

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **Westates Flagman Inc.** for **traffic control and flagging services for general maintenance work.**

Board Meeting Date: April 2, 2013
Project Name/Contract#: Traffic Control & Flagging Svcs for EWEB's maint & tree work / Contract #002-2013
Primary Contact: Todd Simmons Ext. 7373
Secondary Contact: Debra Smith Ext. 7196
Purchasing Contact: Cheryl Golbek Ext. 7389

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Contract Amount:

Original Contract Amount: \$700,000
Additional \$ Previously Approved: \$ N/A
Invoices over last approval: \$ N/A
Percentage over last approval: 0%
Amount this Request: \$700,000
Resulting Cumulative Total: \$700,000

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 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, renews annually up to 5 years total.
Approval for purchases "as needed" for the life of the contract Yes

Form of Contract:

Single Purchase
 Services
 Personal Services
 Construction
 IGA
 Price Agreement
 Other

NARRATIVE:

The Board is being asked to approve a new contract with **Westates Flagman Inc.** for **traffic control and flagging services for maintenance work.**

In January 2013, staff issued a formal request for proposals for traffic control and flagging services to be utilized during EWEB's maintenance work, tree pruning and removal work that are NOT subject to Bureau of Labor and Industries (BOLI) prevailing wage rates. Two bids were received and evaluated; and Westates Flagman Inc. 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 annual quantity of work. Flagging Services will be requested on an "as needed" basis. The exact amount of services may vary; however, historical procurement data indicates annual services will be approximately \$140,000 per year, \$700,000 over 5 year contract. Therefore, this approval is requested based on "need" and not on any specific dollar amount.

ACTION REQUESTED:

The Board is being asked to approve a new contract with **Westates Flagman Inc.** for **traffic control and flagging services for maintenance work, tree pruning and removal work that is NOT subject to BOLI prevailing wage rates.** 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: _____