



Agenda Report

Fullerton City Council

MEETING DATE: APRIL 15, 2025

TO: CITY COUNCIL / SUCCESSOR AGENCY

SUBMITTED BY: STEPHEN BISE, PUBLIC WORKS DIRECTOR

PREPARED BY: ANTHONY REYNOSO, STREETS AND SEWER
MANAGER
JEROME JOAQUIN, PUBLIC WORKS ADMINISTRATIVE
MANAGER

SUBJECT: \$346,766.44 PURCHASE ORDER WITH PACIFIC
PRODUCTS FOR STREET SWEEPING SIGNS AND
APPROPRIATION

SUMMARY

Staff requests budget appropriation for street sweeping sign procurement to implement the Street Sweeping initiative approved by City Council on May 7, 2024, approval to waive formal City bidding requirements and award a Purchase Order to Pacific Products.

PROPOSED MOTION

1. Appropriate \$382,000.00 from General Fund available fund balance (Fund 10) as a no interest loan to Sanitation Fund (Fund 23) to Public Works Operating Budget - Subprogram 6450 Street Sweeping Operation.
2. Waive formal bidding requirements and authorize City Manager, or designee, to issue \$346,766.44 purchase order for street sweeping signs from Pacific Products.
3. Authorize City Manager, or designee, to issue purchase orders to Safeway Signs and Zumar as alternate vendors if Pacific Products cannot fulfill orders due to sourcing challenges or time constraints.
4. Authorize Public Works Director, or designee, to issue change orders in an amount not to exceed contingency amount and project budget.

ALTERNATIVE OPTIONS

- Approve the Proposed Motion

- Other options brought by City Council.

STAFF RECOMMENDATION

Staff recommends the Proposed Motion.

CITY MANAGER REMARKS

The City Manager recommends approval. The \$382,000 will be expended from General Fund fund balance, with intent to have the Sanitation Fund reimburse the General Fund.

PRIORITY POLICY STATEMENT

This item matches the following Priority Policy Statement:

- Infrastructure and City Assets.

FISCAL IMPACT

The original cost to implement Street Sweeping Operation Option 1B, as approved on January 21, 2025, totaled \$375,000.00. Staff reviewed full project scope and specifications and solicited cost proposals from vendors. The cost for the street sweeping signs, based on the lowest bidder, totals \$346,766.44. Staff requests appropriating an additional \$35,233.56 contingency (approximately 10%), totaling to \$382,000, due to unforeseen costs including signage production and materials. This reflects a \$7,000 increase from the original estimate should the City require the contingency costs.

Staff requests a \$382,000 General Fund (Fund 10) budget appropriation to purchase and install street signs. Staff proposes funding the additional costs with General Funds and then reimbursing with Sanitation Funds (Fund 23) as they become available.

BACKGROUND AND DISCUSSION

Staff presented street sweeping operation alternatives to City Council on May 7, 2024 along with a Street Sweeping Program overview, federal and state requirements and a street sweeping parking enforcement activities update. City Council approved changing the street sweeping operation to bi-weekly alternating sides of the streets on August 6, 2024. Staff presented options for sign replacement to City Council on August 20, 2024. City Council requested information on a decal / overlay option and suspended street sweeping parking enforcement. City Council authorized staff to replace street sweeping parking restriction signs using in-house straight time staffing (Option 1b) and to reinstate enforcement on January 21, 2025. This option initially estimated a \$375,000 signage cost.

Staff initiated informal bid procedures in lieu of a formal bid to implement this City Council directive in the most expedient manner and begin enforcement by January 2025. Staff received the following three cost proposals:

Vendor	Cost
Pacific Products & Services LLC	\$346,766.44

Zumar	\$352,369.29
Roadline Products Inc.	\$417,923.48

Staff recommends awarding a \$346,766.44 Purchase Order to the lowest bidder, Pacific Products & Services LLC. Staff notes it estimated the number signs required Citywide. Staff anticipates tariffs could impact prices for any additional signs required for the project. Staff requests authorization to utilize Safeway Signs and Zumar as alternative vendors if Pacific Products cannot fulfill the orders. Staff requests City Council appropriate an additional approximately 10% contingency for a total \$382,000 to ensure sign replacement project has sufficient budget appropriation.

Staff also requests approval to utilize an informal bid procedure (i.e. obtain at least three quotes or cost proposals) in lieu of a formal bid to procure given the urgency of this request to provide a more expedited procurement that would avoid inflation due to tariffs and enable staff to install the signs in a timely manner.

Attachments:

- Attachment 1 – Quote from Pacific Products & Services LLC
- Attachment 2 – Quote from Zumar
- Attachment 3 – Quote from Roadline Products Inc.

cc: City Manager Eric J. Levitt