



**DATE:** May 4, 2021

**TO:** Mayor and City Council

**FROM:** Director of Public Works

**SUBJECT:** Adopt a Resolution Authorizing the City Manager to Execute Amendment No. 1 to Increase the Professional Services Agreement with St. Francis Electric, Inc., to a Total Not-To-Exceed Amount of \$864,000 for Traffic Signal and Streetlight Maintenance Project No. 05187 and 05189

## **RECOMMENDATION**

That Council adopts the attached resolution (Attachment II) authorizing the City Manager to execute Amendment No. 1 to the Professional Services Agreement (PSA) with St. Francis Electric, Inc., (St. Francis), to a total not-to-exceed amount of \$864,000 over the term of the contract.

## **SUMMARY**

In September 2019, the City entered into an approximately three-year agreement with St. Francis for on-call streetlight and traffic signal maintenance services throughout the City in an annual not-to-exceed amount of \$175,000. This amount has proven insufficient to cover the City's ongoing needs, primarily due to the high volume of pole knockdowns experienced in the City. To cover all of the time sensitive traffic signal and street light maintenance and repair needs that arise on a monthly basis, staff requests authorization to increase the agreement to a total not-to-exceed amount of \$864,000 over the approximately three-year contract term for on-call streetlight and traffic signal maintenance services.

## **BACKGROUND**

Hayward's Public Works & Utilities Department is responsible for maintaining 146 traffic signals and approximately 8,280 streetlights. Prior to 2013, the City relied exclusively on outside contractors to maintain and repair streetlights and traffic signal equipment. In February 2013, the City hired its first in-house traffic signal technician. The position performs day-to-day services such as replacing signal detection, streetlight fixture repair, and overall inspection. However, with the volume of service needs required on a monthly basis, assistance from outside contractors remains necessary.

The City first entered into a contract with St. Francis for on-call streetlight and traffic signal maintenance services in September 2016. This agreement expired on July 5, 2019. Following a competitive RFP process, the City entered into a second agreement with St. Francis for the same services. The current contract was executed in September 2019 and will expire on June 30, 2022.

The services provided by St. Francis include complex problem solving, large labor-intensive projects, and after-hours and weekend emergency services. The services include, but are not limited to, installation of streetlights and traffic signal infrastructure, fiber optic cable installation, and repairing the recurring damage to the City's signal and street light infrastructure from automobile accidents.

## **DISCUSSION**

Costs associated with the maintenance of signals and streetlights have been insufficiently budgeted in the current contract with St. Francis, as Hayward has experienced a high number of streetlight, traffic signal pole, and traffic signal control cabinet knockdowns in recent years. Responding to and repairing knockdowns typically costs between \$5,000 and \$20,000 per incident. Due to automobile collisions, approximately fifteen knockdowns have occurred in the past twelve months, and a backlog of twenty-five downed poles currently exists. Additional funds are required to compensate St. Francis for the work they have performed to repair this high volume of downed equipment, and to continue assisting the City in working through its backlog. The agreement expiration date of June 30, 2022 will remain unchanged.

## **ECONOMIC IMPACT**

The ability to quickly and efficiently replace damaged street lighting and traffic signals provides a significant benefit to Hayward residents, businesses, and patrons.

## **FISCAL IMPACT**

Staff recommends increasing the Professional Services Agreement with St. Francis to a total not-to-exceed amount of \$864,000 over the three-year contract term. The funding for these services will come from previously approved CIP budgets in Gas Tax Fund 210, Project No. 05187 and 05189 for Traffic Signal Maintenance and Street Light Maintenance, respectively. The projects have sufficient funds to support this proposed increased contract amount and require no additional appropriation at this time.

## **STRATEGIC ROADMAP**

While this effort does not support a specific Strategic Roadmap Project, it does support the "Improve Infrastructure" Priority by helping to ensure that the City's traffic signals and street lights remain in working condition.

## **SUSTAINABILITY FEATURES**

Maintaining a reliable and robust infrastructure will help minimize the City's environmental footprint. The upkeep of the City's streetlight inventory and traffic signals is an important part of a sustainable community. It allows the City to meet environmental goals by replacing high energy lights with more energy efficient lights and reduce greenhouse gas emissions by optimizing traffic flows. The effort to replace all High-Pressure Sodium bulbs in the City's 8,000 plus streetlights with LED bulbs has resulted in a longer useable life and lower yearly energy costs.

## **PUBLIC CONTACT**

No public contact is required regarding this item.

## **NEXT STEPS**

If Council approves this request, the City Manager will negotiate and execute an amendment to the PSA with St. Francis to increase the agreement to a total not-to-exceed amount of \$864,000 over the three-year contract term, which ends June 30, 2022.

*Prepared by:* Kait Byrne, Management Analyst

*Recommended by:* Alex Ameri, Director of Public Works

Approved by:



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Kelly McAdoo, City Manager