

## EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new consulting services contract with **Ken Morgan Consulting** for services relating to technical specification writing and transformer evaluations.

Backgrounder (if "yes," "See backgrounder information") No

Board Meeting Date: April 21, 2009

Project or Job Name: Transformer Engineering and Technical Services

Project Contact: George Zaczek Ext. 3229

Purchasing Contact: Cindy McLaren Ext. 3276

### Contract Amount:

Original Contract Amount: \$50,000

Additional \$ Previously Approved: \$ n/a

Invoices over last approval: \$ n/a

Percentage over last approval: n/a %

Amount this Request: \$50,000

**Resulting Cumulative Total:** \$

### Action Requested:

Contract Award  
 Contract Renewal  
 Contract Increase  
 Other

### Funding Source:

Budget  
 Reserves  
 New Revenue  
 Bonding  
 Other

### Contracting Method:

Method of Solicitation: Exemption for Personal Services

If applicable, basis for exemption: EWEB Rule 6-0270

Term of Agreement: April 22, 2009-April 21, 2010

Option to Renew? Yes

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

### Form of Contract:

Single Purchase  
 Services  
 Personal Services  
 Construction  
 IGA  
 Price Agreement  
 Other

### Narrative:

The Board is being asked to approve a new consulting services contract with **Ken Morgan Consulting** for services relating to technical specification writing and transformer evaluations.

Staff has directly negotiated a contract with Ken Morgan for technical engineering and consulting services related to EWEB transformer specification writing and technical evaluation of new and existing EWEB transformers. Ken Morgan Consulting has over 30 years of experience and has provided excellent service during prior work with EWEB. Past services include the investigation of the failure of the Willow Creek transformer (1999) and recommendations for rebuilding the unit. He also provided engineering services in 2007 related to EWEB's procurement of transformers for Willamette and Adams substations.

If approved, Ken Morgan Consulting will review transformer design documents and drawings associated with the purchase of new power transformers for EWEB's substations, and will investigate and analyze potential problems with existing transformers. These services will include review and evaluation of manufacturer submittals and approval drawings; and provide recommendations on the repair or rebuilding of transformers. The consultant will also monitor and document factory acceptance testing of transformers to assure compliance with EWEB technical specifications and all applicable industrial standards.

### ACTION REQUESTED:

Staff requests Board approve a contract with **Ken Morgan Consulting** for services relating to technical specification writing and transformer evaluations. Funds for these services were budgeted for 2009.

**SIGNATURES:**

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

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

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

Division Director: \_\_\_\_\_

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

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

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