policy, design, and application which may be in the best interests of the RPU and its customers.

RELEVANT LEGAL AUTHORITY:

Rochester Home Rule Charter Sections: 15.05, Subd. 3.The Board shall, with the concurrence of the common council, fix the rates to be charged for the availability and use of the public utility commodities and services under its jurisdiction. Rates shall be reasonable and compensatory so as to cover all of the costs of the respective public utility -and shall be uniform for all consumers within the same class, but different rates may be established for different classifications by the board. Rates within the city corporate limits may be less but shall be no greater than rates for the same classification outside the city limits.

EFFECTIVE DATE OF POLICY: April 10, 1984

DATE OF POLICY REVISION: ~~February 11, 1997~~ July 25, 2017

POLICY APPROVAL:

Board President

Date

Attachment: Rates Policy 2017 Draft Redline (7632 : Rates Policy Approval)

ROCHESTER PUBLIC UTILITIES BOARD

POLICY STATEMENT

POLICY SUBJECT: RATES

POLICY OBJECTIVE:

The Board's objective is to recover, through the application of rates and charges for utility services, revenues which are sufficient to meet the financial obligations of each independent Utility enterprise. Further, the Board intends to apply rates and charges which are equitable and financially sustainable among customers or classes of customers based on the Utility Basis of rate-making principles.

The Utility Basis of rate-making is designed to provide financial sustainability and stability by aligning variable and fixed costs with the variable and fixed revenues while generating sufficient revenues to fund operations, debt service, working capital, contingency reserves and the replacement of long term assets.

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4. Within the limitations imposed by the application of generally accepted industry principles, rates and charges will be designed to encourage the end use of services in a way which will reduce the total cost of providing those services and promote financial sustainability.
5. All rates and charges for service will be set forth in writing on a schedule or tariff sheet which specifies, where applicable, the type of service, its availability,

conditions of delivery, and terms of payment.

6. Applicable schedules of rates and charges will be available on the RPU web site or upon request, during regular business hours at the RPU Service Center.
7. All proposed rate schedules will be published on the RPU web site and in the newspaper of record within five (5) business days after the Board authorizes publication of the proposed rates with notice that the Board invites public comment at the upcoming meeting scheduled for the Board's formal consideration of such rates. The publication will specify the intended meeting dates, times, and locations at which the Board and Common Council will formally consider the rates for adoption.
8. Each service account will be assigned to an applicable rate classification available to their customer class which is expected to result in the lowest cost to the customer.

RESPONSIBILITIES:

1. The adequacy of rates and charges to produce the level of revenues established by the Board will be reviewed by the General Manager and discussed with the Board. The review will normally be conducted concurrent with review of the annual budget; however, the General Manager will monitor conditions and alert the Board at any time that the rates do not produce the anticipated level of revenues.
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3. The Board, following review of pertinent studies and other information will establish rates and charges for service. With the concurrence of the Common Council, the Board will direct the General Manager to implement such rates and charges as of the approved effective date.
4. The General Manager will prepare and implement those management policies and procedures which are needed to carry out the administrative provisions of this policy statement.
5. The General Manager will keep the Board informed of significant developments on the subject of rates and will recommend changes in rate policy, design, and application which may be in the best interests of the

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EFFECTIVE DATE OF POLICY: April 10, 1984

DATE OF POLICY REVISION: July 25, 2017

POLICY APPROVAL:

Board President

Date

Attachment: Rates Policy 2017 Draft (7632 : Rates Policy Approval)



RESOLUTION

BE IT RESOLVED by the Public Utility Board of the City of Rochester, Minnesota, to approve the

Rates Policy

Passed by the Public Utility Board of the City of Rochester, Minnesota, this 25th day of July, 2017.

President

Secretary