

11812 N. Lamar Blvd Austin, Texas 78753 (512) 371-0001

TECL No. 19054

May 23, 2011

Williamson County Purchasing Department Attn: Kerstin Hancock 301 SE Inner Loop – Suite 106 Georgetown, TX 78626

RE: Renewal -- Electrical Services for Williamson County contract# 10WCA022

Ms. Hancock:

This letter is to inform Williamson County that Dial One Electrical Services wishes to renew our current contract for Electrical Services at the same pricing, terms and conditions as the existing contract.

The renewal period will be for the next fiscal year beginning October 1, 2011 through September 30, 2012.

Sincerely,

Charlie Morris President



# WILLIAMSON COUNTY PURCHASING DEPARTMENT 301 SE INNER LOOP – SUITE 106 GEORGETOWN, TEXAS 78626

http://www.wilco.org/purchasing

September 18, 2009

Dial One Electrical Services Charlie Morris 11812 North Lamar Boulevard Austin, TX 78753

RE: Bid/Contract # 10WCA022- Electrical Services

Dear Mr. Morris,

The bid process for Williamson County has been completed, and I would like to personally thank you for the valuable time you put into submitting your bid.

The Williamson County Commissioners Court has approved awarding the contract for Electrical Services to your company for the contract period October 1, 2009 through September 30, 2010. Your contract number is 10WCA022.

The bid tabulation is attached and is also located on our County web site at the following link: <a href="http://www.wilco.org/purchasing">http://www.wilco.org/purchasing</a>. Click "All Past Bids" to locate the bid you are interested in.

If you have any questions or if I can be of additional assistance, please contact me at (512) 943-1546 or email me at khancock@wilco.org.

Thank you again for your participation.

Sincerely,

Kerstin Hancock

Kerstin Hancock Purchasing Specialist Williamson County

## **WILLIAMSON COUNTY BID FORM**

### **ELECTRICAL SERVICES**

**BID NUMBER: 10WCA022** 

NAME OF BIDDER: <u>Dial One Electrical Services</u>	
Mailing Address:11812 N. Lamar Blvd	
City: Austin	State: TX Zip: 78753
Email Address: <u>lyndall@dialoneelectrical.com</u>	
Telephone: (_512)371-0104	Fax: ( <u>512</u> ) <u>339-8518</u>
Mobile Phone: ( <u>512</u> ) <u>845-8561</u>	
Contractor will bid an hourly rate for normal working hours (7 weekends and holidays. Hourly rates will be bid for performand	7:00 am - 5:00 pm); after hours (5:00 pm - 10:00 pm); and ace of work in the following categories:
a. An experienced, licensed master electr	trician, qualified to perform all types of electrical service:

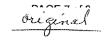
HOURS	HOURLY RATE	
Regular Hours	<u>\$62.00</u>	
After Hours	<u>\$93.00</u>	
Weekends	\$93.00	

Holidays

An experienced, licensed journeyman electrician, qualified to perform all types of electrical service:

\$93.00

HOURS	HOURLY RATE	
Regular Hours	<u>\$52.00</u>	
After Hours	<u>\$78.00</u>	
Weekends	\$78.00	
Holidays	\$78.00	



c. An electrician's helper:

Prices for parts will be discount-from-list price.

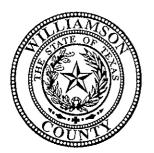
HOURS	HOURLY RATE
Regular Hours	<u>\$31.00</u>
After Hours	<u>\$46.50</u>
Weekends	<u>\$46.50</u>
Holidays	\$4650

The discount percentage (%) will be $35\%$ . The price list will be submitted with bid. Updated lists will be submitted to Joe Latteo, Director of Facilitie during contract term for review.
Award of this contract will be based on the lowest hourly rates, ability to meet response time requirements, and the discount-from-list percentage.
<ul> <li>By signing this form:</li> <li>The bidder confirms that he/she has read the entire document and agrees to the terms herein.</li> <li>The bidder is acknowledging the Conflict of Interest Clause and agrees to follow necessary requirements</li> </ul>
The undersigned, by his/her signature, represents that he/she is authorized to bind the bidder to fully comply with the terms and conditions of the attached Invitation for Bid, Specifications, and Special Provisions for the amount(s) shown or the accompanying bid sheet(s).
Signature of Person Authorized to Sign Bid  Date of Bid: August 04, 2009
Printed Name and Title of Signer: Charlie Morris President

DO NOT SIGN OR SUBMIT WITHOUT READING ENTIRE DOCUMENT

THIS FORM MUST BE COMPLETED, SIGNED, AND RETURNED WITH BID

original



## WILLIAMSON COUNTY PURCHASING DEPARTMENT 301 SE INNER LOOP - SUITE 106 GEORGETOWN, TEXAS 78626

http://www.wilcogov.org/purchasing

#### **INVITATION FOR BIDS**

#### **ELECTRICAL SERVICES**

**BID NUMBER: 10WCA022** 

BIDS MUST BE RECEIVED ON OR BEFORE: AUGUST 04, 2009 - 9:30AM

BIDS WILL BE PUBLICLY OPENED: AUGUST 04, 2009 - 10:00AM

#### **BID SUBMISSION**

<u>DEADLINE</u>: Bids must be received in the Purchasing Department on or before <u>9:30am on Tuesday, August 04, 2009</u>. Bids will be publicly opened at 10:00am or soon thereafter in the Williamson County Purchasing Department, Williamson County Inner Loop Annex, 301 SE Inner Loop – Suite 106, Georgetown, Texas.

METHODS: Sealed bids may be hand-delivered or mailed to the Williamson County Purchasing Department, Attn: Kerstin Hancock, Williamson County Inner Loop Annex, 301 SE Inner Loop – Suite 106, Georgetown, Texas 78626.

<u>FAX/EMAIL</u>: Facsimile and electronic mail transmittals are acceptable. For instructions regarding electronic submissions, please visit:

http://www.wilco.org/vendorinfo

Failure to follow these instructions may cause your bid to be rejected.

#### **BID REQUIREMENTS**

<u>SUBMITTAL</u>: DUPLICATE: Bids are to be submitted in duplicate (1 original complete bid set and 1 copy of the bid set). The bid sets should be marked "original" or "copy". A "bid set" consists of the COMPLETED AND SIGNED Bid Form and any other required documentation. All copies should have the same attachments as the original.

<u>SEALED</u>: All bids must be returned in a sealed envelope with the bidder's name, address, bid name, number, opening date and time clearly marked on the outside. <u>If an overnight delivery service is used</u>, the bidder's name, address, bid name, number, opening date and time should be clearly marked on the outside of the delivery service envelope.

REFERENCES: Williamson County may require bidder to supply a list of at least three (3) references where like services have been supplied by their firm if vendor has not done business with the County within the past five (5) years. Include name of firm, address, telephone number and name of representative

<u>LEGIBLITY</u>: Bids must be legible and of a quality that can be reproduced.

<u>FORMS</u>: All bids will be submitted on the forms provided in this bid document. Changes to bid forms made by bidders may disqualify the bid. Bids cannot be altered or amended after submission deadline.

LATE BID: Bids received after submission deadline will not be opened and will be considered void and unacceptable. Williamson County is not responsible for lateness of mail, courier service, etc.

RESPONSIBILITY: A prospective bidder must affirmatively demonstrate bidder's responsibility. A prospective bidder must meet the following requirements:

- a) have adequate financial resources, or the ability to obtain such resources as required:
- b) be able to comply with the required or proposed delivery schedule;
- c) have a satisfactory record of performance;
- d) be otherwise qualified and eligible to receive an award.

Williamson County may request representation and other information sufficient to determine bidder's ability to meet these minimum standards listed above.

#### **AWARD**

THIRTY DAYS: Awards should be made approximately thirty (30) days after the bid opening date. Results maybe obtained by contacting the Purchasing Contact.

REJECTION OR ACCEPTANCE: No more than one bid will be awarded for any item, single department or area. Bids may be rejected for some items, departments or areas, even though awards are made for others. The convenience of having a single source for similar items will be taken into consideration together with price in determining the lowest and best bid.

It is understood that the Commissioners Court of Williamson County, Texas, reserves the right to accept or reject any and/or all bids for any or all materials and/or services covered in this bid request, and to waive informalities or defects in the bid or to accept such bid it shall deem to be in the best interest of Williamson County.

<u>CONTRACT</u>: This Bid, when properly accepted by Williamson County, shall constitute a contract equally binding between the successful bidder and Williamson County.

The successful bidder may be required to sign an additional agreement containing terms necessary to ensure compliance with the bid.

CONTRACT ADMINISTRATION: Under this contract, Joe Latteo, Williamson County Facilities Director, shall be the contract administrator with designated responsibility to ensure compliance with contract requirements, such as but not limited to, acceptance, inspection and delivery. The contract administrator will serve as liaison between Williamson County Commissioner's Court and the successful bidder.

<u>CONTRACT PERIOD(S)</u>: The Initial Contract Period is October 1, 2009 through September 30, 2010. Possible extensions include:

October 1, 2010 through September 30, 2011 October 1, 2011 through September 30, 2012

CONTRACT EXTENSIONS: At the end of the current fiscal year, the Commissioners Court reserves the right to extend this contract, by mutual agreement of both parties, as it deems to be in the best interest of the county. This extension will be in twelve (12) month increments for up to an additional twenty-four (24) months, with the terms and conditions remaining the same; and with a price escalation at renewal time each year of no more than the producer price index, Industry Code 23821X; Electrical contractors, nonresid bldg work, for that year. The total period of this contract, including all extensions will not exceed a maximum combined period of thirty-six (36) months. The extension of this contract is contingent on the appropriation of necessary funds by Commissioner's Court for the fiscal year in

question. Upon the failure of Commissioner's Court to so appropriate in any year, the Vendor may elect to terminate this agreement, with no additional liability to the County. The County and the Vendor agree that termination shall be the Vendor's sole remedy under this circumstance.

#### **BID CONTACTS**

#### **PURCHASING CONTACT:**

Kerstin Hancock 301 SE Inner Loop – Suite 106 Georgetown, TX 78626 (512) 943-1546 wmsncntybids@wilco.org

#### **TECHNICAL CONTACT:**

Joe Latteo 3101 SE Inner Loop Georgetown, TX 78626 (512) 943-1599 facilities@wilco.org

#### **MISCELLANEOUS**

<u>FOB DESTINATION</u>: All of the items listed are to be Free On Board to final destination (FOB Destination) with all transportation charges if applicable to be included in the price, unless otherwise specified in the Invitation for Bids. The title and risk of loss of the goods shall not pass to the County until receipt and acceptance takes place at the FOB point.

FIRM PRICING: All of the items listed are to be on a "per unit" basis, stating a firm price per unit or unit quantity of each item. This price must be good from the date of bid opening for a fixed period of time. Unless the Bid expressly states otherwise, this period shall be until the end of the current fiscal year on September 30, 2010. Bids which do not state a fixed price, or which are subject to change without notice, will not be considered. The Court may award a contract for the period implied or expressly stated in the lowest and best bid, but for no longer than the current fiscal year.

ESTIMATED QUANTITIES: The estimated quantity of each item listed in the notice is only an estimate -- the actual quantity to be purchased may be more or less. The County is not obligated to purchase any minimum amount, and the County may purchase any reasonable amount greater than the estimate for the same unit price. Any limit on quantities available must be stated expressly in the bid.

<u>FUNDING</u>: Funds for payment have been provided through the Williamson County budget approved by Commissioners Court for the October 1, 2009 thru September 30, 2010 fiscal year.

SALES TAX: Williamson County is by statute, exempt from the State Sales Tax and Federal Excise Tax.

STATEMENTS: No oral statement of any person shall modify or otherwise change, or affect the terms, conditions, plans and/or specifications stated in the various Bid Packages and/or Bid Instructions/Requirements.

<u>DELIVERY</u>: The delivery time and location for the commodity and/or service covered by this bid shall be as stated in the various bid packages.

<u>PURCHASE ORDER</u>: If required by the Williamson County Purchasing Department a purchase order(s) may be generated to the successful bidder for products and/or services. If a purchase order is issued the purchase order number must appear on all itemized invoices and/or requests for payment.

<u>PAYMENT</u>: Payment shall be made by check from the County upon satisfactory completion and acceptance of items and submission of the Invoice to the ordering department for work specified by this Contract Document. All payments owed will be paid no later than thirty (30) days after the goods or services are received OR the date that the invoice is received by the Auditor's Office whichever is later. As a minimum, invoices shall include:

- (1) Name, address, and telephone number of Vendor and similar information in the event the payment is to be made to a different address
- (2) County contract, Purchase Order, and/or delivery order number
- (3) Identification of items or service as outlined in the contract
- (4) Quantity or quantities, applicable unit prices, total prices, and total amount
- (5) Any additional payment information which may be called for by the contract

Payment inquiries should be directed to the Auditor's Office, Accounts Payable Department: Donna Baker, 943-1558.

<u>CONFLICT OF INTEREST</u>: No public official shall have interest in a contract, in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.

As of January 1, 2006 Vendor's are responsible for complying with Local Government Code Title 5, Subtitle C, Chapter 176. Additional information may be obtained from the County website at the following link: http://wcportals.wilco.org/Interest\_Conflict/index.html

<u>ETHICS</u>: The bidder shall not accept or offer gifts or anything of value nor enter into any business arrangement with any employee, official or agent of Williamson County.

<u>DOCUMENTATION</u>: Bidder shall provide with this bid response, all documentation required by this bid. Failure

to provide this information may result in rejection of the

TERMINATION FOR DEFAULT: Williamson County reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the County in the event of breach or default of this contract. Non-Performance of the bidder in terms of specifications shall be a basis for the termination of the contract by the County. The County shall not pay for commodities/services which are unsatisfactory. Vendors will be given a reasonable opportunity before termination to correct the deficiencies. This, however, shall in no way be construed as negating the basis for termination for non-performance.

SILENCE OF SPECIFICATIONS: The apparent silence of these specifications as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

COMPLIANCE WITH LAWS: The successful bidder shall comply with all applicable federal, state and local laws and regulations pertaining to the practice of the profession and the execution of duties under this bid including the TEXAS HAZARD COMMUNICATION ACT and THE WILLIAMSON COUNTY HAZARD COMMUNICATION PROGRAM POLICY.

#### WORKERS' COMPENSATION

The Texas Labor Code, §406.096, requires workers' compensation insurance coverage for all persons providing services on a building or construction project The rule requires a for a governmental entity. governmental entity to timely obtain certificates of coverage and retain them for the duration of the project. The rule also sets out the language to be included in bid specifications and in contracts awarded by a governmental entity and the information required to be in the posted notice to employees. The rule is adopted under the Texas Labor Code, §402.061. information provided below is a result of this rule. By submitting your bid to the county, you are acknowledging that this rule is a part of these bid specifications, and that you will observe and abide by all of the requirements outlined in the rule. You are further agreeing that should your bid or proposal be accepted by the Williamson County Commissioners' Court, the necessary certificates of coverage showing workers' compensation coverage, will be provided to the following name and address, prior to beginning work:

> Kerstin Hancock 301 SE Inner Loop – Suite 106 Georgetown, TX 78626 (512) 943-1546 wmsncntybids@wilco.org

If you have any questions related to this ruling and/or requirement, you are encouraged to contact either the

Williamson County Purchasing Department at (512) 943-1546, or you may call the Division of Workers' Compensation at (512) 804-4000.

#### **Workers' Compensation Insurance Coverage:**

A. Definitions: Certificate of coverage ("certificate")-A copy of a certificate of insurance, a certificate of authority to self-insure issued by the Division of Workers' Compensation, or a coverage agreement (TWCC-81, TWCC-82, TWCC-83, or TWCC-84), showing statutory workers' compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.

Duration of the project - includes the time from the beginning of the work on the project until the contractor's/person's work on the project has been completed and accepted by the governmental entity.

Persons providing services on the ("subcontractor" in \$406,096) - includes all persons or entities performing all or part of the services the contractor has undertaken to perform on the project, regardless of whether that person contracted directly with the contractor and regardless of whether that person has employees. This includes, without limitation, independent contractors, subcontractors, companies, motor carriers, owner-operators, employees of any such entity, or employees of any entity which furnishes persons to provide services on the project. "Services" include, without limitation, providing, hauling, or delivering equipment or materials, or providing labor, transportation, or other service related to a project. "Services" does not include activities unrelated to the project, such as food/beverage vendors, office supply deliveries, and delivery of portable toilets.

- B. The contractor shall provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all employees of the contractor providing services on the project, for the duration of the project.
- C. The Contractor must provide a certificate of coverage to the governmental entity prior to being awarded the contract.
- D. If the coverage period shown on the contractor's current certificate of coverage ends during the duration of the project, the contractor must, prior to the end of the coverage period, file a new certificate of coverage with the governmental entity showing that coverage has been extended.
- E. The contractor shall obtain from each person providing services on a project, and provide to the governmental entity:

- (1) a certificate of coverage, prior to that person beginning work on the project, so the governmental entity will have on file certificates of coverage showing coverage for all persons providing services on the project;
- (2) no later than seven (7) days after receipt by the contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.
- F. The contractor shall retain all required certificates of coverage for the duration of the project and for one year thereafter.
- G. The contractor shall notify the governmental entity in writing by certified mail or personal delivery, within ten (10) days after the contractor knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project.
- H. The contractor shall post on each project site a notice, in the text, form and manner prescribed by the Division of Workers' Compensation, informing all persons providing services on the project that they are required to be covered, and stating how a person may verify coverage and report lack of coverage.
- I. The contractor shall contractually require each person with whom it contracts to provide services on a project, to:
- (1) provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all of its employees providing services on the project, for the duration of the project;
- (2) provide to the contractor, prior to that person beginning work on the project, a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the project, for the duration of the project;
- (3) provide the contractor, prior to the end of the coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project;
- (4) obtain from each other person with whom it contracts, and provide to the contractor:
- (a) a certificate of coverage, prior to the other person beginning work on the project; and
- (b) a new certificate of coverage showing extension of coverage, prior to the end of the

#### **BID SPECIFICATIONS**

#### **GENERAL**

The intent of this solicitation is to secure a qualified vendor for Electrical Services for Williamson County.

#### CONTRACT INFORMATION

Point of contact for contract administration: Joe Latteo, Director Williamson County Facilities Maintenance Department 512/943-1599.

The Contractor shall be responsible for responding to telephone calls from Williamson County Maintenance Department personnel **ONLY**.

Contractor will supply all necessary personnel, tools, and equipment to accomplish emergency electrical repairs and routine electrical jobs on an "On Call" basis. This is to include, but may not be limited to remodel work. All costs associated with the electrical service and/or repair must be included in the hourly rate. Except for repair parts and materials supplied by the Contractor which will be billed separately from the labor.

Response time after receiving a call for emergency service will be no longer than two (2) hours from the time contact has been made with the Contractor or the Contractor's answering service until time of arrival at the specified service call location.

Response time after receiving a call for routine service will be no longer than five to seven (5-7) days from the time contact has been made with the Contractor or the Contractor's answering service until time of arrival at the specified service location.

A pre-job conference will be required on all non-emergency electrical work.

The hourly rate for the service call will commence when the Contractor arrives at the specified location and contacts the appropriate County personnel.

Contractor must be able to provide electrical service for residential and commercial buildings. All work performed must meet the job specifications, the most current national electrical code, and the most current local jurisdiction requirements.

Electrician's helper: when service conditions require a helper, a licensed master or journeyman electrician must supervise the helper.

#### **BID REQUIREMENTS**

Pricing on this bid will represent the discount off the Manufacturer Published Price List.

#### A current manufacturer's catalog pricing must be submitted with bid.

The items listed are to establish the percentage off manufacturer's list price. During the contract term, any updates to manufacturer's price list will be presented to the Contract Administrator, Joe Latteo.

The items listed are a representative sample of products and the catalog shall not be limited to this list.

Contractor is required to furnish a copy of certificate of insurance from an admitted company or an eligible surplus lines carrier, as defined in the Texas Insurance Code, article 1.14-2. A COPY SHOULD BE INCLUDED AND ATTACHED TO THIS INVITATION FOR BID.

Contractor will be required to furnish Statutory Workers Compensation.

Contractor and all electricians shall be fully licensed to perform electrical work in Williamson County and any of the county's local jurisdictions. A COPY OF LICENSES SHOULD BE INCLUDED AND ATTACHED TO THIS INVITATION FOR BID.

c. An electrician's helper:

HOURS	HOURLY RATE
Regular Hours	
After Hours	
Weekends	
Holidays	

Prices for parts will be discount-from-list price.  The discount percentage (%) will be  The price list will be submitted with bid. Updated lists will be submitted	to Joe Latteo, Director of Facilities
during contract term for review.	
Award of this contract will be based on the lowest hourly rates, ability to mee discount-from-list percentage.	t response time requirements, and the
By signing this form:  • The bidder confirms that he/she has read the entire document and agrees  • The bidder is acknowledging the Conflict of Interest Clause and agrees to	
The undersigned, by his/her signature, represents that he/she is authorized to terms and conditions of the attached Invitation for Bid, Specifications, and Specia the accompanying bid sheet(s).	
Signature of Person Authorized to Sign Bid	Date of Bid:
Printed Name and Title of Signer:	

#### DO NOT SIGN OR SUBMIT WITHOUT READING ENTIRE DOCUMENT

THIS FORM MUST BE COMPLETED, SIGNED, AND RETURNED WITH BID

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## Databases, Tables & Calculators by Subject

**Change Output** 

Options:

From: 2010

To: 2011

❿

include graphs

More Formatting Options

Data extracted on: August 1, 2011 (1:49:07 PM)

#### **Producer Price Index Industry Data**

#### 12-Month Percent Change

**Series Id:** PCU23821X23821X

Industry: Product:

Electrical contractors, nonresid bldg work Electrical contractors, nonresid bldg work

Base Date:

Download: 🔄 xls

Year Jul **2010** 0.2

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