

# EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **Halvorson Contracting**, for the **Electric Operations Remodel**.

Board Meeting Date: July 21, 2015  
Project Name/Contract#: Electric Operations Remodel / ITB 013-2015  
Primary Contact: Todd Simmons Ext. 7373  
Purchasing Contact: Tracy Davis Ext. 7468

<b>Action Requested:</b>	
<input checked="" type="checkbox"/>	Contract Award
<input type="checkbox"/>	Contract Renewal
<input type="checkbox"/>	Contract Increase
<input type="checkbox"/>	Other

**Contract Amount:**  
Original Contract Amount: \$131,000  
Additional \$ Previously Approved: \$ N/A  
Invoices over last approval: \$ N/A  
Percentage over last approval: N/A %  
Amount this Request: \$131,000  
**Resulting Cumulative Total: \$131,000**

<b>Funding Source:</b>	
<input type="checkbox"/>	Budget
<input type="checkbox"/>	Reserves
<input type="checkbox"/>	New Revenue
<input checked="" type="checkbox"/>	Bonding
<input type="checkbox"/>	Other

**Contracting Method:**  
Method of Solicitation: Formal Invitation to Bid  
If applicable, basis for exemption: N/A  
Term of Agreement: July 24, 2015 thru October 31, 2015  
Option to Renew? No  
Approval for purchases "as needed" for the life of the contract No

<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:

When the Roosevelt Operations Center was first designed, assumptions were made about current and future staffing levels as well as the configuration of the crew work areas for departments. Subsequent experience utilizing the current configuration has made it apparent that it is not as conducive to work crew efficiency as originally envisioned. In an effort to meet the needs of the current staff, this modification of interior space is required.

The current Line Crews Department Library and senior planner office walls will be removed to create a more efficient crew room for electric line crew employees. This space will provide a job discussion area and computer access for field employees. An office will be added in the Electric Operations area to accommodate the Senior Planner. Two offices will be added to the Electric Distribution Engineering area to provide a dedicated space for the entire Vegetation Management Department, and is designed for customers and contractors to interact with staff in the one area.

Staff issued an Invitation to Bid in May, 2015. Twelve companies reviewed the project and thirteen contractors attended the mandatory pre-bid meeting. EWEB received two bids, the lowest responsive and responsible bid was received from Halvorson Contracting of Creswell, Oregon. A bid was also received from GBC Construction of Corvallis, Oregon. If approved, Halvorson Contracting will provide construction services as specified in the solicitation documents.

## ACTION REQUESTED:

Management requests Board approve a new contract with **Halvorson Contracting**, for the **Electric Operations Remodel**. ROC bond funds will be used to pay for this work.

**SIGNATURES:**

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

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

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

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

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

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