



MEMORANDUM

Finance Department

DATE: March 20, 2024

TO: Finance Subcommittee
DocuSigned by:
THROUGH: Ned Thomas, AICP 
City Manager
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FROM: Gabrielle Tsang 
Interim Finance Director
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CC: City Attorney

SUBJECT: February 2024 Report of City Manager on Approved Contracts, ARPA Related Contracts, and the City Manager's Procurement Card Activity (01/01/2024-01/31/2024)

This memorandum transmits the February 2024 Report of City Manager Approved Contracts including ARPA related Contracts and the City Manager's Procurement Card activity for the period 01/01/2024 to 01/31/2024.

In accordance with Section I-4-5.01 of the City's Municipal Code titled "Reporting on Contract Authority of the City Manager," staff provides to the Finance Subcommittee monthly reports displaying all contracts approved by the City Manager for the prior month under his contract approval authority. For the reporting period, 30 contracts were approved totaling approximately \$796K. For reference, contracts approved between \$50K to \$100K are highlighted in yellow.

There was no credit card activity for the City Manager during the reporting period.

City of Milpitas**Summary Listing of Approved City Manager (CM) Contracts \$100,000 and Below Including All ARPA Grant Related Contracts****For the month of February 2024**

Note: CM Authority at <\$100,000 until 12/06/17; <\$50,000 12/07/17 until 6/15/18

<\$100,000 effective 6/16/18

Number of Contracts	Total Amount	Spent to Date	Remaining Balance
30	\$ 795,676	\$ 47,211	\$ 748,465

Department	Total Amount	Spent to Date	Remaining Balance
Building Safety & Housing	\$ 40,000	\$ -	\$ 40,000
City Manager	\$ 18,000	\$ -	\$ 18,000
City Attorney	\$ -	\$ -	\$ -
Economic Development	\$ -	\$ -	\$ -
Engineering	\$ 110,133	\$ -	\$ 110,133
Finance	\$ -	\$ -	\$ -
Fire	\$ 77,694	\$ 46,633	\$ 31,061
Human Resources	\$ -	\$ -	\$ -
Information Technology	\$ 71,402	\$ -	\$ 71,402
Non-Departmental	\$ -	\$ -	\$ -
Planning	\$ -	\$ -	\$ -
Police	\$ -	\$ -	\$ -
Public Works	\$ 460,244	\$ 578	\$ 459,666
Recreation & Community Services	\$ 18,203	\$ -	\$ 18,203
Grand Total	795,676	47,211	748,465

Departments	PO	Vendor Name	Issuance Date	Description	Encumbered Amount	Expenditure to Date	Remaining Balance
Building Safety & Housing	FY24573	CarTrac	2/2/2024	FY 23-24 Shopping Cart Retrieval Service, Year 1 of 2, January 29, 2024 to June 30, 2025	\$ 40,000	\$ -	\$ 40,000
City Manager	C430602	Silicon Valley Bicycle Coalition	2/9/2024	City of Milpitas Bicycle Outreach Program, March 1, 2024 to February 28, 2025	\$ 18,000	\$ -	\$ 18,000
Engineering	RP24451	WBCP, Inc.	2/2/2024	Recruitment of City Engineer, 365 days from February 2, 2024	\$ 23,800	\$ -	\$ 23,800
Engineering	FY24453	The Irvine Company LLC	2/23/2024	Landscape Maintenance District for period January 1, 2024 through June 30, 2024	\$ 86,333	\$ -	\$ 86,333
Fire	RP24800	Stryker Sales Corporation	2/2/2024	Fire Preventative Maintenance on LifePaks and LUCAS Devices, January 26, 2024 to January 25, 2025	\$ 15,426	\$ -	\$ 15,426
Fire	FY24804	Motorola Solutions Inc.	2/12/2024	Motorola Locution Maintenance/Annual Fee, year 4 of 10, March 1, 2024 to February 28, 2025	\$ 46,633	\$ 46,633	\$ -
Fire	FY24805	Intterra, Inc	2/23/2024	Annual Reporting and Analytics Software, Year 4 of 5, April 1, 2024 to March 31, 2025	\$ 15,635	\$ -	\$ 15,635

Information Technology	RP24909	BEAR Cloud Technologies, Inc.	2/1/2024	Purchase and installation of Fortinet Firewall Hardware with Three year Support, January 26, 2024 to January 15, 2027	\$ 32,376	-	\$ 32,376
Information Technology	FY24908	Carahsoft Technology	2/5/2024	Zoom licenses renewal - 2/11/2024-2/10/2025	\$ 9,525	-	\$ 9,525
Information Technology	RP24910	Central Square Technologies	2/5/2024	Amendment No. 2, Enterprise CAD Routing Server Annual Subscription, February 2, 2024 to January 31, 2025	\$ 14,925	-	\$ 14,925
Information Technology	RP24911	CDW Government LLC	2/9/2024	Adobe licenses renewal, February 2, 2024 to February 2, 2025	\$ 8,167	-	\$ 8,167
Information Technology	RP24912	DLT Solutions, Inc.	2/9/2024	Autodesk License Annual Renewal -March 23, 2024 to March 22,2025	\$ 6,410	-	\$ 6,410
Public Works	C511309	Tucker Construction Inc	2/1/2024	Removal and Installation of Basketball Systems at Selwyn, January 29, 2024 to April 29, 2024	\$ 9,795	-	\$ 9,795
Public Works	C340686	HCI Systems, Inc.	2/2/2024	Short Form Construction Contract (SFCC) Ayer Pump Station Fire Panel, February 1, 2024 to February 1, 2025	\$ 25,900	-	\$ 25,900
Public Works	RP24418	NO-DES, Inc.	2/2/2024	Purchase of Repair Parts for NO-DES, Equipment Used for Maintaining Water Quality in the City of Milpitas.	\$ 2,964	-	\$ 2,964
Public Works	RP24419	MNS Engineers, Inc.	2/2/2024	Professional Service Agreement, Engineering Consultant for Water and Sewer Support Services, February 2, 2024 to January 1, 2025	\$ 75,000	-	\$ 75,000
Public Works	C342210	Weatherproofing Technologies,	2/12/2024	Citywide On-Call Roofing Repairs, February 7, 2024 to February 7, 2025	\$ 60,000	-	\$ 60,000
Public Works	C342411	BRIXCO Construction, Inc.	2/12/2024	Sinnott Park Asphalt Repair, February 7, 2024 to May 7, 2024	\$ 40,700	-	\$ 40,700
Public Works	C613402	HPM Systems, Inc.	2/12/2024	(SFCC) Calibration Services at Main Left Sewer Pump Station, February 7, 2024 to February 7, 2025	\$ 12,805	-	\$ 12,805
Public Works	RP24420	PSI Water Technologies, Inc	2/12/2024	Monoclor RCS Quarterly Maintenance Service, February 7, 2024 to June 30, 2025	\$ 28,020	-	\$ 28,020
Public Works	C711005	Underground Republic Water	2/15/2024	Purchase of Fire Hydrants, February 12, 2024 to February 11, 2025	\$ 96,764	-	\$ 96,764
Public Works	C712116	Badger Meter Inc	2/15/2024	MATERIALS-ON-HAND for AMI Maintenance and Trouble Shooting, January 17, 2024 to July 17, 2024	\$ 6,568	\$ 578	\$ 5,990
Public Works	RP24421	Hach Company	2/23/2024	Water Quality Equipment Replacement at Gibraltar Pump Station, February 13, 2024 to December 31, 2024	\$ 59,470	-	\$ 59,470
Public Works	FY24435	Recyclist	2/26/2024	Program Tracker Software As A Service Agreement (SAAS) Service Fees, Year 2 of 3, August 1, 2022 to July 31, 2025	\$ 17,910	-	\$ 17,910
Public Works	RP24422	Staples Business Advantage	2/26/2024	Trash/Recycling Bins at City Hall, Five Additional Public Facing Waste/Recycling Units for City Hall	\$ 24,347	-	\$ 24,347

Recreation & Community Services	RP24671	Darrell Leffler's Academy of	2/15/2024	Youth enrichment Classes for Spring 2024, February 20, 2024 to May 31, 2024	\$ 3,777	-	\$ 3,777
Recreation & Community Services	RP24672	Brick Tech	2/20/2024	Arts and Enrichment Classes for Spring 2024, February 20, 2024 through May 31, 2024	\$ 3,250	-	\$ 3,250
Recreation & Community Services	RP24673	Young Gates Inc	2/23/2024	Technology and Enrichment Classes for Spring 2024, February 25, 2024 to May 31, 2024	\$ 2,176	-	\$ 2,176
Recreation & Community Services	RP24674	Edie Garcia-Flores	2/26/2024	Milpitas Community Theater Director for Little Shop Horrors, March 17, 2024 - May 26, 2024	\$ 5,000	-	\$ 5,000
Recreation & Community Services	FY24608	Fireworks & Stage FX America	2/29/2024	Lunar New Year and 4th of July Firecrackers Shows	\$ 4,000	-	\$ 4,000