

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: October 16, 2023

Topic:

Approve a Services Agreement Renewal with Shane Griffin Power & Electrical Services, LLC for electrical contractor services for fiscal year 2024, for a not-to-exceed amount of \$250,000, authorize the expenditure of funds therefor, and authorize the City Manager to execute the agreement. This amount is included in the FY 2023-2024 budget.

Background:

The proposed Services Agreement Renewal with Shane Griffin Power & Electrical Services, LLC is for contracted electrical services for the fiscal year, beginning October 1, 2023, and expiring September 30, 2024. The original contract was approved by City Council in July 2023 as part of the award for Request for Proposal 2023-12, and allowing for three additional one-year renewals; following the proposed renewal there will be two additional renewal options remaining.

Shane Griffin Power & Electrical Services, LLC is an electrical contractor located in Magnolia, Texas. The company provides licensed electrical work including repair, replacement, upgrade, new construction, and alteration of existing electrical services. The proposed services agreement with Shane Griffin Power & Electrical Services, LLC includes a scope of work to perform electrical contractor services for the City on an as-needed basis, a full breakdown of the anticipated work is reflected in the table below.

Exterior Lighting Upgrade	\$70,000
Administrative Services Building Remodel	\$40,000
Police Department Remodel	\$10,000
Miscellaneous Repairs to Facilities	\$75,000
Utilities Electrical Services – Water	\$5,000
Utilities Electrical Services – Wastewater	\$5,000

Origination: Project Management

Recommendation:

Staff recommends approving a Services Agreement Renewal with Shane Griffin Power & Electrical Services, LLC for electrical contractor services for a not-to-exceed amount of \$205,000.

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

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: #100-157-6406

#100-157-6206

#600-613-6207

#600-614-6207

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

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