

## EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **Willamette Valley Rehabilitation Center** for **janitorial services at the Hayden Bridge water Filtration Plant.**

Board Meeting Date: May 7, 2013

Project Name/Contract#: Janitorial Services at Hayden Bridge/PSC #2321

Primary Contact: Brad Taylor Ext. 7385

Secondary Contact: Roger Gray Ext. 7130

Purchasing Contact: Cheryl Golbek Ext. 7389

### Contract Amount:

Original Contract Amount: \$206,000

Additional \$ Previously Approved: \$ N/A

Invoices over last approval: \$ N/A

Percentage over last approval: 0%

Amount this Request: \$206,000

**Resulting Cumulative Total:** \$206,000

### Contracting Method:

Method of Solicitation: Exempt

If applicable, basis for exemption: EWEB Rule 6-0110 (2) and ORS 279.850

Term of Agreement: May 8, 2013 – May 7, 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

### 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

### NARRATIVE:

The Board is being asked to approve a new contract with **Willamette Valley Rehabilitation Center** for **janitorial services at the Hayden Bridge Water Filtration Plant.**

EWEB has a need for janitorial services at its Hayden Bridge Water Filtration Plant. This contract, if approved, will be with a Qualified Rehabilitation Facility (QRF) in accordance to Oregon laws. Oregon law mandates public entities to purchase goods and services from QRFs, when those goods and services are available.

Staff has negotiated a contract with WVRC. WVRC is our current provider and staff has been please with the services they have been providing.

Staff estimated the cost for the first year of services and consumable products to be \$38,000. The total five-year contract amount is estimated to be approximately \$206,000, which could be affected (+/-) depending on the cost of consumables and addition of janitorial services if needed.

### ACTION REQUESTED:

Management requests Board approve a new contract with **Willamette Valley Rehabilitation Center** for **janitorial services at the Hayden Bridge Water Filtration Plant.** Funds for these services were budgeted for 2013 and will be budgeted annually.

**SIGNATURES:**

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

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

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

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

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

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