



Agenda Item

City Council

Item #: 3.18.

11/10/2020

File #: 20-168

TO: Honorable Mayor and Members of the City Council

THRU: Rick Otto, City Manager

FROM: Christopher Cash, Public Works Director

1. SUBJECT

Purchase of traffic control devices, signs, and street name signs for the Street Maintenance Division from various vendors.

2. SUMMARY

Request to authorize a purchase order in the amount \$60,000 with BC Rentals, LLC, dba BC Traffic Specialist, \$50,000 with ZAP Manufacturing, Inc., and \$50,000 with Zumar Industries, Inc. for miscellaneous traffic control devices, signs, and street name signs, on an as needed basis during Fiscal Year 2020-2021.

3. RECOMMENDED ACTION

1. Approve purchase order for traffic control devices and signs with BC Traffic Specialist in the amount of \$60,000.
2. Approve purchase order for traffic control devices and signs with ZAP Manufacturing in the amount of \$50,000.
3. Approve purchase order for traffic control devices and signs with Zumar Industries, Inc. in the amount of \$50,000.

4. FISCAL IMPACT

The total expenditure for these purchases is \$160,000 and will be funded through General Fund (100).

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 Street Maintenance Division (Division) purchases many different types of traffic control devices, signs, and street name replacement signs for its daily maintenance operations, special events and Paseo closure needs. These items are needed for successful road and work area closures. The

Division uses the informal bid process to purchase the required materials by requesting that all participating vendors provide pricing for each individual item needed. There is no one specific vendor that continually provides the lowest price for all items; therefore, the Division purchases traffic control devices and signs from the vendors that offer the lowest price for that particular item.

The following three vendors are the ones from which the Division continuously purchases different traffic control devices and signs. The amount of purchases from each vendor is over the \$30,000 per year limit per vendor. In order to continue purchasing from these vendors when they offer the lowest price, staff is requesting that City Council authorize the purchase orders, on an as needed basis, not to exceed the amounts shown in the below table for FY21.

Vendor	Amount
BC Traffic Specialist	\$60,000
ZAP Manufacturing, Inc.	\$50,000
Zumar Industries, Inc.	\$50,000

The Street Maintenance Division continues to monitor and seek out the lowest vendors to ensure the City is getting the best value available.

7. ATTACHMENTS

- None