



STAFF REPORT

DATE: 07/02/2025
TO: Honorable Mayor and City Council Members
FROM: Community Services Department

2025-274

REQUEST FOR CITY COUNCIL ACTION

SUBJECT:

MAINTENANCE/GENERAL SERVICES AGREEMENTS WITH ACM LIGHTING SERVICES FOR AS-NEEDED SPORTS FIELD LIGHTING REPLACEMENT AND WITH ANDREWS ELECTRIC FOR AS-NEEDED LOW VOLTAGE ELECTRICAL SERVICES

EXECUTIVE SUMMARY:

This staff report asks the City Council to approve the Maintenance/General Services Agreements with ACM Lighting Services for as-needed sports field lighting replacement services and with Andrews Electric Company for as-needed citywide low-voltage maintenance electrical services in the amount not to exceed \$250,000 per fiscal year for each agreement. The Community Services Department solicited bids for these services, and ACM Lighting Services and Andrews Electric were identified as the lowest responsive, responsible bidders.

RECOMMENDED ACTION:

That the City Council:

- a. Award NIB 25-038MB to ACM Lighting Services for As-Needed Sports Field Lighting Replacement Services and NIB 25-053MB to Andrews Electric Company for As-Needed Citywide Low Voltage Maintenance Electrical Services and waive all minor irregularities in the proposal.

- b. Authorize the City Manager, or his designees, to execute the Maintenance and General Services Agreements with ACM Lighting Services and Andrews Electric Company in the amount not to exceed \$250,000 each, per fiscal year, including any non-substantive extensions, change orders, purchase orders, and amendments up to the amount authorized in Corona Municipal Code Section 3.08.060(J), which is equivalent to 10% or \$25,000 each.

BACKGROUND & HISTORY:

The Community Services Department manages and maintains the electrical infrastructure at facilities and parks citywide, and the Public Works Department maintains the infrastructure along public streets. On-call contractual services have traditionally been utilized for specialized maintenance and emergency repairs that staff cannot manage in-house, which allows staff to address these issues in a timely manner to ensure facilities and parks remain open and operational for the community.

As the City's needs have grown and the technical requirements of electrical systems have become more sophisticated, the need for responsive and qualified contractors has become increasingly apparent. On-call electrical services are frequently used by various City departments to handle electrical needs that fall outside the capabilities or scope of work of in-house staff during regular operations. Divisions such as Building Maintenance, Parks and Trails, and Street Maintenance rely on these services to maintain essential infrastructure, ensure public safety, and respond promptly to service disruptions. The blanket purchase orders (POs) for on-call electrical services will be shared between these divisions and made available for citywide use. This collaborative approach ensures that all departments have timely access to qualified electrical contractors, reducing delays and promoting consistent service delivery across the city.

The scope of work for on-call electrical services is comprehensive, covering low-voltage systems and sports field lighting. Services include, but are not limited to, circuit breaker and fuse replacement, conduit and wiring installation, transformer and subpanel work, lighting system upgrades, motor and control panel repairs, and the installation of electric vehicle charging equipment.

ANALYSIS:

Notice Inviting Bids (NIB) 25-038MB for Park Sports Light Maintenance- Electrical Services was posted on Planet Bids on April 9, 2025. The Purchasing Division solicited 147 electrical contractors with a copy of the bid. Twenty-six (26) vendors downloaded the bid, and the City received four (4) bids on the bid due date of May 14, 2025, one of which was deemed non-responsive. The following is a summary of the bid results:

Section	Description	A.C.M Lighting Services Inc.	Amtek Construction	M. Brey, Inc
Hourly Rates Straight Time	Master Electrician	\$172.99	\$154.00	\$508.00
Hourly Rates Straight Time	Journeyman	\$134.50	\$150.00	\$182.00
Hourly Rates Straight Time	Apprentice	\$92.50	\$135.00	\$170.00
	Subtotal	\$399.99	\$439.00	\$860.00
Hourly Rates -Overtime	Master Electrician	\$195.00	\$194.00	\$559.00
Hourly Rates -Overtime	Journeyman	\$165.00	\$191.00	\$228.00
Hourly Rates -Overtime	Apprentice	\$123.00	\$168.00	\$190.00
	Subtotal	\$483.00	\$553.00	\$977.00
Hourly Rates - Holidays	Master Electrician	\$231.50	\$235.00	\$611.00
Hourly Rates - Holidays	Journeyman	\$201.50	\$231.00	\$280.00
Hourly Rates - Holidays	Apprentice	\$158.00	\$201.00	\$210.00
	Subtotal	\$591.00	\$667.00	\$1,101.00
Hourly Rates - Emergency	Master Electrician	\$231.50	\$272.00	\$611.00
Hourly Rates - Emergency	Journeyman	\$201.50	\$268.00	\$280.00
Hourly Rates - Emergency	Apprentice	\$158.00	\$239.00	\$210.00
	Subtotal	\$591.00	\$779.00	\$1,101.00
	Grand Total	\$2,064.99	\$2,438.00	\$4,039.00

Notice Inviting Bids (NIB) 25-053MBB for As-Needed Citywide Low Voltage Maintenance - Electrical Services was posted on Planet Bids on April 10, 2025. The Purchasing Division solicited 185 electrical contractors with a copy of the bid. Thirty (30) vendors downloaded the bid, and the City received six (6) bids on the bid due date of May 15, 2025. The following is a summary of the bid results:

Section	Description	Andrews Electric	A.C.M Lighting Services Inc.	Issa Electric, Inc.	Baker Electric & Renewables LLC	Amtek Construction	Veterans Communication Services, Inc.
Hourly Rates Straight Time	Master Electrician	\$97.79	\$168.99	\$147.27	\$147.00	\$154.00	\$225.00
Hourly Rates Straight Time	JourneyMan	\$97.79	\$132.77	\$140.66	\$140.00	\$150.00	\$225.00
Hourly Rates Straight Time	Apprentice	\$63.20	\$90.53	\$122.10	\$123.00	\$135.00	\$225.00
	Subtotal	\$258.78	\$392.29	\$410.03	\$410.00	\$439.00	\$675.00
Hourly Rates -Overtime	Master Electrician	\$146.85	\$190.00	\$187.62	\$198.00	\$194.00	\$337.50
Hourly Rates -Overtime	JourneyMan	\$146.85	\$160.00	\$181.13	\$185.00	\$191.00	\$337.50
Hourly Rates -Overtime	Apprentice	\$94.80	\$116.00	\$153.67	\$165.00	\$168.00	\$337.50
	Subtotal	\$388.50	\$466.00	\$522.42	\$548.00	\$553.00	\$1,012.50
Hourly Rates - Holidays	Master Electrician	\$146.85	\$225.00	\$226.65	\$248.00	\$235.00	\$371.75
Hourly Rates - Holidays	JourneyMan	\$146.85	\$195.00	\$221.36	\$230.00	\$231.00	\$371.75
Hourly Rates - Holidays	Apprentice	\$94.80	\$152.00	\$185.23	\$208.00	\$201.00	\$371.75
	Subtotal	\$388.50	\$572.00	\$633.24	\$686.00	\$667.00	\$1,115.25
Hourly Rates - Emergency	Master Electrician	\$146.85	\$225.00	\$268.33	\$248.00	\$272.00	\$337.50
Hourly Rates - Emergency	JourneyMan	\$146.85	\$195.00	\$261.72	\$230.00	\$268.00	\$337.50
Hourly Rates - Emergency	Apprentice	\$94.80	\$152.00	\$216.79	\$208.00	\$239.00	\$337.50
	Subtotal	\$388.50	\$572.00	\$746.84	\$686.00	\$779.00	\$1,012.50
	Grand Total	\$1,424.28	\$2,002.29	\$2,312.53	\$2,330.00	\$2,438.00	\$3,815.25

Staff reviewed the bids submitted by all vendors and recommends awarding Maintenance and General Services Agreements to ACM Lighting Services for NIB 25-038MBB for As-Needed Sports Field Light Maintenance and to Andrews Electric Company for NIB 25-053MB for As-Needed Citywide Low Voltage Maintenance as the lowest responsive, responsible bidders. All licenses and references for ACM Lighting Services and Andrews Electric Company have been reviewed and verified by City staff, and all other documentation is in order.

FINANCIAL IMPACT:

Funding for the recommended actions is available in the Community Services and Public Works operating budget within multiple funds. Future funding will be recommended through the annual budget process.

ENVIRONMENTAL ANALYSIS:

This action is exempt pursuant to Section 15061(b)(3) of the Guidelines for the California Environmental Quality Act (CEQA), which states that a project is exempt from CEQA if the activity is covered by the commonsense exemption that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. This action is to approve Maintenance/General Services Agreements for electrical maintenance services, and there is no possibility that approving this agreement will have a significant effect on the environment. Therefore, no environmental analysis is required.

PREPARED BY: MOSES CORTEZ, PARKS AND TRAILS MANAGER

REVIEWED BY: DONNA FINCH, COMMUNITY SERVICES DIRECTOR

ATTACHMENTS:

1. Exhibit 1 – Maintenance/General Services Agreement with ACM Lighting Services
2. Exhibit 2 – Maintenance/General Services Agreement with Andrews Electric