



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
September 7, 2021

TOPIC: Quarterly Report of Contracts

AGENDA TITLE:

Receive and File Quarterly Report of Contracts up to \$50,000 for Non-Public Works and up to \$250,000 for Public Works Authorized by the City Manager as Permitted by Charter Section 421

RECOMMENDED ACTION

Receive and file Quarterly Report of Contracts (COVID-19 and non-COVID-19-related) entered into between April 1, 2021 to June 30, 2021, valued at up to \$50,000 for non-public works contracts and agreements, up to \$250,000 for public works contracts and agreements and all other contracts and agreements related to COVID-19.

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 her 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 \$250,000. Resolution No. 2020-016, adopted March 17, 2020, granted the City Manager, as acting Director of Emergency Services, the authority to enter into or extend agreements necessary for the continuing operation of City services.

Exhibit 1 is a listing of all purchase orders and agreements (COVID-19 and non-COVID-19-related) entered into during the period April 1, 2021 to June 30, 2021, valued at amounts between \$500 and \$50,000 for non-Public Works and up to \$250,000 for Public Works contracts and agreements.

ENVIRONMENTAL IMPACT

There is no environmental impact associated with this action.

FISCAL IMPACT

There is no fiscal impact associated with this action.

EXHIBIT(S)

1. Quarterly Report of Contracts – April 1, 2021 – June 30, 2021

Submitted By: Kathryn Downs, FMSA Executive Director

Approved By: Kristine Ridge, City Manager