

## EWEB Board Consent Calendar Request

*For Contract Awards, Renewals, and Increases*

The Board is being asked to approve a new contract with **Garten Services, Inc.** for **Janitorial Services for the Roosevelt Operations Center and Hayden Bridge Water Filtration Plant.**

Board Meeting Date:	July 8, 2025
Project Name/Contract #:	Janitorial Services for ROC & Hayden Bridge / 25-001-S
Manager:	Scott Milovich Ext. 7408
Executive Officer:	Karen Kelley Ext. 7153

### Contract Amount:

Original Contract Amount:	\$2,300,000
Additional \$ Previously Approved:	\$0
Spend over last approval:	\$0
Amount this Request:	\$2,300,000
% Increase over last approval:	NA
Resulting Cumulative Total:	<b>\$2,300,000 (over 5 years)</b>

### Contracting Method:

Method of Solicitation:	Direct Negotiation
If applicable, basis for exemption:	Oregon Forward Program - ORS 279.850(1)
Term of Agreement:	Term five (5) years
Option to Renew?	No
Approval for purchases "as needed":	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Proposals/Bids Received (Range):	NA
Selection Basis:	Oregon Forward Contractor approved by Oregon Department of Administrative Services (use mandated by ORS 279.850)

### Narrative:

#### Operational Requirement and Alignment with Strategic Plan

EWEB has a need for janitorial services at its Roosevelt Operations Center and Hayden Bridge facilities, which includes provision of consumable products (i.e. paper towels, toilet paper, etc.). This contract, if approved, will be with an Oregon Forward Contractor in accordance with Oregon statutory law. The Oregon Department of Administrative Services (DAS) has reviewed this contract and has approved the proposed pricing for the services.

#### Contracted Goods or Services

Garten Services Inc. will provide janitorial services and consumable products at ROC and Hayden Bridge.

#### Purchasing Process

Oregon Revised Statute (ORS) 279.850 mandates state agencies procure products and services that are included on the Oregon Forward Program Procurement List which is available on the Oregon Department of Administrative Services (DAS) website. Agencies that seek to procure products or services, such as janitorial, found on this list must procure through the Oregon Forward Program, provided the product or service meets the agency's quantity,

quality, and delivery specifications. The Oregon Forward Program allows an agency to acquire directly from the OFC and does not require a competitive procurement. DAS determines the price of Oregon Forward products and services placed on the Procurement List.

In April 2025, Purchasing contacted Garten Services, Inc., an Oregon Forward Contractor, to provide pricing for Janitorial Services for the Roosevelt Operations Center and Hayden Bridge Treatment Facility. This submission was reviewed by EWEB staff and DAS. DAS determined pricing to be reasonable and adequate under OAR 125-055-0030.

Proposals/Bids Received:

NA

Competitive Fair Price:

Pricing determined to be fair and adequate by the Oregon Department of Administrative Services under OAR 125-055-0030.

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
19-051-S	Janitorial Services	8/6/19	8/22/19 - 7/4/25	\$2,200,000.00	\$2,655,733.49	AW
Reason Code: AM = Additional Materials, AW = Additional Work, EW= Emergency Work, SD = Staff Directed, UC = Unforeseen Conditions, Other						

19-051-S: In addition to the regular services Garten provided, April 2020 and November 2020 saw Covid related services being added such as Electrostatic Spraying at the Roosevelt Operations Center, Headquarters, and the Hayden Bridge Treatment Center.

**ACTION REQUESTED:**

Management requests the Board approve a contract with Garten Services, Inc. for janitorial services. Approximately \$460,000 was planned for these janitorial services in the Department 384 2025 budget of \$3.44 million. Variances will be managed within the budget process and Board policy.

**BUDGET CATEGORY:** Facility Maintenance O&M, Support services Division, Construction & Maintenance Services