City Council – Action Request Form Date: August 12, 2019 To: Mayor, Mayor Pro Tempore and Members of the City Council Toneq McCullough, Transportation Director From: Johnnie Taylor, Director of Operations Jerry Bates, Purchasing Director **Council Action Requested:** Resolution Awarding a Contract for Street, Security, Signal Lighting, and Pole Replacement Strategic Focus Area: Service Excellence Strategic Objective: Ensure Service Delivery Efficiency and Effectiveness Strategic Plan Action Item: No Key Work Item: No **Summary of Information:** The City solicited bids for on-call street, security, signal lighting, and pole replacement throughout the city. This is a maintenance contract with a scope of work that includes replacing bulbs, ballasts and wiring, utility locates for city lighting, installing holiday decorations on downtown street poles, installing new poles and foundations (emergency and non-emergency), and assisting the city with re-hanging signals and traffic cameras as needed. Reynolda Electric Co., Inc., located in Rural Hall, NC, offered the only proposal for this service. Terms of the bid document specified detailed criteria upon which each proposal received would be rated, and an evaluation panel of City staff reviewed the proposals received to select the one most qualified to meet the requirements of the RFP. See Exhibit B for the evaluation criteria and detailed scoring. Following evaluation and review by City staff, it is recommended that a contract in the estimated annual amount of \$83,000 be awarded to Reynolda Electric Co., Inc. Reynolda Electric Co., Inc. submitted an Affidavit 'B', attesting they will self-perform all work required under the contract. **Committee Action:** Finance 8/12/19 Committee Action Approval For Unanimous **Against**

Remarks:

The annual contract period is from date of award through June 30, 2020. Terms of the bid allow the City the right to extend the contract for as many as four additional annual periods (until June 30, 2024), if both parties agree and funds are made available for that purpose. Unit prices may be adjusted at the beginning of each additional annual period by an amount not to exceed the latest available Consumer Price Index for All Urban Consumers.

The FY 2019-20 operations budgets of the Transportation Department and Traffic Field Operations Division include sufficient funds for these services; \$59,000 annually and \$24,000 annually, respectively. Therefore, it is recommended that a contract be awarded to Reynolda Electric Co., Inc. the low bidder meeting specifications, in the estimated annual amount of \$83,000 making the total possible award in the estimated amount of \$415,000.

M/WBE comment: Notices were sent to nine minority-owned and five woman-owned businesses on the City's vendor list who perform electrical work. Four companies attended the non-mandatory pre-bid meeting, none of which were M/WBE businesses. No M/WBE businesses responded with a proposal.

See Exhibit A for a complete list of businesses notified and for workforce demographics.