



Okanogan County Electric Co-Op (OCEC)  
INVITATION FOR BID (IFB)

“WAREHOUSE AND INVENTORY  
INDEPENDENT CONTRACTOR IFB 2025-004”

Request for Quotes and Qualifications (RFQQ)

Regarding:

Material Shipping and Receiving /  
1099 Contractor (temporary and as  
needed basis)

Okanogan County Connect Project

Issued by: Adam Glenn / Broadband Manager

Street Address: 93 W Chewuch Rd., Winthrop WA 98862

Issued: April 10, 2025

**Anticipated Events Dates:**

- IFB/RFQQ Posted at <https://ocec.coop/methow-fiber/> April 10, 2025
- Quotes Due: 5:00 p.m. PST, April 17th, 2025
- RFQ Evaluations Completed by: 5:00 p.m. PT, April 18th, 2025
- Must be Available to contract by Monday April 21<sup>st</sup>, 2025

*Please address questions and responses via email to Adam Glenn: [aglenn@ocec.coop](mailto:aglenn@ocec.coop)*

Public Announcement

NOTICE IS HEREBY GIVEN that Methownet a division of Okanogan County Electric Cooperative, an equal opportunity employer, is seeking an experienced, qualified, 1099-Independent contractor to provide contract labor to manage shipping and receiving of broadband material(s) for Methownet at our Horizon Flatts Warehouse facility in Winthrop WA

The associated project is funded/partially funded, by federal award number CPFFN0145 (ARPA Capital) awarded by the U.S. Department of the Treasury, Small, Minority and Women’s Business Enterprises (MWBE) are encouraged to submit bids. Submitted bids will be opened at 5:00PM PST, April 17, 2025, at 93 W. Chewuch Rd, Winthrop WA 98862. The firm or individual should supply qualifications for all services requested in the IFB and incomplete bids will be rejected. The IFB / RFQQ may be obtained on the OCEC / Methow Fiber web site

<https://ocec.coop/methow-fiber/>

Additional details may also be obtained via email from Adam Glenn [aglenn@ocec.coop](mailto:aglenn@ocec.coop) or by phone at 509-996-2022.

Okanogan County Electric Co-operative Background Information

In 1939, closely following the 1936 enactment of the Rural Electrification Act into law by President Franklin Roosevelt, public utility districts and private member-owned not-for-profit electric cooperatives, such as OCEC, were allowed to secure government-backed loans to build infrastructure for rural areas neglected by other electric companies. The newly formed OCEC obtained a \$69,000 loan through the Rural Electrification Act and began servicing its first member-owners. Around the same time, the Okanogan Public Utility District (PUD) entered the Methow Valley. Originally formed to provide electric service to those living in the neighboring and more populous Okanogan Valley, the PUD extended its reach into the Methow by acquiring a generation station from Washington Water & Power (now Avista), a privately run company that had profitably sold electricity since 1928 to a concentrated, easily accessible segment of the Methow’s population, centered around the town of Twisp.

Over eighty years later, OCEC and Okanogan PUD each provide electric service to about half of the 7,500 electric consumers in the Methow Valley and share a common transmission line into the area. Okanogan PUD provides power for the lower part of the valley, covering residents in the town of Twisp, while OCEC serves the needs of the upper Methow valley, including the Twisp and upper Methow river valleys.

In 2023, continuing with that spirit of service, OCEC acquired Methownet, a locally founded fiber and wireless internet provider. Methownet brings a wealth of knowledge, experience, and talent to the OCEC team and will continue to be an integral part of providing world class telecommunication services to the residents of the area they call home.

## Project Description

The Okanogan County Electric Co-Operative (OCEC) and subsidiary Methownet has received grant funding to build a new fiber-to-the-home and middle-mile fiber optic distribution network. The system will be deployed with a mixture of both aerial and underground construction methods. The **warehouse and inventory manager** will oversee the shipping, receiving, and material distribution from the Horizon Flatts Warehouse on an as needed basis. Additionally the hired 1099 contractor will provide reports to the Broadband Manager as well as maintain the warehouse in a safe and orderly fashion. Bidde. will need to provide all labor, equipment, and consumables required to safely complete the work.

## General Project Schedule

Project activities will commence immediately following the notice of award, execution of contract. It is expected that the need for a part time 1099 contracted warehouse and inventory manager may be needed through the project completion date of October 1<sup>st</sup>, 2026.

## Request for Quotes and Qualifications-

### General Scope of Services

---

**Scope of Services:** Contractor will provide receivables and shipping management services and warehouse oversight as an Independent Contractor on an as needed basis.

Contractor must be able to lift and carry 50lbs and qualified to operate a forklift. Contractors must provide daily completed inventory, shipping, and receiving details upon request.

Contractor must provide their own communication tools including laptop and cell phone to communicate with contractors, OCEC staff, and shipping companies.

**Compensation:** Contractor shall invoice OCEC the last business day of each month for the Services performed in the preceding month. OCEC agrees to pay Contractor's monthly invoices received by OCEC the last day of each month and will be paid within 30 days of invoice (Net 30). Contractor acknowledges that it will receive an IRS Form 1099-MISC from the Company, and that Contractor shall be solely responsible for all federal, state, and local taxes attributable to the Compensation hereunder.

**Independent Contractor Status:** Contractor is an independent contractor and not an employee of OCEC. Contractor is subject to OCEC's limited control and direction as to only the results to be accomplished, but not as to the details and means by which the results are accomplished. Contractor is not covered by any OCEC employee benefit programs, such as health and welfare benefit plans, pension, retirement, social security, workers' compensation or unemployment compensation, and will not be treated as an employee for federal tax purposes or any other purpose. Contractor acknowledges that Contractor is not an employee for the purposes of the Washington Industrial Insurance Act, RCW Title 51, and that Contractor is therefore not eligible for workers' compensation benefits as OCEC's employee.

Please provide a letter of qualifications and an hourly rate proposal to [aglenn@oceccoop.com](mailto:aglenn@oceccoop.com)

Thank You

Adam Glenn  
Manager - Broadband  
Methow Fiber  
509 741-0568  
[aglenn@oceccoop.com](mailto:aglenn@oceccoop.com)



Okanogan County Electric Co-op, Inc.  
PO Box 69  
93 W Chewuch RD, Winthrop, WA 98862

PH: (509) 996-2228 | FAX: (509) 996-2241 | [www.okanoganelectriccoop.com](http://www.okanoganelectriccoop.com)

---

