



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

M E M O R A N D U M

DATE: April 10, 2018

TO: City Council

FROM: Chris Jordan, City Manager

SUBJECT: CITY MANAGER – APPROVED PURCHASES BETWEEN \$50,000 AND \$75,000 FOR THE PERIOD JANUARY 1, 2018 TO MARCH 31, 2018

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, January 1, 2018 to March 31, 2018, there were five agreements/expenditures to report between \$50,000 and \$75,000 approved by the City Manager.

- 1) EOA, Inc. to provide assistance with development of the Green Infrastructure Plan and additional tasks for compliance with the City's Stormwater NPDES permit. Amendment 1 for \$31,000 put the agreement total at \$70,000; and
- 2) AMS.NET, Inc. provided wiring services for City buildings. Amendment 1 for \$58,720.12 put the agreement total at \$74,920; and
- 3) Giuliani & Kull for City land surveyor services at \$25,000/yr for 3 years (\$75,000). This service is reimbursed by developer(s); and
- 4) Ruggeri-Jensen-Azar for City land surveyor services at \$25,000/yr for 3 years (\$75,000). This service is reimbursed by developer(s); and
- 5) Schaaf & Wheeler Consulting Civil Engineers for design services for Milverton Road storm drain improvements (\$54,913).