



## City Council Staff Report

DATE: July 11, 2012

CONSENT CALENDAR

SUBJECT: STAFF AUTHORIZED AGREEMENTS AND PURCHASE ORDERS FOR THE MONTH OF JUNE 2012.

FROM: David H. Ready, City Manager

BY: City Clerk and Procurement

### RECOMMENDATION:

Receive and file the report of Staff Authorized Agreements and Purchase Orders for the period of June 1 through June 30, 2012.

### **STAFF AUTHORIZED AGREEMENTS**

Number	Vendor	Description	Amount	Department
A6172	Leon's Landscaping & Tree Service	Change Order 1, Demuth Park Community Center Garden	\$7,860.00	Engineering
A5769	Canyon Commercial Services, Inc.	Downtown Marketing and Management Consulting Services (10 months, September 2012 through June 2013)	\$10,800.00 monthly	Administration
A5862	Keenan & Associates, Inc.	Special Claims Administration	\$7,500.00	Administration
A6238	Jacqueline Autry	Installation and maintenance of landscaping in median island	No Cost To City	Administration
A6250	Old Las Palmas Neighborhood Organization	Installation and maintenance of landscaping in median island	No Cost To City	Administration
A6125	Systems Integration Corp.	Amendment No. 1, Closed Circuit Camera System, Repairs, Upgrades and Maintenance	\$14,388.56	Police
A6172	Leon's Landscaping & Tree Service	Change Order 2, Demuth Park Community Center Garden	\$2,115.00	Engineering


### PURCHASE ORDERS

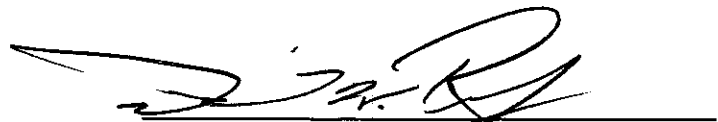
Number	Vendor	Description	Amount	Department
12-1032	Veolia Water NA	Capital Project Design	\$19,250.00	Public Works
12-1043	Esser Services, Inc.	Motor replacement & chiller repair	\$5,010.00	Comm. & Eco. Dev.
12-1049	AdminHR Inc.	Health Benefit Administration system	\$10,987.02	Human Resources
12-1062	Pyro Spectaculars Inc.	4th of July Fireworks	\$25,000.00	Recreation

#### STAFF ANALYSIS:

The City's policies and procedures provide the City Manager and designated staff authority to enter into agreements and purchase orders which are \$25,000 or less, and certain other amendments and change orders as previously approved by the City Council. Palm Springs Municipal Code §7.02.030(k) requires a monthly report be submitted to the City Council.

The original contract documents are on file in the Office of the City Clerk and purchase orders are on file in the Procurement Division.

  
James Thompson, City Clerk

  
David H. Ready, City Manager

/kdh