

**REQUEST FOR QUOTES**  
**TRAFFIC SIGNAL MAINTENANCE**  
**CITY OF REDONDO BEACH**

**Issuing Office:** Department of Engineering & Building Services

**Date:** January 12, 2012

**1.01 SECTION ONE**

The City of Redondo Beach is seeking proposals from traffic signal/electrical contractors for furnishing traffic signal maintenance services for a 5 year contract period. The required services include the maintenance, repair, and/or replacement of traffic signals, flashers, safety lights, controllers and related city owned equipment throughout the City of Redondo Beach.

The submitter shall have an active Class **C10** license from the Contractor's State License Board at the time of submitting quotes.

Contract documents may be obtained from the City's Engineering Services Division, 415 Diamond Street, Door E, Redondo Beach, CA 90277, for a non-refundable fee of **\$5** per set. Contract documents may be obtained by mail by paying an additional charge of **\$ 10**.

The submitter is responsible for inspecting the field conditions before submitting quotes. A job walk will **not** be held.

**1.02 SUBMISSION OF PROPOSAL**

Proposals shall be submitted at the Redondo Beach City Hall, **Department of Engineering Services**, 415 Diamond Street, Door "E", Redondo Beach, CA 90277, by **5:30 p.m. (PDT) on Monday, February 27, 2012**. Any quote not received prior to the time set forth in this RFP (or an addendum) will be disqualified.

**1.03 PRE-PROPOSAL CONFERENCE**

No Pre-Proposal Conference is scheduled. Proposers may visit the facilities at their convenience during regular hours of operation.

**1.04 PROPOSAL FORMAT**

One (1) copy of the proposal shall be submitted. The proposal shall be enclosed in a sealed envelope; type or print on the envelope "Traffic Signal Maintenance", followed by the date and time of proposal submittal deadline, and the proposer's name and address.

Proposals shall comply with the requirements detailed in Section Two of this RFP. Incomplete proposals will be rejected. Incorrectly ordered proposals, proposals lacking required quantity of copies, or proposals with other deficiencies will also constitute cause for rejection.

1.05 OPENING OF PROPOSALS

Proposals will be opened and evaluated by the City of Redondo Beach, Department of Engineering Services after the submittal deadline. The proposals will not be publicly read. Once a proposal has been submitted, it will not be returned.

1.06 RIGHT OF REJECTION BY CITY

The City of Redondo Beach expressly reserves the right, at its sole discretion, to reject any and all proposals and solicit new proposals with modified terms and conditions. In the event of any such rejection, the City shall not be liable for any costs incurred in connection with the preparation and submittal of a proposal. The City also reserves the right to waive any informalities in conjunction with the proposals.

1.07 ACCEPTANCE OF PROPOSALS

Within forty-five (45) days after the final submittal deadline for proposals, the City will act upon them. The highest ranking firm (as determined by the Staff Evaluation Committee through review of written proposals) will be requested to enter into negotiations to produce a Contract for Services. The City reserves the right to terminate negotiations, without any cost to the City, in the event it deems progress toward a contract to be insufficient. In that event, negotiations will commence with the second highest ranking firm.

1.08 TERM OF WITHDRAWAL

All proposals shall be firm offers and may not be withdrawn for a period of ninety (90) days following the date set forth in Paragraph 1.02.

1.09 SELECTION PROCESS

The selection process will be governed by the following rules:

A. Adherence to Format

A proposal must adhere to the format outlined in Section Two of this RFP in order to be evaluated by the City. Each response should be specifically addressed to the applicable section of the RFP.

B. Evaluation by Staff Committee

Evaluation of the proposals will be made by a Staff Evaluation Committee selected by the City Engineer. Evaluation criteria which the Committee will utilize, but not be limited to, is listed in Subsection 1.10 of this section. The City may utilize the services of appropriate experts to assist in the evaluation process.

c. Oral Interview

The City may, at its option, invite one or more of the highest ranking firms to make a verbal presentation to the Staff Evaluation Committee.

1.10 EVALUATION CRITERIA

Selection will be made on a "best qualified" basis. Criteria for selection will include, but not be limited to, overall qualifications of firm; prior experience and successful completion of similar maintenance contracts; technical ability; individual qualifications of project manager, and other key staff members; references.

1.11 INTERPRETATIONS

All questions regarding the meaning or intent of the information provided in this RFP, including procedure, specifications, and Contract provisions, shall be submitted to the City Engineer, in writing, at least ten (10) days prior to the proposal due date. Each such interpretation of, or change in, the RFP will be made by the City issuing an addendum to all recipients of the RFP, and such addendum shall be a part of the RFP requirements. The City will not be responsible for any oral interpretation of the RFP. Questions shall be addressed to:

Attn: John Mate  
City of Redondo Beach  
Department Engineering and Building Services  
P.O. Box 270, 415 Diamond Street, Door E  
Redondo Beach, CA 90277  
(310) 318-0661  
(310) 374-4828 (FAX)