



Agenda Report

September 23, 2019

TO: Honorable Mayor and City Council

FROM: Water and Power Department

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH JCL TRAFFIC SERVICES TO FURNISH LABOR AND MATERIALS FOR TRAFFIC CONTROL SERVICES FOR AN AMOUNT NOT TO EXCEED \$49,185 PER YEAR

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is not considered a "project" per Section 21065 of the California Environmental Quality Act ("CEQA") and is therefore not subject to CEQA review pursuant to Sections 15060(c)(2), 15060(c)(3), and 15378 of the CEQA Guidelines; as such, no environmental document pursuant to CEQA is required for the project;
2. Accept the bid dated August 13, 2019 submitted by JCL Traffic Services in response to Specification WD-19-11, to furnish labor and materials for traffic control services for the Water and Power Department ("PWP"), reject all other bids, and authorize the City Manager to enter into a contract with JCL Traffic Services for an amount not to exceed \$49,185 for one year; and
3. Authorize the City Manager to extend the contract for three optional one-year terms not to exceed \$49,185 per year. If the three additional one-year terms are exercised, the total contract amount is \$196,740 for a maximum duration of four years.

BACKGROUND:

Pasadena Water and Power ("PWP") regularly completes water distribution projects as identified in the Capital Improvement Program ("CIP") of the Water System Master Plan, and other water operations-related work. Specifications WD-19-11 provides for a contract to furnish services for traffic control plans, qualified traffic control flaggers, and a work zone setup/take down crew for PWP's Water Division construction crews to aide in the installation of pipelines, water service improvements, and other water facilities. In addition, PWP rents traffic control devices and equipment as necessary.

The Notice Inviting Bids for Specifications WD-19-11 was advertised in the Pasadena Journal and posted online through Planet Bids on August 1, 2019. In addition, Specifications were sent to 11 contractors, none of whom were local since there are no known traffic control services contractors in Pasadena. A pre-bid conference was not conducted. Three responsive bids were received on August 14, 2019.

The bid was organized into Group A and Group B. Group A included furnishing labor and materials to prepare traffic control plans and set up traffic control at job sites. Group B included furnishing and delivering traffic control devices and equipment rental. In order to be considered responsive, bidders had to bid on all items in both groups. The sum of Group A and Group B determined the total price.

The results of the bids were as follows:

Bidder	Total Price
JCL Traffic Services, Montebello, CA	\$49,184.44
CAT Tracking, Inc., Riverside, CA	\$65,963.93
Statewide Traffic Safety and Signs, Inc., Garden Grove, CA	\$86,901.50
<i>Engineer's Estimate</i>	<i>\$50,000</i>

JCL Traffic Services provided the lowest responsive and responsible bid and complies with the requirements of the Specifications.

It is recommended that the City Council award a contract to JCL Traffic Services for an amount not to exceed \$49,185 per year for one year with three optional one-year extensions of \$49,185 each, subject to the approval for the City Manager. The project manager will monitor the contract spending.

The proposed contract complies with Competitive Bidding and Purchasing Ordinance P.M.C. 4.08. The project was bid as a prevailing wage project and workers employed will be paid the general prevailing rate of per diem wages as determined by the California Director of Industrial Relations. The project will meet the requirements of prevailing wage law under California Labor Code Sections 1720 through 1861 and Title 8 of the California Code of Regulations.

The recommended contractor has an existing contract for \$51,000 with the Police Department to provide traffic control equipment to support Rose Parade operations, and has had annual contracts for this work since 2015 for up to \$62,940 per year.

COUNCIL POLICY CONSIDERATION:

The proposed contract is consistent with the City Council Strategic Planning Goal to improve, maintain, and enhance public facilities and infrastructure. It supports PWP's Water System Master Plan adopted by the City Council in 2002 and addresses the replacement of aging water distribution mains and establishment of reliable infrastructure for the City's water system.

ENVIRONMENTAL ANALYSIS:

The action proposed herein is not a project subject to CEQA in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. The authorization of a contract to furnish labor and materials for traffic control services for the Department's job sites or other locations within the PWP service territory is an administrative and maintenance activity. The authorization of the proposed contract would not commit the City to undertaking or approving any actual or specific physical construction activities or any other actions that involve physical changes to the environment. Rather, the proposed contract would make such services available to infrastructure projects, which themselves would be subject to CEQA consideration. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

FISCAL IMPACT:

The cost of this action will be up to \$49,185 for the initial year and each of the three additional one-year terms. If the three additional one-year terms are exercised, the total contract amount is up to \$196,740 for a maximum duration of four years. Funding for this action will be addressed by the utilization of existing budgeted appropriations in CIPs 01001 and 01080 – Distribution Mains, CIP 01081 – Meters and Services, and CIPs 01003 and 01082 – Customer Driven, as well as the utilization of approved appropriations for operating and maintenance of water transmission and distribution systems. It is anticipated that \$40,988 of the cost will be spent in the current fiscal year.

The following table presents the contract summary:

First-year contract amount	\$49,185
Three optional one-year extensions	\$147,555
Total amount of contract	\$196,740

The anticipated impact to other operational programs or capital projects as a result of this action will be none.

Respectfully submitted,



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Approved by:



STEVE MERMELL
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