

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a Contract with Systems West Engineering for Roosevelt Operations Center Consolidation and Interior Remodel Architectural and Engineering Services.

Board Meeting Date: 1/8/2019

Project Name/Contract #: ROC Consolidation Project - Mechanical & Electrical Engineering Services - Contract # Q2652

Primary Contact: Rod Price Ext. 7122

Contract Amount:

Original Contract Amount: \$98,400

Additional \$ Previously Approved: \$0

Invoices over last approval: \$0

Percentage over last approval: 36%

Amount this Request: 56,250

Resulting Cumulative Total: \$154,650

Contracting Method:

Method of Solicitation: Sole Source

If applicable, basis for exemption: EWEB Rule 3-0275, Sole-source Procurements

Term of Agreement: 12/13/2019

Option to Renew? Yes.

Approval for purchases "as needed" for the life of the Contract Yes No

Proposals/Bids Received (Range): N/A

Selection Basis: N/A

Narrative:

Operational Requirement and Alignment with Strategic Plan

The original contract was based on consolidating most staff to the ROC location, but leaving approximately 75 employees at the downtown location including Customer Services staff. After the initial design and construction contracts were completed and approved, the decision was made to consolidate a much larger group to the ROC, including Customer Service, resulting in significant revisions to the existing floor and office plans to accommodate the additional staff. The additional fees include provisions for acoustical engineering for the call center, as well as additional structural engineering. Based on the original scope, Systems West would have stayed within the threshold for a direct negotiation, however with this emergent change in design, the contract has passed the direct negotiation threshold, requiring a sole source approval.

Contracted Goods or Services

Initially, Systems West analyzed the feasibility of relocating some staff to the ROC and determined the plan viable. Once it was determined to move forward with the complete consolidation effort, Systems West worked with Pivot Architecture to develop Mechanical, Electrical, and Plumbing (MEP) construction documents for bidding, permitting and construction purposes. After the decision to bring additional staff to the ROC (Call Center, Customer Services groups), additional work was required to alter existing plans, which included remodel work in previously untouched areas.

Prior Contract Activities

Commissioning of ROC Mechanical/Electrical Systems, HQ HVAC work/upgrades, above ground fuel storage at ROC.

Purchasing Process

Systems West was the MEP team responsible for commissioning the original building design and were involved in the preliminary space analysis. They have extensive knowledge of the building and EWEB staffing and operational requirements that other firms either do not have or would take significant time and effort to research and develop. Systems West has working knowledge of the structure and systems of the ROC.

Bidder/Proposer Information

Systems West Engineers, Inc.

Bidder/Proposer Location

Eugene, OR

Competitive Fair Price (If less than 3 responses received)

Total contract amount: \$154,650.

Systems West Engineers hourly rates are consistent with other MEP firms, Systems West will likely be more efficient because of an already established understanding of the ROC's Mechanical Systems. There were significant issues with the original MEP firm selected on the ROC remodel, which Systems West corrected during commissioning.

ACTION REQUESTED:

Management requests the Board approve a Contract with Systems West Engineers, Inc. for ROC Consolidation Project - Mechanical & Electrical Engineering Services. Funds for these services were budgeted for 2019. Funds for this purchase are being spent out of the existing Electric Division budget. Management requests the Board approve a Contract with Pivot Architecture for Roosevelt Operations Center Consolidation and Interior Remodel Architectural and Engineering Services. Funds for these services were budgeted for 2019. The ROC/HQ consolidation project budget is \$1.8 Million and the Total Electric Division budget for 2019 is \$37.3 Million.