



**Inter-Departmental Memorandum**

**DATE:** March 15, 2024

**TO:** Antoin Evans, Regional Asset Manager

**FROM:** Kenneth Pinnock, Jr., Deputy Executive Director  
Director of Procurement, Contracts & Risk Management

**SUBJECT:** *Public Bid Opening: Wednesday, March 13, 2024 @ 11:00 A.M.  
Electrical Repair Services “As Needed” For All JCHA Developments,  
For A Period Of One (1) Year With Option For An Additional One (1) Year*

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Please be advised that pursuant to March 13, 2024, for the public bid opening for Electrical Repair Services “As Needed”, the JCHA received a total of two (2) bid packages. The JCHA is currently in need of electrician services, as such, permission was requested from the JCHA Executive Director to open bid on the first occasion with the two bid packages to have a contract in place as soon as possible. Listed below are the vendors and their combined hourly rates:

<u>NAME OF COMPANY:</u>	<u>Mechanic Rate</u>	<u>Helper Rate</u>	<u>TOTAL:</u>
Surach Electrical Contractors	\$99.81	\$46.56	\$146.37
Sal Electric Company	\$150.00	\$90.00	\$240.00

Invitations were published in the local newspapers on February 21<sup>st</sup> and 22<sup>nd</sup>, 2024; invitations were sent to eleven (11) companies who expressed interest in public bidding for this service. Of those there were two (2) local Jersey City vendors. The JCHA sources for MBE’s were notified, as well as the usual public works bidding journals (individual letters in Purchasing files).

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

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