

City of Palm Desert
July, 2025 Procurement Report

Palm Desert Muni Code Chapter 3.30 - Purchasing System and Public Works Contracts

3.30.050-3.30.090	- Public projects, contracted services, professional services, and materials, supplies and equipment may all be awarded/approved by Department Head in best interest of the City up to \$10,000.
	- Annual recurring contracted services, technology, and/or goods exception list may be approved by Finance Director not to exceed \$25,000.
	- Public projects, contracted services, professional services, and materials, supplies and equipment may all be awarded/approved by City Manager in best interest of the City up to \$75,000.
	- Public projects, contracted services, professional services, and materials, supplies and equipment may all be awarded/approved by City Manager in best interest of the City up to \$250,000, if on approved vendor list.
	- Public projects, contracted services, professional services, and materials, supplies and equipment over \$250,000 must be approved by City Council.
	- City Council may authorize City Manager to approve change orders, amendments, and contingency payments as part of their recommendation.

Administrative Contract/Purchase Approval by City Manager or Designee

Date	Vendor Name	Department	Amount	Document Type	Description/Reason	Request Type
7/1/2025	CDW	Information Technology	20,000.00	Purchase Request Form	New equipment purchase such as computers, monitors, printers, and other hardware.	Blanket supply PO for FY 25-26
7/3/2025	Winged Solutions	Public Works	15,000.00	Change Order/Amendment Request	Approval for the final amendment for Civic Center Park bird mitigation services	Annual Contract Renewal
7/3/2025	D&B Supply dba Air Link International	Public Works	14,500.00	Change Order/Amendment Request	Approval for the final amendment for pneumatic tube system services	Annual Contract Renewal
7/3/2025	Hammer Plumbing and Pumping, Inc.	Public Works	11,850.00	Change Order/Amendment Request	Approval for the final amendment for pumping services at Cahuilla Hills Park	Annual Contract Renewal
7/3/2025	Desert Fire Extinguisher Co.	Public Works	15,000.00	Change Order/Amendment Request	Approval to extend Fire System Inspection and Fire Extinguisher Services	Annual Contract Renewal
7/3/2025	The Lock Shop	Public Works	24,500.00	Change Order/Amendment Request	Approval for the final amendment for lock and key services	Annual Contract Renewal
7/3/2025	Peter Griffiths dba Griffiths Fence	Public Works	14,500.00	Change Order/Amendment Request	Approval for the final amendment for miscellaneous park and facilities fence repairs	Annual Contract Renewal
7/3/2025	Desert Tree Spraying	Public Works	16,220.00	Change Order/Amendment Request	Approval for the final amendment for ground squirrel/rat control services	Annual Contract Renewal
7/3/2025	Patton Enterprises, Inc. dba Patton Door & Gate	Public Works	14,500.00	Change Order/Amendment Request	Approval for the final amendment for door preventative maintenance and repair services	Annual Contract Renewal
7/3/2025	DR Hydraulics, Inc.	Public Works	15,000.00	Change Order/Amendment Request	Approval for amendment no.1 for air compressors and advantage lift services	Annual Contract Renewal
7/3/2025	On The Fly Termite and Pest Control, Inc.	Public Works	24,976.00	Change Order/Amendment Request	Approval for amendment no.1 for on-call pest control services	Annual Contract Renewal
7/3/2025	Fiesta Ford	Public Works	5,000.00	Change Order/Amendment Request	Additional funds for r/m of fleet	Annual Contract Renewal
7/3/2025	Dependable Break Room Solutions, Inc.	Public Works	30,000.00	Change Order/Amendment Request	Approval for amendment no.1 for rental of coffee machines and breakroom supplies	Annual Contract Renewal

Date	Vendor Name	Department	Amount	Document Type	Description/Reason	Request Type
7/3/2025	Horizon Lighting	Public Works	50,000.00	Change Order/Amendment Request	Approval for amendment no.1 for electrical and lighting services at City-owned facilities	Annual Contract Renewal
7/3/2025	Tri-Star Contracting II, Inc.	Public Works	138,328.00	Purchase Request Form	Approval for the Civic Center Volleyball Sand Replacement Project	New Request
7/3/2025	V.M. Pool Service & Repair	Housing	46,500.00	Change Order/Amendment Request	Pool maintenance	Amendment
7/3/2025	Pye Barker	Information Technology	3,743.75	Change Order/Amendment Request	Access control system upgrade	Amendment
7/3/2025	PEAC Solutions	Information Technology	40,000.00	Purchase Request Form	Xerox machine costs across City Hall	Annual Contract Renewal
7/3/2025	VisualEdgeIT	Information Technology	27,000.00	Purchase Request Form	Ink and toner for city's Xerox machines across City Hall	Annual Contract Renewal
7/3/2025	TPX Communications	Information Technology	111,000.00	Purchase Request Form	City's Internet connection	Annual Contract Renewal
7/3/2025	Palm Desert Pacific Owner, LLC	Econ Development	79,531.98	Purchase Request Form	Palm Desert Mall CAM charges for Sears building	Annual Contract Renewal
7/7/2025	Charles Taylor Environmental	Public Works	15,000.00	Change Order/Amendment Request	Approval for amendment no.1 for as-needed Hazardous material testing	Annual Contract Renewal
7/7/2025	Kincaid Industries, Inc.	Public Works	75,000.00	Change Order/Amendment Request	Approval for amendment no.1 for on-call plumbing services at City-owned facilities	Annual Contract Renewal
7/7/2025	Disability Access Consultants, LLC	Public Works	49,500.00	Change Order/Amendment Request	Approval for amendment no.1 for ADA consultant services	Annual Contract Renewal
7/7/2025	Vector USA	Information Technology	-	Change Order/Amendment Request	No cost time extension for Aruba install at the Palm Desert Library	Amendment
7/7/2025	Insight	Information Technology	89,638.63	Purchase Request Form	Approval for the annual renewal of the City's Microsoft Licenses and server maintenance	Annual Contract Renewal
7/8/2025	Laptops Anytime	Library Services	7,320.54	Purchase Request Form	Approval for laptop kiosk software and service	Annual Contract Renewal
7/8/2025	Library Ideas	Library Services	3,200.00	Purchase Request Form	Freegal music and streaming services	Annual Contract Renewal
7/8/2025	PEAC Solutions	Library Services	4,800.00	Purchase Request Form	Xerox machine costs for the Library	Annual Contract Renewal
7/8/2025	VisualEdgeIT	Library Services	4,200.00	Purchase Request Form	Ink and toner for the Library	Annual Contract Renewal
7/8/2025	CDW	Information Technology	20,802.63	Purchase Request Form	Approval for renewal of adobe acrobat software	Annual Contract Renewal
7/8/2025	Riverside County Sheriff Dept	City Manager	19,200.00	Purchase Request Form	Fuel costs for police vehicles	Blanket supply PO for FY 25-26
7/8/2025	PVP COMMUNICATIONS INC.	City Manager	8,000.00	Purchase Request Form	Communication gear for police helmet and motorcycles	New Request

Date	Vendor Name	Department	Amount	Document Type	Description/Reason	Request Type
7/8/2025	BMW MOTORCYCLE OF RIVERSIDE	City Manager	15,000.00	Purchase Request Form	Repair and maintenance for police motorcycles	Blanket service PO for FY 25-26
7/8/2025	MOTOWORX GARAGE	City Manager	9,000.00	Purchase Request Form	Repair and maintenance for police vehicles	Blanket service PO for FY 25-26
7/8/2025	BIO TOX LABORATORIES	City Manager	35,000.00	Purchase Request Form	Blood and urine analysis for DUI and drug arrests	Blanket service PO for FY 25-26
7/8/2025	AMERICAN FORENSIC NURSES	City Manager	16,000.00	Purchase Request Form	Blood draws for DUI drug cases	Blanket service PO for FY 25-26
7/8/2025	DEPARTMENT OF JUSTICE	City Manager	6,000.00	Purchase Request Form	Blood alcohol analysis for DUI cases	Blanket service PO for FY 25-26
7/8/2025	EISENHOWER MEDICAL CENTER	City Manager	12,000.00	Purchase Request Form	Medical examinations for victims of abuse	Blanket service PO for FY 25-26
7/8/2025	VisualEdgeIT	Information Technology	72,000.00	Purchase Request Form	Rental cost for Xerox equipment	Annual Contract Renewal
7/8/2025	BRINKS CAPITAL LLC	Finance	16,000.00	Purchase Request Form	Armored transportation services	Annual Contract Renewal
7/10/2025	Desert Air Conditioning, Inc.	Public Works	35,478.00	Purchase Request Form	Installation of a new A/C unit at the YMCA building	New Request
7/10/2025	Horizon Professional Landscape Inc	Public Works	39,000.00	Task Order Request	Installation of approx. 20,000 sqft of sod at the Hovley Soccer Park	New Request
7/10/2025	Rising Realty Partners LP	Econ Development	39,240.00	Change Order/Amendment Request	Parkview Tenant and building management services	Annual Contract Renewal
7/10/2025	Mariposa Landscapes Inc	Public Works	117,787.81	Task Order Request	University Dog Park improvements to the retention basin	New Request
7/10/2025	CDW	Information Technology	195,000.00	Purchase Request Form	Equipment replacement for 60 devices throughout City Hall	Blanket supply PO for FY 25-26
7/10/2025	ORANGEBOY	Library Services	3,500.00	Purchase Request Form	Software tool to capture Library metrics and patron communication	Annual Contract Renewal
7/14/2025	ENTERPRISE HOLDINGS INC	City Manager	30,000.00	Purchase Request Form	Car rentals for Riverside County Sheriff's Department	Blanket service PO for FY 25-26
7/14/2025	RIVERSIDE COUNTY SHERIFF-PSEC	City Manager	11,000.00	Purchase Request Form	Radios for police and COPS	New Request
7/14/2025	BIO SOCAL	City Manager	8,000.00	Purchase Request Form	Biohazard scene clean up for Sheriff's Department	Blanket service PO for FY 25-26
7/14/2025	TOWNSEND PUBLIC AFFAIRS INC	City Manager	108,000.00	Purchase Request Form	Approval for amendment no.3 for grant writing and grant management services	Annual Contract Renewal
7/15/2025	Doug Wall Construction	Public Works	107,492.62	Task Order Request	Desert Willow Clubhouse Repaint	New Request
7/15/2025	Air Exchange, Inc.	Public Works	15,000.00	Purchase Request Form	Preventative maintenance and miscellaneous repairs at FS#33,67,and 71.	Blanket service PO for FY 25-26

Date	Vendor Name	Department	Amount	Document Type	Description/Reason	Request Type
7/15/2025	U S Postmaster	Public Affairs	50,000.00	Purchase Request Form	Postage for the Brightside	Blanket service PO for FY 25-26
7/15/2025	SCAG	City Manager	7,396.00	Purchase Request Form	Membership dues	Annual Contract Renewal
7/15/2025	Riverside County Auditor	City Manager	12,395.41	Purchase Request Form	LAFCO Fees/Admin Fees	Annual Contract Renewal
7/16/2025	SWARCO MCCAIN	Public Works	500.00	Change Order/Amendment Request	Additional funds for specialized traffic equipment for FY 24-25	Change Order
7/16/2025	Accurate First Aid Services	Public Works	15,000.00	Purchase Request Form	First Aid Supplies	Blanket supply PO for FY 25-26
7/16/2025	Altec Industries	Public Works	20,000.00	Purchase Request Form	As-needed repairs on Altec Heavy Equipment	Blanket service PO for FY 25-26
7/18/2025	Assenture	Econ Development	16,635.00	Purchase Request Form	Design and Build RFP for new Library Facility	New Request
7/23/2025	Econolite Control Products	Public Works	25,000.00	Purchase Request Form	Purchase of traffic related equipment as-needed	Blanket supply PO for FY 25-26
7/23/2025	Fiesta Ford	Public Works	25,000.00	Purchase Request Form	As-needed fleet repairs	Blanket service PO for FY 25-26
7/23/2025	Full Traffic Maintenance	Public Works	25,000.00	Purchase Request Form	Purchase of street signage supplies and Aquaphalt as-needed	Blanket supply PO for FY 25-26
7/23/2025	JTB Supply	Public Works	25,000.00	Purchase Request Form	Purchase specialized traffic components and materials as-needed	Blanket supply PO for FY 25-26
7/23/2025	High Tech Irrigation	Public Works	20,000.00	Purchase Request Form	Purchase irrigation and maintenance supplies as needed	Blanket supply PO for FY 25-26
7/23/2025	Fulton Distributing	Public Works	25,000.00	Purchase Request Form	Purchase janitorial supplies for City-owned facilities as-needed	Blanket supply PO for FY 25-26
7/23/2025	Pete's Road Service	Public Works	15,000.00	Purchase Request Form	Authorize repairs and Basic Inspection of Terminals on City Fleet as- needed	Blanket service PO for FY 25-26
7/23/2025	Tops N Barricades	Public Works	25,000.00	Purchase Request Form	Purchase of street signs and traffic control supplies as-needed	Blanket supply PO for FY 25-26
7/23/2025	White Cap LP	Public Works	15,000.00	Purchase Request Form	Purchase janitorial and miscellaneous street supplies as-needed	Blanket supply PO for FY 25-26
7/23/2025	SHI International Corporation	Information Technology	17,700.00	Purchase Request Form	Software for Building and Safety	Annual Contract Renewal
7/24/2025	DBX, Inc.	Public Works	40,062.00	Change Order/Amendment Request	Market Place Dr. Traffic Signal Installation	Amendment
7/24/2025	Advantec	Public Works	83,800.00	Task Order Request	Design the Fiber Optic Communication Plan	New Request
7/24/2025	Advantec	Public Works	17,280.00	Task Order Request	Traffic Signal Timing Conversion	New Request
7/24/2025	RSM, Inc.	Public Works	-	Change Order/Amendment Request	No cost time extension for the Design of the pump room renovations at PDAC	Amendment

Date	Vendor Name	Department	Amount	Document Type	Description/Reason	Request Type
7/24/2025	Walters Wholesale Electric Co.	Public Works	65,000.00	Purchase Request Form	Purchase lighting materials for Civic Center Park playground Improvements	New Request
7/24/2025	Imperial Sprinkler Supply	Public Works	15,000.00	Purchase Request Form	Purchase maintenance supplies as-needed	Blanket supply PO for FY 25-26
7/24/2025	Lowe's Home Center	Public Works	25,000.00	Purchase Request Form	Purchase supplies as-needed	Blanket supply PO for FY 25-26
7/24/2025	Quinn Company	Public Works	20,000.00	Purchase Request Form	Maintenance and repairs as-needed to backhoe equipment	Blanket service PO for FY 25-26
7/24/2025	Mowers Plus	Public Works	15,000.00	Purchase Request Form	Repairs and services as needed for small equipment	Blanket service PO for FY 25-26
7/24/2025	Parkhouse Tire	Public Works	20,000.00	Purchase Request Form	Repairs and replacement on City Feet and equipment as needed	Blanket service PO for FY 25-26
7/24/2025	SA Recycling	Public Works	25,000.00	Purchase Request Form	Purchase mulch material for dust control at various locations as needed	Blanket supply PO for FY 25-26
7/24/2025	Superior Ready Mix	Public Works	25,000.00	Purchase Request Form	Purchase concrete mix as needed for street maintenance and emergency repairs	Blanket supply PO for FY 25-26
7/24/2025	Swarco McCain	Public Works	15,000.00	Purchase Request Form	Purchase specialized traffic equipment as needed	Blanket supply PO for FY 25-26
7/24/2025	Skyline Safety and Supply	Public Works	20,000.00	Purchase Request Form	Purchase safety and janitorial supplies as needed	Blanket supply PO for FY 25-26
7/24/2025	Fulton Distributing	Public Works	3,000.00	Change Order/Amendment Request	Additional funds needed for janitorial supplies for FY 24-25	Change Order
7/28/2025	Desert Electric Supply	Public Works	15,000.00	Purchase Request Form	Purchase of miscellaneous maintenance supplies as needed	Blanket supply PO for FY 25-26
7/28/2025	Unity Courier Service Inc.	Library Services	20,000.00	Purchase Request Form	Courier services for the Library's LINK+ service	Annual Contract Renewal
7/28/2025	Brian K. Stemmer	Public Works	3,305.00	Purchase Request Form	Emergency board up and replacement of a large window at the Artist Council Building	New Request
7/28/2025	Zumar Industries	Public Works	25,000.00	Purchase Request Form	Purchase street name and traffic related signs as needed	Blanket supply PO for FY 25-26
7/30/2025	Hermann Design Group	Public Works	9,450.00	Change Order/Amendment Request	Amendment no.2 to complete landscape master planning for the freeway on/off ramps	Amendment
7/30/2025	Ozzie's International	Public Works	50,000.00	Purchase Request Form	Repairs and services as needed for City fleet	Blanket service PO for FY 25-26
7/30/2025	BELFOR Property Restoration	Public Works	44,889.96	Purchase Request Form	Emergency bay door repairs at FS#67	New Request
7/30/2025	Consolidated Wash Industries	Public Works	10,000.00	Change Order/Amendment Request	Power washer preventative maintenance and repairs for FY 24-25	Change Order
7/30/2025	Foster Gardner Inc.	Public Works	6,000.00	Change Order/Amendment Request	Additional funds for purchase of fertilizer for various parks	Change Order

Date	Vendor Name	Department	Amount	Document Type	Description/Reason	Request Type
7/30/2025	Beck Oil	Public Works	20,000.00	Change Order/Amendment Request	Additional funds for annual fuel purchase FY 24-25	Amendment
7/30/2025	BEST SIGNS INC.	Special Programs	30,000.00	Purchase Request Form	On-call signs vendor for public art signage	New Request
7/30/2025	TKE Engineering, Inc.	Capital Projects	84,830.00	Task Order Request	Flood mitigation engineering	New Request
7/30/2025	Overdrive	Library Services	76,500.00	Purchase Request Form	The Library's digital content catalog and marketing	Annual Contract Renewal
7/30/2025	Desert Recreation Foundation	Development Services	-	Change Order/Amendment Request	No cost time extension for recreational program support	Amendment
7/30/2025	Express Graphics	Library Services	5,000.00	Purchase Request Form	Library programming and other informational print needs	Blanket service PO for FY 25-26
7/30/2025	4Imprint	Library Services	4,000.00	Purchase Request Form	Library programming/promotional supplies	Blanket supply PO for FY 25-26
7/30/2025	LUCAS COLOR CARD	Library Services	3,000.00	Purchase Request Form	Purchase library cards	New Request
7/30/2025	CBRE INC	City Manager	50,000.00	Purchase Request Form	As needed real estate brokerage, advisory, and consulting services	Blanket service PO for FY 25-26
7/31/2025	CALIFA GROUP	Library Services	13,840.81	Purchase Request Form	Online subscriptions for the Library	Annual Contract Renewal
7/31/2025	INNOVATIVE INTERFACES INC	Library Services	36,981.00	Purchase Request Form	ERP software for the Library	Annual Contract Renewal
7/31/2025	DEMCO	Library Services	5,000.00	Purchase Request Form	Library supplies	Blanket supply PO for FY 25-26
7/31/2025	Oriental Trading Company	Library Services	3,000.00	Purchase Request Form	Library program supplies	Blanket supply PO for FY 25-26
			3,148,875			

Contract/Purchase Approval by City Council

Date	Vendor Name	Department	Amount	Document Type	Description/Reason
7/10/2025	Holistic System Integration Solutions	Development Services	192,000	Professional Service Agreement	On-Call process improvement for land management and permit center operations
7/10/2025	FG Creative, Inc.	Econ Development	40,000	Short-Form Services Agreement	El Paseo Merchant Relation Services Project - 2 Years
7/10/2025	FG Creative, Inc.	Econ Development	36,600	Professional Service Agreement	PDAC Marketing Services increasing the total annual amount to \$136,600
7/10/2025	Ideapeddler, LLC	Econ Development	220,000	Professional Service Agreement	Amendment No. 4 for Marketing Services increasing the total annual amount to \$890,000
7/10/2025	Quality Foods, Inc. DBA Papa Dan's Pizza	Econ Development	-	Disbursement and Use of Funds	Amendment No.1 to extend the deadline to commence ops
7/10/2025	Stryker Sales Corporation	Public Works	124,601	Goods and Equipment Purchase Agmt	Purchase gurneys and stair chairs

Date	Vendor Name	Department	Amount	Document Type	Description/Reason
7/10/2025	M&M Sweeping, Inc	Public Works	10,800	Maintenance Services Agreement	Increase the total annual amount for Citywide Street Sweeping Services to \$252,000
7/10/2025	N/A	Public Works	800,000	Task Order Agreement	Approval of Office Space Improvements - Phase Three
7/10/2025	Quality Office Furnishings	Public Works	50,000	Goods and Equipment Purchase Agmt	Purchase additional cubicles
7/10/2025	Jeremy Harris Construction, Inc	Public Works	634,998	Contract for Construction	Nuisance Soil Removal Project
7/10/2025	St. Francis Electric, LLC	Public Works	600,000	Maintenance Services Agreement	On-Call Traffic Signal Maintenance -Three year term - \$200,000 per fiscal year
7/10/2025	Shade Structures, Inc	Public Works	542,159	Goods and Equipment Purchase Agmt	Purchase seven playground shade structures
7/10/2025	Landscape Structures, Inc	Public Works	490,406	Goods and Equipment Purchase Agmt	Purchase playground equipment
			3,741,564		

Total Contract Approvals 6,890,439

Request for Proposals Posted during the Month

Release Date	Project Manager	Department	Proposal Due Date	Project Name	Description
7/1/2025	Cristal Ortega	Finance	6/30/2026	General Vendor List Application Fiscal Year 2025-2026	General Vendor List Application
7/1/2025	Cristal Ortega	Finance	6/30/2026	Contractor Prequalification Application Fiscal Year 2025-2026	Contractor Prequalification Application
7/8/2025	Shawn Muir & Kevin Swartz	Public Works	8/11/2025	On-Call Electrical Services	On-call electrical services which include repair, replacement, and
7/8/2025	Shawn Muir & Kevin Swartz	Public Works	8/11/2025	On-Call Plumbing Services	On-call plumbing services which include repair, replacement, and installior
7/10/2025	Neal Ennis	CIP	8/7/2025	University Park Drive On-Street Parking Improvements	The removal and replacement of concrete sidewalk panels, ADA ramps, crosswalk installation, RRFB signage, paving, and striping improvements.
7/11/2025	Neal Ennis	CIP	8/11/2025	Construct Cahuilla Hills Park and Trailhead ADA Improvements	Construct improvements, including increased accessible parking, accessible
7/15/2025	Neal Ennis	CIP	8/15/2025	City of Palm Desert Local Highway Safety Improvement Program 2025	Removal and replacement of existing signal backplates, signal heads, pedestrian signal modules and implementation of necessary traffic control measure for 97 intersections.
7/16/2025	Kevin Swartz & Efren Espinoza	Public Works	7/28/2025	Preventative Maintenance and Service Repairs for Generators at City Facilities	Preventative maintenance and service repairs of 8 emergency generators to

Release Date	Project Manager	Department	Proposal Due Date	Project Name	Description
7/18/2025	Vanessa Mager	Economic Development	7/31/2025	Operation of Neighborhood Electric Vehicles for Courtesy Shuttle Service	Courtesy Cart Operations on El Paseo
7/30/2025	Celina Cabrera	Housing	8/27/2025	HA Commercial Pool and Spa Maintenance	Perform daily and year-round service of all pools and spas at the housing pr

These approvals are consistent with the Purchasing Policy and the FY 2025-26 Annual Budget.