

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a contract with **Habitat Contracting, LLC** for **Canal Vegetation Management Services**.

Board Meeting Date: June 4, 2013
Project Name/Contract#: Canal Vegetation Management/018-2013
Primary Contact: Steve Newcomb Ext. 7391
Secondary Contact: Roger Gray Ext. 7130
Purchasing Contact: Sarah Gorsegner Ext. 7348

Action Requested:	
<input checked="" type="checkbox"/>	Contract Award
<input type="checkbox"/>	Contract Renewal
<input type="checkbox"/>	Contract Increase
<input type="checkbox"/>	Other

Contract Amount:
Original Contract Amount: \$ \$300,000 over 5 years
Additional \$ Previously Approved: \$ n/a
Invoices over last approval: \$ n/a
Percentage over last approval: n/a %
Amount this Request: \$ \$300,000 over 5 years
Resulting Cumulative Total: \$ \$300,000 over 5 years

Funding Source:	
<input checked="" type="checkbox"/>	Budget
<input type="checkbox"/>	Reserves
<input type="checkbox"/>	New Revenue
<input type="checkbox"/>	Bonding
<input type="checkbox"/>	Other

Contracting Method:
Method of Solicitation: Invitation to Bid
If applicable, basis for exemption: n/a
Term of Agreement: 5 years, June 7, 2013-June 6, 2018
Option to Renew? no
Approval for purchases "as needed" for the life of the contract Yes

Form of Contract:	
<input type="checkbox"/>	Single Purchase
<input checked="" type="checkbox"/>	Services
<input type="checkbox"/>	Personal Services
<input type="checkbox"/>	Construction
<input type="checkbox"/>	IGA
<input type="checkbox"/>	Price Agreement
<input type="checkbox"/>	Other

Narrative:

EWEB is required to maintain vegetation to ground level along the Leaburg/Walterville canals a minimum of twice per year to comply with Federal Electric Reliability Corporation (FERC) requirements to maintain cleared canals. Work will primarily consist of weed-eating and chainsaw work along ten miles of steep canal banks. Additional work may include GIS mapping on select conditions.

In May 2013, staff issued a formal invitation to bid to establish a price agreement for the canal vegetation management services. The solicitation was reviewed by five companies. Three responses were received; Habitat Contracting, LLC of Eugene, Oregon was determined to be the lowest responsive and responsible bidder.

This contract, if approved, will be for five years. Staff estimates the total contract amount to be \$60,000 per year based on historical data, with a total contract value of \$300,000. Exact service requirements are unknown and no guarantee has been made for any specific annual quantity of work. The Board's approval would be based on services "as needed" and not on any specific, fixed annual dollar amount.

ACTION REQUESTED:

Management requests Board approve a contract with **Habitat Contracting, LLC** for **Canal Vegetation Management**. Funds for these services were budgeted for 2013 and will be budgeted annually.

SIGNATURES:

Project Coordinator: _____

Manager: _____

Purchasing Manager: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____