



Staff Report

City of Manhattan Beach

TO: Honorable Mayor Aldinger and Members of the City Council

THROUGH: Geoff Dolan, City Manager

FROM: Jim Arndt, Director of Public Works
Bruce Moe, Finance Director
Gwen Eng, General Services Manager

DATE: November 6, 2007

SUBJECT: Award of Three-Year Contract for Traffic Control Device Rental Services to Traffic Control Service, Inc. for the Public Works Department (Estimated Value of \$33,440 per year)

RECOMMENDATION:

Staff recommends that the City Council award Bid #720-07 to Traffic Control Service, Inc. for a three-year contract for traffic control device rental services (estimated value of \$33,440 per year).

FISCAL IMPLICATION:

Sufficient funds are budgeted and available for on-going traffic control device rental. If the contract is approved, funding for future years' rentals will be budgeted accordingly.

DISCUSSION:

Over the years, City events have gained in popularity resulting in greater attendance and traffic congestion. In order to maintain vehicular and pedestrian safety, smooth traffic flow, and minimize motorist inconveniences, staff has successfully deployed mobile LED (light emitting diode) solar-powered message boards. The boards are easily programmable by field personnel to display messages. Regular uses include advertising events and dates, street closures, parking directions, public hearings and meetings notifications.

Although the City owns two message boards, they are not sufficient to provide required coverage, and often are deployed for traffic advisories or messaging, distinctly separate from ongoing special events. As a result, staff has rented units from companies specializing in traffic control devices. These vendors provide a working unit, offer replacements within four hours in case of a malfunction, and provide pick-up and delivery services to the appropriate location. Due to the increasing demand for these message boards, staff solicited proposals for rental services.

Bid Recaps

A total of four vendors were sent formal bid requests and two responses were received. A summary of pricing offered by each vendor is shown below:

<u>Company</u>	<u>Annual Cost</u>
1. Traffic Control Service, Inc	\$33,440
2. Toomey Industries	\$52,680

The cost was calculated based upon 18 events per year using daily and weekly rental rates. This annual contract pricing has resulted in a 5% savings over the previously paid (non-contractual) rental rates.

Traffic Control Service, Inc. met all specifications and offered the lowest pricing. As a result, staff recommends that the City Council award a three-year contract to Traffic Control Service, Inc. for an estimated annual amount of \$33,440. If approved, the contract will be in the form of a purchase order. In addition, the City may cancel the contract at any time without cause if necessary.

During the coming year, staff will perform further analysis comparing rental costs versus outright purchase. Factors which will be considered include: purchase price, life-span, new technology, maintenance and repair, storage, number of events, and availability of rental units. If the analysis shows that owning the units is more cost-effective, staff will request funding for the purchase.