



## CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

### AGENDA ITEM

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Report: Award of Construction Services Contract for On-Call Fiber Optic Testing, Design, Installation, and Maintenance Services

- 1) Motion awarding a construction services contract to Elecnor Belco Electric, Inc. for five-years for a “not-to-exceed” amount of \$3,500,000, and authorizing the City Manager, or a designee, to execute the contract.
- 2) Resolution of appropriation to appropriate funds in the amount of \$600,000 for On-Call Fiber Optic Testing, Design, Installation, and Maintenance Services.

### COUNCIL ACTION

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**Item Type:** Consent Calendar

**Approved for** December 3, 2024 **calendar**

### EXECUTIVE SUMMARY

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The City of Glendale Public Works Department (PWD) and Information Technology Department (IT) use outside contractor resources to keep our fiber optic infrastructure functioning and up to date via an as-needed testing, design, installation, and maintenance services contract. Staff conducted a competitive bidding process and selected the lowest responsive and responsible bidder to execute a construction services contract.

The intent of this item is for the City Council to award an on-call construction services contract for five-years for a not-to-exceed amount of \$3,500,000.

Additionally, a resolution of appropriation from the State Gas Tax Fund is needed to fully fund this contract.

## RECOMMENDATION

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Approve the motion authorizing a construction services contract with Elecnor Belco Electric, Inc. for five-years in the amount of \$3,500,000 and approve the resolution of appropriation in the amount of \$600,000 for On-Call Fiber Optic Testing, Design, Installation, and Maintenance Services.

## ANALYSIS

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The city has approximately 243 signalized intersections of which approximately 200 are monitored by the Glendale Traffic Management Center (GTMC). The city relies on the GTMC to monitor and adjust signal timing during holidays and times of need on congested corridors as necessary for the improved operation of the city's roadway corridors. The communication between the GTMC and field devices is a combination of stranded copper interconnect cables and single mode fiber optic cables in underground conduits. The fiber communication system is based on a Gigabit Ethernet structure and includes a network-based computer system that controls the Central Traffic Signal and Closed-Circuit Television (CCTV) systems.

The link between the GTMC and signalized intersections and CCTV systems are through field devices that pass communication through a combination of mainly single mode fiber optic cables and a few remaining stranded copper interconnect cables in underground conduits. As a matter of practice, stranded copper interconnect cables are upgraded to single mode fiber optic cables via capital improvement projects that overlap in the same area.

Although the city does have some minimal resources to maintain and perform minor repairs to damaged fiber optic infrastructures, we are not staffed or equipped to handle emergency or critical repairs in a timely manner which is essential to maintain constant communication throughout our traffic signal network. For safety and mobility, emergency and critical fiber optic cable repairs must be handled in a timely manner. This essential maintenance contract allows for issues with the city's fiber optic system to be promptly addressed.

In addition to supporting the critical traffic infrastructure outlined, the proposed contract will also encompass the fiber optic network needs of the ITD, which supports essential services like Wi-Fi access points, cameras, and sensors. By expanding the scope to include IT infrastructure, the city can leverage economies of scale and ensure comprehensive maintenance and repair capabilities for its entire fiber optic network, promoting efficiency and minimizing disruptions to vital city services.

The City Council awarded a similar three-year contract in June 2021 that is set to expire in December 2024. The proposed new contract is anticipated to begin in January 2025 and will last up to 5 years or up to the not-to-exceed amount.

On October 8, 2024, the City Council adopted the project specification and authorized the city clerk to advertise the project for bids.

On November 6, 2024, the city received two bids from contractors as follows:

- |    |                             |       |
|----|-----------------------------|-------|
| 1. | Elecnor Belco Electric, Inc | +5 %  |
| 2. | G&G Electric, Inc.          | +15 % |

Upon review of the bid documents, staff finds the bid of Elecnor Belco Electric, Inc. with a cost plus 5% markup to be the lowest responsive bid from a responsible bidder. It is important to note that since this procurement is for as needed on-call services and will utilize prevailing wage hourly rates, the bid was completed on a markup basis only. This method distinguishes between the contractors on their proposed markup since the prevailing wage rates are per the state approved minimum rates. The contractor with the least markup is considered the lowest bidder.

The State of California Contractor's State License Board website confirms that the license of Elecnor Belco Electric, Inc is current, active, and in good standing. Additionally, Elecnor Belco Electric, Inc. successfully completed the recent On-Call Fiber Optic Testing, Design, Installation, and Maintenance Services contract with the city.

## **STAKEHOLDERS/OUTREACH**

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Outreach for the On-Call Fiber Optic Testing, Design, Installation, and Maintenance Services will be tailored to meet the needs of each specific task and impacted community. Outreach efforts will be implemented on an as-needed basis. Depending on the project needs and resources availability, a variety of tools and methods can be utilized to keep the public informed and engaged.

A dedicated project website will be maintained to provide project updates, detailed project information, and contact information. The website will also feature an introduction to the project team, maps of the affected areas, and FAQs, offering a convenient point of contact for residents seeking more information or submitting feedback.

Door Hangers and Postcards will be distributed to homes and businesses directly impacted by the project. These materials will inform residents of upcoming activities, potential disruptions, and project milestones.

Personalized outreach through one-on-one meetings with impacted residents and businesses can be conducted in the areas directly affected by the project. This will allow project staff to address specific concerns, explain the scope of work in detail, and discuss mitigation measures for potential inconveniences such as road closures, water service interruptions, or noise disturbances.

If needed, to reach a broader audience and provide updates, the project can use various social media platforms such as Facebook, Instagram, and their location-based ads. These posts will include reminders about key dates, traffic advisories, project progress, and links to more detailed resources on the project website.

Furthermore, depending on the project needs and the feedback from the community, other outreach methods such as public open houses, community meetings, or informational booths may be used during the project. These public outreach tools can enable the project team to effectively engage with the community and share project impacts and updates.

## **FISCAL IMPACT**

The On-Call Fiber Optic Testing, Design, Installation, and Maintenance Services contract will cost \$3,500,000 for a five-year term and \$700,000 in year-one, of which \$100,000 was included as part of the FY2024-25 approved budget. Therefore, staff is requesting for an additional appropriation from the State Gas Tax Fund in the amount \$600,000 for the first year of services. Funding for the remaining contract years will be requested as part of the city's annual budget process. The existing appropriation and new appropriation requests for the first year of services are outlined below:

Existing Appropriation			
Amount	Account String		Funding Source
\$ 100,000	GL: 43110-6030-ISD-5501-P0000		ITD Infrastructure Fund
Requesting Appropriation			
Amount	From (Account String)	To (Account String)	Funding Source
\$ 600,000	GL: 24219-4020-PWD-0000-P0000	GL: 52100-4020-PWD-0020-P0000 PL: PWD01324AN	State Gas Tax Fund

## **ENVIRONMENTAL REVIEW (CEQA/NEPA)**

The Project is categorically exempt from environment review because of CEQA Guidelines §§15301.

## **CAMPAIGN DISCLOSURE**

This item is exempt from campaign disclosure requirements.

## **ALTERNATIVES TO STAFF RECOMMENDATION**

Alternative 1: Do not approve the motion authorizing a construction services and resolution of appropriation for the On-Call Fiber Optic Testing, Design, Installation, and Maintenance Services. Doing so, however, will prevent the city from completing necessary fiber repairs quickly, and the city will need to pursue alternative methods for hiring contractors or recruiting resources to carry out these repairs.

Alternative 2: The City Council may consider any other alternative not proposed by staff.

## **ADMINISTRATIVE ACTION**

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**Submitted by:**

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**Prepared by:**

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Jason Miller, Assistant Chief Information Officer - Infrastructure

**Approved by:**

Roubik R. Golanian, P.E., City Manager

## **EXHIBITS/ATTACHMENTS**

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None.