

# EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a contract amendment for **Stellar J Corporation** to complete construction services for the Willamette 1325 Reservoir Replacement.

Board Meeting Date: April 16, 2013  
Project Name/Contract#: Willamette 1325 Reservoir Replacement  
Primary Contact: Mel Damewood Ext. 7145  
Secondary Contact: Debra Smith Ext. 7196  
Purchasing Contact: Guy Melton Ext. 7426

### Action Requested:

Contract Award  
 Contract Renewal  
 Contract Increase  
 Other

### Contract Amount:

Original Contract Amount: \$835,880  
Additional \$ Previously Approved: \$0  
Invoices over last approval: \$36,790  
Percentage over last approval: 32%  
Amount this Request: \$233,250  
**Resulting Cumulative Total:** \$1,105,920

### Funding Source:

Budget  
 Reserves  
 New Revenue  
 Bonding  
 Other

### Contracting Method:

Method of Solicitation: Invitation to Bid No. 010-2012  
If applicable, basis for exemption: N/A  
Term of Agreement: April 4, 2012 – September 1, 2013  
Option to Renew? No  
Approval for purchases "as needed" for the life of the contract No

### Form of Contract:

Single Purchase  
 Services  
 Personal Services  
 Construction  
 IGA  
 Price Agreement  
 Other

### NARRATIVE:

The Board is being asked to approve a contract amendment with **Stellar J Corporation** to complete the construction of the Willamette 1325 Reservoir Replacement project.

The Willamette 1325 Reservoir Replacement project includes the construction of a new 350,000 gallon reservoir to replace an existing 50,000 gallon reservoir which has insufficient capacity to provide fire and emergency storage for the Willamette 1325 Service Area.

The construction of this reservoir has been challenging due to the rock excavation required at the site, limited site access, and difficulties with the Contractor. These challenges have led to change orders which have resulted in an increase in the contract amount. These change orders have been negotiated with Stellar J Corporation.

The amendment to the Stellar J contract includes an increase \$233,250 and a contract completion extension to September 1, 2013. Per Board Policy EL1, the amount of the contract amendment exceeds the threshold which requires Board Approval.

Budget Amendment #6 is associated with this contract amendment and adds an additional \$100,000 to the project budget.

### ACTION REQUESTED:

Management requests Board approve the amendment to the contract with **Stellar J Corporation** to complete construction services for the **Willamette 1325 Reservoir Replacement**.

**SIGNATURES:**

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

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

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

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

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

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

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

# Budget Amendment Form

Date: 04/15/13

Amendment # 6

**Contact Information:**

Name/Title/E-mail: Debra Smith/Assistant General Manger

**General Information:**

Project No./Name	Job No./Name
14017- Water Reservoir Additions	Job 32733 Willamette 1325 Reservoir

**Amendment Type:** *(Check all that Apply)*

Utility: Electric  Water

Category: Major Capital Project  Capital  O & M  Labor & Benefits

**Description and Justification for Budget Amendment:** See Consent Calendar

(Project No.-Job No.) & Description	Actual Expenditures Through 3/31/13	Projected Year-End Expenditures	Amount Currently Budgeted	Funds Transfer-In / (Transfer- Out)	Funding Source <i>(job transfer, reserves, bond funds, new revenue)</i>
14017-Job 32733 Willamette 1325 Reservoir	\$11,823	\$400,000	\$300,000	\$100,000	Bond Funds
<i>Total</i>	\$11,823	\$400,000	\$300,000	\$100,000	

General Manager Approval: \_\_\_\_\_ Assistant GM Approval: \_\_\_\_\_

Finance Manager Approval: \_\_\_\_\_ Department Manager Approval: \_\_\_\_\_

Fiscal Services Supervisor Approval: \_\_\_\_\_

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