

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve multiple new contracts with **certified contractors** for **residential backflow testing services**.

Board Meeting Date: June 2, 2015
Project Name/Contract#: Residential Backflow Testing Svcs/Contract #015-2015
Primary Contact: Brad Taylor Ext. 7385
Purchasing Contact: Tracy Davis Ext. 7468

Contract Amount:

Original Contract Amount: \$475,000 over 5 years (estimate)
Additional \$ Previously Approved: \$ N/A
Invoices over last approval: \$ N/A
Percentage over last approval: 0%
Amount this Request: \$475,000

Resulting Cumulative Total: **\$475,000 over 5 years (estimate)**

Contracting Method:

Method of Solicitation: Request for Qualifications (RFQ)
If applicable, basis for exemption: N/A
Term of Agreement: June 5, 2015 through June 4, 2017
Option to Renew? Yes – 3 additional years, not to exceed 5
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

NARRATIVE:

The Board is being asked to approve multiple new contracts with **certified contractors** for **residential backflow testing services**: **Aaction Backflow; A & A Backflow Testing; A & K Landscaping LLC; Dutchman Backflow; Emerald Valley Backflow; Harvey & Price; Heath Backflow; Jamie’s Backflow Services; Oregon Backflow; Right-Way Plumbing & Backflow Service; Terra Nova Landscape; The Good Son LLC; and Water Flow Specialties.**

The Oregon Human Services Administration, by law, requires Water Purveyors (EWEB) to annually assure that customer backflow devices are operating properly (OAR 333-061-0070). EWEB meets this legal compliance through the use of certified Backflow Assembly Testers. EWEB offers this service to simplify the customer's obligation to test their backflow device annually. A customer may request EWEB to coordinate with a certified contractor for the annual testing of their device. EWEB will then work with a certified contractor to inspect and test the device, pay the contractor for the work, and bill the customer the actual cost. Alternatively, the customer has the option of obtaining the service directly and EWEB will continue to monitor and follow-up with the customer to ensure the annual testing is done.

In April 2015, EWEB requested qualifications for the residential backflow testing services program. Fourteen proposals were received and thirteen Contractors met the minimum required qualifications. The contracts outline EWEB's contractual terms, the program requirements, and the compensation that will be paid to the testers for the backflow testing services performed under the contract.

If approved, staff anticipates services will not exceed \$475,000 over the five-year contract period. However, the exact number of customers who will request this service is unknown and may vary. While staff has tried to estimate the potential need from historical data, the Board's approval would be based on services “as needed” and not on any specific, fixed annual dollar amount.

ACTION REQUESTED:

Management requests the Board approve multiple new contracts with **certified contractors** for **residential backflow testing services**. Funds and reimbursements for these services were budgeted for 2015 and will be budgeted annually.

SIGNATURES:

Project Coordinator: _____

Manager: _____

Purchasing Manager: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____