



Dr. Matthew Landahl
Superintendent of Schools

BEACON CITY SCHOOL DISTRICT
ADMINISTRATIVE OFFICES
10 Education Drive
Beacon, New York 12508
845-838-6900 x2010 phone
845-838-6905 fax

Jesse Morrill
Director of Facilities
845-838-6900 x2014

REQUEST FOR PROPOSAL

MEMORANDUM

REQUEST FOR QUOTATION

The Beacon City School District seeks quotations for the following:

Electrical Services

for the 2025-2026 SCHOOL YEAR

Your response by June 30th, 2025 would be greatly appreciated. Please send your reply to:

Jesse Morrill
Director of Facilities
10 Education Dr. Beacon, NY 12508

You may also submit a proposal via email to: Morrill.j@beaconk12.org

Any questions, please call: 845-838-6900 ext. 2014



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Director of Facilities
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The Beacon City School District is seeking quotations for the following service for the 2025-2026 school year:

**STANDBY ELECTRICAL SERVICES
(HOURLY WAGE ON AN AS NEEDED BASIS)**

Regular Mechanic rate per hour _____
Regular Helper rate per hour _____
Overtime Mechanic rate per hour _____
Overtime Helper rate per hour _____
Mileage Fee (if any) _____
Materials markup (cost plus) _____ %

- NOTE:**
- **Emergency response time of five (5) hours is required.**
 - **Labor rates should be inclusive of all applicable taxes, benefits, overhead and profit.**
 - **A written Service Ticket must be provided for each service call and shall include all supplies/materials used, description of work completed, labor hours, mileage fee and signature of vendor's employee. The Service Ticket must be signed by, and provided to, the district contact, or his/he appointee, at the completion of each service call. The work order number should be referenced on all service tickets and correspondence.**
 - **Billable hours are for time on the site only. Travel time is not billable.**

The aforementioned contracts shall be from **July 1, 2025** through **June 30, 2026**.

INTRODUCTION

This proposal will cover maintenance, repairs, and new electrical installations upon request at the following locations:

Building	Location
Sargent Elementary	29 Education Dr. Beacon
South Ave. Elementary	60 South Ave. Beacon
JV Forrestal Elementary	125 Liberty St. Beacon
Glenham Elementary	20 Chase Dr. Fishkill
Rombout Middle School	84 Matteawan Rd. Beacon
Beacon High School	101 Matteawan Rd. Beacon
District Offices	10 Education Dr. Beacon
Bus Garage	Route 9D Fishkill

PREVAILING WAGE

It shall be the responsibility of the contractor to ensure that whenever applicable all employees of the contractor are paid the prevailing wage rate and are provided supplements (fringe benefits) in accordance with New York State Labor Law.

<https://applications.labor.ny.gov/wpp/publicViewPWChanges.do>

IMMIGRATION LAWS

It shall be the responsibility of the contractor to ensure that their employees are eligible for employment and they must have proof of identity, employment eligibility, and complete an Employment Eligibility Verification Form (Form I-9). A completed form with appropriate documentation must be submitted and will be kept on file with the Beacon City School Business Office.

INSURANCE

It shall be the responsibility of the contractor to provide insurance certificate(s) with the Beacon City School District named as additional insured. Certificate(s) shall provide proof of coverage for the following:

- General Liability
 - Combined single limit (minimum of \$1 million)
 - Annual aggregate (minimum of \$2 million)
- Automobile (minimum of \$1 million)
- Workers' Compensation
- Property Insurance

All policies must be "occurrence" based and placed with insurers licensed and admitted in New York State.

Company Name: _____

Address: _____

City: _____ State _____ Zip _____

Contact: _____

Telephone: _____ FAX: _____

Cell Phone: _____ Email: _____

Sincerely,

Jesse Morrill
Director of Facilities