

ACTION ITEM

Information Systems Advisory Committee Meeting, November 27, 2018
Board of Governors Meeting, December 12, 2018

CONTRACT ID:	Office Building and Data Center Electrical Services ITB 18-0037 MILLER ELECTRIC COMPANY
BUDGETED ITEM	The budget required for each contract year will be requested in the applicable Annual Operating Budget.
CONTRACT AMOUNT	The estimated contract amount is \$145,000 for the recommended base term of the contract and \$25,000 for the renewal term, for a total of \$170,000.
PURPOSE / SCOPE	<p>Citizens is seeking Board approval to enter into a contract with a licensed electrical contractor to provide high and low voltage electrical services for routine and emergency calls in Citizens' office and data-center facilities in the State of Florida.</p> <p>The primary need for services is expected to be concentrated in the Jacksonville and Tallahassee and Tampa offices. Citizens shall have the right under this contract, as needed (such as primary and back-up data centers) to assign work to additional locations in the State of Florida.</p>
CONTRACT TERM(S)	The contract term is up to 4-years, which includes a 3-year base term and a single optional 1-year renewal.
PROCUREMENT METHOD	On September 24, 2018, Citizens issued an Invitation to Bid (ITB) 18-0037 for Electrical Services. Miller Electric Company was determined to be responsible and responsive to the ITB and its pricing was competitive in the industry and in line with that other governmental agencies pay for similar services.
RECOMMENDATION	<p>The Citizens' Information Systems Advisory Committee recommends the Citizens' Board of Governors:</p> <ul style="list-style-type: none">a) Approve the contract, including the optional renewal, for Office Building and Data Center Electrical Services, ITB 18-0037, to Miller Electric Company;b) Authorize staff to take any appropriate or necessary action consistent with this Action Item; andc) Approve this Action Item not to exceed \$170,000 for the contract term as described above.
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