

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to authorize the use of a cooperative contract for **moving services** from **LILE International**.

Board Meeting Date: November 7, 2017

Project Name/Contract#: Moving Services / ORPIN Contract with LILE International

Primary Contact: Rod Price Ext. 7122

Purchasing Contact: Collin Logan Ext. 7426

Expected Spend: \$75,000

Narrative:

The Board is being asked to approve the purchase of **moving services from LILE International** of Tigard, OR.

EWEB will be moving the majority of staff from the Headquarters Building on East 4th Avenue to the Roosevelt Operations Center (ROC) on Roosevelt Blvd. To accommodate this relocation effort EWEB may take advantage of professional movers.

LILE International assisted EWEB with its initial move into ROC after its construction. As part of the planning, staff anticipate that EWEB may request LILE's assistance in completing the move. The final plan has not been determined, however authorizing the use of this contract will allow staff coordinating the consolidation to use this contract if staff determine it is in the best interests of EWEB.

EWEB staff will utilize the State of Oregon's ORPIN Contract 1486 in order to procure the services needed.

ACTION REQUESTED:

Management requests the Board authorize the use of the contract for moving services from LILE International for the duration of this project. Funds have been budgeted in the Facilities Department (384).

SIGNATURES:

Project Coordinator: _____

Manager: _____

Purchasing Supervisor: _____

Executive Officer: _____

Board Approval Date: _____