

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve an increase to an existing IGA with **Lane Council of Governments** for **technical assistance activities related to EWEB's property management systems.**

Board Meeting Date: October 4, 2016

Project Name/Contract#: Property Management Tech Assistance, IGA 16-0003

Primary Contact: Mel Damewood Ext. 7145

Purchasing Contact: Quentin Furrow Ext. 7380

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

Contract Amount:

Original Contract Amount: \$90,000

Additional \$ Previously Approved: \$

Invoices over last approval: \$

Percentage over last approval: %

Amount this Request: \$308,000

Resulting Cumulative Total: \$398,000

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

Contracting Method:

Method of Solicitation: Direct Negotiation

If applicable, basis for exemption: Intergovernmental Agreement

Term of Agreement: January 1, 2016 – October 31, 2018

Option to Renew? Yes

Approval for purchases "as needed" for the life of the contract No

Proposals/Bids Received (Range): Direct Negotiation, confirmed pricing at market rate

Selection Basis: IGA

Form of Contract:	
<input type="checkbox"/>	Single Purchase
<input type="checkbox"/>	Services
<input type="checkbox"/>	Personal Services
<input type="checkbox"/>	Construction
<input checked="" type="checkbox"/>	IGA
<input type="checkbox"/>	Price Agreement
<input type="checkbox"/>	Other

Narrative:

The Board is being asked to approve an increase to an existing IGA with **Lane Council of Governments** for **technical assistance activities related to EWEB's property management systems.**

EWEB requires technical assistance in an effort to modernize and maintain our property management systems. Lane Council of Governments (LCOG) has been providing digitization and attribution of EWEB utility easement data into a geospatial database, scanning and attaching all related documents, correcting accuracy through ground to grid conversions, and assisting EWEB on a monthly basis to input new easements into the GIS system when EWEB Right-of-Way Agents have a backlog. Prior to 2014, EWEB easements were tracked and documented by hand drawing the easement on velum overlay of large paper map books with a document number. Right-of-Way Agents currently research multiple sources and archives to try and find the referenced document to understand EWEB's property rights associated with that easement to inform operations. EWEB Management decided to increase the pace of converting these hard copy maps and documents into GIS to avoid prolonged management of two systems, significantly reducing staff time researching easements, and increasing efficiency. LCOG estimates that this work will be completed by summer 2018.

EWEB Staff attempted to obtain pricing from private firms that do similar work and was provided pricing that ranged from \$380,000 to \$680,000 (estimated). In addition to providing these services, there are numerous other benefits for having LCOG conduct this work under an IGA: a) LCOG has been doing this work since 2014 and is familiar with all aspects of the project and integration with EWEB's GIS; b) EWEB is a paying member of regional GIS consortium and this leverages that membership; c) provides easy integration with EWEB's GIS system and uses

common GIS data; d) LCOG has direct access to County records; e) reliance on long-term relationship with local entity for future maintenance of system; and f) LCOG is flexible and cost competitive.

ACTION REQUESTED:

Management requests the Board approve an increase to an existing IGA with **Lane Council of Governments** for **technical assistance activities related to EWEB's property management systems**. Funds for these services were budgeted for 2016 and will be budgeted annually.

SIGNATURES:

Project Coordinator: _____

Manager: _____

Purchasing Manager: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____