

City Council – Action Request Form

Date: December 12, 2023

To: Mayor, Mayor Pro Tempore, and Members of the City Council

Ben Rowe, Assistant City Manager

From: George Morales, Property and Facilities Management Director
Darren Redfield, Purchasing Director

Council Action Requested:
Resolution Awarding Contract for Lighting Upgrades at Winston-Salem Fairgrounds (North Ward)

Strategic Focus Area: Service Excellence
Strategic Objective: Ensure Service Delivery Efficiency and Effectiveness
Strategic Plan Action Item: No
Key Work Item: Yes



Summary of Information:

In 2015, Winston-Salem Fairgrounds had an independent study done of the Fair property and facilities in order to prioritize and budget for future improvements. For FY2023-24, Fairgrounds staff opted to upgrade the Grandstand and Midway lighting based on the many electrical deficiencies identified in the 2015 study; and contacted Property and Facilities Management to draw up specifications for bidding. After reaching out to three local electrical engineers, Consulting Engineering Service, Inc. (Winston-Salem, NC) was hired to assess the project and develop bid specifications. The scope of work includes four items as follows: a) replacing the Grandstand rooftop floodlights, b) replacing the Grandstand upper-level lights, c) replacing the ground-level Grandstand lights and adding two new electrical panels, and d) replacing the high mast pole light fixtures on the Midway -- all with LED fixtures. This is a formal purchase with installation contract.

City/County Purchasing advertised a bid for Lighting Upgrades at Fairgrounds with bids opened on June 16, 2023, with a summary as follows:

	<u>City/State</u>	<u>Total Bid</u>
Brad’s Electrical Construction Company, LLC	Winston-Salem, NC	\$331,382.00
Reynolda Electric Co., Inc.	Rural Hall, NC	544,691.00

Committee	FC – 12/12/23	Action	Approval
For	Unanimous	Against	
Remarks:			

The high mast pole fixtures and floodlights had longer lead-times, where not being able to award the project at a July City Council meeting meant the fixtures were anticipated to arrive too late for installation before the Carolina Classic Fair. In order to install some of the Grandstand lighting before the Fair began, Purchasing had a contract executed and approved by the City Manager for bid items A and B in the amount of \$93,331.00. This 'phase one' installation was completed.

The contractor is ready to order fixtures for the remainder of the project. It is recommended to award a second contract to Brad's Electrical Construction Company, LLC, for the Lighting Upgrades at Winston-Salem Fairgrounds for the remaining bid items C and D in the amount of \$238,051.00. The project budget was \$300,000.00 for the entire project. This project is funded by limited obligation bonds designated for Fairgrounds improvements.

M/WBE comment: Bid invitations were sent directly to 22 electrical contractors. Notifications were sent to all local M/WBE and regional HUB businesses on a bi-weekly basis. See Exhibit A for a complete list of businesses that were notified about the bidding opportunity and the low bidder's workplace demographics. Brad's Electrical Construction Company, LLC is a HUB-certified woman-owned business.