

MEMORANDUM

Department of Public Works



To: Tom Williams, City Manager
From: Nina Hawk, Public Works Director
Subject: Public Works Activity Report – February 2016
Date: March 10, 2016

Events, Training, and Coordination

- Grinder and Saw Safety (Fleet Maint)
- Aerial Lift Inspections (Fleet Maint)
- 2/10 Customer Service Training (Department wide)
- 2/17 & 2/24 VTA/UPRR Worker Protection Training (Utilities)
- 2/9 RGS Management Academy Training (Management)

Maintenance & Operations Productivity

- Public Works Customer service requests responded to: 119
- Emergency call backs responded to (not included in above total) 18
- Facilities maintenance service requests responded to: 27

Facilities Maintenance

- Service calls for mechanical/electrical/plumbing repairs 1/1/2
- Facility Set-Ups/Office Furniture 3/2
- Door-Lock Service Calls 3

Streets/Traffic Maintenance

- Graffiti removal service responses 12
- Street pothole repair responses 40
- Sign repairs & new installations 15
- Street lights maintained/repaired 4581/81
- Traffic signals maintained/repaired 71/25
- Underground electrical power locates 141

Utility Maintenance

- Pump station repairs (water/storm/sewer) 4/4/1
- Water/storm water samples collected and analyzed 163/0
- Water meters set/replaced/repared 0/2/0
- Water line repairs 3
- Fire hydrants serviced/repared/replaced 1/2/0
- Backflow devices tested/repared 0/0
- Sewer line cleaned 21,470 ft
- Storm drain catch basins cleaned/inspected 13/13
- Storm line cleaned 300
- Underground utility locates 71

Significant Events

- 2/19 SSO at The Crossings on Capital Ave
 - Caused by BART debris in mainline from a buried manhole on BART campus
 - Manholes all located and raised to grade on Campus
- 2/24 SSO at Tularcitos Creek west of I680 S bound onramp
 - Caused by blockage of mainly diaper wipes

- Creek cleaned up on 2/24 & 2/25
- Flyer created and distributed to upstream homes on 2/26

Parks and Street Landscaping Contract Maintenance

• Weed control program (seasonal work outside of parks) (David)	200 hrs
• Street trees planted/removed	0/4
• Street trees pruned	17
• Street trees inspected	40
• Street trees stump grinded	4
• Turf mowed	500 acres

Fleet Maintenance

▪ Repair Orders Completed	62
▪ Preventative Maintenance	64
▪ Units in Service	613