TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER

DEPARTMENT: ADMINISTRATIVE SERVICES

DATE: APRIL 7, 2008

CMR: 181:08

SUBJECT: CONTRACTS AWARDED BY THE CITY MANAGER FROM JULY 2007 THROUGH DECEMBER 2007

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

DISCUSSION
The Palo Alto Municipal Code (PAMC) Section 2.30.710 requires the City Manager to provide a biannual report to Council on 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 attachments to this report fulfill the PAMC reporting requirement.

Attachment A lists service contracts from $25,000 to $85,000 awarded from July 1, 2007 through December 31, 2007. Attachment B lists goods and construction contracts from $65,000 to $250,000 awarded from July through December 2007. Attachment C lists blanket order contracts from $25,000 to $85,000 for services and $65,000 to $250,000 for goods awarded from July through December 2007. Blanket orders are service or goods contracts established for multiple purchases with a specific vendor for a specific length of time and dollar amount.

ATTACHMENTS
Attachment A: Service Contracts Awarded from July through December 2007
Attachment B: Supply Contracts Awarded from July through December 2007
Attachment C: Blanket Order Contracts Awarded from July through December 2007
Attachment D: Excerpt from the Palo Alto Municipal Code

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