

**Purchase Request # 2**  
**Regular Board Meeting February 26, 2019**  
**Consideration of Approval to**  
**Contract for Electrical Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approve a contract to purchase electrical services from Today's Electric for the District.

**BACKGROUND**

The intent of this contract is for the vendor to provide labor and materials for each project on an "as required" basis. This contract will supplement work done in-house by District employed staff.

Invitation to bid (ITB) Number 4214 was issued to procure electrical services. Three (3) responses were received and evaluated by a team consisting of District Facility Plant Operations Managers and the Executive Director of Facilities who determined the bid submitted by Today's Electric would provide the best value to the District. Today's Electric provided the overall lowest prices and was deemed to be responsive to all requirements. Today's Electric has provided these services for the District for at least 10 years and has been an excellent provider of these services.

**IMPACT OF THIS ACTION**

The District utilizes this contract for electrical work to ensure local and state code compliance.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This purchasing request is for spend authorization of \$850,000.00 for three (3) years, which is budgeted in the District Facility Plant Operations departments' FY19 operating budget and subsequent year's budgets subject to Board approval for the products and services described and in accordance with Board Policy CF (Local) and Texas Education Code Section 44.031.

**MONITORING AND REPORTING TIMELINE**

The term of contract will be three (3) years beginning April 1, 2019 through March 31, 2022.

**ATTACHMENTS**

Attachment 1 – Tabulation

**RESOURCE PERSONNEL**

Ken Lynn

Chief Financial Officer

972-758-3831