



**CITY OF MILPITAS
AGENDA REPORT
(AR)**

Item Title:	Award RFP No. 22-036 to JAM Services and Authorize the City Manager to Purchase Illuminated Overhead Street Signs for the Not-To-Exceed Amount of \$104,535.86.
Category:	Consent Calendar-Community Services and Sustainable Infrastructure
Meeting Date:	3/1/2022
Staff Contact:	Tony Ndah, 408-586-2602
Recommendation:	Award RFP No. 22-036 to JAM Services and authorize the City Manager to purchase illuminated overhead street signs for the not-to-exceed amount of \$104,535.86.

Background:

Public Works is responsible for the repairs, replacement, and minor improvements to streetlights, signage, and traffic control devices. The City Council approved funding in the FY 2021-2022 Capital Budget for the replacement of illuminated overhead street name signs at various locations citywide. The City of Milpitas has 59 out of 90 illuminated overhead street name signs that have either exceeded their useful life cycle or are non-operable.

Analysis:

On December 22, 2021, the City's Purchasing Division released RFP No. 22-036 for Illuminated Overhead Street Sign Replacements. The RFP was publicly noticed in accordance with the City's Municipal Code, advertised on the City's website, emailed to companies registered with the City via ProcureNow.com, the City's eProcurement system). Additionally, the RFP was published on the City website.

Upon release, 694 firms received notification of the released RFP and 13 firms downloaded the RFP documents. One firm, JAM Services, responded to the RFP by the published closing date of January 21, 2022. The proposal received was reviewed by Purchasing staff for compliance and responsiveness and was accepted.

The Purchasing Division then assembled an evaluation committee to review and score the proposal. The evaluation committee comprised of three City staff that specialize in the transportation and traffic field reviewed the proposal based on the following criteria:

1. Cover Letter
2. Company Profile
3. Proposed Compensation
4. Submittals
5. References

Based on the evaluation committee's review, staff recommends accepting the proposal submitted by JAM Services. The table below shows the final evaluation score.

Illuminated Overhead Street Sign Replacements	JAM Services
Final Score	87.67

Policy Alternatives:

Alternative 1: Do not award IFB No. 22-036 to JAM Services.

Pros: The City does not spend \$104,535.86 to purchase illuminated overhead street signage for replacement citywide.

Cons: 59 out of 90 illuminated overhead street name signs that have either exceeded their useful life cycle or are non-operable, creating an unsafe environment for motorists.

Reason not recommended: One of the Council's priority areas is to ensure public safety for residents. Poorly lit street signage can be a public safety hazard. Maintaining the City's illuminated overhead street signage will promote nighttime safety for the residents in the community. Additionally, replacement illuminated signs are LED and will have a longer life cycle, are brighter, and require less maintenance.

Fiscal Impact:

Sufficient funding is available in CIP No. 3440 – Annual Street Light, Signal, and Signage. CIP3440 funding sources come from the Gas Tax Fund, General Government CIP Fund, and Vehicle Registration Fee. As of 02/22/2022, the balance in CIP3440 is \$840,619.

California Environmental Quality Act:

The proposed purchase of illuminated overhead street signage is to replace existing signage on existing facilities in the public right of way. As such, the action is exempt pursuant to CEQA Guideline 15301 as maintenance of existing facilities involving no expansion of use.

Recommendation:

Award RFP No. 22-036 to JAM Services and authorize the City Manager to purchase illuminated overhead street signs for the not-to-exceed amount of \$104,535.86.

Attachments:

1. Purchase Order Template re Materials and Equipment
2. RFP 22-036 JAM Illuminated Signs Price Proposal