

# EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve an increase to an existing contract with **Conservation Services Group** for Installation of Low-Cost Measures for Energy Conservation.

Board Meeting Date: 7/7/09

Project or Job Name: Energy Conservation Services

Project Contact: Kathy Grey Ext. 3049

Purchasing Contact: Ramie Alkire Ext. 3202

### Action Requested:

Contract Award  
 Contract Renewal  
 Contract Increase  
 Other

### Contract Amount:

Original Contract Amount: \$ 30,000

Additional \$ Previously Approved: \$ n/a

Invoices over last approval: \$ n/a

Percentage over last approval: 0 %

Amount this Request: \$ 9,000

**Resulting Cumulative Total:** \$ 39,000

### Funding Source:

Budget  
 Reserves  
 New Revenue  
 Bonding  
 Other

### Contracting Method:

Method of Solicitation: Exempt

If applicable, basis for exemption: Sole Source per Rule 3-0275 (1)(a) & (d)

Term of Agreement: May 1, 2006 through December 31, 2009

Option to Renew? yes

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

### Form of Contract:

Single Purchase  
 Services  
 Personal Services  
 Construction  
 IGA  
 Price Agreement  
 Other

### NARRATIVE:

The Board is being asked to approve an increase to an existing contract with **Conservation Services Group (CSG)** for energy-savings assessment and product installation in natural gas homes.

In 2006, the Energy Trust of Oregon piloted an in-home energy services for 400 Northwest Natural Gas customers through a contract with Conservation Services Group (CSG). At that time, CSG offered EWEB the opportunity to leverage CSG's access to 400 gas customers in EWEB's service territory for the installation of compact fluorescent lamps (CFL), low-flow showerheads, and faucet aerators while in these homes. CSG has since formalized the in-home energy services program to all gas customers.

CSG provides EWEB with site-specific data, including installation records for EWEB's energy and water savings products, so that EWEB may claim energy and water savings. CSG also provides these customers with informational handouts and materials on other eligible EWEB energy and water management programs and services.

Because CSG's basic work is contracted with Energy Trust of Oregon and paid for by Northwest Natural Gas, EWEB will realize substantial benefit and cost savings by continuing to contract directly for this work (with this sole-source consultant). EWEB will pay CSG for the cost of the CFL's, low-flow showerheads, and faucet aerators installed by CSG, and a \$12 per participant administrative fee (for the data provided by CSG to enable EWEB to claim energy and water savings.)

### ACTION REQUESTED:

Staff requests Board approve an increase to an existing contract with **Conservation Services Group (CSG)** for Energy Conservation Services in Northwest Natural Gas customer homes in EWEB's service territory. Funds for conservation work were budgeted for 2009.

**SIGNATURES:**

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

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

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

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

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

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

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