

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve an increase to the 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: March 16, 2010

Project or Job Name: Compliance for NERC TOP Standards

Project Contact: Dean Ahlsten Ext. 7136

Purchasing Contact: Gail Murray Ext. 3254

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Contract Amount:

Original Contract Amount: \$ 52,965

Additional \$ Previously Approved: \$ 13,035

Invoices over last approval: \$ N/A

Percentage over last approval: N/A %

Amount this Request: \$ 18,890

Resulting Cumulative Total: \$ 84,890

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, 2010

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 an increase to the contract with **GDS Associates, Inc.** for additional project management services related to EWEB's compliance with NERC TOP Standards.

Completion of EWEB's NERC Mitigation Plans is due on June 17, 2010. Work still remaining includes the finalization of EWEB operating procedures to align with the requirements of NERC Standards, training of EWEB staff on the new procedures and preparation of completed Mitigation Plan forms and associated evidence for submittal to the regulatory agency, WECC. GDS has the necessary experience and background as a result of their involvement with this project to complete the work within the specified deadlines.

On March 1, 2010, EWEB's NERC TOP Compliance Project Manager, retired, so provision of those services are included in this work. If approved, GDS will provide the necessary project management services to complete the required procedures, provide training for EWEB staff, and prepare the necessary documentation to demonstrate full compliance.

ACTION REQUESTED:

Staff requests Board approval of an increase to the contract with **GDS Associates, Inc.** for additional project management services related to EWEB's compliance with NERC TOP Standards. NERC related services are budgeted in 2010.

SIGNATURES:

Project Coordinator: _____

Supervisor: _____

Purchasing Manager: _____

Division Director: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____