



MEMORANDUM

Finance Department

DATE: October 11, 2024

TO: Finance Subcommittee

THROUGH: Ned Thomas, AICP
City Manager

FROM: Luz Cofresi-Howe
Finance Director

CC: City Attorney

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SUBJECT: September 2024 Report of City Manager on Approved Contracts, Community Investment Programs Related Contracts, and the City Manager's Procurement Card Activity (08/01/2024- 08/31/2024)

This memorandum transmits the September 2024 Report of City Manager Approved Contracts including Community Investment Programs related Contracts and the City Manager's Procurement Card activity for the period 08/01/2024 to 08/31/2024.

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, 43 contracts were approved totaling approximately \$957K. 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 September 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
43	\$ 957,146	\$ 159,601	\$ 797,545

Department	Total Amount	Spent to Date	Remaining Balance
Building Safety & Housing	\$ 4,960	\$ -	\$ 4,960
City Manager	\$ 39,899	\$ 27,200	\$ 12,699
City Attorney	\$ 7,495	\$ -	\$ 7,495
Economic Development	\$ -	\$ -	\$ -
Engineering	\$ 64,000	\$ -	\$ 64,000
Finance	\$ -	\$ -	\$ -
Fire	\$ 3,900	\$ -	\$ 3,900
Human Resources	\$ 25,000	\$ -	\$ 25,000
Information Technology	\$ 125,101	\$ 6,840	\$ 118,261
Non-Departmental	\$ 95,000	\$ -	\$ 95,000
Planning	\$ -	\$ -	\$ -
Police	\$ 144,600	\$ 12,185	\$ 132,416
Public Works	\$ 219,156	\$ 18,358	\$ 200,797
Recreation & Community Services	\$ 228,036	\$ 95,018	\$ 133,018
Grand Total	957,146	159,601	797,545

Departments	PO	Vendor Name	Issuance Date	Description	Encumbered Amount	Expenditure to Date	Remaining Balance
Building Safety & Housing	RP25550	Cloudburst Consulting Group, I	09/24/2024	Provides Remote Technical Assistance on All HUD CPD programs (CDBG), Sept. 10, 2024 to June 30, 2025	4,960	-	4,960
City Attorney	RP25202	NAPA Auto Parts	09/16/2024	Cooperative Purchase Agreement for Fleet Parts Supply, June 21, 2024 to May 19, 2025	7,495	-	7,495
City Manager	RP25104	The Party Helpers	09/16/2024	2024 Employee Recognition Luncheon Event, Oct. 2, 2024	27,200	27,200	-
City Manager	RP25105	4Imprint Inc	09/17/2024	2024 Employee Luncheon Gifts	12,699	-	12,699
Engineering	C428803	Kimley-Horn & Associates	09/17/2024	Dixon Landing Road At-Grade Railroad Crossing, CIP No. 4288, July 1, 2024 to July 1, 2026	64,000	-	64,000
Fire	RP25800	Stryker Sales Corporation	09/16/2024	Lifepak Maintenance and Repair Services , July 1, 2024 to June 30, 2025	3,900	-	3,900
Human Resources	FY25104	Kelly Robinson	09/17/2024	Coaching June 26, 2024 to Aug. 01, 2026	25,000	-	25,000
Information Technology	C342734	Carahsoft Technology	09/17/2024	Carahsoft - Wasabi renewal - Term 9/1/2024-8/31/2025	9,623	-	9,623
Information Technology	FY25310	OpenGov Inc	09/24/2024	The OpenGov Cloud (Budget Builder, etc) Term 10/16/24 - 10/1	75,826	-	75,826
Information Technology	FY25902	CivicPlus LLC	09/03/2024	NextRequest, year 3 of 5, July 1, 2024 to June 30, 2025	6,840	6,840	-
Information Technology	RP25904	Zones Inc.	09/06/2024	Avolve Software ProjectDox Annual Maintenance, June 29, 2024 to June 28, 2025	32,811	-	32,811
Non-Departmental	FY25307	PFM Asset Management, LLC	09/24/2024	Section 115 Trust Administration Fees FY2024-25, Year 4 of 5	95,000	-	95,000

Departments	PO	Vendor Name	Issuance Date	Description	Encumbered Amount	Expenditure to Date	Remaining Balance
Police	EQ25701	National Auto Fleet Group	09/17/2024	Purchase of one Ford Transit Cargo Van, and a Police Interceptor Utility Vehicle Marked Patrol Vehicles, Aug. 30, 2024 to Aug. 29, 2025	125,836	10,706	115,130
Police	RP25701	All Traffic Solutions, Inc.	09/06/2024	Purchase of Speed Alert 24 Radar Message Sign Board and related Equipment	18,765	1,479	17,286
Public Works	C340691	A-1 Fence, Inc.	09/13/2024	Sports Center Fence Replacement, Sept. 11, 2024 to March 14, 2025	28,250	-	28,250
Public Works	C511600	Saviano Company Inc.	9/16/2024	Hall Park Tennis Court Two day Patching Services	7,000	7,000	-
Public Works	C511601	Tucker Construction Inc.	9/16/2024	Hall Park Fence Installation for 40hours	6,660		6,660
Public Works	C511602	Acoustiblok Inc.	9/24/2024	Purchase of Sound Dampening Panels for Pickle Ball Courts	31,289		31,289
Public Works	C613003	Trofholz Technologies, Inc	09/03/2024	Main Lift Security Enhancement, Aug. 21, 2024 to Feb. 21, 2025	45,964	-	45,964
Public Works	RP25404	LEHR	09/23/2024	PD Patrol Vehicle Outfitting for a Total of Nine Vehicles	88,635	-	88,635
Public Works	RP25405	Burton's Fire, Inc	09/24/2024	F054 Vehicle Repair	11,358	11,358	-
Recreation & Community Services	FY25418	Blaisdell's Business Products	09/05/2024	Purchase of First Aid Cabinets and Monthly Refill Services	4,151	800	3,351
Recreation & Community Services	FY25602	Yaeger, Jeffrey	09/06/2024	Milpitas Community Concert Band Director, Aug. 18, 2024 to May 26, 2025	7,000	-	7,000
Recreation & Community Services	FY25604	Ling, Betty	09/24/2024	Instructional classes for Chinese Brush Painting in all levels at the Barbara Lee Senior Center, September 16, 2024 to February 1, 2025	8,934	-	8,934
Recreation & Community Services	FY25605	Le, Thong	09/24/2024	Instructional Services for Oil Painting and Beginner Drawing Classes at Barbara Lee Senior Center, Sept. 6, 2024 to Fe. 6, 2025 Fall Winter 2024-2025	9,024	-	9,024
Recreation & Community Services	FY25606	Perrina, Toni	09/24/2024	Instructional Classes for Zumba Gold and Body Alignment classes at Barbara Lee Senior Center, Sept. 17, 2024 to February 1, 2025.	5,294	-	5,294
Recreation & Community Services	RP25631	Skatekamp LLC	09/03/2024	Skateboarding Camp, June 10, 2024 to August 31, 2024	6,552	5,616	936
Recreation & Community Services	RP25632	Darrell Leffler's Academy of	09/03/2024	Summer Classes and Camps June 17, 2024 to Aug. 31, 2024	3,640	2,184	1,456
Recreation & Community Services	RP25633	Skyhawks Sports Academy, Inc	09/03/2024	Summer Contract, Basket Ball, Volley Ball, Track and Field, Flag Football Camp, June 17, 2024 to August 31, 2024	49,641	36,071	13,569
Recreation & Community Services	RP25634	Mad Science of the Bay Area	09/03/2024	Summer Classes and Camps June 10, 2024 to Aug. 31, 2024	43,488	34,434	9,055
Recreation & Community Services	RP25635	World Cup Soccer Camps & Clinics	09/03/2024	Sports Summer Classes and Camps June 10, 2024 to Aug. 31, 2024	36,218	-	36,218
Recreation & Community Services	RP25636	Challenger Sports Corp	09/03/2024	International Soccer Summer Classes and Camps June 10, 2024 to Aug. 31, 2024	9,664	4,505	5,160
Recreation & Community Services	RP25637	Viet Steps LLC	09/03/2024	Youth Cultural Dance Performances for Lantern Festival, September 20, 2024 at Civic Center Plaza	500	500	-

Departments	PO	Vendor Name	Issuance Date	Description	Encumbered Amount	Expenditure to Date	Remaining Balance
Recreation & Community Services	RP25638	Bliss Point Productions, LLC	09/05/2024	Mobile Stage Services for Milpitas Fiesta and Holi Festival on Oct. 12, 2024 at Delano Manongs Park and on March 8, 2025 At Cardoza Park	6,000	-	6,000
Recreation & Community Services	RP25639	David L. Bustamante	09/05/2024	Dakila Band for Milpitas Fiesta on Oct. 12, 2024 at Delano Manongs Park in Milpitas.	1,500	-	1,500
Recreation & Community Services	RP25640	Nguyen, Jason	09/05/2024	Live Vietcoustic Band Performance for Lantern Festival on September 20, 2024at Civic Center Plaza	1,500	1,500	-
Recreation & Community Services	RP25641	Tran, Dieu T	09/05/2024	Youth Dance Performance - Lantern Festival, Sept. 20, 2024 at Civic Center Plaza	503	503	-
Recreation & Community Services	RP25642	BWiebe Events	09/06/2024	Sound System and Audio Engineering for Lantern Festival on Sept. 20, 2024 at Civic Center, Fiesta on Oct. 12, 2024 at Delano Manongs Park, and Holi on March 8, 2025 at Cardoza Park.	9,793	2,774	7,019
Recreation & Community Services	RP25643	Play-Well TEKnologies	09/06/2024	Youth Enrichment Classes for Summer 2024, July 2, 2024 to August 31, 2024	8,562	1,087	7,475
Recreation & Community Services	RP25644	Futsal Kingz Inc	09/06/2024	Summer Classes and Camps, June 16, 2024 to August 31, 2024	9,701	5,045	4,657
Recreation & Community Services	RP25645	Climb On Inc	09/13/2024	Rock Climbing Wall for the Special Event Pumpkins at Cardoza The Park, Octo. 26, 2024	1,800	-	1,800
Recreation & Community Services	RP25646	Friendly Pony Parties and Barn	09/13/2024	Provide a Petting Zoo for the Special Event Pumpkins at Cardoza Park on October 16, 2024	1,530	-	1,530
Recreation & Community Services	RP25647	Funjump408 LLC	09/16/2024	Provide Inflatable Activates and Arcade Games for the Special Event Pumpkin at Cardoza Park on Oct. 26, 2024	3,040	-	3,040