

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new Contract with **Ferguson Enterprises** for the purchase of dry barrel fire Hydrants.

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

Board Meeting Date: August 4, 2009

Project Name/Contract#: Dry Barrel Fire Hydrants

Project Contact: Todd Simmons Ext. 3603

Purchasing Contact: Cheryl Golbek Ext. 3274

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Contract Amount:

Original Contract Amount: \$451,820

Additional \$ Previously Approved: \$0

Invoices over last approval: \$0

Percentage over last approval: 0%

Amount this Request: \$451,820

Resulting Cumulative Total: \$451,820

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contracting Method:

Method of Solicitation: Formal Invitation to Bid

If applicable, basis for exemption: N/A

Term of Agreement: August 5, 2009 thru August 4, 2010

Option to Renew? Yes, Renewable annually up to 5 years total.

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 price agreement with **Ferguson Enterprises** for the purchase of dry barrel fire hydrants.

On June 22, 2009, bids were advertised and solicited in order to establish a price agreement for Dry Barrel Fire Hydrants. Four bids were received (July 8, 2009) and evaluated. Ferguson Enterprises (of Eugene) was determined to be the lowest responsive-responsible bidder. This price agreement, if approved, will be for one year with an option, at EWEB's discretion, to renew for four additional one-year periods (total potential contract term: 5 years).

The utility purchases and installs hydrants as required by the City of Eugene Fire Department. Therefore, hydrants will be purchased on an "as needed" basis to replenish EWEB stock. Exact quantities needed during the life of the contract is unknown and no guarantee has been made with the supplier to purchase any specific annual amount. Staff estimates the annual purchases to be \$81,768 the first year, with a potential price increase of up 5% each year thereafter, as allowed in the contract. The total estimated five-year contract amount will be approximately \$451,820. However, this is a requirements contract (price agreement); exact total quantities purchased will be based on need and not on any fixed dollar amount.

ACTION REQUESTED:

Staff requests Board approve a new contract with **Ferguson Enterprises** for the purchase of dry barrel fire hydrants on an "as needed" basis. Funds for these purchases were budgeted for 2009 and will be budgeted annually.

SIGNATURES:

Project Coordinator: _____

Supervisor: _____

Purchasing Manager: _____

Division Director: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **Infor Global Solutions Inc.** for consulting and production support services for EWEB's SmartStream financial software.

Backgrounder: No

Board Meeting Date: August 4, 2009

Project or Job Name: Infor Professional Consulting and Production Support

Project Contact: Jim Gralow Ext. 7721

Purchasing Contact: Cheryl Golbek Ext. 3274

Contract Amount:

Original Contract Amount: \$ 72,000

Additional \$ Previously Approved: \$ 0

Invoices over last approval: \$ 0

Percentage over last approval: 0%

Amount this Request: \$ 72,000

Resulting Cumulative Total: \$ 72,000

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contracting Method:

Method of Solicitation: Direct Negotiation

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

Term of Agreement: April 22, 2009 thru December 31, 2009

Option to Renew? No

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 **Infor Global Solutions Inc.** for consulting and production support services for EWEB's SmartStream financial software.

Infor Global Solution is the manufacturer of EWEB's Smartstream financial software. Information Services (IS) staff needs assistance with managing database platform upgrades and migrations, and the implementation of new systems that interface with the SmartStream financial system. Infor will assist technical staff with short-term tasks such as troubleshooting and correcting issues that could place SmartStream in a production down or operationally degraded status. The consultant will also offer guidance on how best to perform other tasks, such as planning and implementing updates to SmartStream's system business rules processing and interfaces with Focal Point, VEBA, IBEW contract implementation and other critical EWEB business functions.

It is anticipated that the Infor consultant will provide support primarily by telephone and remote PC connection, but this contract also allows EWEB to utilize on-site consulting support if needed. Staff estimates the cost of services to not exceed \$72,000. These services, however, will be performed on a time and materials/"as-needed" basis.

Staff is currently in contract negotiations with Infor and would not normally bring a consent item to the Board until after negotiations were completed. However, there is not another opportunity in August to get Board approval for a contract start date of September 1, 2009.

ACTION REQUESTED:

Staff requests that the Board approve a new contract with **Infor Global Solutions Inc.** for consulting and production support services for EWEB's SmartStream financial software. 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: _____

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **Jim Turin & Sons, Inc.** for paving services at EWEB's Stone Creek Hydroelectric Facility.

Backgrounder No

Board Meeting Date: August 4, 2009

Project Name/Contract#: Stone Creek Hydro Facility Paving ITB 030-2009

Project Contact: Cheri Wilson Ext. 3270

Purchasing Contact: Quentin Furrow Ext. 3287

Contract Amount:

Original Contract Amount: \$155,390

Additional \$ Previously Approved: \$

Invoices over last approval: \$

Percentage over last approval: %

Amount this Request: \$155,390

Resulting Cumulative Total: \$155,390

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contracting Method:

Method of Solicitation: Formal Bid

If applicable, basis for exemption: N/A

Term of Agreement: August 5, 2009 – October 1, 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:

The Board is being asked to approve a new contract with **Jim Turin & Sons, Inc.** for paving services at EWEB's Stone Creek Hydroelectric Facility.

In July 2009, staff solicited bids for the paving of the Stone Creek Hydroelectric parking area located in the Mt. Hood National Forest, Clackamas River Ranger District in Clackamas County. Three responsive offers were received and Jim Turin & Sons was determined to be the lowest responsive/responsible bidder.

If approved, the Work includes the paving of the Stone Creek parking area, the driveway into the facility, and the option of paving one-half mile of the Forest Service Road S-57.

Dust abatement at this facility has been identified as necessary to decrease maintenance and premature repair costs. Bidders were asked to submit optional pricing for paving one-half, three-quarters, or one mile of the Forest Service Road S-57. Due to budget constraints, staff has selected the one-half mile option for this project.

This work will be scheduled for completion by October 1, 2009 or sooner.

ACTION REQUESTED:

Staff requests Board approve a new contract with **Jim Turin & Sons, Inc.** for paving services at EWEB's Stone Creek Hydroelectric Facility. Funds for this work were budgeted for 2009.

SIGNATURES:

Project Coordinator: _____

Supervisor: _____

Purchasing Manager: _____

Division Director: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____

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: _____

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new Contract with **Shelton Turnbull** for the purchase of printed envelopes.

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

Board Meeting Date: August 4, 2009

Project Name/Contract#: Printed Envelopes

Project Contact: Kim Spear Ext. 7710

Purchasing Contact: Cheryl Golbek Ext. 3274

Contract Amount:

Original Contract Amount: \$270,045

Additional \$ Previously Approved: \$0

Invoices over last approval: \$0

Percentage over last approval: 0%

Amount this Request: \$270,045

Resulting Cumulative Total: \$270,045

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contracting Method:

Method of Solicitation: Formal Invitation to Bid

If applicable, basis for exemption: N/A

Term of Agreement: August 5, 2009 thru August 4, 2010

Option to Renew? Yes, Renewable annually up to 5 years total.

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 price agreement with **Shelton Turnbull** for the purchase of printed envelopes.

On June 11, 2009, an invitation for bids was issued in order to establish a five-year price agreement for the supply of printed envelopes, used for mailing monthly customer statements and various other EWEB mailings. Five bids were received and opened on June 25, 2009. Shelton Turnbull (Eugene) was determined to be the lowest responsive-responsible bidder. If approved, a price agreement will be executed with Shelton Turnbull for one-year with the option, at EWEB's discretion, to renew for four additional one-year periods (total potential contract term: 5 years).

The utility purchases printed envelopes, with EWEB's logo, for customer billings and other EWEB needs. Therefore, printed envelopes will be purchased on an "as needed" basis to replenish EWEB stock. Exact quantities needed during the life of the contract is unknown and no guarantee has been made with the supplier to purchase any specific annual amount. Staff estimates the annual purchases to be \$48,872 the first year, with a potential price increase of up 5% each year thereafter, as allowed in the contract. The total estimated five-year contract amount will be approximately \$270,045. However, this is a requirements contract (price agreement); exact total quantities purchased will be based on need and not on any fixed dollar amount.

ACTION REQUESTED:

Staff requests Board approve a new contract with **Shelton Turnbull** for the purchase of printed envelopes on an "as needed" basis. Funds for these purchases were budgeted for 2009 and will be budgeted annually.

SIGNATURES:

Project Coordinator: _____

Supervisor: _____

Purchasing Manager: _____

Division Director: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **System Operations Success (SOS International)** for completion of a Job Task Analysis and NERC Operator training program.

Backgrounder No

Board Meeting Date: August 4, 2009

Project or Job Name: NERC Compliance

Project Contact: Dan Bedbury Ext. 3422

Purchasing Contact: Gail Murray Ext. 3254

Contract Amount:

Original Contract Amount: \$ 25,200

Additional \$ Previously Approved: \$ n/a

Invoices over last approval: \$ n/a

Percentage over last approval: n/a %

Amount this Request: \$ 25,200

Resulting Cumulative Total: \$ 25,200

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contracting Method:

Method of Solicitation: Direct Negotiation

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

Term of Agreement: 08/15/09 – 06/30/10

Option to Renew? No

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 **System Operations Success (SOS International)** for completion of a Job Task Analysis and NERC Operator training program.

In June 2009, EWEB registered as an electric Transmission Operator with NERC and as such, has one year to become compliant with NERC Operator Certification requirements as stated in NERC Standard PER-003. SOS International will provide a cost effective, timely solution to this critical piece of work EWEB needs to complete and maintain its NERC compliance.

If approved, SOS International will complete a Job Task Analysis to evaluate what level of NERC Certification is required for Real Time Traders and Transmission/Distribution Dispatchers. Once the level of certification has been identified, SOS will construct a detailed training plan and provide on-line training to prepare staff that are required to acquire NERC Operator Certification for testing. SOS will also provide an on-line management tool to track staff testing, scoring and progress towards preparation for testing.

This contract should be completed by June 2010 at the estimated contract amount provided above. The contract, however, was written to allow for renewal should unforeseen NERC requirements become known during the contract period.

ACTION REQUESTED:

The Board is being asked to approve a new contract with **System Operations Success (SOS International)** for completion of a Job Task Analysis and NERC Operator training program. Funds for these services were budgeted for 2009 and will be budgeted for 2010.

SIGNATURES:

Project Coordinator: _____

Supervisor: _____

Purchasing Manager: _____

Division Director: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve additional services to the contract with **TEKsystems Inc** for Temporary PowerBuilder and Sybase system support and report writing services.

Backgrounder: No

Board Meeting Date: August 4, 2009

Project Name/Contract#: Temporary Programmer Services –PSC 2010

Project Contact: Jim Gralow Ext. 7721

Purchasing Contact: Gail Murray Ext. 3254

Contract Amount:

Original Contract Amount: \$ 64,800

Additional \$ Previously Approved: \$ -0-

Invoices over last approval: \$ -0-

Percentage over last approval: 131 %

Amount this Request: \$ 85,000

Resulting Cumulative Total: \$ 149,800

Contracting Method:

Method of Solicitation: Direct Negotiation

If applicable, basis for exemption: Rule 6-0270 Personal Services <\$150,000

Term of Agreement: March 18, 2009 – December 31, 2009

Option to Renew? No

Approval for purchases “as needed” for the life of the contract No

NARRATIVE:

The Board is being asked to approve additional services to the contract with **TEKsystems Inc** for Temporary PowerBuilder and Sybase system support and report writing services.

EWEB uses a suite of financial software applications called “SmartStream.” The users include Accounting, Payroll, Purchasing, Inventory Control, and Warehouse (Receiving); along with other applications developed to interact with the SmartStream applications (Timesheets, Credit Card and several others). In addition to the maintenance and support of these applications, users have need of various reports that are created by pulling SmartStream data to provide the specific information needed. Technical knowledge and programming skills in PowerBuilder a development tool and InfoMaker an application tool is needed to provide these services.

In March 2009, the board approved a contract with TEKsystems, Inc for the provision of temporary professional technical staff to perform this work. At that time it was estimated that the work could be completed in approximately 720 work hours. However, due to the on-going ETRM and HRIS projects, the upgrade to the SmartStream financial system, the end-of-life Sybase migration planning and on-going production support of existing systems, there are very limited IS resources available to take on this development and writing of these reports.

If approved, TEKsystems will provide 850 work hours of additional services to continue this work and enable IS staff to focus on critical projects.

ACTION REQUESTED:

Staff requests Board approve additional services to the contract with **TEKsystems Inc** for Temporary PowerBuilder and Sybase system support and report writing services. Funds for these services were budgeted for 2009.

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: _____

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve the continuation of an Intergovernmental Agreement (IGA) with the **University of Oregon Solar Monitoring Lab** for monitoring and analysis of solar radiation.

Backgrounder: No

Board Meeting Date: July 21, 2009

Project or Job Name: Monitoring and Analysis of Solar Radiation

Project Contact: Dan Morehouse Ext. 3074

Purchasing Contact: Quentin Furrow Ext. 3287

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Contract Amount:

Original Contract Amount: \$125,000 (July 1999 – June 30, 2004)

Additional \$ Previously Approved: \$125,000

Invoices over last approval: \$

Percentage over last approval: %

Amount this Request: \$125,000

Resulting Cumulative Total: \$375,000

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contracting Method:

Method of Solicitation: Direct negotiate pursuant to ORS 190.010

If applicable, basis for exemption: IGA

Term of Agreement: July 1, 2009 – June 30, 2014

Option to Renew? Yes. Renewable annually

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 the continuation of an Intergovernmental Agreement (IGA) with the **University of Oregon Solar Monitoring Lab (SRML)** for monitoring and analysis of solar radiation.

In 1994, a consortium of utilities initiated the Regional Solar Radiation Monitoring Project, which revitalized the region's solar monitoring efforts. Current consortium members are EWEB, EPUD, BPA, National Renewable Energy Laboratory (NREL), Northwest Power Planning Council, Oregon University, and Energy Trust of Oregon (representing PGE and PacifiCorp). The Solar Monitoring Lab is the regional solar radiation data center; its goal is to provide solar resource data for planning, design, deployment, and operation of solar electric facilities in the Pacific Northwest.

In addition to Eugene-specific and regional solar radiation data, EWEB receives other important ancillary services that include a real time data link used for power scheduling and a variety of custom reports and data services used by Energy Management Services from which to build energy analysis and evaluation of EWEB's solar programs.

The U of O provides monitoring and analysis of solar and meteorological data services, including data collection, archival and reporting. EWEB entered into an IGA with University in 1975 for these services and has continued to fund this project annually. EWEB's share of the consortium contributions is \$25,000 per year, approximately 10% of the total consortium contribution. Each member's total cost over the next 5 years is set by the consortium.

These services are still valuable to the utility; therefore, staff would like to continue this data collection and educational effort. If approved, staff will amend the current agreement for the next five-years.

ACTION REQUESTED:

Staff requests Board approve the continuation of the IGA with **the University of Oregon Solar Monitoring Lab** for monitoring and analysis of solar radiation. These services were included in the current Energy Resource Strategy and will be budgeted annually.

SIGNATURES:

Project Coordinator: _____

Supervisor: _____

Purchasing Manager: _____

Division Director: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____

**RESOLUTION NO. 0919
AUTHORIZING THE RENAMING
OF THE PARK AT LEABURG LAKE**

WHEREAS, the Eugene Water & Electric Board (“EWEB”) is a municipal utility formed and operated pursuant to ORS Chapter 225, the Eugene City Charter and Eugene City Code;

WHEREAS, EWEB owns and operates a park at Leaburg Lake that is part of the utility’s Leaburg-Waltermville Hydroelectric Project; and

WHEREAS, the Board of Commissioners renamed the park “Lloyd Knox Water Board Park” on Oct. 24, 2000, in honor of the park’s longtime coordinator, caretaker and tour guide, Lloyd Knox, who passed away in December 2004; and

WHEREAS, there was widespread community support for renaming the park in honor of Mr. Knox in 2000; and

WHEREAS, the common usage of the park name is now “Lloyd Knox Park,”

NOW, THEREFORE, the Eugene Water & Electric Board resolves as follows:

In recognition of Lloyd Knox’s valuable service to the utility and the community for 22 years, and to recognize his positive influence on generations of school children and other visitors to the facility, the park’s name shall be changed to Lloyd Knox Park, effective immediately.

DATED this 4th day of August, 2009.

THE CITY OF EUGENE, OREGON
Acting by and through the
Eugene Water & Electric Board

President

I, DEBRA J. SMITH, the duly appointed, qualified, and acting Assistant Secretary of the Eugene Water & Electric Board, do hereby certify that the above is a true and exact copy of the Resolution adopted by the Board at its August 4, 2009 Regular Board Meeting.

Assistant Secretary