



## **CITY OF MENIFEE**

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SUBJECT: Agreement with Superior Pavement Markings, Inc. for On-Call Road Striping Services, Public Works Project No. 24-03

MEETING DATE: February 7, 2024

TO: Mayor and City Council

PREPARED BY: Chris Gehrki, Management Analyst II

REVIEWED BY: Nick Fidler, Public Works Director

APPROVED BY: Rebekah Kramer, Acting City Manager

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### **RECOMMENDED ACTION**

1. Approve and authorize the City Manager to execute a contract services agreement for on-call road striping and legend maintenance with Superior Pavement Markings, Inc., for a three-year term and a total not-to-exceed amount of \$210,000; and
2. Authorize the Finance Department to issue individual purchase orders on an as-needed basis in the aggregate of the not-to-exceed amount approved for the agreement.

### **DISCUSSION**

As part of Public Works Operations Division efforts to maintain the City's roads, staff have identified a need for contract services to provide striping and legend maintenance on several segments of roadway citywide. Striping and legends have important functions in providing guidance and information for the road user. The visibility of these markings can be limited by debris and weather, and durability may be affected by weather, traffic volumes, and materials used. Currently, operational staff resources are not equipped to perform the type of striping and legend maintenance required for these identified locations, and contract services are needed to provide the proper maintenance.

On October 23, 2023, staff administered a competitive bid process using the PlanetBids platform and a Notice Inviting Bids (NIB) was legally advertised in accordance with the California Public Contract Code. An electronic bid opening was held on December 6, 2023. A total of two bids were received as summarized in Table 1 on the following page.

**Table 1 – Bid Result Summary**

Firm Name	Total Bid Amount	Lowest Responsible Bidder
Chrisp Company	\$3,741.43	
Superior Pavement Markings	\$669.43	X

Staff reviewed the apparent low bidder and determined that Superior Pavement Markings meets the requirements for recommendation as the lowest responsive and responsible bidder. The intent of the bidding process was to establish an on-call maintenance service that could be accessed on-call as striping and legends maintenance are needed. The total bid amounts above reflect the sum of each unit pricing as requested in the NIB. Units are approved diagrams of road striping and legends as defined in the California Manual on Uniform Traffic Control Devices.

In June 2023, the City Council authorized staff to implement the use of a multi-year agreement for pre-qualified service firms to serve as a master agreement that would be established for a specific number of years and with a predetermined not-to-exceed amount for the full agreement term. The proposed multi-year Owner-Contractor Agreement for re-striping and legend maintenance services (“Agreement”) is being recommended to ensure timely engagement of safety related maintenance services in the Public Works Operations Division. Approval of the Agreement would serve to support efficient request processing, transparent expenditure tracking, and expand staff options for effective solutions in response to customer roadway concerns.

The Agreement would not exceed \$210,000, \$70,000 per fiscal year, for the proposed term spanning fiscal years 2023/2024 through 2025/2026. Services requested against the Agreement would not exceed the total available and approved maintenance budgets at the time of request. In no event would the cumulative amount of the purchase orders or direct payments issued against the Agreement exceed the total not-to-exceed amount established by the Agreement.

### **STRATEGIC PLAN OBJECTIVE**

Safe and Vibrant Community

### **FISCAL IMPACT**

The fiscal impact of the proposed agreement with Superior Pavement Markings is \$210,000 over the course of the full contract, spanning fiscal years 2023/2024 to 2025/2026. Funding for striping and legend maintenance is available in the approved Fiscal Years 2023/2024 and 2024/2025 operating budgets in Gas Tax Fund No. 200. No additional budget appropriation(s) would be required for this action.

Project management and inspections for any re-striping and legend maintenance work requested would be provided by City staff.

### **ATTACHMENTS**

1. Agreement