



CITY OF
FORESTPARK

MEMORANDUM

TO: Alton Matthews, Director
Public Works Department

FROM: Talisa R. Adams, CPPO, Procurement Manager
Department of Finance – Procurement

SUBJECT: 2025-RFB-013 On-Call Electrical Services and Repair (Annual Contract)

DATE: May 22, 2025

Procurement has completed the evaluation of bids received for 2025-RFB-013 On-Call Electrical Services and Repair (Annual Contract). Five (5) bids were received. Procurement recommends an annual award to the following responsive and responsible bidders:

Mr. Dee'e Electric Service LLC., 144 Bellamy Pl., Stockbridge, GA 30281
Shalom Visionary Strategies, 749 Vinings Estates Dr., Mableton, GA 30126
Capital City Electrical Services LLC., 1346 Oakbrook Dr. Suite 170A, Norcross, GA 30093

With your concurrence, please submit the anticipated annual award amount for the recommended award. Procurement will prepare an agenda item for Council's approval. Upon Council's approval, please submit the requisition request form and requisition number needed to issue Blanket PO numbers to the awarded on-call firms.

Procurement will notify the vendors of the approved award to schedule a Kick-off meeting with Procurement and Public Works.

Please let me know if you need further assistance from Procurement.

Thanks,

Talisa R. Adams

Attachments: Bidders' Bid Response, Bid Tabulation/Evaluation Report, and References Check Report

cc: John Wiggins, Director of Finance