



## SUMMARY OF PROCUREMENT

|                                             |                                                                                                                                                                                                              |
|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>PROJECT NAME:</u></b>                 | Preventative Maintenance and Repairs on Standby Generators and Transfer Switches.                                                                                                                            |
| <b><u>IFB NO.:</u></b>                      | Doc 1438315971                                                                                                                                                                                               |
| <b><u>PURPOSE:</u></b>                      | Perform annual preventative maintenance, inspection and repairs on all stand-by generators and transfer switches.                                                                                            |
| <b><u>CONTRACTOR Name and Address:</u></b>  | TxPro Generator Service, LLC<br>3002 Demrod Street<br>BaCliff, TX 77518                                                                                                                                      |
| <b><u>INCUMBENT VENDOR:</u></b>             | YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>                                                                                                             |
| <b><u>CONTRACT VALUE:</u></b>               | Contract Amount Not-to-Exceed (NTE) \$1,897,322.35                                                                                                                                                           |
| <b><u>TYPE OF CONTRACT:</u></b>             | Firm Fixed Price                                                                                                                                                                                             |
| <b><u>PERFORMANCE PERIOD:</u></b>           | Two (2) years from the effective date of the Contract with three (3), one (1) year options to extend the term.                                                                                               |
| <b><u>SMALL BUSINESS PARTICIPATION:</u></b> | METRO established a 25% Small Business goal. The Prime Contractor, TexPro Generator Service, LLC, has committed to 25% Small Business participation by utilizing the following certified small business(es): |

| <b>PRIME: TexPro Generator Service, LLC</b> |                     | <b>%</b>   |
|---------------------------------------------|---------------------|------------|
| <b>Subcontractor(s)</b>                     | <b>Type of Work</b> |            |
| Competitive Choice, Inc.                    | Scheduling          | 25%        |
| <b>Total SBE/DBE Participation</b>          |                     | <b>25%</b> |

|                                         |                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>ADVERTISEMENT:</u></b>            | The solicitation was advertised in the Houston Chronicle on February 9, 2025, and February 16, 2025, as well as posted on METRO's website.                                                                                                                                                                                                                                                                                    |
| <b><u>SOLICITATION INFORMATION:</u></b> | Invitation for Bid (IFB) Doc.1438315971 was issued on February 11, 2025. Two (2) bids were received and opened on March 20, 2025.                                                                                                                                                                                                                                                                                             |
| <b><u>COMPETITIVELY SOLICITED:</u></b>  | Yes - See Bid Abstract                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b><u>BID EVALUATION:</u></b>           | <p>METRO received two (2) bids from the following parties:</p> <ol style="list-style-type: none"> <li>1. Genserve LLC</li> <li>2. TexPro Generator Service LLC</li> </ol> <p>The First Level of Evaluation was to determine if the bidders were responsive to the solicitation as required in the METRO Procurement Manual. After initial evaluation, it was concluded that TexPro Generator Service, LLC was responsive.</p> |

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|                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                     | <p>Genserve was deemed nonresponsive because they did not meet the minimum 25% SB Participation goal.</p> <p>The Second Level of Evaluation was to determine bidder responsibility. TexPro Generator Service, LLC was determined to be responsible.</p> <p>The Third Level of Evaluation was to determine price reasonableness of the bid as required by the METRO Procurement Manual. The single bid from TexPro Generator Service, LLC, has been submitted to METRO's Audit Department to determine price reasonableness.</p> |
| <b><u>TECHNICAL EVALUATION:</u></b> | METRO's Project Manager has determined TexPro Generator Service, LLC to be technically capable of performing the work.                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b><u>FINANCIAL EVALUATION:</u></b> | To determine fair and reasonable pricing, a cost analysis has been requested as per section 6.1 and 3.74 of the METRO Procurement Manual. Upon completion of their review, the METRO Audit Department will determine if the proposed pricing is fair and reasonable and in-line with the independent Cost Estimate.                                                                                                                                                                                                             |
| <b><u>FUNDING:</u></b>              | 100% Local                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b><u>RECOMMENDATION:</u></b>       | Based on the preceding information, it is recommended that the Interim President & CEO be authorized to approve the execution of a contract with TexPro Generator Service, LLC for Preventative Maintenance and Repairs on Standby Generators and Transfer Switches in the amount not-to-exceed \$1,897,322.35.                                                                                                                                                                                                                 |

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*Paula Gaines*

05/01/2025

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**CONTRACT ADMINISTRATOR II**

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DATE

*Anthony Madison*

05/01/2025

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**PROJECT MANAGER**

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DATE

*Juanita Jackson*

05/01/2025

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**MANAGER OF CONTRACTS**

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DATE

*Otis Johnson*

05/01/2025

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**DIRECTOR, OFFICE OF ECONOMIC BUSINESS OPPORTUNITY**

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DATE

*Melechia Miles*

05/01/2025

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**DIRECTOR OF CONTRACTS**

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DATE



**METROPOLITAN TRANSIT AUTHORITY  
BID ABSTRACT**

**DESCRIPTION: PREVENTATIVE MAINTENANCE AND REPAIRS ON STANDBY GENERATORS AND TRANSFER SWITCHES**

**SOLICITATION NO.: IFB DOC1438315971**

**RECORDED BY: LATONYA CRISWELL**

**BID DUE DATE: 03/19/2025**

**TIME: 2:00 PM**

**BID OPENING DATE: 03/20/2025**

**TIME: 10:00 AM**

| NO. | NAME AND CITY OF BIDDER                           | BID AMOUNT      | REMARKS               |
|-----|---------------------------------------------------|-----------------|-----------------------|
| 1.  | GENSERVE<br>HOUSTON, TX 77066                     | \$ 1,428,840.00 | Deemed Non-Responsive |
| 2.  | TEXPRO GENERATOR SERVICE LLC<br>BACLIFF, TX 77518 | \$ 1,897,322.35 |                       |
| 3.  |                                                   | \$ -            |                       |
| 4.  |                                                   | \$ -            |                       |
| 5.  |                                                   | \$ -            |                       |
| 6.  |                                                   | \$ -            |                       |
| 7.  |                                                   | \$ -            |                       |
| 8.  |                                                   | \$ -            |                       |
| 9.  |                                                   | \$ -            |                       |
| 10. |                                                   | \$ -            |                       |

I certify that I have personally opened and read all bids received by the time set for receipt.

Contract Administrator

I have reviewed and verified the prices stated herein.

Manager of Contracts