



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
March 5, 2024

TOPIC: Quarterly Report of Contracts Awarded by the City Manager

AGENDA TITLE

Receive and File Quarterly Report of Contracts up to \$50,000 for Non-Public Works and up to \$500,000 for Public Works Authorized by the City Manager

RECOMMENDED ACTION

Receive and file Quarterly Report of Contracts entered into between October 1, 2023 to December 31, 2023.

GOVERNMENT CODE §84308 APPLIES: No

DISCUSSION

Section 421 of the Charter requires the City Manager to submit a Quarterly Report (Report) to the City Council disclosing all contracts approved and executed under their authority for informational purposes. The Report is required to include the names of the contractors and the amounts of each contract along with a brief description.

Section 2-748 provides the City Manager contracting authority to enter into non-public works contracts and agreements up to \$50,000 and public works contracts and agreements up to \$500,000.

Exhibit 1 is a listing of all purchase orders and agreements entered into during the period October 1, 2023 to December 31, 2023, valued at amounts between \$500 and \$50,000 for non-public works expenditures, and up to \$500,000 for public works contracts and agreements. The list of City Manager-authorized contracts will be published on the City's website.

FISCAL IMPACT

There is no fiscal impact associated with this action.

EXHIBIT(S)

1. Quarterly Report of Contracts: October 1, 2023 - December 31, 2023

Submitted By: Kathryn Downs, FMSA Executive Director

Approved By: Tom Hatch, Interim City Manager