

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 – February 2019

Accomplishments
Utilities Maintenance: Completed installation of 30 Smart Covers on manholes.
Trees & Landscape: 2 staff passed their Qualified Applicator License exam for pesticide application
Streets: 113 streetlights converted to LED in the Manor area
Utilities Engineering: Completed South Bay Water Recycling work plan for FY19-20 Water bottle refill station documents were completed and Purchasing has posted the project for public bid Submitted the FY19-20 Mass Emission Report to City of San Jose Regional Wastewater Facility (RWF)
Facilities: Pressure washed the Milpitas Library Parking Garage
Significant Incidents, Events, & Information
Utilities Maintenance: Positive hit on BacT on station 50 on Feb 11 - repeat samples showed as clean, area was flushed as precaution. Clogged storm drain on Vista was caused by filter fabric, sediment, and pine needles from nearby pine tree - a trash capture device was installed to prevent future clogging/flooding
Trees & Landscape: Mike Davis Landscape under contract for Sinclair Frontage landscape repair and work is underway; Softball and baseball fields are being prepared for Bobbie Sox and Little League play; Brightview Landscape is under contract for Hall Park repairs and project is underway
Streets: Street light repair project at California Circle is 75% complete; Pavement marking contract extension completed; Soundwall at Main Street and Abel damaged by vehicle collision, repair contract scope is in development
Administration: 2/20 Energy & Environmental Sustainability Commission Meeting
Training
Trees & Landscape: 2/7 - hosted Playground Safety and Maintenance class with York Risk Management - more than 25 staff from 6 agencies attended; 2/21 - Recycled water site inspector training
Fleet: 2/7 - Vehicle Hoist Safety; 2/21- Brake Lathe Safety
Utilities Maintenance: Smart Cover training for sewer hydro crew; Water Distribution Certification review classes held on Wednesdays/Thursdays for staff taking certification exam in March
Facilities: Senior Lead attended 4-day HVAC & Boiler training; Water heater safety tailgate

**Public Works Department
Monthly Report
February 2019**

Department Statistics

Department Statistics	February 2019	January 2019	% 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	87	253	-65.61%
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	41	58	-29.31%
Service calls for mechanical repairs	2	2	0.00%
Service calls for electrical repairs	1	2	-50.00%
Service calls for plumbing repairs	0	5	-100.00%
Facility Set-Ups	12	1	1100.00%
Office Furniture	2	4	-50.00%
Door-Lock Service Calls	2	3	-33.33%
Lights replaced	7	9	-22.22%
Misc.	15	32	-53.13%

Fleet Maintenance

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

Repair Orders Completed	48	51	-5.88%
Preventative Maintenance	81	73	10.96%
Total Work Orders	129	124	4.03%
Average Shop Downtime	1.98	1.93	2.59%
Units in Service	637	636	0.16%
New Units in Service (Licensed)	1	0	#VALUE!
New Units in Service (Not Licensed)	0	4	#VALUE!
Out of Service	0	0	
Vehicle Accidents	1	3	-66.67%

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	0	0	
	Special Service Requests	0	60	-100.00%
	Graffiti removal	5	0	
	Training/Safety meetings	4	5	-20.00%
	Debris pickup	23	27	-14.81%
	Dump runs	3	9	-66.67%
	Traffic signals and Lighting			
	Streetlight LED Replacement	113	83	36.14%
	Street lights maintained	0	0	
	Street lights repaired	8	61	-86.89%
	Traffic signals maintained	3	6	-50.00%
	Traffic control cabinets maintained	1	0	
	Radar repairs	0	0	
	Traffic signals repaired	0	2	-100.00%
	USA Locates electrical	165	141	17.02%
	Pedestrian flashing Beacons	0	5	-100.00%
	Streets and Sidewalks			
	Pothole repair	62	13	376.92%
	Asphalt saw cut (Square Feet)	0	263	-100.00%
	Asphalt repair (Tons)	0	2.5	-100.00%
	Sidewalk grinding	0	0	
	Sidewalk replace (square feet)	40	172	-76.74%
	Signage and Pavement Markings			
	Custom Signs Streets	6	52	-88.46%
	Custom signs Fleet	0	20	-100.00%
	Custom signs facilities	0	13	-100.00%
	Custom signs Parks	6	0	
	Sign repairs	32	14	128.57%
	New Sign installations	0	0	
	Red curb painting (linear feet)	0	48	-100.00%
	Buttons set	0	0	
	Stenciled legends	0	0	
	Striping (linear feet)	60	0	
	Miscellaneous		0	-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 Contract Services	0		
trees removed In-house	5	14	-64.29%
pruned - In-house	64	48	33.33%
Pruned - Contract Services	207	122	69.67%
trees inspected	63	56	12.50%
tree stumps grinded	9	8	12.50%
Roots pruned	1	0	
Street Landscape and Right of Ways			
Weed abatement (# of locations)	8	10	-20.00%
Street Landscape Maintenance per month (# of locations)	9	16	-43.75%
Street landscape Irrigation Repairs	3	1	200.00%
Trails Maintained	2	2	0.00%
Parks			
Parks Maintained per month In House	9	45	-80.00%
Parks Maintained per month Contract Services	26	130	-80.00%
Park Irrigation Repairs	0	10	-100.00%
Park Vandalism Incidents	3	10	-70.00%
Park Lighting Repairs	5	14	-64.29%
Miscellaneous			
Special Service Requests	7	3	133.33%
Graffiti removal	8	2	300.00%
Traning/Safety meetings	7	5	40.00%
Debris pickup	3	4	-25.00%
Dump runs	13	18	-27.78%

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 11 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)	4	3	33.33%
Pump station repairs (storm)	8	3	166.67%
Pump station repairs (sewer)	5	4	25.00%
Potable water samples collected and analyzed	136	197	-30.96%
Storm water samples collected and analyzed	0	0	
Water meters set	0	0	
Water meters replaced	1	9	-88.89%
Water meters repaired	3	9	-66.67%

Water line repairs	3	15	-80.00%
Fire hydrants serviced	29	22	31.82%
Fire hydrants repaired	0	0	
Fire hydrants replaced	0	0	
Backflow devices tested	0	0	
Backflow devices repaired	0	0	
Sewer line cleaned (ft.)	48975	35610	37.53%
Storm drain catch basins cleaned	119	84	41.67%
Storm drain catch basins inspected	119	84	41.67%
Storm line cleaned (ft.)	0	170	-100.00%
Underground utility locates	127	137	-7.30%
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)	18%	29%	-37.93%
Development Plan Reviews Completed	17	20	-15.00%
Applications sent to SBWR	0	4	-100.00%
Recycled water plans reviewed	7	6	16.67%
Recycled water plans sent to State/SBWR	1	3	-66.67%
Authorization letters received from South Bay Water Recycling	1	1	0.00%
Recycled Water permits received from South Bay Water Recycling	0	0	
Recycled water plans approved by the State	1	0	
Sanitary sewer discharge permits reviewed and approved	0	0	
SBWR inspection forms submitted for non-complaint sites	0	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