



## **SOUTHEAST ALASKA POWER AGENCY**

### **Special Board Meeting AGENDA**

SEAPA Offices | Ketchikan, Alaska

**Tuesday, September 23, 2014 | 10:00 a.m. AKDT**

**For Telephonic Participation: Dial 1-800-315-6338 (Access Code: 73272#)**

1. Call to Order
  - A. Roll call
  
2. Approval of the Agenda
  
3. New Business
  - A. Consideration and approval of award of contract to Morris Kepler Consulting, LLC
  - B. Executive Session
  
4. Adjourn

# SOUTHEAST ALASKA POWER AGENCY

**DATE:** September 18, 2014  
**TO:** SEAPA Board of Directors  
**FROM:** Trey Acteson, CEO  
**SUBJECT:** Swan Lake Reservoir Expansion Project | ¼ Scale, Three-Bay Model

Staff met with our Federal Energy Regulatory Commission (FERC) Board of Consultants (BOC) on September 8 & 9, 2014 in Portland, Oregon regarding the Swan Lake Reservoir Expansion Project. During that recent meeting, the BOC directed that a scaled physical model of an emergency spillway section that utilizes a flashboard fuse system be developed for the project. Staff advised FERC that at the BOC's directive, SEAPA would proceed with a ¼ scale modeling effort for an auto-mechanical mechanism. The mechanism must be tested in a lab with a flume, which generally takes up to a year to schedule. We have been apprised of a very small window of time available during the first two weeks of November at the University of Idaho's Ecohydraulics Lab in Boise, Idaho to secure their flume to conduct testing of the model. We need to have the model constructed in time to conduct the test when they advise their flume is available for the testing. Failure to meet the test window at the University of Idaho will delay the design approval process and negatively impact the Project schedule.

Morris Kepler Consulting, LLC is available in the Boise area and qualified to build the required model to meet the deadline. Mr. Kepler is familiar with the Swan Lake project and can build the model for the not-to-exceed value of \$42,500. SEAPA's procurement policy mandates three oral quotations be provided for contracts between \$25,000 and \$50,000. Given the short window of time since the BOC's directive to develop the model and secure lab time for testing, it is in the Agency's best interest that a contract to build the model be given to a vendor already qualified and familiar with the project, who is located near the testing site, and can meet the project deadline. Section 7.6 of SEAPA's procurement policy provides that contracts may be awarded without soliciting quotations when the contractual services are required on an emergency basis provided that the board be notified in writing as soon as reasonably practicable.

I recommend a contract be awarded to Morris Kepler Consulting, LLC for the project. The following is a suggested motion:

SUGGESTED MOTION
<b>I move to authorize staff to enter into a contract with Morris Kepler Consulting, LLC for the not-to-exceed value of \$42,500 for the tasks required to construct a ¼ scale, three-bay model of an automatic-mechanical mechanism for SEAPA's Swan Lake Reservoir Expansion Project.</b>

**MEMORANDUM  
ATTORNEY-CLIENT COMMUNICATIONS**

TO: Bob Sivertsen, Chair  
Southeast Alaska Power Agency

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

DATE: September 18, 2014

RE: Suggested Motion for Executive Session Re Annual Evaluation of  
SEAPA's Chief Executive Officer

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To the extent that the Board of Directors seeks to conduct further discussions relating to an annual evaluation of SEAPA's Chief Executive Officer in Executive Session, I recommend the following motion be made:

I move to recess into Executive Session to conduct further discussions relating to an annual evaluation of SEAPA's Chief Executive Officer. The Executive Session will be conducted pursuant to SEAPA's Bylaws which are consistent with Alaska Statute 44.62.310 as the discussions may include a person or subject that may tend to prejudice the reputation or character of a person.