



Agenda Report Form

Open Session Item

SUBJECT: Bid Award (PUR-1417) Electrician Services at County Facilities

PRESENTATION DATE: May 21, 2019

PRESENTATION BY: Brandi Naugle, CPPB, Buyer – Purchasing Department and John Pennesi, Deputy Director Public Works, Parks and Facilities

RECOMMENDED MOTION: Move to award the bid for Elevator Maintenance Services to the responsible, responsive bidder, Kube Electric Company, Inc. of Williamsport, MD who submitted the lowest total base bid in the amount of \$45,500.00 based on the hourly rates/formula contained in its bid dated April 29, 2019 (at the FY'20 rates stated below).

REPORT-IN-BRIEF: Kube Electric Co., Inc's. previous contracted and Fiscal Year 2020 rates are as follows:

Kube Electric Company, Inc., Williamsport, MD

Labor Rates for Service:	<u>Previous Contracted Rates for KECI</u>					<u>FY'20 Rates</u>
	<u>FY'15</u>	<u>FY'16</u>	<u>FY'17</u>	<u>FY'18</u>	<u>FY'19</u>	
Regular Working Hours: Routine						
Electrician	\$24.90	\$25.75	\$26.55	\$27.10	\$28.45	\$33.75
Helper	\$15.35	\$15.75	\$16.25	\$16.55	\$17.35	\$20.00
Evenings and Saturdays: Emergency						
Electrician	\$37.95	\$39.00	\$40.00	\$40.75	\$42.80	\$49.25
Helper	\$24.60	\$25.25	\$26.00	\$26.50	\$27.80	\$30.00
Sundays and Holidays: Emergency						
Electrician	\$37.95	\$39.00	\$40.00	\$40.75	\$42.80	\$49.25
Helper	\$24.60	\$25.25	\$26.00	\$26.50	\$27.80	\$30.00
Consulting and Design Service (Hourly Rate):	\$46.50	\$47.50	\$49.00	\$50.00	\$52.50	\$54.00

KECI Total Base Bid
\$45,500.00

The *Total Base Bid* formula included in the bid document for determining the low bidder was as follows:

$$1,200 \text{ Hours} \times \$ \underline{\hspace{2cm}} \text{ (Regular Electrician Labor Rate) Plus } 250 \text{ Hours} \times \$ \text{ (Helper Labor Rate)} = \textit{Total Base Bid}$$

The County sets the percentage markup for repair parts and materials billed at cost plus a percentage at fifteen (15%) percent.

The contract is a one (1) year contract tentatively commencing July 1, 2019, with an option by the County to renew for up to four (4) additional one (1) year periods. In addition to the County

facilities, the Washington County Health Department, Children's Village, Museum of Fine Arts, County Housing buildings, and Washington County Free Library are also included in this contract.

On May 1, 2019, the County accepted bids for electrician services as shown on the attached Bid Tabulation Matrix. The bid was advertised in the local newspaper, on the County's web site, and on the State of Maryland's web site "*eMaryland Marketplace*." Seventeen (17) persons/companies registered/downloaded the bid document on-line and four (4) bids were received.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in various departmental budget line item accounts for these services.

CONCURRENCES: Division Director of Public Works

ALTERNATIVES: N/A

ATTACHMENTS: Bid Tabulation Matrix

AUDIO/VISUAL NEEDS: N/A