



Agenda Item

City Council

Item #: 3.2.

11/28/2023

File #: 23-0750

TO: Honorable Mayor and Members of the City Council

THRU: Tom Kisela, City Manager

FROM: Christopher Cash, Public Works Director

1. SUBJECT

Agreement with Smithson Electric, Inc. for On-Call Traffic Signal Services Loop Detector Installation and Replacement.

2. SUMMARY

Of the City's 157 traffic signals, 143 utilize some extent of vehicle detection via inductive loop detectors. The On-Call Maintenance and Repair Services Agreement authorizes Smithson Electric, Inc. to provide the routine maintenance and repair services necessary to maintain and operate an effective traffic signal system.

3. RECOMMENDED ACTION

Approve agreement with Smithson Electric, Inc. for an initial term of two years in the amount of \$60,000 for On-Call Maintenance and Repair Services for Loop Detectors; 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 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.

Goal 4: Provide outstanding public service

b: Provide facilities and services to meet customer expectations.

6. DISCUSSION AND BACKGROUND

The City's network of 157 traffic signals utilizes a variation of vehicle detection services including video detection and inductive loop detectors. 14 intersections rely on video detection, 19 intersections have a combination of video detection and advance loop detection, and the remaining 124 solely utilize loop detection. Vehicle detection is vital to safe and efficient traffic flow, and damaged inductive loop detectors require timely maintenance to ensure traffic signals work as intended.

City staff issued a request for proposals (RFP) for on-call maintenance and repair services on

October 12, 2023, with a submittal deadline of November 2, 2023. Two contractors submitted their proposals for consideration, both 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
- Service Availability
- Fee Proposal

After evaluation of the proposals, the selection committee ranked Smithson Electric, Inc. (Smithson) as the top contractor for the project.

Smithson conveyed a clear understanding and ability to meet the City's needs and has had a longstanding history completing loop detector replacements with the City.

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 FY23-24 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 Smithson is for two years, with the option for the City to grant up to 3 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 amount of \$30,000.

7. ATTACHMENTS

- Agreement with Smithson Electric, Inc.