

Consider Approval of Bid(s) – Annual Contract - Electrical Services

A request for bids for the annual contract for electrical services was sent to four vendors and was advertised in the local newspaper. Two responses were received. The bids are available for Board review, if desired.

The following guidelines are effective for the term of the contract:

- All services will be provided at pre-priced labor rates for the types and classifications of work required to perform services described in the bid.
- Materials supplied will be provided at cost plus a preset percentage of cost as proposed in the bid.
- All work will be written as a job order on a College purchase order with the preset labor rate(s) and material costs for each job awarded. All materials used with costs will be required for each job order.
- All services requested on a job order will be scheduled, approved, and accepted by the Director of Facilities and Security or his designee. The contractor will provide certificates of insurance and performance bonds as required.

The source of funding for the annual contract for electrical services is the Education and General Fund budget. Since the expenditures for these services may exceed \$50,000, Board approval is necessary. Staff will notify the Board of Regents when the total for the year exceeds \$50,000.

It is recommended that the Board of Regents award the annual contract for electrical services to Crescent Electric Company as the primary vendor and W. M. Jones Construction, Inc. as the secondary vendor. Staff also recommends extending the contract term from 12 months to 18 months in order to avoid the expiration of the contract in the middle of hurricane season. The contract term would be September 1, 2012, through February 28, 2014.

**BID SUMMARY
Bid #12-07-182**

<u>VENDOR</u>	<u>LOCATION</u>	<u>LOW BID</u>	<u>COMMENTS</u>
Crescent Electrical Company	La Marque	Yes	Primary
W. M. Jones Construction	Dickinson	No	Secondary