

## EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **GDS Associates, Inc.** for NERC Compliance Assessment services.

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

Board Meeting Date: July 7, 2009

Project or Job Name: NERC Pre-Audit Assessment

Project Contact: Gene Austin Ext. 3174

Purchasing Contact: Gail Murray Ext. 3254

### Action Requested:

Contract Award  
 Contract Renewal  
 Contract Increase  
 Other

### Contract Amount:

Original Contract Amount: \$ 25,000

Additional \$ Previously Approved: \$ 0.00

Invoices over last approval: \$ N/A

Percentage over last approval: N/A %

Amount this Request: \$ 25,000

**Resulting Cumulative Total:** \$ 25,000

### Funding Source:

Budget  
 Reserves  
 New Revenue  
 Bonding  
 Other

### Contracting Method:

Method of Solicitation: Exemption

If applicable, basis for exemption: Rule 6-0270 Class Exemption of Personal Services under \$150,000

Term of Agreement: July 13, 2009 through August 30, 2009

Option to Renew? No

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:

In October 2009, EWEB is scheduled for its first NERC Compliance Audit to be conducted by the Western Electricity Coordinating Council (WECC) in Salt Lake City, Utah. Staff has worked diligently to prepare compliance documentation that will substantiate our position of "full compliance" with the 36 Reliability Standards to be audited. As the final step of preparation, staff is recommending that an experienced and proficient technical consultant review EWEB's compliance documentation to further assure a violation free audit result.

GDS Associates, Inc. is a multi-service consulting and engineering firm. GDS Associates are recognized leaders in the field of NERC Compliance and are experienced in assisting electric utilities throughout North America assess their compliance programs, so that they may achieve full compliance during routine scheduled audits.

If approved, GDS Associates, Inc. will be on-site to conduct an assessment of EWEB's compliance documentation and evidence. Specifically, GDS will be reviewing the (36) NERC Reliability Standards in preparation for the October Off-site Audit. The review will be used to define and document any apparent gaps, overlaps, or potential conflicts. The formal report will contain these findings: An Executive Overview of key findings and recommendations; and a Gap Analysis consisting of a specific assessment for each Requirement of each applicable Standard with comments on any identified needs for improvement.

### ACTION REQUESTED:

The Board is being asked to approve a new contract with GDS Associates, Inc. for NERC Compliance Pre-Audit Assessment services. 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: \_\_\_\_\_