

## EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve two new contracts with **Cascade Truck Body & Trailer Sales** and **Brattain International Trucks, Inc.** for the **purchase, installation, and repair of fleet truck bodies.**

Board Meeting Date: November 4, 2014

Project Name/Contract#: Purchase/Install/Repair truck bodies/RFP 048-2014

Primary Contact: Mike McCann Ext. 7379

Purchasing Contact: Tracy Davis Ext. 7468

### Action Requested:

Contract Award  
 Contract Renewal  
 Contract Increase  
 Other

### Funding Source:

Budget  
 Reserves  
 New Revenue  
 Bonding  
 Other

### Contract Amount:

Original Contract Amount: \$ 800,000 5 year estimate

Additional \$ Previously Approved: \$ N/A

Invoices over last approval: \$ N/A

Percentage over last approval: 0 %

Amount this Request: \$ 800,000

**Resulting Cumulative Total: \$ 800,000 5 year estimate**

### Form of Contract:

Single Purchase  
 Services  
 Personal Services  
 Construction  
 IGA  
 Price Agreement  
 Other

### Contracting Method:

Method of Solicitation: Request for Proposal (RFP)

If applicable, basis for exemption: N/A

Term of Agreement: Nov 7, 2014 through Nov 6, 2019

Option to Renew? Yes. Renewable annually for up to 5 years

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

### NARRATIVE:

The Board is being asked to approve two new contracts with **Cascade Truck Body & Trailer Sales** and **Brattain International Trucks, Inc.** for the **purchase, installation, and repair of fleet truck bodies.**

The work to be performed includes specialized services for the purchase, installation and repair of truck bodies; truck related components and accessories; and specialized trailers and accessories, as needed for EWEB's vehicles, equipment and trailers.

In September 2014, staff issued a Request for Proposal (RFP) for the purchase, installation, and repair of fleet truck bodies. Four proposals were received and evaluated. Both Cascade Truck Body & Trailer Sales of Eugene and Brattain International Trucks, Inc. of Eugene were determined to be the lowest responsive/responsible bidders.

The RFP allowed for award of multiple contracts. In this award, staff felt that it was deemed in the best interest of EWEB to award to more than one contractor because of the unique services that both contractors offered.

If approved, staff anticipates purchases will not exceed \$800,000 over the five-year contract period. Exact purchase amounts are unknown and no guarantee has been made with either awardee to purchase any specific quantity. While staff has tried to estimate the potential need from historical data, the Board's approval would be based on services "as needed" and not on any specific dollar amount.

### ACTION REQUESTED:

Management requests Board approve two new contracts with **Cascade Truck Body & Trailer Sales** and **Brattain International Trucks, Inc.** for the **purchase, installation, and repair of fleet truck bodies.** Funds for these services were budgeted for 2014 and will be budgeted annually.

**SIGNATURES:**

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

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

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

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

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

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