



Inter-Departmental Memorandum

DATE: August 13, 2025

TO: Al Cenzano, Director Skilled Trades Services

FROM: Kenneth Pinnock, Jr., Purchasing Agent

SUBJECT: *Public Bid Opening: Wednesday, July 30, 2025 @ 11:00 A.M.
Emergency Generator Service At Various JCHA Developments, For A Period
Of Two (2) Years, With An Option For An Additional Year Two (2) Years
(Second Occasion)*

Please be advised that pursuant to the public bid for Emergency Generator Service At Various JCHA Developments, on June 11, 2021, less than three (3) bids were received (contract was rebid). On July 30, 2025, the JCHA received a sole bid package. Attached for your review is a copy of the recapitulation sheet and the low bidder's bid package. Listed below is the sole vendor who submitted and their Total Two (2) Year Cost:

<u>COMPANY</u>	<u>LUMP SUM BID</u>	<u>+ MATERIAL ALLOTMENT</u>	<u>= TOTAL</u>
FM Generator, Inc.	\$61,750.00	+ \$12,000.00	= \$73,750.00

PLEASE NOTE: *The last public bid for this service was held on July 20, 2021, and FM Generator, Inc. was the recipient of a contract (101518) in the amount of \$51,100.00 including a material allotment of \$12,000.00, for a period of two (2) years with option to extend two (2) years in one-year increments.*

Invitations were published in local newspapers on July 2nd & 3rd, 2025; direct invitations were emailed to three (3) companies, who expressed interest in public bidding for this service. The JCHA sources for MBE's were notified, as well as the usual public works bidding journals (individual notifications in Purchasing files).

Provided the above is satisfactory, this office presumes that the Department of Skilled Trades Services will forward a Resolution for Board action as appropriate.

If any further information is required, please do not hesitate to call.

Attachments

xc: A. Mohammed/ File:MemoRecap 2025