



January 3, 2017

Brian C. Gini, Vice President
Collins Electrical Company, Inc.
3412 Metro Drive
Stockton, CA 95215

Subject: Notice of Contract Activation for the On-Call Electrical Contractor for
City & Presidio Municipal Services Agency (PMSA) Projects

Dear Mr. Gini:

The letter is to inform you that the lowest responsive, responsible bidder for the On-Call Electrical Contractor for City & Presidio Municipal Services Agency (PMSA) Projects has reached work saturation for their contract's current term. Therefore, under the provisions of the specifications and in accordance with resolution 16-154, the City wishes to activate the contract with your company for an annual not-to-exceed amount of \$500,000 for the current term, through September 21, 2017.

The City has identified work it would like to perform under this contract. Please assemble and submit the required bonds per the Project Specifications, Part IV Special Provisions, pages 1 - 2. Bonds must be received before the start of work. Work may be issued by the City for specific projects under the parameters of this master contract. As projects are identified, you will be notified and asked to develop project-specific proposal to include the scope of work, not-to-exceed fee, and a schedule or timeline. Once the proposal has been approved by the Project Manager, the City will issue a Notice to Proceed for each project.

We look forward to working with you and your team. Please contact me at (831) 646-3921 if you have any questions.

Sincerely,


Steve Wittry, P.E.
City Engineer

Enclosure: Ag- 5788

cc: Brannon Inc., dba Smith Electric Service
Clementine Bonner Klein, CMC, Senior Assistant City Clerk
File