

# CITY OF PALM DESERT STAFF REPORT

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MEETING DATE: January 8, 2026  
PREPARED BY: Jennifer Aguilar, Purchasing Coordinator  
SUBJECT: NOVEMBER 2025 PROCUREMENT REPORT

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## **RECOMMENDATION:**

Receive and file the monthly Procurement Report for November 2025.

## **BACKGROUND/ANALYSIS:**

The monthly procurement report documents the procurement activities of the City of Palm Desert for the month ending November 30, 2025, in accordance with the Purchasing Policy.

Included in the procurement report is the list of vendors who have been fully vetted by staff and have been added to the City's Approved Vendor List.

## **FINANCIAL IMPACT:**

There is no financial impact from this action.

## **ATTACHMENTS:**

Procurement Report for November 2025

**CONFLICT OF INTEREST AWARENESS CHECKLIST:**

- Site-Specific Property Interest** – Councilmembers should check if they own or lease real property within 1,000 feet of the project site (Gov. Code § 87103(b); FPPC Reg. 18702.2).
  
- SB 1439 Applicability (Campaign Contributions)** – Applies to licenses, permits, or other entitlements for use, and to contracts or franchise agreements other than competitively bid, labor, or personal employment contracts.

**Applicant(s)/Appellant(s):** \_\_\_\_\_

Councilmembers should review any campaign contributions received within the last 12 months from parties or participants to the proceeding and must not accept contributions over \$500 from those parties for 12 months following the final decision (Gov. Code § 84308).

*Note: These indicators are informational and do not constitute a legal determination. Each Councilmember is responsible for identifying and disclosing any disqualifying interests in accordance with the Political Reform Act and FPPC regulations.*