



AGENDA REPORT SUMMARY

Meeting Date: February 14, 2023

Subject: Amendment No. 3 to the Contract with Bear Electrical Solutions, Inc. for Traffic Signal and Streetlight Maintenance Services

Prepared by: Nafis Majd, Associate Civil Engineer

Reviewed by: James Sandoval, Director of Public Works

Approved by: Gabriel Engeland, City Manager

Attachment(s):

- Resolution

Initiated by:

Staff initiated

Previous Council Consideration:

- Contract Award on July 10, 2018.
- Amendment #1 Award on September 22, 2020.
- Amendment #2 Award on October 12, 2021.

Fiscal Impact:

Bear Electrical Solutions provides as-needed traffic signal and streetlight maintenance services to the City of Los Altos. The City completed its fourth year of a three-year + one-year extension contract term with Bear on June 30th, 2022. Staff would like to extend the term and add \$75,000 to FY 22/23. The original contract term was \$52,000 per year over three years (i.e., \$156,000). The first amendment to the contract added \$75,000 to the third year and the second amendment added \$75,000 and the optional fourth year (FY21/22). The additional funds were necessary to keep up with the maintenance needed on traffic signals and street lighting. The City Council approved the original contract and both amendments on the dates listed above.

This proposed third amendment would add a fifth year (FY22/23) and \$75,000 to the contract, which would increase the total contract value to \$381,000. The CoLA Purchasing Policy allows for contracts up to five years on blanket purchase orders for maintenance vendors like Bear Electrical Solutions.

Reviewed By:

City Manager

GE

City Attorney

JH

Finance Director

JD

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Budget Summary:

- Breakdown of contract budget adjustment:
 - **Original Contract: \$156,000** – Total for a 3-Year Contract Value with Bear Electrical Solutions. \$52,000 per year for FY 18/19, FY 19/20, and FY 20/21
 - **Amendment #1: \$75,000** addition to FY 20/21
 - **Amendment #2: \$75,000** – Extend contract term through FY 21/22 and add funds to contract budget
 - **Amendment #3: \$75,000** – Extend contract term through FY 22/23 and add funds to contract budget
 - **Total: \$381,000**
- Funding Source: General Fund Operating Budget – Traffic Control/Equipment Repairs. \$125,000 is allocated for FY22/23
- Amount already included in approved budget: Yes

Environmental Review:

Categorically exempt

Policy Question(s) for Council Consideration:

Does the Council support the contract amendment to allow for continued traffic signal maintenance services by Bear Electrical Solutions?

Summary:

- Staff is requesting a one-year term extension through FY 23/24 and a \$75,000 budget increase to the on-call traffic signal maintenance contract with Bear Electrical Solutions for FY 22/23. This would lead to a total of \$381,000 for a five-year maintenance service.
- The CoLA Purchasing Policy allows for contracts up to five years on blanket purchase orders for maintenance vendors like Bear Electrical Solutions.
- Amendment No. 3 ensures on-going maintenance operations through the FY 22/23 term while the City plans to rebid the on-call contract for the next three-year period that would begin in FY 23/24.

Staff Recommendation:

Authorize the City Manager to execute contract Amendment No. 3 with Bear Electrical Solutions, Inc. to extend the term through FY 22/23 and add funds in the amount of \$75,000 for a total not to exceed maintenance budget of \$381,000 for on-call traffic signal and streetlight maintenance services.

Background:

Bear Electrical Solutions, Inc. provides the City with scheduled maintenance and on-call maintenance for the City's traffic signal and streetlight infrastructure. Their services assure that the City's traffic signals and streetlights safely operate 24/7.

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Discussion/Analysis:

Amendment No. 3 ensures on-going traffic signal and streetlight infrastructure maintenance operations continue through the FY 22/23 term while the City prepares to rebid the on-call contract for the next three-year period that would begin in FY 23/24. Bear Electrical Solutions has been very responsive to the City's maintenance needs and is intimately familiar with the Los Altos transportation infrastructure.

Recommendation:

Adopt a resolution to authorize the City Manager to execute contract Amendment No. 3 with Bear Electrical Solutions, Inc. to extend the term through FY 22/23 and add funds in the amount of \$75,000 for a total not to exceed maintenance budget of \$381,000 for on-call traffic signal and streetlight maintenance services.