



Memorandum

To: Jen Scharber- City of Tenino

From: Michael Marshall, PE

Date: December 8, 2023

Re: Ag Park North Building Improvements Project: Electrical Contract Award Recommendation

The City advertised for bids for the Ag Park North Building Improvements Project: Electrical on November 8, 2023 to perform the electrical finish work. The City opened four bids that were submitted on December 6, 2023 at 1:15 PM. The bids were as follows and all include sales tax:

Travers Electric: \$362,135.00
Thoren Electric: \$396,500
Tapani Electric: \$448,615.00
Apex Mechanical: \$633,476.81

The low bid was offered by Travers Electric.

Travers Electric's bid is the low bid submitted and is properly filled out including signatures and is deemed to be responsive. There was a minor oversight in omitting the year on the notary signature block for the Non Collusion Affidavit form. Travers Electric has submitted a revised form with the year filed in and the city attorney and I agree that this is minor informality which can be waived.

I have verified that Travers Electric is in good standing with the state of Washington. I have also checked their references which were all good.

We recommend that the City award the contract for Ag Park North Building Improvements Project: Electrical to Travers Electric.