



M E M O R A N D U M
COUNTY EXECUTIVE OFFICE
Procurement Services Division
County of Placer

TO: Board of Supervisors DATE: December 15, 2020
FROM: Todd Leopold, County Executive Officer
By: Brett Wood, Purchasing Manager
SUBJECT: Traffic Signal Maintenance – St. Francis Electric, LLC

ACTION REQUESTED

Approve an increase to an existing contract with St. Francis Electric, LLC of San Leandro, CA, for traffic signal maintenance services in the amount of \$40,000 for a new total of \$180,000. Funding is provided by the Department of Public Works Road Maintenance Division in the FY 2020-21 Final Budget.

Authorize the Purchasing Manager to sign all required documents subject to departmental concurrence and available funding.

BACKGROUND

The Department of Public Works Road Maintenance Division is responsible for maintaining the County's traffic signals, pedestrian signals and flashing beacons. This service is outsourced to a qualified contractor via a competitive bid process and requires monthly maintenance of the County's traffic signals, pedestrian signals and flashing beacons and also includes on-call repairs and replacement of poles for signals and beacons that malfunction or are damaged by vehicular collisions.

The current contract with St. Francis Electric, LLC of San Leandro, CA, for traffic signal maintenance services, will expire on December 31, 2020, has experienced increased spending due to several traffic signal pole and battery backup upgrades and vehicle detection video equipment installations. The Road Maintenance Division has requested a contract increase of \$40,000 for a new total amount of \$180,000 to cover the increased expenditures.

The requested change order amount exceeds your Board's original approved change order amount of \$14,000. Therefore, your Board's approval is required to proceed with a \$40,000 increase to the contract in the total amount of \$180,000 for the period through December 31, 2020.

FISCAL IMPACT

Funding for this service is budgeted and included in the Department of Public Works Road Maintenance Division FY 2020-21 Final Budget. There is no additional impact to the County General Fund. Funds are not encumbered until services are performed against the resulting contract.

