



Memorandum

To: Jen Scharber- City of Tenino
From: Michael Marshall, PE
Date: January 10, 2025
Re: Ag Park EV Chargers Contract Award Recommendation

The City advertised for bids for the Ag Park EV Chargers Project on December 11, 2024 to supply and install four EV chargers at the Ag Park. The City opened eight bids that were submitted on January 8, 2025 at 1:30 PM. The bids ranged from \$196,217.94 to \$272,916.00 including sales tax. The bid tabulation is attached.

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 putting 2024 instead of 2025 on the notary signature block for the Non Collusion Affidavit form. Travers Electric has submitted a revised form with the year filled in correctly 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. Travers is currently working on all of the electrical work at the site including both buildings and the site work contract and are doing a great job.

We recommend that the City award the contract for Ag Park EV Chargers Project to Travers Electric.