



Agenda Item

City Council

Item #: 3.5.

11/14/2023

File #: 23-0604

TO: Honorable Mayor and Members of the City Council

THRU: Tom Kisela, City Manager

FROM: Christopher Cash, Public Works Director

1. SUBJECT

Agreement with Crosstown Electrical & Data, Inc. for On-Call Maintenance and Repair Services for Advance Traffic Management System and Communication System and finding of CEQA exemption.

2. SUMMARY

The City's Advanced Traffic Management System monitors and controls the traffic signals citywide and is comprised of the Traffic Management Center, Closed Circuit Televisions, and signal communication network. The On-Call Maintenance and Repair Services agreement authorizes Crosstown Electrical & Data, Inc. to provide routine maintenance, minor upgrades, and emergency repair services necessary to maintain and operate an effective system.

3. RECOMMENDED ACTION

Approve the agreement with Crosstown Electrical & Data, Inc. for an initial term of two years in the amount of \$60,000 for On-Call Maintenance and Repair Services for Advance Traffic Management System and Communication System; and authorize the Mayor and City Clerk to execute on behalf of the City.

4. FISCAL IMPACT

The total expenditure for this agreement is \$60,000, with the Fiscal Year 2023 - 2024 (FY24) annual amount of \$30,000 to be funded through General Fund (100) account number 100.5074.51700.00000.

5. STRATEGIC PLAN GOALS

Goal 1: Provide for a safe community

b: Provide and maintain infrastructure necessary to ensure the safety of the public.

c: Enhance the emergency management system to provide public safety during times of disaster.

6. DISCUSSION AND BACKGROUND

The City's Advanced Traffic Management System (ATMS) is comprised of the Traffic Management Center (TMC), Closed Circuit Television (CCTV), and the signal communication network. These systems utilize fiber optic, twisted-pair interconnect, and wireless broadband to provide communication between the TMC and field equipment. These communication systems require routine maintenance, minor upgrades, and emergency repairs resulting from malfunctions or damage

that occurs due to obsolete equipment, traffic collisions, or construction activities.

City staff issued a request for proposals (RFP) for on-call maintenance and repair services on September 21, 2023, with a submittal deadline of October 12, 2023. Three contractors submitted their proposals for consideration, all demonstrating qualifying experience with similar projects.

A three-member selection committee was assembled to evaluate the contractors' proposals based on the following criteria:

- Contractor's personnel and equipment
- Understanding and approach
- Relevant experience and qualifications
- References
- Fee proposal

After evaluation of the proposals, the selection committee ranked Crosstown Electrical & Data, Inc. (Crosstown) as the top contractor for the project.

Crosstown consistently demonstrated their knowledge of the City's existing infrastructure and indicated a strong capability to excel in completing the scope of work.

The annual estimated cost for on-call maintenance and repair services is \$30,000 per year. Funding for the first year of the contract (\$30,000) is included in the approved FY24 operating budget. Actual expenditures may exceed \$30,000 (up to the contract limit) in year one in the event there is a need and available budget. No additional appropriation is being requested.

To reduce administrative efforts of annual contract amendments, the initial term of the agreement with Crosstown is for two years, with the option for the City to grant up to three, one-year extension terms. Approval of the extensions will be based upon performance and will be executed by the City Manager. The total expenditure for the initial two-year term is \$60,000. Each subsequent year would be an additional annual amount of \$30,000 and is subject to a unit price increase of 2% annually to account for inflation.

7. ENVIRONMENTAL REVIEW

Categorical Exemption: The proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per State CEQA Guidelines 15301 (Class 1 (c) - Existing Facilities) because the project involves the repair, maintenance, or minor alterations of existing public facilities involving negligible or no expansion of existing or former use. No public review is required.

8. ATTACHMENTS

- Agreement with Crosstown