

## EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve new Agreements with plumbing contractors (listed below) to participate in the Customer Income Eligible Leak Repair Assistance Program, as needed.

Board Meeting Date: September 7, 2010

Project Name/Contract#: Income Eligible Leak Repair Assistance Program/  
Contract # 041-2010

Project Contact: Jill Hoyenga Ext. 7157

Purchasing Contact: Cheryl Golbek Ext. 7389

### Contract Amount:

Original Contract Amount: \$50,000

Additional \$ Previously Approved: \$ N/A

Invoices over last approval: \$0

Percentage over last approval: 0%

Amount this Request: \$50,000

**Resulting Cumulative Total:** \$50,000

### Contracting Method:

Method of Solicitation: Request for Qualifications (RFQ)

If applicable, basis for exemption: N/A

Term of Agreement: September 7, 2010 thru September 6, 2011

Option to Renew? Yes, Renewal annually up to five years total

Approval for purchases "as needed" for the life of the contract Yes

### 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-Agreement to Agree

### NARRATIVE:

Staff has identified a potential source of water conservation savings through an income eligible customer grant program for leak detection services, replacement of water service line and/or plumbing code appurtenances between EWEB's water meter and the connection to indoor plumbing, and repair or replace failing appurtenances inside dwelling. This program fulfills the utility's legal obligations to provide Technical and Financial Assistance Programs that encourage and aid all EWEB water customers in implementing water conservation measures in order to preserve EWEB water rights according to OAR 690-086-0150 Water Conservation Element. This new program provides qualifying customers (who own their own property and whose income is less than 80% of the area median income) with a list of qualified plumbers and a grant to expedite plumbing repair or replacement. These customers are otherwise at risk of needing Customer Care bill assistance in order to pay for the water leak.

In July 2010, EWEB requested qualifications from licensed plumbers that agree to the Program terms as specified by EWEB. Five proposals were received and evaluated, and five proposers met EWEB's minimum program qualifications. These contractors agree to perform the work in accordance with program requirements. Additional contractors may be added to the list at anytime if they agree to perform the work in accordance with EWEB's minimum qualifications and program terms.

If approved, staff estimates that grant payments will not exceed \$50,000 over the five year contract period. However, the exact number of customers who might request and qualify for grants is unknown and may vary. While staff has tried to estimate the potential costs, the Board's approval would be based "on need/demand" and not on any specific dollar amount. Services provided will not exceed the program budgeted amount.

### ACTION REQUESTED:

Staff requests Board approval of new Agreements with plumbing contractors (listed below) to participate in the Customer Income Eligible Leak Repair Assistance Program, as needed. Funds for these loans were budgeted for 2010 and if approved, will be budgeted annually.

The current list of contractors includes:

Kevin Cohen Plumbing  
Harvey & Price

Joe Piscopo Plumbing  
Donn Merrick

Ready Rooter/Chapman Plumbing

**SIGNATURES:**

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

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

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

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

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

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

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