


MEMORANDUM


Finance Department



DATE: August 10, 2022

TO: Finance Subcommittee

THROUGH: Steven G. McHarris, City Manager 

FROM: Lauren Lai, CPA, MPA
Finance Director / Risk Manager 

CC: City Attorney's Office

SUBJECT: **July 2023 Report of City Manager Approved Contracts including ARPA Grant Related Contracts, Status of Budgeted Contracts FY21-22 and FY22-23, and City Manager Procurement Card Activity (June 01 to 30, 2022)**

This memorandum transmits the July 2022 Report of City Manager Approved Contracts including ARPA Grant related Contracts, Status Report on FY21-22 and FY22-23 Approved Budgeted Contracts and the City Manager's Procurement Card activity for the month of June 2022.

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, 17 contracts were approved totaling approximately \$412K.

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

As part of the Budget Adoption, the City will report back to the City Council the status of the contracts listed in the Resolution Numbers 9074 for FY22 and 9167 for FY23, both under Exhibit 2.

As of July 31st, 2022, there were five long-term contracts executed, four of which are open-ended, one is ending on December 31, 2029. The long-term contracts and majority of the contract value thus far are for utility (water) purchases. For FY22, a total of \$44M had been contracted out of the \$48M Budgeted Contracts, while for FY23, a total of \$33M had been contracted out of the \$64M Budgeted Contracts.

City of Milpitas

Status Report - FY22 Budgeted Contracts Over \$100,000

As of July 31, 2022

Department Name	APPROVED BUDGET IN FY22				CONTRACT INFORMATION			
	Contractor Name (if known) or Type of Contract	Description of Contract/Payment	Estimated Amount	Fund	Vendor Name	Date Contract Executed	Term of Contract	PO Amount (If blank, no PO has been issued yet)
Building Safety and Housing	Municipal Plan Check Services	Building Safety Services	180,000	General Fund	Municipal Plan Check Services	26-Feb-20	Up to 6/30/2022	180,000
Building Safety and Housing	True North Compliance Services	Building Safety Services	200,000	General Fund	True North Compliance Services	24-May-2022	May 23, 2023 to June 30, 2023	200,000
Building Safety and Housing	Raimi & Associates	Professional Services for Housing Element	300,000	Affordable Housing Fund	Raimi & Associates	26-Nov-2021	Up to 06/30/2024	431,710
Finance	PLAN JPA	Liability/Cyber Insurance	1,618,330	General Fund , Water Fund, Sewer Fund, Housing Authority Fund, Equipment Fund	PLAN JPA	Exempt	July 1, 2021 - July 31, 2022	1,726,611
Finance	PLAN JPA	Attorney Fees for Claims/ Lawsuits	150,000	General Fund	PLAN JPA	Exempt		
Finance	PG&E	Utility - Electric	2,717,000	General Fund, Water Fund, Sewer Fund	PG&E	Exempt		1,970,560
Finance	Integrays	Utility - Solar	225,000	General Fund, Water Fund, Sewer Fund	Integrays	Exempt		451,744
Human Resource	Sedgwick	Third Party Administrator for Worker's Compensation	132,600	General Fund	York	01-Jul-19	Up to 6/30/2022	132,600
Human Resource	Brown & Brown	Excess Insurance	258,500	General Fund	Brown & Brown	Exempt	July 1, 2021 - July 31, 2022	271,460
Information Technology	Central Square Technologies	Maintenance for Public Safety Computer Aided Dispatch	125,000	General Fund	Tritech Software Systems, a Central Square Company	16-Jul-2021	Sept. 01, 2021 to Aug. 31, 2022	123,155
Planning	Raimi & Associates	Objective design standards for residential mixed-use development.	145,000	SB2 Planning Grant	Raimi & Associates	23-Dec-20	Contract executed on December 23, 2020 to end on December 1, 2021. Submitted a contract amendment via ProcureNow on September 7 to extend up to June 30, 2022.	145,000
Police	Silicon Valley Regional Interoperability Authority	Silicon Valley Regional Communications Systems (SVRCS) - Annual Operations and Maintenance for digital radio system	117,585	General Fund	Santa Clara County	22-Jun-15	Contract executed on June 22, 2015 to end on December 31, 2029.	117,585
Police	County of Santa Clara	Crime Lab Major Case Evidence Examination	209,170	General Fund	County of Santa Clara Crime Laboratory	08-Feb-21	Calendar Year 2022	209,170
Public Works	City of Sunnyvale	Santa Clara Valley Urban Runoff Pollution Prevention Program	127,483	General Fund	Santa Clara Valley Urban Runoff Pollution Prevention Program	17-Aug-21	Up to 06/30/2022	127,807

City of Milpitas**Status Report - FY22 Budgeted Contracts Over \$100,000****As of July 31, 2022**

	APPROVED BUDGET IN FY22				CONTRACT INFORMATION			
Public Works	Valley Oil Co.	FY 2021-2022 Diesel & Unleaded Fuel	411,950	Equipment Replacement Fund	Valley Water	01-Jul-16	Up to 12/31/2021	411,950
Public Works	City of San Jose	FY 2021-2022 Recycled Water Purchase	1,542,465	Water Fund	City of San Jose	01-Jul-03	Long term contract executed on July 01, 2003	1,542,465
Public Works	Valley Water	FY 2021-2022 Wholesale Water Purchase	6,048,777	Water Fund	Valley Water	04-Sep-84	Long term contract executed on July 01, 2003	6,048,777
Public Works	City of San Jose	FY 2021-2022 WPCP - O&M	6,882,265	Sewer Fund	City of San Jose	06-Aug-03	Long term contract executed on August 06, 2003	6,882,265
Public Works	San Francisco Public Utility Commission	FY 2021-2022 Wholesale Water Purchase	11,845,800	Water Fund	City of San Francisco	01-Jul-09	Long term contract executed on July 01, 2009	11,845,800
Recreation & Community Services	Bateman Community Living LLC	Senior Meals	145,000	General Fund	Bateman Community Living LLC	01-Jul-21	FY 2021-2022	76,500
			\$ 33,381,925					\$ 32,895,159

City of Milpitas**Status Report - FY22 Budgeted Contracts Over \$100,000**

As of July 31, 2022

	APPROVED BUDGET IN FY22				CONTRACT INFORMATION			
Department	CIP Project No. & Name	Description of Contract	Est. Amount	Fund	Vendor Name	Date Contract Executed	Term of Contract	PO Amount
Engineering	CIP 3418 - Std. Details, Guidelines & Specs Update	Community Improvement - Design/professional services contract for Update Engineering Std. Details and Specs	350,000	Permit Automation Fund				
Engineering	CIP 3436 - City Building ADA Compliance Review	Community Improvement - Design/professional services contract for provide ADA compliance review of City Buildings.	150,000	General Gov. CIP Fund	Disability Access Consultants, Inc	07-Sep-21	September 07, 2021 - August 30, 2023	269,150
Engineering	CIP 2023 - Plan Trade Zone/Montague Park-Central	Park Improvement - This will be a design/professional services contract to provide design and construction of a new 5-acre park within the TASP area.	500,000	TASP Impact Fees				
Engineering	CIP 4297 - Citywide Traffic Modeling and CIP 4293 Citywide Traffic Safety Assessment	Street Improvement-Design/professional services contract for a citywide traffic safety assessment to analyze and identify locations of traffic safety concerns and provide a safety mitigation plan, and a citywide traffic operation model of the current and 10-year horizon to assess motor vehicle traffic level-of-service at key roadway corridors and intersections to identified roadway improvements to improve level-of-service.	800,000	Gas Tax				

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APPROVED BUDGET IN FY22					CONTRACT INFORMATION			
Engineering	CIP 4298 - Street Resurfacing Project 2021-22, CIP 2021 - Costa Street Planline Study, and CIP 2022- Feasibility of POCs at VTA Light Rail Platforms	Street Improvement - Design/professional services contract for street resurfacing design, a feasibility study to determine the possibility of constructing pedestrian overcrossings (POC) at Valley Transportation Authority (VTA) two Light Rail Platforms on Great Mall Parkway, and a feasibility study to evaluate right-of-way, adjacent property access, emergency vehicle access, pedestrian circulation, and streetscape opportunities for Costa Street in TASP.	450,000	Measure B, SB1, Gas Tax, Vehicle Registration Fee, and TASP fee	Bellecci & Associates, Inc.	16-Aug-21	August 16, 2021 to December 31, 2023	450,000
Engineering	CIP 2016 S. Milpitas Blvd. Vehicle Bridge at Penitencia	Street Improvement - Design/professional services contract for the street connection between the vehicle bridge, Sango Ct. and Tarob Ct.	450,000	TASP Impact Fees				
Engineering	CIP 2018 Montague Ped. Overcrossing at Penitencia	Street improvement - Design/professional services contract for bid support and construction administration of the pedestrian overcrossing.	750,000	TASP Impact Fees				
Engineering	CIP 3402 McCarthy Blvd. LLMD 95-1 and CIP 3411 Sinclair LLMD 98-1	Street Improvement - Design/professional services contract for the renovation of the lighting and irrigation system of the LLMDs.	200,000	LLMD				
Engineering	CIP 4290 Annual Bridge Rehabilitation	Street Improvement - Design/professional services contract for the inspection of the vehicular box culverts and pedestrian bridges.	250,000	Gas Tax	Cornerstone Structural Engineering Group, Inc.	15-Oct-21	October 15, 2021 to June 30, 2023	145,500
Engineering	CIP 7076 - Well Upgrade Project	Water Improvement - Design/professional services contract to assess if the existing Curtis Park Well is a viable municipal potable water supply.	500,000	Water Capital Surcharge				

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APPROVED BUDGET IN FY22					CONTRACT INFORMATION			
Engineering	CIP 6131 - Sanitary Sewer Cathodic Protection Improvements	Sewer Improvement - This will be a professional services contract to provide additional design service for sewer force main assessment from Milpitas Sewer Lift Station to San Jose/Santa Clara Regional Waste Water Facility.	600,000	Sewer Infrastructure Fund, Sewer Fund				
Planning	CP 3437 - Milpitas Gateway - Main Street Specific Plan Update	Community Improvement - Milpitas Gateway (Main Street Midtown) Specific Plan update. Partial funding will be provided by a \$300K PDA Grant from MTC/ABAG.	800,000	Community Planning Fees, General Government CIP Fund	Ascent Environmental	29-Sep-21	Up to 06/30/2023	930,708
Planning	CP 2006 - Milpitas Metro Specific Plan	Community Improvement - Milpitas Metro (Transit Area)	996,250	TASP Impact Fees	Urban Field Studio, LLP	19-Feb-20	Up to 06/30/2022	966,250
			\$ 14,925,792					\$ 10,891,150
			\$ 48,307,717					\$ 43,786,309

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As of July 31, 2022

Department Name	APPROVED BUDGET IN FY23				CONTRACT INFORMATION			
	Contractor Name (if known) or Type of Contract	Description of Contract/Payment	Estimated Amount	Fund	Vendor Name	Date Contract Executed	Term of Contract	PO Amount (If blank, no PO has been issued yet)
Building Safety & Housing Dept.	Raimi & Associates, Inc.	Consulting Services for 2023-2031 Housing Element	431,710.00	Affordable Housing Fund	Raimi & Associates	26-Nov-21	Up to 06/30/2024	431,710.00
Building Safety & Housing Dept.	Municipal Plan Check Svcs	Building Safety Services	100,000.00	General Fund				
Building Safety & Housing Dept.	True North Compliance Services	Building Safety Services	100,000.00	General Fund				
Building Safety & Housing Dept.	City of San Jose - Animal Services	Animal Services Contract	510,000.00	Building Safety & Housing Dept.	City of San Jose	30-Jun-2022	expires 06/30/23	510,000.00
Building Safety & Housing Dept.	Sunnyhills Investors LLC	Sunnyhills Reimbursement	250,000.00	Housing Authority Fund				
Building Safety & Housing Dept.	Julie Leadbetter	Tiny Home Village Feasibility Study	130,000.00	Housing Authority Fund				
Finance	PLAN JPA	Liability/Cyber Insurance	2,370,000.00	General Fund Water Fund Sewer Fund Housing Authority Fund Equipment Fund				
Finance	PLAN JPA	Attorney Fees for Claims/ Lawsuits	150,000.00	General Fund				
Finance	PG&E	Utility - Electric	2,930,005.00	General Fund Sewer Fund Water Fund				
Finance	Chandler	Investment Portfolio Management	158,000.00	General Fund				
Finance	Integrus	Utility - Gas	225,000.00	General Fund				
Finance	Brown & Brown	Excess Insurance	349,712.00	General Fund	Brown & Brown	01-Jul-22	7/01/2022-07/01/2023	302,134.00
Human Resource	Sedgwick	Third Party Administrator for Worker's Compensation	132,600.00	General Fund	Sedgwick	01-Jul-22	7/01/2022-07/01/2023	137,241.00
Information Technology	Cayenta	Enterprise Financial System	184,000.00	General Fund Sewer Fund Water Fund	Cayenta	01-Jul-22	7/01/2020-06/30/2023	282,804.90
Police	County of Santa Clara	Crime Lab Major Case Evidence Examination	190,807.00	General Fund				
Police	Silicon Valley Regional Interoperability Authority	Silicon Valley Regional Communications Systems (SVRCS) - Annual Operations and Maintenance for digital radio system	126,624.00	General Fund			Contract executed on June 22, 2015 to end on December 31, 2029.	
Police	Axon Enterprise, Inc.	Police Body Worn Cameras / Tasers / Cloud Storage	182,636.00	General Fund	Axon	01-Jul-22	07/01/2022-06/30/2023	182,635.40

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	APPROVED BUDGET IN FY23				CONTRACT INFORMATION			
Public Works	SFPUC	FY 2022-2023 Wholesale Water Purchase	14,576,248.00	Water Fund	SFPUC	01-Jul-22	Long term contract executed on July 01, 2009	14,576,248.00
Public Works	City of San Jose	FY 2022-2023 WPCP - O&M	6,882,265.00	Sewer Fund	City of San Jose	01-Jul-22	Long term contract executed on July 01, 2003	6,882,265.00
Public Works	Valley Water	FY 2022-2023 Wholesale Water Purchase	5,563,349.00	Water Fund	Valley Water	01-Jul-22	Long term contract executed on July 01, 2003	5,563,349.00
Public Works	City of San Jose	FY 2022-2023 Recycled Water Purchase	1,699,496.00	Water Fund	City of San Jose	01-Jul-22	Long term contract executed on July 01, 2003	1,699,496.00
Public Works	Brightview	Park maintenance services	1,295,050.00	General Fund / CFD	Brightview	01-Jul-22	07/01/2022-06/30/2023	1,295,049.59
Public Works	Cupertino Sanitary District	Common Interest Group legal services	1,000,000.00	Sewer Fund				
Public Works	Merrimac Petroleum Inc.	FY 2022-2023 Diesel & Unleaded Fuel	477,616.00	Equipment Replacement Fund				
Public Works	West Coast Arborist	Tree maintenance services	383,353.00	General Fund / CFD				
Public Works	Nova	Janitorial services	376,828.00	General Fund				
Public Works	Enterprise FM Trust	FY 2022- 2023 Fleet Lease Agreement	168,000.00	General Fund				
Public Works	BAWSCA	Bay Area Water Supply and Conservation Agency (BAWSCA) membership	163,800.00	Water Fund	BAWSCA	01-Jul-22	expires 06/30/23	48,835.00
Public Works	City of Sunnyvale	Santa Clara Valley Urban Runoff Pollution Prevention Program	153,892.00	General Fund	City of Sunnyvale			
Public Works	Brightview	Facilities landscape maintenance	116,260.00	General Fund	Brightview	01-Jul-22	expires 06/30/23	116,260.00
Recreation	County of Santa Clara "SNP"	Senior Nutrition Program	130,000.00	GT1007-162-4226	Moon Chef	01-Jul-22	expires 06/30/23	70,075.00
Recreation	TRIO Community Meals	Senior Nutrition Program Meals	110,000.00	GT1007-162-4226	TRIO Community Meals	01-Jul-22	expires 06/30/23	76,703.62
			\$ 41,617,251.00					\$ 32,174,806.51

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APPROVED BUDGET IN FY23					CONTRACT INFORMATION			
Department	CIP Project No. & Name	Description of Contract	Est. Amount	Fund	Vendor Name	Date Contract Executed	Term of Contract	PO Amount
Community Improvement	CIP New - Fire Station No. 1 Modular Building	New Design/Professional Services Agreement to obtain a consultant to provide design services the for removal and replacement of modular classroom/office building at Fire station No.1.	250,000.00	General Gov. CIP Fund				
Community Improvement	CIP 3447 - Fire Station No. 2 Replacement	Amendment to the Design Service Agreement between the City and Shan Kawasaki Architects for additional construction administration for the Fire Station 2 Project. The aggregate contract amount exceeds \$100,000.	150,000.00	Revenue Bond/ General Gov. CIP Fund				
Community Improvement	CIP 3447 - Fire Station No. 2 Replacement	Amendment to the Professional Service Agreement between the City and Swinerton Management & Consulting for continuing Construction Management Services. The aggregate contract amount exceeds \$100,000.	150,000.00	Revenue Bond/ General Gov. CIP Fund				
Park Improvement	CIP 2005 Lower Penitencia Creek Pedestrian Bridge	New Design/Professional Services Agreement to obtain a consultant to provide design services for a new pedestrian bridge at McCandless Park.	200,000.00	TASP Impact Fees				
Park Improvement	CIP 3491 Cardoza Park Softball Fields Improvement	New Design/Professional Services Agreement to obtain a consultant to provide design services for new softball field improvements at Cardoza Park.	500,000.00	General Gov. CIP Fund, Park Improvement Fund				

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APPROVED BUDGET IN FY23					CONTRACT INFORMATION			
Park Improvement	CIP 3501 ARPA Park Rehabilitation - Engineering	New Design/Professional Services Agreement to obtain a consultant to provide design services for ARPA funded improvements at 20 City Parks.	500,000.00	Grants (APRA Funds)				
Park Improvement	CIP 5055 Alviso Adobe Renovation	Amendment to the Design/ Professional Services Agreement between the City and Page & Turnbull for additional construction services, training, and programming related to media and exhibits for the interior renovation of the Alviso Adobe building. The aggregate contract amount exceeds \$100,000.	150,000.00	General Gov. CIP Fund				
Street Improvement	CIP 4297 - Citywide Traffic Modeling <i>CP4297 AND CP4293 are under one contract</i>	New Design/Professional Services Agreement to obtain a consultant to complete a Citywide traffic operation model of current conditions and future 10-year horizon to assess motor vehicle traffic level-of-service at key roadway corridors and intersections to identified roadway improvements to improve level-of-service.	400,000.00	Gas Tax	Kimley-Horn Associates	19-Jul-22	7/15/2022 - 7/15/2024	361,076.00
Street Improvement	CIP 4293 Citywide Traffic Safety Assessment <i>CP4297 and CP4293 are under one contract</i>	New Design/Professional Services Agreement to obtain a consultant to complete a Citywide traffic safety assessment to analyze and identify locations of safety concerns and to provide a safety mitigation plan.	400,000.00	Gas Tax	Kimley-Horn Associates	19-Jul-22	7/15/2022 - 7/15/2024	370,649.00

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APPROVED BUDGET IN FY23					CONTRACT INFORMATION			
Street Improvement	CIP 2016 S. Milpitas Blvd. Vehicle Bridge at Penitencia	New Design/Professional Services Agreement to obtain a consultant to provide design services for a new vehicle bridge over Penitencia Creek including between new connecting roadway at Sango Ct. and Tarob Ct.	700,000.00	TASP Impact Fees				
Street Improvement	CIP 2016 S. Milpitas Blvd. Vehicle Bridge at Penitencia & CIP 2018 Montague Ped. Overcrossing at Penitencia	Amendment to the Professional Service Agreement between the City and David J. Powers & Associates for additional environmental review and permitting, and update the Initial Study and Mitigated Negative Declaration. The aggregate contract amount exceeds \$100,000.	150,000.00	TASP Impact Fees				
Street Improvement	CIP 2018 Montague Ped. Overcrossing at Penitencia	New Design/Professional Services Agreement to obtain a consultant to provide design services for a new pedestrian bridge overcrossing at Montague expressway.	2,000,000.00	TASP Impact Fees				
Street Improvement	CIP 3402 McCarthy Blvd. LLMD 95-1 and CIP 3411 Sinclair LLMD 98-1	New Design/Professional Services Agreement to obtain a consultant to provide design services for the renovation of the lighting and irrigation system of the LLMDs.	200,000.00	LLMD				
Street Improvement	CIP 4304 - Street Resurfacing Project 2022-2023	Design/Professional Services Agreement to obtain a consultant to provide design services for FY2023-24 street resurfacing project.	600,000.00	Gas Tax Fund, Measure B, SB1 RMRA, Vehicle Registration Fee				

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APPROVED BUDGET IN FY23					CONTRACT INFORMATION			
Water Improvement	CIP 7076 - Well Upgrade Project	Design/Professional Services Agreement to obtain a consultant to provide design services for potable water Well facilities at McCandless Park.	2,000,000.00	Water Capital Surcharge				
Storm Drain & Water Improvement	CIP 7118 - Dempsey Water Line Project	New Design/Professional Services Agreement to obtain a consultant to provide design services for water main improvements on Dempsey Road.	700,000.00	Water Capital Surcharge				
Water Improvement	CIP 3709 - Dempsey Storm Drain Line Project	New Design/Professional Services Agreement to obtain a consultant to provide design services for storm drain improvements on Dempsey Road.	500,000.00	Storm Drain Fee				
Sewer Improvement	CIP 6131 - Sanitary Sewer Cathodic Protection Improvement	Design/Professional Service Agreement to obtain a consultant to provide an assessment of the sewer force main "A" from Milpitas Main Sewer Lift Station to San Jose/ Santa Clara Regional Waste Water Facility.	600,000.00	Sewer Infrastructure Fund, Sewer Fund				
Public Safety	CIP 3459 - ALPRs and Security Cameras	ALPR cameras-Flock Safety	117,500.00	General Government CIP Fund, Grants/ Reimb./Developer Fees				
Public Safety	CIP 3423 - Police Records Management System	Police Records Management System-Mark43	162,476.00	General Fund, General Government CIP Fund				
Sewer Improvement	CIP 6118 SJ - SC Regional Waste Water Facility	City of Milpitas cost share amount with City of San Jose for rehab improvements to RWF	11,790,000.00	Sewer Infrastructure Fund, Sewer Treatment Fund				
Community Improvement	CIP 3503 - Landmark Policy - Historic Resource Master Plan Update and Marker Program	Consultant for Update to Historic & Cultural Resources Plan	100,000.00	General Government Fund				

City of Milpitas**Status Report - FY22 Budgeted Contracts Over \$100,000**

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	APPROVED BUDGET IN FY23				CONTRACT INFORMATION			
Community Improvement	CIP 3489 - Public Art Project	Consultant for Public Art Master Plan & Maintenance Assessment	150,000.00	Public Art Fund				
			\$ 22,469,976.00					\$ 731,725
			\$ 64,087,227.00					\$ 32,906,532