

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: September 11, 2025

PREPARED BY: Shawn Muir, Community Services Manager

SUBJECT: AWARD MAINTENANCE SERVICES AGREEMENTS TO HORIZON LIGHTING, INC., AND GA TECHNICAL SERVICES, INC., FOR ON-CALL ELECTRICAL SERVICES (PROJECT NO. MPK00009)

RECOMMENDATION:

1. Award a Maintenance Service Agreement to Horizon Lighting, Inc., and GA Technical Services, Inc., for on-call electrical services in the amount of \$150,000 each, for a total not to exceed \$300,000 per fiscal year, for a three-year term with the option of 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, change orders, the two one-year extensions, and any other documents necessary to effectuate the actions taken herewith.
4. Authorize National Community Renaissance of California, to enter on-call contract with Horizon Lighting, Inc., and GA Technical Services, Inc., for on-call electrical services, on behalf of the Palm Desert Housing Authority.

BACKGROUND/ANALYSIS:

The City of Palm Desert (City) maintains 15 parks and 13 city owned facilities. The Palm Desert Housing Authority (Authority) maintains 15 affordable housing properties. Prompt attention to electrical issues is crucial to mitigate risks, including equipment damage, property loss, fires from overloaded circuits, or even electric shocks. Delayed repairs can lead to increased costs, facility disruptions and higher expenses. By securing prompt and reliable as-needed general electrical services, the City can achieve effective, efficient and safe operations.

The City typically contracts with at least two highly skilled vendors that provide on-call plumbing services based on the level of need citywide and to have redundancy in case a vendor cannot respond to a work request to support the maintenance and operation of City-owned buildings and outdoor facilities. Typical services include troubleshooting and repairing wiring, converting existing lighting systems (fluorescent, high-pressure sodium, and metal halide) to LED, replacing lamps and fixtures, troubleshooting or replacing breakers, upgrading electrical panels, installing splice boxes, adjusting light timers, conducting routine lighting inspections, providing small-scale lighting designs, and repairing or rerouting conduit as needed.

Staff issued Request for Proposal No. 2025-RFP-196 through the City's electronic bidding platform, OpenGov, on July 8, 2025. The solicitation closed on August 11, 2025, with ten proposals received. A selection committee (Committee) evaluated the proposals based on clarity and conformance of the proposal to RFP requirements; quality and completeness of the work plan; experience and performance of proposed team members; comments provided by references; and fee proposals. The Committee ranked the proposals as follows:

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| Vendor | Location | Rank |
|-----------------------------------|-----------------|------|
| Horizon Lighting, Inc. | Indio, CA | 1 |
| GA Technical Services, Inc. | Glendora, CA | 2 |
| AMTEK Construction | Orange, CA | 3 |
| Urban Worx Construction, Inc. | Palm Desert, CA | 4 |
| M. Brey Inc, dba MBE Construction | Beaumont, CA | 5 |
| Socal Electrical and Lighting Inc | Palm Desert, CA | 6 |
| Baker Electric & Renewables LLC | Escondido, CA | 7 |
| Way Maker Services LLC | Indio, CA | 8 |
| DDP Electric, Inc. | Holtville, CA | 9 |
| Azdea Group | Indio, CA | 10 |

The two recommended firms received the highest overall rankings for proposal quality, experience, references, and pricing, making them the most qualified to provide on-call electrical services. Based on the Committee’s evaluation and the City’s experience, staff recommend awarding a Maintenance Service Agreement to Horizon Lighting, Inc., and GA Technical Services, Inc., for an initial three-year term, with the option to extend for two additional one-year periods, subject to satisfactory performance and available funding. The proposed agreement is for on-call services, which allows staff to request work quickly as part of the City’s day-to-day business. The City also holds task-order-based contracts intended for larger construction/installation projects.

Legal Review:

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

Appointed Body Recommendation:

The Housing Commission will consider recommendation of this item at its regular meeting on September 10, 2025. Staff will be available to provide information regarding the Commission’s recommendation at the City Council and Housing Authority Board Meeting on September 11, 2025.

FINANCIAL IMPACT:

Funds have been included in the approved Fiscal Year 2025-26 Financial Plan under Public Works and Authority Operations in the amount of \$425,000 under various accounts for On-Call Electrical Services.

For the Authority, funding is included within its approved operating budget, and expenses related to Housing Authority properties will be charged to the appropriate Housing Authority accounts. Therefore, there is no further financial impact to the General Fund.

The table below lists the some but not all the various accounts and funds available:

| <i>Description</i> | <i>Account No.</i> | <i>Budget</i> | <i>Contract</i> |
|--------------------------|--------------------|---------------|-----------------|
| <i>Civic Center Park</i> | 1104610-4332100 | \$50,000 | |
| <i>Tri-Cities Sports</i> | 1104610-4337100 | \$10,000 | |

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|---------------------------------|------------------|------------------|------------------|
| <i>Parks</i> | 1104611-4332501 | \$50,000 | |
| <i>Medians</i> | 1104614-4332501 | \$30,000 | |
| <i>Entrada Del Paseo</i> | 1104614-4392101 | \$40,000 | |
| <i>Corporation Yard</i> | 1104330-4331000 | \$10,000 | |
| <i>City Hall</i> | 1104340-4331000 | \$25,000 | |
| <i>Portola Community Center</i> | 1104344-4331000 | \$5,000 | |
| <i>Fire Stations</i> | 2304220-4331000 | \$25,000 | |
| <i>Aquatic Center</i> | 2424549-4331101 | \$30,000 | |
| <i>Desert Willow</i> | 4414195-4332000 | \$50,000 | |
| <i>Government Bldgs</i> | 5104195-Multiple | \$50,000 | |
| <i>Housing Properties</i> | 871xxxx-xxxx000 | \$50,000 | |
| **Horizon Lighting | | | \$150,000 |
| **GA Technical Services | | | \$150,000 |
| | TOTAL | \$425,000 | \$300,000 |

****Current request**

Although the amounts listed are intended to cover the costs, actual distribution will vary based on actual use.

Staff will continue to budget accordingly during the annual budget process to ensure adequate funding in future fiscal years.

ATTACHMENTS:

1. Horizon Lighting Agreement
2. GA Technical Services Agreement
3. Horizon Lighting Payment and Performance Bonds
4. GA Technical Services Payment and Performance Bonds
5. Horizon Lighting Proposal
6. GA Technical Services Proposal