

## **EWEB Board Consent Calendar Request**

*For Contract Awards, Renewals, and Increases*

The Board is being asked to approve a contract with **WESCO Distribution** for the periodic purchase of Three Phase Submersible Transformers (as needed to replenish stock).

Board Meeting Date: March 6, 2018

Project Name/Contract#: 3 Phase Submersible Transformers / ITB 007-2018

Primary Contact: Rod Price Ext. 7122

Purchasing Contact: Ramie Alkire Ext. 7413

### **Contract Amount:**

Original Contract Amount: \$ 170,000 (Over 5 years)

Additional \$ Previously Approved: \$ N/A

Invoices over last approval: \$ N/A

Percentage over last approval: N/A %

Amount this Request: \$ 170,000

**Resulting Cumulative Total:** \$ 170,000

### **Contracting Method:**

Method of Solicitation: Formal Bid

If applicable, basis for exemption: N/A

Term of Agreement: March 6, 2018 – March 5, 2023

Option to Renew? Annually up to 5 years

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

Proposals/Bids Received (Range): 3 (\$169,118 – \$230,852)

Selection Basis: Lowest responsive, responsible bidder

The Board is being asked to approve a new price agreement with **WESCO Distribution** of Portland, OR for the purchase of Three Phase Submersible Transformers on an as needed basis.

In January 2018, EWEB issued a formal invitation to bid to establish a price agreement for the purchase of Three Phase Submersible Transformers. Three (3) responses were received and evaluated. Responses were received by General Pacific, Inc. of Fairview, Oregon, WESCO Distribution of Portland, Oregon, and Dexter Lake Solutions, LLC of Lowell, Oregon. WESCO Distribution was determined to be the lowest responsive and responsible bidder.

Historical procurement data suggests that the total contract amount will be approximately \$170,000 over the total five-year period. The actual total dollar amount, however, is unknown and may be more or less than the estimated volume. Purchases will be based on need and not on any specific annual quantity. The annual cost will be within the amount budgeted for that specific year.

If approved, staff will purchase required Three Phase Submersible Transformers at the established prices over the life of the contract. The contract is for five years.

### **ACTION REQUESTED:**

Management requests the Board approve a new contract with **WESCO Distribution** of Portland, OR for the periodic purchase of Three Phase Submersible Transformers. The Electric Operation and Maintenance budget is \$22.3 million for 2018. This item will be budgeted annually.

**SIGNATURES:**

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

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

Purchasing Supervisor: \_\_\_\_\_

Executive Officer: \_\_\_\_\_

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