

# 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 **Carmen Smith Transmission Line Vegetation Management Services**.

Board Meeting Date: June 4, 2013

Project Name/Contract#: Carmen Smith Transmission Line Vegetation Management/019-2013

Primary Contact: Steve Newcomb Ext. 7391

Secondary Contact: Roger Gray Ext. 7130

Purchasing Contact: Sarah Gorsegner Ext. 7348

<b>Action Requested:</b>	
<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: \$ \$250,000 over 5 years

Additional \$ Previously Approved: \$ n/a

Invoices over last approval: \$ n/a

Percentage over last approval: n/a %

Amount this Request: \$ \$250,000 over 5 years

**Resulting Cumulative Total:** \$ \$250,000 over 5 years

<b>Funding Source:</b>	
<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

<b>Form of Contract:</b>	
<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 along the Carmen Smith Transmission Line Corridor to comply with Forest Service and Private Property Owners land use requirements and the Federal Electric Reliability Corporation (FERC) requirements to maintain the Transmission Line Corridor. Work will consist of weed-eating, chainsaw work, hand pulling, cutting, and the use of small hand and power tools along nineteen miles of corridor.

In May 2013, staff issued a formal invitation to bid to establish a price agreement for the transmission line corridor vegetation management services. The solicitation was reviewed by seven companies. One response was received; Habitat Contracting, LLC of Eugene, Oregon was determined to be the lowest responsive and responsible bidder. Habitat Contracting's price is fair, based on the other competitive processes completed during the same time period and the rural location.

This contract, if approved, will be for five years. Staff estimates the total contract amount to be \$50,000 per year based on historical data, with a total contract value of \$250,000. 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 **Carmen Smith Transmission Line 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: \_\_\_\_\_