



City of Broken Arrow

Request for Action

File #: 17-2213, Version: 1

**Broken Arrow City Council
Meeting of: 05-16-2017**

To: Mayor and City Council
From: General Services Department
Title: Approval of and authorization to execute a service agreement quote with Davis H. Elliot, Inc. for street light repair services

Background:

In an effort to improve service response while decreasing costs the General Services Department has solicited quotes from companies that perform street light repair, for servicing our street light repair needs during the next year, specifically lights on State Highway 51. Quotes were solicited from three local companies. These quotes do not replace the normal bidding process for projects over \$2,500.00 nor does it lock the City into using the selected service company. In the event the City feels an estimate for requested work is too high, the City may bid that work as a separate request for quotes.

Quoting these services annually ensures that the City is getting a qualified contractor at the best labor rate and paying a reasonable mark up on parts. Davis H. Elliot Inc. was the only quote being received and has provided good service to the City in the past.

The quote is good for fiscal year 2018. These services will be quoted again in May/June 2018.

Cost: Not Applicable
Prepared By: Lee Zirk, General Services Director
Reviewed By: Finance Department
Street Department
Assistant City Manager - Operations
Assistant City Manager - Administration
Legal Department

Approved By: Michael Spurgeon, City Manager

Attachments: Quote Tabulation for Street Light Repair
Quote agreement for Street Light Repair

Recommendation: To approve and authorize the execution of service agreement quote on Davis H. Elliot Inc. for street light repair service per the quote specifications.