

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: July 27, 2026

FROM: Neetu Singh, Traffic Engineer

SUBJECT: Contract Authorization and Expenditures for the Traffic Operations Center Project

INTRODUCTION:

The purpose of this agenda item is to request approval for expenditures and contract authorization for Shelby Electric Inc. for the Traffic Operations Center.

BACKGROUND:

A Traffic Operations Center (TOC) serves as the centralized technological hub for managing our signal system network. By integrating intelligent transportation systems (ITS), fiber-optic communications, and real-time video and data feeds, the TOC enables engineering staff to monitor intersection performance, install/optimize signal timing, and respond to equipment failures.

The Town initiated a multi-phased project during Fiscal Year 2024–2025 to establish a Traffic Operations Center. The project is currently active and on track for completion in Fiscal Year 2026–2027. The total budget allocated and available for this project is \$270,000.

To launch the project efficiently, procurement was managed incrementally through separate standard Purchase Orders (POs) with two specialized vendors: Temple Inc. and Shelby Electric Inc. This approach allowed engineering staff to systematically investigate and fix field conditions such as fiber line investigations, break locations, and signal cabinet and hardware testing, as they were identified, while also establishing a functioning Traffic Operations Center within the Development Services Department.

As cumulative vendor expenditures progressed sequentially across these purchase orders, the project reached a level requiring Board authorization. Engineering staff is presenting this report to maintain full transparency and secure the necessary retroactive and forward-looking authorizations required to complete this infrastructure project.

This report addresses expenditures associated with Shelby Electric Inc.; a related agenda item separately addresses those associated with Temple Inc.

DISCUSSION:

As part of the systematic diagnostic and repair phase, Shelby Electric Inc. performed critical work restoring electrical and communication integrity across the Town's signal infrastructure, including fiber network repairs, installation of new conduit and pulling new fiber and associated splicing, and installing new signal cabinet equipment. Since Fiscal Year 2023-2024, Purchase Orders totaling \$25,950 have been processed for this work.

To complete the fiber restoration, Shelby Electric repaired and replaced fiber along Houston Levee

Road (from the Kohl's Drive signal to Winchester Road) and Poplar Avenue (from Hwy 72 to Maynard Way), and completed a new directional bore, fiber drop cable installation and splicing at the Poplar Avenue & Peterson Lake Road intersection. The total cost for this completed phase is \$35,900, reflecting an original scope of \$22,800 and a field change order of \$13,100 to address unforeseen subsurface conditions. An invoice for \$35,900 has been received and is pending Board approval.

The previous expenditure of \$25,950 and this current invoice of \$35,900 bring the total cumulative amount to \$61,850, which exceeds the \$50,000 threshold that can be administratively approved. No additional funding is being requested at this time.

**BUDGET IMPACT:
CIP**

Fund	Dept.	Obj. Code	Description	Approved Line Item Budget	Previous Expenses	Proposed Expense ⁽¹⁾	Balance	Budget Impact
321	43800	939-202401	Traffic Operations Center	\$270,000.00	\$3,284.56	\$61,850.00	\$204,865.44	N/A

(1) Four (4) purchase orders totaling \$25,950.00 have been processed and paid to date.

ATTACHMENTS:

[Contract GS-26-01605.pdf](#)

[Contract Change Order.pdf](#)

PROPOSED MOTION:

To approve expenditures in the amount of \$25,950.00 and authorize a contract agreement with Shelby Electric Inc. in the amount of \$35,900.00 for completed traffic signal infrastructure repairs, for a total authorized amount of \$61,850.00

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						