

# CITY OF PALM DESERT STAFF REPORT

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MEETING DATE: February 13, 2025

PREPARED BY: Randy Chavez, Deputy Director of Public Works

SUBJECT: APPROVE AMENDMENT NO. 4 TO CONTRACT NO. C40350 WITH ST. FRANCIS ELECTRIC, LLC, FOR TRAFFIC SIGNAL PREVENTIVE MAINTENANCE AND EMERGENCY ON-CALL SERVICES

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## **RECOMMENDATION:**

1. Approve Amendment No. 4 to Contract No. C40350 with St. Francis Electric, LLC, of Riverside, California, for traffic signal preventive maintenance and emergency on-call services to increase compensation in amount not to exceed \$200,000 annually.
2. Authorize the City Attorney to make necessary non-monetary changes to the agreement.
3. Authorize the City Manager to execute said amendment.

## **BACKGROUND/ANALYSIS:**

The City contracts for supplemental routine traffic signal maintenance and emergency on-call services to address issues arising from normal wear and tear, collision damage, vandalism, or other factors requiring additional traffic signal maintenance support.

On August 27, 2020, Contract No. C40350 was awarded to St. Francis Electric for maintenance and emergency on-call services, initially in the amount of \$50,000 annually for two years, with options for three one-year extensions. Following the second amendment, the contract was extended, and the annual value was increased to \$100,000 to address ongoing service needs. The City exercised the final one-year extension, effective July 1, 2024, at \$100,000 annually.

The City has used approximately \$80,000 of the current contract funding, leaving a remaining balance of \$20,000. In addition, unforeseen repairs, including a recent damaged pole at Country Club Drive and Liberty Drive costing an estimated \$30,000, have created an immediate need for additional resources.

Staff recommends approval of Amendment No. 4 to the contract with St. Francis Electric, increasing the funding by \$100,000 and bringing the total to \$200,000 for Fiscal Year 2024-25. This amendment will address current contract shortfalls and ensure sufficient resources for traffic signal maintenance and emergency repairs throughout the remainder of the fiscal year.

As this is the final fiscal year of the current agreement, staff will issue a Request for Proposals (RFP) to identify contractors for traffic signal preventative maintenance and emergency on-call services under a multi-year contract beginning in Fiscal Year 2025-26.

## **Legal Review:**

This report has been reviewed by the City Attorney's Office.

**FINANCIAL IMPACT:**

The Fiscal Year 2024-25 Annual Budget includes funds in the amount of \$311,500 for Traffic Signals Repair and Maintenance under account 1104250-4332500. Currently, this account has an available balance of approximately \$160,000; therefore, there is no further financial impact on the General Fund with this action.

**ATTACHMENTS:**

1. Staff Report and Contract (August 27, 2020)
2. Amendment No. 1 (September 1, 2022)
3. Amendment No. 2 (August 15, 2023)
4. Amendment No. 3 (June 6, 2024)
5. Amendment No. 4