



# MEMORANDUM

EUGENE WATER & ELECTRIC BOARD

*Rely on us.*

TO: Commissioners Brown, Mital, Helgeson, Manning and Simpson  
FROM: Cathy Bloom, Finance Manager and Sarah Gorsegner, Purchasing/Risk Manager  
DATE: March 27, 2015  
SUBJECT: Quarterly Contract Report for Q1 2015  
OBJECTIVE: Information Only

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## **Issue**

The Board requested that staff provide a quarterly report of contracts between \$20,000 and \$150,000 which would have come to the board for approval under the previous threshold amounts.

## **Background**

At the August 6, 2013 Board meeting, the Board ratified Resolution No. 1320, which increased the Board Approval Threshold for certain contracts to more closely align with solicitation thresholds. As a result, the processes and procedures were streamlined for the Board and staff. This change will result in the reduction of the number of items coming before the Board on the consent calendar and allow the Board to focus on higher level/higher risk contracts and other strategic initiatives. It will also allow purchasing staff to focus their energies on the higher risk/greater return projects and contracts.

The thresholds are:

Purchase of all Goods, Equipment, Services and Personal Services:	\$ 150,000 or greater
Purchase of Construction Services:	\$ 100,000 or greater

## **Discussion**

Attached is the Contract report for the first quarter of 2015. The contracts listed are those that would have previously come to the Board for approval, but which are now below the Board approval threshold.

If you have any questions regarding the contracts, please contact the Purchasing Manager, Sarah Gorsegner.

## **Recommendation/Requested Board Action**

None at this time. This information is provided for informational purposes only.

Contract Execution Date	Contract #	Contractor	City, State	Description	Contract Amount	Contract Term	Contract Process	LT Manager
3/3/2015	003-2015	Wesco Distribution	Portland, Oregon	Single Phase Pad Mounted Transformers	\$ 98,000.00	3/3/2015-3/2/2016	Invitation to Bid	Mel Damewood
1/6/2015	064-2014	Pioneer Waterproofing	Tigard, Oregon	Hayden Bridge Contact Basin Seam Seal	\$ 29,075.00	1/6/15-2/1/2015	Request for Quote	Brad Taylor
1/6/2015	068-2014	Brothers Plumbing LLC	Lowell, OR	HB Contact Basin & Filter Gallery Plumbing Improvements	\$ 33,984.00	1/6/15-2/27/15	Request for Quote	Brad Taylor
1/29/2015	066-2014	Barnes High Tech	Eugene, Oregon	Water Service Line Replacement Program	\$ 100,000.00	1/29/15-12/31/2020	Request for Qualifications	Brad Taylor
1/22/2015	066-2014	Kevin Cohen	Eugene, Oregon	Water Service Line Replacement Program	\$ 100,000.00	1/22/15-12/31/2020	Request for Qualifications	Brad Taylor
1/22/2015	066-2014	On-Call Plumbing	Eugene, Oregon	Water Service Line Replacement Program	\$ 100,000.00	1/22/15-12/31/2020	Request for Qualifications	Brad Taylor
2/10/2015	066-2014	Pacific Plumbing & Rooter	Eugene, Oregon	Water Service Line Replacement Program	\$ 100,000.00	2/10/15-12/31/2020	Request for Qualifications	Brad Taylor
1/22/2015	066-2014	Ready Rooter	Eugene, Oregon	Water Service Line Replacement Program	\$ 100,000.00	1/22/15-12/31/2020	Request for Qualifications	Brad Taylor
1/22/2015	066-2014	Right-Way Plumbing	Eugene, Oregon	Water Service Line Replacement Program	\$ 100,000.00	1/22/15 -12/31/2020	Request for Qualifications	Brad Taylor
3/27/2015	066-2014	John the Plumber	Eugene, Oregon	Water Service Line Replacement Program	\$ 100,000.00	3-27-15 to 12-31-20	Request for Qualifications	Brad Taylor
1/21/2015	15-0002	LCOG	Eugene, OR	EWEB Property Management Technical Assistance Activities	\$ 50,000.00	1/21/15 - 12/31/15	IGA	Steve Newcomb
2/9/2015	15-0004	Metropolitan Wastewater Management Commission	Springfield, OR	McKenzie Voluntary Incentives Program (VIP) Partnership	\$ 120,000.00	Perpetual	IGA	Steve Newcomb
1/28/2015	15-0001	Cascade Pacific RC&D	Corvallis, OR	Operation of demonstration farm and prgm participation	\$ 120,000.00	1/1/15 - 12/31/16	IGA	Steve Newcomb
2/19/2015	2416	Integra Realty Resources	Portland, Oregon	Riverfront Property Appraisal Services	\$ 45,000.00	6/30/2015	Informal RFP	Steve Newcomb
3/9/2015	2419	Summit Energy Tech Corporation	Bend, OR	System maintenance of EWEB Slice System	\$ 30,000.00	3-9-15 to 3-8-18	Direct Negotiation	Dave Churchman
3/23/2015	2420	Xtreme Consulting Group	Kirkland, WA	Candidate Placement Services	\$ 20,000.00	3/12/15 - 3/11/20	Direct Negotiation	Lena Kostopulos
02/10/15	1058-2014	C&S Fire-Safe Services	Eugene, Oregon	Portable Fire Extinguisher Services	\$ 30,000.00	1 yr with 5 year auto renew	Request for Quote	Todd Simmons
02/23/15	1062-2014	Gooden-Harrison Construction	Eugene, Oregon	Carmen Smith House 4 Site Prep	\$ 51,935.00	2-23-15 to 8-31-15	Request for Quote	Mel Damewood
03/18/15	1010-2015	Wildish Construction	TBD	Leaburg-Walterville Embankment Improvements	\$ 89,540.00	3-18-15 to 12-31-15	Request for Quote	Mel Damewood

Total # of Executed Contracts between \$10,000 - \$20,000 = 3

EWEB association for all above contracts = None

Questions? Please contact: Sarah Gorsegner, 541-685-7348