

COLLEGE STATION I.S.D.
9304 ROCK PRAIRIE ROAD COLLEGE STATION, TX. 77845
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PURCHASING OFFICE

INTER-DEPARTMENTAL MEMO

TO: Mike Martindale
SUBJECT: Facility Maintenance Electrical Services RFP #17-014
DATE: September 8, 2017

Request for Proposal (RFP) # 17-014, Facility Maintenance Electrical Services was mailed July 24, 2017 to eight bidders, advertised July 24 and July 31, 2017 and posted on the CSISD website. Six vendors responded to the RFP which opened September 6, 2017. The responsive bidders are:

<u>Vendors Name</u>	<u>Hourly Rates Total</u>	<u>% mark- up materials</u>
BCA Electric, LLC	\$60,975.00	15%
Britt Rice Electric, L.P.	\$54,776.12	10%
Daily Electric, Inc.	\$64,920.00	15%
Environmental Lighting Service	\$185,875.00	30%
Raceway Electric, LLC	\$64,805.00	20%
Rosendin Electric, Inc.	\$94,490.00	10%

This RFP is for Facility Maintenance Electrical Services to be used to supplement Facilities Department electrical personnel on an as needed basis. Each bidder was asked to quote hourly rates for the various classes of electrician maintenance labor and a percentage mark-up for materials purchased for a specific maintenance project. The quantities of hours listed in the RFP were annual estimates provided for bid evaluation purposes only. The Hourly Rates Total is the sum of the hourly rates based on the estimates provided.

The proposals were evaluated and scored by staff members from the Facilities and Purchasing Departments using the attached evaluation matrix. Britt Rice Electric and BCA Electric received the highest scores based on the criteria in the RFP and proposed the lowest total hourly rates for Facility Maintenance Electrician Services.

To insure sufficient availability of qualified electrician personnel for the Facilities Department it is recommendation of Mark Pantel, Director of Purchasing and Jon Hall, Executive Director of Facilities to award the Facility Maintenance Electrical Services RFP #17-014 to two contractors, Britt Rice Electric and BCA Electric. The Facilities Department will utilize these contractors based on hourly rates, cost of materials and availability.

This RFP would be effective September 20, 2017 through August 31, 2019 with an option to renew for two (2) additional years if agreed to by both parties.



Mark Pantel, Director of Purchasing



Jon Hall, Executive Director of Facilities

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EVALUATION MATRIX- RFP #17-014 Electrical Maintenance Services

Bidders		Britt Rice Electric	BCA Electric, LLC	Environmental Lighting Service	Dailey Electric, Inc.	Raceway Electric, LLC	Rosendin Electric, Inc.
Evaluation Criteria	Points						
1 the labor rate and % mark-up on materials (50%)	0-50	50	45	15	42	42	29
2 the reputation of the vendor and of the vendor's goods or services; (10%)	0-10	10	9	5	10	5	7
3 the quality of the vendor's goods or services; (10%)	0-10	10	10	9	10	6	6
4 the extent to which the goods or services meet the district's needs; (10%)	0-10	10	10	7	10	5	5
5 the vendor's past relationship with the district; (10%)	0-10	8	9	5	8	5	5
6 the impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses: small, minority owned or labor surplus area firms; (1%)	0-1	0	1	1	0	0	0
7 the total long-term cost to the district to acquire the vendor's goods or services; (9%)	0-9	9	9	5	9	9	5
8 For a contract for goods and services, other than goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendor's ultimate parent company or majority owner: A. has its principal place of business in this state; or B. employs at least 500 persons in this state; (0%)	0-0	0	0	0	0	0	0
Total Points	100	97	93	47	69	72	57
Vendor/Award Recommendation		Yes	Yes				
Evaluation Notes							
Evaluators: Mark Pantel, Rene Ramirez, Casey Baggett							

