

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve multiple new contracts with **certified contractors for residential backflow testing services.**

Board Meeting Date: May 7, 2013

Project Name/Contract#: Residential Backflow Testing Svcs / Contract #005-2013

Primary Contact: Brad Taylor Ext. 7385

Secondary Contact: Roger Gray Ext. 7130

Purchasing Contact: Cheryl Golbek Ext. 7389

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Contract Amount:

Original Contract Amount: \$250,000

Additional \$ Previously Approved: \$ N/A

Invoices over last approval: \$ N/A

Percentage over last approval: 0%

Amount this Request: \$250,000

Resulting Cumulative Total: \$250,000

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contracting Method:

Method of Solicitation: Request for Qualifications (RFQ)

If applicable, basis for exemption: N/A

Term of Agreement: May 8, 2013 through May 7, 2015

Option to Renew? No.

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 multiple new contracts with **certified contractors for residential backflow testing services: Aaction Backflow; A & A Backflow Testing; A & K Landscaping LLC; All-Flow; BTi Construction Co; Dutchman Backflow; Emerald Valley Backflow; Harvey & Price; Heath Backflow; PM Backflow; Right-Way Plumbing & Backflow Service; TB Irrigation; Terra Nova Landscape; Twin Rivers Plumbing; and Water Flow Specialties.**

The Oregon Human Services Administration, by law, requires Water Purveyors (EWEB) to annually assure that customer backflow devices are operating properly (OAR 333-061-0070). EWEB meets this legal compliance through the use of certified Backflow Assembly Testers. EWEB offers this service to simplify the customer's obligation to test their backflow device annually. A customer may request EWEB to coordinate with a certified contractor for the annual testing of their device. EWEB will then work with a certified contractor to inspect and test the device, pay the contractor for the work and bill the customer the actual cost. Alternatively, the customer has the option of obtaining the service directly and EWEB will continue to monitor and follow-up with the customer to ensure the annual testing is done.

In January 2013, EWEB requested qualifications for the residential backflow testing services program. Sixteen proposals were received and fifteen proposers met the minimum required qualifications. The contracts outline EWEB's contractual terms, the program requirements and the compensation that will be paid to the testers for the backflow testing services performed under the contract.

If approved, staff anticipates services will not exceed \$250,000 over the two-year contract period. However, the exact number of customers who will request this service is unknown and may vary. While staff has tried to estimate the potential need from historical data, the Board's approval would be based on services "as needed" and not on any specific, fixed annual dollar amount.

ACTION REQUESTED:

Management requests Board approve multiple new contracts with **certified contractors for residential backflow testing 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: _____