

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **McKinstry Essention, Inc.** for steam customer assessment and alternative fuel conversion services.

Backgrounder: (see GM Goal Report – Q2 (Update included under Goal #4))

Board Meeting Date: August 4, 2009

Project Name/Contract#: Steam User Fuel Conversion Assessment Services

Project Contact: Mike Logan Ext. 3061

Purchasing Contact: Quentin Furrow Ext. 3287

Contract Amount:

Original Contract Amount: \$245,259

Additional \$ Previously Approved: \$

Invoices over last approval: \$

Percentage over last approval: %

Amount this Request: \$245,259

Resulting Cumulative Total: \$245,259

Contracting Method:

Method of Solicitation: Formal RFP

If applicable, basis for exemption: N/A

Term of Agreement: August 4, 2009 – October 31, 2010

Option to Renew? Yes, if required to extend

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

Narrative:

The Board is being asked to approve a new contract with **McKinstry Essention, Inc.** for steam customer assessment and alternative fuel conversion services.

Board Resolution No. 0845, adopted by the Board on December 16, 2008, addresses a Steam Utility Transition Plan that facilitates the shutting down of EWEB's steam plant operations within 2 – 5 years. The initial phase of the plan is to provide current EWEB Steam Utility customers site assessment services to identify alternative fuel sources for the replacement of their existing steam systems.

In June 2009, staff requested proposals (RFP) from qualified firms interested in providing engineering assessment services. Three proposals were received and evaluated based on the evaluation criteria outlined in the solicitation documents. McKinstry was determined to be the highest-ranked proposer.

If approved, this contract will provide EWEB steam customers with an engineering assessment of the various fuel alternatives to meet customer space and water heating requirements, and the estimated costs and potential savings of those alternatives. In addition, the scope of work includes leveraging additional funding that may be available from the Oregon Department of Energy (ODOE), the Energy Trust of Oregon and EWEB's own Energy Management Services programs. In order to be considered for those funds, McKinstry will be developing funding applications for ODOE's Small Scale Energy Loan Program (SELP) and the Business Energy Tax Credit program in anticipation of the system design and construction phase of the transition process.

ACTION REQUESTED:

Staff requests Board approve a new contract with **McKinstry Essention, Inc.** for steam customer assessment and alternative fuel conversion services. Funds for these services were budgeted for 2009 and will be budgeted for 2010.

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Form of Contract:

Single Purchase
 Services
 Personal Services
 Construction
 IGA
 Price Agreement
 Other

SIGNATURES:

Project Coordinator: _____

Supervisor: _____

Purchasing Manager: _____

Division Director: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____