

**EUGENE WATER & ELECTRIC BOARD**  
**WORK SESSION**  
**February 15, 2022**  
**5:30 P.M.**

**Commissioners Present:** John Brown, President; Sonya Carlson, Vice President; John Barofsky, Matt McRae, Mindy Schlossberg, Commissioners

**Others Present:** Frank Lawson, General Manager; Rodney Price, Assistant General Manager

Vice President Carlson called the Work Session to order at 5:30 p.m.

**Agenda Check**

There were no changes or additions to the agenda.

**EWEB/City of Eugene Joint Initiatives Agenda**

Mr. Lawson offered the Board a brief report and PowerPoint presentation on a draft EWEB/City of Eugene joint initiatives agenda.

Commissioner McRae wondered if EWEB wanted to interact with the City of Eugene concerning the headquarters building.

Mr. Lawson said there was a City of Eugene liaison for the project team, but for the most part the ball was in EWEB's court, although he said he does keep the Eugene City Manager apprised of the goings-on.

Commissioner McRae said EWEB should update the City of Eugene on its Wildfire Mitigation Plan.

President Brown felt it important that the utility continued to suggest Eugene use some of the increased revenues they would be receiving from EWEB's recent rate increase to work toward their climate action goals. As an example, he said the City could install charging stations on public facilities.

Commissioner Barofsky agreed with Vice President Brown's sentiments concerning the City of Eugene, adding that some type of weatherization program would also be beneficial. Finally, Commissioner Barofsky said he would rather this not be made into a resolution, because he was looking for something a bit more free-flowing than a resolution would be.

Commissioner Schlossberg pointed out that EWEB has been talking about this idea of collaborating with the City on weatherization for some time now, and it was not a new idea to them. She said she was in favor of encouraging the City of Eugene to use some of its Contribution In Lieu of Taxes (CILT) money to finance City energy projects.

Vice President Carlson agreed with her colleagues. She added it might be a good idea to get together specific asks. She then inquired if the liaison to the headquarters project had a direct connection to City Council or if they were a member of Eugene City staff.

Mr. Lawson said that is a staff position.

Vice President Carlson said it would be a good idea to update the City of Eugene on fire mitigation and the Pledge to Prepare.

President Schlossberg suggested at the next meeting with City of Eugene, the EWEB representatives share what the Board is doing to formalize their joint initiatives agenda, and if there are tangible things the Board wants to accomplish with the City, EWEB may need to put forth a proposed plan.

President Brown agreed with Commissioner Schlossberg, citing that EWEB representatives only get to meet with City leadership four times a year. He said they should give the City of Eugene specifics about their work, instead of just ideas and concepts. Adding that he would like to see EWEB leadership and staff give the Board some tangible things that could be brought to the City with an action item behind it.

Mr. Lawson offered that EWEB would have to get in on the City of Eugene's budgeting cycle to secure resources for the aforementioned projects.

Commissioner Barofsky, being familiar with Eugene's budgeting process, posited the City could use the monies it would receive due to EWEB's rate increase, defraying it for two to three years, and have an ongoing funding source after those two to three years, that could be used for the aforementioned projects.

President Brown hoped EWEB would float the idea that Eugene could use the money right away toward climate goals.

Vice President Carlson wondered if EWEB could present updates on certain topics in a memo to the City of Eugene, in the interest of the time of the meeting.

Mr. Lawson offered it would be best to conduct the meetings with City leadership around the same time or slightly after EWEB staff's quarterly reporting.

Commissioner Barofsky said it would be optimal for EWEB leadership to have copies of the City's two motions related to decarbonization in-hand.

### **Goal #2(e): New Board Policy – Diversity, Equity, and Inclusion (DEI)**

Mr. Lawson offered the Board a report and PowerPoint presentation on Board Goal #2(e) - Diversity, Equity, and Inclusion.

Commissioner McRae said he thought it would be valuable for the Board to have a backgrounder on efforts already underway for Board Goal #2(e). He also suggested

EWEB hire consultants who are versed in this sort of thing to help the utility with this particular goal. He felt it is important to focus on both internal and external practices and how those practices affect the public.

President Brown agreed regarding an outside consultant, and the importance of being aware of how our actions will affect classes and groups of people.

Mr. Lawson asked the Board to clarify whether they wish to obtain external expertise at the Board level or at the management level.

Commissioner McRae offered that a consultant would provide value to both the Board and staff.

Commissioner Brown concurred.

Commissioner Schlossberg also agreed about bringing in some outside expertise to help develop a meaningful equity policy that will make a difference, and to give their perspective on things EWEB is doing well and opportunities to improve.

Commissioner Barofsky expressed his desire for a consultant to the Board, and suggested this work include outreach to communities that would be affected by the policy. He also stated that he would like to see metrics associated with the policy.

Vice President Carlson said she had participated in the writing of diversity, equity, and inclusion policy in the past. She suggested that a training at the Board level would be valuable. She was also in favor of getting an outside perspective on EWEB's impact on the community, having measurables, and a way to engage to determine the culture we want to build and identify the gaps.

Mr. Lawson acknowledged the process the Board described will take time, and that we can develop some things along the way. He said that management had embarked on some inquiries around conducting an organizational assessment which would provide insight. He summarized by stating the Board's desire for a policy that is publicly facing that will direct the General Manager how to operate the organization and guide the decisions that EWEB makes in a triple bottom line type of way. He stated that when we think about diversity, that includes all kinds of things including race, gender, age, management layers, income, social economics, and more.

Referencing the upcoming agendas, Commissioner Brown said that we will need to make sure this topic gets the time it deserves.

Mr. Lawson replied that we are not starting from zero, and that EWEB could leverage resources such as EWEB's Diversity Team as well as assessments that would inform the Board.

Commissioner Barofsky said it sounded like a good plan to take a hybrid approach—to rely on an outside consultant for what a good DEI policy looks like, while staff work to put said policy together.

Mr. Lawson said he agreed.

Vice President Carlson said she would like to see a bit more reporting from staff on what kind of DEI policy work was already out there. She said the Board would need to know the framework in which they would be working, so they can customize it to match the culture and values of the utility.

Mr. Lawson said staff could certainly put together a report, and it would include much more than just the Diversity Team, as equity was something to be paid attention to across the entire spectrum of EWEB departments.

Mr. Price said he liked what he was hearing, and the work being discussed has already gotten under way with the Diversity Team. He also agreed it was a good idea to bring in an outside consultant to give the utility a deeper perspective on equity issues.

Commissioner Barofsky said he would like some information on how EWEB is impacting DEI for the community.

### **Board Wrap-Up**

Commissioner Schlossberg said she really enjoyed working with the other Board members and EWEB staff.

Vice President Carlson concurred.

Commissioner Barofsky asked who the Eugene City Council President and Vice President were.

Mr. Lawson said to his knowledge, the Council President was Claire Syrett, and the Council Vice President was Matt Keating.

Vice President Carlson adjourned the Work Session at 6:40 p.m.

*Recorded by Rodney Cimburke*

---

Assistant Secretary

---

President

**EUGENE WATER & ELECTRIC BOARD  
EXECUTIVE SESSION  
500 E. 4<sup>th</sup> AVENUE / VIRTUAL  
MARCH 1, 2022  
5:00 P.M.**

**Commissioners Present:** John Brown, President; Sonya Carlson, Vice President; John Barofsky, Matt McRae, and Mindy Schlossberg Commissioners

**Others present:** Frank Lawson, General Manager; Rod Price, Assistant General Manager; Deborah Hart, Chief Financial Officer; Lena Kostopulos, Chief Workforce Officer; Julie McGaughey, Chief Customer Officer; Karen Kelley, Chief Engineering & Operations Officer; Travis Knabe, Chief Information Officer; Sarah Gorseger, Support Services Manager AIC; Tim O'Dell, Right of Way Agent; Jared Rubin, Environmental & Property Supervisor; John Marshall, Facilities Supervisor; Ramie Alkire, Purchasing Coordinator; Quentin Furrow, Purchasing & Warehouse Supervisor AIC; Aaron Orłowski, Communications Specialist; Anne Kah, Administrative Services Manager, Holly Shugart, Administrative Assistant; Andrew Goodwin, IT Support Specialist

**EXECUTIVE SESSION:**

The Executive Session was called to order at 5:00 p.m.

**Pursuant to ORS 192.660 (2)(f)**

The EWEB Board of Commissioners met in Executive Session to consider information or records that are exempt by law from public inspection.

President Brown adjourned the Executive Session meeting at 5:30 p.m.

---

Assistant Secretary

---

President

**EUGENE WATER & ELECTRIC BOARD**  
**REGULAR SESSION**  
**March 1, 2022**  
**5:45 P.M.**

Commissioners may pose questions to staff prior to the scheduled Board meeting. To view Commissioners' pre-meeting questions and staff responses, visit <http://www.eweb.org/about-us/board-of-commissioners/2022board-agendas-and-minutes>.

**Commissioners Present:** John Brown, President; Sonya Carlson, Vice President; John Barofsky, Matt McRae, Mindy Schlossberg, Commissioners

**Others Present:** Anne Kah, Administrative Services Manager; Frank Lawson, General Manager

President Brown called the Regular Session to order at 5:45 p.m.

**Agenda Check**

There were no changes or additions to the agenda.

**Items from Board Members and General Manager**

Vice President Carlson reported that she had attended the most recent general Lane Council of Governments (LCOG) meeting. She said that she was serving on: the Budget Committee, the Audit Committee, and the Executive Committee of LCOG. Vice President Carlson mentioned that Emerald People's Utility District (EPUD) was looking into a generator rebate program similar to what EWEB has already been doing.

President Brown announced the day prior, he and General Manager Lawson had a meeting with the Springfield Mayor and Springfield City Manager; he said the meeting was very productive, and they discussed a second water source, and land-use challenges.

Mr. Lawson reported briefly on the erosion of the 42<sup>nd</sup> Street levy in Springfield. He said the City of Springfield was initiating a planning process shortly, and that they were looking into available federal funding. He concluded that EWEB and the City of Springfield would be partnering on these issues for years to come.

Commissioner Barofsky reported that he had recently attended the McKenzie Watershed Council's monthly meeting, at which they discussed restoration projects and local ecology.

**Public Input**

**Tana Shephard** of Eugene, and representing Eugene School District 4J, thanked EWEB for their partnership with the 4J school district. She reported the virtual salmon

tours were very successful, and the students are requesting a similar program surrounding climate change. Ms. Shephard also said they were looking forward to the Solar Challenge this year, saying that so far, 25 teachers across three school districts have already signed up.

The Commissioners thanked Ms. Shephard for her work in bringing 4J and EWEB together.

Vice President Brown wondered if the students in Lane County not in public schools could also benefit from these programs.

Mr. Lawson said EWEB did not currently have any programs for area private schools. He said that was something the Board would have to weigh in on in the future. Mr. Lawson said he would look into it.

Commissioner Barofsky said he was interested in knowing if there are public schools in EWEB's service territory, such as Bethel and McKenzie, that are not covered by the school grant program.

Mr. Lawson said Bethel and McKenzie School Districts were included in EWEB programs already.

## **Approval of Consent Calendar – A, Minutes and Routine Contracts**

### **MINUTES**

#### **1. a. February 1, 2022 Executive Session**

#### **b. February 1, 2022 Regular Session**

### **CONTRACTS**

**2. capSpire, Inc.** – to plan and implement an upgrade of EWEB's Energy Trade and Risk Management (ETRM) system Allegro, to Allegro Horizon codebase. \$1,460,000 based on a Formal Request for Proposals.

***Commissioner Schlossberg moved to adopt Consent Calendar – A. The motion passed unanimously 5:0***

## **Approval of Consent Calendar – B, Non-Routine Contracts and Other Consent Items**

### **CONTRACTS**

**3. General Pacific, Inc.** – for the purchase of Single Phase Padmounted Transformers. \$1,534,000 based on Formal Invitation to Bid.

**4. McKenzie Watershed Alliance** – to design, source large wood, and implement large wood instream restoration projects on tributaries with severely burned landscapes after the Holiday Farm Fire. \$800,000 based on Direct Negotiation.

**5. Northwest Youth Corps** - for Vegetation Management in the McKenzie River Restoration effort. \$750,000 (over 5 years) based on Direct Negotiation.

**6. Royal Switchgear Manufacturing Company** – for 115kV Air Switches. \$200,000 based on Formal Invitation to Bid.

**7. Stella-Jones Corporation** – for the purchase of Wood Poles for use in EWEB’s overhead distribution system. \$1,100,000 (over 5 years) based on Formal Invitation to Bid.

## **RESOLUTIONS**

**8. Resolution No. 2206** – Annual Price Adjustment for Dark Fiber Lease Pricing.

**9. Resolution No. 2208** – Environmental Product Line Pricing.

***Vice President Carlson moved to approve Consent Calendar – B. The motion passed unanimously 5:0.***

### **EWEB/City of Eugene Joint Initiatives Agenda**

Commissioner McRae expressed his desire to address electrification.

President Brown clarified that the EWEB/COE joint initiatives agenda is generated by the Board, rather than by staff.

Mr. Lawson said EWEB did not see this agenda with the City of Eugene as a one-time thing, but rather evolving topics and a partnership.

Commissioner McRae recommended the EWEB Board of Commissioners set a little time aside on its meeting agendas in the future to discuss its joint work with the City.

In response to a question from Commissioner Carlson, Mr. Lawson said to his knowledge, the target was to meet with City leadership after the month in which EWEB’s quarterly reporting is done.

Regarding electrification, Commissioner Schlossberg suggested the Board Liaisons ask City Leadership direct questions that could facilitate action.

Referring to carbon reduction goals, President Brown said that EWEB could suggest a means to achieve the goal by using funds from EWEB’s Contribution in Lieu of Taxes (CILT).

Mr. Lawson said there were two resolutions concerning electrification currently going through the Eugene City Council, and they provided a mechanism to facilitate the work between EWEB and City of Eugene.



***Commissioner Barofsky moved to adopt the EWEB/City of Eugene Joint Initiatives Agenda. The motion passed unanimously 5:0***

**State of the Utility Address & Prior Year-end Operational & Strategic Goals Report**

Mr. Lawson offered the Board a report and PowerPoint presentation on the state of the utility, and prior year-end operational and strategic goals.

Commissioner Carlson expressed appreciation for the KPIs and reporting. Being cognizant of the amount of work EWEB has set out to accomplish this year and challenges such as supply chain issues and staffing constraints, she asked the General Manager to let the Board know if any adjustments need to be made.

Commissioner Barofsky said he found the use of the gas gauge graphic helpful, and due to it, he was able to get through the document easier, and was able to pay closest attention to the things marked as low on the gas gauge.

Commissioner Schlossberg thanked Mr. Lawson and staff for their hard work and thoroughness. She was especially grateful for staff's performance during the COVID pandemic.

**Break**

President Brown called for a break at 6:43 pm. The meeting reconvened at 6:53

**Goal #8: EWEB Headquarters Property "RFP Process & Document Review"**

Ms. Kah offered the Board a report and PowerPoint presentation on the Request for Proposal (RFP) process and document review for the EWEB headquarters property.

The first question generated by the presentation was: **Should EWEB reserve the right to place a deed restriction on the property to limit certain uses?**

President Brown offered if the utility were going to place a deed restriction on the HQ property, now would be the time to do it. He said it was important to make sure what goes in that space reflects the values of the community.

Mr. Lawson said he saw no problem if EWEB wanted to reserve the right to place deed restrictions on the HQ property, adding that he and staff would make sure Commissioners had a copy of the City of Eugene Code that deals with this type of real estate and the possible future uses of that real estate.

President Brown asked if future Boards could rescind any deed restrictions placed on the property now.

Mr. Lawson said that was correct.

President Brown warned against making deed restrictions at this time, saying it could negatively affect the marketability of the property. He offered that could be addressed

during negotiations with the top Proposers. He said the Board needed to have this conversation amongst themselves first, before having it with anyone else.

Vice President Carlson said there were deed restrictions EWEB could impose that were not discriminatory in any way, and would ensure the space is used in a way consistent with community values.

Commissioner Barofsky expressed interest in any potential buyer providing a timeframe that must be satisfied before the property could be resold.

The second question generated by the presentation was: **Does the Board wish to conduct a customer survey? If yes, what level of engagement does the Board desire?**

**a. Phone + online, with optional engagement poll**

**b. Online survey only**

**c. Informal online survey**

Commissioner Schlossberg felt the information received from a customer survey would not necessarily be meaningful to the HQ property issue, and she wondered if doing a survey would only open the issue up to more disagreement and controversy.

Commissioner Barofsky agreed with Commissioner Schlossberg about a potential survey.

Vice President Carlson said she believed there was value in getting community feedback about weighting the different Requests for Proposals (RFP). She said when EWEB had a final list of RFPs, that would be a good time for community feedback.

Vice President Brown wondered why the public hearing scheduled on this topic for the April Board meeting was only 10 minutes long.

Mr. Lawson assured Commissioners that the public would have ample opportunity to weigh in on the HQ property sale.

### **Correspondence & Board Agendas**

Mr. Lawson offered the Board a brief report on correspondence and future Board agendas.

Commissioner Barofsky said that he, President Brown, and EWEB staff had a meeting with Oregon Senator James Manning, and they asked Senator Manning to request funding from the state for a second water source facility, and he asked if there were any legislative updates pertaining to that request.

Mr. Lawson said that EWEB's Policy/Government Affairs Program Manager, Jason Heuser had mentioned that in passing, and he should have more information to pass along to Commissioners next week.

Mr. Lawson said EWEB staff had provided Senator Manning and some of the others on the various State Budget Committees several project levels and options for the second water source project.

President Brown wondered if the Board would get a report on the possible hydrogen project happening in west Eugene.

Mr. Lawson said he did not have an update at this time.

Commissioner McRae wondered if EWEB would consider changing the way it incentivizes power in its efficiency programs, to help local schools and businesses do the same.

President Brown agreed.

Mr. Lawson suggested some informal conversations with the Board in early- mid-summer, leading up to more formal agenda items in the fall.

### **Board Wrap-Up**

Commissioner McRae thanked staff for the seamless nature of these hybrid meetings.

Commissioner Schlossberg said that she had heard some people viewing the meetings were having a hard time hearing what was being said.

President Brown reminded the Commissioners they had the General Manager's performance review coming up.

President Brown suggested a Board dinner, and the Commissioners agreed it would be a good idea.

President Brown adjourned the Regular Session at 7:37 p.m.

*Recorded by Rodney Cimburke*

---

Assistant Secretary

---

President

## **EWEB Board Consent Calendar Request**

*For Contract Awards, Renewals, and Increases*

The Board is being asked to approve a new contract with **Anixter** for **Substation Potential Transformers**.

Board Meeting Date: April 5, 2022  
Project Name/Contract #: Potential Transformers for Currin Substation / 22-024-G  
Primary Contact: Karen Kelley Ext. 7153

### **Contract Amount:**

Original Contract Amount: \$315,000  
Additional \$ Previously Approved: \$0  
Invoices over last approval: \$0  
Amount this Request: \$315,000  
Percentage over last approval: NA  
Resulting Cumulative Total: **\$315,000 (Over 5 years)**

### **Contracting Method:**

Method of Solicitation: Formal Invitation to Bid  
If applicable, basis for exemption: NA  
Term of Agreement: 5 years  
Option to Renew? No  
Approval for purchases "*as needed*"  
for the life of the Contract: Yes ☒ No ☐  
Proposals/Bids Received (Range): 4 - (\$257,750 to \$335,031)  
Selection Basis: Lowest Responsive and Responsible Bidder  
Narrative:

### Operational Requirement and Alignment with Strategic Plan

EWEB uses instrument transformers to monitor the status of equipment within an electric substation. The data provided by these instrument transformers is used by protection and control equipment, utility interchange metering, and Dispatch remote monitoring. These instrument transformers are designed to comply with EWEB's substation design and functional requirements.

### Contracted Goods or Services

Purchase of thirty (30) 115kV Potential Transformers (PTs) for the Currin Substation Rebuild, scheduled to start construction in Q4 2022 and extend through 2023. No field services are included with this contract.

### Purchasing Process

In January 2022 staff issued a Formal Invitation to Bid (ITB) for potential transformers. The solicitation was advertised on the State of Oregon's public procurement site, Oregon Buys. Four bids were received. Three of the bidders failed to provide the required documents or to meet equipment design requirements and were considered non-responsive. Anixter's bid was deemed responsive and responsible.

**Bids Received**

Vendor Name	City, State	Offered Price	Ranking (for RFPs)
Anixter	Portland, OR	\$312,672	1
Koncar	Zegreb, Croatia	\$257,750	2 (non-responsive)
MVA Power	MVA Power, Inc.	\$300,462.40	3 (non-responsive)
Instrument Transformer Equipment	Monroe, NC	\$335,031	4 (non-responsive)

**Prior Contract Activities - Anixter**

EWEB Contract	Project Name (Description)	Board Approval Date	Project Duration (Notice to proceed to close out).	Original Contract Amount	Final Contract Amount
21-2018	15kV EPR Insulated Conductor	6-5-18	5 years	\$3,900,000	\$3,900,000
20-008-G	3 Phase Pad Mounted Voltage Regulators	3-3-20	8 months	\$290,000	\$290,000
007-2013	15kV EPR Insulated Conductor	5-7-13	5-15-13 to	\$3,100,000	\$3,100,000

**ACTION REQUESTED:**

Management requests the Board approve a contract with Anixter for potential transformers. Funds for these switches are accounted for in the 2022 Electric Capital budget of \$55 million. Variances will be managed within the budget process and Board policy.

## **EWEB Board Consent Calendar Request**

*For Contract Awards, Renewals, and Increases*

The Board is being asked to approve two new contracts with **Habitat Contracting** and **Oregon Woods** for **Vegetation Maintenance and Enhancement Services on EWEB Owned and/or Controlled Properties in the Hydroelectric Project Boundaries within the McKenzie River Corridor**.

Board Meeting Date: April 5, 2022

Project Name/Contract #: Vegetation Management Services / 21-265-S

Primary Contact: Karen Kelley Ext. 7153

**Contract Amount:**

Original Contract Amount: \$400,000

Additional \$ Previously Approved: \$0

Invoices over last approval: \$0

Amount this Request: \$400,000

Percentage over last approval: NA

Resulting Cumulative Total: **\$400,000 (Over 5 years between two contracts)**

### **Contracting Method:**

Method of Solicitation: Formal Invitation to Bid

If applicable, basis for exemption: NA

Term of Agreement: 5 years

Option to Renew? No

Approval for purchases *"as needed"*

for the life of the Contract: Yes ☐ No ☒

Proposals/Bids Received (Range): 5 – (\$32,000 - \$363,200)

Selection Basis: Lowest Responsive and Responsible Bidder

Narrative:

### Operational Requirement and Alignment with Strategic Plan

EWEB requires vegetation management services for various FERC required vegetation management projects on EWEB owned and/or operated properties. The work requires specialized skills of restoration professionals who are both knowledgeable about and experienced with native/invasive plants and habitat restoration and have the ability to perform the physically demanding aspects of vegetation maintenance in natural environments. Much of the work consists of emergent projects that are identified either by staff or is required by FERC inspections and can include restoration and cleanup from storms, fire and other natural disasters. Whereas a portion of this work is budgeted in the Environmental department, many of these required projects are associated with Generation and other department budgets. The intent of the solicitation is to identify two vendors who are fully equipped to respond to a wide variety of potentially time-critical work in support of Generation. Preference in assigning work will be given to the vendor with the particular skills/equipment required. If both vendors have the required experience and equipment, then preference will be given to the vendor with the lower cost and the needed availability.

### Contracted Goods or Services

Vegetation maintenance and enhancement primarily using power equipment, such as, but not limited to weed-

eaters, chainsaws, brush hogs and hand tools as agreed upon by EWEB's Environmental Specialist (ES). This work will be performed on the hydroelectric project boundaries within the McKenzie River corridor. Work will be assigned on an emergent basis. EWEB and the Contractor will coordinate the staffing plan, and project schedule prior to the work being performed. This Contract is to replace Contract 001-2017 that expires in April of 2022.

#### Purchasing Process

In March of 2022, Staff issued a Formal Invitation to Bid for Vegetation Management Services in the EWEB McKenzie Corridor. This solicitation was advertised on the OregonBuys website, and five (5) bids were received. Habitat Contracting and Oregon Woods were deemed the lowest responsive and responsible bidders.

#### Bids Received

Vendor Name	City, State	Offered Price	Ranking (for RFPs)
Oregon Woods	Eugene, OR	\$32,000 per 800 hours of work	NA
Habitat Contracting	Eugene, OR	\$36,000 per 800 hours of work	NA
Integrated Resource Management	Philomath, OR	\$53,048 per 800 hours of work	NA
Ash Creek Forest Management	Tigard, OR	\$87,000 per 800 hours of work	NA
Brink's Land Management	Pleasant Hill, OR	\$363,200 per 800 hours of work	NA

#### Prior Contract Activities – Oregon Woods

EWEB Contract	Project Name (Description)	Board Approval Date	Project Duration (Notice to proceed to close out).	Original Contract Amount	Final Contract Amount
001-2017	Vegetation Management Services	4/4/17	4/15/17-4/14/2022	\$400,000	\$500,000
020-2018	Vegetation Management Leaburg and Walterville Canals	5/1/2018	5/1/2018-current	\$275,000	\$275,000
21-131-S	Vegetation Maintenance and Irrigation Holiday Farm Fire Restoration	NA	7/29/21-12/31/2022	\$80,052	\$80,052

#### Prior Contract Activities – Habitat Contracting

EWEB Contract	Project Name (Description)	Board Approval Date	Project Duration (Notice to proceed to close out).	Original Contract Amount	Final Contract Amount
001-2017	Vegetation Management Services	4/4/17	4/15/17-4/14/2022	\$400,000	\$500,000
019-2018	Vegetation Management Leaburg and Walterville Canals	5/1/2018	5/1/2018-current	\$275,000	\$275,000
21-131-S	Vegetation Maintenance and Irrigation Holiday Farm Fire Restoration	NA	7/29/21-12/31/2022	\$48,020	\$48,020

#### **ACTION REQUESTED:**

Management requests the Board approve two new Contracts with Habitat Contracting and Oregon Woods for vegetation maintenance and enhancement services on EWEB owned and/or controlled properties in the hydroelectric project boundaries within the McKenzie River corridor. Approximately \$190,000 was planned for these services in the Environmental Management department 2022 budget of \$1.8 million. Variances will be managed within the budget process and Board policy.

## EWEB Board Consent Calendar Request

*For Contract Awards, Renewals, and Increases*

The Board is being asked to approve an information technology services agreement with **VEPO CrossConnex** to **Plan and Implement a Comprehensive Backflow Database solution.**

Board Meeting Date: April 5, 2022  
Project Name/Contract #: Backflow Database Replacement Contract 21-148-PSC  
Primary Contact: Karen Kelley Ext. 7153

### Contract Amount:

Original Contract Amount: \$550,000  
Additional \$ Previously Approved: \$0  
Invoices over last approval: \$0  
Amount this Request: \$0  
Percentage over last approval: NA  
Resulting Cumulative Total: **\$550,000 (Over 5 years)**

### Contracting Method:

Method of Solicitation: Formal Request for Proposals  
If applicable, basis for exemption: N/A  
Term of Agreement: 5 years (approx. 6 months implementation, followed by monthly hosting fees)  
Option to Renew? No  
Approval for purchases *"as needed"*  
for the life of the Contract: Yes ☐ No ☒  
Proposals/Bids Received (Range): 6 - (4 responsive/responsible - \$155,350 - \$957,200)  
Selection Basis: Highest Ranked Proposer  
Narrative:

### Operational Requirement and Alignment with Strategic Plan

EWEB is required by Oregon Administrative Rules governing Public Water Systems to maintain a cross connection control program to protect our drinking water from backflow and back siphonage from non-potable water sources, such as residential irrigation systems. Central to this program, staff use a legacy backflow database to track testing, maintenance and condition of customer cross connection control devices. This legacy system is 10+ years old and was written in-house by a staff member no longer at EWEB and can no longer be upgraded or maintained. The goal of this project is to replace this system with a modern, supportable application that meets our business needs and will ensure we remain in compliance with cross connection control regulations. This project aligns with the Strategic Plan by both replacing a legacy system and ensuring resilient compliant drinking water delivery.

### Contracted Goods or Services

Vendor hosted application, database and services related to implementation.



### Purchasing Process

On September 9, 2021, in accordance with Oregon public procurement rules, EWEB initiated a Request for Proposals (RFP) using the formal Request for Proposals process for personal services for planning and implementation of a comprehensive Backflow Database solution. The RFP was advertised on the OregonBuys bid site for the state of Oregon. Proposals were received from six firms. Four firms were responsive and responsible.

The proposals were evaluated by an EWEB evaluation team. The maximum number of possible points for responses was 100 using the following sub-criteria and maximum number of points for each: Minimum Qualifications (Pass / No Pass – Not scored); Background and Experience (5 points); Implementation Methodology and Availability of Experienced Staff (10 points); Functional Capability (50 points); Technical Capability (25 points); and Pricing (10 points).

After completing the evaluation of the proposals, the three highest ranked firms were invited to conduct product demonstrations. After demonstrations were completed, VEPO CrossConnex was selected as the most qualified consultant, offering the best overall value of experience and approach.

### Proposals Received

Vendor Name	City, State	Offered Price	Ranking
VEPO CrossConnex	Elmsford, NY	\$541,400	1
SwiftComply	Pleasanton, CA	\$330,700	2
AIQUEOUS	Austin, TX	\$957,200	3
Watts Regulatory Co.	Beaverton, OR	\$155,350	4

### Prior Contract Activities

NA

### **ACTION REQUESTED:**

Management requests the Board approve an information technology services agreement with VEPO CrossConnex to plan and implement a comprehensive Backflow Database solution. This work will be completed under the 2022 Water Utility Capital Budget for Type 1 work which totals approximately \$10 million. Variances will be managed within the budget process and Board policy.