

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a Price Agreement with Cascade Truck Body & Trailer Sales for the purchase, installation, and repair of vehicle related bodies, components, and accessories.

Board Meeting Date: 12/3/2019

Project Name/Contract #: Purchase, Installation, and Repair of vehicle-related bodies, components and accessories/ #19-142-GS

Primary Contact: Rod Price Ext.7122

Contract Amount:

Original Contract Amount: \$700,000 (5 year estimate)

Additional \$ Previously Approved: \$0

Invoices over last approval: \$0

Percentage over last approval: 0%

Amount this Request: \$700,000

Resulting Cumulative Total: \$700,000 (5 year estimate)

Contracting Method:

Method of Solicitation: Formal RFP Process

If applicable, basis for exemption: N/A

Term of Agreement: Annual - Up to 5 years

Option to Renew? Yes

Approval for purchases "as needed" for the life of the Contract Yes No

Proposals/Bids Received (Range): 1 bid received/ Shop Rate \$75/hr

Selection Basis: Highest Ranked Proposer

Narrative:

Operational Requirement and Alignment with Strategic Plan

EWEB requires the purchase, installation, and repair of vehicle related bodies, components, and accessories for the ongoing operation and maintenance of various vehicles and equipment. These specialized services are also needed for the up-fitting on new vehicles and equipment and are part of EWEB's vehicle replacement program. By implementing a contract, EWEB will be able to maintain cost, retain consistency and standardization, and minimize vehicle downtime. This contract will also allow EWEB Fleet Services to maintain quality of components and the efficiency in design and features for its fleet of over 350 pieces of vehicles, equipment and trailers.

Contracted Goods or Services

The goods and services to be purchased under this contract include: 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.

Prior Contract Activities

The previous (current) contract for these goods and services with Cascade Truck Body & Trailer Sales, Inc. was awarded in 2014. The Contractor has been responsive to all needs and no performance concerns have been recorded.

Purchasing Process

In October 2019, EWEB issued a formal Request for Proposal (RFP 19-142-GS) for the purchase, installation, and repair of truck bodies, trailers, components, and accessories. This solicitation was publicly advertised on ORPIN. No protests were received, though only a single proposal was delivered. Cascade Truck Body & Trailer Sales provided

the only proposal and is the incumbent provider for these goods and services.

Bidder/Proposer Information

Cascade Truck Body & Trailer Sales

Bidder/Proposer Location

Eugene, OR

Competitive Fair Price (If less than 3 responses received)

Staff reached out to three (3) vendors that provide the services described in this RFP. The service rates and markups provided by the vendors were 13-46% higher than Cascade's proposed rates. Cascade's fee schedule has not increased or changed from the 2014 contract.

Several vendors communicated that the logistics and profitability of moving vehicles to and from their designated repair locations (ranging from Medford area, Albany, and Portland area) was a negative factor in why they did not propose.

ACTION REQUESTED:

Management requests the Board approve a Price Agreement with Cascade Truck Body & Trailer Sales for the purchase, installation, and repair of vehicle related bodies, components, and accessories. Based on historical spending, approximately \$140,000 is planned for these goods and services on an annual basis and will be covered 65% in the Electric Division budget (\$22.7 million in 2019), and 35% from the Water Division budget (\$16.7 million in 2019). Variances will be managed within the budget process and Board policy.