

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a service contract with **Ready Rooter Drain Cleaning & Repair Service, Inc.** to provide **water system upgrade services**.

Board Meeting Date: August 5, 2014
Project Name/Contract#: Water System Upgrades 026-2014
Primary Contact: Brad Taylor Ext.7385
Purchasing Contact: Sandra Hahn Ext.7163

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Contract Amount:

Original Contract Amount: \$250,000/5 years
Additional \$ Previously Approved: N/A
Invoices over last approval: N/A
Percentage over last approval: N/A
Amount this Request: \$250,000
Resulting Cumulative Total: \$250,000/5 years

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contracting Method:

Method of Solicitation: Formal Bid
If applicable, basis for exemption: N/A
Term of Agreement: Aug 5, 2014 to Aug 4, 2015
Option to Renew? Yes, up to 5 years maximum

Form of Contract:

Single Purchase
 Services
 Personal Services
 Construction
 IGA
 Price Agreement
 Other

Approval for purchases "as needed" for the life of the contract: Yes

Narrative:

The Board is being asked to approve a service contract with **Ready Rooter Drain Cleaning & Repair Service, Inc.** to provide water system upgrade services.

In June, 2014, staff issued a formal Invitation to Bid for the provision of water system upgrade services and to establish set service rates for providing such services. Bids were received from 3 contractors. Ready Rooter Drain Cleaning & Repair Services, Inc. of Eugene, OR was determined to be the lowest responsive-responsible bidder that met all bid requirements and technical specifications.

If approved, Ready Rooter Drain Cleaning & Repair Service, Inc. will reconnect EWEB customers' water service lines to newly installed water meters which have been re-located more than five feet from the location of the existing water meter. These services will be purchased on an "as needed" basis. Exact purchase amounts are unknown and no guarantee has been made with the Contractor to purchase a specific amount of services. It is estimated that EWEB will purchase approximately \$50,000 of such services each year; therefore, staff estimates the total contract amount to be valued at \$250,000 over the 5-year period. However, exact total amount of this contract is based on need and not on any specific dollar amount.

ACTION REQUESTED:

Management requests Board approve a service contract to **Ready Rooter Drain Cleaning & Repair Service, Inc.** to provide water system upgrade services on an "as-needed" basis. Funds for these purchases were budgeted for 2014, and will be budgeted annually thereafter.

SIGNATURES:

Project Coordinator: _____
Chuck Bodine (AIC for Jeremiah Hunt)

LT Manager: _____
Brad Taylor

Purchasing Manager: _____
Gail Murray

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____