

**Master City of San José Consultant Agreement  
Approved Service Order  
(Capital Projects)**

**Cover Page**

- 1a.** CPMS Contract No.: 9468-C **1b.** AC Contract No.: 31681
- 2.** Approved Service Order No. 08
- 3.** Consultant's Name: Professional Services Industries, Inc (Intertek-PSI)

- 4.** Project Name: 8963 – Mineta San José International Airport – Aircraft Rescue and Fire Fighting Facility Fire Station No. 20
- 5.** Project Location: 1120 Coleman Ave, San José, CA 95110
- 6.** The Consultant and the City will implement this Approved Service Order in accordance with the Master Agreement, this cover page, and Attachments "A" (Tasks), "B" (Terms and Conditions) and "C" (Compensation Table), which are incorporated herein by references.

- 7. Budget/Fiscal:**
- a. Current **unencumbered** amount in Master Agreement: \$ 925,968.00
  - b. **Maximum Service Order Compensation for this Approved Service Order:** \$ 50,000.00
  - c. New unencumbered balance in Master Agreement (7.a – 7.b): \$ 875,980.00
  - d. **Appropriation Certification:** I certify that an unexpended appropriation in the amount of the Maximum Service Order Compensation is available in the following fund(s) and that such fund(s) will be encumbered to pay for this Approved Service Order.
 

Fund: <u>527</u>	Appn: <u>401D</u>	RC: <u>195235</u>	Amount: \$ <u>5,435</u>
Fund: <u>520</u>	Appn: <u>401D</u>	RC: <u>203645</u>	Amount: \$ <u>12,000</u>
Fund: <u>498</u>	Appn: <u>419G</u>	RC: <u>204415</u>	Amount: \$ <u>10,000</u>
Fund: <u>520</u>	Appn: <u>401D</u>	RC: <u>195235</u>	Amount: \$ <u>22,565</u>

**Authorized Signature:** *Aida Ballou* Date: 11/29/2021

**8. Division Analyst Approval:** *Aida Ballou* Date: 11/29/2021

**9. Consultant Approval:** *[Signature]* Date: 11/12/21

- 10. Approval as to Form (City Attorney):**
- Service Order Form Approved by the Office of the City Attorney  
(Maximum Service Order Compensation is \$100,000 or less, and the provisions of the service order form are not altered.)

Approved as to Form: \_\_\_\_\_ Date: \_\_\_\_\_  
Sr. Dept. City Attorney

**11. City Director Approval:** *Kath Bm* Date: 11/30/2021

## Attachment A: Tasks

The Consultant shall provide the services and deliverables set forth in this **Attachment A**. The Consultant shall provide all services and deliverables required by this **Attachment A** to the satisfaction of the City's contract manager.

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**General Description of Project for which Consultant will Provide Services:** The City is undertaking the construction of a single story Aircraft Rescue and Fire Fighting ("ARFF") Facility – Fire Station No. 20 project ("Project") at Mineta San José International Airport. The Project location is on the southwest corner of the Airport, on the east side of the Coleman Avenue, and just south of Newhall Drive. The Project will include ARFF Vehicle Bays, EMS Vehicle Bay, Fire Truck Apparatus Bay, Offices, Restrooms, Dormitories, Kitchen, Exercise Room, Day Room, Conference Room, Workshop, Turnout Room, Parking Lot, and other various items necessary for an ARFF Facility and Fire Station.

This Project requires special inspections and material testing during construction per the San José Municipal Code, the 2016 California Building Code ("CBC"), and the approved Project plans and specifications. This Service Order No. 07 ("SO") consists of the Consultant providing the following special inspection and material testing tasks:

- Task No. 1: Cast-In-Place Concrete and Concrete Reinforcing Inspections and Testing
- Task No. 2: Structural Masonry Testing and Inspections
- Task No. 3: Structural Steel and Metals Testing and Inspections
- Task No. 4: Fireproofing Testing and Inspections
- Task No. 5: Waterproofing and Water Penetration Testing and Inspections
- Task No. 6: Project Management

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### Task No. 1: Cast-In-Place Concrete and Concrete Reinforcing Inspections and Testing

- A. Services:** The Consultant shall conduct cast-in-place concrete and concrete reinforcing inspections and testing, as requested, in writing, by the City of San José ("City"), during the construction of the Project. The inspections and testing shall be performed in accordance with the approved Project plans and specifications, and Chapter 17 - Structure Tests and Special Inspections of the 2016 CBC. The concrete and rebar placement inspections shall include, but not be limited to, the following activities:
- a. Inspect and review construction materials submittals;
  - b. Inspect concrete, rebar, rebar couplers, post-installed dowels/anchors, field slump and air content testing, concrete sampling; and
  - c. Additional concrete sampling and transportation of such samples to the Consultant's laboratory for concrete compression tests.

Inspectors shall be certified by the American Concrete Institute ("ACI") and International Code Council ("ICC") for reinforced Concrete. The structural steel inspectors shall be certified by American Institute of Steel Construction ("AISC").

- B. Deliverables:** The Consultant shall provide the following deliverables in PDF format:
- a. Certification of inspectors 10 Business Days before each inspection;
  - b. Within three working days following receipt of the materials submittals from the City, provide City with the written report verifying whether the submittals comply with the standards and requirements of the Project plans and specifications;

- c. If the materials submittals do not comply with the standards and requirements contained in the Project plans and specifications, provide written report describing how the submittals are deficient and what actions are needed for the Project contractor to obtain necessary compliance with the standards and requirements contained in the Project plans and specifications; and
- d. Inspection and testing reports submitted to the City Project Inspector within 24 hours of inspection and would address any corrections.

**C. Completion Time:** The Consultant shall complete this task in accordance with whichever one of the following time is marked:

- On or before the following date: February 1, 2022.
- On or before \_\_\_ Business Days from \_\_\_\_\_.

**Task No. 2: Structural Masonry Testing and Inspections**

**A. Services:** The Consultant, as directed, in writing, by the City during the construction of the Project, shall conduct and perform structural masonry tests and inspections in accordance with the approved Project plans and specifications, and Chapter 17 - Structure Tests and Special Inspections of the 2016 CBC.

Inspectors shall be certified by ICC for Structural Masonry.

**B. Deliverables:** The Consultant shall provide the following deliverables in PDF format:

- a. Certification of inspectors 10 Business Days before each inspection; and
- b. Inspection and testing reports submitted to the City Project Inspector within 24 hours of inspection and would address any corrections.

**C. Completion Time:** The Consultant shall complete this task in accordance with whichever one of the following time is marked:

- On or before the following date: February 1, 2022.
- On or before \_\_\_ Business Days from \_\_\_\_\_.

**Task No. 3: Structural Steel and Metals Testing and Inspections**

**A. Services:** The Consultant shall conduct structural steel and metals testing and inspections, as requested, in writing, by the City, during the construction of the Project. The structural steel and metal inspections shall be performed in accordance with the approved Project plans and specifications, CBC Section 1705, including Sub-section 2, Steel Construction and American Welding Society D1.1. The structural steel inspections shall include, but not be limited to, the following activities:

- a. Inspect and certify the welding operations at the Project construction site and at the steel and metal fabrication shop as needed to meet the standards and requirements contained in the Project plans and specifications or as otherwise requested by the City;
- b. Verify that the welder certifications, material preparation, welding procedures, structural steel mill certificates and material identifications comply with the standards and requirements contained in the Project plans and specifications;
- c. Verify, inspect, and test structural welds at Project construction site and at the steel and metal fabrication shops as provided for in the standards and requirements contained in the Project plans and specifications or as otherwise requested by the City;
- d. Perform special inspection and certification of welding of bolts, embeds and reinforcing steel, structural steel, anchor/expansion bolts, steel studs, reinforcing steel strands and rebar, mechanical connectors (splices), high strength bolting, concrete slab embedment and

penetrations coordination, and field inspections of adhesive anchor bolts for compliance with the standards and requirements contained in the Project plans and specifications;

- e. Perform special inspection and testing of metal decking, acoustic checks of shear studs and other miscellaneous metal fabrication;
- f. Perform inspections and testing on high strength bolts and torque testing; and
- g. Ultrasonic Testing (“UT”)/Non-Destructive Testing (“NDT”) of structural welds.

Welding inspectors shall be certified by American Welding Society (“AWS”) and ICC for Structural Steel and Welding/Bolting.

**Deliverables:** The Consultant shall provide the following deliverables in PDF format:

- a. Certification of inspectors 10 Business Days before each inspection; and
- b. Inspection and testing reports submitted to the City Project Inspector within 24 hours of inspection; if compliance is not achieved, the report must identify the corrective action is needed to obtain compliance; the Consultant shall re-perform the inspection and or test within 2 working days of being notified by the City or Project contractor that such corrective action was taken.

**C. Completion Time:** The Consultant shall complete this task in accordance with whichever one of the following time is marked:

- On or before the following date: February 1, 2022.
- On or before \_\_\_ Business Days from \_\_\_\_\_.

#### **Task No. 4: Fireproofing Testing and Inspections**

**A. Services:** The Consultant shall perform fireproofing tests and inspections, as requested, in writing, by the City, during the construction of the Project. These tests and inspections shall be performed in accordance with the approved Project plans and specifications. The fireproofing tests and inspections shall include, but not be limited to, the following activities:

- a. Metal and steel fabrication shop and on-site visual inspection of the surface preparation, and special and intumescent coating, and sprayed fire-resistive materials (“SFRM”) applications;
- b. Perform fireproofing bond cohesion/adhesion test; and
- c. Inspection and verification of the coating, film and fireproofing thickness and continuity after the fireproofing application.

Fireproofing inspectors shall be educated and trained in conducting, supervising and evaluating tests and inspections and certified by ICC for SFRM and Intumescent Fireproofing.

**B. Deliverables:** The Consultant shall provide the following deliverables in PDF format:

- a. Certification of inspectors 10 Business Days before the inspection; and
- b. Inspection and testing reports submitted to the City Project Inspector within 24 hours of inspection and would address any corrections if compliance was not achieved; if corrective action is needed, Consultant shall re-perform the inspection and/or test within 2 working days of being notified by the City or Project contractor that such corrective action was taken.

**C. Completion Time:** The Consultant shall complete this task in accordance with whichever one of the following time is marked:

- On or before the following date: February 1, 2022.
- On or before \_\_\_ Business Days from \_\_\_\_\_.

**Task No. 5: Waterproofing and Water Penetration Testing and Inspections**

- A. **Services:** The Consultant, as directed, in writing, by the City during the construction of the Project, shall perform those tests and inspections for all waterproofing and water penetration construction works identified in the Project plans and specifications. The inspections shall include, but not be limited to, the following activities:
  - a. Shop and field testing and inspections on waterproofing works, and resistance to water penetration under uniform and cyclic static air pressure differences of installed exterior windows, skylights, curtain walls, and doors; and
  - b. Water penetration testing on stucco on drywall construction, and on concrete and concrete masonry constructions.
  
- B. **Deliverables:** The Consultant shall provide the following deliverables in PDF format:
  - a. Certification of inspectors 10 Business Days before the inspection; and
  - b. Inspection and testing reports submitted to the City Project Inspector within 24 hours of inspection and would address any corrections.
  
- C. **Completion Time:** The Consultant shall complete this task in accordance with whichever one of the following time is marked:
  - On or before the following date: February 1, 2022.
  - On or before \_\_\_ Business Days from \_\_\_\_\_.

**Task No. 6: Project Management**

- A. **Services:** The Consultant shall provide project management for all Tasks listed within this Service Order No. 07 which includes, but not be limited to the following:
  - a. Weekly Reports on the Task Services listed; and
  - b. Final Report/Affidavit at the completion of the Task Services listed.
  
- B. **Deliverables:** The Consultant shall provide the following deliverables in PDF format:
  - a. Weekly Reports on the inspections and testing performed on the Task Services submitted to the City Project Manager on the next business day of the end of the week.
  - b. Final Report/Affidavit submitted to the City Project Manager within 5 business days of completion of the Tasks listed. The Final Reports/Affidavits shall include affidavits of completion of testing and inspections set forth in the Task Services, and describe the work inspected, material tested and period of inspection performed.
  
- C. **Completion Time:** The Consultant shall complete this task in accordance with whichever one of the following time is marked:
  - On or before the following date: February 1, 2022.
  - On or before \_\_\_ Business Days from \_\_\_\_\_.

## Attachment B: Terms and Conditions

1. **City's Contract Manager:** The City's contract manager for this Approved Service Order is:

Name: Chris De Guzman	Phone No.: (408) 535-8300
Department: Public Works	E-mail: chris.deguzman@sanjoseca.gov
Address: Department of Public Works City Facilities Architectural Services 200 E Santa Clara St., Tower 6th Fl. San José, CA 95113	

2. **Consultant's Contract Manager and Other Staffing:** Identified below are the following: (a) the Consultant's contract manager for this Approved Service Order, and (b) the Consultant(s) and/or employee(s) of the Consultant who will be principally responsible for providing the services and deliverables. *If an individual identified below does not have a current Form 700 on file with the City Clerk for a separate agreement with the City, and is required to file a Form 700, the Consultant must comply with the requirements of Subsection 17.2 of the Master Agreement, entitled "Filing Form 700."*

		<u>Required to File Form 700?</u>		
		Yes Already Filed (Date Filed)	Yes Need to File	No
<b><u>Consultant's Contract Manager</u></b>				
Name: Trent Anderson	Phone No.: (408) 669-5500	3/5/2021		
Address: 380 Tenant Ave., Suite 3 Morgan Hill, CA 95037	Email: trent.anderson@intertek.com			
<b><u>Other Staffing</u></b>				
<u>Name:</u>	<u>Assignment:</u>			
1.				
2.				
3.				

**3. Subconsultants:** Whichever of the following is marked applies to this Approved Service Order:

- The Consultant can **not** use any subconsultants.
- The Consultant can use the following subconsultants to assist in providing the required services and deliverables:

<u>Subconsultant's Name</u>	<u>Area of Work</u>
1.	
2.	
3.	

**4. Reimbursable Expenses:** If the Compensation Table set forth in **Attachment C** of this Approved Service Order states that the City will reimburse the Consultant for expenses, then only the expenses identified in Subsection 10.5.3 of the Master Agreement are Reimbursable Expenses unless the following box is marked and additional reimbursable expenses are set forth:

- In addition to the expenses identified in Subsection 10.5.3 of the Master Agreement, the following expenses are Reimbursable Expenses:

<u>Additional Reimbursable Expense(s)</u>	<u>Mark-up</u>
1.	
2.	
3.	

**Notwithstanding the foregoing, any additional reimbursable expense(s) set forth in the above table will be disregarded if the Compensation Table states that the City will *not* reimburse the Consultant for any expenses.**

## Attachment C: Compensation Table

The City will compensate the Consultant for providing the services and deliverables set forth in **Attachment A** in accordance with this Compensation Table. This Compensation Table is subject to the terms and conditions set forth in the Master Agreement, including without limitation Section 10 of the Master Agreement.

Part 1 – Compensation for Services and Deliverables						
Column 1	Column 2	Column 3			Column 4	
Task Nos. from Attachment A	Basis of Compensation	Invoice Period			Compensation	
1	<input checked="" type="checkbox"/> Time & Materials <input type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$	9,497		
2	<input checked="" type="checkbox"/> Time & Materials <input type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$	2,919		
3	<input checked="" type="checkbox"/> Time & Materials <input type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$	27,218		
4	<input checked="" type="checkbox"/> Time & Materials <input type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$	2,685		
5	<input checked="" type="checkbox"/> Time & Materials <input type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$	2,737		
6	<input checked="" type="checkbox"/> Time & Materials <input type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$	4,945		
Part 2 – Reimbursable Expenses						
<input checked="" type="checkbox"/> No expenses are separately reimbursable. The amount(s) in Column 4 of Part 1 include(s) payment for all expenses.		<input type="checkbox"/> Expenses are separately reimbursable in the maximum amount of:			\$	-
Part 3 – Subconsultant Costs						
<input checked="" type="checkbox"/> Subconsultant costs are <b>not</b> separately compensable. The amount(s) in Column 4 of Part 1 include(s) subconsultant costs.		<input type="checkbox"/> Subconsultant costs are separately compensable in the maximum amount of:			\$	-
<b>Maximum Service Order Compensation (sum of Parts 1 through 3):</b>					<b>\$</b>	<b>50,000</b>



## PUBLIC WORKS - DIRECTOR'S OFFICE TRANSMITTAL

After Division Manager approves, forward transmittal and documents to the "Submit To" person specified on the Public Works Approval Matrix. The matrix can be found on the PW intranet web page.

<b>Name</b>	<b>Your Location &amp; Division</b>	<b>Phone No.</b>
<b>Prepared by:</b> Chris De Guzman	Public Work - CFAS	408-535-8445

**Subject or Proj ID/Name** 8963 - Airport ARFF Project: PSI Intertek Service Order #8

**City Attorney** (for signature)

Deliver to:

City Attorney \_\_\_\_\_ Matter # \_\_\_\_\_ Approved \_\_\_\_\_ Date \_\_\_\_\_

(if applicable, otherwise check appropriate box below)

**Council Memo** Council Date 5/7/2019 Date Due to Director's Office \_\_\_\_\_

Draft reviewed by: (provide name) <input type="checkbox"/> Attorney _____ <input type="checkbox"/> Budget Office _____ <input type="checkbox"/> Client Dept(s) _____ Attachments: <input type="checkbox"/> Memo <input type="checkbox"/> Map <input type="checkbox"/> CEQA Clearance <input type="checkbox"/> Budget Worksheets <input type="checkbox"/> Other _____	To be completed by Council Liaison: Approved: _____ Approved: _____ Approved: _____
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<p><b>Correspondence</b></p> <input type="checkbox"/> Info Memo <input type="checkbox"/> Committee Memo Committee _____ Committee Date _____ Date Due to CMO _____ <input type="checkbox"/> Director Award Memo <input type="checkbox"/> Memo <input type="checkbox"/> Letter <input type="checkbox"/> Travel Request or Statement <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">                     Reviewed by Travel Coordinator :                      _____                      Initials _____ Date _____                 </div> <input type="checkbox"/> CMO Transmittal <input type="checkbox"/> Other _____	<p><b>Contracts &amp; Agreements</b></p> <p><b>Council Award</b></p> <input type="checkbox"/> Construction Contract \$1,000,000 <input type="checkbox"/> Consultant Agreement >\$290,000 <input type="checkbox"/> Amendment # _____ <input type="checkbox"/> Utility >\$100,000 <p><b>Manager Award</b></p> <input type="checkbox"/> Construction Contract >\$1,000,000 <input type="checkbox"/> Consultant Agreement ≤\$290,000 <input type="checkbox"/> Amendment # _____ <input type="checkbox"/> Parkland Agreement <p><b>Director Award</b></p> <input type="checkbox"/> Director Award, Minor <\$100,000 <input type="checkbox"/> Director Award, Major <\$1,000,000 <input type="checkbox"/> Construction Contract ≤\$1,000,000 <input type="checkbox"/> Parkland Agreement <input type="checkbox"/> Utility Agreement ≤\$100,000 <p><b>Other</b> _____</p>	<p><b>Change Orders / Service Orders</b></p> <p><b>Council Approval</b></p> <input type="checkbox"/> Original contract ≤ \$100,000; single CCO >\$10,000 <input type="checkbox"/> Original contract > \$100,000; single CCO >\$100,000 <input type="checkbox"/> Sum of all CCOs exceed contingency amount: Contingency \$ _____ Total CCOs \$ _____ <p><b>Director Approval</b></p> <input type="checkbox"/> CCO >\$20,000 & ≤ \$100,000 <input checked="" type="checkbox"/> SO > \$20,000 & ≤ Agrmt amount
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SECTION MANAGER/ SUPERVISOR:	<i>Rodney Rapson</i>	Rodney Rapson	Date <u>11/30/2021</u>
	Signature	Print name here	
DIVISION ANALYST (if applicable)	<i>Aida Ballou</i>	Aida Ballou	Date <u>11/29/2021</u>
	Signature	Print name here	
DIVISION MANAGER	see above signature	Rodney Rapson	Date _____
	Signature	Print name here	
ADMINISTRATION	N/A	Suzanne McPherson	Date _____
	Signature	Print name here	
DEPUTY DIRECTOR	<i>Kath Brown</i>	Katherine Brown	Date <u>11/30/2021</u>
	Signature	Print name here	
ASSISTANT DIRECTOR		Matt Loesch	Date _____
	Signature	Print name here	

**Comments:**

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- FOR YOUR ELECTRONIC SIGNATURE  
 FULLY EXECUTED COPY TO FOLLOW

CITY STAFF: Chris De Guzman  
STAFF EMAIL: Chris.deguzman@sanjoseca.gov

## **SCANNED SIGNATURE AUTHORIZATION**

DATE: 11/10/2021 TOTAL PAGES: 8  
(INCLUDING THIS PAGE)  
CONSULTANT NAME: Professional Service Industries (Interek-PSI)  
EMAIL: [Trent.anderson@intertek.com](mailto:Trent.anderson@intertek.com)  
PHONE: 915-345-0803

I agree to use electronic signatures

SIGNATURE OF ANALYST: 

### **DIRECTIONS:**

REVIEW THE ENCLOSED DOCUMENT, IF IT IS ACCEPTABLE:

1. SIGN THE DOCUMENT
2. CHECK THE BOX BELOW YOUR NAME AND SIGN AGREEING TO THE USE OF ELECTRONIC SIGNATURES
3. SCAN YOUR EXECUTED DOCUMENT TOGETHER WITH THIS COVER PAGE **IN BLUE INK**
4. EMAIL THE ENTIRE DOCUMENT TO (CITY STAFF EMAIL ADDRESS):

### **TO BE COMPLETED BY CITY STAFF:**

ALTERNATIVE METHODS OF VERIFICATION:

- USE OF A PASSWORD PROTECTED WEBSITE  
 CONFIRMED BY A KNOWN TELEPHONE NUMBER  
 PERSONALLY KNOWN TO CITY STAFF

# City of San José Contract/Agreement Transmittal Form

## Route Order

## Attached / Completed

## Electronically Signed

TO:  City Attorney  
 City Manager  
 City Clerk **OR** Return to  
Dept. (circle one)

Insurance Certificates / Waivers  Electronically Signed: Yes  
 Business Tax Certificate  Audit Trail Attached (if applicable)  
 Contacted Clerk re: Form 700  Scanned Signature Authorization  
 Supplemental Memorandums (if applicable): Select One

Type of Document: Service Order

Type of Contract: Construction Projects

### REQUIRED INFORMATION FOR ALL CONTRACTS:

Existing GILES # 666637-008

Contractor: Professional Service Industries, Inc.

Address: 380 Tenant Ave, Morgan Hill, CA 95037

Phone: 408-669-5500

Email: trent.anderson@intertek.com

Contract Description: Service Order -8: provide special inspections for 8963-Mineta San José International Airport-Aircraft Rescue and Fire Fighting Facility: Design-Build Contract

Term Start Date: 1/26/21 Term End Date: 12/31/2023 Extension: Select one

Method of Procurement: N/A RFB, RFP or RFQ No.: 9468-C Date Conducted: \_\_\_\_\_

Agenda Date (if applicable): 1/26/2021 Agenda Item No.: 2.14

Resolution No.: \_\_\_\_\_ Ordinance No.: \_\_\_\_\_

Original Contract Amount: \$1,000,000 Amount of Increase/Decrease: \_\_\_\_\_

Option #: \_\_\_ of \_\_\_ Option Amount: \_\_\_\_\_ NTE/Updated Contract Amount: \_\_\_\_\_

Fund/Appropriation: \_\_\_\_\_

Form 700 Required (Selection mandatory for processing): Select one Revenue Agreement: Select one

Tax Certificate No.: 8978232210 Expiration Date: 8/15/2022

Department: Public Works (57)

Department Contact: Chris De Guzman/ (408) 535-8445 Customer (Finance Only): \_\_\_\_\_

Notes: Division Manager Approval (\$50,000)

Department Director Signature: \_\_\_\_\_ Date

Office of the City Manager Signature: \_\_\_\_\_ Date