

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **Oregon Electric Group** for **commercial electrical services**.

Board Meeting Date: April 2, 2013
Project Name/Contract#: Commercial Electrical Services / Contract 003-2013
Primary Contact: Todd Simmons Ext. 7373
Secondary Contact: Debra Smith Ext. 7196
Purchasing Contact: Cheryl Golbek Ext. 7389

Action Requested:	
<input checked="" type="checkbox"/>	Contract Award
<input type="checkbox"/>	Contract Renewal
<input type="checkbox"/>	Contract Increase
<input type="checkbox"/>	Other

Contract Amount:
Original Contract Amount: \$500,000
Additional \$ Previously Approved: \$ N/A
Invoices over last approval: \$ N/A
Percentage over last approval: 0%
Amount this Request: \$500,000
Resulting Cumulative Total: \$500,000

Funding Source:	
<input checked="" type="checkbox"/>	Budget
<input type="checkbox"/>	Reserves
<input type="checkbox"/>	New Revenue
<input type="checkbox"/>	Bonding
<input type="checkbox"/>	Other

Contracting Method:
Method of Solicitation: Formal Request for Proposals (RFP)
If applicable, basis for exemption: N/A
Term of Agreement: April 3, 2013 thru April 2, 2014
Option to Renew? Yes, annual renewal for up to 5 years total
Approval for purchases "as needed" for the life of the contract Yes

Form of Contract:	
<input type="checkbox"/>	Single Purchase
<input checked="" type="checkbox"/>	Services
<input type="checkbox"/>	Personal Services
<input type="checkbox"/>	Construction
<input type="checkbox"/>	IGA
<input type="checkbox"/>	Price Agreement
<input type="checkbox"/>	Other

NARRATIVE:

The Board is being asked to approve a new contract with **Oregon Electric Group** for **commercial electrical services**.

On occasion, EWEB has need for electrical services at our facilities (Headquarters, Roosevelt Operations Center, Hayden Bridge, and upriver facilities and housing). Electrical services required are comprehensive, from low voltage wiring to high voltage commercial projects such as UPS systems, backup generators, wiring of our electrical EV charging stations, data center wiring, and major and minor construction remodel wiring.

In January 2013, staff issued a formal request for proposals for commercial electrical installation and repair services at various EWEB facilities. Two bids were received and evaluated; and Oregon Electric Group of Springfield, Oregon was determined to be the highest ranked proposer.

The exact amount of services needed is unknown and no guarantee has been made for any specific quantity of work. Electrical services will be requested on an "as needed" basis. Historical procurement data indicates annual services could be approximately \$100,000 per year; \$500,000 over 5 year contract. Therefore, this approval is requested based on "need" and not on any specific dollar amount.

ACTION REQUESTED:

Management requests Board approve a new contract with **Oregon Electric Group** for **commercial electrical services**. Funds for these services were budgeted for 2013 and will be budgeted annually.

SIGNATURES:

Project Coordinator: _____

Manager: _____

Assistant General Manager: _____

Purchasing Manager: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____