



1 North San Antonio Road  
Los Altos, California 94022-3087

## MEMORANDUM

**DATE:** October 10, 2017

**TO:** City Council

**FROM:** Chris Jordan, City Manager

**SUBJECT:** **CITY MANAGER – APPROVED PURCHASED BETWEEN \$50,000 AND \$75,000 FOR THE PERIOD JULY 1, 2017 TO SEPTEMBER 30, 2017**

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The City Manager's signature authority for one-time purchases is up to \$75,000. Council requested quarterly updates from the City Manager regarding additional expenditures over \$50,000.

During the period, July 1, 2017 to September 30, 2017, there were six agreements/expenditures to report between \$50,000 and \$75,000 approved by the City Manager.

- 1) Ninyo & Moore for construction inspection services and materials testing of various street and sidewalk improvements (\$62,440);
- 2) C2R Engineering, Inc. for on-call sanitary sewer spot repairs and CCTV inspection services (\$50,000);
- 3) Bear Electric Solutions for traffic signal maintenance services (\$70,000);
- 4) Noll and Tam Architects and Planners for design services for programming and conceptual design for the Hillview Community Center project (\$74,380);
- 5) Berliner Cohen for continued litigation services (\$70,000); and
- 6) Bay Area Floors for: 1) new and refinished flooring at Grant Park multipurpose room; and 2) new carpet tiles and vinyl flooring at Grant Park classrooms and restrooms (\$61,870).

Not disclosed last quarter:

- Swinerton Builders d.b.a. Swinerton Management & Consulting for Engineering Management Services for augmenting staff in the Transportation Services Group (\$50,000);
- NBS, A Consulting Firm for annual administration of the City's sewer service charges (\$62,474);
  - *Original agreement (12/1/15) was for \$30,500; amended on 5/14/17 for FY 2017-18 to add \$31,974*
- AMS.net, Inc. for wiring services for City buildings (\$74,920); and
  - *Original agreement (12/22/16) was for \$16,200; change order on 6/27/17 added \$58,720*
- Freyer & Laureta, Inc. for design consulting services for CIPP corrosion rehabilitation (\$72,630).
  - *Original agreement (7/18/16) was for \$44,600; change order on 6/28/17 added (\$28,030)*