



February 13, 2025

To: Detra Dillon, Procurement Administrator, General Services Agency, Purchasing Agent Designee

From: Christine Chan, Procurement & Contracts Specialist

Subject: **AWARD A CONTRACT TO FACILITY SOLUTIONS GROUP, INC DBA FSG FOR ELECTRICAL AND LIGHTING SUPPLIES; MASTER CONTRACT NO. 902534; PROCUREMENT CONTRACT NO. 28299; AMOUNT: \$591,118**

RECOMMENDATION:

Award and execute a contract (Master Contract No. 902534, Procurement No. 28299) with Facility Solutions Group, Inc. DBA FSG (Principal: Chad Owens; Location: Hayward) to provide electrical and lighting supplies to the Alameda County General Services Agency – Building Maintenance Department, for the term of 2/15/2025 – 2/14/2026, in the amount of \$591,118 (\$532,539 + 11% estimated sales tax).

DISCUSSION/SUMMARY:

The Alameda County General Services Agency – Building Maintenance Department (GSA-BMD) provides the maintenance and operations for over 153 County-owned facilities, which is approximately 6.7 million square feet of building space. These buildings include offices, courts, detention facilities, veteran's memorial buildings, clinic buildings, firing ranges, parking structures, and training facilities. GSA-BMD seeks to purchase electrical and lighting supplies that will assist in maintaining the County facilities.

SELECTION CRITERIA/PROCESS:

GSA-BMD has determined that Alameda County does not currently have the resources to provide electrical and lighting supplies.

GSA-BMD worked with GSA–Procurement to develop a Request for Quotation (RFQ), which was issued on October 18, 2024, posted on the County and GSA LinkedIn websites for 28 days, emailed to the Chambers of Commerce e-mail group, and sent to the E-Gov Goods and Services – Current Contract Opportunities mailing service. The RFQ was also advertised in the Inter-City Express on October 22, 2024 and the Alameda Times on October 22, 2024. A vendor outreach was conducted on October 30, 2024, followed by one networking/bidders conference on October 23, 2024 with no attendees present.

On November 15, 2024, one bidder submitted a response to the RFQ. The response was evaluated by GSA-Procurement and GSA-BMD based on the lowest pricing and County's requirement for the required electrical and lighting supplies.

Facility Solutions Group, Inc. DBA FSG was the lone responsive vendor and is being recommended for award.

The Small Local Emerging Business (SLEB) requirement was required on this RFQ; however, there were no subcontracting opportunities. The Office of Acquisition Policy has issued SLEB Waiver No. 9936 (Expiring: February 14, 2026).

The following is the evaluation summary:

EVALUATION SUMMARY

Vendor	Location	Local	SLEB	Bid Price
Facility Solutions Group, Inc. DBA FSG	Hayward, CA	Y	N	\$532,539

FINANCING:

Appropriations for this contract are included in the GSA-BMD Fiscal Year 2024-25 Approved Budget and will be requested in future budget years. No additional appropriations are required and there will be no increase in net County cost.

Recommended By:

Procurement & Contracts Specialist DocuSigned by:
Christine Chan
2/13/2025
Signature Date

Approved By:

Contract Compliance Officer DocuSigned by:
Lorena Arroyo
2/13/2025
Signature Date

Procurement & Contracts Supervisor DocuSigned by:
Evelyn Benzon
2/14/2025
Signature Date

Purchasing Agent Designee Signed by:
Allison Ocampo for Detra Dillon
2/14/2025
Signature Date