

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 – June 2019

Accomplishments
Streets: Traffic signal camera and processor upgrades are ongoing; Repaired large potholes on Landess Avenue
Utilities Engineering: CCR – Completed. CCR posted online and posted for pickup at several City facilities. 2018 EAR Completed and submitted to DDW. Finalized volunteer households (40) to participate in the Household Lead and Copper Water Monitoring Program. Testing scheduled to take place on July 24. Drafted info memo for Council regarding upcoming sampling taking place in July.
Fleet: New fire engine build up; new police car build up
Significant Incidents, Events, & Information
Administration: Training academy for Lead/Senior Worker was completed/
Trees & Landscape, Streets: July 4th preparation: Transported water filled barriers to Sports Center, delivered riot barricades from Police Dept. to Sports Center, gathered and cleaned all traffic control signs needed for road closures, moved rental equipment needed to transport the tiles that cover the artificial turf from the storage area to the Football Field, all other preparation necessary prior to July 4th Celebration.
Training
All Staff: Lead/Sr Worker Academy on 6/5 and 6/20; Confined Space Hands On Training for Utilities Maint/Eng & Facilities on 6/19
Fleet: 6/12 - Shop Tool safety & PPE

**Public Works Department
Monthly Report
June 2019**

Department Statistics

Department Statistics	June 2019	May 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		889	-100.00%
Number of MilpitasWorks e-mails/MyMilpitas App requests received		NA	#VALUE!
Number of work orders created			
Public Works Customer service requests closed	159	155	2.58%
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	29	28	3.57%
Service calls for mechanical repairs	2	5	-60.00%
Service calls for electrical repairs	1	0	
Service calls for plumbing repairs	6	3	100.00%
Facility Set-Ups	2	2	0.00%
Office Furniture	1	2	-50.00%
Door-Lock Service Calls	2	3	-33.33%
Lights replaced	3	6	-50.00%
Misc.	12	7	71.43%

Fleet Maintenance

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

Repair Orders Completed	51	53	-3.77%
Preventative Maintenance	67	85	-21.18%
Total Work Orders	118	138	-14.49%
Average Shop Downtime	1.72	3.14	-45.22%
Units in Service	640	640	0.00%
New Units in Service (Licensed)	0	0	
New Units in Service (Not Licensed)	0	1	-100.00%
Out of Service	0	0	
Vehicle Accidents	0	0	

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	12	-100.00%
Graffiti removal	8	4	100.00%
Training/Safety meetings	0	7	-100.00%
Debris pickup	14	14	0.00%
Dump runs	0	17	-100.00%
Traffic signals and Lighting			
Streetlight LED Replacement	38	20	90.00%
Street lights maintained	0	4	-100.00%
Street lights repaired	11	16	-31.25%
Traffic signals maintained	1	6	-83.33%
Traffic control cabinets maintained	0	1	-100.00%
Radar repairs	0	0	
Traffic signals repaired	15	17	-11.76%
USA Locates electrical	405	232	74.57%
Pedestrian flashing Beacons	0	0	
Streets and Sidewalks			
Pothole repair	0	3	-100.00%
Asphalt saw cut (Square Feet)	48	175	-72.57%
Asphalt repair (Tons)	9.5	9.3	2.15%
Sidewalk grinding	1	0	
Sidewalk replace (square feet)	0	30	-100.00%
Signage and Pavement Markings			
Custom Signs Streets	2	21	-90.48%
Custom signs Fleet	0	4	-100.00%
Custom signs facilities	3	1	200.00%
Custom signs Parks	4	3	33.33%
Sign repairs	12	11	9.09%
New Sign installations	0	24	-100.00%
Red curb painting (linear feet)	96	0	
Buttons set	0	0	
Stenciled legends	496	0	
Striping (linear feet)	6670	0	
Miscellaneous	0	15	-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	9	41	-78.05%
trees removed In-house	9	4	125.00%
pruned - In-house	82	19	331.58%
Pruned - Contract Services	23	0	
trees inspected	138	65	112.31%
tree stumps grinded	12	0	
Roots pruned	0	0	
Street Landscape and Right of Ways		0	
Weed abatement (# of locations)	0	14	-100.00%
Street Landscape Maintenance per month (# of locations)	1	9	-88.89%
Street landscape Irrigation Repairs	1	32	-96.88%
Trails Maintained	1	0	
Parks		0	
Parks Maintained per month In House	10	10	0.00%
Parks Maintained per month Contract Services	20	26	-23.08%
Park Irrigation Repairs	0	25	-100.00%
Park Vandalism Incidents	0	0	
Park Lighting Repairs	0	0	
Miscellaneous		0	
Special Service Requests	4	8	-50.00%
Graffiti removal	0	0	
Training/Safety meetings	2	8	-75.00%
Debris pickup	0	1	-100.00%
Dump runs	3	11	-72.73%

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)	2	3	-33.33%
Pump station repairs (storm)	1	0	
Pump station repairs (sewer)	5	0	
Potable water samples collected and analyzed	163	163	0.00%

Storm water samples collected and analyzed	0	0	
Water meters set	0	0	
Water meters replaced	8	7	14.29%
Water meters repaired	16	4	300.00%
Water line repairs	6	7	-14.29%
Fire hydrants serviced	45	15	200.00%
Fire hydrants repaired	6	0	
Fire hydrants replaced	3	0	
Backflow devices tested	0	0	
Backflow devices repaired	0	0	
Sewer line cleaned (ft.)	27837	42287	-34.17%
Storm drain catch basins cleaned	7	0	
Storm drain catch basins inspected	7	0	
Storm line cleaned (ft.)	0	0	
Underground utility locates	159	196	-18.88%
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)		37%	-100.00%
Development Plan Reviews Completed	11	10	10.00%
Applications sent to SBWR	4	1	300.00%
Recycled water plans reviewed	6	4	50.00%
Recycled water plans sent to State/SBWR	1	1	0.00%
Authorization letters received from South Bay Water Recycling	2	1	100.00%
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