Bid Proposal #2026-08

Request for Bid Proposals

For

Electrical, Mechanical and Maintenance Services

for the City of Humble

Date: November 10, 2026, 2:00 p.m.

1. Introduction

The City of Humble (City) is issuing this Request for Bid Proposals (RFP) to solicit statements of qualifications, technical approach and pricing from films capable of providing electrical, mechanical and maintenance services for all the City's departments including Water & Wastewater Operations Facilities based on a time and materials basis.

This RFP, issued in accordance with the provisions of the law of the State of Texas, invites qualified firms to submit bid proposals describing their technical and financial qualifications to provide the services described. Subject to approval by the City of Humble, the contract term under consideration is for one year with two one-year extensions if approved by both parties.

1.1 Background and Objectives

The City of Humble is currently investigating the feasibility of contracting the maintenance of the Facilities with an outside contractor experienced in providing electrical, mechanical and maintenance services for all City's departments specializing in water and wastewater systems. The objectives of this potential outsourcing of services include:

- Providing 24/7 on-call services for both electrical and mechanical.
- Minimizing or eliminating permit excursions due to electrical or mechanical failures.
- Providing technical assistance to address the City's existing assets, along with future asset needs.
- Removing the City's day-to-day burden of electrical and maintenance services to the system.

Special Conditions:

- The successful contractor shall furnish all necessary labor, supervision, tools, equipment, materials and supplies to perform electrical and maintenance services.
- The City of Humble Maintenance and Operations Department will initiate work on an as-needed basis under this contract.
- Timely services are critical to the success of this contract. The ability to deliver the required service will be a major factor in the evaluation process for the award of this contract.
- The City of Humble makes no guarantee or commitment of any kind concerning quantities that will be purchased under this contract and the resulting contract if any.
- Prevailing rates of wages must be paid in conformance with all applicable laws of the State of Texas.
- The Contractor shall provide current copies of all necessary permits and licenses needed to provide the services stated herein the City of Humble and the State of Texas.
- The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with each project.
- The Contractor must have a State of Texas Master Electrician on staff.
- Contractors must have 10 years' experience in Water/Wastewater services.
- Contractors must be licensed with TDLR.
- Contractor is required to provide at least 10 references.

It is understood that the information contained in the RFP and the experience, guarantees, price for services, by the Contractor shall be the general basis for the selection of a Contractor for the consideration to provide this initial scope of services and future services

The City expects to select the most qualified, responsive, resourceful and experienced Contractor based on the review by the City and its evaluation/selection committee. The overall most responsive firm will be selected at the sole discretion of the City based on the review of and scoring of the Contractors' overall submittals.

Upon selection of the finalist, the City will immediately begin scope clarifications, draft agreement revisions and final negotiations with the most responsive Contractor. Should the negotiations fail to result in an executed agreement with the most responsive Contractor, the City may elect to terminate negotiations with the most responsive Contractor and begin negotiations with the second most responsive Contractor (and so on) or cancel the procurement process.

1.2 Overview of Services

The City is seeking qualified Contractors capable of providing electrical and maintenance services for the Water and Wastewater Facilities. The Contractor ultimately selected from the Contractors pursuant to the City's comprehensive procurement process shall be required to provide various services associated with all or a portion of the Facilities. This may include, but not be limited to, provision of:

- Electrical wiring and installation services
- Pump and Motor repair/replacement
- Fab and Welding services
- Generator services
- Vibration and alignment testing
- Preventive maintenance services
- Excavation services, electrical and piping
- Underground services, facility modifications

The Contractor will be responsible for satisfying the State of Texas requirements for maintain the Facilities in compliance with all other applicable local, state and federal laws and regulations. Services for the electrical and maintenance of the Facilities shall be provided in a safe, secure, effective and efficient **manner.**

1.3 Insurance Requirements - To protect the City of Humble, representatives, and employees against liability loss or expense on account of damage to property or injury or death to any person or persons arising in any way out of or in connection with or resulting from the work provided here under, Contractor shall procure and maintain, at its sole expense and until acceptance of the work by the Owner, insurance as hereinafter enumerated in policies which shall be subject to the owner's approval as to form, amount an issuing company. **The City of Humble shall be named as Additional Insured on all applicable policies that apply to work performed for the City. In addition, a Waiver of Subrogation in favor of the city is desired.**

General The City shall require that the following insurance requirements be met:

a. Insurance shall contain that at least thirty (30) days prior written notice shall be given to the City in the event of cancelation, material change or non-renewal.

b. Contractors shall not commence any portion of the work under this contract until they have obtained all the insurance required herein and certificates of such insurance have been accepted by the City.

c. Contractor shall purchase and maintain in force the following kinds of insurance for

operations under this contract and provide the City with a certificate of insurance as evidence. Copies of such insurance documents shall be part of the contract agreements, and the contractor shall maintain such in force throughout the term of any contract led by the City.

d. Insurance carrier shall be an "A+" rated carrier.

e. Contractor's coverage shall be primary over any other applicable insurance.

The policy shall provide coverage over the Workers' Compensation or equivalent, Commercial General Liability and Business Automobile Liability. The following amounts of coverage are to be considered minimum requirements:

WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE

Workers' Compensation	Statutory
(All States Endorsements)	$1,000,000
Employer's Liability	each occurrence

COMPREHENSIVE AUTOMOBILE LIABILITY AND PROPERTY DAMAGE INSURANCE-

Covering any auto, including owned, non-owned and hired vehicles to be used in performance of this work:

Bodily Injury Property	$1,000,000
Damage	$1,000,000

CONTRACTOR'S COMPREHENSIVE GENERAL LIABILITY AND PROPERTY DAMAGE INSURANCE-Covering premises on operations; sublet work; contractual liability and completed operations:

Bodily Injury General	$1,000,000
Aggregate	$2,000,000

1.3.1 EQUAL EMPLOYMENT OPPORTUNITY:

All vendors shall be in compliance with Executive Order 11246, entitled "Equal Employment Opportunity" as amended by Executive Order 11375, and as supplemented in Department of Labor Regulation (41CFR Part 60).

2 Description of Procurement Process

2.1 City Rights and Options

The City, at its sole discretion, reserves the following rights:

- To supplement, add to, delete from and change this solicitation document
- To determine which Contractor, if any, should be selected for negotiations
- To reject any or all bid proposals or information received pursuant to this RFP
- To supplement, amend, substitute or otherwise modify this RFP at any time
- To cancel this RFP with or without the substitution of another RFP or pre-qualification process
- To request additional data or information after the submittal date, if such data or information is considered pertinent, in the City's sole view, to aid the review and selection process
- To conduct investigations with respect to the qualifications and experience of each Contractor
- To take any action affecting the RFP or the services or facilities subject to this RFP that would be in the best interests of the City
- To require one or more Contractors to supplement, clarify or provide additional information for the City to evaluate the RFPs submitted
- To waive any defect or technicality in any RFP received
- To reject any portion of any submittal and/or reject all submittals, to waive any informalities or irregularities in the submittals or to re-advertise

2.2 Questions/Clarifications Request

No interpretation or clarification of the meaning of any part of this RFP will be made orally to any Contractor. Contractors must request such interpretation or clarification in writing from the City.

If any Contractor has questions concerning the proposed project, finds discrepancies or omissions in the solicitation document or otherwise requires clarification, such matters should be submitted in writing no later than 4:00 p.m. local time on November 5, 2026 to:

Mark K. Arnold, Public Works Director

102 Granberry Street, Humble TX, 77338

marnold@humbletx.gov

281-446-2327

Only written or emailed communications will be acknowledged.

All such interpretations and supplemental instructions will be made in the form of written addenda which will be sent to all recipients of the RFP and shall become part of this RFP. Copies of all questions and answers, and any addenda to supplement the RFP, will be sent by email or U.S. Mail to each Contractor no later than four days prior to the bid proposal due date. Only formal written responses to properly submitted questions will be binding.

Contact with City officials (other than Mark K. Arnold, Public Works Director) is not allowed and will be considered as grounds for disqualification from the selection process.

2.3 Equal Opportunity Requirements

The selected Contractor, in the performance of all services, will not discriminate on grounds of race, color, religious creed, national origin, age, sex or handicap in employment practices in the selection or retention of subcontractors, or in the procurement of materials and rentals of equipment.

3 Submittal of Bid Proposals

3.1 General Instructions and Submittal Deadline

Contractors are requested to submit one original and one copy of the sealed bid proposal to:

Finance Director, City of Humble
114 W. Higgins
Humble, TX 77338

Bid proposals are due on **November 10, 2026, by 2p.m. local time.** No facsimile copies will be accepted. **The package should be clearly labeled with the contractor's contact information in addition to the following:**

SEALED BID PROPOSAL DOCUMENTS ENCLOSED

BID PROPOSAL # 2026-08

Bid Proposal for Electrical and Mechanical Services and Maintenance for the City of Humble

November 10, 2026
2 p.m.

Delivered to:
Finance Director
City of Humble
114 West Higgins
Humble, TX 77338

BID PROPOSAL FORM

	Labor Rate per Hour	Overtime Rate
Electricians / With Truck	_____	_____
Mechanic / With Crane Truck	_____	_____
Helper	_____	_____
Operator / With Track Hoe / 2 Men	_____	_____
Operator / With Track Hoe / 3 Men	_____	_____

	Flat Rate
Confined Space Equipment	_____
Climb EST Cost	_____
List Additional Cost	_____
	_____
	_____
	_____
Mark % on Materials	_____

Distance of local office from downtown City of Humble _____