



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: June 17, 2025

TO: LaTanya Bellow, City Manager

FROM: Mohamed Alaoui, Public Works Director

SUBJECT: **Resolution Of The City Council Of The City Of Emeryville Authorizing The City Manager To Enter Into A Three (3) Year Maintenance Contract In The Amount Of \$1,125,000 With DC Electric Group, Inc. For On-Call Traffic Signal And Street Light Maintenance For FY 2025-26 In The Amount Of \$368,541, FY 2026-27 In The Amount Of \$374,925, And FY 2027-28 In The Amount Of \$381,534, And Authorizing The City Manager To Execute Up To Two (2) One-Year Extensions In The Amounts Of \$388,374 For FY 2028-29 And \$395,455 For FY 2029-30 Contingent Upon The City Council Appropriating Funds For The Applicable Fiscal Years For A Total Contract Amount Not To Exceed \$1,908,829**

RECOMMENDATION

Staff recommends the City Council adopt the above-entitled resolution.

BACKGROUND

The City of Emeryville contracts with an electrical contractor for the maintenance and repair of traffic signals and streetlights. The current city maintenance contract with DC Electric Group, Inc. was authorized by City Council on December 15, 2020. The contract included a provision for two (2) one-year options to renew the contract through fiscal years 2024 and 2025. The City Council authorized a one-year extension on February 21, 2023, and a second one-year extension on May 21, 2024.

In an effort to ensure competitive pricing for Public Works contracts, City staff prepared and administered a Request For Proposals (RFP) procurement process for a new multi-year traffic signal and street light maintenance contract.

The ideal contractor should have knowledge in troubleshooting the multitude of problems that arise at traffic signal locations: knockdowns, controllers, cabinets, wiring, signal components, traffic signal timing, ITS hardware, ATMS hardware/software, ATSPM software, CCTV, Video Detection, fiber equipment, fiber splices, server equipment and any other traffic signal related equipment within the City. The contractor is required to adhere to current industry best practices and possess knowledge of newer technologies in traffic signal construction, modifications, configurations, and the latest ITS equipment. The contractor must be experienced, reputable in handling complaints and claims, proficient with the WATCH Manual for construction traffic control, and skilled in public interaction.

The contractor should also have knowledge in troubleshooting the multitude of problems that arise at street light locations: knockdowns, master controllers, time clocks, photocells, broken conduits, wiring issues, and any other electrical equipment/facilities owned by the City. The lighting includes, but is not limited to, streetlights, trail/park/parking lot lights, and traffic signal safety lighting. The services will involve ongoing and regular field preventive maintenance and repair of City lighting issues by licensed contractor(s) with properly trained, experienced and qualified personnel.

The selected contractor would provide On-Call Traffic Signal and Streetlight Maintenance Services for the City for three (3) years, plus two (2) possible one-year extensions up to a maximum total contract duration of five (5) years.

DISCUSSION

On April 11, 2025, the City published a Request for Proposal (RFP) for the maintenance and repair of the City's traffic signal systems, streetlights, and safety lighting systems. Given the efficiencies observed by the Public Works Department of having the same contractor perform traffic signal maintenance and street light maintenance, the RFP combined both tasks into one maintenance contract.

In response to the RFP, three contractors submitted proposals for consideration on May 5, 2025:

- Bear Electrical Solutions, Inc.
- St. Francis Electric, Inc.
- DC Electric Group, Inc.

A selection committee comprised of five Public Works staff evaluated the proposals. All proposals were deemed responsive and evaluated based on the RFP scoring criteria:

- Responsiveness to the RFP
 - Completeness of responses in accordance with the RFP instructions and requirements
- Qualifications - Experience and Past Performance
 - Qualifications of project staff, project manager, and key personnel
 - Experience and past performance of the firm and its employees, agents, and subcontractors specifically assigned to this project performing work of a similar nature
 - Experience working with public agencies; strength and stability of the firm.
- Understanding of Scope and Approach to Providing Services
 - Understanding of the City's requirements and all critical elements of the work described in the RFP
 - Overall approach, quality, clarity and specificity of work plan for the proposed services.
- Price Proposal

- Reasonableness of the rates and overall total price
- Competitiveness of price proposal with other offers received
- Adequacy of data in support of the rates and prices quoted

The most qualified firm based on these criteria was DC Electric Group, Inc.

The scope of work includes the following:

Traffic Signals

The proposed maintenance contract with DC Electric requires that they routinely visit each traffic signal every 60 days to ensure that the signal is in proper working order. It also covers the maintenance of City ITS equipment and on-call services as requested by the City. The bi-monthly routine inspection of the City's 35 traffic signals will cost \$154 per signal per visit for a total of \$32,340 for the fiscal year. The contract will include \$70,000, as an estimate for extra work call-outs to repair the signals as necessary throughout the year. These funds will be used whenever DC Electric is called out for a signal malfunction. Historically, the cost for this extra work has averaged about \$2,000 per intersection per year. Also included with the contract, but treated as extra work, are the repairs to the signals due to traffic accidents. Over the years, the average cost to the City for repairs to the signals due to traffic accidents is approximately \$35,000. It is also recommended that the proposed new maintenance contract includes a contingency in the amount of \$35,000 to cover expenses for accidents affecting traffic signals should the need arise.

Streetlights and Safety Lighting

The proposed maintenance contract requires that DC Electric perform a monthly night check of the lighting systems and perform the necessary repairs. It also requires DC Electric to repair reported street light outages within 7 calendar days of being reported. Staff and residents can report outages and issues on the City's website, the Contractor's website, or through a toll-free number. The fixed monthly price for routine preventative maintenance of streetlights and safety lights amounts to \$2,544.53 for an annual cost of \$30,534.40 including labor and materials. In addition to the cost for the routine maintenance, a \$49,000 contingency is recommended to perform unforeseen extra work such as vandalism repair or repairs due to traffic accidents.

Additional Tasks and Extra Work

The proposed maintenance contract will also include a task for DC Electric to locate and mark out the City's underground lighting and signal circuits when requested through the Underground Service Alert (USA) system. The USA Marking service is expected to cost \$150 per visit with a total yearly budget of \$20,000.

DC Electric may also be requested to provide special services not specifically outlined in the RFP. Such task orders may include emergency knockdown repairs, on-site support as an extension of City TMC staff, traffic control, and traffic control. Extra work shall be approved by the City on a case-by-case basis or as the need arises in an emergency event. A contingency budget of \$166,667 is recommended to cover these extra work items that occur over the course of a year.

FISCAL IMPACT

Funding for traffic signal and streetlight maintenance is budgeted in the City annual operating budget. Funding for USA Locating and Marking is cost recoverable through City encroachment permits. Funding for Miscellaneous work is Capital Project work that is within the Traffic Signal and Street Lights project (CIP SUT-03).

The RFP stated the desire for the Contractor to provide On-Call Traffic Signal and Streetlight Maintenance Services for the City for multiple years. Using an estimated CPI cost increase rate of 3.5% per year, the total annual funding breakdown for this contract is proposed as follows:

Fiscal Year 2025-26

Task	Fund	Amount
Traffic Signals Maintenance	220-77340	\$81,872
	4060-77340	\$20,468
Street Light Maintenance	220-77340	\$63,627
	4060-77340	\$15,907
USA Marking	4070-80290	\$20,000
Extra Work	475-24221005	\$50,000
	475-24250019	\$50,000
	250-24250019	\$66,667

Fiscal Year 2026-27

Task	Fund	Amount
Traffic Signals Maintenance	220-77340	\$84,746
	4060-77340	\$21,186
Street Light Maintenance	220-77340	\$65,861
	4060-77340	\$16,465
USA Marking	4070-80290	\$20,000
Extra Work	475-24221005	\$50,000
	475-24250019	\$50,000
	250-24250019	\$66,667

Fiscal Year 2027-28

Task	Fund	Amount
Traffic Signals Maintenance	220-77340	\$87,721
	4060-77340	\$21,930
Street Light Maintenance	220-77340	\$68,173
	4060-77340	\$17,043
USA Marking	4070-80290	\$20,000
Extra Work	475-24221005	\$50,000
	475-24250019	\$50,000
	250-24250019	\$66,667

After the initial three year contract, the City Manager can extend DC Electric's contract for two additional one-year extensions. Contingent upon the City Council appropriating

funds, and using the 3.5% CPI annual adjustment, the following shows the anticipated annual funding breakdowns for the two one-year extensions:

Fiscal Year 2028-29

Task	Anticipated Fund	Amount
Traffic Signals Maintenance	220-77340	\$90,800
	4060-77340	\$22,700
Street Light Maintenance	220-77340	\$70,566
	4060-77340	\$17,641
USA Marking	4070-80290	\$20,000
Extra Work	475-24221005	\$50,000
	475-24250019	\$50,000
	250-24250019	\$66,667

Fiscal Year 2029-30

Task	Anticipated Fund	Amount
Traffic Signals Maintenance	220-77340	\$93,987
	4060-77340	\$23,497
Street Light Maintenance	220-77340	\$73,043
	4060-77340	\$18,261
USA Marking	4070-80290	\$20,000
Extra Work	475-24221005	\$50,000
	475-24250019	\$50,000
	250-24250019	\$66,667

STAFF COMMUNICATION WITH THE PUBLIC

There was no communication with the public about this item.

CONFLICT OF INTEREST

There is no conflict of interest associated with this contract.

CONCLUSION

Staff recommends that the City Council adopt the above-entitled resolution.

PREPARED BY: Phillip Toste, Associate Civil Engineer

**APPROVED AND FORWARDED TO THE
CITY COUNCIL OF THE CITY OF EMERYVILLE:**

A handwritten signature in blue ink, appearing to read "LaTanya Bellow", is written over a horizontal line.

LaTanya Bellow, City Manager

ATTACHMENTS

- Draft Resolution
 - Maintenance Services Contract – DC Electric