

# EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a contract amendment with **CH2M Hill** for engineering and inspection services for the Willamette 1325 Reservoir.

Board Meeting Date: December 3, 2013  
Project Name/Contract#: Engineering Services for Willamette 1325 Reservoir  
Primary Contact: Mel Damewood Ext. 7145  
Purchasing Contact: Guy Melton Ext. 7426

**Contract Amount:**  
Original Contract Amount: \$121,464  
Additional \$ Previously Approved: \$0  
Invoices over last approval: \$28,530  
Percentage over last approval: 40%  
Amount this Request: \$20,000  
**Resulting Cumulative Total:** \$169,994

**Contracting Method:**  
Method of Solicitation: Informal Request for Proposals  
If applicable, basis for exemption: N/A  
Term of Agreement: September 8, 2010 – December 31, 2013  
Option to Renew? Yes  
Approval for purchases “as needed” for the life of the contract No

<b>Action Requested:</b>	
<input type="checkbox"/>	Contract Award
<input type="checkbox"/>	Contract Renewal
<input checked="" type="checkbox"/>	Contract Increase
<input type="checkbox"/>	Other
<b>Funding Source:</b>	
<input checked="" type="checkbox"/>	Budget
<input type="checkbox"/>	Reserves
<input type="checkbox"/>	New Revenue
<input type="checkbox"/>	Bonding
<input type="checkbox"/>	Other

<b>Form of Contract:</b>	
<input type="checkbox"/>	Single Purchase
<input type="checkbox"/>	Services
<input type="checkbox"/>	Personal Services
<input checked="" 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 contract amendment with **CH2M Hill** to complete engineering construction services for 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 and late due in part to the rock excavation required at the site, difficulties with the construction contractor, and the discovery of work that needed to be corrected that did not meet specification requirements. These issues have required additional engineering and inspection work above what was originally anticipated.

The amendment to the CH2M Hill contract includes an increase \$20,000 to cover additional engineering, inspection, and close out services.

## ACTION REQUESTED:

Management requests Board approve a contract increase with **CH2M Hill** for engineering and inspection services for the Willamette 1325 Reservoir. Funds for these services were budgeted for 2013.

**SIGNATURES:**

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

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

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

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

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

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