AGENDA REPORT

Meeting Date:	April 15, 2008
Item Number:	F-5
To:	Honorable Mayor & City Council
From:	Scott Miller, Chief Financial Officer and Director of Administrative Services Department
Subject:	2007-08 3rd QUARTER PURCHASE ORDER REPORT
Attachments:	1. 2007-08 3rd Quarter Purchase Order Report

INTRODUCTION

Attached is the third quarter Purchase Orders Issued Report (for P.O.s between $10,000 and $50,000) for Fiscal Year 2007-2008. This is a revised form, implementing the suggestions made by City Council in October of 2006.

Sharon Rahban, CPA S.R.
Finance Approval

Scott Miller
Approved By

Date: 4/1/08

Purchase orders issued between $10,000 and $50,000 from 01/01/2008 through 03/31/2008

Vendor No. and Vendor Name	PO Number	PO Purpose	PO Amount	Date	Blanket	Aprvd by
00002 - AAA FLAG & BANNER MFG CO	08202123	BANNERS - INTALLATION, REMOVAL AND STORAGE OF NEW CITY LOGO BANNERS	15,000.00	03/13/2008	N	Staff
00104 - BEVERLY HILLS COURIER INC	08202148	NEWSPAPER ADVERTISING FOR OFFICE OF COMMUNICATIONS - BLANKET PO	12,000.00	03/18/2008	N	Staff
00190 - PHILIPS MEDICAL SYSTEMS HSG	08202138	AED: MAINTENANCE/REPLACEMENT OF EXPIRED BATTERIES AND SMART PADS FOR THE CITY-OWNED AEDS AND USED IN THE PAD PROGRAM.	19,740.74	03/17/2008	N	Staff
02003 - GOVCONNECTION INC	08201955	CCTV EQUIPMENT-HARDWARE FOR WATCH COMMANDER, DISPATCH, PUBLIC WORKS-WATER, COMMUNITY SERVICES -RANGERS AND DETECTIVES.(SEE QUOTE	12,256.87	02/11/2008	N	Staff
		SHIPPING AND HANDLING				
02428 - EDWARD KRUSE	08201824	LA CIENEGA TENNIS COURT RESURFACING	11,430.00	01/22/2008	N	Staff
03595 - DONALD R FLUEGEL,D.C.	08202193	PRE-EMPLOYMENT DRUG AND ALCOHOL TESTING PER AGREEMENT #66-08 EXPIRES 06/30/08.	10,000.00	03/31/2008	N	Staff
04944 - STEGEMAN AND KASTNER, INC.	08201988	9400 S. SANTA MONICA BLVD PROPERTY-PROJECT MANAGEMENT CONSULTTANT SERVICES-	25,000.00	02/19/2008	N	Staff
09068 - THE BEVERLY HILLS HOTEL	08201771	HOTEL RESERVATIONS/DINNER FOR EMPLOYEE AWARDS BANQUET AGREEMENT 464-07, EXPIRES 02/27/08.	24,500.00	01/10/2008	N	Staff
10000163 - ECIVIS LLC	08202030	GRANT SEARCH NETWORK LICENSE AND SUPPORT	18,000.00	02/27/2008	N	Staff
10000191 - H W HUNTER INC	08201820	CALIFORNIA TIRE FEE	29,514.97	01/23/2008	N	Staff
		DELIVERY FEE				
		VEHICLE - 2008 DODGE CHARGER R/T SEDAN FOR DIVISION 0102303. SPECIFICATIONS ARE PER QUOTE BY PAUL HARPER 661.810.8635.				
10001673 - M & C SAATCHI - L A	08200776	STYLE GUIDE TRAINING SESSIONS WITHIN THE SCOPE OF WORK OF THE AGREEMENT UNDER BRANDING GUIDELINES.	11,850.00	03/04/2008	N	Staff
10002180 - CARL WALKER INC	08202008	CONTINGENCY	33,000.00	02/22/2008	N	Staff

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10002180 - CARL WALKER INC...	08202008...	ROXBURY PARK MASTER PLAN -PARKING CONSULTING SERVICES	33,000.00 ...	02/22/2008..	N...	Staff...
10002340 - C G CONSTRUCTION INC	06203616	ENCUMBER $24,450. FAST TRACK. STAFF ERROR IN THE AMOUNT DISENCUMBERED IN CHANGE ORDER #2 PER DAVID SCHIRMER.	24,450.00	03/17/2008	N	Staff
10003627 - PARADISE CHEVROLET	08201906	CALIFORNIA TIRE FEE.	38,686.77	02/01/2008	N	Staff
		DELIVERY FEE.				
		VEHICLE - 2008 CHEVROLET SUBURBAN 4WD 4DR 2500 LT WITH 1LT CK2090. SPECIFICATIONS PER QUOTE BY BOB LEWIS 800.433				
10004224 - ERIKA D. SAFCHIK	08201760	INSTRUCTOR- YOUTH ACTING CLASSES - BLANKET PO.	10,000.00	01/09/2008	N	Staff
10004241 - ERM-WEST, INC	08201929	COLDWATER CANYON RESERVIOR PROJECT - ENVIRONMENTAL/SOILS SAMPLING SERVICES	25,500.00	02/06/2008	N	Staff
10004424 - JARRET S ZELLEA	08201913	INSTRUCTOR - CHILDREN'S ROCK BAND. BLANKET PO	10,000.00	02/05/2008	N	Staff
10004515 - CHARLIE SCOLA	08201758	CATERING SERVICES FOR GARDEN & DESIGN COCKTAIL RECEPTION 10/25/07.	14,363.78	01/08/2008	N	Staff
		CATERING SERVICE FOR TEAM BEVERLY HILLS PER GISELE GRABLE. 3/04/08.		03/04/2008	N	Staff
10004640 - VISTA FORD OF OXNARD LLC	08201863	CALIFORNIA TIRE FEE	41,033.34	01/29/2008	N	Staff
		VAN - 2008 FORD E450 CAB AND CHASSIS WITH A MORGAN OLSON WALK-IN BODY FOR DIVISION # 8405401.				
10004655 - BUSS-SHELGER ASSOCIATES	08201844	APPRAISAL OF 6739 W OLYMPIC BLVD, 331 FOOTHILL ROAD, & 470 N CANON DR.	13,000.00	01/24/2008	N	Staff
10004690 - BRYAN A STIRRAT & ASSOCIATES	08201994	ENGINEERING SERVICES IN CONNECTION WITH FLOOD PROTECTION ANALYSIS AND DRAINAGE STUDIES IN THE CITY FROM OCTOBER 24, 2007 THROUGH JUNE 30, 2008	35,000.00	02/20/2008	N	Staff
10004722 - GEOTECHNOLOGIES INC.	08201967	CONTINGENCY	14,200.00	02/13/2008	N	Staff

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10004722 - GEOTECHNOLOGIES INC....	08201967...	GEOTECHNICAL SERVICES- 400 N. CRESCENT DRIVE PARKING STRUCTURE	14,200.00 ...	02/13/2008..	N...	Staff...
10004736 - GREEN DINOSAUR LLC	08201911	LEED CONSULTING SERVICES-T-LOT GARDENS BUILDING & PARKING GARAGE	19,900.00	02/05/2008	N	Staff
10004743 - MARK PINKEL	08201879	CHARACTER GENERATOR REPLACEMENT FOR THE CITY HALL CONTROL ROOM. A DISCOUNT OF $856 IS INCLUDED IN THE TOTAL.	17,860.17	01/28/2008	N	Staff
		FREIGHT CHARGES				
10004766 - SAN FERNANDO VALLEY AUTOMOTIV	08201905	CALIFORNIA TIRE FEE	28,809.28	02/01/2008	N	Staff
		DELIVERY FEE.				
		VEHICLE - SEDAN, MID-SIZE 2008 PONTIAC GRAND GXP 1SA, INCLUDING ALL EQUIPMENT LISTED AS STANDARD BY THE MANUFACTURER. SPECIFICATIONS ARE PER HUMBERTO MORANTE				
	08202160	CALIFORNIA TIRE FEE	30,420.04	03/20/2008	N	Staff
		DELIVERY FEE				
		VEHICLE - 2008 PONTIAC G8 GT MID-SIZE SEDAN, INCLUDING CITY SPECIFIED OPTIONS. SPECIFICATIONS ARE PER QUOTE BY NUMBERTO MORANTE 818.267.1408.				
10004838 - APPLIED BUSINESS SOFTWARE, INC	08202010	LOAN SERVICING SOFTWARE, 4 LICENSES	23,196.89	02/22/2008	N	Staff
		LOAN SOFTWARE MAINTENANCE & SUPPORT				
10004904 - WILDING WALLBEDS, LLC	08202017	WALLBEDS- FIRE STATION HEADQUARTERS	21,149.57	02/25/2008	N	Staff
10004908 - KATEK SOLUTIONS	08202053	COMPUTER SERVER- IBM X3650 IN SUPPORT THE AUTOMATED LICENSE PLATE OGNITION PROJECT.	12,694.37	03/03/2008	N	Staff
10004910 - WEST COVINA AUTO GROUP, LLC	08202036	CALIFORNIA TIRE FEE.	29,935.66	02/28/2008	N	Staff
		VEHICLE - 2008 TOYOTA CAMRY HYBRID SEDAN "B" PACKAGE. SPECIFICATIONS ARE PER QUOTE BY TESS DAMASO 626.319.8628.				

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Vendor No. and Vendor Name	PO Number	PO Purpose	PO Amount	Date	Blanket	Aprvd by
10004910 - WEST COVINA AUTO GROUP, LLC...	08202164	VEHICLE - 2009 TOYOTA CAMRY HYBRID SEDAN "B" PACKAGE. SPECIFICATIONS ARA PER QUOTE BY TESS DAMASSO 626.319.8628.	30,185.66	03/20/2008	N	Staff
10004923 - PIXELPUSHERS INC	08202078	WEBSITE DESIGN - LICENSING, INSTALLATION, CONFIGURATION OF A WEB CONTENT MANAGEMENT SYSTEM FOR THE CITY'S INTERNET & INTRANET WEBSITES &	44,190.00	03/10/2008	N	Staff
10004977 - ENFORCEMENT TECHNOLOGY GROU	08202150	5 CAMERA THROW PHONE SYSTEM DIRECT LINK BRAND CRISIS RESPONSE THROW PHONE	13,531.25	03/18/2008	N	Staff
10005007 - WESTFALL COMMERCIAL FURNITURI	08202139	FURNITURE RELATED TO FIRE STATION #3 REMODEL	16,170.77	03/17/2008	N	Staff
16285 - MELVYN GREEN & ASSOCIATES INC	08201742	ENGINEERING SERVICES IN CONNECTION WITH VARIOUS PROJECTS IN THE CITY (07/01/06 - 06/30/08).	10,000.00	01/04/2008	N	Staff
20132 - KEYSER MARSTON ASSOCIATES INC	08202173	DEVELOPMENT CONSULTANT - SERVICES AS RELATED TO SEVERAL CITY PROGRAMS	50,000.00	03/24/2008	N	Staff
26301 - ACCOUNTEMPS	08202095	TEMPORARY STAFFING FOR BUSINESS TAX RENEWALS	12,500.00	03/10/2008	N	Staff
27940 - REHRIG PACIFIC CO	08201935	REFUSE CONTAINERS, 95 GALLON, FOR MIXED WASTE AND GREEN WASTE TO REPLACE OLD/BROKEN CONTAINERS - BLANKET PO.	12,000.00	02/07/2008	N	Staff
31314 - JEWISH FAMILY SERVICES	08202101	SENIOR CASE MANAGEMENT FOR CDBG PROGRAM UNDER THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974	40,167.00	03/10/2008	N	Staff
32523 - FEHR & PEERS	08202169	CONSULTING CHARGES FOR 231-265 N. BEVERLY DRIVE PARKING MANAGEMENT PLAN	18,396.00	03/20/2008	N	Staff
33646 - HF&H CONSULTANTS, LLC	08201900	SOLID WASTE CONSULTING SERVICES AS NEEDED - BLANKET PO.	50,000.00	01/31/2008	N	Staff
33703 - VAN DIJK AND ASSOCIATES INC	08201958	ROOF AND WATERPROOFING CONSULTING FOR VEHICLE SHOP AT 9355 W THIRD	15,000.00	02/11/2008	N	Staff
34548 - GRIFFITH COMPANY	07202505	RETENTION FINAL PAYMENT; WAS INADVERTENTLY CLOSED BY PUBLIC WORKS PER ARA MALOYAN.	27,258.49	03/25/2008	N	Staff

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36872 - LAIDLAW TRANSIT INC	08201796	RENTALS - BUS TRANSPORTATION. BLANKET PO	20,000.00	01/15/2008	N	Staff
37346 - FEDERAL APD INC	08201985	CITY PARKING GARAGE REVENUE CONTROL EQUIPMENT PARTS(CLUTCH STOP, BAR CODE INTERFACE, LED BAR CODE READER, BAR CODE SPITTER CABLE) & BENCH WORK FOR	20,000.00	02/19/2008	N	Staff
		LABOR - SERVICE AND MAINTENANCE.				
37444 - ALLSTEEL INC	08201887	FURNITURE RELATED TO FIRE STATION #3 REMODEL	15,437.68	01/29/2008	N	Staff
	08202163	FURNITURE RELATED TO FIRE STATION #3 REMODEL	16,170.77	03/20/2008	N	Staff
41565 - PSOMAS & ASSOCIATES	08202066	ENGINEERING SERVICES RELATED TO THE PREPARATION OF PLANS AND SPECIFICATIONS FOR THE RECONSTRUCTION OF HAYMAN LANE NORTH OF WILSHIRE BOULEVARD (BETWEEN	49,618.00	03/05/2008	N	Staff
41641 - DOWNTOWN FORD	08201747	CALIFORNIA TIRE FEES.	45,508.42	01/08/2008	N	Staff
		DELIVERY FEES.				
		TRUCK, PICK UP, EXTRA CAB, 2WD, 2008 FORD F250 FOR DIVISION 0106908. SPECIFICATIONS ARE PER QUOTE BY DAVE FORBESS 916.442.6931.				
		TRUCK, PICK UP, EXTRA CAB, 2WD, 2008 FORD F250 FOR DIVISION 8006003. SPECIFICATIONS ARE PER QUOTE BY DAVE FORBESS 916.442.6931.				
43859 - BEVERLY HILLS WEEKLY	08202147	NEWSPAPER ADVERTISING FOR OFFICE OF COMMUNICATIONS - BLANKET PO	10,000.00	03/18/2008	N	Staff
43975 - NEXTEL / SPRINT	08201780	ADMINISTRATION-WIRELESS PHONE CHARGES - BLANKET PO	17,832.00	01/11/2008	N	Staff
		DETECTIVE BUREAU-WIRELESS PHONE CHARGES - BLANKET PO				
		EMERGENCY SERVICE BUREAU-WIRELESS PHONE CHARGES - BLANKET PO				

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43975 - NEXTEL / SPRINT...	08201780...	IDENTIFICATION BUREAU-WIRELESS PHONE CHARGES - BLANKET PO	17,832.00 ...	01/11/2008..	N...	Staff...
		INTELLIGENCE UNIT-WIRELESS PHONE CHARGES - BLANKET PO				
		PATROL BUREAU-WIRELESS PHONE CHARGES - BLANKET PO				
		SPECIAL PROJECTS DETAIL-WIRELESS PHONE CHARGES - BLANKET PO				
		TRAFFIC BUREAU-WIRELESS PHONE CHARGES - BLANKET PO				
44484 - RBF CONSULTING	08201773	CONSULTING SERVICES FOR VARIOUS CITY PROJECTS	20,000.00	01/10/2008	N	Staff
45373 - COLOR ILLUSION INC	08201836	1000 POSTCARDS FOR FARMERS' MARKET. BLANKET PO	24,900.00	01/22/2008	N	Staff
		1000 POSTCARDS FOR PUBLIC ART/FINE ARTS COMMISSION EVENT. BLANKET PO				
		25,000 POSTCARDS FOR AFFAIRE IN THE GARDENS, TWICE YEARLY. BLANKET PO				
		8,000 BROCHURES FOR SUMMER CAMP PROGRAM. BLANKET PO				
		SHIRTS, INCLUDING PRINTING ON FRONT & BACK, TWICE YEARLY, FOR AFFAIRE IN THE GARDENS. BLANKET PO				
45500 - AVALON COMMUNICATIONS	08201976	PRINTING OF COMMUNITY NEWSLETTER FEB. 2008	10,525.85	02/14/2008	N	Staff
	08202180	MAILING AND COMPUTER SERVICES FOR 20,000 STATE MANDATED CONSUMER CONFIDENCE REPORT - BLANKET PO.	12,609.78	03/25/2008	N	Staff
		PRINTING AND MAILING OF STORMWATER NOTICES (POSTCARDS).				
		PRINTING AND MAILING SERVICES FOR THE UTILITY RATE INCREASE NOTICES - BLANKET PO.				
45888 - MACRO AUTOMATICS CORP	08202041	WATER TELEMETRY SCADA SYSTEM MAINTENANCE & UPGRADE AS NEEDED-BLANKET PO.	40,000.00	03/04/2008	N	Staff

Date: 4/1/08

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		Total:	**1,274,494.12**			