



# CITY OF APPLETON

## MEMORANDUM

**Date:** 02/10/2025  
**To:** Municipal Services Committee  
**From:** Michael Hardy, P.E., Traffic Engineer  
Pete Neuberger, P.E., City Engineer / Deputy Director of Public Works  
**Subject:** Approve Sole Source Purchase of Decorative Streetlight Poles for College Avenue Bridge

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Department of Public Works – Traffic Section recommends for approval sole source purchase of new decorative metal streetlight poles for College Avenue Bridge over the Fox River in the amount of \$88,592.00, plus shipping, from Visual Impact Lighting. Fifty percent of payment will be due at the time of order, and the remaining fifty percent will be due upon receipt of the order. The existing poles, procured through the bridge construction contract in 2009, have experienced significant rusting, resulting in reduced structural integrity and staining of the concrete bridge walls. Attempted resolution with the original pole manufacturer was ineffective, since the warranty had expired.

After extensive research, DPW Traffic Section has identified an alternative decorative metal pole manufacturer with the size and look very similar to the existing. DPW Traffic has also detailed the pole fabrication specification with the new manufacturer to best assure the rust experience does not repeat. These will replace the existing poles and arms, while the streetlight fixtures will be transferred.

This cost is within the approved 2025 budget. The poles have an eighteen-week delivery estimate from date of order. DPW Traffic will solicit bids for a separate installation contract in the summer of 2025, using appropriate 2025 maintenance funds.



## SOLE SOURCE REQUEST

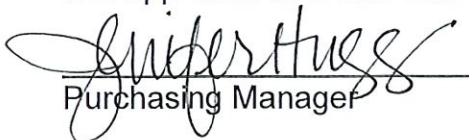
The undersigned certifies that the commodity/service shown below qualifies as a sole source request and meets one or more of the following requirements. The department has demonstrated, and the Purchasing Manager concurs that only one source exists, the price is equitable, and/or noncompetitive negotiation is in the best interests of the City.

- ☐ **Unique, proprietary, or one-of-a-kind:** Specific commodity/service is required and available from only one source, giving the City a superior and necessary benefit that cannot be obtained from other sources.
- ☐ **Inadequate competition:** Purchasing solicitation (bid, proposal, or quote) did not result in any qualified vendor responses and competition is determined to be inadequate.
- ☐ **Health or Safety Concern:** When a health or safety concern exists that is **not** an immediate threat but needs to be addressed in a period that does not allow for formal competitive procurement procedures.
- ☒ **Continuity of design:** Consistency with current commodity or service.
- ☐ **Emergency procurement:** A risk of human suffering or substantial damage to real or personal property exists requiring immediate attention.
- ☐ **Cooperative purchase:** Purchase from another governmental unit contract or state approved purchasing association.
- ☐ **Other:** Description provided below

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PROPOSED DETAILS
Requesting dept: Public Works
Product/service: Decorative metal streetlight poles for College Avenue Bridge
Vendor name: Visual Impact Lighting
Total cost: \$88,592 not to exceed \$95,000

Justification and price quotation provided by the department, for the items to be considered and approved as a sole source purchase attached for review.

  
Purchasing Manager

2/6/2025  
Date