



# College Station Independent School District

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*Success...each life...each day...each hour*

## MEMORANDUM

To: Mike Martindale, Superintendent *mm*

From: Amy Drozd, Chief Financial Officer *AD*

Date: June 10, 2021

Subject: Consider approval of RFP# 21-009 for Electrical Services

Agenda Item: J – 4.

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## Background

Request for Proposal (RFP) #21-009 for Electrical Services was advertised and posted according to state law and local policy on April 16 and April 23. Four vendors responded to the RFP which opened on May 17, 2021 and was evaluated by various staff from the Facilities and Purchasing Departments.

The RFP will be used by the Facilities Department on an as-needed basis to supplement the departments electrician labor. Each proposer was asked to provide hourly rates for the various classes of electrician labor and a percentage mark-up for materials purchased. The quantity of hours listed in the proposal were estimated annual usages. The award would be for a two-year period beginning September 1, 2021 with the option to extend for two additional one year periods if agreed to within 60 days of expiration.

It is the recommendation of Carmella Shafer, Director of Purchasing, and Jon Hall, Executive Director of Facilities to award to the top 3 vendors BCA Electric, Britt Rice Electric, and Bayer Construction Electric. The vendor selected for the various projects would be based on qualifications, availability, and price.

## Recommendation

It is recommended that the College Station Independent School District Board of Trustees award Request for Proposal #21-009 for Electrical Services to the identified three (3) vendors for twenty-four (24) months beginning September 1, 2021 with the option to extend for two (2) additional one-year periods.