



# MEMORANDUM

Finance Department

**DATE:** August 23, 2024

**TO:** Finance Subcommittee

**THROUGH:** Ned Thomas, AICP  
City Manager

**FROM:** Luz Cofresi-Howe  
Finance Director

**CC:** City Attorney

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*Ned Thomas*  
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*Luz Cofresi-Howe*  
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**SUBJECT: July 2024 Report of City Manager on Approved Contracts, Community Investment Programs Related Contracts, and the City Manager's Procurement Card Activity (06/01/2024- 06/30/2024)**

This memorandum transmits the July 2024 Report of City Manager Approved Contracts including Community Investment Programs related Contracts and the City Manager's Procurement Card activity for the period 06/01/2024 to 06/30/2024.

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, 49 contracts were approved totaling approximately \$1.2 million. For reference, contracts approved between \$50K to \$100K are highlighted in yellow.

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

**City of Milpitas****Summary Listing of Approved City Manager (CM) Contracts \$100,000 and Below Including All Community Investment Programs Related Contracts****For the month of July 2024**

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

&lt;\$100,000 effective 6/16/18

Number of Contracts	Total Amount	Spent to Date	Remaining Balance
49	\$ 1,167,706	\$ 274,817	\$ 892,888

Department	Total Amount	Spent to Date	Remaining Balance
Building Safety & Housing	\$ -	\$ -	\$ -
City Manager	\$ 62,855	\$ -	\$ 62,855
City Attorney	\$ -	\$ -	\$ -
Economic Development	\$ -	\$ -	\$ -
Engineering	\$ 100,000	\$ 2,707	\$ 97,293
Finance	\$ 18,955	\$ -	\$ 18,955
Fire	\$ -	\$ -	\$ -
Human Resources	\$ -	\$ -	\$ -
Information Technology	\$ 75,971	\$ 75,971	\$ -
Non-Departmental	\$ 84,000	\$ 26,989	\$ 57,011
Planning	\$ -	\$ -	\$ -
Police	\$ 224,787	\$ 13,656	\$ 211,131
Public Works	\$ 353,572	\$ 76,419	\$ 277,153
Recreation & Community Services	\$ 247,565	\$ 79,074	\$ 168,491
<b>Grand Total</b>	<b>1,167,706</b>	<b>274,817</b>	<b>892,888</b>

Departments	PO	Vendor Name	Issuance Date	Description	Encumbered Amount	Expenditure to Date	Remaining Balance
City Manager	FY25101	Quibilan, Zosimo	07/29/2024	PIO Marketing Support	24,960	-	24,960
City Manager	RP25100	Blais & Associates, LLC	07/15/2024	Citywide Grants and Consulting Services	37,895	-	37,895
Engineering	C710004	Engeo Inc.	07/22/2024	CP 4287 - ENGEO PSA	40,000	-	40,000
Engineering	FY25450	EOA Incorporated	07/08/2024	On-Call C3 Review Services	35,000	-	35,000
Engineering	RP25450	Haley & Aldrich	07/01/2024	On-call geotechnical services	25,000	2,707	22,293
Finance	FY25300	HdL Coren & Cone	07/01/2024	HdL Property Tax Management and Information Services	18,955	-	18,955
Information Technology	FY25900	Portford Solutions Group Inc	07/01/2024	Portford Solutions - ApplicationXtender	36,751	36,751	-
Information Technology	FY25901	Carahsoft Technology	07/08/2024	Carahsoft - DocuSign renewal 7/31/2024-7/30/2025	35,032	35,032	-
Information Technology	RP25900	CivicPlus LLC	07/03/2024	CivicPlus - ArchiveSocial renewal term 7/11/2024-7/10/2025	4,188	4,188	-
Non-Departmental	FY25401	Enterprise FM Trust	07/12/2024	FY24-25 City Vehicle Lease	84,000	26,989	57,011
Police	FY25700	Precision K9	07/01/2024	FY24-25 K9 Maintenance Training	19,200	1,600	17,600
Police	FY25702	Bay Area PL Services	07/03/2024	On-call Lab Services	15,500	-	15,500
Police	FY25705	Santa Clara County Comm Dept	07/26/2024	FY24-25 EMD Services	77,062	-	77,062
Police	FY25706	Eastman Investigative Services	07/26/2024	FY24-25 Background Services	10,000	-	10,000
Police	FY25707	Fraser Investigations	07/26/2024	FY24-25 Background Services - Fraser	10,000	1,748	8,252
Police	FY25709	Prado 9-1-1	07/26/2024	FY24-25 Background Services - Prado	10,000	-	10,000
Police	FY25710	SyTech Corp	07/29/2024	Digital Pen Register System Contract	10,308	10,308	-
Police	FY25711	Motorola Solutions Inc.	07/29/2024	Annual Nice Logger Payment	19,067	-	19,067
Police	RP25700	Systems & Space Inc	07/25/2024	SWAT Lockers	53,650	-	53,650
Public Works	C340689	Troholtz Technologies, Inc	07/08/2024	Access Control Install at Sports Center	22,838	-	22,838
Public Works	C340690	Troholtz Technologies, Inc	07/11/2024	Access Control Install at Sal Cracolice	11,203	-	11,203

Departments	PO	Vendor Name	Issuance Date	Description	Encumbered Amount	Expenditure to Date	Remaining Balance
Public Works	C713317	Pacific Gas & Electric	07/22/2024	PG&E Eng Design Svc. & Admin Cost for Sunnyhills Turnout Wor	20,343	20,343	-
Public Works	FY25400	Agile Fleet, Inc.	07/08/2024	Amend No. 2 for Agile Access Control Fleet Management Softwa	10,346	10,346	-
Public Works	FY25406	Reed & Graham Inc.	07/22/2024	Purchase of Asphaltic Material from Reed & Graham	10,000	348	9,652
Public Works	FY25411	Ban Services Company, Inc.	07/22/2024	FY24-25 City-Wide Pest Control and Abatement Services	60,000	4,340	55,660
Public Works	FY25412	Granite Construction Company	07/22/2024	Purchase of Asphaltic Material from Granite Construction Com	55,000	2,723	52,277
Public Works	FY25413	Santa Clara County (DOEH)	07/23/2024	Food Recovery Program Invoice	23,842	23,842	-
Public Works	FY25415	State of California (Trans)	07/23/2024	FY24-25 Signal and Street Light Maintenance	40,000	-	40,000
Public Works	RP25401	D&M Traffic Services Inc	07/03/2024	4th of July Fireworks Show Traffic Control Services	20,000	13,074	6,926
Public Works	RP25402	NAPA Auto Parts	07/08/2024	Cooperative Purchase Agreement for Fleet Parts Supply	20,000	1,403	18,597
Public Works	MA25400	PumpMan NorCal	07/29/2024	On-Call Pump Repair Services with PumpManNorcal	60,000	-	60,000
Recreation & Community Services	FY25600	TRIO Community Meals	07/01/2024	TRIO - Purchase request is for congregate meals (including m	83,377	5,588	77,789
Recreation & Community Services	FY25601	MoonChef LLC	07/08/2024	Moonchef Amendment FY2024-25	52,000	6,112	45,888
Recreation & Community Services	RP25600	Armed Force Security, Inc.	07/01/2024	July 4th Security - Balance Due (FY 24/25)	4,100	4,100	-
Recreation & Community Services	RP25601	BWiebe Events	07/01/2024	Bwiebe - Sound for July 4th (FY 24/25)	9,729	9,729	-
Recreation & Community Services	RP25602	United Djs	07/01/2024	United DJs at July 4th (FY 24/25)	4,703	4,703	-
Recreation & Community Services	RP25603	Game Action LLC	07/01/2024	Game Trailer for July 4th (FY24/25)	1,083	1,083	-
Recreation & Community Services	RP25604	Bliss Point Productions, LLC	07/01/2024	Mobile Stage - July 4th (FY 24/25)	3,000	3,000	-
Recreation & Community Services	RP25605	Climb On Inc	07/01/2024	Climb On INC - July 4th (FY24/25)	2,100	2,100	-
Recreation & Community Services	RP25606	Madison House III LLC	07/01/2024	July 4th Band Performance - Balance Due (FY 24/25)	3,750	3,750	-
Recreation & Community Services	RP25607	BWiebe Events	07/16/2024	Bwiebe Sound for Summer Concert #3	2,074	2,074	-
Recreation & Community Services	RP25608	Jensen, Patricia	07/23/2024	Jensen School for the Performing Arts - FY25 PO	12,683	8,006	4,677
Recreation & Community Services	RP25609	Skatedogs	07/23/2024	Skatedogs - FY24-25 PO	6,669	3,520	3,149
Recreation & Community Services	RP25610	After School Life	07/25/2024	After School Life - FY24-25 PO	15,956	9,657	6,299
Recreation & Community Services	RP25611	AllCode Academy	07/25/2024	AllCode Academy - FY24-25 PO	8,918	-	8,918
Recreation & Community Services	RP25612	Bay Area Gurukul LLC	07/26/2024	Bay Area Gurukul - FY24-25 PO	17,482	12,743	4,739
Recreation & Community Services	RP25613	Brick Tech	07/26/2024	Brick Tech - FY24-25 PO	17,031	-	17,031
Recreation & Community Services	RP25614	Milpitas Unified School Dist V	07/26/2024	July 2024 Summer Camp Transportation - City of Milpitas/MUSD	2,363	2,363	-
Recreation & Community Services	RP25615	United Djs	07/31/2024	United DJs - Veterans Luncheon	547	547	-