CA086944

SHELBY COUNTY BOARD OF COMMISSIONERS
AGENDA ROUTE SHEET

Referred to Commission Committee Law Enforcement, Fire, Corrections & Courts

For Commission Action on _____

DESCRIPTION OF ITEM:

RESOLUTION APPROVING A CONTRACT WITH TWO RIVERS POWER COMPANY, LLC AND APPROPRIATING FUNDS IN THE AMOUNT OF $130,000.00 FROM CAPITAL IMPROVEMENT PROJECT NUMBER 101527 FOR THE SHELBY COUNTY SHERIFF'S OFFICE SUBSTATION EMERGENCY GENERATOR AND THIS ITEM REQUIRES THE EXPENDITURE OF CAPTIAL IMPROVEMENT FUNDS IN THE AMOUNT OF $130,000.00. SPONSORED BY COMMISSIONER SIDNEY CHISM.

CHECK ALL THAT APPLY BELOW:

_____ This Action does NOT require expenditure of funds.

X_____ This Item requires/approves expenditure of funds as follows (complete all that apply):

County General Funds: $_____; County CIP Funds- $ 130,000.00 CIP # 101527

State Grant Funds: $_____; State Gas Tax Funds: $_____

Federal Grant Funds: $_____

Other funds (Specify source and amount): $_____

Other pass-thru funds (Specify source and amount): $ _____

Originating Department: Shelby County Sheriff's Office

APPROVAL:

	(Print your name & phone #.)	(Initials)	(Date)
Dept. Head:	Kimberly Hackney 545-5772	KH	3/31/08
Elected Official:	pr Sheriff Mark H. Luttrell Jr. 545-5503	ML by HK	3-31-08
Division Director:	Harvey Kennedy 545-5505	HK	3-31-08
CIP – A&F Director:			
Finance Dept.	Mike Swift 545-4269	MAS	4/1/08 mcs
County Attorney:	Pamela Skelton 545-4362	PS	4-1-08
CAO/Mayor:	James F. Huntzicker 545-4514	JFH	4/1/08

ITEM NO: _____ PREPARED BY: Kim Hackney

APPROVED BY: _____

RESOLUTION APPROVING A CONTRACT WITH TWO RIVERS POWER COMPANY, LLC AND APPROPRIATING FUNDS IN THE AMOUNT OF $130,000.00 FROM CAPTIAL IMPROVEMENT PROJECT NUMBER 101527 FOR THE SHELBY COUNTY SHERIFF'S OFFICE SUBSTATION EMERGENCY GENERATOR AND THIS ITEM REQUIRES THE EXPENDITURE OF CAPITAL IMPROVEMENT FUNDS IN THE AMOUNT OF $130,000.00. SPONSORED BY COMMISSIONER SIDNEY CHISM.

WHEREAS, The Shelby County Sheriff's Office has a need for an emergency generator at the Sheriff's Substation located at 11670 Memphis Arlington Road; and

WHEREAS, On December 20, 2007, the Shelby County Purchasing Department, on behalf of the Sheriff's Office, received sealed bids in response to BID # I001352A to furnish and install an emergency generator at the Sheriff's Substation; and

WHEREAS, Two Rivers Power Company submitted the best and lowest bid in the amount of $123,139.00, and can provide the expertise needed for this project; and

WHEREAS, The Sheriff's Office deems it prudent that the County appropriate funds in the amount of $130,000.00, which includes a 5% contingency; and

WHEREAS, Funds for this project are available in the CIP Budget Line Item No. 101527.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SHELBY COUNTY, TENNESSEE, That the contract with Two Rivers Power Company, LLC, is hereby approved.

BE IT FURTHER RESOLVED, That funds in the amount of $130,000.00 are hereby appropriated from CIP No. 101527 for the project to furnish and install an emergency generator.

BE IT FURTHER RESOLVED, That the County Mayor is hereby authorized to execute said contract and all documents necessary to effectuate the intent of this Resolution.

BE IT FURTHER RESOLVED, That the County Mayor and the Director of Administration and Finance are authorized to issue their warrant or warrants to Two Rivers Power Company, LLC, plus 5% contingencies in an amount not to exceed $6861.00 for various vendors, for a total of $130,000.00 for the purposes contained in this resolution to furnish and install an emergency generator at the Sheriff's Arlington Substation and to take proper credit in their accounting therefore.

_____
A C Wharton, Jr., County Mayor

Date: _____

ATTEST:

_____
Clerk of County Commission

ADOPTED: _____

SUMMARY SHEET

I. Description of Item

The Sheriff's Office Substation currently is not equipped to withstand a long power outage and is in need of an emergency generator. The Shelby County Purchasing Department has assisted the Sheriff's Office in obtaining bids to provide for the furnishing and installation of a generator. Two Rivers Power Company, LLC, has submitted the best and lowest bid and is therefore, recommended for the project.

II. Source and Amount of Funding

CIP: Project Line Item Number 101527

Original Allocation	$175,000.00
Prior Allocation	0.00
Request this Resolution	130,000.00
Balance, if approved	$ 45,000.00

III. Contract Items

Sealed Bid Number I001352A dated December 20, 2007
Contract

IV. Additional Information Relevant to Approval of this Item

The Sheriff's Office recommends approval of this Resolution.

CONTRACT AND ENCUMBRANCE INFORMATION SHEET

***** AN ORIGINAL AND 1 COPY OF THIS FORM MUST BE SUBMITTED *****

THIS SHEET MUST BE COMPLETED, SIGNED BY THE DEPARTMENT HEAD AND DIVISION DIRECTOR AND ATTACHED TO ALL CONTRACT AND RESOLUTION PACKETS BEFORE ANY ACTIONS WILL BE TAKEN.

1. Department Requesting Services: SHERIFF'S OFFICE

2. Preparer's Name, Telephone #, and E-Mail Address:
Kim Hackney, 901-545-5772, kim.hackney@shelby-sheriff.org

3. DESCRIPTION OF ITEM TO BE PURCHASED, BUILT, OR SERVICE TO BE PROVIDED:
Emergency Generator for the Arlington Substation, 11670 Airline Rd, Arlington, TN

4. NAME, ADDRESS, VENDOR NUMBER, SOCIAL SECURITY NUMBER, AND/OR FEDERAL I.D. NUMBER OF VENDOR/CONSULTANT/AGENCY WITH WHICH SHELBY COUNTY WILL BE CONTRACTING:
Two Rivers Power Company
3080 Stage Post Dr., Suite107
Bartlett, TN 38133
901-842-5471
VENDOR NO./FED. ID NO. 14826

5. COST OF ITEM OR SERVICE REQUESTED: $123,139.00 plus 5% contingency ($6,861.00)

6. TERM OF PROPOSED CONTRACT/AGREEMENT:

7. FUND, ORG, AND ACCOUNT NUMBER (13 DIGITS) ** FOR MULTIPLE ACCOUNTS, PLEASE SPECIFY DOLLAR AMOUNT FOR EACH **
C.I.P. # 101527

8. COMMODITY CODE: ENC/00

9. VENDOR/CONSULTANT AGENCY SELECTED BY (CHECK ONE):
** PLEASE ATTRACH APPROVAL DOCUMENTS**

a.		Bid/RFP Process - # & Date	I001352A 12/20/2007
b.		Emergency/Sole Source	

10. LOSE/MBE INFORMATION: Please check the appropriate description

		MBE	(MINORITY OWNED BUSINESS ENTERPRISE)			
				MALE		FEMALE
		WBE	(WOMEN OWNED SMALL BUSINESS)			
	X	LOSB	(LOCALLY OWNED SMALL BUSINESS)			
			ANNUAL SALES DOES NOT EXCEED $3 MILLION			
		N/A				

11. SPECIAL INSTRUCTIONS (ROUTING, FUNDING, BUDGET TRANSFER IN PROCESS)
LOSB-V-0608-*11801

REVIEWED AND APPROVED BY:

DEPARTMENT HEAD 3/28/08 DATE

DIVISION DIRECTOR DATE

PURCHASING DEPARTMENT
160 NORTH MAIN, ROOM 550
MEMPHIS, TN 38103
545-4360

TO: ED MANKER
SHERIFF'S DEPARTMENT

FROM: DEBRA LOUIS
PURCHASING DEPARTMENT

RAB for DL

DATE: JANUARY 18, 2008

RE: APPROVED RECOMMENDATION SHEET (FINAL APPROVAL OF AWARD BY BOARD OF COMMISSIONERS REQUIRED)

Attached is a copy of the approved recommendation sheets for award of the Sealed Bid referenced below:

REFERENCE: BID NO.: **SEALED BID NUMBER I001352A**
DUE DATE: **DECEMBER 20, 2007**
DESCRIPTION: **FURNISH & INSTALL EMERGENCY GENERATOR, SHERIFF'S SUBSTATION**

It is necessary that the award of this bid receive approval by the Board of Commissioners before issuance of a purchase order or the signing of a contract by the County.

Please prepare the commission packet including the applicable contract documents, bonds, certificate of insurance, etc. and return the complete packet to Bernita Poole in the Contract Section of the Purchasing Department for further routing.

Your contract, if required, should include or incorporate the Bid Specification. If there are fund sources other than County General Funds or CIP which partially or wholly fund this contract (e.g. State or Federal), it is mandatory that all restrictions or requirements which attach to these funds be included in your contract.

Also, if bid specifications includes multiple renewal periods please include renewals in your resolution and contract.

By way of this memo, we are notifying the Office of E.O.C. Information (Contract Compliance Status Reports, etc.) required for inclusion in the commission packet to my attention in Purchasing. Upon receipt I will forward it to the Contract Administration Section for further processing.

Attachments

cc: Carolyn Watkins, Admin., E.O.C. Office
Bernita Poole, Contract Administration
Sealed Bid File

rtltrl.frm

SHELBY COUNTY PURCHASING DEPARTMENT
SEALED BID RECOMMENDATION SHEET
SEALED BID NO: I001352A DATE DUE: 12-20-07

TITLE OR DESCRIPTION OF BID

YES	NO	REQUIREMENTS
x		CIP PROJECT
x		BOARD OF COMMISSION APPROVAL
x		CONTRACT
x		SURETY (BONDS, ETC.)
x		CERTIFICATE OF INSURANCE
x		E.O.C.REPORTS ATTACHED AND
x		CERTIFIED BY ADMINISTRATOR
x		COPY TO DEPARTMENT
x		COPY TO DIVISION DIRECTOR
x		COPY O E.O.C.

FURNISH & INSTALL EMERGENCY GENERATOR, SHERIFF'S SUBSTATION
DEPARTMENT(S) SHERIFF
CONTACT(S) ED MANKER

DESCRIPTION	NO.
TOTAL NUMBER RFB SENT OUT	24
TOTAL NUMBERBIDS RECEIVED	03
NUMBER OF RESPONSES UNOPENED (NO E.O.C. CERTIFICATION)	00

		*TWO RIVERS POWER,LLC	SHELBY ELECTRIC CO.	LOWRIE ELECTRIC
I.	GENERATOR	$ 86,519.00	$ 77,646.00	$ 92,200.00
II.	CONCRETE WORK	$ 3,870.00	$ 10,300.00	$ 7,200.00
III.	ELECTRICAL WORK	$ 32,750.00	$ 40,224.00	$ 36,610.00
TOTAL BID		**$123,139.00**	**$128,170.00**	**$136,010.00**

***BID AWARD**

RECOMMEMDATION: ON THE BASIS OF THE LOWEST/RESPONSIVE BID RECEIVED, AND WITH THE CONCURRENCE OF THE USING DEPARTMENT, I HEREBY RECOMMEND THE AWARD OF THIS BID TO **TWO RIVERS POWER, LLC** IN THE AMOUNT OF **$123,139.00. TWO RIVERS POWER, LLC IS A LOSB VENDOR.**

dl001352A.rec
jmm-1/16/08

SHELBY COUNTY PURCHASING DEPARTMENT
SEALED BID RECOMMENDATION SHEET
SEALED BID NO: I001352A DATE DUE: 12-20-07

FURNISH & INSTALL EMERGENCY GENERATOR, SHERIFF'S SUBSTATION

THIS BID REQUIRES BOARD OF COMMISSION APPROVAL

Debra D. Louis, Buyer / 1/16/08 Date

Clifton Davis, Administrator of Purchasing/ 1/16/08 Date

I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT BID **I001352A** DATED **12-20-07** IS IN COMPLIANCE WITH THE PROCEDURES AS STATED IN THE SHELBY COUNTY COMMISSION RESOLUTION NO. 50 ON PURCHASING DEPARTMENT POLICY, DATED 2/4/80.

Debra Louis, Buyer for the Shelby County Purchasing Department

DATE SWORN TO AND SUBSCRIBED BEFORE ME AT MEMPHIS, TENNESSEE ON THIS 16th DAY OF January, 2008.

Notary Public

MY COMMISSION EXPIRES:
March 4, 2009
My Commission Expires

SONJA H. WORTHY
STATE OF TENNESSEE NOTARY PUBLIC
SHELBY COUNTY

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jmm-1/16/08

Equal Opportunity Compliance

Company Details

Bid Number: I001352A FURNISH & INSTALL EMERGENCY GENERATOR SHERIFF'S

Company Name: LOWRIE ELECTRIC **CID: 14966**

Other name (DBA):

Company Type: Contractor

Vendor Number: 41681 Owner Code: WM

Commodity: Electrical Contractor

Firm Type: Subsidiary

Certified: Eoc-Cc-698-024

County: MEMPHIS-TN-AR-MS, TN: 42.90%

Phone: 901-381-4300 Fax: EMail:

KnowAs:

EnteredBy:

Additional Notes: ***other Name: Lowrie Electric Company, Inc.
*old Parent Co. Name/Address:comfort Systems, Usa 777 Post Oak Blvd. Houston,

DateEntered:

EditBy: Doris

DateEdit:

Compliance History

Compliance Date 06/18/2007 ☐ Compliance
Compliace Code D ☐ Certificate
EOC Number: EOC-C-1207-11484
Number: Last Edited By: doris.vester
Percent: Date Last Edited: 6/18/2007
Expires: 12/31/2007 Expired
Status:
Survey Number: 0

Compliance Date 12/11/2006 ☐ Compliance
Compliace Code D ☐ Certificate
EOC Number: EOC-C-0607-10597
Number: Last Edited By: doris.vestermickens
Percent: Date Last Edited: 12/11/2006
Expires: 6/30/2007 Expired
Status:
Survey Number: 0

Compliance Date 06/22/2006 ☐ Compliance
Compliace Code D ☐ Certificate
EOC Number: EOC-C-1206-10140
Number: Last Edited By: doris.vestermickens
Percent: Date Last Edited: 6/22/2006
Expires: 12/31/2006 Expired
Status:
Survey Number: 0

Equal Opportunity Compliance

Company Details

Bid Number: I001352A **FURNISH & INSTALL EMERGENCY GENERATOR SHERIFF'S**

Company Name: LOWRIE ELECTRIC **CID:** 14966

Compliance Date	12/12/2005		☐ Compliance
Compliace Code	D		☐ Certificate
EOC Number:	EOC-C-0606-09587		
Number:		Last Edited By:	Doris.VesterMicken
Percent:		Date Last Edited:	12/12/2005
Expires:	6/30/2006	Expired	
Status:			
Survey Number:	0		

Compliance Date	06/03/2005		☐ Compliance
Compliace Code	D		☐ Certificate
EOC Number:	EOC-C-1205-09046		
Number:		Last Edited By:	dmickens
Percent:		Date Last Edited:	6/3/2005
Expires:	12/31/2005	Expired	
Status:			
Survey Number:	0		

Compliance Date			☐ Compliance
Compliace Code			☐ Certificate
EOC Number:	No Eoc		
Number:	0	Last Edited By:	Tdn
Percent:	0	Date Last Edited:	12/9/1997
Expires:		**Current**	
Status:	Complete		
Survey Number:			

Contacts:

Contact First Name:		Active Contact	
Contact Last Name:		Entered By:	Legacy Data
Contact Title:	SUZANNE PRATHER, CFO/DIR. H.R.	Date Entered:	8/17/2003
Contact Phone:	9013814300	Last Edited By:	
Contact Date:	07/09/1996	Edit Date:	
Contact Notes:			

Company Details

Bid Number: I001352A FURNISH & INSTALL EMERGENCY GENERATOR SHERIFF'S

Company Name: LOWRIE ELECTRIC **CID:** 14966

Contact First Name:		Inactive Contact	
Contact Last Name:		Entered By:	
Contact Title:		Date Entered:	
Contact Phone:		Last Edited By:	
Contact Date:	06/01/2005	Edit Date:	
Contact Notes:	*PARENT CO: EMCOR 301 MERRITT SEVEN NORWALK, CT 06851 FAIRFIELD COUNTY (203)849-7800		

Mailing Addresses:

Address:	7520 BARTLETT CORP., COVE E.		
MailCity:	BARTLETT	ST: TN	Zip: 38133
County:		Active Mailing Address	
Entered By:	Legacy Data	Last Edited By:	
Date Entered:	8/17/2003	Edit Date:	