



City Council Report

Date: August 23, 2021
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: Dollar Limit Increase to the Term Contract for Traffic Control Sign Materials and Sign Imaging for the Transportation Department **(Citywide)**

Recommendation

Council is requested to approve the contract amendment as recommended.

The Transportation Department and Purchasing recommend increasing the dollar limit with Safeway Sign Company by \$24,300 for Year 4, from \$235,700 to \$260,000 annually; by \$49,300 for Year 5, from \$210,700 to \$260,000 annually; and with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract provides reflectorized sign sheeting, acrylic colored film and protective overlay film. The Transportation Department uses these materials to fabricate traffic control, street name and wayfinding signs installed and maintained throughout the City for public safety. These signs are fabricated out of aluminum or acrylic plastic substrates with directly applied transparent and opaque films suitable for both daytime and nighttime visibility.

The cost of materials has increased significantly this year. The dollar limit increase of approximately 21% is needed for Years 4 and 5 in order for the department to continue procuring essential traffic control sign materials and sign imaging. The Transportation Department believes the vendor's increased pricing is fair and reasonable.

Purchase Information

Action: Amendment
Procurement Type: Request for Bids
Contract Number: 2018067
Initial Contract Term: Three years
Possible Renewals: One-year renewal subject to Administrative review and approval
Funding Source: Transportation Department operating budget

Dollar Limit History

Renewal Award (Years 4 and 5) – 1/11/2021	\$210,700.00
Administrative approved Increase (Year 4)	\$25,000.00
Increase Request (for Year 4)	<u>\$24,300.00</u>
New Contract Value (Year 4)	<u>\$260,000.00</u>
Contract Value (Year 5)	\$210,700.00
Increase Request (for Year 5)	<u>\$49,300.00</u>
New Contract Value (Year 5)	<u>\$260,000.00</u>