

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **Eugene Backflow Testing for Commercial Backflow Assembly Testing Services**.

Board Meeting Date: July 11, 2023
Project Name/Contract #: Backflow Assembly Testing / 23-098-S
Manager: Mike Masters Ext. 7549
Executive Officer: Karen Kelley Ext. 7153

Contract Amount:

Original Contract Amount: \$250,000
Additional \$ Previously Approved: \$0
Spend over last approval: \$0
Amount this Request: \$250,000
% Increase over last approval: NA
Resulting Cumulative Total: **\$250,000 (over 5 years)**

Contracting Method:

Method of Solicitation: Formal Request for Proposals
If applicable, basis for exemption: NA
Term of Agreement: Five Years
Option to Renew? No
Approval for purchases "as needed": Yes No
Proposals/Bids Received (Range): 3 (\$68-\$171 range of services/average hourly rates)
Selection Basis: Highest Ranked Proposer
Narrative:

Operational Requirement and Alignment with Strategic Plan

As a public water system, EWEB is governed by the Oregon Administrative Rules which state "Water suppliers shall undertake cross connection control programs to protect the public water systems from pollution and contamination." The water system is protected from pollution and contamination by approved, tested, and maintained backflow prevention assemblies. The scope of work for this proposed contract, is to perform annual backflow assembly testing for commercial services. If annual testing is not performed the alternative is to disconnect the customer's service. We use our commercial contracted tester to remove as many barriers as possible to make it easy for customers to comply with the annual testing requirement. We use our contracted testers to keep the customers in service and our system protected. This work is aligned with the strategic priority goal of sustaining safe, reliable, affordable drinking water. Also, with the water reliability and resiliency "source to tap" approach to water quality, backflow protection is critical in keeping the distribution system protected and safe from contamination from cross connections.

Contracted Goods or Services

This RFP includes commercial backflow assembly testing for two scenarios; Group 1 includes commercial customers that choose to enroll in EWEB's program, currently about 800 customers. EWEB facilitates the annual testing performed by this contractor and the fees are placed on the customer's bill. The contractor is paid out monthly for the testing performed. Group 2, commercial customers that do not comply and do not respond to EWEB's multiple attempts to contact them. EWEB places them on the enforcement list. This contractor goes out and performs the testing in lieu of EWEB turning off the service as required by the OAR, affecting about 600 customers in 2022. The customer is charged, and contractor paid in the same way in both scenarios. EWEB performs the administration of this program. EWEB does not buy or sell anything, we are simply facilitating the relationship. This program accounts for about 20% of our annual commercial backflow tests.

Purchasing Process

A Formal Request for Proposals (RFP) was posted on OregonBuys on May 9, 2023. The maximum number of possible points for evaluation was 100, including the following criteria: Experience (40 pts), Resources & Responsiveness (35 pts), and Pricing (25 pts).

Three proposals were received from Eugene Backflow Services, A&K Landscaping, and Hermanson Company. Eugene Backflow Services was selected as the highest ranked proposer and staff has issued an Intent to Award based on capability of meeting EWEB's standards for quality, lead time, and overall value for the price paid.

Bids Received

Vendor Name	City, State	Offered Price (Average Rate)	Ranking (for RFPs)
Eugene Backflow Services	Eugene, OR	\$68	1
A&K Landscaping	Eugene, OR	\$99	2
Hermanson Company, LLP	Eugene, OR	\$171	3

Prior Contract Activities

EWEB Contract	Project Name (Description)	Board Approved	Project Duration (Start to Close)	Original Amount	Approved/Amended Amount to Date (Total)	Reason Code
20-004-GS	Commercial Backflow Testing Services	NA	4-16-20 to 5-1-21	\$140,000	\$140,000	
2439	Commercial/Industrial Backflow Testing Services	NA	8-12-15 to 8-2-20	\$50,000	\$150,000	AW

Reason Code: AM = Additional Materials, AW = Additional Work, EW= Emergency Work, SD = Staff Directed, UC = Unforeseen Conditions, Other

2439 – This was one of two contracts for these services. The other contract was terminated early, and this contract picked up the remaining work and was increased.

ACTION REQUESTED:

Management requests the Board approve a contract with Eugene Backflow Testing for commercial backflow testing services. Approximately \$60,000 was planned for these services in the 2023 Water Distribution Monitoring & Compliance Department budget of \$1.4 million. Variances will be managed within the budget process and Board policy.