



PUBLIC WORKS DEPARTMENT

**REQUEST FOR BIDS
#PWD – 26.402**

**STREETLIGHT POLE TESTING &
REPLACEMENT PROJECT**

Bid Due Date:

Wednesday, March 04, 2026
by
11 a.m.

City Clerk's Office:
pleasantoncityclerk@cityofpleasantonca.gov

123 Main Street
Pleasanton, CA 94566

BID MAY BE DISQUALIFIED IF BID PACKAGE DOES NOT INCLUDE ALL REQUESTED DOCUMENTS AND DOES NOT ADHERE TO ALL OF GUIDELINES IN THIS DOCUMENT

APPROVED



Siew-Chin Yeong
Director of Public Works

I. INTRODUCTION

The City of Pleasanton (City) is seeking Requests for Bids (RFB) for Streetlight pole testing and replacement, which includes public streets, parking lots, and pedestrian pathway lights. The Public Works Department (PWD), Streets and Traffic Safety Administration Division maintain City streets, sidewalks, sound walls, streetlights, parking lots and pathway lights, street sweeping, traffic signs, and pavement markings. There are 8,100 streetlights, parking lots and pathway lights and an additional 795 streetlights located in Hacienda Business Park (HBP), which is a mixed-use job center and housing development in the City. PWD administers the current maintenance services contract for the maintenance and emergency repair of all 8,895 streetlights, parking lot and park pathway lighting.

II. SUBMITTAL PROCESS

Submittals will be received by the City of Pleasanton City Clerk’s office:

- In-person, Civic Center, at 123 Main Street, Pleasanton, CA 94566
- By Express Courier only, send to City Clerk’s Office 123 Main Street Pleasanton, CA 94566
- By email to: pleasantoncityclerk@cityofpleasantonca.gov
 - ❖ Special Notes: If sending electronically:
Include a cc: dvillasenor@cityofpleasantonca.gov
Do not provide links or a zip file; it should be a PDF attachment(s) only
Recommend having an email delivery receipt set up to verify proof of submittal

Deadline: Wednesday, March 04, 2026 by 11 a.m.

Please reference the Title, Project Number, and *Contractor Name* for all Submittals

**Streetlight Pole Testing & Replacement Project
RFB No. PWD 26.402
Contractor Name**

Qualifications and proposals shall include a completed Response Package with the following: Contractor Information, Implementation Plan, Work Experience, Scope of Work/Services with Bid Form/Rate Sheet, and any Additional Information deemed relevant by the Contractor.

The bidder is responsible for ensuring that the City Clerk’s office receives the complete bid package by the deadline and time. All bid packages received after the deadline will be returned to the bidder and the bid will not be considered.

III. PROCUREMENT SCHEDULE

EVENT	DATE/LOCATION	
RFB Advertised	Friday, February 6, 2026	
Mandatory – Bidders Conference	Tuesday, February 24, 2026, 10 a.m.	Location: OSC 3333 Busch Road, Pleasanton CA 94566

In-Person		Streets & Traffic Building
Written Questions Due	Wednesday, February 25, 2026, C.O.B.	
Addendum Issued	AS NEEDED	
Proposal Submittal Due Date	Wednesday, March 04, 2026, 11 a.m.	Location/Email: pleasantoncityclerk@cityofpleasantonca.gov Pleasanton City Clerk PO Box 520 123 Main Street Pleasanton, CA 94566
Council Consent Date	April 21, 2026	
Contract Start Date	May 2026	

Special Note: After Proposal submittal deadline, all other dates are approximate and will be adjusted accordingly.

IV. MANDATORY PRE-BID CONFERENCE

A Mandatory pre-bid meeting will be held on Tuesday, February 24, 2026 at 10 a.m. at 3333 Busch Road, Pleasanton. This will provide an opportunity for potential contractors to ask specific questions about the services and request clarification on any concerns.

Special Note: Prime bidders who fail to attend the pre-bid meeting are disqualified from submitting a proposal.

V. SCOPE OF WORK – Further Described in Exhibit A

The Contractor shall inspect, test, and perform streetlight pole replacement services in accordance with a comprehensive work plan throughout the term of this Agreement for streetlight poles located within the City and the Hacienda Business Park, including those on public streets, parking lots, and pedestrian pathways. The City will provide the Contractor with a list and/or designated zones of streetlight poles requiring inspection. The Contractor shall coordinate all work activities with City staff, and replacement of any streetlight poles shall be performed only upon written authorization and approval by the City.

VI. MISCELLANEOUS PROVISIONS:

Bids Received After Deadline

Bids received after the time established for receiving bids will not be considered.

Location of Bids/Proposals

This RFB has been posted on the City’s website and at the following locations:

<https://www.cityofpleasantonca.gov/business/bids/>

<https://www.bidnetdirect.com/california/cityofpleasantonca>

It shall be the Contractor's responsibility to check the City’s website to obtain any addenda that may be issued by City Staff. If an addendum is added, it must be submitted with the Bid Response Package, with a signature acknowledging any changes. Failure to do so will be deemed a non-responsive bid submittal.

It is the responsibility of each prospective bidder to download and print all bid documents, including any addenda, and to verify the completeness of their printed bid documents before submitting a bid. The City does not warrant, represent, or guarantee the accuracy or completeness of any bid documents and/or information retrieved from other sources. The City is not responsible for any loss or damage, including, but not limited to, time, money, or goodwill, arising from errors, inaccuracies, or omissions in any bid documents and/or information obtained from other sources. It is each prospective bidder's responsibility to check these sites through to the close of bids for any applicable addenda or updates.

Selection Process

Staff will review all qualified bid submittals and will select the **Best Value**, which is defined as: The best overall value to the City for goods and services based on all factors, including, but not limited to the following: (1) total cost; (2) the ability, capacity, and skill of the contractor to provide the desired goods and services; (3) the ability of the contractor to provide the desired goods and services promptly or within the time specified without delay or interference; (4) the character, integrity, reputation, judgment, experience, and efficiency of the contractor; (5) the quality of the contractor's performance on previous purchases or contracts with the City or requested references; and (6) the ability of the contractor to provide future maintenance, repair, parts, and services.

Staff will notify selected vendor and recommend their bid proposal to City Council and once approved an Agreement will be executed by both parties.

Rejection of Bids

The City reserves the right to reject any or all bids and to determine which bid is, in the City's judgment, the lowest responsive and responsible bid of a Bidder or group of Bidders. The City also reserves the right to waive any inconsequential omissions or discrepancies in any bid and to delete certain items listed in the bid as set forth therein. Costs for developing, submitting, and presenting bids are the sole responsibility of the Bidder and claims for reimbursement will not be accepted by the City.

Terms of this Agreement

The City is looking to enter into a three (3) year Maintenance and Trade Service Agreement with the Contractor with the option to extend this Agreement by Amendment, or additional two (2) one-year terms not to exceed five (5) years for the total Agreement. Proposals will be locked in for three (3) years based on the bid submittals; however if extended by Amendment, the cost of each one-year term may increase only by the change in the Consumer Price Index for the San Francisco-Oakland-San Jose Metropolitan Area (all items index; all urban consumers) for the twelve (12) month period ending in April each year as published by the Bureau of Labor Statistics, U.S. Department of Labor (**Attachment II**).

Required Information for Execution of Agreement

Within ten days of being notified by the City, the selected contractor shall submit to the City:

- A signed copy of the City's standard Maintenance and Trade Services Agreement;
- Certificates of Insurance, with an endorsement letter and naming the City as additional

- insurer;
- Evidence of a current business license to conduct business in the City of Pleasanton; and
- Completed W-9 Form

Insurance

Contractor and Sub-contractors must provide and maintain in full force for the duration of the Agreement General Liability and Bodily Injury Insurance, Automobile Insurance, Worker's Compensation Insurance and Certificates of Insurance with a supporting endorsement letter according to Agreement (**Attachment II**).

City Standard Specifications

All work to be performed shall be in accordance with the [City of Pleasanton Standard Specifications and Details*](#) dated July 2024, and shall be overseen by the Operations and Maintenance Division Manager or his designee (all references hereafter to the Division Manager shall include his designee).

D.I.R.

Contractors will be subject to registration and annual renewal fee to the Department of Industrial Relations (DIR) per Senate Bill 854. The mandate applies to all contractors and sub-contractors who intend to bid or perform work on public works projects (as defined in the Labor Code).

Registration of Contractors with the Department of Industrial Relations

For bids submitted, the bidder and its subcontractors must be registered and qualified to perform public work pursuant to section 1725.5 of the Labor Code, subject to limited legal exceptions under Labor Code section 1771.1.(a). A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, or engage in the performance of any contract for public work unless currently registered and qualified to perform public work pursuant to Section 1725.5. A bid will not be accepted, nor any contract entered into, without proof that the bidder and its subcontractors are registered with the California Department of Industrial Relations to perform public work pursuant to Labor Code Section 1725.5, subject to limited legal exceptions.

Certified Payroll Records

Contractor shall furnish the records specified in California Labor Code section 1776, including but not limited to the certified payrolls, directly to the Labor Commissioner. The Contractor shall furnish the records specified in California Labor Code section 1776 to the Labor Commissioner for all projects, whether new or ongoing. Copies of those certified payroll records shall also be submitted electronically to the City, upon request.

Prevailing Wage

In accordance with California Labor Code Section 1170 et seq., the Contractor shall pay the general prevailing rate of per diem wages to all workers employed under this contract.

Job Site Postings by Contractor

Contractors are required to post all job site notices prescribed by law or regulation. See 8 Calif. Code Reg. section 16451(d).

Self-Performance by Contractor

Any Contractor being awarded this contract must have Self-Performance at a 30% minimum of the total scope of services, excluding Specialty Items, if any, per the Bid Schedule.

Labor Nondiscrimination

The awarded Contractor shall comply with the requirements of the State of California's Standard Specification Code Section 7-1.01A(4) "Labor Nondiscrimination" under this contract.

License/Certification

The City has determined that at the time of bid, the Contractor shall possess a valid **C-10** Contractor license. The contractor's failure to possess the specified license shall render the Bid as non-responsive and shall act to bar award of the contract to any Bidder not possessing said license at the time of award, unless exempted by federal or state law.

Traffic Control

When working in street locations and transporting equipment on public streets, the Contractor shall comply with the California State Vehicle Code. Contractors are required to provide all safety cones, sign boards, arrow boards, and other appropriate measures and equipment as prescribed by the California Manual on Uniform Traffic Control Devices (CA-MUTCD) for traffic control. Contractor should conduct its operations to cause the least possible obstruction and inconvenience to public traffic. To the greatest extent possible, all traffic shall be permitted to pass through the work area. For work requiring traffic control, the Contractor must submit a traffic control plan to the City of Pleasanton Public Works Department for approval 72 hours prior to the scheduled work.

Identification

Contractor's employee(s) shall be identified at all times either by a Company uniform, or by a safety vest worn outside other clothing with the Company name clearly displayed. Vehicles will have a Company sign clearly displayed.

Health and Safety

The Contractor shall perform all work in compliance with applicable federal, state, and local safety regulations, including all provisions of the California Occupational Safety and Health Administration (Cal/OSHA) and the City of Pleasanton's workplace safety standards. Safety shall be the highest priority throughout all phases of work, particularly given that this project will involve active and occupied City facilities. **(See Exhibit A for further information)**

Travel Time

The City will ***NOT*** pay travel time. Any Contractor desiring to cover these costs will need to incorporate them in the applicable hourly rates.

Method of Payment

Invoices submitted to the City for payment must **include itemized description of work performed per bid submittal**, location of work performed, number of personnel used, time spent by personnel, type of equipment used, time equipment used, and materials furnished. Back-up materials (invoices,

receipts) must be included. All rental receipts must be furnished, and markup must be provided. Rates included on the invoice must match the current rate sheet agreement.

Communication

Designated City representative will determine satisfactory work performance. Contractors will clean facilities, stations, roadways, and any other areas littered or soiled by their maintenance operations and/or equipment. Contractor will off-haul and dispose of any unsuitable material to include dump fees.

Permits

Contractor will be responsible to obtain all necessary permits to perform work (encroachment, building, etc.), if necessary, and a schedule of inspection, Underground Service Alerts, and a current Cal-OSHA excavation permit (the City of Pleasanton will notify USA for emergency work only). The contractor shall apply for a blanket no cost encroachment permit for routine maintenance, project related work shall be on a case-by-case basis. Contractors shall submit generic/typical traffic control plans for maintenance operations on all collector streets as part of encroachment permit process.

Conflict of Interest

The City has established a policy concerning potential conflict of interest in maintenance services, program management, design and construction. This policy applies to all proposers and their proposed contractors/consultants/sub-consultants. See Standard Professional Services Contract for additional information.

Clarification Questions

Questions should be directed only to the Management Analyst, Daniel Villasenor by email at dvillasenor@cityofpleasantonca.gov. If interpretation or change is deemed necessary to the original document, then the question(s) shall be addressed in writing, and an Addendum shall be posted to the City's website. To allow time for issuance of addenda, questions shall only be accepted prior to seven (7) calendar days before the bid opening date.

ATTACHMENTS/EXHIBITS:

ATTACHMENT I – BID RESPONSE PACKAGE

ATTACHMENT II – SAMPLE OF AGREEMENT

EXHIBIT A – SCOPE OF WORK

EXHIBIT B – BID FORM/ RATE SHEET

ATTACHMENT I BID RESPONSE PACKAGE

Required Documentation and Submittals

All of the specific documentation listed below is **required** to be submitted with the Exhibit A – Bid Response Packet in order for a bid to be deemed complete. Bidders shall submit all documentation in the order listed below and clearly label each section with the appropriate title.

Submitted bid **MUST** contain the following or may be subjected to disqualification:

- 1. **CONTRACTOR INFORMATION:** name, address, year established, principals of company and professional status as applicable.
- 2. **IMPLEMENTATION PLAN:** Is a comprehensive plan that will be Implemented by the Contractor to perform and accomplish all tasks within the Scope of Work.
- 2. **WORK EXPERIENCE/REFERNCES:** 3 references for work or services that have been completed by your company in the last three years within the Bay Area, Contra Costa County, or San Joaquin Valley.
- 3. **BID FORM/RATE SHEET:** Complete the tables with the dollar amount for each of the (3) years of service as they pertain to the identified testing costs and time and materials of pole replacements.
- 4. **EQUIPMENT:** The bid response shall include a list of proposed vehicle and testing equipment to accomplish the actual service work requested in this RFB.
- 5. **SAFETY TRAINING PLAN:** The Contractor shall provide a comprehensive Safety Training Plan prior to the start of work. This plan must demonstrate compliance with all applicable Cal/OSHA, NFPA, and City of Pleasanton safety standards and must clearly outline the Contractor’s procedures for ensuring worker safety while performing inspection, testing, and maintenance of fire alarm systems across all City facilities.
- 6. **PERSONNEL:** Bid responses shall include a complete list of all key personnel associated with the RFB. For each person on the list, the following information shall be included:
 - a. Name, including job title and years of employment with Bidder.
 - b. The role that the person will play in connection with the RFB.
 - c. Person’s relevant experience, certifications, and/or merits
- 7. **SUPPLEMENTAL INFORMATION:** Any additional information deemed necessary by your company to assist the City in the selection process including any special project provisions or specifications that the contractor brings to the bid process and actual service work.

IMPORTANT NOTICE: If Bidder or other interested person is a corporation, provide legal name of corporation, state where incorporated, and names of the president and secretary thereof; if a partnership, give name of the company, also names of individuals co-partners composing company; if contractor or other interested person is an individual, give first and last names in full.

CONTRACTOR INFORMATION
(Required)

CONTRACTOR: (Company Name)		Year Est.:
BUSINESS ADDRESS:		
WEBSITE:		
CONTRACTOR LICENSE #		
DIR REGISTRATION NUMBER:	*DIR # must match the Company Named mentioned above	
APPLICABLE LICENSE(S) C-10:		
SUBMITTED BY: (Name & Title)	Name: Title:	
TELEPHONE:	Office: Cell:	
EMAIL:	Email: Email:	

Questionnaire (please circle):

1. Has the contractor license been suspended in the past? (If Yes, please explain)
Yes No If, Yes _____
2. Do you have any contracts terminated by Owner in the past? (If Yes, please explain)
Yes No If, Yes _____
3. Has the company been debarred or suspended by Owner in the past? (If yes, please explain)
Yes No If, Yes _____

SIGNATURE:

DATE:

PRINT NAME:

TITLE:

I declare under penalty of perjury that I have the authority to execute this bid and that the foregoing is true and correct.

WORK EXPERIENCE/REFERENCES

(Required)

Years the Company has been in the Trade _____

Provide locations and contact information regarding three (3) projects or services that have been completed by your company in the last three (3) years within the Bay Area, Contra Costa County, or San Joaquin Valley. Examples are to be of a similar type as the type of work you are bidding on, and with a public agency.

Please provide a list of references of (3) on a separate sheet of paper if different than the ones listed below.

PROJECT I

LOCATION AND FOR AGENCY PERFORMED:	
CONTACT PERSON AND PHONE NUMBER:	
YEAR PERFORMED:	
TYPE OF WORK PERFORMED:	
CONTRACT AMOUNT:	

PROJECT II

LOCATION AND FOR AGENCY PERFORMED:	
CONTACT PERSON AND PHONE NUMBER:	
YEAR PERFORMED:	
TYPE OF WORK PERFORMED:	
CONTRACT AMOUNT:	

PROJECT III

LOCATION AND FOR AGENCY PERFORMED:	
CONTACT PERSON AND PHONE NUMBER:	
YEAR PERFORMED:	
TYPE OF WORK PERFORMED:	
CONTRACT AMOUNT:	

BID FORM/ RATE SHEET (EXHIBIT B)
(Required)

Fill in the rates below for each of the following years, the City works on a Fiscal Year thus first table will only be through June 30, 2026. This will provide the cost structure for pole testing and pole replacement. Hourly rates shall include all taxes, overhead, travel expenses, and is the cost the City will pay for the term of this agreement. For Markups on materials, rentals and/or potential sub-contractors, rates will remain the same throughout the term of the Agreement.

***SPECIAL NOTE:** If additional classifications need to be added on either labor and/or equipment, please feel free to expand the forms or submit separate rate sheets but make sure you include rates for the next three years.

Bidder hereby certifies to City that all representations, certifications, and statements made by Bidder, as set forth in this Bid Form and attachments are true and correct and are made under penalty of perjury pursuant to the laws of California.

RATES – FY 25/26 (May 1, 2026- June 30, 2026)

Item No.	Job Description	Regular Rate	Overtime Rate	*Emergency Callout
1.	Crew Leader/ Foreperson	\$	\$	\$
2.	Journey Person	\$	\$	\$
3.	Laborer/Apprentice	\$	\$	\$
4.	Ultrasonic Pole Testing – per pole (upon request)	\$	\$	\$
5.	Other (Fill in):	\$	\$	\$

RATES – FY 26/27 (July 1, 2026- June 30, 2027)

Item No.	Job Description	Regular Rate	Overtime Rate	*Emergency Callout
1.	Crew Leader/ Foreperson	\$	\$	\$
2.	Journey Person	\$	\$	\$
3.	Laborer/Apprentice	\$	\$	\$
4.	Ultrasonic Pole Testing – per pole (upon request)	\$	\$	\$
5.	Other (Fill in):	\$	\$	\$

RATES – FY 27/28 (July 1, 2027- June 30, 2028)

Item No.	Job Description	Regular Rate	Overtime Rate	*Emergency Callout
1.	Crew Leader/ Foreperson	\$	\$	\$
2.	Journey Person	\$	\$	\$
3.	Laborer/Apprentice	\$	\$	\$
4.	Ultrasonic Pole Testing – per pole (upon request)	\$	\$	\$
5.	Other (Fill in):	\$	\$	\$

RATES – FY 28/29 (July 1, 2028- June 30, 2029)

Item No.	Job Description	Regular Rate	Overtime Rate	*Emergency Callout
1.	Crew Leader/ Foreperson	\$	\$	\$
2.	Journey Person	\$	\$	\$
3.	Laborer/Apprentice	\$	\$	\$
4.	Ultrasonic Pole Testing – per pole (upon request)	\$	\$	\$
5.	Other (Fill in):	\$	\$	\$

Materials/Rentals/Sub-Contractors Markup Rates

Description/Category	Example	Mark-Up
Streetlight Pole	Invoicing must be demonstrated as a percentage. Example: Material \$1,000 + 10% (\$100) = \$1,100	%
Materials	Invoicing must be demonstrated as a percentage. Example: Material \$1,000 + 10% (\$100) = \$1,100	%
Rental of Equipment	Invoicing must be demonstrated as a percentage. Example: Rental \$1,000 + 10% (\$100) = \$1,100	%
Sub-Contractor	Invoicing must be demonstrated as a percentage. Example: Sub-Contractor cost \$10,000 + 10% (\$1,000) = \$11,000	%

Special Notes: To be reimbursed for Materials/Rentals, receipts must be included.
Markup Rates do not fluctuate, remain the same for the terms of the Agreement.

***VEHICLE/EQUIPMENT LIST – Hourly Rates**

	DESCRIPTION: MAKE, MODEL, & STYLE	FY 25/26	FY 26/27	FY 27/28	FY 28/29
1.	Aerial/Bucket Truck:	\$	\$	\$	\$
2.	Crane Truck:	\$	\$	\$	\$
3.	Miscellaneous:	\$	\$	\$	\$

*Fill in all vehicles and equipment that will be charged for all additional services

Company Name: _____ Date: _____

Contact Name: _____ Signature: _____

Email: _____ Title: _____

EXHIBIT A SCOPE OF WORK

ACCOUNT MANAGER/SUPPORT STAFF

Contractor shall provide a dedicated and competent account manager who shall be responsible for the City account/contract. The account manager shall receive all orders from the City and shall be the primary contact for all issues regarding Bidder's response to this RFB and any contract which may arise pursuant to this RFB.

The Contractor shall also provide adequate, competent support staff that shall be able to service the City during normal working hours, Monday through Friday. Such representative(s) shall be knowledgeable about the contract, services/products offered and able to identify and resolve quickly any issues including but not limited to order and invoicing problems.

All work to be performed shall be in accordance with the [City of Pleasanton Standard Specifications and Details*](#) dated July 2024, and shall be overseen by the Streets Division Supervisor or his designee (all references hereafter to the Streets & Traffic Safety Division Supervisor shall include his designee).

MISCELLANEOUS PROVISIONS

Contractor shall review traffic control restrictions that may impact the allowable working hours in a given area.

Contractor shall be allowed to use the City's Operations Service Center at 3333 Busch Road, Pleasanton, for material storage. Prior to use, approval must be granted by the Operations and Maintenance Manager.

DISPOSAL & HAULING OF UNWANTED MATERIALS

The contractor will be responsible for the disposal and hauling away any poles that have been designated for replacement, including traffic accident knock downs, request for replacement, routine replacement, or project-based pole replacements at no additional cost to the city.

WARRANTY SERVICE

During the period of warranty, contractor is expected to make all communications between manufacturer, installing contractor and the City's Staff regarding any warranty service. Contractor shall notify the City Staff of any undue delays in response by the manufacturer or installation contractor and details of each incident.

TRAFFIC CONTROL

When working in street locations and transporting equipment on public streets, the Contractor shall comply with the California State Vehicle Code. Contractors are required to provide all safety cones, sign boards, arrow boards, and other appropriate measures and equipment as prescribed by the California Manual on Uniform Traffic Control Devices (CA-MUTCD) for traffic control. Contractor should conduct its operations to cause the least possible obstruction and inconvenience to public traffic. To the greatest extent possible, all traffic shall be permitted to pass through the work area. For work requiring traffic control, the Contractor must submit a

traffic control plan to the City of Pleasanton Public Works Department for approval 72 hours prior to the scheduled work.

Work involving single-lane closures on major arterials, including Foothill Road, Hopyard Road, Santa Rita Road, Bernal Avenue, Sunol Boulevard, First Street, Stanley Boulevard, Vineyard Avenue, Stoneridge Drive, Stoneridge Mall Road, Hacienda Drive, Valley Avenue, and Owens Drive, will be restricted to 9:30 am to 3:00 pm. Pedestrian and driveway access must be maintained at all times.

VEHICLE/UNIFORMS/EQUIPMENT

All Vehicles utilized by the contractor shall have wording which clearly identifies the contractor/company.

All employees on site are to wear clothing which clearly identifies the contractor/company.

Transportation of equipment on public streets shall comply with California State Vehicle Code with Department of Transportation, and under the guidance of California Environmental Protection Agency Department of Toxic Substances Control (DTSC).

SAFETY TRAINING/PROCEDURES

Before commencing any work under this Agreement, the Contractor shall submit a comprehensive, written Safety Training and Procedures Program for review and acceptance by the City of Pleasanton. The program shall demonstrate full compliance with all applicable federal, state, and local safety regulations, including but not limited to the California Occupational Safety and Health Act (Cal/OSHA), Title 8 of the California Code of Regulations, and applicable Federal OSHA standards.

At a minimum, the Contractor's safety program shall address training, policies, and procedures applicable to the scope of work identified in this RFB, including but not limited to fire alarm inspection, testing, maintenance, repair, system installation, and interaction with building systems within occupied City facilities.

Required Safety Program Elements

The Contractor's safety program shall include, but not be limited to, the following components:

1. General Safety Compliance

- A written Injury and Illness Prevention Program (IIPP) compliant with Cal/OSHA requirements
- Employee safety orientation and job-specific training documentation
- Hazard identification, mitigation, and reporting procedures
- Emergency response and incident reporting protocols

2. Hazardous Materials and Chemical Safety

- A Hazard Communication Program, including employee training on Safety Data Sheets (SDS/MSDS)

- Proper handling, storage, and disposal of batteries, electronic components, and other hazardous materials
 - Spill prevention and response procedures
3. Electrical and Life-Safety System Work
- Electrical safety training applicable to low-voltage and associated electrical systems
 - Lockout/Tagout (LOTO) procedures for work involving energized or potentially energized systems
 - Safe work practices for fire alarm control panels, devices, power supplies, and interface equipment
4. Confined Space and Elevated Work
- Confined space awareness and entry procedures, where applicable
 - Ladder safety, lift safety, and fall protection training
 - Safe access and egress procedures for work above ceilings and within mechanical or electrical rooms
5. Fire and Building Occupant Safety
- Procedures to prevent false alarms and unintentional system activation
 - Coordination protocols with City staff before system testing, shutdowns, or impairments
 - Measures to ensure continuity of fire protection during maintenance and repair activities
6. Personal Protective Equipment (PPE)
- Identification and use of appropriate PPE for all assigned work activities
 - Training on PPE selection, inspection, use, and maintenance
7. Worksite Conduct and Public Facility Safety
- Housekeeping standards to prevent trip hazards and maintain clear egress paths
 - Traffic and pedestrian safety controls when work is performed near public access areas

Documentation and Compliance

The Contractor shall maintain all safety training records and make them available to the City upon request. No work shall commence until the City has reviewed and accepted the Contractor's safety training documentation. The Contractor is responsible for ensuring that all employees and subcontractors performing work under this Agreement are properly trained and remain in compliance with safety requirements throughout the duration of the contract.

Failure to comply with safety requirements may result in suspension of work, corrective action, or termination of the Agreement.

The Contractor must provide a copy of its safety training program, including (but not limited to) training related to hazardous materials, SDS/MSDS, safety procedures, and safe work practices, prior to performing any services under this Agreement.

DAMAGES

All damage to turf, (rutting, etc.) sprinklers, irrigation systems, hardscape, plants, or other park components shall be reported by Contractor to the City. If the damage was caused by the Contractor, the items will be repaired by the City and billed to the Contractor.

INVOICE STRUCTURE

Method of Payment

Invoices submitted to the City for payment shall include a detailed, itemized description of all work performed in accordance with the Contractor's bid submittal and the terms of this Agreement. Each invoice must, at a minimum, include:

- Location(s) where work was performed
- Description of services provided
- Number of personnel utilized
- Hours worked by each classification
- Type and duration of equipment used
- Materials furnished

All supporting documentation, including supplier invoices, receipts, and rental agreements, shall be provided with each invoice. Rental equipment charges must be clearly identified, and any applicable markups shall be disclosed. All labor and equipment rates billed must match the current rate sheet approved under this Agreement. Invoices that do not meet these requirements may be returned for correction and resubmittal.

Ultrasonic Pole Testing

Upon request by the City, the Contractor shall perform ultrasonic testing on designated streetlight poles and provide inspection reports for each pole tested. The ultrasonic testing equipment and methodology shall be capable of identifying:

- The length of defects
- The lateral location of defects
- The depth of defects

A written inspection report for each tested pole shall be submitted to the City no later than seventy-two (72) hours following completion of the inspection, unless otherwise approved by the City in writing.

Time and Materials – Pole Replacement

Upon request by the City, the Contractor shall perform streetlight pole replacement services on a scheduled basis in accordance with the City's approved replacement plan. The City estimates between twenty and twenty-five streetlight poles will be replaced annually each for both the City and HBP.

All labor, equipment, and materials required to remove an existing pole, install a replacement pole, and restore the streetlight to full and proper operation shall be performed on a time-and-materials basis or under a proposal approved by the City, as directed.

Streetlight Pole Testing & Replacement
RFB 26.402

The Contractor shall also provide pricing for emergency knockdown pole replacement using like materials and shall be capable of completing such replacements within twenty-four (24) hours of notification by the City.