

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **Black Box Network Services** for **ROLM telephone system maintenance and support at HQ, Hayden Bridge, Carmen-Smith and Leaburg/Waltermville.**

Board Meeting Date: July 16, 2013
Project Name/Contract#: Rolm Telephone Sys Maint & Support – SC #2335
Primary Contact: Matt Sayre Ext. 7721
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: \$54,000
Additional \$ Previously Approved: \$ N/A
Invoices over last approval: \$ N/A
Percentage over last approval: 0%
Amount this Request: \$54,000
Resulting Cumulative Total: \$54,000

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contracting Method:

Method of Solicitation: Sole Source
If applicable, basis for exemption: EWEB Rule 3-0280 and ORS 279B.075
Term of Agreement: July 17, 2013 – July 16, 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 a new contract with **Black Box Network Services** for the **ROLM telephone systems maintenance and support at HQ, Hayden Bridge, Carmen-Smith and Leaburg/Waltermville.**

Black Box Services has been providing maintenance and support of EWEB's Rolm telephone system since 2002. With the installation of EWEB's Internet Protocol telephone system, EWEB, with the assistance of Black Box Network Services, has been removing equipment from the Rolm telephone system. Staff estimates that 2 years will be needed for the complete decommissioning of the Rolm system.

Staff has directly negotiated a contract with Black Box Network Services for the maintenance and support of existing Rolm system equipment. If approved, staff estimates that the services will cost no more than \$54,000 over the two-year contract.

ACTION REQUESTED:

Management requests Board approve a new contract with **Black Box Network Services** for **ROLM telephone system maintenance and support at HQ, Hayden Bridge, Carmen-Smith and Leaburg/Waltermville.** 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: _____