

EWEB Board Consent Calendar Request

For Cooperative Contracts

The Board is being asked to authorize the use of a cooperative contract with **Diversified Workplace Solutions** to provide **Audio-Visual Solutions and a Technology Upgrade in the ROC Training Room**.

Board Meeting Date:	December 5, 2023	
Project Name/Contract #:	ROC Training Room Technology Upgrade / WA Master Contract 03418	
Manager:	Scott Milovich	Ext.7408
Executive Officer:	Karen Kelley	Ext. 7153
Expected Spend:	\$180,000 (one-time)	

Narrative:

Operational Requirement and Alignment with Strategic Plan

As Utility operations have expanded beyond the practical capabilities of the currently installed technology within the Roosevelt Operations Center (ROC) Training Center, a review to identify needed improvements was initiated. Significant deficiencies were noted, including the ability to effectively host “hybrid” meetings, the predominant meeting solution in our post-COVID workplace. Additionally, audio and production capabilities are inadequate, as discovered with the change in Board Meeting venue from the former Headquarters Building to the ROC Training Center. The goods and services obtained under this cooperative contract will modernize the Training Room technology, allowing for improved integration, serviceability, and expansion, which aligns with the Strategic Plan for resiliency, flexibility and fostering customer confidence.

Contracted Goods and Services

If approved, the contractor will provide Audio-Visual solutions to update the Audio-Visual technology in the Roosevelt Operations Center (ROC) Training Room. The scope of work for this project has been broken out into 5 phases, Phase 1: Consulting and Schematic Design, Phase 2: Design Development, Phase 3: Design Documentation, Phase 4 Contract Administration and Phase 5: Procurement of equipment and Installation. The following requirements have been included within this scope:

- Increase flexibility and the use of space (more layout options with additional display screens/monitors)
- Increase audio quality (in-room and online)
- Improve microphone quality/capabilities (individual mics that will not interfere with in room audio output)
- Maintain/improve ease of use (MS Teams Room capable with user friendly GUI)
- Utilize equipment/technology that can readily be supported (no proprietary programming and capable of in-house support and/or immediate 3rd party support)
- Ease of production and deployment
- Expandable/upgradable

Purchasing Process

In December 2018, the State of Washington issued a Request for Proposals for Audio-Visual Solutions. The solicitation resulted in the State of Washington awarding a Master Services Contract to Diversified Workplace Solutions on April 1, 2019. The Master Services Contract is available for use by all Washington State Agencies as well as any Entities that have executed a Master Contract Usage Agreement with WA Enterprise Services. The State of Oregon established an Interstate Cooperative Agreement for Joint Participation in each State’s Purchasing Program with the State of Washington’s Enterprise Services Division in December of 2014. The Contract has a six (6) year term and will end on March 31, 2025.

ACTION REQUESTED:

Management requests the Board authorize the use of a cooperative contract for Audio-Visual solutions from Diversified Workplace Solutions. Approximately \$170,000 was planned for these goods and services in the Department 384/Support Services Division 2023 budget of \$342,000 (Capital type 1) and the balance will be budgeted in 2024. Variances will be managed within the budget process and Board policy.

**RESOLUTION NO. 2321
DECEMBER 2023**

**EUGENE WATER & ELECTRIC BOARD
RESOLUTION AUTHORIZING GENERAL MANAGER
TO AMEND AND EXTEND POWER SALES AGREEMENT AND JOINT OPERATION
AGREEMENT WITH INTERNATIONAL PAPER**

WHEREAS, the Eugene Water & Electric Board (EWEB) and International Paper Company (“IP”) are parties to a Power Sales Agreement dated October 10th, 2011, as amended (“PSA”) and a Joint Operating Agreement dated October 10, 2011, as amended (“JOA”); and

WHEREAS, the PSA and JOA are currently scheduled to expire on March 31, 2024; and

WHEREAS, EWEB and IP now desire to further extend the Term of both the PSA and JOA; and

WHEREAS, EWEB and IP have reached a common understanding concerning the substantive terms and conditions to be amended in the PSA and JOA; and

WHEREAS, the EWEB Commissioners have reviewed a summary of the proposed terms and conditions and find them to be appropriate and consistent with the interests of the utility and its customers.

NOW, THEREFORE, BE IT RESOLVED by the Eugene Water & Electric Board that the EWEB General Manager or designee is hereby authorized to amend and extend the existing Power Sales Agreement and Joint Operating Agreement in accordance with the summary of proposed terms and conditions presented to the Board.

DATED this 5th day of December 2023.

THE CITY OF EUGENE, OREGON
Acting by and through the
Eugene Water & Electric Board

President

I, ANNE M. KAH, the duly appointed, qualified, and acting Assistant Secretary of the Eugene Water & Electric Board, do hereby certify that the above is a true and exact copy of the Resolution adopted by the Board at its December 5, 2023, Regular Board Meeting.

Assistant Secretary



MEMORANDUM

EUGENE WATER & ELECTRIC BOARD



TO: Commissioners Carlson, Barofsky, McRae, Schlossberg, and Brown
FROM: Deborah Hart, CFO; Aaron Balmer, AIC Financial Services Manager; Alicia Voorhees, Interim Budgets & Rates Supervisor; Janice Lee, Interim Senior Financial Analyst
DATE: November 29, 2023
SUBJECT: Water Utility 2023 Capital Budget Amendment
OBJECTIVE: Approval of Resolution No. 2322

Issue

Per Board Policy EL-1, the approved budgets are the maximum level of expenditure authorized by the Board. As noted in the most recent *Strategic and Operational Quarterly Report*, Management anticipates capital investments will exceed budget for the Water Utility this year. Management will request the Board approve a budget amendment at the December meeting.

Discussion

Throughout the year, finance staff monitor and project year-end budget variances. As of early November, it is projected the Water Utility investments will exceed the capital budget due to:

- Increased main replacement work in coordination with paving projects of the City
- Increased construction costs associated with Type 1 Pump Station work
- Contract timing, increased scope, and material costs for the Hilyard Transmission Main
- Timing of work for EWEB Enterprise Solutions (EES) – While the overall project is on budget, 2023 budget allocations are not sufficient for the work performed this year

These increases are partially offset by a lower year end projection for the E. 40th Reservoir, as site backfill and grading will occur in 2024.

	<u>Water</u>
Approved Capital Budget	\$ 32,468,000
<i><u>Operational Changes:</u></i>	
Increasing main replacements	\$ 1,600,000
Timing of Construction/Project Cost Increases	5,200,000
<u>Reduction for East 40th Reservoir</u>	<u>(1,800,000)</u>
Total Projected Capital Budget Amendment	\$ 5,000,000
Total Amended Capital Budget	\$ 37,468,000

Operational changes may be broadly characterized as planned future outflows happening in the current period and cost increases from revised project scope and material pricing. An amendment to increase the Water Capital budget by \$5 million is requested and would be funded by reserves. Strong water consumption during the summer produced favorable retail revenue and contributes to reserves being above target. Using reserve funding to navigate timing fluctuations for project activity in the long-term financial plan mitigates further stress on prices.

Requested Board Action

Management recommends and requests the Board approve Resolution No. 2322 to increase the 2023 Water Capital budget by \$5 million.

**RESOLUTION NO. 2322
DECEMBER 2023**

**EUGENE WATER & ELECTRIC BOARD
2023 BUDGET AMMENDMENT**

WHEREAS, the Eugene Water & Electric Board (EWEB) is the body designated by the City of Eugene Charter and Code to administer the Eugene Electric and Water Utilities;

WHEREAS, Oregon Revised Statute 225.230 requires municipal utilities to make an annual written estimate of probable expenses to establish spending authority;

WHEREAS, the Eugene Water & Electric Board anticipates expenditures in excess of that authority;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves an increase to the Water Utility Capital budget of \$5.0 million.

Dated this 5th day of December 2023.

THE CITY OF EUGENE, OREGON
Acting by and through the
Eugene Water & Electric Board

President

I, ANNE M. KAH, the duly appointed, qualified, and acting Assistant Secretary of the Eugene Water & Electric Board, do hereby certify that the above is a true and exact copy of the Resolution adopted by the Board at its December 5, 2023 Regular Board meeting.

Assistant Secretary