

City Council Report

Date: March 6, 2017

To: Audit, Finance & Enterprise Committee

Through: Kari Kent, Deputy City Manager

From: RJ Zeder, Transportation Director

Gordon Haws, Deputy Transportation Director – Field Operations

Subject: Traffic Signal and Streetlight Equipment Deposit and Loan Fees

Citywide

Purpose and Recommendation

The Transportation Department is recommending modifying Traffic Signal and Streetlight Equipment Deposit and Loan Fees to be based on the cost of the equipment currently in-stock, rather than a set fee schedule. This will allow the deposit and loan fees to reflect the current cost of the equipment to the City.

Background

In an effort to help maintain schedules for the City's Capital Improvement Projects (CIP) or private development projects, the City's Transportation Department occasionally lends ("loans") the contractor or developer the traffic signal or streetlight equipment that the department has in stock (that the contractor or developer cannot acquire in a timely manner) and requires the contractor or developer to replace the item in the department's stock with an identical item as soon as practical. The City charges the contractor or developer a "loan deposit" (hereafter referred to as "deposit", which is refundable) and a separate "loan" fee (nonrefundable) for the equipment.

Discussion

As mentioned above, both a deposit and a loan fee are required.

<u>Deposit:</u> The deposit charged to the contractor or developer is set at an amount equal to two times the current cost of the equipment as available through the City's warehouse or other City contract. The deposit is fully refunded if the item is restocked. Only if the contractor or developer fails to return the item to the City's inventory would the City not refund the deposit. Doubling the purchase cost encourages the contractor or developer to re-stock the item and helps cover the cost of the equipment and City staff time necessary to purchase additional equipment if the item is not re-stocked.

Loan Fee: The loan fee is set at ten (10) percent of the current cost of the

equipment as available through the City's warehouse or other City contract. The loan fee is nonrefundable and helps to cover the staff costs in coordinating these activities with the contractor or developer.

In previous iterations of the attached fee schedule as approved by Council, actual dollar values (which were based on the same percentages of the City's warehouse and contract prices as proposed herein) were shown for the deposit and loan fees. Given that the price of the equipment will change from year-to-year and may even change during the year, staff recommend revising the fee schedule to set these two fees as a percentage of the pricing available to the City through its warehouse or other City contract, rather than citing specific dollar values. Adopting a fee schedule that sets these two fees relative to current City warehouse or other City contract pricing avoids the need for Council action each time such prices are revised.

Alternatives

City Council can choose to take no action, in which case, the signal and streetlight equipment deposit and loan fees currently in place will remain in effect. This is not recommended since the fees currently in place are not reflective of current pricing available through the City's warehouse or other City contract pricing.

City Council may also direct staff to include actual dollar values on the fee schedule in lieu of setting the deposit and loan fees as a percentage of the pricing available through the City's warehouse or other City contract. This is not recommended since the cost of the equipment may vary from year-to-year or even change within a given year, requiring Council action each time to revise the fees.

Fiscal Impact

The signal and street light equipment deposits are refundable and are not a revenue source. Thus, revising this deposit has little anticipated financial impact on the City.

The signal and street light equipment loan fees are nonrefundable and are used to cover staff costs associated with coordinating the loan. The fiscal impact of the recommended Council action would be to set the loan fees as a percentage of current City warehouse and contract pricing versus a set dollar value, with little change in the actual dollar value and minimal fiscal impact on the City. The significance of the change is only that it will keep the fee current with the City's current pricing without the need for further City Council action.

Coordinated With

This report and recommendation have been coordinated with the Office of Management and Budget and the City's Attorney's Office.

Department: Transportation

Date Last Reviewed: January 2017

RJ Zeder, Transportation Department Director

		FY 17/18		
Description of Services:	FY 16/17	Revised Fee/Charge	Date Last Revised	Notes
	Fee/Charge			
ignal & Street Light Equipment Loan Deposits				
Traffic Signal Equipment		See Note 1		
Pole, Pedestrian or Type A	\$1,060.00		7/1/2017	Revise Fee Schedule to reflect
Pole, Type J, K, Q, or R	\$5,148.00			current cost of equipment
Pole, type L, S	\$11,828.00			
Arm, luminaire or mast, 20' or less	\$1,536.00			
Arm, mast, 25' to 30'	\$1,904.00			
Arm, mast, 35' to 50'	\$3,654.00			
Arm. mast, 55'	\$5,220.00			
Signal head	\$1,615.00			
Controller cabinet with controller, complete	\$22,282.00			
-Controller	\$6,000.00			
Other miscellaneous signal equipment	\$600.00			
Street Light Equipment	4000.00	See Note 1		
Pole, type P-203, 210	\$4,862.00	occ Note 1	7/1/2017	Revise Fee Schedule to reflect
Pole, Type P-205, 206, 207	\$1,550.00		77172017	
— Pole, Type P-205, 206, 207 — Pole, Type P-204, 304, 305	\$2,402.00]		current cost of equipment
— Pole, Type P-204, 304, 305 — Pole, Type P-301, 302, 307	\$2,682.00	1		
· ••	\$2,828.00	1		
Pole, type P-306, 308, 309 Pole, Type P-310, 311, 313	\$3,262.00	1		
Pole, Type P-310, 311, 313	. ,			
Pole, Type P-401 - 413	\$1,004.00 \$4,000.00			
Pole, Type P-414 - 418	\$1,298.00			
Pole, Type P-419, 420	\$1,506.00			
Pole, Type P-501, 502	\$2,736.00			
Arm, Type TS-101, TS-102, TS-103, TS-104	\$876.00			
Arm, 15', 18', or 20' for 200 Pole Series, Not Listed Elsewhere	\$760.00			
Arm, 6' or 8' for 100 Pole Series	\$232.00			
Luminaire, Cobra Head	\$4 60.00			
-Luminaire, Decashield	\$738.00			
Lighting Control Cabinet	¢4 240 00			
Lighting Control Cabinet	\$1,340.00			
Other miscellaneous street light equipment	**	the City's war	rehouse or C	ity contract. Deposit is
Other miscellaneous street light equipment Note 1: Deposit equal to two times the current cost of the equipment efundable when the item is re-stocked to the City.	**	the City's wa	ehouse or C	ity contract. Deposit is
Other miscellaneous street light equipment Note 1: Deposit equal to two times the current cost of the equipment refundable when the item is re-stocked to the City. Signal & Street Light Equipment Loan Fee	**	the City's war	ehouse or C	ity contract. Deposit is
Other miscellaneous street light equipment Note 1: Deposit equal to two times the current cost of the equipment efundable when the item is re-stocked to the City. Signal & Street Light Equipment Loan Fee Traffic Signal Equipment	as available through		rehouse or C	
Other miscellaneous street light equipment lote 1: Deposit equal to two times the current cost of the equipment efundable when the item is re-stocked to the City. Signal & Street Light Equipment Loan Fee Traffic Signal Equipment Pole, Pedestrian or type A	as available through	the City's war		Revise Fee Schedule to reflect
Other miscellaneous street light equipment lote 1: Deposit equal to two times the current cost of the equipment efundable when the item is re-stocked to the City. signal & Street Light Equipment Loan Fee Traffic Signal Equipment Pole, Pedestrian or type A Pole, type J, K, Q, or R	as available through \$106.00 \$514.80			
Other miscellaneous street light equipment lote 1: Deposit equal to two times the current cost of the equipment efundable when the item is re-stocked to the City. signal & Street Light Equipment Loan Fee Traffic Signal Equipment Pole, Pedestrian or type A Pole, type J, K, Q, or R Pole, type L, S	** as available through \$106.00 \$514.80 \$1,182.80			Revise Fee Schedule to reflect
Other miscellaneous street light equipment lote 1: Deposit equal to two times the current cost of the equipment efundable when the item is re-stocked to the City. Signal & Street Light Equipment Loan Fee Traffic Signal Equipment Pole, Pedestrian or type A Pole, type J, K, Q, or R Pole, type L, S Arm, luminaire or mast, 20' or less	** as available through \$106.00 \$514.80 \$1,182.80 \$153.60			Revise Fee Schedule to reflec
Other miscellaneous street light equipment lote 1: Deposit equal to two times the current cost of the equipment efundable when the item is re-stocked to the City. Signal & Street Light Equipment Loan Fee Traffic Signal Equipment Pole, Pedestrian or type A Pole, type J, K, Q, or R Pole, type L, S Arm, luminaire or mast, 20' or less Arm, mast, 25' to 30'	** as available through \$106.00 \$514.80 \$1,182.80 \$153.60 \$190.40			Revise Fee Schedule to reflec
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Other miscellaneous street light equipment Jote 1: Deposit equal to two times the current cost of the equipment efundable when the item is re-stocked to the City. Signal & Street Light Equipment Loan Fee Traffic Signal Equipment Pole, Pedestrian or type A Pole, type J, K, Q, or R Pole, type J, K, Q, or R Arm, luminaire or mast, 20' or less Arm, mast, 25' to 30' Arm, mast, 55' Signal head Controller cabinet with controller, complete	\$106.00 \$514.80 \$1,182.80 \$190.40 \$365.40 \$522.00			Revise Fee Schedule to reflect
Other miscellaneous street light equipment Jote 1: Deposit equal to two times the current cost of the equipment efundable when the item is re-stocked to the City. Signal & Street Light Equipment Loan Fee Traffic Signal Equipment Pole, Pedestrian or type A Pole, type J, K, Q, or R Pole, type J, K, Q, or R Pole, type L, S Arm, luminaire or mast, 20' or less Arm, mast, 25' to 30' Arm, mast, 35' to 50' Arm, mast, 55' Signal head Controller cabinet with controller, complete Signal & Street Light Equipment Loan Fee (Cont.)	\$106.00 \$514.80 \$1,182.80 \$153.60 \$190.40 \$365.40 \$522.00 \$161.50 \$2,228.20			Revise Fee Schedule to reflec
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Other miscellaneous street light equipment lote 1: Deposit equal to two times the current cost of the equipment efundable when the item is re-stocked to the City. lignal & Street Light Equipment Loan Fee Traffic Signal Equipment Pole, Pedestrian or type A Pole, type J, K, Q, or R Pole, type J, K, Q, or R Arm, luminaire or mast, 20' or less Arm, mast, 25' to 30' Arm, mast, 35' to 50' Arm, mast, 55' Signal head Controller cabinet with controller, complete Signal & Street Light Equipment Loan Fee (Cont.) Controller Other miscellaneous signal equipment Street Light Equipment	\$106.00 \$514.80 \$1,182.80 \$190.40 \$365.40 \$522.00 \$161.50 \$2,228.20 \$600.00			Revise Fee Schedule to reflec current cost of equipment
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Other miscellaneous street light equipment lote 1: Deposit equal to two times the current cost of the equipment efundable when the item is re-stocked to the City. lignal & Street Light Equipment Loan Fee Traffic Signal Equipment Pele, Pedestrian or type A Pele, type J, K, Q, or R Pele, type J, K, Q, or R Pele, type L, S Arm, luminaire or mast, 20' or less Arm, mast, 25' to 30' Arm, mast, 35' to 50' Arm, mast, 55' Signal head Controller cabinet with controller, complete lignal & Street Light Equipment Loan Fee (Cont.) Controller Other miscellaneous signal equipment Street Light Equipment Pele, type P-203, 210 Pele, Type P-204, 304, 305 Pele, Type P-301, 302, 307 Pele, Type P-301, 302, 307 Pele, Type P-301, 311, 313 Pele, Type P-401 - 413	\$106.00 \$514.80 \$1,182.80 \$153.60 \$190.40 \$365.40 \$522.00 \$161.50 \$2,228.20 \$600.00 \$60.00 \$485.00 \$155.00 \$240.00 \$285.00 \$325.00 \$100.00	See Note 2	7/1/2017	Revise Fee Schedule to reflec current cost of equipment
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Other miscellaneous street light equipment Note 1: Deposit equal to two times the current cost of the equipment efundable when the item is re-stocked to the City. Signal & Street Light Equipment Loan Fee Traffic Signal Equipment Pole, Pedestrian or type A Pole, type J, K, Q, or R Pole, type J, K, Q, or R Pole, type L, S Arm, luminaire or mast, 20' or less Arm, mast, 25' to 30' Arm, mast, 35' to 50' Arm, mast, 55' Signal head Controller cabinet with controller, complete Signal & Street Light Equipment Loan Fee (Cont.) Controller Other miscellaneous signal equipment Street Light Equipment Pole, type P-203, 210 Pole, type P-204, 304, 305 Pole, Type P-301, 302, 307 Pole, Type P-301, 302, 307 Pole, type P-310, 311, 313 Pole, Type P-410 - 413 Pole, Type P-414 - 418 Pole, Type P-414, 420 Pole, Type P-501, 502 Arm, type TS-101, TS-102, TS-103, TS-104	\$106.00 \$514.80 \$1,182.80 \$1,182.80 \$153.60 \$190.40 \$365.40 \$522.00 \$161.50 \$2,228.20 \$600.00 \$485.00 \$155.00 \$240.00 \$270.00 \$285.00 \$100.00 \$130.00 \$150.00 \$150.00 \$150.00 \$150.00 \$150.00 \$150.00 \$150.00 \$150.00 \$275.00	See Note 2	7/1/2017	Revise Fee Schedule to reflect current cost of equipment
Other miscellaneous street light equipment Note 1: Deposit equal to two times the current cost of the equipment refundable when the item is re-stocked to the City. Signal & Street Light Equipment Loan Fee Traffic Signal Equipment Pole, Pedestrian or type A Pole, type J, K, Q, or R Pole, type L, S Arm, luminaire or mast, 20' or less Arm, mast, 25' to 30' Arm, mast, 35' to 50' Arm, mast, 55' Signal head Controller cabinet with controller, complete Signal & Street Light Equipment Loan Fee (Cont.) Controller Other miscellaneous signal equipment Street Light Equipment Pole, type P-203, 210 Pole, Type P-204, 304, 305 Pole, Type P-301, 302, 307 Pole, Type P-301, 302, 307 Pole, Type P-310, 311, 313 Pole, Type P-310, 311, 313 Pole, Type P-411 - 413 Pole, Type P-414 - 418 Pole, Type P-419, 420 Pole, Type P-501, 502 Arm, type TS-101, TS-102, TS-103, TS-104 Arm, 15', 18', or 20' for 200 pole series, not listed elsewhere	** as available through \$106.00 \$514.80 \$1,182.80 \$1,182.80 \$190.40 \$365.40 \$522.00 \$161.50 \$2,228.20 \$600.00 \$485.00 \$240.00 \$270.00 \$285.00 \$100.00 \$130.00 \$150.00 \$275.00 \$90.00	See Note 2	7/1/2017	Revise Fee Schedule to reflect current cost of equipment
Other miscellaneous street light equipment Note 1: Deposit equal to two times the current cost of the equipment refundable when the item is re-stocked to the City. Signal & Street Light Equipment Loan Fee Traffic Signal Equipment Pole, Pedestrian or type A Pole, type J, K, Q, or R Pole, type J, K, Q, or R Pole, type L, S Arm, luminaire or mast, 20' or less Arm, mast, 25' to 30' Arm, mast, 35' to 50' Arm, mast, 35' to 50' Arm, mast, 55' Signal head Controller cabinet with controller, complete Signal & Street Light Equipment Loan Fee (Cont.) Controller Other miscellaneous signal equipment Street Light Equipment Pole, type P-203, 210 Pole, Type P-204, 304, 305 Pole, Type P-301, 302, 307 Pole, Type P-310, 311, 313 Pole, Type P-310, 311, 313 Pole, Type P-414 - 413 Pole, Type P-414 - 413 Pole, Type P-415, 502 Arm, type TS-101, TS-102, TS-103, TS-104 Arm, 15', 18', or 20' for 200 pole series, not listed elsewhere Arm, 6' or 8' for 100 pole series	** as available through \$106.00 \$514.80 \$1,182.80 \$153.60 \$190.40 \$365.40 \$522.00 \$161.50 \$2,228.20 \$600.00 \$485.00 \$155.00 \$240.00 \$225.00 \$100.00 \$130.00 \$130.00 \$150.00 \$275.00 \$90.00 \$255.00	See Note 2	7/1/2017	Revise Fee Schedule to reflect current cost of equipment

SCHEDULE OF FEES AND CHARGES

Department: Transportation

Date Last Reviewed: January 2017 Contact: Elisa Gin, (480) 644-3824

RJ Zeder, Transportation Department Director

CONTROL: Elisa Olli, (400) 044 3024							
		FY 17/18					
	FY 16/17	Revised	Date Last				
Description of Services:	Fee/Charge	Fee/Charge	Revised	Notes			
Other miscellaneous street light equipment	\$60.00						
Note 2: The loan fee is assessed at 10% of the current cost of the equipment as available through the City's warehouse or City contract							
and is non-refundable.							