TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER

DATE: MARCH 14, 2005

SUBJECT: CONTRACTS AWARDED BY THE CITY MANAGER FROM JULY 2004 THROUGH DECEMBER 2004

This is an informational report and no Council action is required.

DISCUSSION

On May 17, 2004, the Council adopted Chapter 2.30 (CMR:259:04) of the Palo Alto Municipal Code (PAMC). PAMC section 2.30.710 requires the City Manager to provide a biannual report to Council consisting of contracts awarded by the City Manager or the Purchasing Manager for: 1) public works and goods contracts in excess of $65,000; and 2) general and professional service contracts in excess of $25,000. The following attachments fulfill the new PAMC reporting requirement.

Attachment A lists service contracts from $25,000 to $85,000 awarded from July 1, 2004 through December 31, 2004 and Attachment B lists supply contracts $25,000 to $250,000 awarded from July through December 2004. Attachment C lists blanket order contracts from $25,000 to $85,000 for services and $25,000 to $250,000 for supplies awarded from July through December 2004. Blanket orders are service or material contracts established for multiple purchases with a specific vendor for a specific length of time and dollar amount.

ATTACHMENT

Attachment A: Service Contracts Awarded from July through December 2004
Attachment B: Supply Contracts Awarded from July through December 2004
Attachment C: Blanket Order Contracts Awarded from July through December 2004
Attachment D: Excerpt from the Palo Alto Municipal Code
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