



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

**M E M O R A N D U M**

**DATE:** April 14, 2020  
**TO:** City Council  
**FROM:** Chris Jordan, City Manager  
**SUBJECT: CITY MANAGER – APPROVED PURCHASES BETWEEN \$50,000 AND \$75,000 FOR THE PERIOD JULY 1 TO SEPTEMBER 30, 2019**

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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 October 1 to December 31, 2019, there were no agreements to report. During the period of January 1 to March 31, there are two agreements to report between \$50,000 and \$75,000 approved by the City Manager:

1. M2 Ca Venture Inc, DBA The Flying Locksmiths of Sacramento for door access control and camera installation services for City Hall and gyms at Egan and Blach Schools for \$57,889;
2. AMS.NET for conduit and fiber installation services between PD and Los Altos Recreation and Community Center for \$74,327.