



Board Report

File #: A 19-389, Version: 1

- a. Approve Standard Agreement with Cal-West Lighting & Signal Maintenance, Inc. to provide traffic signal and lighting maintenance repair services for various locations within Monterey County, Request for Proposals #10680, for a total amount not to exceed \$309,228 for an initial term of approximately three (3) years from November 6, 2019 to October 31, 2022, with the option to extend the Agreement for two (2) additional one (1) year period(s); and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute the Standard Agreement and up to three (3) amendments to the Agreement where the amendments do not significantly alter the scope of work or increase the approved Agreement amount more than ten percent (10%).

RECOMMENDATION(S):

It is recommended that the Board of Supervisors:

- a. Approve Standard Agreement with Cal-West Lighting & Signal Maintenance, Inc. to provide traffic signal and lighting maintenance repair services for various locations within Monterey County, Request for Proposals #10680, for a total amount not to exceed \$309,228 for an initial term of approximately three (3) years from November 6, 2019 to October 31, 2022, with the option to extend the Agreement for two (2) additional one (1) year period(s); and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute the Standard Agreement and up to three (3) amendments to the Agreement where the amendments do not significantly alter the scope of work or increase the approved Agreement amount more than ten percent (10%).

SUMMARY/DISCUSSION:

The County of Monterey (County) Resource Management Agency (RMA) has identified a continued need for traffic signal and lighting maintenance repair services (services) for equipment located throughout Monterey County. On September 19, 2019, the County solicited proposals from qualified contractors through Request for Proposals (RFP) #10680 for these services. On October 10, 2019, three (3) firms' proposals were received, however one (1) was determined to be non-responsive due to missing information and was rejected. Following review and evaluation of the accepted proposals, Cal-West Lighting & Signal Maintenance, Inc. was determined to be the most qualified Contractor and is thus recommended for contract award by the Board of Supervisors, for their expertise and capabilities necessary to provide these services through a competitive selection process under RFP #10680 and in accordance with County policies and State laws.

This action would provide a new, updated Standard Agreement (SA) for services that have been continually contracted out for a specific expertise that is not available with existing staff. Costs for regular and extraordinary services have averaged about \$103,000 per year. Therefore, staff recommends approval of a SA with Cal-West Lighting & Signal Maintenance, Inc. to provide these services throughout unincorporated Monterey County for a total amount not to exceed \$309,228 for an initial term of approximately three (3) years from November 6, 2019 to October 31, 2022, with the option to extend the SA for two (2) additional one (1) year period(s). Cal-West Lighting & Signal Maintenance, Inc.'s scope of services, includes in general, preventative maintenance and extraordinary maintenance and repair of traffic signal and lighting systems.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel-Risk Management and Auditor-Controller's Office have reviewed and

approved the SA as to form and legality, and fiscal provisions, respectively.

FINANCING:

Costs associated with the SA are anticipated to be incurred over the next four (4) fiscal years (FY): 2019-20, 2020-21, 2021-22, and 2022-23, beginning on November 6, 2019 through October 31, 2022, with the option to extend the SA for two (2) additional one (1) year period(s). The annual cost for regular traffic signal maintenance is \$38,076 per year, for a total cost of \$114,228 for the initial three (3) year term. The cost for extraordinary work not included in regular maintenance is estimated as \$65,000 per year, for a total cost of \$195,000 for the initial three (3) year term. This extraordinary work cost is based on current annual costs to date of approximately \$58,000 for 2019, and the contractor's estimate. The approximate total cost for traffic signal maintenance (for both regular and extraordinary work) is estimated at \$103,000 per year. For the initial three (3) year term of the SA, the total amount for traffic signal maintenance (regular and extraordinary work) is not to exceed \$309,228. The adopted fiscal year 2019-20 budget includes sufficient appropriations in the amount of \$86,794 in the Road Fund 002, Appropriation Unit RMA012 to cover costs related to the SA. The amounts required for the remaining years will be included in the Recommended Budget for FY 2020-21 and future FYs.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The recommended action will provide services to maintain and repair County traffic signal and lighting infrastructure and promote public safety at signalized County roads and intersections.

- ☐ Economic Development
- ☐ Administration
- ☐ Health and Human Services
- ☒ Infrastructure
- ☒ Public Safety

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Reviewed by: Chad Alinio, P.E., Senior Civil Engineer

Reviewed by: Randell Ishii, M.S., P.E., Chief of Public Works

Approved by: Carl P. Holm, AICP, RMA Director

The following attachments are on file with the Clerk of the Board:

Attachment A - SA

Attachment B - RFP #10680

Attachment C - Addendum No. 1 to RFP #10680