

STAFF REPORT

Date: July 26, 2023

To: Mayor and City Council

Thru: Doug Thornley, City Manager

Subject: Staff Report (For Possible Action): Approval to purchase reflective sign materials and Telespar sign posts by utilizing any joinder contracts, as allowed under NRS 332.195, or the City of Reno's Competitive Bid Process in an amount not to exceed \$200,000. (Street Fund)

From: Tim Hendricks, Maintenance & Operations Manager

Department: Maintenance and Operations

Summary:

Staff recommends Council approval to purchase reflective sign materials and Telespar sign posts by utilizing any joinder contracts, as allowed under NRS 332.195, or the City of Reno's Competitive Bid Process in an amount not to exceed \$200,000.

Alignment with Strategic Plan:

Infrastructure, Climate Change, and Environmental Sustainability

Previous Council Action:

On July 19, 2023, Council authorized the Director of Maintenance and Operations to execute purchase orders or required contracts for the purchase of materials and equipment for street and traffic signal maintenance and repairs pursuant to Chapter 332 of the Nevada Revised Statutes for Fiscal Year (FY) 23/24.

Background:

The Maintenance & Operations Street Maintenance Division is responsible for maintaining and installing signage throughout the City. Reflective sign materials are required to fabricate signs and Telespar sign posts are required for sign installations. All signs are produced in-house on an as needed basis.

Discussion:

The purchases of Telespar sign posts, sign post sleeves, and reflective materials are made on an as needed basis to maintain a minimum year-round inventory. Authorization for the purchase

allows the Director of Maintenance and Operations to award bids under NRS 332.195 and/or the City of Reno Competitive Bid Purchasing per City Policy 303 and NRS 332 without returning to Council for award of the contracts pursuant to the resolution approved at the July 19, 2023 Council meeting.

Financial Implications:

Funding for purchases has been allocated and approved in the Maintenance & Operations Streets Maintenance Fiscal Year (FY) 23/24 Budget.

Legal Implications:

NRS 332.195 allows for local governments to use the joinder provision of bids from other local governments and City Policy 303 and NRS 332 et.seq. authorize the competitive bid process.

Recommendation:

Staff recommends Council approval to purchase reflective sign materials and Telespar sign posts by utilizing any joinder contracts, as allowed under NRS 332.195, or the City of Reno's Competitive Bid Process in an amount not to exceed \$200,000.

Proposed Motion:

I move to approve staff recommendation.