



## Staff Report

**TO:** City Council  
**FROM:** Jeff Hart, Public Works Director  
**DATE:** January 17, 2023  
**SUBJECT:** First Amendment to the Public Works Agreement with Crosstown Electrical & Data, Inc. for Annual Citywide Traffic Signal Maintenance.

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**Description:** Amendment No. 1 to the public works agreement with Crosstown Electrical & Data, Inc.

### **Background and Analysis:**

Regular maintenance and repair of the City's traffic signals is a priority for enhancing public safety. The City uses ongoing public works agreements for citywide traffic signal maintenance. On May 3, 2022, City Council approved a three-year Public Works Agreement with Crosstown Electrical & Data, Inc (Crosstown). in an amount not to exceed \$53,100 for Annual Citywide Traffic Signal Maintenance. The existing contract includes only the amounts needed for annual maintenance and does not include as-needed funds for emergency maintenance or extra work and materials. Currently, emergency maintenance work is being paid using approved budgets for traffic signal maintenance under GL code 100-3250-7068-0000.

An amendment to the public works agreement is proposed at this time to add as-needed funds to the contract to cover any emergency maintenance and extra work and materials. Doing so will allow all emergency and additional expenses for traffic signal maintenance to be covered under the Crosstown contract, as opposed to dividing out the expenses. This will also keep the maintenance contract consistent with previous traffic signal maintenance contracts that included emergency maintenance and materials. These additional amounts will be "as-needed" and will only be used for extra work, materials, and emergency maintenance that is beyond the scope of the monthly traffic signal maintenance. Hourly rates for emergency work will be billed in accordance with the original contract (Attachment B).

All expenses for work performed at traffic signals on Highland Springs Ave. will be reimbursed 50% by the City of Banning based on existing maintenance and cost share agreements.

**Fiscal Impact:**

A total amendment in an amount not to exceed \$145,000 over the three-year contract is recommended. These additional amounts will be added as follows:

- \$35,000 in FY22/23 to cover the estimated emergency maintenance and materials costs for the remainder of this funding year.
- \$55,000 in FY23/24 to cover emergency maintenance and materials costs.
- \$55,000 in FY24/25 to cover emergency maintenance and materials costs.

Additional funds will be used “as-needed”, and estimates are based on existing additional work expenses. The recommended amendment to the three-year public works agreement in an amount not to exceed \$145,000 will bring the total three-year contract amount for citywide traffic signal maintenance with Crosstown to \$198,100. Funding for the contract will come from the approved contractual services budget under GL code 100-3250-7068-0000.

**Recommended Action:**

Approve a First Amendment to the public works agreement with Crosstown Electrical & Data, Inc. for annual citywide traffic signal maintenance in an amount not to exceed \$145,000.

**Attachments:**

- A. First Amendment with Crosstown Electrical and Data, Inc.
- B. Original Agreement