

RESOLUTION NO. 2022- 350

A RESOLUTION AWARDED AN OPEN-END CONTRACT TO NORTHEAST ELECTRICAL SERVICES, LLC, WILLIAMSTOWN, NJ FOR THE FURNISHING OF ELECTRICAL REPAIRS & EMERGENCY SERVICES FOR THE WATER UTILITY.

WHEREAS, the City of Vineland has heretofore advertised for bids for the furnishing of Electrical Repairs & Emergency Services for the Water Utility, for a period of one year from date of award, with an option for an additional year, in accordance with specifications on file in the office of the Purchasing Agent; and

WHEREAS, on May 10, 2022, bids were received, duly opened and read aloud, being referred to the Business Administrator for tabulation, evaluation, report and recommendation; and

WHEREAS, the Business Administrator has, under date of August 16, 2022 submitted a written report and tabulation of the bids received and has recommended that an open-end contract for the furnishing of Electrical Repairs & Emergency Services for the Vineland Water Utility, be awarded to Northeast Electrical Services, Williamstown, NJ, based on estimated hourly rates (plus an estimation for parts & equipment), in an estimated contract amount of \$40,000.00, said bid being the lowest responsive responsible bid received and considered in the best interest of the City of Vineland; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland that said open-end contract for the furnishing of Electrical Repairs & Emergency Services for the Water Utility, for a period of one year from date of award, with an option for an additional year, be and the same is awarded to Northeast Electrical Services, Williamstown, NJ, based on estimated hourly rates (plus an estimation for parts & equipment), in an estimated contract amount of \$40,000.00, said bid being the lowest responsive responsible bid received and considered in the best interest of the City of Vineland, and the Purchasing Agent be and the same is hereby authorized and directed to issue purchase order contract for the same in behalf of the City; and

BE IT FURTHER RESOLVED that the City Comptroller has certified that the funds for the contract to be awarded herein are available.

Adopted:

President of Council

ATTEST:

City Clerk



August 16, 2022

REPORT TO: THE MAYOR AND COUNCIL

RE: Proposals Submitted to the Purchasing Board 5/10/22

Dear Mayor and Members of Council:


Submitted to you herewith for your consideration is our evaluation of the proposal submitted to the Purchasing Board on May 10, 2022.

FURNISHING OF ELECTRICAL REPAIRS & EMERGENCY SERVICES FOR THE WATER UTILITY, FOR A PERIOD OF ONE YEAR FROM DATE OF AWARD, WITH AN OPTION FOR AN ADDITIONAL YEAR

It is the recommendation of the Director of Municipal Utilities, which has the concurrence of the Purchasing Agent and Business Administrator that an open-end contract be awarded to the lowest responsive responsible bidder, Northeast Electrical Services, Williamstown, NJ, based on estimated hourly rates (plus an estimation for parts & equipment), in an estimated contract amount of \$40,000.00.

We trust that the above recommendation will receive your favorable consideration and that the recommended resolution will be adopted as presented.

Respectfully submitted,


Robert E. Dickenson, Jr.
Business Administrator

RD/wr





BID EVALUATION FORM

DEPARTMENT Water Utility

Date: 8/5/2022

The undersigned recommends that a contract be awarded for the following:

1. Bid Title: Electrical Repairs & Emergency Services for the Water Utility
2. Amount to be Awarded: 40,000.00
 Encumber Total Award
 Encumber by Supplemental Release
3. Engineer's Estimate: 40,000.00
4. Amount Budget: \$ 40,000.00
5. Account Number to be Charged: 0-07-55-502-8002-53006
6. Date Bids Received: 5/10/2022
7. Date to be Awarded: 8/23/2022
8. Recommended Vendor: Northeast Electrical Services LLC
9. Is Recommended Vendor the Apparent Lowest Bidder? Yes No
10. Comments/Special Instructions: N/A
11. Evaluation Performed by: William Kennedy
12. Approved By: William B Kennedy, Jr.
13. Attached: (Check-Off List)
 Tabulation of Bids
 Justification for Vendor Recommendation (if applicable)
 Evaluation Data (if applicable)

Send copies to:
Purchasing Division
Business Administration

PURCHASING AGENT REVIEW
COV BID # 2022-14

Proposals were received and opened Tuesday, May 10, 2022 at 2:00 PM for Electrical Repairs & Emergency Services for the Water Department from the following:

✓ Northeast Electrical Services LLC:	\$13,786.00
Scalfo Electric Inc:	\$14,585.00
Lee-Way Electric LLC:	\$14,585.00

Comments: All bidders submitted all the mandatory documents.

NOTE: My award evaluation was based on estimated hourly rates based on prior year spent for said services. I put most of the emphasis on the Regular Hours as previous year's work was done during regular time.

Recommendation: Based on the attached, I recommend awarding to Northeast Electrical Services LLC as the evaluation shows they are the lowest responsive responsible bidder. The evaluation is only an estimate and does not include costs for parts and equipment so the department will need to determine the estimated amount of award for this contract. Based on previous year spend an estimated amount not to exceed cost should be \$30,000 (labor plus estimated \$15,000 for parts & equipment) per year but that depends on the Water Department's budget.


Miguel A. Mercado, QPA
Purchasing Agent