

Eugene Water & Electric Board Consent Calendar Request

Date: 7/6/07

Staff Contact: Kevin McCarthy Ext. 3778

For Contract Awards, Renewals and Increases:

Project or Job Number: Job 7102, IGA 11013

Project or Job Name: Motor Pool Vehicle Rentals

Vendor's Name: State of Oregon

Original Contract Amount: \$ 0

Additional \$ Previously Approved: \$ 0

Amount this Request: \$ 150,000

Cumulative Amount: \$ 150,000
(Including this request)

Method of Solicitation: Exempt
(Formal bid, informal quote, RFP, exemption, other)

Means of Advertisement: N/A
(Applies to Solicitation)

Results of Solicitation: N/A

If applicable, basis for exemption: Intergovernmental Agreement

Term of Agreement: July 17, 2007–July 16, 2012 (5 Years)

Option to Renew? Annually

Action: <input checked="" type="checkbox"/> Contract Award <input type="checkbox"/> Contract Renewal <input type="checkbox"/> Contract Increase <input type="checkbox"/> Other

Agreement Covers: <input type="checkbox"/> Goods <input checked="" type="checkbox"/> (Car Rental) Services <input type="checkbox"/> Personal Services <input type="checkbox"/> Public Works
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Form of Agreement: <input type="checkbox"/> Single Purchase <input type="checkbox"/> Price Agreement <input type="checkbox"/> PSC/SC <input type="checkbox"/> Construction Contract <input checked="" type="checkbox"/> IGA <input type="checkbox"/> Other

Funding Source: <input checked="" type="checkbox"/> Budget <input type="checkbox"/> Reserves <input type="checkbox"/> New Revenue <input type="checkbox"/> Bonding <input type="checkbox"/> Other

BUYER: RA

The Board is being asked to approve the continuation of an Intergovernmental Agreement (IGA) with **The State of Oregon** for additional Motor Pool (vehicle use) Services.

Since 1996, EWEB has used the State Motor Pool to supplemented EWEB's fleet as needed for seasonal employees, while repairing or replacing damaged EWEB vehicles, or when there is a specific need for multiple passenger vans. This practice helps reduce the number of EWEB fleet vehicles and makes use of unused, existing State vehicles. The State makes its motor pool vehicles available to other public entities through an Intergovernmental Agreement. Users of the IGA may be charged for mileage or on a monthly basis, whichever best serves their needs.

Because this is an agreement between public bodies, the IGA is on-going, but may be terminated by either party with 30-days notice. Therefore, staff has chosen to return to the Board for contract approval every five years for the next 5-year period, the last Board approval was in 2002. Staff estimates the continuation of this IGA will be approximately \$150,000 over the next 5-year period (through July 16, 2012).

Staff requests Board approve the continuation of the Intergovernmental Agreement with **The State of Oregon Department of Administrative Services** for additional Motor Pool (vehicle use) Services. Funds for the use of these vehicles are budgeted annually.

SIGNATURES:

Project Coordinator: Kevin McCarthy, see signature below

Supervisor: _____

Purchasing Manager: _____

Division Director: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____