

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: July 10, 2025

PREPARED BY: Julia Breyer, Project Manager
Chris Gerry, Senior Project Manager

SUBJECT: AWARD CONTRACT TO ST. FRANCIS ELECTRIC, LLC, FOR ON-CALL
TRAFFIC SIGNAL MAINTENANCE AND EMERGENCY RESPONSE
SERVICES

RECOMMENDATION:

1. Award a Maintenance Services Agreement to St. Francis Electric, LLC. for On-call Traffic Signal Maintenance and Emergency Response Services at an annual not-to-exceed amount of \$200,000, for a three-year term with two one-year extensions.
2. Authorize the City Attorney to make necessary non-monetary changes to the agreement.
3. Authorize the City Manager to execute the agreement, amendments, change orders, and any other documents necessary to effectuate this action.

BACKGROUND/ANALYSIS:

The City of Palm Desert performs routine traffic signal maintenance through City crews but supplements this service annually through a contracted vendor to support both routine and emergency maintenance needs. These services include:

- Emergency response to signal malfunctions or knockdowns
- Routine inspection and maintenance of signal equipment
- Repairs resulting from wear and tear, collisions, or vandalism

These services ensure continued safety and operational reliability of traffic signal infrastructure citywide.

The City released a Request for Proposals (RFP) on June 2, 2025, through the City's bid management portal OpenGov (Project ID: 2025-RFP-192), and received five proposals by the deadline of June 25, 2025. A selection committee evaluated the submissions based on clarity, quality of the work plan, experience and qualification of the proposer and assigned staff, references from similar municipal clients and cost. The proposals were ranked as follows:

Vendor	Location	Rank
St. Francis Electric, LLC	Riverside, CA	1
Crosstown Electrical & Data, Inc.	Irwindale, CA	2
Yunex, LLC	Riverside, CA	3
Econolite Systems, Inc.	Anaheim, CA	4
Bear Electrical Solutions, LLC	Alviso, CA	5

The City has previously engaged St. Francis Electric, LLC for similar services and has consistently experienced positive outcomes regarding responsiveness, technical expertise, and quality of work. Additionally, the hourly rates proposed by St. Francis Electric are competitive, being either lower than or comparable to those submitted by other proposers.

Based on the committee's evaluation and the City's prior experience, staff recommends awarding the contract to St. Francis Electric, LLC for an initial three-year term, with the option to extend for two additional one-year periods, contingent upon satisfactory performance and the availability of funding.

Legal Review:

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

FINANCIAL IMPACT:

The Public Works Department's approved operations budget for Fiscal Year 2025/26 includes a total of \$200,000 under Account No. 1104250-4332500 (Repairs and Maintenance, Traffic Signals) to support On-Call Traffic Signal Maintenance and Emergency Response Services. As such, there is no additional financial impact on the general fund. Funding for this agreement in future fiscal years will be subject to City Council approval.

ATTACHMENTS:

1. Maintenance Services Agreement
2. Payment and Performance Bonds
3. Contractor's Proposal