

MEMORANDUM

Finance Department



DATE: January 12, 2021

TO: Finance Subcommittee

THROUGH: Steven G. McHarris, City Manager *SG McHarris*

FROM: Walter C. Rossmann, Deputy City Manager/Director of Finance *WCR*

CC: City Attorney's Office

SUBJECT: **December 2020 Report of City Manager Approved Contracts and City Manager Procurement Card Activity (10/23/2020- 11/22/2020)**

This memorandum transmits the December 2020 Report of City Manager Approved Contracts and the City Manager's Procurement Card activity for the period 10/23/2020 to 11/22/2020.

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 Sub-committee monthly reports displaying all contracts approved by the City Manager for the prior month under his contract approval authority. For the reporting period, 15 contracts were approved totaling approximately \$351,000.

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

City of Milpitas**Summary Listing of Approved City Manager (CM) Contracts \$100,000 and Below****For the month of December 2020**

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

	Total \$ Amount	\$ Spent To Date	Remaining \$ Balance
Total \$ All Contracts:	\$ 350,782	\$ -	\$ 350,782
Total Qty All Contracts:	15		
Average Contract \$:	\$ 23,385		

Department	PO #	Total \$ Amount	\$ Spent To Date	Remaining \$ Balance
<i>Building Safety and Housing</i>	0	\$ -	\$ -	\$ -
<i>City Manager</i>	0	\$ -	\$ -	\$ -
<i>City Attorney</i>	0	\$ -	\$ -	\$ -
<i>Engineering Department</i>	0	\$ -	\$ -	\$ -
<i>Finance Department</i>	3	\$ 25,000	\$ -	\$ 25,000
<i>Fire Department</i>	1	\$ 9,582	\$ -	\$ 9,582
<i>Human Resources</i>	0	\$ -	\$ -	\$ -
<i>Information Technology</i>	1	\$ 27,900	\$ -	\$ 27,900
<i>Non-Departmental</i>	0	\$ -	\$ -	\$ -
<i>Planning Department</i>	0	\$ -	\$ -	\$ -
<i>Police Department</i>	3	\$ 35,296	\$ -	\$ 35,296
<i>Public Works</i>	7	\$ 253,004	\$ -	\$ 253,004
<i>Recreation and Community Service</i>	0	\$ -	\$ -	\$ -

City of Milpitas

Detailed Listing of Approved City Manager (CM) Contracts \$100,000 and Below

For the month of December 2020

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

Total \$ All Contracts:		Total \$ Amount	\$ Spent To Date	Remaining \$ Balance
Total Qty All Contracts:	15			
Average Contract \$:	\$ 23,385	\$ 350,782	-	\$ 350,782

Department	PO #	PO Date	Vendor #	Vendor Name	Contract Description	Total \$ Amount	\$ Spent To Date	Remaining \$ Balance
Building Safety and Housing Sub-Total	0					\$ -	\$ -	\$ -
Building Safety and Housing								
City Manager Sub-Total	0					\$ -	\$ -	\$ -
City Manager							\$ -	
City Attorney Sub-Total	0					\$ -	\$ -	\$ -
Engineering Department Sub-Total	0					\$ -	\$ -	\$ -
Engineering								
Finance Department Sub-Total	3					\$ 25,000	\$ -	\$ 25,000
Finance Department	DP21304	12/14/20	19057	PFM Asset Management, LLC	Banking Implementation Consulting Services.	\$ 12,000	\$ -	\$ 12,000
Finance Department	FY21311	12/14/20	10321	MuniServices, LLC	Consultant for Sales and Use Tax Audit Recovery, July 1, 2020 to June 30, 2021	\$ 7,000	\$ -	\$ 7,000
Finance Department	FY21312	12/14/20	15520	Shields Consulting Group	SB90 - State Mandated Cost Reimbursement Claims Services Consultant for FY21	\$ 6,000	\$ -	\$ 6,000
Fire Department Sub-Total	1					\$ 9,582	\$ -	\$ 9,582
Fire Department	DP21802	12/14/20	15132	Motorola Solutions Inc.	80 units of Fire Radio Fleet Motorola Batteries	\$ 9,582	\$ -	\$ 9,582
Human Resources Sub-Total	0					\$ -	\$ -	\$ -
Human Resources								
Information Technology Sub-Total	1					\$ 27,900	\$ -	\$ 27,900
Information Technology	DP21910	12/30/20	18777	Central Square Technologies	9-1-1 Computer-Aided-Dispatch (CAD) System re-host to new Human-Computer Interaction (HCI) Nutanix Hardware	\$ 27,900	\$ -	\$ 27,900
Non-Departmental Sub-Total	0					\$ -	\$ -	\$ -

City of Milpitas

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Total Qty All Contracts:	15			
Average Contract \$:	\$ 23,385	\$ 350,782	\$ -	\$ 350,782

Department	PO #	PO Date	Vendor #	Vendor Name	Contract Description	Total \$ Amount	\$ Spent To Date	Remaining \$ Balance
Planning Department Sub-Total	0					\$ -	\$ -	\$ -
Planning Department								
Police Department Sub-Total	3					\$ 35,296	\$ -	\$ 35,296
Police Department	C341505	12/11/20		Metro Mobile Communications	Purchase and Installation of Mobile Radios for Five Motorcycles	\$ 13,392	\$ -	\$ 13,392
Police Department	DP21706	12/04/20	11645	San Diego Police Equipment	Purchase of Ammunitions	\$ 15,157	\$ -	\$ 15,157
Police Department	DP21709	12/29/20	17947	Miwall Corporation	Purchase of Ammunitions	\$ 6,747	\$ -	\$ 6,747
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Public Works Department Sub-Total	7					\$ 253,004	\$ -	\$ 253,004
Public Works	C344004	12/12/20	15990	Cal-West	On-Call Street Light Pole, Signal and Light Repair Services	\$ 60,000	\$ -	\$ 60,000
Public Works	C346203	12/12/20	12520	Johnson Controls Fire	On-Call Fire Suppression Systems Repair and Replacement Services	\$ 60,000	\$ -	\$ 60,000
Public Works	C425801	12/08/20	11856	Hexagon Transportation Consultants, Inc.	Consultant for Calaveras Widening Traffic Impact Fee (TIF) Study for AB1600 Compliance	\$ 32,000	\$ -	\$ 32,000
Public Works	C612400	12/14/20	18909	Layer 1 Networks, Inc.	Network Cabling Work at Main Lift Pump Station	\$ 5,724	\$ -	\$ 5,724
Public Works	C712114	12/29/20	16029	National Meter & Automation In	Purchase of Badger Meters for Meter Replacement Program	\$ 15,280	\$ -	\$ 15,280
Public Works	MA21408	12/08/20	18769	Odyssey Power Corp	On-Call Generator Maintenance Services	\$ 60,000	\$ -	\$ 60,000
	MA21410	12/14/20	18940	Statewide Traffic Safety	On-Call Traffic Control Services	\$ 20,000	\$ -	\$ 20,000
RCS Sub-Total	0					\$ -	\$ -	\$ -
Recreation and Community Services								