



# MEMORANDUM

EUGENE WATER & ELECTRIC BOARD

*Rely on us.*

TO: Commissioners Simpson, Helgeson, Manning, Mital, and Brown  
FROM: Sue Fahey, Chief Financial Officer; Sarah Gorsegner, Purchasing & Warehouse Supervisor  
DATE: October 21, 2016  
SUBJECT: Quarterly Contract Report for Q3 2016  
OBJECTIVE: Information Only

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## **Issue**

The Board requested that management provide a quarterly report of contracts between \$20,000 and \$150,000 which would have come to the Board for approval under the policy limits that were in place prior to August 2013.

## **Background**

A few years ago, the policy was changed to align with Oregon Statute solicitation thresholds which streamlined the contract approval process and allowed the Board and staff to focus on higher dollar contracts and other strategic initiatives.

Current statute and Board thresholds are:

Purchase of all Goods, Equipment, Services and Personal Services: \$ 150,000 or greater  
Purchase of Construction Services: \$ 100,000 or greater.

## **Discussion**

Attached is the contract report for the third quarter of 2016. The contracts listed are those that would have previously come to the Board for approval, but which are now below the Board approval threshold.

## **Recommendation/Requested Board Action**

None at this time. This information is provided for informational purposes only.

Contract Execution								
Date	Contract Number	Contractor	City, State	Description	Contract Amount	Contract Process	ET Manager	
7/11/2016	2498	EES	Kirkland, WA	Cost of Service Study & Model (COSA)	\$ 30,000	Informal RFP	Erin Erben	
7/14/2016	054-2015	Jaco Analytical Lab	Ephrata, WA	Oil Testing Services	\$ 75,000	Informal RFP	Mel Damewood	
7/20/2016	2499	National Economic Research Assoc.	Los Angeles, CA	Services for Marginal Cost Study	\$ 50,000	Informal RFP	Erin Erben	
7/25/2016	Q2500	Concept Systems	Albany, OR	Shasta 1150 Pump Station Integration Services	\$ 24,996	Qualification Based Selection	Mel Damewood	
8/9/2016	1026-2016	Manta Test Systems	Mississauga, Ontario. CA	Protective Relay Test Systems	\$ 134,325	Request for Quote	Mel Damewood	
8/12/2016	Q2507	R2 Resource Consultants, Inc	Redmond, WA	Spillway Flow Capacity Evaluation at Smith Dam	\$ 89,141	Qualification Based Selection	Mel Damewood	
8/16/2016	Q2512	HDR Engineering	Portland, OR	Blending Cost Estimating for Water Treatment Plant	\$ 24,928	Qualification Based Selection	Mel Damewood	
8/18/2016	2510	S & M Rock and Loam Inc	Eugene OR	Hayden Bridge Sludge Removal	\$ 25,800	Request for Quote	Mel Damewood	
8/25/2016	2494	New River Electrical Corp	Cloverdale, VA	Storage of 115kV Cable & Terminations	\$ 35,000	Direct Negotiation	Mel Damewood	
8/31/2016	Q2506	Swiss TS Technical Services AG	Wallisellen, Switzerland	Turbine Shutoff Valve Inspection at Carmen Smith	\$ 50,662	Qualification Based Selection	Mel Damewood	
9/7/2016	Q2521	ABN Engineering	Phoenix, AZ	Communication Tower Site at ROC	\$ 50,000	Qualification Based Selection	Mel Damewood	
9/7/2016	16-0018	Oregon State University	Corvallis, OR	Floodplain Restoration Tracking	\$ 43,200	Intergovernmental Agreement	Mel Damewood	
9/9/2016	Q2517	OBEC	Eugene, OR	48th St. Collaborative Water Quality Enhancement Project	\$ 51,129	Qualification Based Selection	Mel Damewood	
9/13/2016	Q2513	Stillwater	Berkeley, CA	Environmental Services for Carmen Smith Re-Licensing Project	\$ 70,000	Qualification Based Selection	Mel Damewood	
9/22/2016	16-0017	McKenzie Watershed Alliance	Eugene, OR	Watershed and Drinking Water Grant	\$ 22,000	Memo of Understanding	Mel Damewood	
9/26/2016	2501	Tripwire	Portland, OR	Installation of Tripwire Whitelist Profiler	\$ 28,915	Direct Negotiation	Matt Barton	
9/29/2016	2504	PacificSource	Springfield, OR	Administration of FSA, COBRA	\$ 100,000	Request for Proposals	Lena Kostopulos	

Qualification Based Selection is required based on current statutes and EWEB Public Contracting Rules for consultants who provide architectural, engineering, land surveying, and related services. The selection process for contracts on this report requires selection from pre-qualified firms, contract values are based on negotiations and reviewed for appropriate effort and rate schedules.