



DATE: January 28, 2025

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT: Adopt a Resolution Authorizing the City Manager to Amend the Professional Services Agreement with St. Francis Electric, Inc., to Increase the Contract Amount by \$300,000 for a Total Amount Not-to-Exceed \$1,200,000 to Continue On-Call Traffic Signal and Streetlight Maintenance and Emergency Repair Support Services

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to Amend the existing Professional Services Agreement (PSA) with St. Francis Electric, Inc., (St. Francis) to increase the contract amount by \$300,000, for a total amount not-to-exceed \$1,200,000 to continue on-call support and emergency repair services for traffic signal and streetlight infrastructure, for the current three year term through June 30, 2026.

SUMMARY

The City entered into a three-year agreement with St. Francis Electric, Inc., (St. Francis) to provide on-call support and emergency repair services for traffic signals and streetlight infrastructure on June 28, 2023, with a total amount not-to-exceed \$900,000. The compensation was set not to exceed \$300,000 per fiscal year for a total of \$900,000 for the contract term. Due to greater than expected maintenance and emergency repair needs, additional funding for fiscal year 2025 of \$200,000 and fiscal year 2026 of \$100,000 is requested for St. Francis to continue providing on-call support and services to the City for the remainder of the contract term. Staff recommends that Council adopt a resolution authorizing the City Manager to amend the existing agreement with St. Francis to increase the contract amount by \$300,000 for a total not-to-exceed \$1,200,000 to ensure continuity of services through the three-year contract term.

BACKGROUND

Hayward's Public Works & Utilities Department is responsible for maintaining 146 traffic signals, over 8,000 streetlights, and additional devices such as flashing beacons, radar

feedback signs, high intensity activated crosswalk beacons, and rectangular rapid flashing beacon signs. The City's Traffic Signal Technician performs routine maintenance and repair services for the City's traffic signals and streetlights, such as replacing signal detection, streetlight fixture repair, and overall inspection.

St. Francis, the On-Call Streetlight and Traffic Signal Maintenance and Emergency Repair contractor provides after-hours and weekend emergency services support, as well as support for Capital Improvement Program (CIP) projects, complex problem-solving, and other large labor-intensive projects. Services include, but are not limited to, repairing traffic signals and streetlights, testing and inspecting equipment, testing and locating detector loops and cameras, installing and modifying signal systems, painting, reviewing signal timing plans, assisting in the installation of a new traffic signal, installing and maintaining video detection systems, installing and troubleshooting the City's fiber optics network, and providing training to City staff as needed in the use of certain equipment.

The current agreement for on-call services with St. Francis expires on June 30, 2026.

DISCUSSION

On March 2, 2023, Staff prepared a Request for Proposal (RFP) for on-call streetlight and traffic signal maintenance and emergency repair services and released to six firms and posted on the City's website. Staff evaluated two proposals received and determined that St. Francis was the most qualified for the services needed. St. Francis was selected based on their experience in providing quality services and timely response to the City of Hayward, familiarity with the City's traffic signal system, and the firm's competitive rate structure.

The current three-year agreement with St. Francis was executed on June 28, 2023 with an effective date of July 1, 2023, and terminates on June 30, 2026. The compensation was set not to exceed \$300,000 per fiscal year for a total of \$900,000 for the contract term. Due to additional work needed in FY2024 that had to be delayed and worked on in FY2024 and unforeseen CIP project support costs, the \$300,000 per fiscal year is not sufficient to fund the streetlight and traffic signal maintenance and repair services needed for FY2025 and FY2026.

FY2025 has also seen increased demand for services from this contract. The City has seen increased traffic signal fiber communication damages that require repair. Due to the high demand for streetlight and traffic signal maintenance and emergency repair services, additional funding of \$200,000 for FY2025 and \$100,000 for FY2026 is requested for amendment of the contract with St. Francis.

ECONOMIC IMPACT

This contract provides significant benefits to Hayward residents, businesses, and patrons by facilitating the timely and efficient repairs to damaged streetlights, traffic signals, and other devices.

FISCAL IMPACT

There will be no impact on the General Fund. The funding for these services will come from previously approved CIP budgets allocated for Streetlight and Traffic Maintenance in Fund 210 – Gas Tax Fund.

STRATEGIC ROADMAP

This agenda item is a routine operational item. Although St. Francis' services do not directly support implementation of Council's Strategic Roadmap, they support the implementation of the following planning documents and policies:

- The Hayward 2040 General Plan¹ has a Mobility Element and several related goals, including implementation of the Hayward Complete Streets Policy,² balancing multimodal systems, improving pedestrian facilities and bikeway, transportation demand management, and safe movement of goods throughout the City.
- The Hayward Bicycle and Pedestrian Master Plan (BPMP)³ is consistent with the Hayward 2040 General Plan and outlines efforts to improve pedestrian safety. These include the installation and maintenance of rectangular rapid flashing beacons, signal improvements, and pedestrian hybrid beacons, which will be performed by the vendor.

SUSTAINABILITY FEATURES

This agenda item supports routine installation and maintenance of streetlight and traffic signal infrastructure, and supports the City's sustainability initiatives by minimizing congestion, thereby reducing greenhouse gas emissions.

PUBLIC CONTACT

No public contact has been made related to this agenda item.

NEXT STEPS

If Council approves this request, the City Manager will amend the existing agreement with St. Francis Electric, Inc., to increase the contract amount by \$300,000 for a total amount not-to-exceed \$1,200,000 for the City to continue receiving on-call support and emergency repair services for traffic signal and streetlight infrastructure through June 30, 2026.

¹ https://www.hayward-ca.gov/sites/default/files/Hayward_2040_General_Plan_FINAL.pdf

² <https://www.hayward-ca.gov/your-government/city-council/complete-streets-strategic-initiative>.

³ <https://www.hayward-ca.gov/content/bike-and-pedestrian-master-plan-update>.

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Recommended by: Alex Ameri, Director of Public Works

Approved by:

A handwritten signature in black ink, appearing to read 'Dr. Alvarez', written over a horizontal line.

Dr. Ana M. Alvarez, City Manager