

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: October 20, 2025

Topic:

Approve a services agreement renewal with Shane Griffin Power & Electrical Services, LLC for electrical contractor services for fiscal year 2026, for a not-to-exceed amount of \$125,000, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the purchases. These expenditures are included in the fiscal year 2025-2026 adopted budget.

Background:

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

The proposed service agreement renewal with Shane Griffin Power & Electrical Services, LLC is to provide contracted electrical services for the current fiscal year, beginning October 1, 2025, and expiring September 30, 2026. 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 renewal. This renewal will be the final 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 the budget and projects in the adopted fiscal year budget for a not-to-exceed amount of \$25,000, a full breakdown of the anticipated work is reflected in the table below.

Project	Estimated Amount
Miscellaneous Projects – Facilities	\$75,000
Miscellaneous Projects – Parks	\$55,000
Miscellaneous Projects – Water	\$10,000
Miscellaneous Projects – Wastewater	\$20,000
Miscellaneous Projects – Gas	\$5,000
Total Anticipated Expenditures for FY 25-26	\$125,000

This item authorizes a services agreement renewal with Shane Griffin Power & Electrical Services, LLC for electrical contractor services for the City of Tomball.

Origination: Project Management

Recommendation:

Staff recommends approving a contract with Shane Griffin Power & Electrical Services, LLC for electrical contractor services for a not-to-exceed amount \$125,000 for fiscal year 2025-2026.

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: #100-153-6207,
#100-157-6206,
#600-613-6207,
#600-614-6207,
\$600-615-6207

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

Signed	<u>Meagan Mageo</u>	Approved by	_____
	Staff Member		City Manager
	Date		Date