

CITY OF MILPITAS

1265 North Milpitas Blvd. – Milpitas, California 95035

408-586-2600

milpitasworks@ci.milpitas.ca.gov

www.ci.milpitas.ca.gov



PUBLIC WORKS DEPARTMENT

Monthly Report – November 2018

Training

All Staff: 11/1 PG&E First Responder; 11/27 Forklift

Fleet: 11/1 Call before you dig and 11/15 Job Analysis

**Public Works Department
Monthly Report
November 2018**

Department Statistics

Department Statistics	November 2018	October 2018	% Change
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Administration

Provides phone (408-586-2600), e-mail (MilpitasWorks@ci.milpitas.ca.gov) and MyMilpitas application customer service support, including work order creation and dispatch of field staff. Provides administrative support to all divisions within the Public Works Department.

Number of phone calls received			
Number of MilpitasWorks e-mails/MyMilpitas App requests received			
Number of work orders created			
Public Works Customer service requests closed	162		
Emergency call backs responded to (<u>not</u> included in above total)			

Facilities Maintenance

Maintains City buildings and grounds, including building systems (plumbing, electrical, heating, air conditioning, and ventilation; and backup power). Sets up rooms for rental groups and meetings. Manages custodial and janitorial services.

Facilities maintenance service requests responded to	58	85	-31.76%
Service calls for mechanical repairs	1		
Service calls for electrical repairs	1	1	0.00%
Service calls for plumbing repairs	3	5	-40.00%
Facility Set-Ups	3	20	-85.00%
Office Furniture	4	8	-50.00%
Door-Lock Service Calls	6	4	50.00%
Lights replaced	6	12	-50.00%
Misc.	34	35	-2.86%

Fleet Maintenance

Maintains and repairs City vehicles and motorized equipment including police vehicles, fire apparatus, construction equipment, mowers, and communication radios.

Repair Orders Completed	85	127	-33.07%
Preventative Maintenance	37	83	-55.42%
Total Work Orders	48	44	9.09%
Average Shop Downtime	1.58	1.72	-8.14%
Units in Service	632	633	-0.16%
New Units in Service (Licensed)		1	-100.00%
New Units in Service (Not Licensed)		0	
Out of Service	1	0	
Vehicle Accidents	1	2	-50.00%

Streets/Traffic Maintenance

Maintains the City's traffic signal system, traffic signs, street lights, paved roadways, and pavement markings in accordance with the Clean & Safe Streets program and State Code requirements. Provides sidewalk repair, right-of-way weed abatement, and graffiti removal.

Miscellaneous			
Tree Assistance/Call Outs		10	-100.00%
Special Service Requests	1	2	-50.00%
Graffiti removal	8	3	166.67%
Training/Safety meetings	6	7	-14.29%
Debris pickup	32	41	-21.95%
Dump runs	11	3	266.67%
Traffic signals and Lighting			
Streetlight LED Replacement	79		
Street lights maintained	0	144	-100.00%
Street lights repaired	12	10	20.00%
Traffic signals maintained	0	0	
Traffic control cabinets maintained	2	0	
Radar repairs	0	0	
Traffic signals repaired	6	7	-14.29%
USA Locates electrical	149	279	-46.59%
Pedestrian flashing Beacons	0	0	
Streets and Sidewalks			
Pothole repair	11	23	-52.17%
Asphalt saw cut (Square Feet)	120	200	-40.00%
Asphalt repair (Tons)	16	14	14.29%
Sidewalk grinding	0	15	-100.00%
Sidewalk replace (square feet)	88	162	-45.68%
Signage and Pavement Markings			
Custom Signs Streets	13	15	-13.33%
Custom signs Fleet	0	12	-100.00%
Custom signs facilities	0	1	-100.00%
Custom signs Parks	2	15	-86.67%
Sign repairs	42	95	-55.79%
New Sign installations	0	2	-100.00%
Red curb painting (linear feet)	0	146	-100.00%
Buttons set	0	0	
Stenciled legends	0	0	
Striping (linear feet)	0	200	-100.00%

Parks, Trees and Landscape Maintenance

Maintains more than 15,400 tree sites and 125 acres of median landscaping, including City tree planting and pruning, trails, and litter control. Provides park maintenance for more than 170 acres of parkland, including playgrounds, picnic areas, athletic fields, pathways, landscaping, park restrooms, park trees, lagoons, and parking lots.

Trees			
trees planted	0	0	
trees removed	13	4	225.00%
pruned - In-house	78	46	69.57%
Pruned - Contract Services	451	44	925.00%
trees inspected	85	52	63.46%
tree stumps grinded	2	3	-33.33%
Roots pruned	0	0	
Street Landscape and Right of Ways			
Weed abatement (# of locations)	15	3	400.00%
Street Landscape Maintenance per month (# of locations)	2	15	-86.67%
Street landscape Irrigation Repairs	41	63	-34.92%
Trails Maintained	1	0	
Parks			
Parks Maintained per month In House	45	45	0.00%
Parks Maintained per month Contract Services	130	130	0.00%
Park Irrigation Repairs	43	33	30.30%
Park Vandalism Incidents	25	2	1150.00%
Park Lighting Repairs	4	9	-55.56%
Miscellaneous			
Special Service Requests	6	7	-14.29%
Graffiti removal	7	16	-56.25%
Traning/Safety meetings	5	7	-28.57%
Debris pickup	2	1	100.00%
Dump runs	17	30	-43.33%

Utility Maintenance

Operates and maintains the water distribution system, including 206 miles of water lines, 4 pumping stations, 5 storage reservoirs, and numerous pressure valves regulating 7 pressure zones, to deliver 1 1 million gallons per day of potable water to 19,000 accounts. Operates and maintains the sewer collection system, including 175 miles of sewer lines and 2 pumping stations to discharge 8 million gallons per day to the San Jose/Santa Clara Regional Wastewater Facility. Operates and maintains the stormwater collection system, including 105 miles of storm pipe and 13 pump stations to transmit storm water through the levees to creeks. Marks out locations of City’s underground utilities (water, sewer, storm, and traffic communication fiber) to protect against construction damage to these underground assets.

Pump station repairs (water)	3	3	0.00%
Pump station repairs (storm)	2	0	
Pump station repairs (sewer)	0	0	
Potable water samples collected and analyzed	163	166	-1.81%
Storm water samples collected and analyzed	0	0	

Water meters set	0	0	
Water meters replaced	18	2	800.00%
Water meters repaired	2	2	0.00%
Water line repairs	4	8	-50.00%
Fire hydrants serviced	8	6	33.33%
Fire hydrants repaired	0	2	-100.00%
Fire hydrants replaced	0	1	-100.00%
Backflow devices tested	0	0	
Backflow devices repaired	0	0	
Sewer line cleaned (ft.)	15840	24770	-36.05%
Storm drain catch basins cleaned	240	0	
Storm drain catch basins inspected	240	0	
Storm line cleaned (ft.)	520	0	
Underground utility locates	80	95	-15.79%
Storm manhole repaired			

Utility Engineering

Provides engineering support to Utility Operations and Maintenance staff and assists with plan review to ensure protection existing utility infrastructure. Manages the City's FOG, Water Conservation, and Backflow Prevention programs. Ensure safety and operability of water, sewer, and storm water systems in compliance with regional, State, and Federal rules. Manages the City's asset management program for water, sewer, storm, and recycled water which includes detailed asset inventories, evaluating the condition of assets, and long-range planning.

Water Conservation (from 2013 baseline)	23%	27%	
Development Plan Reviews Completed	15	12	25.00%
Applications sent to SBWR	2	1	100.00%
Recycled water plans reviewed	0	2	-100.00%
Recycled water plans sent to State/SBWR	0	2	-100.00%
Authorization letters received from South Bay Water Recycling	2	1	100.00%
Recycled Water permits received from South Bay Water Recycling	2	4	-50.00%
Recycled water plans approved by the State	1	2	-50.00%
Sanitary sewer discharge permits reviewed and approved	1	0	
SBWR inspection forms submitted for non-complaint sites	3		

CONTACT US

Business Hours: Monday-Friday: 7am – 5pm
Call or Text us at (408) 586-2600
E-mail us MilpitasWorks@ci.milpitas.ca.gov
(Please **DO NOT** e-mail urgent/emergency issues)

Urgent Issues Outside of Business Hours
(Monday-Friday 5pm - 7am, Weekends, & Holidays)
Non-Emergency Police Dispatch: (408) 586-2400

OTHER RESOURCES

For questions about utility (water, sewer, trash, or recycling) billing or setting up accounts, please contact the Finance Department at (408) 586-3100

For issues along 680, 880, 237, or the freeway on/off ramps, please contact Caltrans District 4 office at (510) 286-4444.

For issues on Montague Expressway, please contact Santa Clara County Roads and Airports at (408) 494-2750.

For dead animal pickup, please contact San Jose Animal Care and Services at (408) 794-7297.

For questions regarding Calaveras Road closure near the Calaveras Reservoir, please contact San Francisco Public Utilities Commission (SFPUC) at 866-973-1476