

2. Scope of Work

2.1. Traffic Signal Maintenance

The County of Tuolumne Department of Public Works, Roads Division (“County”), and the City of Sonora (“City”) are seeking qualified contractors (“Contractor”) to provide ongoing traffic signal maintenance services for various signalized intersections within Tuolumne County and the City of Sonora. The Contractor shall execute separate agreements with the County and the City and shall provide all labor, materials, equipment, tools, transportation, supervision, and incidentals necessary to perform routine maintenance, emergency repairs, inspections, testing, and related traffic signal services. The term “Engineer” shall mean the Engineer representing either the County or the City, as applicable.

The services provided by Contractor shall include, but not be limited to, the following:

- Routine (Quarterly, Semi-Annual, and Annual) maintenance services on an ongoing basis
- Non-routine extra work and emergency maintenance extra work, on an as-needed basis
- Response to and make corrective action on all daytime service requests within two (2) hours weekdays (7:00 A.M. to 5:00 P.M.) and three (3) hours on weekday evenings (5:00 P.M. to 7:00 A.M.), weekends, and holidays
- Verification that emergency maintenance extra work has been completed
- Submission of accurate quarterly maintenance reports
- Submission of accurately maintained and detailed inventory records
- Quarterly daylight (7:00 A.M. to 5:00 P.M.) inspection of all traffic signals and related equipment
- Quarterly nighttime (5:00 P.M. to 7:00 A.M.) inspection of all traffic signals and safety lighting
- Repair or replacement of traffic signal control devices
- Warranty service for any and all equipment supplied by Contractor
- Advance notification to Engineer of planned service which requires intersection shutdowns or impacts to traffic
- Professional and diligent performance of contract requirements

The Contractor shall not represent the County or the City in matters of policy or procedures under this contract, shall not make any reference to County or City policy or procedures, and shall refer all questions or inquiries from the public regarding policy and procedures to the Engineer.

The County and City reserve the right to perform minor maintenance activities on its traffic signals without notifying the Contractor.

<u>Non-Routine</u>	<u>Extra</u>	<u>Work</u>
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When requested by Engineer, Contractor shall provide all labor, equipment, materials, shop availability, and tools necessary to accomplish the hereinafter described work:

- Traffic Signal Installation Repair or Modification - This work consists of repairing or modifying any existing traffic signal installation's features or components.
- Traffic Signal Under Construction Component Testing - This work includes testing detector loops and detector lead-in-cables for megohm reading, continuity, frequency and inductance, and testing and certifying controller cabinets and control equipment. Engineer shall determine the documentation and certifications Contractor must furnish as part of this work.
- Traffic Signal Timing Installation - This work consists of entering new timing sheets or altering existing timing sheets at the direction of the Engineer.
- Traffic Signal Power Turn-On - This work consists of controller cabinet component operation, traffic signal installation feature testing, problem diagnosis, and other related tasks necessary to accomplish a successful turn-on.
- Equipment Testing and Inspection - This work consists of services to inspect and test traffic signal equipment and components as requested by Engineer.
- Training - This work consists of the Contractor training County and/or City staff in the use and/or programming of traffic signal installation components.
- Other Work - Any other non-routine extra work requested by the Engineer.

<u>Emergency</u>	<u>Maintenance</u>	<u>Extra</u>	<u>Work</u>
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When notified by Engineer to repair a malfunctioning or out-of-order traffic signal installation, Contractor shall respond to correct the malfunction or failure within the response time specified in this IFB.

- Emergency Maintenance Extra Work - This work consists of the Contractor dispatching qualified personnel and appropriate equipment, tools and materials to restore traffic signal operation.
- Contractor On-Call Emergency Contact - Contractor shall provide a 24-hour attended telephone number for the Engineer to call to request emergency response service.
- Emergency Response Completion Period - This work consists of the Contractor restoring normal operation of any traffic signal installation covered by this IFB within 24 hours of being notified to do so.

- Temporary Controller and/or Cabinet - To restore normal operation, Contractor shall furnish and install a substitute controller unit and/or cabinet, if so directed by Engineer, which is capable of providing the same traffic signal operation, insofar as phasing and times, until the existing controller unit and/or cabinet can be returned to service or be replaced.
- Accessibility Improvements - All pedestrian pushbuttons, and associated hardware, shall be installed in compliance with the most stringent requirements of Title 24, California Code of Regulations, and the Americans with Disabilities Act. Contractor may schedule the accessibility modifications for a later date if the original equipment is still operational and reused in the emergency repair.
- Other Work - Any other emergency maintenance extra work requested by the Engineer.

Emergency

Response

The Contractor shall provide and maintain emergency service response on a 24-hour, 365-day cycle, including all holidays. All personnel for Contractor shall be dispatched and have continuous communication access through two-way radio, pager, and/or cellular phone. The response time for initial evaluation, safety, and clean-up tasks is two (2) hours from notification on weekdays (7:00 A.M. to 5:00 P.M.), and three (3) hours on weekday evenings (5:00 P.M. to 7:00 A.M.), weekends, and holidays. The outside time limit for follow-up action is four (4) hours from notification. In cases of major malfunction and/or damage, the Contractor shall contact the Engineer to receive further direction.

Upon completion of emergency maintenance extra work, Contractor shall contact and inform Engineer that the work has been completed. In addition, Contractor shall provide written notice to Engineer within three calendar days that such repairs have been completed.

Maintenance Report

Together with Contractor's monthly invoice to County and/or City, Contractor shall submit a Maintenance Report to County and City covering the billing period which is being invoiced. This report shall contain, as a minimum, the following information on every traffic signal in the system:

- Time and date routine maintenance work was performed
- All pending repair work needed at each intersection
- Time the service calls were received by Contractor, arrival time at the intersection, response time, number of hours spent for each repair
- A complete record of all work that was performed on the traffic signal equipment during the time period covered by the report, including the make, model, and serial number of any

replacement components or other equipment newly installed at each intersection, and the make, model and serial number of any replaced component

- Detailed cost breakdown for all extra work
- Contractor's invoices will not be paid until the Maintenance Report submittal covering the billing period which is being invoiced, is received by County and City.

Records

Contractor shall maintain a legible record of all service calls and repairs and pertinent data pertaining to each individual intersection, which shall be kept in the controller cabinet at each location and properly annotated by Contractor at the time of the regular routine inspections and at the time of any repair work or modifications. A duplicate record will be kept on file in Contractor's office.

Contractor shall maintain an inventory list of the equipment in the controller cabinet at each location. The inventory list shall include the model, manufacture, serial number and quantity of each piece of equipment and installation date. The inventory list shall be continually updated and a copy shall be furnished to the Engineer every six months.

Contractor shall keep and maintain full and complete documentation and accounting records concerning all services performed that are compensable under this IFB and shall make such documents and records available to Engineer for inspection at any reasonable time. Contractor shall maintain such records for a period of not less than five (5) years following completion of said work.

Contractor shall keep County/City-provided signal timing charts and plans in the controller cabinets. Contractor shall record on these charts all signal timing changes, and identify the personnel implementing the change and dates of changes. Only the Engineer shall authorize timing changes. Contractor may make changes required on a temporary basis due to maintenance operations, such as detector failures, but must inform Engineer before making each change.

Consultations

Contractor shall designate a representative in Contractor's organization, who shall be available to Engineer for consultation. This consultation shall consist of cost estimates for traffic signal repairs, accident damage repairs, and replacement of obsolete or deteriorated traffic signal systems, and recommendations on anticipated changes in traffic signal installations. Contractor shall furnish the name, address and telephone number of Contractor's representative to Engineer.

Spare Materials and Equipment Availability

Contractor shall maintain adequate storage and shop repair facilities to perform all work, including a sufficient stock of spare parts, standby controllers, poles, and signal equipment to effect permanent repairs to the system within a thirty (30)- day period. Failure to effect permanent repairs within this time limit shall be sufficient cause for County or City to authorize repairs to be completed by others. Repetitive failure, as determined by County or City, shall be sufficient cause to cancel the Agreement. If requested by County or City, Contractor shall purchase materials,

services, components, or articles for County or City for use at County or City traffic signal installations. Contractor shall be repaid for such purchased items as material purchases.

Contractor shall be responsible for furnishing all spare standby controllers necessary to maintain the continued safe, efficient operation of the traffic signals whenever the original unit is withdrawn for maintenance, repair, or modification. Standby controller shall be of the same state- designated type as that in operation at the intersection, unless specific authority is granted for variance by Engineer for each individual occurrence. All component parts of each system shall be maintained at all times to perform the functions for which they were designed, unless authorized to the contrary by Engineer.

<u>Salvaged</u>	<u>Signal</u>	<u>Equipment</u>
The Contractor shall deliver any salvaged equipment or materials to the location within the County or City jurisdiction designated by the Engineer.		

<u>Shipping-Related</u>	<u>Costs</u>
The cost of shipping or delivering controllers, controller cabinets, cabinet components, and other traffic signal- installation-related articles and components from the Contractor's shop or lab to County or City is included in the monthly routine maintenance fee County or City pays Contractor.	

<u>Accessibility</u>	<u>Improvements</u>	<u>at</u>	<u>Existing</u>	<u>Facilities</u>
Contractor shall install all new equipment and hardware in accordance with the most stringent requirements of Title 24, California Code of Regulations, and the Americans with Disabilities Act. This includes, but is not limited to, compliant push buttons, proper placement of push buttons on existing poles, proper positioning of signal heads and proper pedestrian signage. During major equipment/ renovation projects, Contractor shall include all accessibility upgrades at the specific location where renovation is proposed (i.e. relocate signal pole at NW corner of the intersection – include compliant curb ramps, pedestrian push buttons, push button location, reach ranges and clear spaces).				

<u>Performance</u>	<u>Standard</u>
Contractor shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by a person practicing in Contractor's profession. If either County or City, together or independently, determines that any of Contractor's work is not in accordance with such level of competency and standard of care, County or City, in its sole discretion and in addition to any other remedies provided herein or by law, shall have the right to do any or all of the following:	

- Require Contractor to meet with County or City to review the quality of the work and resolve matters of concern;
- Require Contractor to repeat the work at no additional charge until it is satisfactory to the County or City; or
- Terminate the County Agreement in accordance with the provisions of Section 13, “Termination and Rights Upon Termination,” of the Agreement; or

- Terminate the Construction Services Agreement in accordance with Section 12, “Termination and Termination by Default,” of the Agreement.

Assigned

Personnel

Contractor shall assign only competent personnel to perform the work hereunder. In the event that at any time Engineer, in his/her sole discretion, desires the removal of any person or persons assigned by Contractor to perform work hereunder, Contractor shall remove such person or persons immediately upon receiving notice from Engineer.

Representation

and

Communication

Attention is directed to the provisions of Section 5-1.16, “Representative,” of the Standard Specifications.

- The Contractor shall personally supervise the work under the contract or shall designate in writing to the Engineer the name of its representative who shall at all times be present at the site of the work. The authorized representative shall have full authority to direct the work. The Contractor shall provide the Engineer one (1) week’s written notice of any change to its authorized representative.
- Engineer for the County shall mean the County of Tuolumne Department of Public Works Director of Public Works, or her authorized representative. The Roads Supervisor shall act as the Engineer’s authorized representative unless otherwise specified.
- Engineer for the City shall mean the City of Sonora Community Development Director or his/her authorized representative.

Traffic

Control

Maintaining traffic shall conform to the provisions in Section 7-1.03, “Public Convenience,” Section 7-1.04, “Public Safety,” and Section 12-4, “Maintaining Traffic,” of the Standard Specifications.

- A closure is defined as the closure of a traffic lane or lanes, including shoulder, ramp, or connector lanes, within a single traffic control system. Closures shall conform to the provisions in Section 12-4, “Maintaining Traffic,” of the Standard Specifications.
- Personal vehicles of the Contractor’s employees shall not be parked on the traveled way or shoulders, including any section closed to public traffic.
- Vehicular access to individual properties within the construction area shall not be restricted during evening hours nor for more than two hours during operations.
- Full compensation for providing Traffic Control shall be included in the payment for the various bid items and no additional compensation will be allowed.

New

Traffic

Signals

The Contractor shall be required to coordinate with the Engineer on any new traffic signals

installed by another contractor under contract with the County or City ("Agency Installed Traffic Signal"), or by another contractor under contract with a private party ("Developer Installed Traffic Signal") during the term of the Agreement. The County or City shall assume all responsibility for coordinating construction inspection of new traffic signals, whether an Agency Installed Traffic Signal or a Developer Installed Traffic Signal, up to, but prior to, final acceptance of work and traffic signal activation. When requested, the Contractor shall coordinate with the Engineer when notified that a new traffic signal is to be activated.

The Contractor shall participate in a walk-through of the new traffic signal improvements with the Engineer to determine that the new traffic signal improvements will function as designed. When scheduled, the Contractor shall attend the traffic signal activation with the Engineer, and shall participate in confirming that all components of the new traffic signal improvements are operational. Reviewing new traffic signals as identified above shall be considered non-routine extra work.