



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Kerrie Romanow

SUBJECT: SEE BELOW

DATE: January 26, 2022

Approved

Date

01/27/22

INFORMATION

SUBJECT: REPORT ON ACTIVITIES UNDERTAKEN BY THE DIRECTOR OF ENVIRONMENTAL SERVICES PURSUANT TO TITLE 27 OF THE SAN JOSE MUNICIPAL CODE FOR THE PERIOD OF JULY 1, 2021 - DECEMBER 31, 2021

BACKGROUND

The San Jose Municipal Code Title 27 authorizes the Director of Environmental Services to award and execute "Public Works Contracts" of \$1.05M or less. In accordance with the Municipal Code's reporting guidelines, this memorandum details actions taken under the delegation of authority to the Director of Environmental Services for the period of July 1, 2021 through December 31, 2021. During this reporting period, the Director of Environmental Services approved actions to: (1) award construction contracts up to \$1,050,000 and (2) negotiate and execute change orders.

This activity is summarized in Attachment A.

COORDINATION

Preparation of this report has been coordinated with the City Attorney's Office and City Manager's Budget Office.

/s/

KERRIE ROMANOW

Director of Environmental Services

For questions, please contact Napp Fukuda Assistant Director, Environmental Services Department, at (408) 793-5353.

Attachment A

Director of Environmental Services Report
July 1, 2021 to December 31, 2021

(Pursuant to Chapter 27.50 of the Municipal Code):

Director of Environmental Services Contract Activity

(Construction Contracts up to \$1,050,000, per SJMC 27.10.560, or other amount over \$1,050,000 as delegated by the City Council, per SJMC 27.04.060B)

NONE

Change Orders

(Change Orders that meet the requirements set forth in SJMC 27.30.080 or SJMC 27.30.090)

NONE

