



CITY OF APPLETON

MEMORANDUM

Date: April 6, 2026
To: Municipal Services Committee
From: Mike Hardy, P.E., PTOE, Assistant City Traffic Engineer
Subject: Request to award contract with **Van Ert Electric Company, Inc.** for after-hours responses to electrical emergencies for a one-year period beginning May 1, 2026, in an amount not to exceed \$57,000.

BACKGROUND

The Department of Public Works (DPW) Engineering Division - Traffic Section is responsible for responding to electrical emergencies for City infrastructure that occur outside of normal business hours. The most frequent incidents are related to storms, vehicle crashes, and equipment failures affecting traffic signals and street lighting. These services are critical to supporting emergency response personnel and ensuring the safe operation of the city's transportation system.

Beginning in 2025, DPW transitioned to providing after-hours response through a contracted service.

PROCUREMENT

Written quotes were solicited in 2025 for the initial after-hours contracted service, which was established as a six-month agreement. Van Ert Electric was selected based on a combination of competitive pricing and demonstrated ability to successfully perform this work.

This contractor has since received specialized training on DPW's traffic signal control equipment and operational procedures. Given the investment in training and coordination, the contractor's growing familiarity with City systems, and satisfactory performance under the current agreement, sole-source approval by the Finance Department was requested and granted.

FUNDING

Funding for this service will be provided through the approved Traffic Section operational budget (BU 17022 and 17023). Sufficient funds are available in the current fiscal year to cover the estimated costs under the proposed contract.

RECOMMENDATION

Staff recommends that the Committee authorize the City to enter into a contract with **Van Ert Electric Company, Inc.** to provide after-hours response to electrical emergencies for a one-year period beginning May 1, 2026, in an amount not to exceed \$57,000.