

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve an award to **Precise Kit Promotions, Inc.** for **emergency water supply containers.**

Board Meeting Date: February 2, 2016
Project Name/Contract#: Emergency Water Supply Containers 057-2015
Primary Contact: Mel Damewood Ext. 7145
Purchasing Contact: Collin Logan Ext. 7426

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Contract Amount:

Original Contract Amount: \$ 186,000 over 5 years
Additional \$ Previously Approved: \$ N/A
Invoices over last approval: \$ N/A
Percentage over last approval: N/A %
Amount this Request: \$ 186,000
Resulting Cumulative Total: \$ 186,000 over 5 years

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other – reimbursement

Contracting Method:

Method of Solicitation: Invitation to Bid
If applicable, basis for exemption: _____
Term of Agreement: February 2, 2016-February 1, 2017
Option to Renew? Yes

Form of Contract:

Single Purchase
 Services
 Personal Services
 Construction
 IGA
 Price Agreement
 Other

Approval for purchases “as needed” for the life of the contract Yes

Narrative:

The Board is being asked to approve the award of a formally solicited contract with **Precise Kits Promotions, Inc.** of Ramsey, NJ for the purchase of emergency water supply containers on an as-needed basis.

EWEB offers emergency water supply containers at a reduced cost to our customers periodically in response to State recommendations from Chapter 8 of the Oregon Resilience Plan. The Red Cross has administered this program in the past but can no longer do so. EWEB will continue to sell these “emergency water supply containers” to its customers at a reduced rate. Also, several other local utilities have expressed an interest in purchasing containers but do not have the volume leverage EWEB enjoys. EWEB will purchase and provide containers to these utilities and will be reimbursed.

In December 2015, EWEB issued a solicitation to establish a price agreement for the purchase of emergency water supply containers. The solicitation was reviewed by three companies. Two responses were received – one of them being a “no-bid”. Precise Kits Promotions, Inc. emerged as the sole responsive and responsible bidder.

If approved, staff will purchase emergency water supply containers at the established prices on an as-needed basis. The contract is for one (1) year with the option to renew for four (4) additional one (1) year periods.

ACTION REQUESTED:

Management requests the Board approve an award to **Precise Kits Promotions, Inc.** for **emergency water supply containers.** The 2016 budget includes \$50,000 for this purchase.

SIGNATURES:

Project Coordinator: _____

LT Manager: _____

Purchasing Manager: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary:
verification _____