



REGULAR MEETING OF THE BOARD OF DIRECTORS
AGENDA
CASCADE WATER ALLIANCE
Held at Cascade's Office and Via Zoom
October 22, 2025
3:30 PM

	<u>Page</u>
1. CALL TO ORDER	
2. ROLL CALL	
3. PUBLIC COMMENT	
4. EXECUTIVE SESSION	
5. APPROVAL OF AGENDA	
6. CHIEF EXECUTIVE OFFICER'S REPORT	<u>3</u>
7. CONSENT ITEMS	
a. Board Meeting Minutes for September 24, 2025.	<u>18</u>
b. Motion to authorize the Chief Executive Officer to amend the current contract with Vanir Construction Management, Inc. and increase maximum compensation by \$150,000, from \$640,000 to \$790,000.	<u>22</u>
8. OTHER ACTION ITEMS	
a. Motion to authorize the Chief Executive Officer to execute a contract with Stantec Consulting Services, Inc. (Stantec) to provide Program and Engineering Support services for the Cascade Supply Program, with an initial contract maximum not to exceed \$1,000,000.	<u>25</u>
b. Motion to direct staff to prepare an adaptive program oversight structure for the Cascade Supply Program which shall be drafted and presented for consideration to the Board no later than June 30, 2026.	<u>25</u>
9. STAFF PRESENTATIONS	
10. COMMITTEE REPORTS	
a. Executive Committee – <i>no meeting held.</i>	

- b. Finance and Management Committee – *October 21, 2025* (Meeting recap to be included in next month's packet).
- c. Public Affairs Committee – *October 22, 2025* (Meeting recap to be included in next month's packet).
- d. Resource Management Committee – *October 16, 2025.*

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11. NEW BUSINESS

12. NEXT REGULAR MEETING – *November 19, 2025 – Cascade's Office or Via Zoom – 3:30 p.m.*

13. ADJOURN

NOTE: AS ALLOWED BY STATE LAW, THE BOARD OF DIRECTORS MAY ADD AND TAKE ACTION ON ITEMS NOT LISTED ON THE AGENDA.



MEMORANDUM

DATE: October 22, 2025

TO: Penny Sweet, Chair
Board of Directors

FROM: Melina Thung, Interim Chief Executive Officer

SUBJECT: Chief Executive Officer's Report

Administration, Finance, and Economics

- Cascade has hired an Operations Director to succeed Joe Mickelson, who announced he will be retiring in early 2026. John Holmes will be joining Cascade starting October 27 and will have a few months of overlap with Joe. John is currently the Utilities Operations & Maintenance Director at Seattle Public Utilities (SPU), leading a staff of 80 employees including electrical, mechanical, machinists, SCADA administration and field technicians, and engineering support. Prior to this role, John served as SPU's Drainage & Wastewater System Maintenance Director and prior to that, Fleets & Inventory Services Director. He also served as Interim Finance Director and Interim Drainage & Wastewater Deputy Director.
- The Office of the Washington State Auditor (SAO) continued their work on Cascade's 2024 Accountability audit in October, with a review of the financial statement audit report. The SAO will present the results of the audit later this year.
- Cascade's wellness program participated in the Association of Washington Cities' (AWC) Harvest Hustle challenge campaign this October, encouraging employees to increase their steps and providing them with wellness information. The Campaign is part of the wellness committee's ongoing pursuit to meet the AWC's Employee Benefits Trust WellCity Award standard requirements necessary to win the WellCity Award next year.
- Cascade purchases health insurance through the AWC. Cascade had budgeted an 8% increase. In October, the AWC announced their 2026 rate increases of 8.7%.
- Regional Capital Facilities Charges (RCFCs) through the first three quarters of the year are still off track to meet the 2025 budget expectations. There have been 628.5 net CERUs reported with one member report not yet received.
- Cascade met with its information technology (IT) consultant, TeamLogicIT, in October to discuss planned 2026 IT infrastructure improvements and work scheduled for Q4 2025.
- Clark Nuber, Cascade's outside auditing firm, will conduct a review of the third quarter of Cascade's 2025 financial transactions in November. The results of the review will be reported to the Finance and Management Committee.

Capital Projects and Operations

- Phase 3 of the Mud Mountain Dam Fish Passage Project is progressing well. The contractor is working on completion of the access road and installation of roadway drainage.

Additionally, the contractor is installing radial gates for Cascade's intake structure and placing concrete for the sluiceway wall. Project completion is estimated to be during the first quarter of 2026.

- White River – Lake Tapps Reservoir (WRLTR) update:
 - The Lake Tapps Reservoir level was 541.1 feet as of October 13. Cascade met the stated goal of normal full pool elevation of 541.5 feet through September 30 and plans to initiate winter drawdown activities on November 1 to lower the reservoir to 539 feet.
 - Veolia and Cascade staff completed a flow outage from September 3 – 5 in support of the Phase 3 construction project. The flowline from the point of diversion to the White River Lake Tapps Reservoir remains drained.
- Contract Operations and Maintenance Contract:
 - Cascade's current contract with Veolia for Operation and Maintenance of the WRLT project expires on December 31, 2026. Cascade staff provided an update to the Resource Management Committee on status and next steps on October 16 and anticipates requesting authorization from the Board to issue a Request for Proposals for the 2027 Operations and Maintenance Contract Services at the November Board meeting.

Cascade Supply Program

- The program has completed the consultant selection process for the Program and Engineering Support (PES) contract. At the October Board meeting, staff will present additional information on the consultant contract and request authorization for the CEO to sign the contract and for funds to begin initial work.
- Tacoma will be performing maintenance on their McMillin Reservoir this fall and will be draining a 33-million gallon tank. Tacoma is extending an invitation to the CSP team to enter the tank. If any Board members are interested in joining the tour, please let Brian know.
- The first phase of the Water Quality Blending Study is nearly complete. Cascade and its consultant, Confluence Engineering Group, have delivered preliminary results to Seattle Public Utilities, Tacoma Water, member staff, and the Resource Management Committee. The overall findings of this desktop study show that for 25 of the 28 risk factors identified, blending in Tacoma water would have no impact or would improve water quality. A summary memo is attached. The draft report will be shared with Seattle and Tacoma prior to being finalized.

Water Efficiency

- Cascade is running an online contest through October 23 to promote the Turf Out program. The winner will receive a free personalized yard consultation with Jessi Bloom.
- Tilth Alliance hosted an event at the Marymoor Community Gardens in Redmond, where they conditioned the soil and harvested food for the food bank.
- Staff from Cascade and the U.S. Environmental Protection Agency gave a presentation about the zHome project in Issaquah and the 10-year follow-up survey results at the AWWA WaterSmart Innovations conference on October 8. The presentation was well received and generated a lot of interest in WaterSense Home Certifications from attendees.

- Cascade connected with 1,005 people at Issaquah Salmon Days on October 4 and 5.



Marymoor Community Gardens



Issaquah Salmon Days

Intergovernmental and Communications

- The documentation to transfer the interests in two Snoqualmie Aquifer Project water right applications from East King County Regional Water Association (EKCRWA) to Sammamish Plateau Water (SPW) and from SPW to Cascade was finalized and submitted to the Department of Ecology on September 24. The Department of Ecology approved the assignments on October 8. The assignment of a well site easement held by EKCRWA to SPW and then to Cascade is also complete.
- King County is convening a wholesale utility rate summit on November 14, with participation from King County Wastewater & Solid Waste, Seattle Public Utilities, Seattle City Light, Cascade, and Puget Sound Energy. The purpose is to bring together elected officials and other interested parties to acknowledge the urgency of utility rate increases in the region and to collaborate at a regional level with the goal of better understanding current regional rates and what drives them. Cascade staff will be presenting at the summit, and member elected officials and staff have been invited to participate.

Attachments

1. Budget to Actual Expenditure Report through September 30, 2025.
2. Statement of Revenues and Expenditures through September 30, 2025.
3. Statement of Net Position as of September 30, 2025.
4. Contract Status Summary.
5. Monthly Warrants Listing.
6. Monthly Treasurer's Report as of September 30, 2025.
7. Summary Memorandum on the Tacoma Water Compatibility Evaluation.

Cascade Water Alliance
Budget to Actual Expenditure Report
January 1- September 30, 2025
75% of the year completed

Attachment 1

Administration		Budget		Actual	Balance	% Expended
Salaries	\$	1,614,035	\$	1,452,931	161,103	90.0%
Benefits		419,195		372,130	47,066	88.8%
Wellness program		1,000		0	1,000	0.0%
Prof. Fee (Technical)		195,000		161,744	33,256	82.9%
Prof. Fee (Legal)		855,000		526,170	328,830	61.5%
Prof. Fee (Audit)		104,000		88,932	15,068	85.5%
Prof. Fee (Other)		55,000		7,486	47,514	13.6%
Seismic Resiliency		250,000		0	250,000	0.0%
Meetings Expense		12,000		9,957	2,043	83.0%
Telephone/Internet		45,000		38,433	6,567	85.4%
Office Rent		403,478		347,108	56,370	86.0%
Office Supplies Admin.		15,000		12,178	2,822	81.2%
Equip. and Furniture		22,000		20,271	1,729	92.1%
Bank Fees		500		189	311	37.7%
Dues & Subscriptions		25,000		24,153	847	96.6%
Taxes/Licenses		15,000		8,815	6,185	58.8%
Travel		10,000		9,219	781	92.2%
Professional Dev.		10,000		8,061	1,939	80.6%
Computer Equipment		18,000		17,425	575	96.8%
Software Licenses		70,000		40,374	29,626	57.7%
Postage & Delivery		1,000		716	284	71.6%
Printing & Repro.		3,000		2,375	625	79.2%
Insurance		228,908		140,583	88,324	61.4%
Contingency		289,000		0	289,000	0.0%
Total	\$	4,661,116	\$	3,289,250	\$ 1,371,866	70.6%

Debt Service		Budget		Actual	Balance	% Expended
Bond Debt Service	\$	9,225,591		9,223,091	2,500	100.0%
Total	\$	9,225,591	\$	9,223,091	\$ 2,500	100.0%

Conservation		Budget		Actual	Balance	% Expended
Salaries	\$	158,149	\$	132,546	\$ 25,603	83.8%
Benefits		42,238		27,676	14,562	65.5%
Prof. Fee (Technical)		25,000		22,188	2,813	88.8%
Prof. Fee (Legal)		1,000		0	1,000	0.0%
Dues & Subscriptions		5,500		709	4,791	12.9%
Rebate Reimb. Com.		115,000		80,083	34,917	69.6%
Irrigation Audit		15,000		5,603	9,397	37.4%
Turf Removal Rebates		50,000		0	50,000	0.0%
Comm. and Public I		375,000		371,202	3,798	99.0%
Misc. Serv. and Sup.		38,000		28,301	9,699	74.5%
Total	\$	824,887	\$	668,308	\$ 156,579	81.0%

Com. and Intergovern		Budget		Actual	Balance	% Expended
Salaries	\$	124,465	\$	123,395	\$ 1,070	99.1%
Benefits	\$	37,839		32,771	5,068	86.6%
Special Events		10,000		0	10,000	0.0%
Prof. Fee (Other)		165,000		122,170	42,830	74.0%
Sponsorships		30,000		18,250	11,750	60.8%
Comm. and Public I		280,000		97,268	182,732	34.7%
Total	\$	647,303	\$	393,854	\$ 253,449	60.8%

Cascade Water Alliance
Budget to Actual Expenditure Report
January 1- September 30, 2025
75% of the year completed

Operations-General		Budget		Actual		Balance	% Expended
Wholesale Water	\$	24,584,741	\$	19,890,718	\$	4,694,023	80.9%
Salaries		74,578		18,729		55,849	25.1%
Benefits		15,998		4,556		11,441	28.5%
BIP O&M		75,000		68,603		6,397	91.5%
Pipeline Prop. O&M		85,000		518		84,482	0.6%
PWTF Loan Debt		39,671		39,671		(0)	100.0%
Total	\$	24,874,987	\$	20,022,795	\$	4,852,192	80.5%

Operations-Lake Tapps		Budget		Actual		Balance	% Expended
Salaries	\$	598,952	\$	391,862	\$	207,090	65.4%
Benefits		116,190		96,440		19,749	83.0%
Prof. Fee (Technical)		785,750		591,993		193,757	75.3%
Prof. Fee (Other)		56,000		0		56,000	0.0%
Meetings Expense		3,500		0		3,500	0.0%
Telephone/Internet		6,000		5,819		181	97.0%
Office Supplies		4,500		3,713		787	82.5%
Equipment & Furn.		50,000		36,563		13,437	73.1%
Taxes/Licenses		15,000		8,702		6,298	58.0%
Travel		6,500		6,227		273	95.8%
Professional Dev.		2,500		0		2,500	0.0%
Software Licenses		36,000		13,885		22,115	38.6%
Permitting Costs		9,000		8,271		729	91.9%
Misc. Serv. and Sup.		119,000		44,500		74,500	37.4%
LT Operator		2,904,178		1,800,085		1,104,093	62.0%
Unplanned O&M		100,000		2,809		97,191	2.8%
Misc. Facility Repairs		130,000		4,458		125,543	3.4%
USGS Joint Fund		400,000		145,810		254,190	36.5%
Outage		80,000		8,937		71,063	11.2%
Milfoil Control		210,000		177,192		32,808	84.4%
Vendor Services		105,000		43,253		61,747	41.2%
Water Quality		100,000		47,558		52,442	47.6%
Dike and Roads		80,000		11,831		68,169	14.8%
Total	\$	5,918,070	\$	3,449,907	\$	2,468,163	58.3%

Cascade Supply Program		Budget		Actual		Balance	% Expended
Salaries	\$	690,000		178,399		511,601	25.9%
CSP Consultants		2,175,000		0		2,175,000	0.0%
CSP Contingency		286,000		0		286,000	0.0%
Total CSP Budget	\$	3,151,000	\$	178,399	\$	2,972,601	5.7%

Total Operating Budget \$ 49,302,954 \$ 37,225,605 \$ 12,077,350 75.5%

Capital Projects (multi-yr bdgt not shown)		Budget		Actual		Balance	% Expended
Upper Conveyance	\$	2,350,000		2,176,314		173,686	92.6%
Lower Conveyance		500,000		0		500,000	0.0%
Equipment		75,000		0		75,000	0.0%
Facilities		100,000		0		100,000	0.0%
Bellevue-issaquah		800,000		0		800,000	0.0%
Tacoma Agreement		6,341,209		6,341,209		0	100.0%
Capital Risk		0		0		0	0.0%
IT Infrastructure		25,000		0		25,000	0.0%

Total CIP Budget \$ 10,191,209 \$ 8,517,523 \$ 1,673,686 83.6%

Total Overall Budget \$ 59,494,163 \$ 45,743,128 13,751,035 76.9%

Cascade Water Alliance
Statement of Revenues and Expenditures
From 1/1/2025 Through 9/30/2025

Attachment 2

Operating Revenue	
Water sales	\$ 34,066,800
Administrative dues	4,241,294
Conservation program	669,383
Total Operating Revenue	<u>38,977,477</u>
Operating Expenses	
Cost of water sold	19,890,718
Salaries and benefits	3,110,686
Professional services	1,531,432
Conservation program	84,621
Depreciation and amortization	2,153,869
Communication and public information	450,371
Office expenses	425,669
Operations	1,985,943
Bank charges	189
Rent	99,373
Maintenance	357,281
Dues and subscriptions	30,706
Miscellaneous	44,468
Total Operating Expenses	<u>30,165,326</u>
Operating Income	<u>8,812,151</u>
Non-Operating Revenue (Expenses)	
Interest income	1,610,664
Other income	58,061
Gain/Loss on the sale/re-characterization of an asset	(29,840,157)
Interest expense, net of amount capitalized	(2,796,988)
Total Non-Operating Revenue (Expenses)	<u>(30,968,420)</u>
Capital Contributions	
Regional Capital Facilities Charges	3,241,915
Increase in Net Assets	(18,914,355)
Net Assets, Beginning of Year	167,192,352

Cascade Water Alliance
Statement of Revenues and Expenditures
From 1/1/2025 Through 9/30/2025

Net Assets, End of Year	\$	148,277,997
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Cascade Water Alliance
Statement of Net Position
As of 9/30/2025

Attachment 3

Assets

Current Assets

Cash and cash equivalents	\$ 31,946,231
Accounts receivable	10,533,382
Prepaid expenses	135,593
Total Current Assets	<u>42,615,205</u>

Capital Assets

Equipment and furniture	2,404,761
Seattle water contract	22,267,611
Bellevue Issaquah pipeline	22,276,944
Tacoma water contract	88,143,665
Capital Leases	2,491,486
Less accumulated depreciation and amortization	(22,710,451)
Total Capital Assets	<u>114,874,016</u>

Projects in process and assets not yet in service

Lake Tapps	110,919,317
Tacoma Cascade pipeline	26,539,385
Total Projects in process and assets not yet in service	<u>137,458,702</u>

Restricted cash and cash equivalents

Total Assets	<u><u>314,930,743</u></u>
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Liabilities

Current liabilities

Payables and accrued liabilities	3,135,197
Retroactive water credit	1,215,578
Accrued interest	1,907,804
Long-term debt current portion	7,240,000
Total Current liabilities	<u>13,498,579</u>

Long-term Liabilities

Long-term debt	63,400,000
Tacoma contract	88,143,665
Bond premium, net of amortization	1,622,411
Total Long-term Liabilities	<u>153,166,076</u>
Total Liabilities	<u>166,664,655</u>

Net Assets

Restricted for debt service	113,170,116
Unrestricted	35,095,972
Total Net Assets	<u>148,266,089</u>

Cascade Water Alliance
Statement of Net Position
As of 9/30/2025

Total Liabilities & Net Assets

\$	314,930,743
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Consultant and Other Vendor Contract Status Summary

Attachment 4

Open contracts											
Vendor	Contract number	Contract title	Cascade manager	Effective date	End date	Status date	Percent work completed	Contract amount, including	Amount invoiced	Percent invoiced	Contract balance
Aquatechnex	1	2025 Lake Tapps Aquatic Plant Maintenance Program	P. Anderson	1/1/2025	12/31/2025	10/13/2025	100%	\$ 160,000	\$ 151,594	95%	\$ 8,406
Aspect	1	Water Supply Modeling	R. Hoffman	5/6/2020	N/A	10/13/2025	65%	\$ 24,900	\$ 16,196	65%	\$ 8,704
Aspect	2	Water Resources Services	R. Hoffman	8/17/2018	N/A	10/13/2025	98%	\$ 60,000	\$ 58,251	97%	\$ 1,749
Aspect	3	Climate Change Analysis	R. Hoffman	9/7/2022	N/A	10/13/2025	98%	\$ 150,000	\$ 148,846	99%	\$ 1,154
Ballard marine Construction	1	Tunnel Intake Dive Condition Assessment	D. Roberts	8/1/2025	N/A	10/13/2025	100%	\$ 11,351	\$ 11,351	100%	\$ -
Ballard Spahr	1	Legal Services	C. Paulucci	3/28/2025	12/31/2025	10/13/2025	25%	\$ 25,000	\$ 17,625	70%	\$ 7,375
Ben Bernstein Music	1	Podcast production	M. Brent	1/1/2025	12/31/2025	10/13/2025	25%	\$ 7,000	\$ 1,140	16%	\$ 5,860
BHC Consulting	1	Planning & Permit Assistance	T. Richmond	1/1/2024	12/31/2024	10/13/2025	50%	\$ 25,000	\$ 2,208	9%	\$ 22,792
Brilliant Marketing	1	We Need Water Social Media Outreach	M. Brent	1/1/2025	12/31/2025	10/13/2025	65%	\$ 55,000	\$ 43,576	79%	\$ 11,424
Brilliant Marketing	2	Water Efficiency graphic Design & Website Redesign	J. Amspacher	5/7/2025	N/A	10/13/2025	35%	\$ 45,000	\$ 13,875	31%	\$ 31,125
Clark Nuber	1	Annual Financial Audit and Quarterly AUPs	C. Paulucci	1/1/2025	N/A	10/13/2025	95%	\$ 89,200	\$ 88,515	99%	\$ 685
Colehour and Cohen	1	Staffing for classes and events	M. Brent	1/1/2025	12/31/2025	10/13/2025	85%	\$ 116,065	\$ 110,897	96%	\$ 5,168
Confluence Engineering Group, LLC	1	Lake Tapps Supply & BIP Water Quality Advisory Services Project	D. Roberts	12/1/2023	N/A	10/13/2025	80%	\$ 49,000	\$ 24,842	51%	\$ 24,158
Confluence Engineering Group, LLC	2	Water Quality Blending Study	M. Thung	12/5/2004	N/A	10/13/2025	50%	\$ 230,000	\$ 211,713	92%	\$ 18,287
CREB, Inc.	1	File Management for U Drive	J. Shimada	6/16/2025	N/A	10/13/2025	50%	\$ 20,000	\$ 8,700	44%	\$ 11,300
David Evans	1	On-call Land Surveyor	H. Chen	11/18/2022	12/31/2025	10/13/2025	45%	\$ 160,000	\$ 54,380	34%	\$ 105,620
David McGrath	1	Irrigation Program Assistance	M. Brent	1/25/2025	12/31/2025	10/13/2025	15%	\$ 20,000	\$ 5,603	28%	\$ 14,397
Environmental Science Assoc (ESA)	1	Aquatic Plant Management	P. Anderson	1/1/2025	12/31/2025	10/13/2025	8%	\$ 49,000	\$ 24,906	51%	\$ 24,094
Environmental Science Assoc (ESA)	2	Development of Cascade's Integrated Aquatic Plant Management Plan	P. Anderson	3/20/2024	N/A	10/13/2025	60%	\$ 44,750	\$ 24,428	55%	\$ 20,322
GeoEngineers	1	Dam Engineering/Hydrology/ Geotechnical Service	H. Chen	1/3/2024	12/31/2026	10/13/2025	50%	\$ 570,000	\$ 215,958	38%	\$ 354,042
Gordon Thomas Honeywell	1	State legislative outreach	A. Bennett	1/1/2025	12/31/2025	10/13/2025	48%	\$ 84,000	\$ 63,000	75%	\$ 21,000
Hawkins Delafield & Wood	1	Procurement and contracting for a contract operator for the WRLTR project.	M. Thung	6/4/2025	12/31/2025	10/13/2025	0%	\$ 110,000	\$ -	0%	\$ 110,000
Herrera	1	On-call limnology services	M. Thung	12/1/2022	12/31/2025	10/13/2025	5%	\$ 45,000	\$ -	0%	\$ -
Herrera	2	Water Quality Management Plan	M. Thung	10/9/2023	12/31/2024	10/13/2025	98%	\$ 165,000	\$ 164,999	100%	\$ 1
Herrera	3	On-Call Water Supply Modeling Services	M. Thung	11/4/2024	12/31/2027	10/13/2025	0%	\$ 40,000	\$ -	0%	\$ 40,000
Herrera	4	Bulkheads Study	M. Thung	6/5/2025	N/A	10/13/2025	5%	\$ 49,000	\$ 21,053	43%	\$ 27,947
HDR	1	MMD Fish Passage Design Review	H. Chen	12/1/2015	N/A	10/13/2025	99%	\$ 1,518,000	\$ 1,377,516	91%	\$ 140,484
Jennergy	1	Website Maintenance	M. Brent	1/1/2025	12/31/2025	10/13/2025	38%	\$ 25,000	\$ 16,871	67%	\$ 8,129
Jon Shimada	1	On-Call Project Support Services	M. Thung	4/8/2024	12/31/2025	10/13/2025	10%	\$ 35,000	\$ 3,000	9%	\$ 32,000
Langton Spieth	1	Community relations	A. Bennett	1/1/2025	12/31/2025	10/13/2025	45%	\$ 78,000	\$ 58,500	75%	\$ 19,500
Lisa Taylor	1	Sustainable Landscaping Support	J. Amspacher	4/14/2025	N/A	10/13/2025	65%	\$ 4,500	\$ -	0%	\$ 4,500
Long Building Tech	1	Security Maintenance	H. Chen	4/3/2025	12/31/2025	10/13/2025	0%	\$ 74,025	\$ 50,423	68%	\$ 23,602
Nature Vision	1	Classroom Water Education	M. Brent	1/1/2025	12/31/2025	10/13/2025	75%	\$ 105,000	\$ 90,003	86%	\$ 14,997
Northwest Municipal Advisor	1	Financial Advisory Services	C. Paulucci	9/17/2025	12/31/2027	10/13/2025	0%	\$ 49,999	\$ -	0%	\$ 49,999
Okamoto Strategies, LLC	1	Capital Projects and Strategic Planning	H. Chen	6/21/2023	N/A	10/13/2025	25%	\$ 25,000	\$ 5,569	22%	\$ 19,431
Pacifica Law	1	Legal Assistance	H. Chen	1/1/2025	12/31/2025	10/13/2025	15%	\$ 25,000	\$ 5,100	20%	\$ 19,900
Parametrix	1	On Call Civ/Mech/Structural Eng	H. Chen	1/1/2023	12/31/2025	10/13/2025	50%	\$ 550,000	\$ 299,066	54%	\$ 250,934
Parametrix	2	On-Call Electrical Engineering Svcs	D. Roberts	4/7/2025	12/31/2027	10/13/2025	5%	\$ 600,000	\$ 68,510	11%	\$ 531,490
Puget Sound Energy	1	Water Efficiency Rebates	M. Brent	1/1/2025	12/31/2025	10/13/2025	50%	\$ 120,000	\$ 79,018	66%	\$ 40,982
Rainier Stillwater Risk Advisors	1	Trespassing Management	M. Thung	12/14/2023	12/31/2024	10/13/2025	85%	\$ 33,000	\$ 27,000	82%	\$ 6,000

RH2	2	On-Call Electrical Engineering Svcs	H. Chen	1/1/2024	4/30/2025	10/13/2025	100%	\$ 133,750	\$ 133,592	100%	\$ 158
RH2	3	Wholesale Master Meter Eval	H. Chen	1/21/2020	3/31/2023	10/13/2025	8%	\$ 24,500	\$ 1,342	5%	\$ 23,158
Robinson Noble	1	Water Audits	E. Cebron	10/3/2019	N/A	10/13/2025	85%	\$ 135,060	\$ 115,183	85%	\$ 19,877
Rok Technologies, LLC	1	Implementation of GIS Cloud Migration	H. Chen	10/10/2025	4/10/2026	10/13/2025	5%	\$ 47,200	\$ -	0%	\$ 47,200
Sammamish Plateau Water	1	GIS support services	H. Chen	12/6/2022	N/A	10/13/2025	80%	\$ 50,000	\$ 47,924	96%	\$ 2,076
Sazan	1	On-call value analysis/engineering	J. Shimada	10/23/2023	10/23/2025	10/13/2025	50%	\$ 250,000	\$ 98,941	40%	\$ 151,059
SC Words & Pictures Inc.	1	Design Services	A. Bennett	1/1/2025	12/31/2025	10/13/2025	15%	\$ 25,000	\$ 670	3%	\$ 24,330
Seattle Public Utilities	1	Garden Hotline	M. Brent	1/1/2025	12/31/2025	10/13/2025	25%	\$ 16,700	\$ 12,525	75%	\$ 4,175
SMC Consulting	1	Water Efficiency Consultant	M. Brent	1/1/2025	12/31/2025	10/13/2025	45%	\$ 28,500	\$ 23,845	84%	\$ 4,655
Stantec	1	BIP Relocation at Lewis Creek		8/27/2025	N/A	10/13/2025	5%	\$ 283,684	\$ -	0%	\$ 283,684
Sunbreak Talent	1	Recruitment assistance	M. Thung	3/27/2025	N/A	10/13/2025	40%	\$ 6,000	\$ 4,910	82%	\$ 1,090
Sustainable Water	1	Teacher Fellows program	M. Brent	1/1/2025	12/31/2025	10/13/2025	20%	\$ 60,000	\$ 35,305	59%	\$ 24,695
Tacoma Pierce County Health Department	1	TappsWise Monitoring at Lake Tapps	A. Bennett	1/1/2025	12/31/2025	10/13/2025	25%	\$ 140,000	\$ 69,351	50%	\$ 70,649
TeamLogic IT	1	Info Technology Consulting	C. Paulucci	1/1/2025	12/31/2025	10/13/2025	45%	\$ 138,700	\$ 83,721	60%	\$ 54,979
TechniArt	1	Conservation Website Order page	M. Brent	1/1/2025	12/31/2025	10/13/2025	20%	\$ 17,000	\$ 11,307	67%	\$ 5,693
Terese Richmond LLC	1	On-Call Strategy, Policy and Program Support Services	M. Thung	6/9/2025	12/31/2026	10/13/2025	5%	\$ 45,750	\$ 1,796	4%	\$ 43,955
Tetra Tech	1	AWIA 2025-2026 Updates	M. Thung	12/9/2024	12/31/2026	10/13/2025	10%	\$ 350,000	\$ 66,250	19%	\$ 283,750
Tilth Association	1	Garden Water Efficiency	M. Brent	1/1/2025	12/31/2025	10/13/2025	35%	\$ 48,000	\$ 35,340	74%	\$ 12,660
Transpo Group	1	On-Call GIS Support	H. Chen	1/1/2025	12/31/2025	10/13/2025	55%	\$ 49,000	\$ 32,323	66%	\$ 16,678
Upstream PBC	2	HydroForecast Subscription Service	M. Thung	10/1/2024	9/30/2026	10/13/2025	75%	\$ 49,350	\$ 23,500	48%	\$ 25,850
USGS	1	Joint Funding Agre-Streamgaging	H. Chen	1/1/2025	12/31/2025	10/13/2025	25%	\$ 302,370	\$ 72,905	24%	\$ 229,465
Vanir Construction Management, Inc.	1	On-call Construction Management	J. Shimada	5/1/2021	12/31/2024	10/13/2025	85%	\$ 560,000	\$ 538,585	96%	\$ 21,415
VanNess Feldman	1	General Counsel	R. Hoffman	1/1/2025	12/31/2025	10/13/2025	35%	\$ 850,000	\$ 502,356	59%	\$ 347,644
Veolia	1	White River-Lake Tapps Reservoir Project Operations and Maintenance Agreement \$2,328,918 fixed, \$325,000 variable	D. Roberts	1/1/2025	12/31/2025	10/13/2025	35%	\$ 2,653,918	\$ 1,795,500	68%	\$ 858,418
Water Value	1	Climate Study Advisory Services	M. Thung	6/16/2022	7/1/2025	10/13/2025	75%	\$ 22,500	\$ 12,345	55%	\$ 10,155

Closed Contracts											
Vendor	Closed contract number	Contract title	Cascade manager	Effective Date	End date	Status date	Percent work completed	Contract amount, including amendments	Amount invoiced	Percent invoiced	Contract balance
Catalyst Workplace	1	Office Furniture	C. Paulucci	12/12/2024	N/A	10/13/2025	100%	\$ 29,506	\$ 29,506	100%	\$ 0
Jacobs Engineering Group	1	Demand Forecast Model Support Services	M. Thung	8/20/2021	N/A	10/13/2025	100%	\$ 5,000	\$ 5,000	100%	\$ -
Long Building Tech	1	Security Maintenance	H. Chen	6/1/2023	12/31/2024	10/13/2025	100%	\$ 120,000	\$ 112,544	94%	\$ 7,456
Marketplace Events	1	Northwest Flower and Garden Show	M. Brent	1/1/2025	12/31/2025	10/13/2025	100%	\$ 20,000	\$ 20,000	100%	\$ -

Payment Authorization Warrants and Wire Transfers 10/22/25

Attachment 5

WHOLESALE WATER

WIRE Seattle Contract Payment 10/25

\$1,718,951.00

\$1,718,951.00

CONSULTANTS

32721 Environmental Science Associates (ESA) \$3,538.84
32722 GeoEngineers \$22,200.80
32729 State Auditor's Office \$417.30
32730 Transpo Group \$1,043.75
32732 Van Ness Feldman, LLP \$82,707.50
32737 Ballard Spahr LLP \$4,892.90
32744 Herrera \$9,471.13
32752 Tacoma Pierce County Health Department \$12,220.41
32753 Upstream Tech \$28,486.70
32755 Clark Nuber P.S. \$2,100.00
32763 Parametrix \$20,319.10
32774 Confluence Engineering Group, LLC \$10,491.50
32778 Gordon Thomas Honeywell Govern. Affairs \$7,000.00
32779 Jennergy \$1,596.00
32780 Langton Public Affairs LLC \$6,500.00
32788 Tacoma Pierce County Health Department \$7,893.17
32789 TeamLogic IT of Bellevue, WA \$3,804.46

\$224,683.56

SALARY, BENEFITS AND EXPENSE REIMBURSEMENTS

Payroll (September)

\$258,667.29

32719 Brittany Anderson \$161.45
32720 Colleen Petilla \$183.49
32734 MissionSquare-107080 \$71,188.95
32735 MissionSquare-304525 \$28,406.15
32736 AWC Employee Benefit Trust \$33,334.03
32739 Brian Bartle \$675.25
32740 Cody Nelson \$182.54
32741 Jami Shimada \$14.56
32742 Melina Thung \$379.39
32745 HRA VEBA Trust \$13,514.30
32759 Paula Anderson \$69.44
32776 Brian Bartle \$395.00
32777 Paula Anderson \$51.50

\$407,223.34

CONSERVATION

32725 Marianne Binetti \$550.00
32746 Marianne Binetti \$550.00
32750 Tilth Alliance \$10,320.00
32751 Sustainable Seattle dba Sustainability Ambassadors \$4,624.00
32775 David F. McGrath \$3,139.20
32782 Nature Vision, Inc. \$3,588.95
32785 SMC Consulting LLC \$4,322.50
32787 Sustainable Seattle dba Sustainability Ambassadors \$5,236.00
32790 Techniart C S D \$600.00

\$32,930.65

SOFTWARE AND EQUIPMENT

32772 Abila \$315.38
32773 Access Telephone Solutions, Inc. \$462.84

\$778.22

GENERAL

32715 AT&T FirstNet \$743.10
32717 Comcast \$1,983.31
32726 Pacific Office Automation \$316.31
32728 Puget Sound Regional Council \$786.00
32731 U.S. BANK \$7,242.62
32738 Bellevue Gateway One Equities, LLC \$33,892.58
32749 Sammamish Plateau Water & Sewer Distri \$12,458.45
32756 CLEARFLY \$1,111.78
32757 Comcast \$585.69
32758 Covington Water District \$100.44
32760 King County Treasury \$6,992.47
32761 MOODY'S INVESTORS SERVICE \$1,500.00
32767 Staples Advantage \$369.34
32781 Lumen \$115.33
32783 Pacific Office Automation Inc. \$100.89
32791 Utilities Underground Location Center \$36.45
32792 Verizon Wireless \$135.03
32793 Washington State Department of Revenue \$487.29

\$68,957.08

LAKE TAPPS

32716 Cintas Corporation \$266.09
32718 US Geological Survey (USGS) \$72,905.00
32723 Heidelberg Materials \$964.34
32724 Linde Gas & Equipment Inc. \$707.07
32727 Power Pak \$832.20
32733 Veolia Water North America \$420,052.77
32743 FloHawks Plumbing & Septic \$2,808.89
32747 Pape Machinery Inc. \$3,590.36
32748 Power Pak \$1,609.11
32754 Cintas Corporation \$266.09
32762 National Construction Rentals, Inc. \$5,736.22
32764 Pierce County Budget & Finance \$5,952.19
32765 Power Pak \$1,268.02
32766 Puget Sound Energy \$117.13
32768 Transpo Group \$870.00
32769 Veolia Water North America \$199,802.48
32784 Robblee's Total Security, Inc. \$3,005.90
32786 Sunbelt Rentals \$1,037.85

\$721,791.71

CONSTRUCTION

32770 HDR \$17,570.11
32771 Vanir Construction Management Inc. \$26,242.60

\$43,812.71

DESTROYED AND VOIDED CHECKS:

Total Warrants	\$1,500,177.27
Total Wires	\$1,718,951.00
Total warrants/wire transfers authorized for October 2025	\$3,219,128.27

Approved: _____ Date: _____
Andy Baker, Economist

Approved: _____ Date: _____
Mayor Mary Lou Pauly, Secretary/Treasurer

**Cascade Water Alliance
Monthly Treasurer's Report
September 2025**

	Operating Fund	Construction Fund	Bond Fund	RCFC Fund	Water Supply Development Fund	Rate Stabilization Fund	US Bank Payroll Account	All Funds
Beginning Balances, September 1	\$ 23,453,508	\$ 8,879,272	\$ 11,928,547	\$ -	\$ 14,108,759	\$ 2,534,472	\$ -	\$ 60,904,557
Additions:								
Cash received	\$ 1,039,385	\$ 34,057	\$ 27,580	\$ -	\$ 28,144	\$ 9,714	\$ -	\$ 1,138,880
Transfers from other Cascade funds	\$ -	\$ 3,245,798	\$ 1,497,579	\$ -	\$ -	\$ -	\$ 260,484	\$ 5,003,861
Total additions	\$ 1,039,385	\$ 3,279,856	\$ 1,525,159	\$ -	\$ 28,144	\$ 9,714	\$ 260,484	\$ 6,142,741
Subtractions:								
Bank fees, payroll, and bond payments	\$ 1,668	\$ 662	\$ 5,386,628	\$ -	\$ 1,180	\$ 189	\$ 260,484	\$ 5,650,810
Warrants paid	\$ 461,685	\$ 63,423	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 525,108
Wire and other electronic payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
King Co. Investment Pool impairment (realized)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
King Co. Investment Pool impairment (retained)	\$ (2,280)	\$ (1,797)	\$ (1,214)	\$ -	\$ (1,010)	\$ (293)	\$ -	\$ (6,593)
Transfers to other Cascade funds	\$ 5,003,861	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,003,861
Total subtractions	\$ 5,464,935	\$ 62,288	\$ 5,385,414	\$ -	\$ 170	\$ (104)	\$ 260,484	\$ 11,173,186
Ending Balances, September 30, 2025	\$ 19,027,958	\$ 12,096,840	\$ 8,068,292	\$ -	\$ 14,136,734	\$ 2,544,290	\$ -	\$ 55,874,113

SUMMARY MEMORANDUM

To:	Melina Thung, Brian Bartle, Cascade Water Alliance	Subject:	Tacoma Water Compatibility Evaluation
From:	Chris McMeen, PE, Melinda Friedman, PE, Confluence Engineering Group, LLC		
Date:	October 7th, 2025	Project:	Cascade Water Alliance, Water Quality Blending Study

Background

In preparation for taking Tacoma water starting in 2041, Cascade Water Alliance (Cascade) is evaluating the integration of Tacoma Water's Green River Filtration Facility (GRFF) supply with existing supplies from Seattle Public Utilities' (SPU) Cedar River and Tolt River water treatment plants. The objective of this first study was to identify potential water quality risks associated with this major change in the regional supply system through evaluation of chemistry compatibility between the three supplies.

Approach

The study focused on corrosion control, disinfection byproduct (DBP) formation, chlorine residual stability, and seasonal variability to meet regulatory compliance and compare aesthetic risk factors where SPU water will be replaced by or blended with GRFF water within Member agency systems. Additionally, potential water quality impacts on future Cascade transmission system were assessed.

The study was conducted in collaboration with Tacoma Water, SPU, and Member agencies. Available water quality data collected by Tacoma Water, SPU, and several Member

A desk-top study was conducted to identify potential water quality risks associated with introducing GRFF water into new transmission mains and into areas of Member agency distribution systems already receiving SPU water.

agencies over the time range of 2022-2024 were used in the analysis. The study was conducted as a desk-top effort, meaning only existing data were used (no special monitoring was conducted). Water quality modeling was conducted using industry software tools to assess water quality impacts of various blend ratios, to calculate key corrosion indices, and to predict metal solubility and stability within the piping networks.

After the study was completed, the findings were presented to Tacoma Water and SPU via separate briefings. The data was shared with Member agencies at a Member Staff and RMC meeting. A draft memo is now in review with Cascade.

Findings

A total of 28 water quality risk factors were evaluated as part of this study. For 25 of the 28 factors, water quality risk conditions were predicted to improve or to result in no change in risk associated with introduction of the GRFF supply, suggesting high quality sources and a high degree of compatibility between the sources. No risk of a “Flint-like

For 25 of the 28 risk factors reviewed, water quality conditions were predicted to improve or result in no change associated with introduction of the GRFF supply. No risk of a “Flint-like event” was identified.

event” was identified. For three factors, the possibility of increased risk was identified, however no risk is anticipated to exceed regulatory limits. These included chlorate (a currently unregulated byproduct of sodium hypochlorite disinfectant use that can impact thyroid function), increased risk potential of discoloration due to seasonally higher manganese levels in the GRFF finished water, and the increased risk of manganese accumulation within Cascade transmission mains. Significant manganese accumulation can cause fouling of infrastructure. This can in turn serve as a reservoir for other regulated metals which can later be released into the drinking water. Tacoma Water is aware of each of these potential risks and is monitoring chlorate regulatory developments and actively evaluating management strategies for manganese.

Recommendations, Other Considerations, and Next Steps

Recommendations for mitigating identified risks include development of best management practices for minimizing chlorate formation, and integrating transmission main monitoring, maintenance and cleaning into the planning and design of future Cascade facilities. The development of New Supply Integration Plans are also recommended to support Cascade and Member agencies with coordinated system preparation, monitoring, action and response plans, and communications activities as integration approaches.

Topics that were not included in this project but will warrant future evaluation include assessing hydraulic impacts of introducing the GRFF supply, determining if new blending zones with Member agencies’ existing groundwater supplies occur, and conducting additional blending studies under the Cascade Supply Program. Future watershed/source water stability risks should also be followed over the coming decades.



MEETING MINUTES
OF THE BOARD OF
DIRECTORS VIA
HYBRID
SEPTEMBER 24, 2025

1. CALL TO ORDER

At 3:30 p.m. Chair Sweet called the meeting to order.

2. ROLL CALL

Board Members Present: City of Bellevue (Hamilton), City of Issaquah (Pauly), City of Kirkland (Sweet), City of Redmond (Birney), City of Tukwila (McLeod)

Board Members Absent: Sammamish Plateau Water & Sewer District (Warren), and Skyway Water and Sewer District (Ault)

Board Alternates Present: City of Kirkland (Pascal), Sammamish Plateau Water & Sewer District (Hooshangi)

3. PUBLIC COMMENT

None.

4. EXECUTIVE SESSION

None.

5. APPROVAL OF AGENDA

Motion by Mr. Hamilton and second by Ms. Birney to approve the meeting agenda as presented. Motion carried unanimously (5-0).

6. CHIEF EXECUTIVE OFFICER REPORT

Melia Thung, Cascade Interim CEO, reviewed the Chief Executive Officer's Report that was included in the Board Packet, and responded to questions from Board Members. She also introduced Cascade's newest Planning Director, Cody Nelson.

7. CONSENT ITEM

A. Board Meeting Minutes for July 23, 2025.

- B. Motion to authorize the Chief Executive Officer to execute a Utility Construction Agreement with Washington State Department of Transportation to provide bridge reinforcement design and coordination services in support of relocation of the Bellevue-Issaquah Pipeline at Lewis Creek, in an amount not to exceed \$260,000.
- C. Motion to adopt Resolution No. 2025-13, delegating authority to the Chief Executive Officer to negotiate and execute all contracts, subject to previously authorized expenditure limits of \$30,000, in connection with (1) acquiring East King County Regional Water Association's (EKCRWA) interests in the Snoqualmie Aquifer Project (SAP) water right applications, acquiring the Easement for Well Site, and acquiring any other assets held by EKCRWA deemed beneficial to Cascade by the Chief Executive Officer, and (2) advancing the SAP water rights application held jointly with Seattle Public Utilities.

Motion by Mr. Hamilton and second by Mr. McLeod to approve Consent Action Items A- C as presented. Motion carried unanimously (5-0).

8. ACTION ITEM

- A. Motion to authorize the Chief Executive Officer to execute a contract with Clark Nuber to assess the Regional Capital Facilities Charge process and workflows of Cascade members in an amount not to exceed \$106,000.

Chris Paulucci, Cascade's Finance Director, said that staff obtained a quote from Clark Nuber to complete an engagement to document the members' RCFC processes and workflows and develop a set of best practices with the goal of promoting transparency and consistency amongst members. The cost of the engagement is \$15,000 per member for a total of \$105,000. Staff requests an additional \$1,000 for approval for incidentals and mileage. Ms. Pauly noted that the Finance Committee recommended this authorization for approval at the September Committee meeting.

Motion by Ms. Pauly and second by Chair Sweet to authorize the Chief Executive Officer to execute a contract with Clark Nuber to assess the Regional Capital Facilities Charge process and workflows of Cascade members in an amount not to exceed \$106,000. Motion carried unanimously (5-0).

9. STAFF PRESENTATIONS

- A. CEO Search Update.

Ms. Thung discussed the updated job posting that was included in the Board packet for the Chief Executive Officer position. The search committee met to develop a list of potential

candidates that are highly regarded in the industry. Further updates will be provided at the next Board meeting.

B. Cascade Supply Program Update.

Brian Bartle, Cascade Program Executive, presented an update on the Program and Engineering Support (PES) consultant selection process, information on the proposed master services agreement (MSA) style contract, program phasing, and early timeline.

The program is moving forward with early data collection underway and the selection of Stantec as the Program and Engineering Support consultant—a major milestone that brings expertise from the Willamette Water Supply Program. The procurement process was rigorous, with strong member staff involvement, and Stantec will now support planning, permitting, property acquisition, program management, and construction activities.

The MSA is being finalized to establish terms and conditions for the next 15 years. While it does not set detailed scopes or budgets, it provides the framework for billing, rates, and operations, with safeguards such as biennial reviews and termination options. Next steps include parallel progress on technical studies and governance, with a Board workshop in January to clarify oversight roles and committee responsibilities. Cascade is now entering the execution phase of this 15–20 year effort with a strong foundation for accountability, transparency, and stakeholder engagement.

10. COMMITTEE REPORTS

- A. Executive Committee – No meetings held since the last Board meeting.
- B. Finance & Management Committee – Meeting held September 16, 2025. The meeting recap was included in the Board Packet.
- C. Public Affairs Committee – Meeting held September 3, 2025. The meeting recap was included in the Board Packet.
- D. Resource & Management Committee – Meeting held September 11, 2025. The meeting recap was included in the Board Packet.

11. NEW BUSINESS

None.

12. NEXT REGULAR MEETING

The next regularly scheduled Board meeting will be held on October 22, 2025 at 3:30 p.m.

13. ADJOURN

The meeting adjourned at 4:39 p.m.

APPROVED BY:

Penny Sweet, Chair

Angela Birney, Vice-Chair

AGENDA MEMORANDUM

PROPOSED BOARD ACTION

Motion to authorize the Chief Executive Officer to amend the current contract with Vanir Construction Management, Inc. and increase maximum compensation by \$150,000, from \$640,000 to \$790,000.

SUMMARY OF CURRENT PROPOSED BOARD ACTION

This amendment is needed for Vanir Construction Management, Inc. ("Vanir") to continue on-site construction management and inspection services through completion of Cascade's new Headworks Intake Modifications Project, also known as Phase 3 of the United States Army Corps of Engineers ("Corps") Mud Mountain Fish Passage Project. The additional budget is needed because the Corps' original construction project duration was extended due to unforeseen and changed conditions and because the additional level of effort for on-site inspection by Vanir was more complex than originally anticipated. The Corps' work to complete Phase 3 is now anticipated to be completed by the first quarter of 2026. The original contract with Vanir included construction management services for projects other than the Headworks Intake Modifications Project.

BACKGROUND

In 2021, the Board authorized Cascade to enter into an on-call construction management services contract with Vanir for Cascade's capital projects, in an amount not to exceed \$640,000 until December 31, 2022. Cascade's CEO initially executed a contract with Vanir for \$560,000.

Since 2021, Vanir has provided construction management services for projects including the Plunge Pool Retaining Wall, Solar Panel Installation, SCADA and Security Improvement, and Phase 3 of Mud Mountain Fish Passage Project. There has been a total of five amendments to the original contract since 2021. Amendments 1 and 2 added subconsultants (RDH Building Science Inc. and Material Testing & Consulting, Inc., respectively) to support the Solar Panel project. Amendment 3 extended the term of the contract to December 31, 2024 solely to complete Task Order Number 2, which was the Headworks Intake Modifications Project, and to make minor adjustments to approved staff and billing rates. After repeated delays to the completion of the Headworks Intake Modifications Project, Amendment 4 extended the contract term to the end of Phase 3 construction. Amendment 5 increased the contract amount by \$80,000, from \$560,000 to the maximum contract amount previously approved by the Board of \$640,000.

Vanir has now indicated that additional amounts are needed in order to continue providing construction management services through the completion of the Headworks Intake

Modifications Project. This requested amendment would increase contract by an additional \$150,000 for a maximum contract amount of \$790,000.

OTHER OPTIONS AND ANTICIPATED RESULTS IF THE BOARD DOES NOT APPROVE THIS ACTION

Other options considered but not recommended are:

1. Hire another construction management firm. This is not feasible due to Vanir's high level of performance and familiarity with project issues and the length of time required to procure another consultant.
2. Bring construction inspection and on-site management and coordination with USACE and contractors in-house. This option is not feasible due to lack of staff and workload.
3. Continue without having inspection and on-site management and coordination. This option would further delay decision making, introduce quality control and quality assurance problems, and cause project cost overrun, schedule delays, and community impacts.

PRIOR BOARD ACTIONS

Board Action	Date	Resolution No. (if Applicable)
Motion to authorize the Chief Executive Officer to execute a Master Consulting Agreement with the highest-rated firm to provide On-Call Construction Management Services in an amount not to exceed \$640,000.	April 28, 2021	N/A

PROCUREMENT PROCESS

Vanir was originally selected amongst five respondents, following a Request for Proposals issued on March 9, 2021.

FISCAL IMPACT

Total Cost: \$150,000

Budget Line	2025 Capital Budget	Spent and Committed to Date	Available 2025 Budget	This Action	2025 Remaining Budget
305	\$2,350,000	\$2,180,160	\$169,840	\$100,000	\$69,840
Budget Line	2026 Capital Budget	Spent and Committed to Date	Available 2026 Budget	This Action	2026 Remaining Budget
305	\$50,000	\$ -	\$ 50,000	\$50,000	\$ -

RECOMMENDED ACTION

Motion to authorize the Chief Executive Officer to amend the current contract with Vanir Construction Management, increase maximum compensation by \$150,000, from \$640,000 to \$790,000.

ATTACHMENTS

None.

AGENDA MEMORANDUM

PROPOSED BOARD ACTION

Motion to authorize the Chief Executive Officer to execute a contract with Stantec Consulting Services, Inc. (Stantec) to provide program and engineering support services for the Cascade Supply Program, with an initial contract maximum not to exceed \$1,000,000.

Motion to direct staff to prepare an adaptive program oversight structure for the Cascade Supply Program which shall be drafted and presented for consideration to the Board no later than June 30, 2026.

SUMMARY OF CURRENT PROPOSED BOARD ACTION

This action authorizes the execution of a contract for planning and engineering support (PES) for the Cascade Supply Program. The PES contract is structured as a Master Service Agreement that is intended to span multiple years and uses issuance of individual work assignments with defined scopes, budgets, and deliverables, to provide Cascade with both flexibility and control over PES services. While the estimated cost of PES services over the next 15 years is estimated to be \$45 million to \$60 million, the Board is currently being asked to approve (1) the contract that will govern the initial six-year term of the PES contract, and (2) an initial authorization of up to \$1,000,000 for the PES consultant to initiate the following three work assignments: Program Oversight; Program Setup and Planning; and Routing and Siting. Cascade staff will seek input and provide regular updates on the CSP. In 2026, staff will request authorization from the committees and Board for additional funding for the PES contract.

At the direction of the Resource Management Committee, this action also directs staff to return to the Board no later than June 30, 2026 with a draft program oversight structure.

BACKGROUND

On March 20, 2025, Cascade and Tacoma Water signed two new wholesale water supply agreements for Tacoma to provide Cascade with water starting in 2041. The contracts with Tacoma require implementation of a major new project (Cascade Supply Program or CSP) to connect Cascade member agencies to Tacoma's water system. The primary component of the CSP is construction of a Tacoma-Cascade Transmission Line (TCTL). Other elements will be determined as the program requirements are defined and may include additional transmission pipelines, a booster pump station, a storage facility, a chlorination station, and connections.

As the first proposed major activity, Cascade recommends hiring a consultant to provide program and engineering support to develop the CSP program components. Cascade would work with the selected PES consultant to develop a cost-effective strategy and action plan to

deliver the CSP. Hiring a PES consultant for this work aligns with Cascade's model of maintaining a lean internal staffing level.

The PES contract will be a Master Services Agreement, which is a work assignment/task order style of contract spanning multiple years (similar to Cascade's on-call contracts). The PES contract will include the following:

- Initial Term: 6-years, subject to renewal by Board
- Initial Scope: Nine (9) main program tasks, used for tracking progress and costs. Those tasks are consultant project management, program support, planning, right of way, permitting, communications and outreach, design support, construction support, and operations support.
- CEO Performance Reviews: Required every 2 years.
- Compensation, through a rate sheet and allowable raises.
- Termination for Convenience: Cascade can terminate on 30 days' notice.

The PES contract will not include design or construction services, nor will the PES consultant be eligible to compete for such work. However, the PES consultant will help develop program components for these services. Cascade staff will return to the committees and Board for authorization to issue solicitations for the design and construction contracts in future years.

As noted in the April 23, 2025 Agenda Memo, the total estimated cost of CSP PES services is \$45,000,000 to \$60,000,000, spread over the next 15 years. The estimated 2025-2026 expense is in the \$2.0M-\$4.5M range. Cascade's adopted budget for 2025-2026 anticipated \$4.56M in CSP consultant expenditures.

The initial requested amount of \$1,000,000 will enable the PES consultant to start on and make good progress through the second quarter of 2026 on the following three initial work assignments:

- WA.001 – Program Oversight Support
 - Description: Assist Cascade and the Board to establish procedures for Board oversight of the CSP.
 - Preliminary Deliverables: Planning for Board Oversight Workshop, Board Oversight Plan, Decision Authority Matrix, Roles and Responsibility Matrix.
 - Forecast: ~\$100,000
- WA.002 – Program Setup and Planning
 - Description: Begin setting up the program and identifying program needs.
 - Preliminary Deliverables: Program Management Plan, schedule and cost estimates, Program Controls Plan (software and KPIs), Risk Management Plan.
 - Forecast: ~\$300,000
- WA.003 – Routing and Siting
 - Field reconnaissance, paper studies and limited modeling to determine the potential storage tank sites and pipeline routes.

- Preliminary Deliverables: Storage Tank Siting Evaluation, Transmission Line Routing Study, Communications and Outreach Plan, Right of Way & Franchise Utilities Strategy.
- Forecast: ~\$600,000

As noted above, the first work assignment is to assist staff with development of the Board Oversight plan. Staff will prepare and present a draft Board Oversight Plan no later than June 30, 2026.

Next Steps

During the implementation of the PES contract, Cascade will work side by side with the selected firm to deliver the program. Staff will seek input and provide regular updates to the committees and Board on the implementation of the CSP. Beyond the first three work assignments, future work assignments will include permitting support, development of design standards, creating of a Facilities Plan/Project Report, and many more.

PRIOR BOARD ACTIONS

Board Action	Date	Resolution No. (if Applicable)
Authorize the Chief Executive Officer to initiate a qualifications-based selection process for a consultant to provide Program and Engineering Support services for the Cascade Supply Program.	04/23/2025	N/A

OTHER OPTIONS AND ANTICIPATED RESULTS IF THE BOARD DOES NOT APPROVE THIS ACTION

The PES contract provides Cascade with access to a large team of more than 100 consultant staff with the flexibility to mobilize different expertise at different times. Without this contract, the alternative is to increase Cascade staffing by an estimated 30-40 FTE (full-time equivalent) employees plus issuing multiple smaller consultant contracts (assumed 10-15) for specialized work such as geotechnical, seismic, and modeling support.

PROCUREMENT PROCESS

In accordance with state law, a Request for Qualifications (RFQ) was advertised on May 12, 2025, in the Tacoma News Tribune and Seattle Daily Journal of Commerce and posted on Cascade's website, soliciting Statements of Qualifications (SOQ) from interested firms. Four SOQs were received by Cascade on June 6. Cascade's selection committee members independently reviewed and scored the SOQs and met as a committee on June 24 to rank the

firms. The selection committee selected three firms to continue onto the Request for Proposal phase. The fourth firm had the opportunity to self-select to continue but declined.

On June 25, the three selected firms were provided with the Request for Proposals. Three proposals were received by Cascade on July 25. Cascade's selection committee members independently reviewed and scored the proposals and met as a committee on August 8 to rank the firms. The selection committee selected two firms to continue onto the interview phase.

Interviews for the two remaining firms were held on September 9. The selection committee unanimously selected Stantec and made the recommendation to enter a contract with Stantec to the Resource Management Committee on September 11.

FISCAL IMPACT

Requested Amount: \$1,000,000.

As noted in the Background section, \$1,000,000 will provide sufficient funding to start and make progress on the first three work assignments, likely through the second quarter of 2026. Staff will return to the committees and Board to request authorization for additional funding for the remainder of 2026. Throughout the year, staff will provide progress reports to the committees and Board.

Cascade's approved 2025-2026 budget includes \$4,563,000 for the CSP (previously "TCP") **consultant services**, as shown in the following table. This expenditure level is included in the 2025-2026 rates.

Budget Line	2025 Budget	Spent and Committed to Date	Available 2025 Budget	This Action	2025 Remaining Budget
119 - TCP Consultants (O&M)	\$2,175,000	\$0	\$2,175,000	\$75,000	\$2,100,000
Budget Line	2026 Budget	Spent and Committed to Date	Available 2026 Budget	This Action	2026 Remaining Budget
119 - TCP Consultants (O&M)	\$1,194,000	\$0	\$1,194,000	\$925,000	\$269,000
325 - TCP Consultants (CIP)	\$1,194,000	\$0	\$1,194,000	\$0	\$1,194,000
Total 2025-2026 Budget	\$4,563,000	0	\$4,563,000	\$1,000,000	\$3,563,000

The total approved 2025-2026 CSP budget is \$6,691,000 as shown below.

		2025	2026	2025-2026
O&M	117 - TCP Salaries	\$690,000	\$415,000	<i>\$1,105,000</i>
	119 - TCP Consultants	\$2,175,000	\$1,194,000	<i>\$3,369,000</i>
	120 - TCP Contingency	\$286,000	\$161,000	<i>\$447,000</i>
	O&M Total	\$3,151,000	\$1,770,000	<i>\$4,921,000</i>
CIP	325 - TCP Salaries	\$0	\$415,000	<i>\$415,000</i>
	325 - TCP Consultants	\$0	\$1,194,000	<i>\$1,194,000</i>
	325 - TCP Contingency	\$0	\$161,000	<i>\$161,000</i>
	CIP Total	\$0	\$1,770,000	<i>\$1,770,000</i>
	CSP TOTAL	\$3,151,000	\$3,540,000	<i>\$6,691,000</i>

RECOMMENDED ACTION

Motion to authorize the Chief Executive Officer to execute a contract with Stantec Consulting Services, Inc. (Stantec) to provide program and engineering support services for the Cascade Supply Program, with an initial contract maximum not to exceed \$1,000,000.

Motion to direct staff to prepare an adaptive program oversight structure for the Cascade Supply Program which shall be drafted and presented for consideration to the Board no later than June 30, 2026.

ATTACHMENTS

1. 2025/10/16 Master Services Agreement Supplemental Information Memo



MEMORANDUM

DATE: October 16, 2025
 TO: Cascade Board of Directors
 FROM: Melina Thung, Interim CEO, and Brian Bartle, Program Executive
 SUBJECT: Additional Information on Master Service Agreement (MSA)

The scale and duration of the Cascade Supply Program (CSP) are larger than anything Cascade has managed before. To put these systems in place, Cascade needs to begin with a Program and Engineering Support (PES) consultant contract. The format of the proposed PES contract is a Master Services Agreement (MSA) contract. With a complex, long-duration program such as the CSP, the exact scope of work is not known today and will adapt as each decision is made. The MSA provides Cascade with both flexibility and control in obtaining PES support services over the course of the CSP.

The Board, through a to-be-developed Board Oversight Plan, will define how decisions are made about the CSP. Until such time, the existing Board and committee structure can be used for program oversight for work being performed by the PES consultant under the MSA. In the meantime, staff recommend that the Board authorize execution of the MSA and an initial funding amount so the PES consultant may, in part, assist staff and the Board with developing the Board Oversight Plan. Additionally, the initial funding amount enables the PES consultant to initiate necessary, time sensitive program setup and planning, as well as work associated with routing and siting. Future funding requests for the MSA will be made by staff under the Board-approved process.

What the Master Service Agreement Is

1. Staff Augmentation

- a. The PES consultant team has over 100 people identified on the organizational chart. Cascade will have full access to those staff and more to mobilize and use their different skills and expertise at different times, and levels, throughout the life of the program.

2. A Standard Contracting Tool

- a. It sets general terms and conditions (labor rates, roles, insurance, legal protections, etc.) so Cascade does not need to renegotiate these with each work assignment.
 - i. Terms include the 6-year review period, the nine main tasks for monitoring costs, termination terms (off-ramps listed below), and compensation (labor rate sheet and allowable raises).

3. A Flexible Framework for Planning and Engineering Support

- a. The MSA initially establishes nine general program tasks the PES consultant may be asked to perform: project management, program support, planning, right of way, permitting, communications and outreach, design support, construction support, and operations support.
- b. Like Cascade's on-call contracts, work is authorized only through specific work assignments, each with a scope, schedule, budget, and deliverables defined.

4. An Efficiency Measure

- a. The MSA work assignments allow Cascade to mobilize work in weeks instead of months, keeping the program on schedule and reducing costs.

5. A Cost Control Mechanism

- a. By establishing rates and terms now, Cascade protects against unknowns and will have consistent pricing across future work assignments.

6. Long Term Support

- a. The PES consultant team will be supporting Cascade throughout the life of the program. As mentioned in the April Board authorization to advertise this contract, staff expects it to have a 15-year duration and total fees in the \$45-60 million range.

What the Master Service Agreement Is Not

1. Not a Blank Check

- a. The Board will decide the frequency by which it authorizes funding of the MSA work assignments at the proposed Board Oversight Workshop. At a minimum, each biennium Cascade will establish a biennial budget for the MSA, and each year staff will return to the Board to confirm the MSA work plan and budget for the following year.

2. Not Outsourcing Authority

- a. The PES consultant advises Cascade staff; decisions remain with the Board and/or delegated to Cascade's CEO.

3. Not Program Design or Construction Services

- a. The MSA will not include design or construction services. The PES consultant will not be eligible to compete for design or construction projects for the CSP. However, the PES consultant will help develop program components for these services. In future years, Cascade staff will seek Board authorization to issue solicitations for design and construction contracts.

4. Not Establishing Oversight

- a. This draft contract does not set or establish oversight of the program or the roles of the Board, member agencies, or Cascade staff. However, the PES consultants will help develop the Board Oversight Plan as part of the first work assignment.

5. Not a set scope/fee for a single project or activity.

- a. The draft contract establishes the framework, the terms, and the conditions staff and the consultant will follow. It does not set a scope, budget, or deliverables for any requested activity.

Master Service Agreement Guardrails

1. Work Assignment Controls

- a. Work only begins when designated Cascade staff authorize a work assignment.
- b. Each work assignment will include a specific scope, budget, schedule, and deliverables.
- c. Each work assignment will have a ceiling amount that cannot be exceeded without an amendment.

2. Regular Reporting to the Board, Committees, and Member Staff

- a. Cascade staff will provide consistent updates on active work assignments, spend-to-date vs. budget, and progress of completed work.
- b. Current and future work assignments will be discussed at the Board, committee, and member staff meetings.
- c. Reporting provides transparency and allows the Board to track the consultants' activities and their impact on the program.

Master Service Agreement Off-Ramps

The draft contract has multiple off-ramps built in, ensuring the Board remains in control of the contract.

- **6-year Reauthorization:** The draft contract has a 6-year re-approval timeframe. At that point, the Board may or may not re-approve the contract.
- **2-year CEO Reviews:** Every two years, the CEO will conduct a formal review of the consultant's performance and share the discussion results with the Board.
- **Right to Cancel:** The draft contract includes the right to terminate the contract at any time with a 30-day notification. Cascade staff would bring this as a recommendation to the Board.

Initial Work Assignments

Once the consultant contract is approved and signed, Cascade staff will begin working with the PES consultant to develop work assignments based on anticipated tasks.

Staff is requesting Board authorization of \$1,000,000 to enable the PES consultant to start and make good progress through the second quarter of 2026 on the following three initial work assignments:

WA.001: Program Oversight Support

- **Description:** Assist Cascade and the Board to establish procedures for Board Oversight of the CSP.
- **Preliminary Deliverables:** Planning for Board Oversight Workshop, Board Oversight Plan (Decision Authority Matrix, Board structure, Roles and Responsibility Matrix).
- **Forecast:** ~\$100,000

WA.002: Program Setup and Planning

- **Description:** Begin setting up the program and identifying program needs.
- **Preliminary Deliverables:** Program Management Plan, schedule and cost estimates, Program Controls Plan (Software and KPIs), Risk Management Plan
- **Forecast:** ~\$300,000

WA.003: Routing and Siting

- **Description:** Field reconnaissance, paper studies, and limited modeling to determine the potential storage tank sites and pipeline routes.
- **Preliminary Deliverables:** Storage Tank Siting Evaluation, Transmission Line Routing Study, Communications and Outreach Plan, Right-of-Way & Franchise Utilities Strategy.
- **Forecast:** ~\$600,000

As the program progresses beyond these three work assignments, staff will return to the Board to request additional funding. These funds will be used for permitting, Project Report, creation of design standards, and much more.

Implementing the MSA Under Current Board Oversight

Staff recognizes requesting authorization for the CSP and MSA is moving fast, and Board oversight has not yet been defined for the CSP as a whole or specifically for the MSA. While the Board and staff work on developing the Board Oversight Plan with the support of the PES consultant, the existing Board and committee structure can be used for program oversight for work being performed by the PES consultant under the MSA. This means the current approval process and the proposed reporting cycles will apply as work begins under the MSA.

As noted earlier, at this time, Cascade will request \$1,000,000 to authorize the PES consultant to start on three initial work assignments. This amount would allow good progress to develop the PES likely through the second quarter of 2026. Staff will return to the committees and Board to request authorization for additional funding for the remainder of 2026. Throughout the year, staff will provide progress reports to the committees and Board. Any modifications created through the Board Oversight Workshop and Plan would be implemented into the program.

Decision Process and Board Actions

Throughout the life of the program, the Board, committees, and member staff will be asked to participate in and make many decisions. At this time, it would be impossible to list out every decision that will be needed, but listed below are several known decision points that will require input and approval from the Board.

- Board Oversight
- Property Acquisitions and Easements
- Pipeline route
- Tank location
- Program design packages & delivery phasing
- Program Design contracts
- Operations & Flow Allocation Plan
- Facilities Plan/Project Report
- Water System Plan
- Schedule baseline
- Cost & Funding Plan
- Jurisdictional Agreements
- Value Engineering recommendations
- Construction Contracting method
- Construction Contract Award
- Operational Requirements
- Communications & Outreach Strategy

Decision Example – Tank Siting

One example early decision will involve the future tank site. Listed below is an example showing where and when member staff, committees, and the Board are involved in making the decision.

Step 1: Program Team

- Complete hydraulic modeling, find land, review zoning, develop alternatives, develop costs, summarize 2-3 best options in an Options Analysis Report.

Step 2: Member Staff and Committees

- Review and comment on Options Analysis; make recommendation to present preferred options to the Board

Step 3: Board Action

- Review final options, select preferred alternative, approve land acquisition.

Step 4: Program Team

- Secure the land; begin design procurement process.

Step 5: Member Staff and Committees

- Participate in procurement process, review and recommend hiring of Design Team

Step 6: Board Action

- Approve hiring of the Design Team, provide input and oversight of the process, resolve any issues

Step 7: Program Team

- Provide Project Management and oversight of the Design Team, continue community and stakeholder outreach and engagement.

Step 8: Design Team

- Perform pre-design (Geotech, survey, etc) and design services, prepare permit applications

Step 9: Member Staff and Committees

- Recommend moving into construction, participate in construction procurement process

Step 10: Board Action

- Approve solicitation of the contractor, provide input and oversight of the process, resolve any issues

Step 11: Program Team

- Procure contractor, provide construction management and oversight, comply with permit and stakeholder requirements.

Step 12: Construction Team

- Construct the tank, comply with design and permit requirements.

Cascade Supply Program

October Board Update



MSA – What It Is

- Staff augmentation
- A standard contracting tool
- A flexible framework for planning and engineering support
- An efficiency measure
- A cost control mechanism
- Long term support

MSA – What It Is Not

- Not a blank check
- Not outsourcing authority
- Not a program design or construction services contract
- Not establishing oversight
- Not a set scope/fee for a single project or activity

Initial Budget Request

- Current 2025/2026 budget authorizes \$4.56M in CSP consulting support.
- Requesting \$1M to start program support and planning
 - Three Work Assignments to start
 - Anticipated 2025/2026 total budget to be \$2 - 4.5M
- No impact to rates

Budget

2025	Line Item	2025 Budget	Expected spend (this Action)	Remaining
	119-TCP Consultants (O&M)	\$2,175,000	\$75,000	\$2,100,000

2026	Line Item	2026 Budget	Expected spend (this Action)	Remaining
	119-TCP Consultants (O&M)	\$1,194,000	\$925,000	\$269,000
	325-TCP Consultants (CIP)	\$1,194,000	\$0	\$1,194,000
Totals		\$4,563,000	\$1,000,000	\$3,563,000

Initial Work Assignments

WA.001: Program Oversight Support

- Description:** Assist Cascade and the Board to establish procedures for Board Oversight of the CSP.
- Preliminary Deliverables:** Planning for Board Oversight Workshop, Board Oversight Plan (Decision Authority Matrix, Board structure, Roles and Responsibility Matrix).
- Forecast:** ~\$100,000

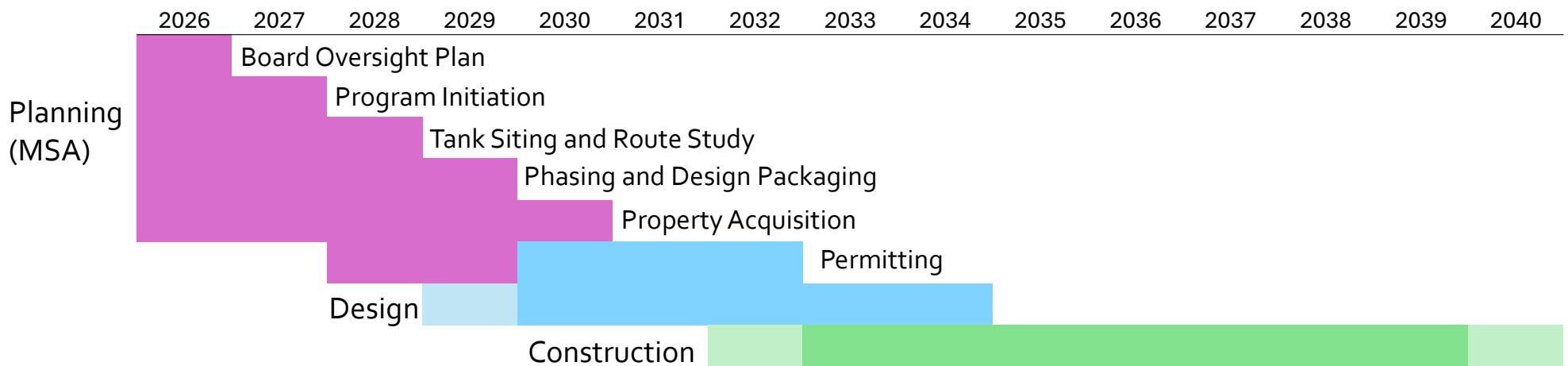
WA.002: Program Setup and Planning

- Description:** Begin setting up the program and identifying program needs.
- Preliminary Deliverables:** Program Management Plan, schedule and cost estimates, Program Controls Plan (Software and KPIs), Risk Management Plan
- Forecast:** ~\$300,000

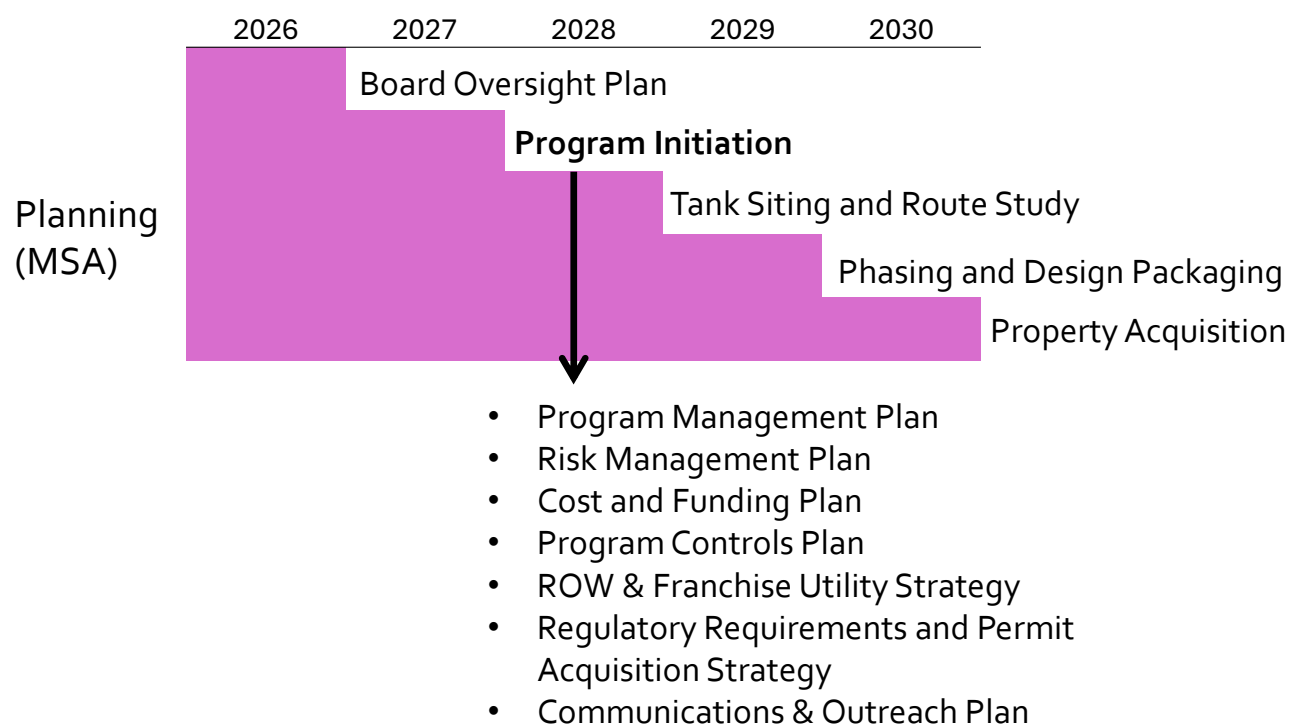
WA.003: Routing and Siting

- Description:** Field reconnaissance, paper studies, and limited modeling to determine the potential storage tank sites and pipeline routes.
- Preliminary Deliverables:** Storage Tank Siting Evaluation, Transmission Line Routing Study, Communications and Outreach Plan, Right-of-Way & Franchise Utilities Strategy.
- Forecast:** ~\$600,000

CSP Timeline



CSP Timeline – Program Initiation



Example Board Oversight (Direction, Workshop, Decision)

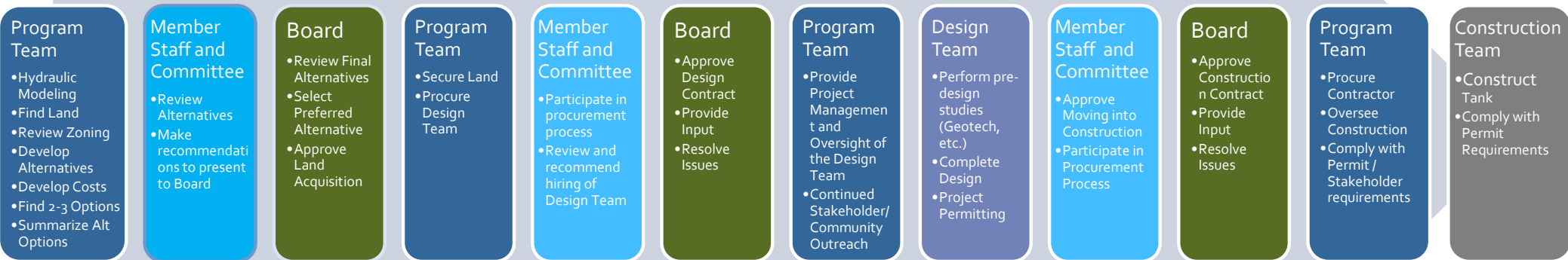


Asterisk denotes Board Oversight expected in first year of MSA

- Board Oversight*
- Property Acquisitions and Easements*
- Pipeline route, sizing*
- Tank location*
- Program design packages & delivery phasing
- Program Design contracts
- Operations & Flow Allocation Plan
- Facilities Plan/Project Report
- Schedule baseline*
- Cost & Funding Plan*
- Jurisdictional Agreements
- Value Engineering recommendations
- Construction Contracting method
- Construction Contract Award
- Operational Requirements
- Communications & Outreach Strategy*

Board/Program Decision Example – Tank Siting

See Board
Agenda
Appendix for
larger text!



- Decision process, with Board actions highlighted in green
- The program will not get ahead of the Board
- Decisions are with the Board.

Board Action Item

MSA Authorization and Initial Budget



Questions?



Abbreviations Used (Alphabetical)

- CSP: Cascade Supply Program
- FMC: Finance and Management Committee
- KPI: Key Performance Indicator
- MSA: Master Services Agreement
- PES: Program and Engineering Support
- RASCI: Responsible, Accountable, Supportive, Consulted, Informed matrix
- RFP: Request for Proposals
- RFQ: Request for Qualifications
- RMC: Resource Management Committee
- SOQ: Statement of Qualifications
- TCTL: Tacoma-Cascade Transmission Line
- WA: Work Assignment



RESOURCE MANAGEMENT COMMITTEE
Lloyd Warren, Chair, Sammamish Plateau Water
Jon Ault, Skyway Water & Sewer District
Dave Hamilton, City of Bellevue
Tom McLeod, City of Tukwila
Jon Pascal, City of Kirkland
Ryika Hooshangi, Sammamish Plateau Water
Angie Nuevacamina, City of Redmond

Special Meeting Recap
Thursday, October 16, 2025
2:30 PM – 4:00 PM
Held at Cascade's office and via Zoom

1. Chair Comments.
2. Executive Session.
3. Discussion Items.

A. Water Quality Blending Study Results. Cascade's consultant, Confluence Engineering, will present the results of a study that evaluated the compatibility of Tacoma's Green River Filtration Facility supply with existing supplies from Seattle Public Utilities' Cedar River and Tolt River water treatment plants. A 2-page summary that will be provided to the Board is also attached for review/comment.

Recap: Staff and Cascade's consultant, Confluence Engineering, provided a summary presentation on the desktop study. Discussion followed on the blending of Seattle and Tacoma waters reaching other utilities and the need for further studies. Staff will be providing a technical presentation in the future to the engineering/operations teams at member agencies. The final reports will be shared with member staff and RMC. There are no future actions associated with this contract, as future blending work will proceed under the Cascade Supply Program Program and Engineering Support contract.

B. Snoqualmie Aquifer Project (SAP) Update. Staff will update the committee on the status of the assignment of the Snoqualmie Aquifer water right applications and well site easement to Cascade.

Recap: The documentation to transfer the interests in two Snoqualmie Aquifer Project water right applications from East King County Regional Water Association (EKCRWA) to Sammamish Plateau Water (SPW) and from SPW to Cascade was finalized and submitted to the Department of Ecology on September 24. The Department of Ecology approved the assignments on October 8. The assignment of a well site easement held by EKCRWA to SPW and then to Cascade is also complete.

C. White River-Lake Tapps Reservoir (WRLTR) Operations and Management (O&M) Contracted Services Update. Staff will provide the committee with a summary of the Statements of Interest

received for the WRLTR 2027 O&M services contract and an overview of the anticipated future procurement process.

Recap: Staff provided a brief status report including a schedule update for returning to the RMC on November 6 and the Board on November 19 to request permission to advertise the Request for Proposal (RFP) for the 2027 O&M Services Contract. Staff anticipate advertising the RFP no later than January 2026.

4. Items Recommended for Action at the October 22, 2025 Board Meeting.

- A. Construction Management Contract Amendment.** Motion to authorize the Chief Executive Officer to amend the current contract with Vanir Construction Management, Inc. and increase maximum compensation by \$150,000, from \$640,000 to \$790,000.

Recap: The committee supported staff's recommendation to place this item on the consent agenda for the October 22 Board meeting.

- B. Cascade Supply Program (CSP) Program and Engineering Support Services (PES) Contract.** Motion to authorize the Chief Executive Officer to execute a contract with Stantec Consulting Services, Inc. (Stantec) to provide Program and Engineering Support services for the Cascade Supply Program, with an initial contract maximum not to exceed \$1,000,000.

Recap: Staff presented an update on the Program and Engineering Support (PES) Master Services Agreement (MSA) contract, including a discussion around what is and is not included in the MSA, and how decisions are made throughout the life of the program. Discussion followed with more information about the oversight workshop and what progress reporting looks like in the future. The committee recommended the contract for approval, with an amendment to the motion that a draft oversight structure be presented to the Board no later than June 30, 2026.

5. Other Issues.

6. Next Meeting Date and Location.

The next meeting will be Thursday, November 6, 2025, 2:00 p.m. – 3:30 p.m. at Cascade's office and via Zoom.