



# Administrative Report

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H.5., File # 25-0642

Meeting Date: 6/3/2025

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

## **TITLE**

APPROVE CONTRACTS UNDER \$35,000:

1. APPROVE AN AGREEMENT WITH SAFETYCENTRIC, INC. FOR ON CALL IT INFRASTRUCTURE MAINTENANCE SERVICES IN AN AMOUNT NOT TO EXCEED \$34,000 AND THE TERM JUNE 4, 2025 TO JUNE 3, 2027

CONTACT: MIKE COOK, INFORMATION TECHNOLOGY DIRECTOR

2. APPROVE AN AGREEMENT WITH EASY READER, INC. FOR THE PUBLICATION OF LEGAL NOTICES IN AN AMOUNT OF \$10.00 PER COLUMN INCH (ESTIMATED EXPENDITURE FOR FY 2025-26 IS \$34,500) AND THE TERM JULY 1, 2025 TO JUNE 30, 2026

CONTACT: ELEANOR MANZANO, CITY CLERK

## **EXECUTIVE SUMMARY**

Approve Contracts Under \$35,000

## **APPROVED BY:**

*Mike Witzansky, City Manager*

## **ATTACHMENTS**

- Agmt, Signature & Insurance - SafetyCentric, Inc.
- Agmt, Signature & Insurance - Easy Reader, Inc.