



# Memo

**To:** Kathleen McNamara

**Date:** 10-5-2020

**From:** Brad Muma

**Re:** Marina Electrical Improvements

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Dear Kathleen;

As you are aware, Performance Engineers, Inc. (PEI) bid out the St. James Marina Electrical improvements. We have received only one bid back from bidders, which included appropriate bid security and administratively complete bids. This one bid was from Shoreline Power Services (SPS) out of Williamsburg. The bid was not submitted in form that was requested. Meaning they provided lump sum for each item and not unit cost with a total.

The bid number came in higher than anticipated as well at \$290,888.00. Performance in conversation with Township made the decision to invite SPS to do a site visit to get a better feel for the project scope. Since they are the sole bidder, we felt that it was a great option to explore having them investigating and revising the bid. PEI had met with Brandon from SPS onsite on September 30<sup>th</sup> and spent time investigated marina project. The revised bid has been resubmitted with the same scope. However, with them doing a site visit they have a higher level of comfort and were able to come back with a lower number. The revised bid is \$188,430.00. This is for a complete project as described in proposal dated 10/1/2020.

Having determined that the low bid is acceptable and close to the project budget. SPS is well known to both PEI, other townships and city's, making the reference check portion of the review unnecessary. PEI also discuss project schedule with them and they are looking to have completed before end of ferry season. It is our opinion that Shoreline Power Services is very capable and has the necessary resources to complete the project.

Therefore, we are recommending award of the St. James Marina Improvements project to Shoreline Power Services for the low bid amount of \$188,430.00. However, Township shall understand that a large pay item of the main wire will have to test out as good to maintain this number. Any wire not in good condition will be an add to bid amount.

Should you have any questions regarding this recommendation for award, or the project in general, please let us know.

Sincerely,

**Performance Engineers, Inc.**

*Brad Muma, P.E.*