

## 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 services related to EWEB's compliance with NERC TOP Standards.

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

Board Meeting Date: September 1, 2009

Project or Job Name: Compliance for NERC TOP Standards

Project Contact: Rod Stuve Ext. 7113

Purchasing Contact: Gail Murray Ext. 3254

### Action Requested:

Contract Award  
 Contract Renewal  
 Contract Increase  
 Other

### Contract Amount:

Original Contract Amount: \$ 52,965.00

Additional \$ Previously Approved: \$ 0.00

Invoices over last approval: \$ N/A

Percentage over last approval: N/A %

Amount this Request: \$ 52,965.00

**Resulting Cumulative Total:** \$ 52,965.00

### 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: September 1, 2009 through June 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 **GDS Associates, Inc.** (GDS) for services related to EWEB's compliance with NERC TOP Standards.

In June 2009, EWEB was approved by the North American Reliability Council (NERC) as a registered Transmission Operator (TOP). Accompanying this registration were 28 mandatory Reliability Standards, which are wholly or partially new to EWEB operations. Staff has identified the work necessary to meet the requirements and become "fully-compliant" by the imposed deadline of June 17, 2010. Numerous and extensive operating procedures, policies, business practices and/or systems will need to be developed as well as staff training on the new procedures prior to implementation.

GDS is a multi-service consulting and engineering firm with recognized leaders in NERC Compliance and has worked for EWEB in the past. Earlier this year, GDS conducted a compliance assessment by reviewing (36) NERC Reliability Standards in preparation for the October Off-site Audit for EWEB's previous registrations (DP, GO, GOP, LSE, PSE, TO, TP). GDS is very familiar with EWEB's transmission and generation facilities, as well as the policies and procedures and business practices that govern how EWEB operates and maintains its facilities. In this proposed contract, GDS is being asked to perform a similar assessment by reviewing the (28) NERC Reliability Standards new to EWEB as a registered TOP. GDS will assess current compliance documents, develop new TOP operating policies and will develop and conduct training for all applicable EWEB staff.

### ACTION REQUESTED:

Staff requests Board approval of the new contract with GDS Associates, Inc. for services related to EWEB's compliance with NERC TOP Standards. NERC related services were budgeted for 2009.

**SIGNATURES:**

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

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

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

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

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

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

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