



**CITY COMMISSION
STAFF REPORT**

DEPARTMENT: Utilities Department

DATE: January 29, 2025

SUBJECT: Motion to approve expenditure authority under Contract No. RFP-RM-22-42, in the amount not to exceed \$56,331.83 for Streets & Sports Field Lighting Repair Services for Fiscal Year 2025–2026, for six months from the Commission Approval date.

CITY MANAGER RECOMMENDATION:

The City Manager recommends that the Commission approve expenditure authority in the amount of \$56,331.83 under Contract No. RFP-RM-22-42, Streets & Sports Field Lighting Repair Services for various Departments for six months from the Commission Approval date.

BACKGROUND OF ITEM:

The Facilities Maintenance team is responsible for maintaining numerous streetlights, sports field lighting systems, and other lighting throughout the City. Repairs that require specialized equipment and the expertise of certified electricians are outsourced to contractors. The Utilities Department intends to advertise for contractors to provide these services soon, but in the meantime, the Department is requesting expenditure authority for immediate repairs that may pose a safety concern to our residents.

ANALYSIS:

The City has previously utilized Imperial Electrical Inc. for street and sports field lighting repair services and has found them to be responsive and capable of performing repairs on an as-needed basis. The Utilities Department is satisfied with the quality of service provided and recommends continuing to utilize their services.

PROCUREMENT:

The Town of Davie solicited RFP-RM-22-42 for Streets & Sports Field Lighting Repair Services under full and open competition on April 23, 2022. On May 12, 2022, the Town of Davie took receipt of five proposals:

Horsepower Electric Incorporated	Metro Contractor Incorporated	Imperial Electrical
Universal Electric of Florida, Inc.	Upright Electrical Services LLC	

The Town’s Procurement Division conducted an administrative review of each proposal. Metro Contractor Incorporated was disqualified for failure to provide the price proposal form. The

Review Committee convened on July 12, 2022, to evaluate proposals in accordance with the criteria stated in the solicitation. On August 3, 2022, the Town of Davie qualified and authorized the Town Administrator or designee to negotiate contracts with the top four (4) ranked proposers under Resolution R 2022-137.

On November 2, 2022, the Town of Davie approved negotiated contracts with Imperial Electrical, Inc. under R 2022-108, and Universal Electric of Florida, Inc., under R 2022-209 for an initial term, effective from November 2, 2022, to November 1, 2024, with two (2) additional, two (2) year options to renew. The Town of Davie exercised the first option to renew with each Awarded Proposer, renewing the contract for the period of November 2, 2024, to November 1, 2026. The pricing submitted by Universal Electric of Florida, Inc. increased by 2.9% under the first renewal.

Cooper City entered into a piggyback agreement with Imperial Electric Inc. which is valid until November 1, 2026; however, the Utilities Department intends to procure a new contract within six months.

FISCAL IMPACT:

The fiscal impact to the City is \$56,331.83, with \$36,331.83 funded through the Utilities’ Maintenance-Electrical Systems fund and \$20,000 through the Parks & Recreation Casual & Contract Labor fund. These amounts are included in the approved budget for the current year, and this approval authorizes the budgeted amounts for each subsequent year of the contract term.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
001-314-531210-572 Casual & Contract Labor	\$225,000	\$20,000	\$129,612.40
103-313-534420-541 Maintenance-Electrical Systems	\$40,000	\$36,331.83	\$0

ATTACHMENTS:

1. RM-22-42 – Renewal No. 1 – Imperial Electric
2. RM-22-42 – Renewal No. 1 – Universal Electric
3. RM-22-42 – Piggyback Agreement – Imperial Electric
4. RM-22-42 – Piggyback Agreement – Universal Electric
5. RFP-RM-22-42 – Contract Renewal – Imperial Electric (Town of Davie)
6. RFP-RM-22-42 – Contract Renewal – Universal Electric (Town of Davie)
7. RM-22-42 - R 2022-208 – Imperial Electric (Town of Davie)
8. RM-22-42 - R 2022-209 – Universal Electric (Town of Davie)
9. RM-22-42 - R 2022-137
10. RM-22-42 – Solicitation

User	Task	Action	Date/Time
Allen, Tedra	NEW ITEM: Not Yet Routed	*COMPLETE: Forward to City Att...	01/15/26 03:24 PM
Horowitz, Jacob	Assigned to Attorney	COMPLETE: Forward to City Man...	01/15/26 03:25 PM
Rey, Alex	Assigned to City Manager	COMPLETE: Forward to City Clerk	01/19/26 12:52 PM
Allen, Tedra	Assigned to City Clerk	APPROVE ITEM: End Workflow	01/20/26 09:19 AM
Allen, Tedra	END WORKFLOW - APPROVED		01/20/26 10:11 AM