

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: October 7, 2024

Topic:

Approve a Service Agreement renewal with Shane Griffin Power & Electrical Services, LLC electrical contractor services for fiscal year 2025, for a not-to-exceed amount of \$175,000 (RFP 2023-12), approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the purchases. These expenditures were included in the Fiscal Year 2024-2025 Budget.

Background:

Shane Griffin Power & Electrical Services, LLC was selected in 2023 through the Request for Proposals process (RFP 2023-12), which allowed qualified bidders to submit a proposal to provide electrical contractor services to the City.

The proposed services agreement renewal with Shane Griffin Power & Electrical Services, LLC is to provide contracted electrical services for the fiscal year, beginning October 1, 2024, and expiring September 30, 2025. The original contract was approved by City Council in July 2023 as part of the award for RFP 2023-12 and allowed for three additional one-year renewals. This will be the second renewal option for the agreement, with one additional renewal option remaining.

The service agreement renewal includes a scope of work to perform electrical contractor services for the City on an as-needed basis based on approved projects in the adopted fiscal year budget for a not-to-exceed amount of \$175,000, a full breakdown of the anticipated work is reflected in the table below.

Police Department Remodel	\$20,000
City Hall Remodel	\$5,000
Capital Projects	\$55,000
Miscellaneous Service – Water	\$5,000
Miscellaneous Service – Wastewater	\$5,000
Miscellaneous Services – Parks	\$10,000
Miscellaneous Services – Facilities	\$75,000
Total Projected Expenditures	\$175,000

Origination: Project Management

Recommendation:

Staff recommends approving a Service Agreement renewal with Shane Griffin Power & Electrical, LLC for electrical contractor services for the City for an amount not-to-exceed \$175,000.

Party(ies) responsible for placing this item on agenda: Meagan Mageo, Project Manager

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: _____ No: _____ If yes, specify Account Number: #100-157-6207
600-613-6207
600-614-6207
#400-153-6409

If no, funds will be transferred from account # _____ To account # _____

Signed Meagan Mageo Approved by _____
Staff Member _____ Date _____ City Manager _____ Date _____