

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **Oregon Woods Inc.** for **Vegetation Maintenance & Enhancement Services** along the Leaburg and Waltherville Properties.

Board Meeting Date: June 4, 2013
Project Name/Contract#: Leaburg & Waltherville Property Vegetation
Maintenance & Enhancement/ITB 023-2013
Primary Contact: Steve Newcomb Ext. 7391
Secondary Contact: Roger Gray Ext. 7130
Purchasing Contact: Ramie Alkire Ext. 7413

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: \$ 40,000.00
Additional \$ Previously Approved: \$ n/a
Invoices over last approval: \$ n/a
Percentage over last approval: n/a %
Amount this Request: \$ 40,000.00
Resulting Cumulative Total: \$ 40,000.00

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: Informal Bid (Intermediate Procurement)
If applicable, basis for exemption: n/a
Term of Agreement: June 5, 2013 – December 30, 2013
Option to Renew? No
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 Woods Inc.** for **Vegetation Maintenance & Enhancement Services** along the Leaburg and Waltherville Properties.

EWEB requires **Vegetation Maintenance and Enhancement Services** along the Leaburg and Waltherville Properties along the McKenzie River. Federal Regulations require EWEB to maintain these areas.

In May 2013, staff solicited informal bids for the **vegetation maintenance and enhancement services**. Two bids were received and evaluated. **Oregon Woods Inc.** was determined to be the lowest responsive/responsible bidder. If approved, **Oregon Woods Inc.** will provide the **Vegetation Maintenance & Enhancement services** along the Leaburg and Waltherville Properties.

ACTION REQUESTED:

Management requests Board approval of a new contract with **Oregon Woods Inc.** for **Vegetation Maintenance & Enhancement Services** along the Leaburg and Waltherville Properties. Funds were budgeted for 2013.

SIGNATURES:

Project Coordinator: _____

Supervisor: _____

Purchasing Manager: _____

Division Director: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____