

## Legislation Details (With Text)

<b>File #:</b>	TMP-3023	<b>Name:</b>	
<b>Type:</b>	Ordinance	<b>Status:</b>	Agenda Ready
<b>File created:</b>	5/22/2024	<b>In control:</b>	Public Works Committee
<b>On agenda:</b>	7/8/2024	<b>Final action:</b>	
<b>Title:</b>	An Ordinance awarding Bid No. 2024-082 for a one-year contract with four (4) potential renewal periods of one year each for street light and traffic signal services to Custom Lighting Services, LLC dba Black & McDonald and authorizing the City Manager to execute an agreement for the same.		
<b>Sponsors:</b>	Public Works Admin & Engineering		
<b>Indexes:</b>			
<b>Code sections:</b>			
<b>Attachments:</b>	1. Ordinance, 2. Agreement, 3. Best Value Award Worksheet		

Date	Ver.	Action By	Action	Result
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An Ordinance awarding Bid No. 2024-082 for a one-year contract with four (4) potential renewal periods of one year each for street light and traffic signal services to Custom Lighting Services, LLC dba Black & McDonald and authorizing the City Manager to execute an agreement for the same.

Issue/Request:

An Ordinance awarding Bid No.2024-082 for a one-year contract with four (4) potential renewal periods of one year each for street light and traffic signal services to Custom Lighting Services, LLC dba Black & McDonald and authorizing the City Manager to execute an agreement for the same.

Key Issues:

- The Public Works Department requires an on-call contract to support its responsibility for the maintenance and repair of the City's street light and traffic signal infrastructure.
- The previous on-call agreement was authorized in 2020 and has recently expired. The services provided in that agreement were of value to the City, and the proposed on-call contract would offer those same services of an emergency response call-out for damage to critical infrastructure ("Bid No. 2024-082").
- This agreement may also be used for minor improvements.
- Public Works Engineering issued a bid for Bid No. 2024-082 on June 4, 2024, in accordance with local policies and state statutes.
- The bid from Custom Lighting Services, LLC dba Black & McDonald offered the lowest and best responsive bid that met all specifications.

Proposed Committee Motion:

I move to recommend to City Council approval of an Ordinance awarding Bid No. 2024-082 for a one-year

contract with four (4) potential renewal periods of one year each for street light and traffic signal services to Custom Lighting Services, LLC dba Black & McDonald and authorizing the City Manager to execute an agreement for the same.

Proposed City Council Motion:

FIRST MOTION: I move for a second reading of an Ordinance awarding Bid No. 2024-082 for a one-year contract with four (4) potential renewal periods of one year each for street light and traffic signal services to Custom Lighting Services, LLC dba Black & McDonald and authorizing the City Manager to execute an agreement for the same.

SECOND MOTION: I move for adoption of an Ordinance awarding Bid No. 2024-082 for a one-year contract with four (4) potential renewal periods of one year each for street light and traffic signal services to Custom Lighting Services, LLC dba Black & McDonald and authorizing the City Manager to execute an agreement for the same.

Background:

The Public Works Department is responsible for maintaining all City-owned street light and traffic signal infrastructure, and this work includes system modifications, new installations, lamp replacements and various equipment repairs. The Public Works Department needs an on-call contract to ensure the successful and timely repair of the City's street lights and traffic signals in consideration of known or anticipated staff and resource gaps. On-call contract benefits include budget savings, reduced response time for streetlight knockdowns, and extends the life of current equipment by enabling City to maintain signal and lighting systems.

City lacks the necessary equipment to perform all phases of the repair work: The Public Works Department does not have all equipment necessary to install and maintain the street light and traffic signal inventory (e.g. 40-foot tall street light poles). Due to the infrequent use, owning such equipment is not cost effective. Outsourcing equipment services through an on-call contract saves and reduces overhead costs without sacrificing responsiveness.

Meet peak maintenance workload demands: The sizeable workload to maintain more than 2,400 street lights and 56 traffic signals has peaks and valleys. Peak workloads sometimes exceed the capabilities of five traffic technicians on City staff. This on-call contract optimizes utilization of full-time staff, without over staffing.

In review of the previous street light maintenance contract from 2020 to 2024, the City has benefited in several ways:

- 1) The Public Works Department can better focus on customer response and utilize the on-call contract during peak periods.
- 2) The Public Works Department is able to inspect the system more frequently, resulting in better

preventative maintenance, efficient work prioritization, and improving the City's public image. Increased inspection also helps maintain efficient operation, which is in place for public safety.

3) Pole knock downs and re-installations were often handled via the on-call service. Time required to self-perform pole re-installation by City Staff was often delayed by high priority work, such as signal repairs.

4) The On-Call Contractor provides assistance with street light and signal repair if there are shortages in full-time staff due to vacation schedules, snow duty, or emergency call outs.

The on-call contract will be used as-needed for street light and signal repair. The contract is budgeted annually as part of the approved Capital Improvement Plan in the Public Works General Fund budget, which is based on previous year's expenses. Any work in support of Capital Improvement Projects would be charged to the appropriate capital project.

The preventative maintenance included in this contract should help to keep the street light system operating in an efficient manner. Preventative maintenance includes re-lamping the luminaires. Re-lamping high pressure sodium luminaires is appropriate every 4 to 5 years as studies have shown that is near the end of a lamp's useful life. This preventative maintenance work provides several benefits:

- 1) Decreases the number of burnt out lamps and reduce costs for single event / single light maintenance response activities.
- 2) Allows our street lights to be designed with maximum spacing/least number of fixtures and still maintain minimum lighting standards.
- 3) Reducing poles and fixtures reduces the initial construction costs, improves roadside safety by reducing the number of hazards (i.e. poles) along roads, and reduces the annual electric costs. These long term savings more than offset the cost of maintenance, thus resulting in net savings to the City.
- 4) Replaces high pressure sodium lamps nearing end of life with LED lamps to reduce electricity usage, thus reducing the City's utility bills for lighting.
- e) Meets public performance expectations.

Impact/Analysis:

The Public Works Engineering Division issued Bid No. 2024-082 Street Light and Traffic Signal Services on June 4, 2024. The bid was posted with QuestCDN and on the City's website. A pre-bid conference was held on June 11, 2024. Two (2) responsive bids were received by the June 25, 2024 opening date. Custom Lighting Services, LLC dba Black & McDonald was determined to be the lowest and best responsive bidder by City Staff.

Timeline:

Start: August 5, 2024 (Estimated)

Finish: June 30, 2029

Other Information/Unique Characteristics:

None

John Persing, Staff Engineer

Recommendation: Staff recommends approval of an Ordinance awarding Bid No. 2024-082 for a one year contract with four (4) potential renewal periods of one year each for street light and traffic signal services to Custom Lighting Services, LLC dba Black & McDonald and authorizing the City Manager to execute an agreement for the same.

Committee Recommendation: [Enter Committee Recommendation text here]