

**MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: August 4, 2015
SUBJECT: Traffic Signal Maintenance – St. Francis Electric, Inc.

ACTION REQUESTED

1. Approve the award of competitive Bid No. 10442 to St. Francis Electric, Inc. of San Leandro, CA for the Traffic Signal Maintenance Services Annual Contract in the maximum amount of \$106,000 for the period of August 4, 2015 to September 30, 2016. Funding is provided by the Department of Public Works in the FY 2015-16 Proposed Budget; and
2. Approve the option to renew the resulting blanket purchase order for one additional one-year term with a renewal amount not to exceed 10 percent of the recommended contract amount of \$106,000.

BACKGROUND

The Department of Public Works' Road Maintenance Division continues to require a qualified contractor to maintain the County's traffic signals, pedestrian signals, and flashing beacons on a monthly basis and perform repairs as needed. The City of Auburn also has the option of using the County's resulting contract for maintenance and repair of city-owned vehicular and pedestrian traffic control equipment.

On January 7, 2014, your Board approved the renewal of a blanket purchase order (BPO) as a result of competitive Bid No. 10032 with Gray Electric Company. The executed BPO expired on July 31, 2015.

The Department of Public Works (DPW) enlisted the assistance of the Procurement Services Division to develop Invitation for Bids No. 10442 for Traffic Signal Maintenance Services Annual Contract. Twelve firms were notified of the bid, eight firms accessed the bid documents, and formal responses were received from four firms.

The responses were evaluated in accordance with the criteria stated in the bid solicitation. Bidders were required to provide pricing for scheduled monthly, semiannual, and annual maintenance, and hourly rates and minimum hourly charges for on-call repairs for various locations. Based on the evaluation of the responses received, St. Francis Electric, Inc. is the lowest responsive and responsible bidder. The recommended contractor possesses a valid California C-10 Electrical license and is registered with the Department of Industrial Relations. DPW concurs with Procurement's recommendation.

Therefore, your Board's approval is required to proceed with the award of Bid No. 10442 in the maximum amount of \$106,000.

FISCAL IMPACT

Funding is provided by revenue collected from the Highway User Tax Account with no net county cost. The cost of the traffic signal maintenance contract is \$106,000 and is budgeted in the FY 2015-16 Proposed Budget in Department of Public Works, appropriation 32600, Road Maintenance Division account 2555.

cc: Kevin Taber, Engineering Manager- Public Works Department, Road Maintenance Division