



# Administrative Report

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H.5., File # 25-0123

Meeting Date: 4/1/2025

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**To:** MAYOR AND CITY COUNCIL  
**From:** STEPHANIE MEYER, FINANCE DIRECTOR

## **TITLE**

APPROVE CONTRACTS UNDER \$35,000:

1. APPROVE THE PURCHASE OF A FORD MAVERICK XL HYBRID TRUCK FROM COLLEY AUTO CARS, INC. FOR USE BY THE PUBLIC WORKS DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$34,663 AND AUTHORIZE THE MAYOR TO EXECUTE ALL RELATED PROCUREMENT DOCUMENTS
2. APPROVE AN AGREEMENT WITH MICHAEL BAKER INTERNATIONAL, INC TO PREPARE THE ENVIRONMENTAL REVIEW FOR THE COYOTE MANAGEMENT PLAN IN AN AMOUNT NOT TO EXCEED \$9,530 FOR THE TERM APRIL 1, 2025 TO OCTOBER 1, 2025
3. APPROVE AN AGREEMENT WITH HUNTINGTON BEACH MOTORSPORTS, INC. DBA HUNTINGTON BEACH HONDA FOR MAINTENANCE AND REPAIR OF THE POLICE DEPARTMENT TRAFFIC UNIT MOTORCYCLE FLEET IN AN AMOUNT NOT TO EXCEED \$34,999 FOR THE TERM APRIL 1, 2025 TO MARCH 31, 2026 WITH TWO AUTOMATIC ONE-YEAR RENEWALS
4. APPROVE AN AGREEMENT WITH SABLE COMPUTER, INC., DBA KIS COMPUTER CENTER, FOR IT PROJECT SERVICES IN AN AMOUNT NOT TO EXCEED \$34,400 FOR THE TERM APRIL 1, 2025 TO MARCH 31, 2026
5. APPROVE AN AGREEMENT WITH LEADING RESOURCES, INC. FOR STRATEGIC PLANNING FACILITATION SERVICES IN AN AMOUNT NOT TO EXCEED \$30,000 FOR THE TERM APRIL 1, 2025 TO MARCH 31, 2026

## **EXECUTIVE SUMMARY**

Approve Contracts Under \$35,000

## **APPROVED BY:**

*Mike Witzansky, City Manager*

## **ATTACHMENTS**

- Procurement Docs & Signatures - Colley Auto Cars, Inc.

- Agmt, Signature & Insurance - Michael Baker International, Inc.
- Agmt, Signature & Insurance - Huntington Beach Motorsports, Inc. dba Huntington Beach Honda
- Agmt, Signature & Insurance - Sable Computer, Inc. dba KIS Computer Center
- Agmt, Signature & Insurance - Leading Resources, Inc.