

## **EWEB Board Consent Calendar Request**

*For Contract Awards, Renewals, and Increases*

The Board is being asked to approve a contract with Island Fence & Window Guard, Inc. for fencing services.

Board Meeting Date: July 6, 2021  
Project Name/Contract #: On-Call Fencing Services / 21-117-PW  
Primary Contact: Rod Price Ext. 7122

### **Contract Amount:**

Original Contract Amount: \$150,000 (Over 5 years)  
Additional \$ Previously Approved: \$0  
Invoices over last approval: \$0  
Percentage over last approval: 0%  
Amount this Request: \$150,000  
**Resulting Cumulative Total: \$150,000 (Over 5 years)**

### **Contracting Method:**

Method of Solicitation: Formal Request for Proposals – Services  
If applicable, basis for exemption: N/A  
Term of Agreement: Up to 5 years  
Option to Renew? No  
Approval for purchases “as needed” for the life of the Contract Yes ☒ No ☐  
Proposals Received (Range): 1 (\$19,140 – 4 sample projects)  
Selection Basis: Highest scored proposer

### **Narrative:**

#### Operational Requirement and Alignment with Strategic Plan

EWEB departments often require professional fencing services, such as fencing repairs, hole mending, security upgrades, and gate repairs at EWEB facilities, as well as temporary rentals during construction projects. Often these services are in response to emergent issues and require a quick response. By having contracts in place with competitively bid rates, EWEB will be able to call upon qualified fencing service providers for smaller jobs with reduced administrative efforts and a faster response time to emergent issues.

#### Contracted Goods or Services

The Consultant will provide fencing repair and rental services for all EWEB departments. All projects will remain under \$50,000 each, will not be part of a larger public improvement project, and will not

be subject to prevailing wage. The contract amount is based upon the amount spent for similar services over the past 5 years.

#### Prior Contract Activities

Contract # / Short Description	Final Cost	On-time Status
Contract 21-046-PW Repair Fencing at Goodpasture Island Boat Landing (2021)	\$24,950	On-time
Contract 20-069-PW On-Call Fencing Services for Water Operations Dept (2020)	\$21,300	On-time
PO 21739 Fence Installation at Shasta 800 Reservoir (2020)	\$19,950	On-time
PO 2666 Construction of new fence at Hayden Bridge Intake Site (2015)	\$14,530	On-time
PO 11189 Fencing for ROC Communications Site (2017)	\$13,950	On-time

#### Purchasing Process

In May 2021, Purchasing initiated a Request for Proposals (RFP) process for on-call fencing services, accessible to all departments at EWEB. The solicitation was advertised on the state of Oregon bid site as well as in the Business Tribune, a major construction trade newspaper based in Portland, OR. One proposal was received from Island Fence & Window Guard, Inc. and was deemed responsive and responsible.

The proposal was reviewed by the EWEB Contract Administrator to ensure the proposer submitted acceptable minimum qualification information. The proposer also has a considerable amount of experience with EWEB projects and has a solid reputation for on-time, on-budget service.

Vendor Name	City, State	Ranking (for Request For Proposals)
Island Fence & Window	Eugene, OR	1

#### Competitive Pricing

Staff reached out to other fencing installation and rental contractors to determine why they did not submit a response to the RFP and to verify that Island Fence has offered fair competitive pricing. Most other contractors could not provide the full scope of work to install the volume of fencing required and provide rental fencing. Island Fence & Window's billing rates are consistent with other fencing providers in Lane County.

#### **ACTION REQUESTED:**

Management requests the Board approve a contract with Island Fence & Window, Inc. for fencing repair and rental services for all EWEB departments. The initial user of this contract is the Water Operations Department, but incidental fencing is often used by Electric Operations departments as well as the Facilities Department. The Water department has approximately \$25,000 per year planned for these services in the Water Operations Department budget of \$13 million. Other EWEB departments budget for fencing services support similarly. Variances will be managed within the budget process and Board policy.