



**2025-2028 Park and Ride Facilities
Electrical Services
C-2025-0380**

Transportation & Infrastructure

Department

September 12, 2025

10:00 a.m. CDT

Pre-Bid Meeting Overview

- Scope of Work
- Site Overview
- Timeline
- Contract Terms – Federal Clauses
- Invoicing
- Questions?



This presentation is an overview. Reference bid document for complete list of requirements and standards/specifications.

Scope of Work – Overview

- Provide professional electrical repairs, maintenance and installation services for new and existing facilities on as needed basis in accordance with these specification for all Township facilities and certain special events including but not limited to:
 - *Sawdust Park and Ride: 701 Westridge Dr. Spring, Texas 77380*
 - *Research Forest Park and Ride: 3900 Marsico Place, The Woodlands, Texas 77381*
 - *Sterling Ridge Park and Ride: 8001 McBeth Way, The Woodlands, Texas 77382*
 - *Trolley Operations Facility 700 Westridge Drive, Spring, Texas 77380*
- Evaluation of bid considers the following: price, references, familiarization with The Woodlands, etc.



Timeline

- **Site Visit is encouraged for bid**
- **Deadline for Written Questions** – 5:00 p.m. September 19, 2025
- **Bid Due Date** – *2:00 p.m. October 3, 2025 at 2801 Technology Forest Blvd. Attn: Mikhail Hasan*
- **Board Approval (est.)** – October 2025
- **Contract Execution (est.)** – November 2025



Proposed Submittal Instructions

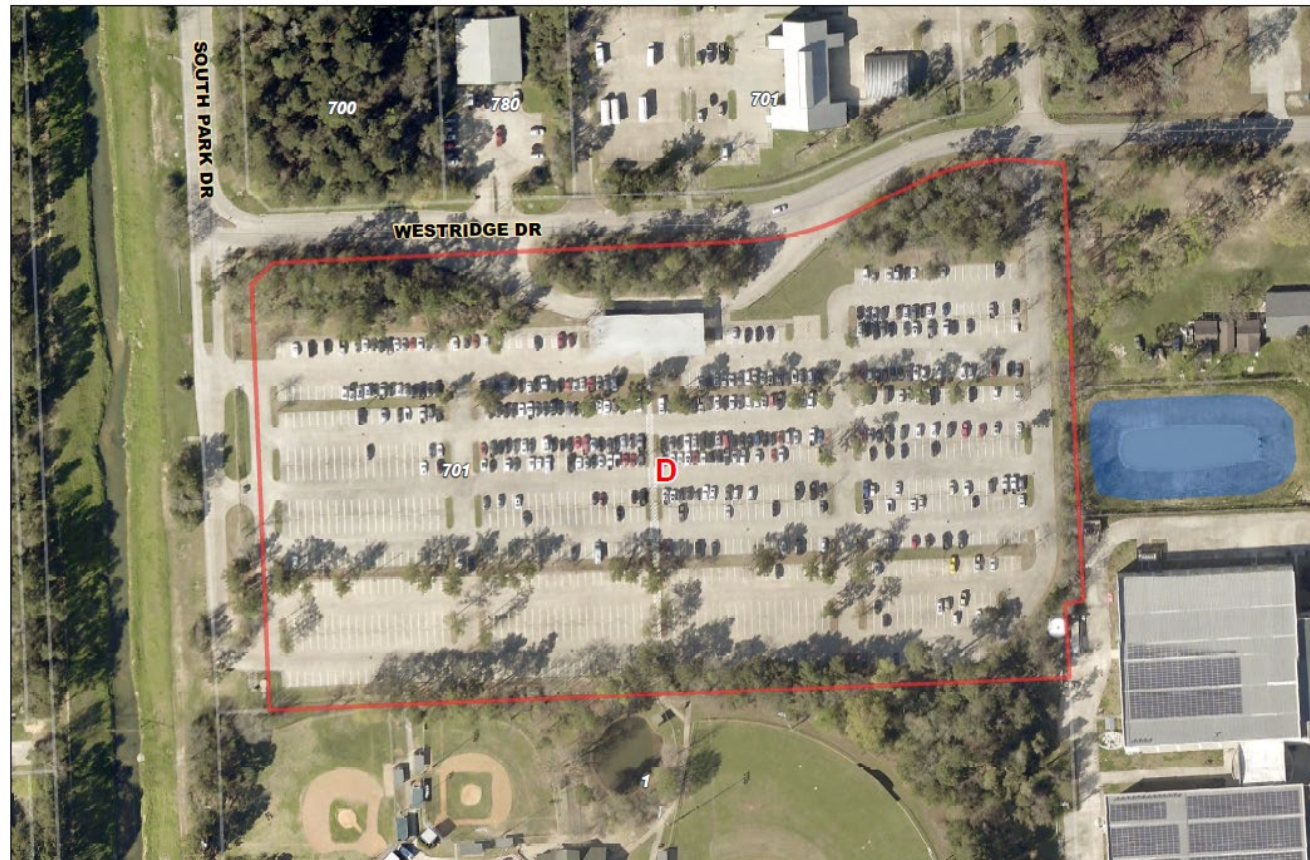
- Sealed bids, addressed to The Woodlands Township, 2801 Technology Forest Boulevard, The Woodlands, Texas 77381, Attention: Mikhail Hasan, Interagency Specialist, must be received at the above address no later than October 3, 2025, at 2:00 p.m. CST for furnishing all labor, materials, supplies, equipment, licensing, supervision, and performing all work necessary to provide The Woodlands Township based on the bid documents in The Woodlands Township, Montgomery and Harris Counties, Texas. Bids shall be submitted in sealed envelopes using the blank Proposal forms furnished with this bid package.
- Each sealed envelope containing the bid(s) must be clearly marked on the outside BID for: Transportation Facilities Electrical Services Contract Number: C-2025-0380 and the envelope should bear on the outside the name of the bidder and company their address
- All companies bidding on this project must include the information outlined in the ITEMS TO BE INCLUDED IN BID SUBMITTAL such as bid checklist, statement of qualifications, list of subcontractors, list of equipment, references, list of proposed equipment, licenses, insurance requirements, and other items requested in this bid document
- All Bids must be made on the required BID TABULATION FORM. All blank spaces for BID prices must be filled in, in ink or typewritten, and the BID form must be fully completed and executed when submitted.
- Bidder is required to submit three (3) references of previous projects of similar or like nature size/value

Site Overview – Research Forest



- Facilities: 1
- Parking Lot Lights: 27
- Gates: 2

Site Overview – Sawdust



- Facilities: 1
- Parking Lot Lights: 9
- Gates: 2

Dislaimer:
This information has been prepared by The Woodlands Township. The Woodlands Township makes no representations or warranties regarding its accuracy and assumes no liability for its use.

Sources: Layers contain data from both Montgomery and Harris Counties.
TWT Geographic Information Systems
Map Issued: June 19th, 2020

Park and Ride - Sawdust
11.53 acres

0 70 140 280 Feet

Legend

Park Boundary	Stream
Sportsfield Mowing	Waterbody
All Weather Turf	Street

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Site Overview – Sterling Ridge



- Facilities: 1
- Parking Lot Lights: 35
- Gates: 2

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Sources: Layers contain data from both Montgomery and Harris Counties.
TWT Geographic Information Systems
Map Issued: June 19th, 2020

Park and Ride - Sterling Ridge
16.07 acres

0 125 250 500 Feet

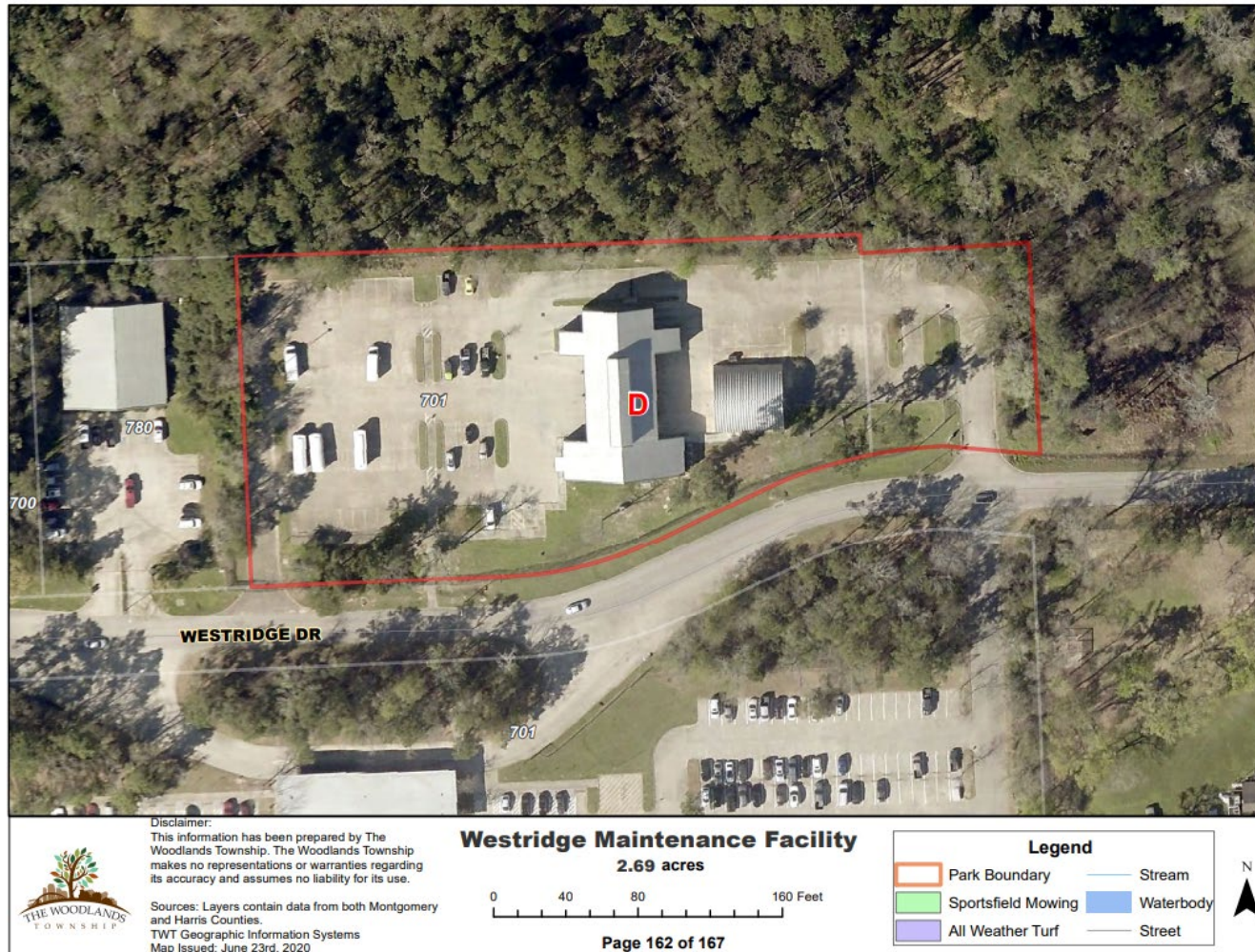
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Legend	
	Park Boundary
	Sportsfield Mowing
	All Weather Turf
	Stream
	Waterbody
	Street

N 

Site Overview – Trolley Operations Facility

- Facilities: 1
- Parking Lot Lights: 3
- Gates: 2



Contractor's Responsibility

- Safety of residents and visitors is of the utmost importance. It will be the contractor's responsibility to secure areas in and around where the work is taking place.
- Contractor is responsible for obtaining such supplies, materials and parts if not provided directly by the Township. Such supplies, materials and parts shall be of good quality and the cost of such shall be billed as reflected in the proposal from the Contractor. Installed materials that fail before warranty shall be replaced by the contractor with new material at no cost to the Township other than labor to reinstall.
- Contractor is responsible for responding to emergencies as deemed by The Township i.e., hurricanes, tornadoes, flooding. Contractor shall provide an emergency response number(s), office and mobile number. Contractor must respond to the emergency in an appropriate amount of time as agreed upon as deemed by the Township and Contractor

Contractor's Responsibility Cont'd

- Contractor is responsible for damage to persons and property caused during performance of contracted work.
- The Contractor will be held responsible for any damages to trees, plants, shrubs, fences, walls, brick, pavers, glass, etc. that is caused by the Contractor's errors or their failure to comply with the requirements of these specifications and will be assessed a fee. Values will be based on The Township's assessment and/or appraisal in accordance to Council of Tree and Landscape Appraisers or other mutually agreeable source.
- The scope of services includes the bid documents as submitted by the Contractor to the Township in response to the invitation for Transportation Facilities Electrical Services Bid Contract No. C-2025-0380 and is included as part of the Agreement

Contract Terms

The contract for these services, if awarded, shall be for thirty-six (36) months, and a maximum of two (2), three (3) year renewal periods. Any and all financial obligations of The Woodlands Township under the proposed contract are conditional as they relate to a yearly appropriation during the annual budget process (Page 2, 1.1).



Invoicing

- Unit prices shall remain in effect for the length of this agreement.
- This is a TAX-EXEMPT CONTRACT. A TAX-EXEMPT CERTIFICATE WILL BE SUPPLIED TO THE CONTRACTOR WHO MAY THEN ISSUE A RESALE CERTIFICATE TO SUPPLIERS AND SUBCONTRACTORS – see details outlined in Page 6 (4.3).
- The invoice from the selected vendor must be submitted, containing at least the following information:
 - Date of Service
 - Location
 - Description of Project and Unit Price
 - Back-up Documentation
 - Total Cost

No payment will be made without backup documentation



Pricing

Bid Tabulation Form

Item	Unit	Apprentice/Temporary Apprentice	Journeyman	Master
Straight time (M-F) 7 a.m. – 7 p.m.	Per hour			
Overtime (M-F) 7 p.m. – 7 a.m.	Per hour			
Saturdays/Sundays	Per hour			
Holiday – Township observed	Per hour			
Emergency Rate – 2-hour response	Per hour			

Item	Definition		
Supplies, Materials, Parts	Cost for items is less than \$250 each	Cost + %	
Supplies, Materials, Parts	Cost for items is MORE than \$250 each	Cost + %	
Subcontractor		Cost + %	
Capital Project and Special Project Quotes		Cost + %	
Equipment Rental		Cost + %	

Exhibit I -Bid Submission Checklist

*Only items marked with YES are applicable to this bid
If additional information is needed, please contact the project coordinator identified in this document
Vendor must initial each required task as it is completed.
Vendor must include this form as the cover page to the bid submittal.*

Vendor Name:		
Individual submitting:		
Contract Number: C-2025-0380		
BEFORE AWARD – The following documents must be provided with the bid submittal		
Required	Item	Bidder has included in the Submitted Packet (Initial)
YES	Exhibit A – Specifications	
YES	Exhibit B – Bid Certifications	
YES	Exhibit C – Addendum Acknowledgement	
YES	Exhibit D – Conflict of Interest Questionnaire	
YES	Exhibit E – References	
YES	Exhibit F – Statement of Qualifications	
YES	Exhibit G – Subcontractors	
YES	Exhibit H – Insurance Requirements	
YES	Exhibit I - FTA Clauses – Includes Respondent Pre-Award Certifications	
AFTER AWARD – The following documents must be provided- initial if you are prepared to provide these after awarded as required		
Required		Acknowledged
YES	Form 1295 – “Certificate of Interested Parties”	
NO	Performance Bond - Requirements. This applies to bids that exceed \$25,000	
YES	General Liability and Auto - Check if you are prepared to provide this after award, inclusive of endorsement forms, as required, if applicable	
NO	Payment Bond - This applies to bids that exceed \$25,000	
YES	Worker’s Compensation - Check if you are prepared to provide this after award, inclusive of endorsement forms, as required, if applicable	

It is the vendors responsibility to be thoroughly familiar with all bid requirements and specifications

Staff Initial _____	Staff Initial _____
Date & Time _____	Date & Time _____

Federally Required Contract Clauses p

Federal requirements associated with contracts of this nature are outlined in **Appendix I - Federally Required Contract Clauses**.

SIGNED THROUGHOUT CLAUSES WHERE IT NEEDS TO BE SIGNED.



Pre-Award Certifications

Federal Certificates

1. Lobbying Certification
2. Suspension and Debarment Certification
3. Respondent/Contractor Certification
4. DBE Subcontractor Certification

State Certificates

5. Conflict of Interest Questionnaire
6. Delinquent State Business Tax Certification
7. House Bill 89 Verification



Disadvantage Business Enterprise (DBE)

- The Woodlands Township has an established Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26.
- **There is no contract goal associated with this procurement.** However, the Township is committed to the utilization of DBEs on all DOT-assisted projects toward attainment of the Township's established overall goal of 3.51%.
- It is the policy of the Township to facilitate and assure that each prime contractor or subcontractor participating on Township DOT-assisted contracts will facilitate DBE participation by:
 - Complying with 49 CFR Part 26;
 - Not discriminating on the basis of race, color, religion, national origin, sex, disability, or age;
 - Implementing the Township's DBE program; and
 - Verifying DBE Certification.

Requirements – Post-Award

- Form 1295 – “Certificate of Interested Parties”
- General Liability and Auto – INCLUSIVE OF ENDORSEMENT FORMS
- Worker’s Compensation – INCLUSIVE OF ENDORSEMENT FORMS
- Compliance with all laws



Questions?

- Any questions about the meaning, the intent, or the specifications must be inquired by the Bidder in writing by **September 19, 2025 at 5:00 p.m.**
- E-mail all questions to:
 - Mikhail Hasan mhasan@thewoodlandstowship-tx.gov
- Any and all questions will be responded to in the form of a written addendum and posted to the Bid page on website.
- All addenda that you receive shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Bid Tab Page.
- All addendums will be uploaded to the same location as the Request for Bid on The Woodlands Township website: <https://www.thewoodlandstowship-tx.gov/Departments/Finance/Purchasing-Procurement/Bid>

