

CITY OF YUBA CITY
STAFF REPORT

Date: July 5, 2022
To: Honorable Mayor & Members of the City Council
From: Public Works Department
Presentation By: Ben Moody, Public Works & Development Services Director

Summary

Subject: Traffic Signal Maintenance Contract Award

Recommendation: A. Adopt a Resolution awarding a Service Agreement for traffic signal maintenance to St. Francis Electric, LLC of San Leandro, CA in the amount of \$58,400 with the finding that it is in the best interest of the City

B. Authorize the Public Works Director to execute up to four, one-year contract extensions to the traffic signal maintenance contract on behalf of the City, with annual cost increases not to exceed the Consumer Price Index for the San Francisco Area, All Urban Wage Earners, published by the United States Department of Labor, Bureau of Labor Statistics for the prior 12-month period

Fiscal Impact: \$58,400 – Account No. 3150-63674 (Electrical Maintenance)
\$38,400 – Monthly Maintenance
\$20,000 – Emergency/Extra Work

Purpose:

To maintain the City's traffic signal infrastructure and provide on-call services for emergency repairs.

Council's Strategic Goal:

The Maintenance addresses the City Council's Strategic Goal of improving the City's infrastructure and Public Safety.

Background:

Public Works is responsible for the operation and maintenance of 40 traffic signals throughout the City. While Electrical Division staff have the technical expertise to perform these services, staffing levels are insufficient to assure that the necessary routine maintenance and emergency repairs are addressed while also meeting all of the other electrical maintenance requirements throughout the City.

Since 2020, the City has contracted with Bear Electric Solutions, Inc. (BES) for the routine maintenance of the City's traffic signals, as well as on-call emergency repair services. BES was selected through a competitive request for proposals (RFP) process based on their qualifications, references, and price.

In order to assure that the City continues to receive the most qualified, cost-competitive traffic signal maintenance services, Public Works released another RFP for the maintenance of the City's 40 signalized intersections on May 31, 2022. The RFP stipulated that the contract would be for one (1) year with the option, at the City's discretion, to extend the contract up to four (4) times in one (1) year intervals. The City received two proposals, one from St. Francis Electric, LLC (SFE) and one from Bear Electric Solutions, Inc. (BES), by the deadline of June 16, 2022.

Analysis:

Staff reviewed the two proposals, and found both proposals were from highly qualified contractors that have extensive experience working in northern California. However, Public Works found SFE is the most qualified contractor based on their experience and past performance. Below are the results of the rankings:

Evaluation Criteria	Maximum Score Possible	Score	
		SFE	BES
Compliance with RFP	20	14	14
Capability and Experience	120	95	89
Past Performance	80	64	56
Reference Checks	40	31	26
Cost for Services and Extra Work	140	109	112.5
Maximum Possible Score: 400	Total:	313	297.5

Although routine maintenance costs were identical between SFE and BES, SFE was higher ranked in the Cost for Services and Extra Work criteria due to cheaper costs affiliated with special equipment and additional annual maintenance services.

To minimize contract management costs, staff is requesting authorization for the Public Works Director to execute up to four, one-year extensions to the Service Agreement provided SFE's services meet or exceed staff's expectations and that any annual cost increases requested by SFE do not exceed the Consumer Price Index for the San Francisco Area, All Urban Wage Earners, published by the United States Department of Labor, Bureau of Labor Statistics for the prior 12-month period.

Fiscal Impact:

The total contract amount for the first year is \$58,400.00 funded through Account No. 3150-63674 (Electrical Maintenance). This amount includes \$20,000 for on-call emergency response, which represents staff's best estimate of what will be required based on average historic needs. Account No. 3150-63674 will have approximately \$135,000 currently available.

Subsequent contract extensions permitted through the contract will be subject to cost increases not to exceed the Consumer Price Index for the San Francisco Area, All Urban Wage Earners, published by the United States Department of Labor, Bureau of Labor Statistics for the prior 12-month period.

Alternatives:

- A. Modify the on-call emergency amount.
- B. Do not award the contract and either direct staff to issue a new Request for Proposals with different terms or authorize additional staffing levels to perform this work with City staff.
- C. Require any one-year contract extensions to be brought to Council for approval each year.

Recommendation:

- A. Adopt a Resolution awarding a Service Agreement for traffic signal maintenance to St. Francis Electric, LLC of San Leandro, CA in the amount of \$58,400.00 with the finding that it is in the best interest of the City.
- B. Authorize the Public Works Director to execute up to four, one-year contract extensions to the traffic signal maintenance contract on behalf of the City, with annual cost increases not to exceed the Consumer Price Index for the San Francisco Area, All Urban Wage Earners, published by the United States Department of Labor, Bureau of Labor Statistics for the prior 12-month period.

Attachments:

- 1. Service Agreement for Traffic Signal Maintenance
- 2. Resolution - Traffic Signal Maintenance Contract Award

Prepared By:

William Jow
Assistant Engineer

Submitted By:

Diana Langley
City Manager

SERVICE AGREEMENT

This Agreement is made and entered into as of _____, by and between the City of Yuba City, a municipal corporation ("City") and St. Francis Electric, LLC ("Consultant").

RECITALS

- A. Consultant is specially trained, experienced and competent to perform the special services which will be required by this Agreement; and
- B. Consultant possesses the skill, experience, ability, background, certification and knowledge to provide the services described in this Agreement on the terms and conditions described herein; and
- C. City desires to retain Consultant to render professional services as set forth in this Agreement.

AGREEMENT

1. Scope of Services. The Consultant shall furnish the following services in a professional manner.

**See Attached Proposal
(Exhibit A)**

2. Time of Performance. The services of Consultant are to commence upon execution of this Agreement and shall continue until all authorized work is completed and approved by the City. Finalization shall be completed at the direction of the City of Yuba City.
3. Compensation. Compensation to be paid to Consultant shall be in accordance with the Schedule of Charges set forth in Exhibit A, which is attached hereto and incorporated herein by reference. In no event shall Consultant's compensation exceed \$58,400.00 without additional written authorization from the City. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to the City at the time of payment.
4. Method of Payment. Consultant shall submit monthly billings to City describing the work performed during the preceding month. Consultant's invoices shall include a brief description of the services performed, the date the services were performed, the number of hours spent and by whom, and a description of any reimbursable expenses. City shall pay Consultant not later than 30 days after approval of the monthly invoice by City staff. When

payments made by the City equal 90% of the maximum fee provided for in this Agreement, no further payments shall be made until the final work under this Agreement has been accepted by City.

5. Extra Work. At any time during the term of this Agreement, City may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from City.
6. Termination. This Agreement may be terminated by the City immediately for cause or by either party without cause upon fifteen days written notice of termination. Upon termination, Consultant shall be entitled to compensation for services performed up to the effective date of termination. Such compensation is subject to the conditions of Section 4 of this agreement.
7. Ownership of Documents. All plans, studies, documents and other writings prepared by and for Consultant, its officers, employees, agents and subcontractors in the course of implementing this Agreement, except working notes and internal documents, shall become the property of the City upon payment to Consultant for such work, and the City shall have the sole right to use such materials in its discretion without further compensation to Consultant or to any other party. Consultant shall, at Consultant's expense, provide such reports, plans, studies, documents and other writings to City upon request.
8. Licensing of Intellectual Property. This Agreement creates a nonexclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents & Data"). Consultant shall require all subcontractors to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subcontractor prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regards to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the City. City shall not be limited in any way in its use of the Documents & Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written

information, and other Documents & Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of City, be used by Consultant for any purposes other than the performance of the services under this Agreement. Nor shall such materials be disclosed to any person or entity not connected with the performance of the services under this Agreement. Nothing furnished to Consultant, which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs relating to project for which Consultant's services are rendered, or any publicity pertaining to the Consultant's services under this Agreement in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

8. Consultant's Books and Records:

- a. Consultant shall maintain any and all ledgers, books of accounts, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant to this Agreement.
- b. Consultant shall maintain all documents and records which demonstrated performance under this Agreement for a minimum period of three (3) years, or for any longer period required by law, from the date of termination or completion of this Agreement.
- c. Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours, upon written request by the City Administrator, City Attorney, City Auditor or a designated representative of these officers. Copies of such documents shall be provided to the City for inspection at City Hall when it is practical to do so. Otherwise, unless an alternative is mutually agreed upon, the records shall be available at Consultant's address indicated for receipt of notices in this Agreement.
- d. Where City has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment or termination of Consultant's business, City may, by written request by any of the above named officers, require that custody of the records be given to the City and that the records and documents be maintained in City Hall. Access to such records and documents shall be granted to any party authorized by Consultant, Consultant's representatives, or Consultant's successor-in-interest.

9. Independent Contractor. It is understood that Consultant, in the performance of the work and services agreed to be performed, shall act as and be an independent contractor and shall not act as an agent or employee of the City. Consultant shall obtain no rights to retirement benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights.

Consultant is not a designated employee within the meaning of the Political Reform Act because Consultant:

- a. Will conduct research and arrive at conclusions with respect to his/her rendition of information, advice, recommendation or counsel independent of the control and direction of the City or of any City official, other than normal agreement monitoring; and
- b. Possesses no authority with respect to any City decision beyond rendition of information, advice, recommendation or counsel. (FPPC Reg. 18700(B)(2).)

10. Interest of Consultant. Consultant (including principals, associates and professional employees) covenants and represents that it does not now have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered by this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of Consultant's services hereunder. Consultant further covenants and represents that in the performance of its duties hereunder no person having any such interest shall perform any services under this Agreement.

11. Professional Ability of Consultant. City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall therefore provide properly skilled professional and technical personnel to perform all services under this Agreement. All work performed by Consultant under this Agreement shall be in accordance with applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in Consultant's field of expertise.

12. Compliance with Laws. Consultant shall use the standard of care in its profession to comply with all applicable federal, state and local laws, codes, ordinances and regulations.

13. Licenses. Consultant represents and warrants to City that it has all licenses, permits, qualifications, insurance and approvals of whatsoever nature, which are legally required of Consultant to practice its profession. Consultant represents and warrants to City that Consultant shall, at its sole cost and

expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, insurance and approvals which are legally required of Consultant to practice its profession. Consultant shall maintain a City of Yuba City business license.

14. Indemnity. Consultant agrees to defend, indemnify and hold harmless the City, its officers, officials, agents, employees and volunteers from and against any and all claims, demands, actions, losses, damages, injuries, and liability, direct or indirect (including any and all costs, including attorney fees and expenses in connection therein), arising out of the performance of this Agreement in whole or in part by any negligent act or omission of the Consultant, or anyone directly or indirectly employed by the Consultant or anyone for whose acts the Consultant may be liable, or its failure to comply with any of its obligations contained in this Agreement, except for any such claim arising out of the sole negligence or willful misconduct of the City, its officers, agents, employees or volunteers.
15. Insurance Requirements. Consultant, at Consultant's own cost and expense, shall procure and maintain, for the duration of the contract, necessary insurance policies as described in Exhibit B.
16. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to City	William Jow Public Works Department City of Yuba City 1201 Civic Center Blvd Yuba City, CA 95993 (530) 822-4635
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If to Consultant:	Monica Kint Regional Project Manager St. Francis Electric, LLC 975 Carden Street San Leandro, CA 94577 (510) 639-0639
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17. Entire Agreement. This Agreement constitutes the complete and exclusive statement of Agreement between the City and Consultant. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Agreement.

18. Amendments. This Agreement may be modified or amended only by a written document executed by both Consultant and City and approved as to form by the City Attorney.
19. Assignment and Subcontracting. The parties recognize that a substantial inducement to City for entering into this Agreement is the professional reputation, experience and competence of Consultant. Assignments of any or all rights, duties or obligations of the Consultant under this Agreement will be permitted only with the express consent of the City. Consultant shall not subcontract any portion of the work to be performed under the Agreement without the written authorization of the City. If City consents to such subcontract, Consultant shall be fully responsible to City for all acts or omissions of the subcontractor. Nothing in this Agreement shall create any contractual relationship between City and subcontractor nor shall it create any obligation on the part of the City to pay or to see to the payment of any monies due to any such subcontractor other than as otherwise is required by law.
20. Waiver. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.
21. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.
22. Controlling Law Venue. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in a state court in the County of Sutter.
23. Litigation Expenses and Attorneys' Fees. If either party to this Agreement commences any legal action against the other party arising out of this Agreement, the prevailing party shall be entitled to recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and attorneys' fees.
24. Mediation. The parties agree to make a good faith attempt to resolve any disputes arising out of this Agreement through mediation prior to commencing litigation. The parties shall mutually agree upon the mediator and shall divide the costs of mediation equally. If the parties are unable to agree upon a mediator, the dispute shall be submitted to JAMS/ENDISPUTE ("JAMS") or its successor in interest. JAMS shall provide the parties with the names of five qualified mediators. Each party shall have the option to strike two of the five mediators selected by JAMS and thereafter the mediator remaining shall hear

the dispute. If the dispute remains unresolved after mediation, either party may commence litigation.

25. Execution. This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties when at least one copy hereof shall have been signed by both parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.
26. Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party.
27. Prohibited Interest. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising there from.
28. Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non- discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of City's Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.

CITY OF YUBA CITY:

CONSULTANT:

By: _____ By: _____

Diana Langley
City Manager

Guy Smith
Vice President

Attachments: Exhibit A – Proposal
 Exhibit B – Insurance Requirements
 Exhibit C – Exemption of Workers Compensation Insurance
 Exhibit D – Fee Rate Schedule for 2021 Calendar Year

EXHIBIT A
Request for Proposal

PROPOSAL FOR THE CITY OF YUBU TRAFFIC SIGNAL MAINTENANCE SERVICES



Presented by: **St Francis Electric, LLC**

June 16, 2022

975 Carden St, San Leandro, CA 94577

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Cover Letter

June 16, 2022

William Jow, Assistant Engineer
City of Yuba City Public Works
1201 Civic Center Blvd
Yuba City, CA. 95993



RE: Proposal for – Traffic Signal Maintenance Services

Dear Mr. Jow

St. Francis Electric (herein after referred to as SFE) is pleased to respond to the Request for Proposal to provide Traffic Signal Maintenance and repair services to Yuba City and its 40 traffic signals. SFE agrees to provide services outlined in this RFP in providing preventative routine maintenance, emergency repair, & scheduled repairs and adhere to the requirements described. SFE confirms that all qualifications are valid and current and shall remain so for the duration of any prospective agreement.

SFE is a California licensed and bonded Class **"A-General Engineering"** and **"C-10 Electrical"** contractor (CA license #1003811). SFE has a long history of servicing Northern California's transportation and electrical construction needs, proving to be a beneficial resource when dealing with everyday maintenance and operations. Having a core business of traffic signal and street light installation and maintenance, SFE has established itself as one of the top electrical service providers in California and in addition to our Woodland office we have satellite office locations in Gilroy and Riverside and our headquarters based out of San Leandro. Our Woodland office is 45 miles from Yuba City.

Our company currently has over 250 employees including a solid team of skilled IMSA certified traffic signal technicians, electricians, CA licensed traffic engineer consultant, project managers, and project engineers. SFE is well-established in the industry and having vast amounts of inventory allows us to serve maintenance and construction projects effectively

We thank you for giving SFE the opportunity to present this proposal and look forward to establishing a working partnership with Yuba City.

SFE acknowledges zero addendums.

St. Francis Electric, LLC – Woodland Office/ Warehouse
341 Industrial Way
Woodland, CA. 95776
Fed Tax ID# 47-2615956
DIR# 1000022208
www.stfranciselectric.com

St. Francis Electric, LLC - Headquarters
975 Carden St.
San Leandro, CA 94577
Guy Smith, VP of Operations
Guy@sfe-inc.com
PH: (510) 639-0639 Fax: (510) 639-9116

Sincerely,

Guy Smith,
Vice President

Statement of Qualifications

Company Background

St Francis Electric has been in business since 1946... Although our company experiences the normal up and downs of construction in the SF Bay Area, its longevity is proof of its stability. Over the years, SFE has proven to be a leading provider in Electrical Contracting Services including Underground Utilities, Transportation, Traffic signal and Street Lighting Maintenance. St. Francis Electric is one of the largest electrical companies in Northern California with a staff of experienced technicians, electricians, project managers/ engineers, estimators, in house fleet mechanics shop/ crew, and a California licensed Traffic Engineer consultant to support our client's needs. SFE's experienced technicians have previously worked on or are currently working for local governments in providing traffic signal/ street light maintenance. SFE has an experienced team providing support to our field technicians and to the public agencies with regards to equipment knowledge, implementation, programming, troubleshooting, innovative solutions and installation.

Understanding Scope of work

The work to be done consists of providing preventative and routine traffic signal maintenance, responsive emergency service, and records for the maintenance of traffic signals within Yuba City. SFE will furnish all tools, equipment, apparatus, facilities, labor, services and materials, while performing all work necessary to maintain all of the traffic signals or systems owned by the City.

- Maintain all traffic signals and street safety lighting, where the safety lighting is on the same pole as the traffic signal
- Provide a minimum of (1) IMSA level three technician and two (2) IMSA Level Two technicians with at least three (3) years of experience and knowledgeable staff familiar with programming traffic signal and interconnect timing of 170 & NEMA controllers.
- To have all the required equipment in the respective systems be serviceable and in operation at all times 24 hours a day, 7 days a week.
- To respond as described in the RFP to all service calls and emergency calls promptly.
- Offer the best in the business field staff, project management staff, licensed traffic engineers, and support staff to the City.
- SFE shall use work zone traffic control measures as provided in the most current edition of the *California Manual on Uniform Traffic Control Devices* whenever traffic control is necessary or as directed by the City's Contract Administrator.
- Under emergency conditions, SFE shall assure full cooperation with the California Highway Patrol (CHP), the Yuba City PD & County Sheriff's Department, and employees of the City.
- Reports of traffic signal or street light problems can be initiated by calling our 24 hour number any time, day or night: 1 (844) LIGHT88 (544-4888).
- SFE staff will be available to meet with the City's representatives on a monthly basis, or as needed, to discuss ongoing and future planned maintenance activities.

Preventative Maintenance

The City requires that SFE perform preventative maintenance on all signal equipment.

A traffic signal includes, but is not limited to: traffic signal controller and cabinet and all appurtenant equipment, service cabinet, flashing beacons related to traffic signal operations (i.e. advanced warning beacons), pedestrian and vehicle signals, detector systems, video detection camera systems, CCTV camera systems, wireless vehicle detection system, interconnect cable (copper and fiber optic), wireless communications equipment, traffic signal communications equipment, emergency vehicle preemption system, uninterrupted power supply system, intersection safety lighting, internally illuminated street name signs, and radar speed signs related to traffic signal operations.

Typical equipment includes: Model 170E Controller with Bi Tran Systems Program 200CA Local Intersection Program in a Model 332 Controller Cabinet. Signal detection is primarily loop detection with some video detection. Equipment varies at each site; SFE is to verify site and equipment conditions prior to proposal submittal.

SFE shall use a Windows-based computerized maintenance and inventory management system to record all work done as outlined in the Scope of Work. The Preventative Maintenance database shall be continually updated. The City shall have access to the database as well as have an updated hard copy of the database provided to the City monthly if requested.

Upon completion of each Preventative Maintenance inspection detailed in this schedule, SFE shall supply a computerized report to the Public Works Department itemizing each check performed and the result of that check and inform the City of any corrective actions needed.

SFE shall also provide a computerized monthly report to the City Engineering Division of the Public Works Department by the fifteenth day of each month that summarizes the pending repair work needed at each intersection. This report shall be broken down by intersection and be separate from the Preventative Maintenance Report.

NOTE: Where systems or equipment do not exist or are non-functioning, make a note and notify the City. Services for Monthly, Bi-Annual, and Annual preventative maintenance visits shall be approved by City staff prior to scheduling by SFE. SFE shall notify City staff on a weekly basis of their planned activity within the City.

Preventative Maintenance

SFE shall perform the following **Monthly Preventative Maintenance** inspections:

1. Controller Cabinet
 - Test and Check ground fault receptacle
 - Observe the general appearance of the cabinet, noting any rust or other signs of deterioration and complete/recommend repair work if needed
 - Inspect door gasket condition
 - Inspect door lock operation

- Operate and inspect ventilation fan and cabinet light (where applicable)
 - Inspect for pests in cabinet
 - Visually inspect all relays, photocells, cabinet locks, cabinet fans, switches and make routine adjustments
 - Move the fan thermostat setting and determine if fan is operable. Return thermostat to proper setting
2. Signal Controller
- Visually inspect signal controller and controller cabinet components for proper operation and recommend repairs/replacements as necessary
 - Check timing of individual signal phases. Contractor shall notify engineer immediately of any operational issue or difference between the timing sheets to the actual timing operating in the controller. The contractor shall not make any timing changes unless it is a matter of public safety or is needed for the proper operation of the traffic signal.
3. Signal & Pedestrian Heads
- Visually inspect all vehicular signals for proper operation
 - Report burnt out or flickering indications
 - Walk intersection and visually inspect all signal heads including backplates, visors and indications for proper operation and alignment. Report all broken parts, align signal heads and adjust all mast arm signs as necessary
 - Check that all pedestrian signals are in good condition and aimed properly. Make adjustments as necessary.
 - Pedestrian Push Buttons
 - Actuate each button for proper operation. Visually inspect and note condition. Report any broken or defective pedestrian push buttons.
 - Check all audible and tactile pedestrian signal are in good condition and properly positioned (where applicable)
5. Interconnect Communication
- Check operation
 - Visually inspect cables, antenna, and other hardware and recommend repairs as needed
6. Miscellaneous
- Visually inspect other signal hardware
 - Report all deficiencies
 - Check operation of flashing beacons at signalized intersections to ensure proper operation
 - Use laptop computer to check detection camera alignment and make adjustments as necessary

In addition to the monthly maintenance report, SFE shall conduct:

Bi-Annual Preventative Maintenance and submit a report that shall include all of the following elements:

1. Detectors and Loops



- Visually inspect for exposed wires, cracks, and/or pot holes and recommended repairs or replacement as needed
 - Check and tune detector amplifiers
2. Controller Cabinet
- Measure voltage level at service entrance in cabinet and record
 - Vacuum and clean controller cabinet and contents; includes removing, cleaning, and replacing cabinet air filters.
3. Battery Backup Systems (As directed)
- Test battery backup system
 - Test battery charge and report if replacement is needed
 - Measure voltage level at service entrance in cabinet and record
 - Vacuum and clean controller cabinet and contents
4. Controller Cabinet
- Check wire schematics and records to make sure they are in the cabinet. Notify the City if they are not present
 - Inspect terminal blocks and tighten as needed
 - Lubricate hinges and lock
5. Signal Heads & Video/CCTV
- If visual inspection warrants, clean and polish signal lenses and reflectors, video detection and CCTV cameras, and emergency preemption detection lenses, and align signal heads as needed
 - Check the mounting of each signal head and adjust/tighten the mounting as required.
6. Emergency Vehicle Pre-Emption
- Actuate preempt to check operation with Emergency Vehicle Pre-emption Emitter and recommend repairs as needed.
 - Check the mounting of each detector head and adjust/tighten the mounting as required.
7. Radar Feedback Signs & Flashing Beacons
- Check operation and adjust as needed
 - Clean protective sheeting
 - Check seals and recommend repairs/replacement as needed
 - Check batteries and recommend repairs/replacement as needed
 - Check connections and tighten if needed
 - Visually inspect cables, antenna, and other hardware
8. Miscellaneous
- Adjust all mast arm mounted street name signs as needed
 - Check condition of paint (frameworks, heads, cabinet, poles, and other appurtenances) and make recommendation for repainting as needed.
 - Check cabinet inventory list and update as needed. Provide an electronic copy to the City.



In addition to the monthly and Bi-annual maintenance, SFE shall conduct **Annual Preventative Maintenance** and submit a report that shall include all of the following elements within the first two (2) months of the start of each contract period:

1. Signal System Assessment
 - Perform conflict monitor test and submit printout
 - Check for water accumulation and reseal ducts
2. Night Inspections
 - Walk intersection and check for proper visibility and operation of traffic signal heads, pedestrian signal heads and flashing beacons
 - Check operation of safety lighting and recommend repairs and replacements to the City as needed.
 - Check operation of internally illuminated street name signs and conduct repairs and recommend replacements as needed
3. Miscellaneous
 - Check any other equipment utilized during the term of the Agreement but not specifically listed
 - Tighten anchor bolts
 - CCTV cameras and emergency preemption detection lenses must be cleaned/polished and aligned at least once a year.
 -

Key Personnel

Guy Smith	Maintenance Division Manager/ VP of Operations
Monica Kint	Project Manager/ Estimator (Assigned to the City)
Mike Zrodlo	Foreman Electrician (Assigned to the City)
Mark Naughton	Traffic Signal Electrician/ USA Specialist (Assigned to the City)
Salvador Aguirre	Traffic Signal Technician/ Electrician (Assigned to the City)
Daniel Martinez	Traffic Signal Technician/ Electrician (Assigned to City)
Ramon Ayala	Groundsman (Assigned to City)
Allen Chen	Traffic Engineer (Consultant)
Vance Gonzales	Iteris Specialist

SFE has a team of skilled IMSA certified traffic signal technicians, electricians, Laborers, Operators, Project Managers, and Project Engineers. Our staff will perform all tasks related to Traffic Signal Maintenance and Repair Services as described in this RFP. SFE's experienced and attentive office team will manage the Logistics segment of this contract. Tasks Include but not limited to dispatching, task tracking, equipment tracking, purchasing and stocking material, contracts, insurance, estimating, billing, location mapping, and maintaining clear communication to our client via email, phone, or in person.

SFE's PM will primarily be responsible for planning a particular job and overseeing its progress along the way. The PM plans the work that his or her crew will perform. The PM will look over the proposed project to determine how and when the work will be performed, including prep work such as ordering materials and scheduling that must be completed before the project starts. The PM will also develop a deliverables schedule to provide a road map that the team must stick to in order to finish the job in a timely and cost-effective manner. The PM will obtain the equipment and supplies necessary to complete the project, find a place to store it, and implement a method for tracking inventory via our cloud-based software.

SFE's project manager will be responsible for setting up estimates, budgets & timetable for the client, and develop a strategy. The project manager will select the appropriate field staff, provide required explanations for the professionals associated with the project, and coordinate/collaborate with the engineers. When delays or problems occur the project manager and superintendent will be the first responders, ready to make the changes required to move the project past the issue.

The PM and foreman will review the work daily to ensure that it is progressing in a timely fashion. If there is a slowdown, due to weather, an accident, or simply a task that takes longer than expected, the PM will make changes to get the job back on track.

SFE's PM and foreman will maintain ongoing customer contact to ensure quality work is completed on time and ensures customer satisfaction. The PM will manage the field staff daily and stay in constant communication with the superintendent on scheduling & potential problems/solutions. Our PM will check in with the warehouse weekly regarding material inventory and assist with competitive pricing for the customer.

Key Staff Experience

Monica Kint, Project Manager assigned to Yuba City, has 13+ years of experience in the Traffic Signal, ITS and Street Light industry as a project manager and estimator. Monica has excellent relationships with municipalities, manufacturers, contractors, Regional Transportation Associations and State Department of Transportations. Ms. Kint has extensive vendor relationships enabling her to provide the most cost-effective equipment and recommendations for maintenance needs. Monica is experienced in scheduling, coordinating field work, support calls and intersection support. In addition, Ms. Kint is familiar with Caltrans Specifications and MUTCD requirements. During her time at St. Francis Electric, Monica has managed and is currently managing 20+ traffic signal, streetlight and on-call electrical service contracts. Previously Ms. Kint worked at Western Pacific Signal as a project manager/ estimator providing sales and support for Northern California and Washington and was the main point of contract for all manufacturers.



Mike Zrodlo, the foreman Traffic Signal Technician/ Electrician assigned to Yuba City, is a veteran electrician who has worked all around Northern California installing and maintaining traffic signals and street lighting. Due to Mike's longevity in the trade, his knowledge of older installations and the special circumstances they can present is second to none. Mike is proficient with TS1, TS2, 170 and NEMA Controllers and timing including cobalt and Econolite controllers or 2070's. Mike is experienced in the installation and wiring of battery back-up systems, traffic signal controller cabinets and video detection systems including Iteris, Econolite and Trafficon cameras. Mike is a State Certified Electrician (Cert# 129495) and holds his IMSA Level II Certification.

Mark Naughton, assigned Electrician to the City, has been in traffic signal and streetlight industry for 31 years. Mark holds his IMSA Level 2 Certification, is a certified crane operator and a State Certified electrician (Cert#112902). Mark is proficient with TS1, TS2, 170 and NEMA Controllers and timing. Mark is experienced in the installation and wiring of battery back-up systems, traffic signal controller cabinets and video detection systems including Iteris, Econolite and Trafficon. Cortland is CMU/MMU testing equipment certified (ATSI PCMT-8000). He is versed in intersection inspection and Service Meter installation, inspection & turn-on support. Mark has both installation and troubleshooting experience with various solar and hard wired speed feedback systems and in-pavement crosswalk systems and flashing beacons.

Salvador Aguirre, traffic signal technician assigned to the City of Yuba City has 7+ years in the traffic signal and street light industry. Salvador has his IMSA Level III Traffic Signal Technician Certification. Mr. Aguirre is experienced with traffic signal and streetlight troubleshooting, maintenance and repair. Salvador is versed in dealing with signal and streetlight pole knockdowns, wire pulls, cabinet and controller troubleshooting and repair. In addition, Salvador has also successfully completed his certification from LRN Transportation for design, diagnostic and maintenance Level I & II and signal timing. Aside from his electrical experience Salvador also installs both streetlight and traffic signal foundations, conduit, pull boxes and concrete work.

Daniel Martinez has been in the traffic signal and streetlight industry for 8 years and assigned streetlight electrician to the City of Livermore. Daniel is IMSA level III Certified, holds his LRN Traffic Signal Timing, and Traffic Signal Training Level II Certificate. Daniel has experience with 2070/ 2070L controllers, intelliite D-4 controllers, ATC/ ASC controllers, Naztec/Trafficware Series 900/980, 390 & 390CJ, Eagle Controllers, 332, NEMA P, R & M cabinets, and TS-1 type 1 type 2 hybrid cabinets. Daniel has worked with and is proficient with multiple video detection systems such as iteris, Econolite, Trafficon and Gridsmart. Daniel has maintained day to day operations to City and County traffic signals as well as troubleshooting cabinet malfunctions and detection issues with Iteris, Econolite, and Traficon detection systems. Daniel also has advanced experience in timing changes, recalls and coordination operations as well as traffic signal and cabinet installation and Polara/Campbell push button systems and installation. Daniel has advanced experience in commercial parking lot lighting and signage and has worked in the energy efficiency area field servicing and installing lighting controls, induction, and LED Retrofit projects to schools, public buildings, Government buildings, parking lots, and signs.

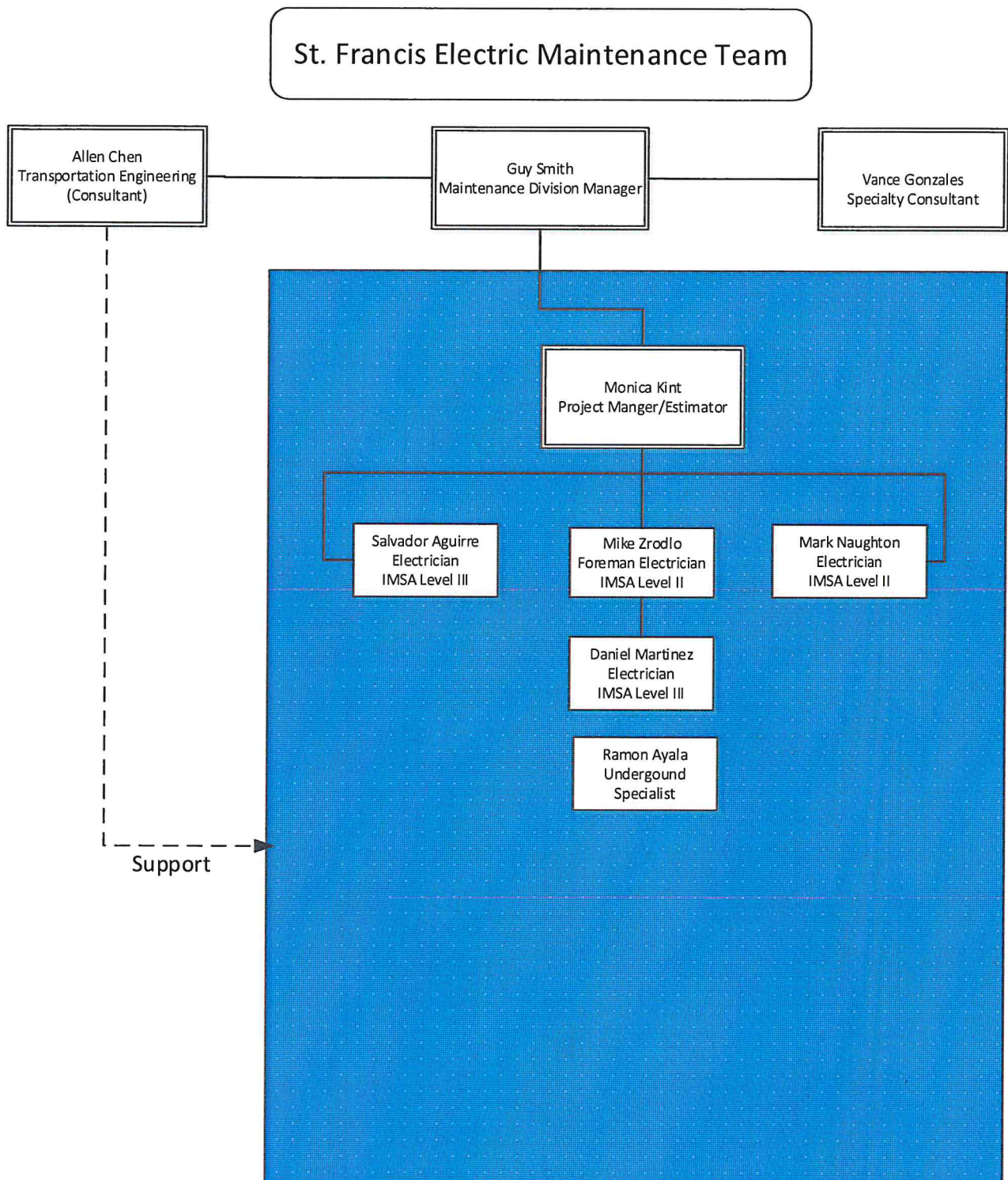


Ramon Ayala has 20 years of experience in the streetlight and traffic signal maintenance/construction industry. Ramon has his IMSA work zone safety and Traffic Signal Field Technician Level I & II Certifications. Mr. Ayala specializes in streetlight and traffic signal foundations, conduit, pull boxes, loops, concrete work and G5's. Mr. Ayala assists with maintenance, signal work, wire pulls and all aspects of the work required in this RFP.

Allen Chen, traffic engineer Consultant for St. Francis Electric, has 20 years of working experience. He specializes in traffic signal operation, traffic signal and ITS equipment troubleshooting/ programming, traffic signal design and modification, communication system design, traffic signal coordination, traffic signal improvement, traffic control plan design and traffic calming improvements. Allen has working experienced for government agencies and previously worked for the City of Fremont, and Santa Rosa as a traffic engineer managing operations of 200+ traffic signals. Mr. Chen is a registered California Professional Civil (C 67936) and Traffic Engineer (TR 2368). Allen holds his IMSA Traffic Signal Technician Level I, II & III Certifications. Allen holds a Master of Science Degree in Mechanical Engineering and a Bachelor of Science Degree in Civil Engineering.

Vance Gonzales, Iteris specialist is a Product Support Engineer and will provide services to SFE to lead the ITERIS Vantage Video Detection Camera installation and support. Vance has extensive experience from manufacturing, installation, engineering, troubleshooting, and testing within the traffic signal industry. Vance has IMSA Level III certification. Factory trained TS1 and TS2 – Econolite, Siemens, and Naztec. Vance has extensive training from EIT - UC Berkeley, Adaptive traffic systems, 170/2070 controller – Safetran and McCain, ITS cabinet and controller, signal timing, coordination, and design. He is Experienced in video detection on all manufacturing – Iteris, Naztec, Flir, Aldis, Autoscope, and Leddartec. Vance is experienced in Traffic Management Center installation & in wireless communication 900.2.4 4.9 5.8. Experienced in traffic signal communication networks – fiber, Ethernet over copper (Actelis), and various types of managed switches and servers, video management software and 10 years with SMI Peek in traffic signal equipment installation and maintenance, 4 years with Synchronex in installation and cabinet modification, 13 years with ITERIS in traffic equipment installation, video detection, Clary battery backup system and Encom Radios.

Organization Chart



Customer Service

SFE understands that, as a contractor, we represent the City while working on its streets. Many of our team members have worked for municipalities; therefore, we always thrive to provide responsible and innovative services to our clients. To provide a comprehensive service designed to minimize malfunctions; reduce complaints; and extend the useful life of the City's traffic signals. We proactively communicate with City officials to inform them of any issues encountered for all services described in this RFP during the contract period. SFE provides our clients with a schedule of approximate time and dates when maintenance services will be completed and inform the clients every time a technician is in the City. This allows the City to address concerns or other issues while our technician is in town to further ensure proper functionality to all the City's Traffic Signals, minimizing after hour emergency call outs saving the City money as well as keeping the community happy.

Our maintenance division stands out over many due to our experience with customer service. We understand that through daily communication between field, office, and City staff we can sustain from uncommunicative issues that could arise when there is a lack of communication. By emailing maintenance@sfe-inc.com during normal business hours, we guarantee the City will receive an immediate response from office staff. If after hours concerns arise, we keep our cell phones readily available. On top of that, when calling our 24/7 Direct Line Teleservice you are guaranteed a live person every time you call in, and a text message and call is immediately dispatched to our on-call technicians. Our tech will immediately follow up with a return phone call notifying the reporting party confirmation of receipt and our estimated time of arrival. All of our technicians have smart phones/ tablets and/ or laptops and can be reached at any time while performing services within the City.

During the contract transition office staff and technicians will conduct a meeting with City staff to discuss our vision and begin exploring innovative and cost-effective ways to assure the quality and functionality of the City's traffic signals and all items listed in this RFP. If desired, the City can have the option to generate work orders. SFE will work with City staff to ensure we have the most current, up to date list of traffic signals, speed feedback signs and flashing beacons operated by the City. All this information will be imported into our Salesforce system. Should there be any outstanding work orders with approval from the City, we will address these concerns right away.

Our project manager will coordinate and schedule all transition activities; provide weekly reporting on transition progress and ensure all applicable property and tools are included as part of transition. SFE will work with City PMs to ensure all transition deliverables are received and understood and identify any gaps in transition activities. SFE management will ensure continuity of all maintenance activities throughout transition; ensure receipt of adequate maintenance documentation of all processes, tasks, and activities. During our initial visit to each location SFE



will conduct a complete inventory of all major equipment including: manufacturer, serial number, and model number. All information will be inputted into Salesforce for the City to examine at any time and a copy of the inventory will be sent to the City.

On-Line Electronic Database Service

To better service the Yuba City, SFE will provide an online real-time electronic database service. SFE recognizes that speed, efficiency, and comprehensive service are the keys to customer satisfaction in our industry. With this in mind, we are constantly seeking innovative ways to improve our service delivery. SFE is proud to present Salesforce™, our computerized electronic maintenance and inventory management system. This cloud-based application represents what we believe to be the forefront of customer account management and maintenance tracking in our industry. The City's Salesforce™ account will include a complete list of all of City's intersections, equipment inventory, a log of repair and replacement parts, and records of all emergency calls received for the City. Essential key functions of this online database are made available to the City Engineer and authorized agent(s) to monitor maintenance, service call history, and review all activities performed by SFE technicians working in the City. Additionally, our Staff will be in constant contact with the City Via voice and email to assure that the City is aware of SFE's progress daily.



Salesforce™ Customer Portal

The information handled by Salesforce™ includes:

- Service Request Management and Scheduling, including time stamping and dispatching.
- Scheduled Maintenance Management and Scheduling.
- Intersection Details, inventories of equipment, maps, CAD drawing, timing sheets, etc.
- Report Generation: including invoices, materials use, etc.
- Inventory control, including real-time tracking of available and installed equipment.
- Information available to view or download through the Customer Portal, which includes:
 - Real-time status of Scheduled Maintenance and Service Request calls.
 - Real-time Intersection Inventories.
 - Real-time Equipment Inventories.
 - Intersection maintenance histories, maps, CAD drawings, digital photographs.
 - Account information, such as contacts and billing



Quality Assurance/ Safety Precautions

Safety is the top priority within SFE. To operate as a larger general electrical contractor, SFE has developed a culture to always pay extra attention regarding safety. With our designated safety officer and safety team constantly going from job to job, SFE promises to plan and conduct the work in a manner that will safeguard all persons from injury in accordance with CAL OSHA regulations and shall take precautions required by all other applicable governmental regulations.

To ensure good quality from SFE staff, we believe in proper foresight and preparation. We train our technicians to IMSA, OSHA, State specific requirements, Caltrans specs, and Vendor Specific standards. We supply the “right tools” for the job, from hand tools to heavy equipment. Once the proper tools and training are supplied, we can then progressively inspect and ensure proper production and quality levels are met.

We regularly and randomly inspect our technician’s quality and thoroughness. We strive to “see things” from our customer’s perspective. When performing maintenance on Traffic, we believe that the efforts we put into the quality of our service prolongs the life and efficiency of the components.

We have established aggressive goals and have adopted a zero tolerance regarding safety compliance. Our focus on a safer tomorrow is paramount, to our future. The success of reaching our goals rests on the shoulders of each employee at St. Francis Electric. With their knowledge, by their preparations, and through their practices, we can achieve these goals. We have identified several actions and our efforts are doubled regarding safety awareness. Since 2012, St. Francis Electric has not received an OSHA citation. In addition, the renewed efforts are already being shown in our Experience Modification Rate.

SFE continuously provides to its employees State Compliant Injury and Illness prevention programs. Standard Certifications are as follows but not limited to: Heat Illness, Cal Osha 10, CPR/First Aid, Haswoper 40, Defensive Driving, Lead & Asbestos, and Hazard Communications. Additional programs will be provided as specified in various contracts with public or private Clients and or at the request of the Company employed Safety Officer.

Emergency Response Service

SFE’s response time will be within 1 hour of initial call out. With having our Woodland office within 45 miles from the City we are able to ensure this. With having contracts with the City of Sacramento, Rancho Cordova, Yuba County, and Nevada County, an electrician will always be near the City of Yuba City. When SFE is notified of an emergency situation, a technician will be dispatched immediately. SFE has large warehouse capacity, resources, and inventory in Woodland to support City’s and Counties and enables us to guarantee quick response times. SFE agrees to provide and maintain emergency service response of the City’s traffic signals and



streetlighting on a twenty-four (24) hour a day, seven (7) days per week basis, including all holidays. SFE has a 24/7/365 telephone service for taking calls for reported outages, knockdowns, etc. All calls will be logged to track repairs at each location: 1-(844)-LIGHT88. SFE will be prepared to provide the City with 24/7 service for the repair of the equipment. At a minimum, SFE will provide services to all items listed in this RFP as described in the following scope of work.

Upon initial notification of an emergency call out, the SFE technician On-Call will call the reporting party upon initial receipt notifying they have received the notification and approximate arrival to location within 1 hour. If during business hours, office staff will also follow up with an email to the reporting party and City staff. If the emergency call is after normal business hours, SFE office staff will follow up with the City the following business day with a report of all work completed. Upon arrival, the technician will assess the site, implement appropriate traffic control, and evaluate the problem. The technician will restore site to a safe and working condition logging via our on-site live portal the time, date, nature of task order/ emergency call, and corrective action. All on-call technicians have backup personnel readily available should the need for additional manpower arise. Also, should a major incident occur requiring the mobilization of a large crew, the St. Francis maintenance department is able to utilize any of our 250+ construction crew.

Facilities Description

SFE's Woodland location has approximately 2,000 square feet of office space with a 3,000 square foot indoor secured storage warehouse on an acre of land. This is beneficial as it allows us to stock items such as traffic signal poles and prevents the City from having to experience long lead times.

St. Francis Electric headquarters is located on 3.5 acres of land in the City of San Leandro, Alameda County. SFE's headquarters has secured outdoor storage space sufficient for all the contract equipment, parts, components, and inventory. In addition to the outdoor storage, our warehouse has 20,000 square feet of indoor secured storage space for other equipment necessary for the contract. SFE has vast amounts of storage for typical maintenance work and plans to invest adequate office equipment and supplies for this Street light Equipment Maintenance Contract if selected. A testing facility (3rd Party Testing/ Certification Lab) is also available to test all equipment procured for this contract.

Equipment

SFE owns and operates approximately 100 service vehicles of various types and sizes throughout Northern California. To help ensure safety, our maintenance crews use hydraulic "bucket" trucks with aerial lifts which are Occupational Safety and Health Administration (OSHA) approved,



inspected, and certified as required by law. Our bucket trucks are typically equipped with the most common traffic signal gear, poles, and street light replacement parts to service most emergency responses such as knock downs. In addition, SFE's vehicles are equipped with a permanently mounted arrow board/stick, warning beacon/strobe lights, traffic cones & construction warning signs. Our "bucket truck" hydraulic lift can reach a height of at least forty (40) feet from the roadway surfaces. Our technicians are equipped with necessary laptops for the programming/ testing of traffic signal controllers, CMU/MMU, Camera monitoring (CCTV, Video, etc), and various equipment. In addition, all SFE employees will be equipped with a smartphone/mobile tablet with 4G LTE access capable of email, text, photo, and internet. SFE is committed to maintain an inventory of all signal equipment used for Butte County. This commitment will ensure the County avoiding long wait time on some equipment such as traffic signal poles.

SFE also has complete stock of 332/NEMA cabinets, service pedestals, poles, DLC, Loop wire, traffic signal wire, signal LEDs in assorted sizes, conduit, pull boxes, lids, etc. SFE's vast inventory of equipment and material enables us to support any maintenance and emergency service needs. This has proven very critical for emergency service such as with traffic signals. In such cases, SFE has the inventory in-house available immediately, as opposed to the typical 3-6 month waiting period.

SFE retains, and will have readily available, in functioning order, all required tools, equipment, facilities, and materials needed to perform all work necessary to maintain and repair the traffic signals and other City equipment; in compliance with Caltrans Standard Plans and Specifications (May 2010), Chapter K of Caltrans Maintenance Manual (July 2014); National Electric Code (NEC) 2011 with California Electric Code Amendments 2013; California Manual of Uniform Traffic Control Devices (MUTCD 2012 edition), and the Districts standards and specifications.



Experience and References

Additional existing/ past experience and reference avail upon request.

Agency	Description	Contact	Phone & Email	Year/ Duration & Contract Amount
City of Turlock	Traffic Signal Maintenance Services – 75 Traffic Signals. Traffic Engineering Consultant Services	Dawn Gillenwater	(209) 668-5425 dgillenwater@turlock.ca.us	Since 2015 \$199,999/yr
Yuba County	Traffic Signal Maintenance. 10 Traffic Signals	Craig Herbert	(530) 749-5420 cherbert@CO.YUBA.CA.US	Since 2019 \$11,600/ yr
City of Auburn	Traffic Signal Maintenance Services – 16 Traffic Signals, Flashing Beacons, Ped Signals, Engineering Consultant Services	Russell Koch	(530) 308-0231 rkoch@auburn.ca.gov	Since 2015 \$70,000/ yr
Butte County	Traffic Signal and Street Light Maintenance and Emergency Repair Services- 10 Traffic Signals, 12 RRFB's/ Flashing Beacons	Ryan Huffman	(530) 712-1167 rchuffman@buttecounty.net	Since 2017 \$150,000/ yr
City Rocklin	Traffic Signal and Street light On- Call	Naz Lazar	(916) 625-5567 naz.lazar@rocklin.ca.us	Since 2018 going- No limit
City of Yuba City	Traffic Signal Maintenance- 40 Traffic Signals	Mike Morrill	(530) 813-0060 mmorril@yubacity.net	2014-2020
Placer County	Traffic Signal Maintenance Services – 29 Traffic Signals, Ped Signal, Flashing Beacons	Matt Randall	(530) 305-1304 mrاندall@placer.ca.gov	Since 2015 \$175,000/ yr
Nevada County	Traffic Signal Maintenance- 7 Traffic Signals, 3 Radar Speed Signs	Gene Yeoman	(530) 913-9002 gene.yeoman@co.nevada.ca.us	Since 2018 \$25,000/ yr

SFE's Maintenance Division Management Team has extensive experience for more than 60 years in serving the governmental maintenance needs as well as in charge of municipalities' maintenance programs as government employees. SFE has many major business disciplines in Traffic/Transportation, Harbor, Airport, Underground, Maintenance, and Traffic Engineering Consulting Services (<http://stfranciselectric.com/>).

Currently, SFE maintains streetlights, traffic signals, in-pavement crosswalks, flashing beacons, radar speed signs, microwave equipment & RRFB systems for approximately 40 Cities throughout California.

From 2014-2020 Currently, SFE had maintained the City's 40 traffic signals since 2014. We provided monthly, quarterly, and annual traffic signal maintenance. Each month we ensured proper functionality and provided a thorough report for all controller cabinets, traffic signal controllers, signal and pedestrian heads, pedestrian push buttons, interconnect communications, and battery backup systems. Annually, SFE performed conflict monitor testing at each cabinet. SFE provided 24/7 emergency services with a response time of no more than one hour.

Since 2017, SFE has maintained the County of Butte's traffic signals, safety lighting, radar speed signs, and driver feedback locations. SFE performs monthly and annual maintenance along with annual conflict monitor testing. SFE has responded to all emergency response occurrences within one hour of initial call out. Mike Zrodlo has been the lead foreman servicing the County and communicates between the County's project manager and with SFE's project manager Monica Kint for all scheduling, quotes, and cost-effective upgrades for the County.

St. Francis Electric provides to the City of Auburn routine & response traffic signal maintenance. Currently we maintain 16 City owned traffic signals as well as flashing beacons and pedestrian signals. SFE provides 24/7 emergency call out service to the City of Auburn and has a response time of 1 hour. We thoroughly inspect each traffic signal to ensure proper functionality of the controller cabinet, traffic signal controller, signal and pedestrian heads, pedestrian pushbuttons, interconnect communications and battery backup system. Annually we perform conflict monitor testing at each signalized intersection and provide updated test reports in the controller cabinets.

In Placer County SFE provides routine & response traffic signal maintenance. Currently we maintain 29 City owned traffic signals as well as flashing beacons and pedestrian signals. SFE provides 24/7 emergency call out service to the County of Placer and has a response time of 1 hour. We thoroughly inspect each traffic signal to ensure proper functionality of the controller cabinet, traffic signal controller, signal and pedestrian heads, pedestrian pushbuttons, interconnect communications and battery backup system. Annually we perform conflict monitor testing at each signalized intersection and provide updated test reports in the controller cabinets.

In the City of Yuba County, SFE provides routine & response traffic signal maintenance on 10 traffic signals. We provide monthly, quarterly, and annual traffic signal maintenance. Each month we ensure proper functionality and provide a thorough report for all controller cabinets, traffic signal controllers, signal and pedestrian heads, pedestrian push buttons, interconnect communications, and battery backup systems. Annually, SFE performs conflict monitor testing at



each cabinet. SFE provides 24/7 emergency services with a response time of no more than one hour.

In the City of Rocklin, SFE provides On-Call response Street Light Maintenance on 2,285 Street Lights and 70 Traffic Signal intersections. We respond to all after hour's emergency calls from 3:00PM-6:00AM Monday – Friday, weekends, and holidays with a response time of 1 hour. SFE notifies the City of streetlight, traffic signal outages/damages and makes all necessary repairs to return the streetlights and traffic signals to fully functional.



Service Price Form



CITY OF YUBA CITY

RATE SHEET

Routine Monthly Maintenance	Per Intersection	<u>\$ 75.00 each</u>
Routine Semi-Annual Maintenance	Per Intersection	<u>\$ 90.00 each</u>
Routine Annual Maintenance (Annual includes CMU testing)	Per Intersection	<u>\$105.00 each</u>
Journeyman Electrician - Traffic Signal Maintenance and Repair		
	Hourly Straight Time	<u>\$ 102.00 per hr.</u>
	Hourly Overtime	<u>\$ 135.00 per hr.</u>
	Hourly Doubletime	<u>\$ 160.00 per hr.</u>
Foreman Electrician - Traffic Signal Maintenance and Repair		
	Hourly Straight Time	<u>\$ 110.00 per hr.</u>
	Hourly Overtime	<u>\$ 145.00 per hr.</u>
	Hourly Doubletime	<u>\$ 185.00 per hr.</u>
Laborer - Excavation, Jackhammer and General Laborer Work		
	Hourly Straight Time	<u>\$ 75.00 per hr.</u>
	Hourly Overtime	<u>\$ 105.00 per hr.</u>
Traffic Engineering Services		<u>\$ 165.00 per hr.</u>
Bucket Truck		
	Hourly Rate	<u>\$ 35.00 per hr.</u>
Mobile Crane		
	Hourly Rate	<u>\$ 65.00 per hr.</u>
Dump Truck		
	Hourly Rate	<u>\$ 30.00 per hr.</u>
Flatbed/Utility Truck		
	Hourly Rate	<u>\$ 30.00 per hr.</u>

ST. FRANCIS ELECTRIC | 975 CARDEN ST. | SAN LEANDRO, CA. 94577 | OFF: 510-639-0639 | FAX: 510-639-4653

Conflict of Interest Statement

There are no conflicts of interest if St. Francis Electric is awarded the Traffic Signal Maintenance contract.

Contractor A and C10 Licenses



Prevailing Wage

SFE carries General Liability and Automotive Liability insurance to meet or exceed the minimum requirements of this RFP. SFE carries Worker's Compensation Insurance per State Law. SFE will meet all additional required Insurance provision said in this RFP.

Department of Industrial Relation (SB 854) Registration Number: 1000022208

Certificate of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/30/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CA LIC 0B29370 1-925-798-3334
Edgewood Partners Insurance Center (EPIC)
[Concord - Branch ID 15469]
P.O. Box 5668

Concord, CA 94524
INSURED
St. Francis Electric, LLC
PO Box 2057
San Leandro, CA 94577

CONTACT NAME: Sara Dorrissey
PHONE (A/C, No, Ext): 925-822-9009 FAX (A/C, No): 925-887-6815
E-MAIL ADDRESS: sara.dorrissey@epicbrokers.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: NATIONAL UNION FIRE INS CO OF PITTS	19445
INSURER B: ALLIED WORLD NATL ASSUR CO	10690
INSURER C: NEW HAMPSHIRE INS CO	23841
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 64983554

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		GL5342018	04/01/22	04/01/23	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		CA4773676	04/01/22	04/01/23	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		03102673	04/01/22	04/01/23	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE/OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N/A	WC022298334	04/01/22	04/01/23	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Evidence of Coverage.

CERTIFICATE HOLDER

CANCELLATION

Evidence of Coverage

*****, CA *****

USA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)
DorrisseyS
64983554

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EXHIBIT B
Service Agreement
Insurance Requirements

- I. **Workers' Compensation Coverage.** Consultant shall maintain Workers' Compensation Insurance for his/her employees in accordance with the laws of the State of California and Employers Liability Insurance in an amount not less than one million dollars (\$1,000,000) per accident for bodily injury and/or disease. In addition, Consultant shall require each subcontractor to similarly maintain Workers' Compensation Insurance in accordance with the laws of the State of California and Employers Liability Insurance in an amount not less than one million dollars (\$1,000,000) per accident for bodily injury and/or disease for all of the subcontractor's employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by the City at least thirty (30) days prior to such change. The insurer shall agree to waive all rights of subrogation against City, its officers, agents, employees and volunteers for losses arising from work performed by Consultant for City. This provision shall not apply if Consultant has no employees performing work under this Agreement. If the Consultant has no employees for the purposes of this Agreement, Consultant shall sign the "Certificate of Exemption from Workers' Compensation Insurance" which is attached hereto as Exhibit C.
- II. **General Liability Coverage.** Consultant shall maintain commercial general liability insurance in an amount not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit.
- III. **Automobile Liability Coverage.** Consultant shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired and non-owned vehicles, in an amount of not less than one million dollars (\$1,000,000) combined single limit for each occurrence.
- IV. **Professional Liability Coverage.** Consultant shall maintain professional errors and omissions liability insurance for protection against claims alleging negligent acts, errors or omissions which may arise from Consultant's operations under this Agreement, whether such operations are by the Consultant or by its employees, subcontractors, or sub-consultants. The amount of this insurance shall not be less than one million dollars (\$1,000,000) on a claims-made annual aggregate basis, or a combined single-limit per occurrence basis.

- V. **Endorsements.** Each general liability and automobile liability insurance policy shall be with insurers possessing a current A.M. Best's rating of no less than A:VII and shall be endorsed with the following specific language or equivalent:
- A. The City, its elected or appointed officers, officials, employees, agents and volunteers are to be covered as additional insured with respect to liability arising out of work performed by or on behalf of the Consultant, including materials, parts or equipment furnished in connection with such work or operations. Conforms to ISO CG 2009 and CG 2037 10 01. Both are required.
 - B. This policy shall be considered primary insurance as respects to the City, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by the City, including any self-insured retention the City may have, shall be considered excess insurance only and shall not contribute with it.
 - C. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company.
 - D. The insurer waives all rights of subrogation against the City, its elected or appointed officers, officials, employees or agents.
 - E. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its elected or appointed officers, officials, employees, agents or volunteers.
 - F. The insurance provided by this policy shall not be suspended, voided, canceled, or reduced in coverage except after thirty (30) days written notice has been received by the City.
- VI. **Deductibles and Self-Insured Retentions.** Any deductibles or self-insured retentions must be declared to and approved by the City. At the City's option, Consultant shall demonstrate financial capability for payment of such deductibles or self-insured retention's.
- VII. **Certificates of Insurance.** Consultant shall provide certificates of insurance with original endorsements to City, as evidence of the insurance coverage required herein. Certificates of such insurance shall be filed with the City on or before commencement of performance of this agreement. Current certification of insurance shall be kept on file with the City at all times during the term of this Agreement.

Exhibit C
Certificate of Exemption From
Workers' Compensation Insurance

I hereby certify that in the performance of the work for which the Agreement is entered into, I shall not employ any person in any manner so as to become subject to the Worker's Compensation Laws of the State of California.

Executed on this _____ day of _____, 202__, at Yuba City, California.

By: _____
Title: _____

St. Francis Electric, LLC

Service Price Form



CITY OF YUBA CITY

RATE SHEET

Routine Monthly Maintenance	Per Intersection	<u>\$ 75.00 each</u>
Routine Semi-Annual Maintenance	Per Intersection	<u>\$ 90.00 each</u>
Routine Annual Maintenance (Annual includes CMU testing)	Per Intersection	<u>\$105.00 each</u>
Journeyman Electrician - Traffic Signal Maintenance and Repair		
	Hourly Straight Time	\$ <u>102.00</u> per hr.
	Hourly Overtime	\$ <u>135.00</u> per hr.
	Hourly Doubletime	\$ <u>160.00</u> per hr.
Foreman Electrician - Traffic Signal Maintenance and Repair		
	Hourly Straight Time	\$ <u>110.00</u> per hr.
	Hourly Overtime	\$ <u>145.00</u> per hr.
	Hourly Doubletime	\$ <u>185.00</u> per hr.
Laborer - Excavation, Jackhammer and General Laborer Work		
	Hourly Straight Time	\$ <u>75.00</u> per hr.
	Hourly Overtime	\$ <u>105.00</u> per hr.
Traffic Engineering Services		\$ <u>165.00</u> per hr.
Bucket Truck		
	Hourly Rate	\$ <u>35.00</u> per hr.
Mobile Crane		
	Hourly Rate	\$ <u>65.00</u> per hr.
Dump Truck		
	Hourly Rate	\$ <u>30.00</u> per hr.
Flatbed/Utility Truck		
	Hourly Rate	\$ <u>30.00</u> per hr.

ST. FRANCIS ELECTRIC | 975 CARDEN ST. | SAN LEANDRO, CA. 94577 | OFF: 510-639-0639 | FAX: 510-639-4653

ATTACHMENT 1

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY AWARDING A SERVICES AGREEMENT TO ST. FRANCIS ELECTRIC, LLC. FOR TRAFFIC SIGNAL MAINTENANCE

WHEREAS, the City of Yuba City desires to maintain its traffic signal infrastructure in a safe and satisfactory manner; and

WHEREAS, City staffing levels are insufficient to assure that the necessary traffic signal infrastructure routine maintenance and emergency repairs are addressed while also meeting all of the other electrical maintenance requirements throughout the City; and

WHEREAS, the City issued a Request for Proposals on May 31, 2022 to find the most qualified contractor to perform traffic signal maintenance and received proposals from St. Francis Electric, LLC (SFE) and Bear Electrical Solutions, Inc. (BES) by the deadline of June 16, 2022; and

WHEREAS, the City has determined that SFE is the most qualified contractor based on its experience, capabilities, past references, and primarily its cost of services; and

WHEREAS, the City desires to award a Services Agreement for traffic signal maintenance to SFE in the amount of \$58,400.00; and

WHEREAS, to minimize contract management costs, the City desires to authorize the Public Works Director to execute up to four, one-year extensions to the Services Agreement provided SFE's services meet or exceed staff's expectations and that any annual cost increases requested by SFE do not exceed the Consumer Price Index for the San Francisco Area, All Urban Wage Earners, published by the United States Department of Labor, Bureau of Labor Statistics for the prior 12-month period.

NOW, THEREFORE, be it resolved by the City Council of the City of Yuba City as follows:

1. The City has performed a preliminary environmental assessment of this project relative to California Environmental Quality Act (CEQA) requirements and the City Council finds and determines that the project falls within the Class 1 Categorical Exemption set forth in CEQA Guidelines Section 15301, as the services are within existing City facilities are qualifying repairs, maintenance, or minor alterations of existing public facilities involving negligible or no expansion. Further, none of the exceptions to Categorical Exemptions set form in CEQA Guidelines Section 15300.2 apply to this project.
2. A Services Agreement is hereby awarded to St. Francis Electric, LLC of San Leandro, CA for traffic signal maintenance in the amount of \$58,400.00, subject to material terms and approval as to legal form by the City Attorney, with the finding that it is in the best interest of the City.

3. The Public Works Director is hereby authorized to execute up to four, one-year contract extensions to the traffic signal maintenance contract on behalf of the City, with annual cost increases not to exceed the Consumer Price Index for the San Francisco Area, All Urban Wage Earners, published by the United States Department of Labor, Bureau of Labor Statistics for the prior 12-month period.

The foregoing resolution was duly and regularly introduced, passed, and adopted by the City Council of the City of Yuba City at a regular meeting thereof held on the 5th day of July, 2022.

AYES:

NOES:

ABSENT:

Dave Shaw, Mayor

ATTEST:

Ciara Wakefield, Deputy City Clerk

APPROVED AS TO FORM
COUNSEL FOR YUBA CITY:

Shannon Chaffin, City Attorney
Aleshire & Wynder, LLP