



AGENDA REPORT

Public Works

DATE:	December 20, 2022
TO:	Mayor Butt and Members of the City Council
FROM:	Daniel Chavarria, Director of Public Works Jose Urquilla, Facilities Maintenance Superintendent
Subject:	Proposed Standing Purchase Order for Streetlight and Traffic Signal Poles and Related Products
FINANCIAL IMPACT:	The funds expended for this standing purchase order will be from budgeted fiscal years 2022-2023 through 2024-2025 Department of Public Works (01232531-400521)
PREVIOUS COUNCIL ACTION:	July 18, 2017
STATEMENT OF THE ISSUE:	The Department of Public Works is seeking approval to establish a standing purchase order with JAM Services to provide streetlight and traffic signal poles, and related products on an as-needed basis to replace damaged poles throughout the City.
RECOMMENDED ACTION:	APPROVE a standing purchase order with JAM Services to provide streetlight and traffic signal poles and related products on an as-needed basis to replace damaged poles throughout the City, in an amount not-to-exceed \$750,000, over a three-year period beginning December 20, 2022, and ending June 30, 2025, with an option to extend an additional two years in a total amount not to exceed \$500,000 – Public Works (Daniel Chavarria/Jose Urquilla 510-620-6896).

DISCUSSION:

The Department of Public Works maintains, services, and repairs 124 traffic intersections, and over 10,000 streetlights within the City of Richmond. On occasion, streetlight and traffic signal poles are damaged beyond repair by vehicle accidents or weather-related issues. It is to the City's advantage to have a qualified materials supplier to provide for the maintenance and safety needs of the City.

A Request for Qualifications (RFQ) for Streetlight and Traffic Signal Poles, and Related Products was posted to Bids Online. On June 16, 2022, a proposal from JAM Services was received and found to be compliant. The Department of Public Works recommends establishing a standing purchase order with JAM Services for the purchase of streetlight and traffic signal poles on an as-needed basis, with a term beginning December 20, 2022, and ending June 30, 2025. The standing purchase order with JAM Services to replace damaged poles throughout the City is requested in an amount not-to-exceed \$750,000 over a three-year period, with an option to extend an additional two years in an amount not to exceed \$500,000.

DOCUMENTS ATTACHED:

Attachment 1 – Bids Online Project Report
Attachment 2 – JAM Services Quote