

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 – October 2018

Accomplishments

Streets: Assigned streetlight pole numbers to Edge project, Watson Ct and Tarob Ct updated in GIS;

Parks, Trees & Landscape: Repaired damaged reclaimed water line and replaced reclaimed water signage at Tom Evatt Park

Fleet: Completed emergency equipment installation for new Ford Utility for Police

Significant Incidents, Events, & Information

Trees & Landscape: 10/24/18 started pre-emergent application on irrigated medians

Streets: Traffic signal hit and run on Abel at Serra;
Repaired large road failure on Upper Calaveras Rd.

Training

All Staff: 10/9 and 10/25 - CPR/First Aid Classes certified 13 DPW staff; 10/31 Forklift training for field staff

Fleet: 10/4 Ladder Safety and 10/18 Laboratory Safety

Trees & Landscape: Aqua Master pesticide training

**Public Works Department
Monthly Report
October 2018**

Department Statistics

| Department Statistics | October 2018 | September 2018 | % Change |
|-----------------------|-----------------|-------------------|-------------|
|-----------------------|-----------------|-------------------|-------------|

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 | | 131 | -100.00% |
| Number of work orders created | | 318 | -100.00% |
| Public Works Customer service requests closed | | 227 | -100.00% |
| 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 | 85 | 25 | 240.00% |
| Service calls for mechanical repairs | | | |
| Service calls for electrical repairs | 1 | | |
| Service calls for plumbing repairs | 5 | 2 | 150.00% |
| Facility Set-Ups | 20 | 1 | 1900.00% |
| Office Furniture | 8 | 2 | 300.00% |
| Door-Lock Service Calls | 4 | 1 | 300.00% |
| Lights replaced | 12 | 2 | 500.00% |
| Misc. | 35 | 17 | 105.88% |

Fleet Maintenance

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

| | | | |
|--------------------------------------|------|------|---------|
| Repair Orders Completed | 127 | 77 | 64.94% |
| Preventative Maintenance | 83 | 53 | 56.60% |
| Total Work Orders | 44 | 130 | -66.15% |
| Average Shop Downtime | 1.72 | 1.92 | -10.42% |
| Units in Service | 633 | 632 | 0.16% |
| New Units in Service (Licensed) | 1 | 1 | 0.00% |
| New Units in Service (Not Licensed) | 0 | 0 | |
| Out of Service | 0 | 0 | |

| | | | |
|---|-----|-----|----------|
| Vehicle Accidents | 2 | 1 | 100.00% |
| 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 | 0 | |
| Special Service Requests | 2 | 3 | -33.33% |
| Graffiti removal | 3 | 8 | -62.50% |
| Training/Safety meetings | 7 | 0 | |
| Debris pickup | 41 | 26 | 57.69% |
| Dump runs | 3 | 0 | |
| Traffic signals and Lighting | | | |
| Street lights maintained | 144 | 0 | |
| Street lights repaired | 10 | 55 | -81.82% |
| Traffic signals maintained | 0 | 7 | -100.00% |
| Traffic control cabinets maintained | 0 | 0 | |
| Radar repairs | 0 | 0 | |
| Traffic signals repaired | 7 | 17 | -58.82% |
| USA Locates electrical | 279 | 140 | 99.29% |
| Pedestrian flashing Beacons | 0 | 2 | -100.00% |
| Streets and Sidewalks | | | |
| Pothole repair | 23 | 2 | 1050.00% |
| Asphalt saw cut (Square Feet) | 200 | 201 | -0.50% |
| Asphalt repair (Tons) | 14 | 35 | -60.00% |
| Sidewalk grinding | 15 | 12 | 25.00% |
| Sidewalk replace (square feet) | 162 | 0 | |
| Signage and Pavement Markings | | | |
| Custom Signs Streets | 15 | 8 | 87.50% |
| Custom signs Fleet | 12 | 8 | 50.00% |
| Custom signs facilities | 1 | 1 | 0.00% |
| Custom signs Parks | 15 | 6 | 150.00% |
| Sign repairs | 95 | 30 | 216.67% |
| New Sign installations | 2 | 10 | -80.00% |
| Red curb painting (linear feet) | 146 | 0 | |
| Buttons set | 0 | 0 | |
| Stenciled legends | 0 | 5 | -100.00% |
| Striping (linear feet) | 200 | 0 | |

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 | 1 | -100.00% |
| trees removed | 4 | 2 | 100.00% |
| pruned - In-house | 46 | 18 | 155.56% |
| Pruned - Contract Services | 44 | 0 | |
| trees inspected | 52 | 4 | 1200.00% |
| tree stumps grinded | 3 | 6 | -50.00% |
| Roots pruned | 0 | 0 | |
| Street Landscape and Right of Ways | | | |
| Weed abatement (# of locations) | 3 | 2 | 50.00% |
| Street Landscape Maintenance per month (# of locations) | 15 | 11 | 36.36% |
| Street landscape Irrigation Repairs | 63 | 43 | 46.51% |
| Trails Maintained | 0 | 2 | -100.00% |
| Parks | | | |
| Parks Maintained per month In House | 45 | 36 | 25.00% |
| Parks Maintained per month Contract Services | 130 | 104 | 25.00% |
| Park Irrigation Repairs | 33 | 21 | 57.14% |
| Park Vandalism Incidents | 2 | 2 | 0.00% |
| Park Lighting Repairs | 9 | 5 | 80.00% |
| Miscellaneous | | | |
| Special Service Requests | 7 | 7 | 0.00% |
| Graffiti removal | 16 | 22 | -27.27% |
| Traning/Safety meetings | 7 | 5 | 40.00% |
| Debris pickup | 1 | 4 | -75.00% |
| Dump runs | 30 | 19 | 57.89% |

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 | 2 | 50.00% |
| Pump station repairs (storm) | 0 | 5 | -100.00% |
| Pump station repairs (sewer) | 0 | 5 | -100.00% |
| Potable water samples collected and analyzed | 166 | 163 | 1.84% |
| Storm water samples collected and analyzed | 0 | 0 | |

| | | | |
|------------------------------------|-------|-------|----------|
| Water meters set | 0 | 0 | |
| Water meters replaced | 2 | 5 | -60.00% |
| Water meters repaired | 2 | 0 | |
| Water line repairs | 8 | 17 | -52.94% |
| Fire hydrants serviced | 6 | 16 | -62.50% |
| Fire hydrants repaired | 2 | 1 | 100.00% |
| Fire hydrants replaced | 1 | 0 | |
| Backflow devices tested | 0 | 0 | |
| Backflow devices repaired | 0 | 0 | |
| Sewer line cleaned (ft.) | 24770 | 42455 | -41.66% |
| Storm drain catch basins cleaned | 0 | 25 | -100.00% |
| Storm drain catch basins inspected | 0 | 25 | -100.00% |
| Storm line cleaned (ft.) | 0 | 10 | -100.00% |
| Underground utility locates | 95 | 30 | 216.67% |
| Storm manhole repaired | 0 | 0 | |

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) | 27% | 22% | | |
| Development Plan Reviews Completed | 12 | 12 | 0.00% | |
| Recycled water plans reviewed | 1 | 2 | -50.00% | |
| Recycled water plans sent to State/SBWR | 2 | 2 | 0.00% | |
| Authorization letters received from South Bay Water Recycling | 2 | 1 | 100.00% | |
| Recycled Water permits received from South Bay Water Recycling | 1 | 0 | | |
| Recycled water plans approved by the State | | 4 | 2 | 100.00% |
| Sanitary sewer discharge permits reviewed and approved | | 2 | 0 | |

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