

## EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a purchase with **Carte International** for 5 Three-Phase Network Transformers.

Board Meeting Date: March 5, 2013

Project Name/Contract#: Three Phase Network Transformers/053-2012

Primary Contact: Mel Damewood Ext. 7145

Secondary Contact: Debra Smith Ext. 7196

Purchasing Contact: Sarah Gorsegner Ext. 7348

### Contract Amount:

Original Contract Amount: \$ 150,000

Additional \$ Previously Approved: \$ n/a

Invoices over last approval: \$ n/a

Percentage over last approval: n/a %

Amount this Request: \$ 150,000

**Resulting Cumulative Total:** \$ 150,000

### Contracting Method:

Method of Solicitation: Formal Invitation to Bid

If applicable, basis for exemption: n/a

Term of Agreement: March 29, 2013

Option to Renew? No

Approval for purchases "as needed" for the life of the contract No

### Narrative:

The Board is being asked to approve a purchase with **Carte International** of Winnipeg, Canada for the purchase of 5 Three Phase Network Transformers.

EWEB requires 5 Three Phase Network Transformers for unit failure replacement and for new construction for the downtown Network. In November 2012, EWEB issued a formal Invitation to Bid for the purchase of Three Phase Network Transformers. The solicitation was reviewed by seven companies. Two responses were received; Carte International was determined to be the lowest responsive and responsible bidder.

If approved, staff will purchase 5 Three Phase Network Transformers at the established prices.

### ACTION REQUESTED:

Management requests Board approve the purchase with **Carte International** for the purchase of 5 three phase network Transformers. Funds for these purchases were budgeted for 2013.

### Action Requested:

Contract Award  
 Contract Renewal  
 Contract Increase  
 Other

### Funding Source:

Budget  
 Reserves  
 New Revenue  
 Bonding  
 Other

### Form of Contract:

Single Purchase  
 Services  
 Personal Services  
 Construction  
 IGA  
 Price Agreement  
 Other

**SIGNATURES:**

Project Coordinator: \_\_\_\_\_

Manager: \_\_\_\_\_

Assistant General Manager: \_\_\_\_\_

Purchasing Manager: \_\_\_\_\_

General Manager: \_\_\_\_\_

Board Approval Date: \_\_\_\_\_

Secretary/Assistant Secretary verification: \_\_\_\_\_