



MUNICIPALITY ^{of} PRINCETON

Department of Infrastructure
& Operations

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MEMORANDUM

To: Mayor and Council
From: Deanna Stockton, P.E., *Deputy Administrator*
Subject: Traffic Signal Maintenance Services Agreement Extension
Date: September 4, 2025

Attached for consideration at the September 8, 2025 Council meeting is a resolution to increase the Traffic Signal Maintenance Services agreement with Jen Electric, Inc. by \$65,000.

Jen Electric provides maintenance, repair, and annual inspection services for Princeton's fourteen traffic signals and four rectangular rapid flashing beacons. In addition to these services, the contract provides a \$10,000 material and equipment allowance. The most recent annual inspection identified a number of safety issues that require immediate repair and / or material replacements. The calculated amount of this \$65,000 change order request is the sum of the Engineering staff analysis of the previous two years of invoicing for August through December fees and Jen Electric's quotes for needed work. This change order will cover the anticipated traffic signal costs through the end of 2025. The contract will require bidding for 2026 services as the extensions for the existing contract have been exhausted.

In consideration of the above, it is recommended to increase the contract amount by an additional \$65,000.00 for the Traffic Signal Electrical Maintenance Services agreement.

If you have any questions or require additional information, please contact me at your earliest convenience.