

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **HDR Engineering, Inc.** for Electric Engineering and Design Services on an "as needed" (task order) basis.

Backgrounder No

Board Meeting Date: May 5, 2009

Project or Job Name: Electric Engineering and Design Services

Project Contact: Rod Price Ext. 3207

Purchasing Contact: Guy Melton Ext. 3306

Contract Amount:

Original Contract Amount: \$100,000

Additional \$ Previously Approved: \$0

Invoices over last approval: \$0

Percentage over last approval: 0%

Amount this Request: \$ 100,000

Resulting Cumulative Total: \$ 100,000

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contracting Method:

Method of Solicitation: Exempt: EWEB Rule 4-0200

If applicable, basis for exemption: A&E Direct Appointment Procedures

Term of Agreement: May 6, 2009 – December 31, 2010

Option to Renew? Yes

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

Form of Contract:

Single Purchase
 Services
 Personal Services
 Construction
 IGA
 Price Agreement
 Other

NARRATIVE:

The Board is being asked to approve a new contract with **HDR Engineering** for Electric Engineering and Design Services on an "as needed" (task order) basis.

Staff has negotiated a contract with HDR Engineering to provide engineering and design services to assure completion of 2009-2010 Maintenance and Capital work, and to cover any lack of staffing resources that may arise from vacant engineering positions or from large project staffing conflicts. The initial engineering services will include engineering and design of the Delta Substation Relays and Controls. Additional services will be specified and documented by task order amendments to the contract.

Initially, HDR Engineering will also be used to help expedite the arc flash mitigation work in substations. Follow up work could include other substation relay replacement design work or possibly substation meter replacement design work.

These services will be obtained on an "as needed" (task order) basis over the contract period. Staff estimates, and it is their intention, that these engineering services not exceed the professional services exempt threshold of \$150,000 for engineering services. While the potential contract amount of \$100,000 may exist, no guarantee for any specific amount of work was promised to the consultant. These services are "as needed."

ACTION REQUESTED:

Staff requests the Board approve a new contract with **HDR Engineering, Inc.** for Electric Engineering and Design Services on an "as needed" (task order) basis. 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: _____