

# City of Santa Clara

## Meeting Agenda

### Santa Clara Stadium Authority

### Call and Notice of Special Meeting

### City Council



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**Tuesday, February 16, 2021**

**4:00 PM**

**Virtual Meeting**

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Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of COVID-19, the City of Santa Clara has implemented methods for the public to participate remotely:

- Via Zoom:

o <https://santaclaraca.zoom.us/j/99706759306>

Meeting ID: 997-0675-9306 or

o Phone: 1(669) 900-6833

- Via the City's eComment (now available during the meeting)

- Via email to [PublicComment@santaclaraca.gov](mailto:PublicComment@santaclaraca.gov)

As always, the public may view the meetings on SantaClaraCA.gov, Santa Clara City Television (Comcast cable channel 15 or AT&T U-verse channel 99), or the livestream on the City's YouTube channel or Facebook page.

NOTICE IS HEREBY GIVEN that, pursuant to the provisions of California Government Code §54956 ("The Brown Act") and Section 708 of the Santa Clara City Charter, the Mayor calls for a Special Meeting of the City Council of the City of Santa Clara to commence and convene on February 16, 2021 at 4:00 PM for a virtual meeting held via Zoom, to consider the following matter(s) and to potentially take action with respect to them.

#### **4:00 PM STADIUM AUTHORITY/ SPECIAL COUNCIL MEETING**

#### **Call to Order**

**Pledge of Allegiance and Statement of Values**

**Roll Call**

**CONTINUANCES/EXCEPTIONS/RECONSIDERATIONS**

**SPECIAL ORDER OF BUSINESS**

1.     **21-269**     [Verbal Report from City Manager regarding COVID-19 Pandemic](#)

**CONSENT CALENDAR**

*[Items listed on the CONSENT CALENDAR are considered routine and will be adopted by one motion. There will be no separate discussion of the items on the CONSENT CALENDAR unless discussion is requested by a member of the Council, staff, or public. If so requested, that item will be removed from the CONSENT CALENDAR and considered under CONSENT ITEMS PULLED FOR DISCUSSION.]*

- 2.A     **21-142**     [Action on Stadium Authority Bills and Claims for the Months of November 2020 and December 2020](#)

**Recommendation:** Approve the list of Stadium Authority Bills and Claims for November 2020 and December 2020.

- 2.B     **21-251**     [Authorization to Award Purchase Order to ECS Imaging, Inc. for Stadium Builder Licenses Laserfiche Integration and Training Services](#)

**Recommendation:** Authorize the Executive Director to award a purchase order to ECS Imaging, Inc. in an amount not-to-exceed \$9,000 for Stadium Builder Licenses Laserfiche integration and training services.

- 2.C     **21-258**     [Authorization to Purchase Administrative Equipment and Approve Miscellaneous CapEx Public Safety Expenses Incurred Between July 4, 2020 and February 5, 2021](#)

**Recommendation:**

1. Authorize the Executive Director to purchase administrative equipment outlined in the report (laptop and docking station), pursuant to Chapters 2.105 and 17.30 of the Santa Clara City Code; and
2. Approve the miscellaneous CapEx public safety expenses detailed in Attachment 1 that were incurred by the Stadium Authority between July 4, 2020 and February 5, 2021.

## **PUBLIC PRESENTATIONS**

*[This item is reserved for persons to address the Council or authorities on any matter not on the agenda that is within the subject matter jurisdiction of the City or Authorities. The law does not permit action on, or extended discussion of, any item not on the agenda except under special circumstances. The governing body, or staff, may briefly respond to statements made or questions posed, and appropriate body may request staff to report back at a subsequent meeting.]*

## **CONSENT ITEMS PULLED FOR DISCUSSION**

## **CLOSED SESSION**

- 3.A 21-187** [Conference with Legal Counsel-Existing Litigation \(CC\)](#)  
[Pursuant to Gov. Code § 54956.9\(d\)\(1\)](#)  
[Sommers, et al., v. City of Santa Clara, et al., United States District Court, Northern District of California Case No. 5:17-cv-04469-BLF](#)
- 3.B 21-275** [Conference with Legal Counsel-Existing Litigation \(CC\)](#)  
[Pursuant to Gov. Code § 54956.9\(d\)\(1\)](#)  
[City of Santa Clara v. Yumori Kaku, et al., California Sixth District Court of Appeal Case No. H046105](#)
- 3.C 21-276** [Conference with Legal Counsel-Existing Litigation \(SA\)](#)  
[Pursuant to Gov. Code § 54956.9\(d\)\(1\)](#)  
[Forty Niners Stadium Management Company LLC and Forty Niners SC Stadium Company LLC v. Santa Clara Stadium Authority, et al., Santa Clara County Superior Court Case No. 17CV304903 and 19CV355432 \(consolidated under lead case 17CV304903\)](#)
- 3.D 21-277** [Conference with Legal Counsel-Existing Litigation \(SA\)](#)  
[Pursuant to Gov't Code § 54956.9\(d\)\(1\)](#)  
[Forty Niners SC Stadium Company LLC, et al., v. Santa Clara Stadium Authority, Demand for Arbitration through JAMS, 07/26/2019](#)

## **Public Comment**

*The public may provide comments regarding the Closed Session item(s) just prior to the Council beginning the Closed Session. Closed Sessions are not open to the public.*

## **Convene to Closed Session**

## **REPORTS OF ACTION TAKEN IN CLOSED SESSION MATTERS**

## **REPORTS OF MEMBERS AND SPECIAL COMMITTEES**

### **CITY MANAGER/EXECUTIVE DIRECTOR REPORT**

### **ADJOURNMENT**

The next regular scheduled meeting is on Tuesday evening, February 23, 2021.

### **MEETING DISCLOSURES**

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

AB23 ANNOUNCEMENT: Members of the Santa Clara Stadium Authority, Sports and Open Space Authority and Housing Authority are entitled to receive \$30 for each attended meeting.

Note: The City Council and its associated Authorities meet as separate agencies but in a concurrent manner. Actions taken should be considered actions of only the identified policy body.

LEGEND: City Council (CC); Stadium Authority (SA); Sports and Open Space Authority (SOSA); Housing Authority (HA); Successor Agency to the City of Santa Clara Redevelopment Agency (SARDA)

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.



# City of Santa Clara

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## Agenda Report

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**21-269**

**Agenda Date: 2/16/2021**

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### **REPORT TO COUNCIL**

#### **SUBJECT**

Verbal Report from City Manager regarding COVID-19 Pandemic

#### **COUNCIL PILLAR**

Enhance Community Engagement and Transparency



## Agenda Report

21-142

Agenda Date: 2/16/2021

### REPORT TO STADIUM AUTHORITY BOARD

#### SUBJECT

Action on Stadium Authority Bills and Claims for the Months of November 2020 and December 2020

#### BOARD PILLARS

Enhance Community Engagement and Transparency  
Ensure Compliance with Measure J and Manage Levi's Stadium

#### BACKGROUND

Disbursements made by the Stadium Authority are based on invoices submitted for payment. Prior to payment, staff reviews all disbursement documents to ensure that they are in compliance with the goods or services provided.

The Bills and Claims listing represents the cash disbursements required of normal and usual operations during the period. Budget control is set by the Stadium Authority Board through the budget adoption process.

#### DISCUSSION

On April 30, 2019, the Stadium Authority Board directed staff to stop payment of any Stadium Authority invoices for services unless there is substantial documentation of services rendered, which must also be in compliance with State law and City Code. Since April 30, 2019, staff received direction to pay Stadium Authority invoices related to SBL sales and services, insurance, and utilities.

Significant expenses in November 2020 include:

- Payments totaling \$154,612.68 to the City of Santa Clara for the following:
  - \$101,699.18 for reimbursement of General and Administrative (G&A) City payroll costs (e.g.: City Manager's Office, City Attorney's Office, and Finance Department)
  - \$52,913.50 for Special Liabilities Claims for Q2 ending 9/30/2020
- Payment totaling \$429,800.00 to Forty Niners Stadium Management Co, LLC include:
  - \$218,000.00 for November 2020 Stadium Manager Expenses - Insurance
  - \$181,800.00 for November 2020 Stadium Manager Expenses - SBL Sales
  - \$30,000.00 for November 2020 Stadium Manager Expenses - Naming Rights Commission
- Payment totaling \$4,575.00 to Singer Associates, Inc. for Board directed communication services
- Payment totaling \$29,160.27 to J.S. Held LLC for audit services
- Payment totaling \$22,733.91 to Summit Bicycles for CapEx Project: Bicycles

Significant expenses in December 2020 include:

- Payments totaling \$148,151.53 to the City of Santa Clara for the following:
  - \$88,188.51 for reimbursement of General and Administrative (G&A) City payroll costs (e.g.: City Manager's Office, City Attorney's Office, and Finance Department)
  - \$26,450.59 for Upfitting Kawasaki Mules
  - \$33,512.43 for reimbursement of G&A and CapEx Stadium Authority Expenses
- Payment totaling \$364,800.00 to Forty Niners Stadium Management Co, LLC include:
  - \$183,000.00 for December 2020 Stadium Manager Expenses - Insurance
  - \$181,800.00 for December 2020 Stadium Manager Expenses - SBL Sales
- Payment totaling \$92,636.51 to Forty Niners SC Stadium Co, LLC for CFD Advance Payment - Interest
- Payment totaling \$1,471.86 to J.S. Held LLC for audit services
- Payment totaling \$149,462.30 to Axon Enterprise, Inc. for CapEx Project: Body Worn Cameras

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

### **FISCAL IMPACT**

There is a \$1,399,007.55 fiscal impact to the Stadium Authority.

### **COORDINATION**

This report has been coordinated with the Stadium Authority Counsel's Office.

### **PUBLIC CONTACT**

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### **RECOMMENDATION**

Approve the list of Stadium Authority Bills and Claims for November 2020 and December 2020.

Reviewed by: Kenn Lee, Treasurer

Approved by: Deanna J. Santana, Executive Director

### **ATTACHMENTS**

1. November 2020 SCSA Bills and Claims
2. December 2020 SCSA Bills and Claims

## Santa Clara Stadium Authority

### Bills and Claims Expenses Paid by Wire Transfer For the Month of November 2020

Payment Date	Vendor	Invoice No.	Description	Fund	Amount	
11/16/2020	Bank of America	N/A	October 2020 bank fees 0444	Operating	682.79	
11/16/2020	Bank of America	N/A	October 2020 bank fees 0425	Operating	67.57	
11/16/2020	Bank of America	N/A	October 2020 bank fees 6280	Operating	60.91	
			Bank of America Subtotal			811.27
11/2/2020	City of Santa Clara	N/A	B2022 SCSA Admin Payroll Costs	Operating	53,543.35	
11/16/2020	City of Santa Clara	N/A	B2023 SCSA Admin Payroll Costs	Operating	48,155.83	
11/9/2020	City of Santa Clara	91003	CSC Inv. 91003 - Special Liability Claims FY2020-21 Q2	Operating	52,913.50	
			City of Santa Clara Subtotal			154,612.68
11/2/2020	Forty Niners Stadium Management Co, LLC	SLS-23118	November 2020 Std Mgr - Insurance	Operating	218,000.00	
11/2/2020	Forty Niners Stadium Management Co, LLC	SLS-23118	November 2020 Std Mgr - SBL Sales	Operating	181,800.00	
11/2/2020	Forty Niners Stadium Management Co, LLC	SLS-23118	November 2020 Std Mgr - Naming Rights	Operating	30,000.00	
			Forty Niners Stadium Management Co, LLC Subtotal			429,800.00
11/16/2020	Singer Associates, Inc.	134409	October 2020 Board directed communication services	Operating		4,575.00
11/25/2020	J.S. Held LLC	1168819	October 2020 Audit Services	Operating		29,160.27
11/9/2020	Summit Bicycles	083019130758615	CapEx Project: Bicycles	CapEx		22,733.91
<b>November 2020 Total</b>					<b>\$</b>	<b><u>641,693.13</u></b>



## Santa Clara Stadium Authority

### Bills and Claims Expenses Paid by Wire Transfer For the Month of December 2020

Payment Date	Vendor	Invoice No.	Description	Fund	Amount	
12/15/2020	Bank of America	N/A	November 2020 bank fees acct 0444	Operating	678.17	
12/15/2020	Bank of America	N/A	November 2020 bank fees acct 0425	Operating	67.57	
12/15/2020	Bank of America	N/A	November 2020 bank fees acct 6280	Operating	46.48	
			Bank of America Subtotal			792.22
12/2/2020	City of Santa Clara	N/A	B2024 SCSA Admin Payroll Costs	Operating	43,211.04	
12/14/2020	City of Santa Clara	N/A	B2025 SCSA Admin Payroll Costs	Operating	44,977.47	
12/4/2020	City of Santa Clara	90616	CSC Inv. 90616 - Upfit Kawasaki Mules	CapEx	26,450.59	
12/11/2020	City of Santa Clara	N/A	Reimburse City of Santa Clara for G&A Costs	Operating	10,507.21	
12/11/2020	City of Santa Clara	N/A	Reimburse City of Santa Clara for CapEx Costs	CapEx	23,005.22	
			City of Santa Clara Subtotal			148,151.53
12/17/2020	Forty Niners Stadium Management Co, LLC	SLS-23132	December 2020 Std Mgr - Insurance	Operating	183,000.00	
12/17/2020	Forty Niners Stadium Management Co, LLC	SLS-23132	December 2020 Std Mgr - SBL Sales	Operating	181,800.00	
			Forty Niners Stadium Management Co, LLC Subtotal			364,800.00
12/18/2020	Forty Niners SC Stadium Co, LLC	N/A	CFD Advance payment - Interest	Debt Service		92,636.51
12/21/2020	J.S. Held LLC	1173262	October 2020 Audit Services	Operating		1,471.86
12/2/2020	Axon Enterprise, Inc.	SI-1675758	CapEx Project: Body Worn Cameras	CapEx		149,462.30
			<b>December 2020 Total</b>			<b><u>\$ 757,314.42</u></b>



## Agenda Report

21-251

Agenda Date: 2/16/2021

### REPORT TO STADIUM AUTHORITY BOARD

#### **SUBJECT**

Authorization to Award Purchase Order to ECS Imaging, Inc. for Stadium Builder Licenses Laserfiche Integration and Training Services

#### **COUNCIL PILLAR**

Ensure Compliance with Measure J and Manage Levi's Stadium

#### **BACKGROUND**

On September 17, 2019, the Stadium Authority Board (Board) approved the introduction of Ordinance No. 2005, which rescinded the Executive Director's delegated signature authority on agreements for services and required Board approval of contracts or agreements, by amending Chapter 17.30 of the City of Santa Clara City Code (SCCC). As of the effective date of the Ordinance (November 8, 2019), all Stadium Authority contracts and agreements for services, supplies, materials, and equipment require approval of the Stadium Authority Board. In addition to Ordinance No. 2005, Stadium Authority staff complies with the procurement requirements outlined under Chapter 2.105 of the City of Santa Clara City Code.

The Stadium Lease Agreement between the Stadium Authority and Forty Niners SC Stadium Company LLC (StadCo) provides that the Stadium Authority has the sole and exclusive right to sell, license, or transfer Stadium Builder Licenses (SBLs) and similar instruments for the seats located in Levi's Stadium, with the exception of those seats located in, or accessible through, the Suites. Separately, the Forty Niners Stadium Management Company LLC (Stadium Manager) is responsible for monitoring, marketing and sales of the SBLs as required by the Management Agreement between the Stadium Authority and Stadium Manager. The Stadium Authority paid the Stadium Manager \$202,000 per month in Fiscal Year 2020/21 for SBL administration. Although requested, the Stadium Manager has not provided a digital copy of its SBL records to facilitate this digitization process and save costs.

ECS Imaging, Inc. (ECS) is a full-service document management solutions provider with over 30 years of experience providing document management related services in California. As a certified Laserfiche solution provider ECS is familiar and experienced with document scanning requirements and industry standards. ECS currently supports more than 400 Laserfiche Client's and has provided ongoing scanning services for more than two decades to hundreds of customers. ECS has been providing Laserfiche document management consulting and implementation services to the City of Santa Clara after being selected through a Request for Proposal process in 2017.

The Executive Director is requesting authorization to award a purchase order with ECS for an amount not-to-exceed \$9,000 for Laserfiche integration and training services for the SBLs. The City of Santa Clara has a much larger agreement with ECS with a maximum compensation amount of

\$400,000 for Laserfiche management services.

### **DISCUSSION**

On July 14, 2020, the Board authorized the Executive Director to award a purchase order to a vendor to digitize the hard copy SBLs. As mentioned at the time that this project was originally approved, additional costs and contracts would be needed to integrate with other software systems. Integrating the digital SBLs with Laserfiche establishes a functional repository for these Stadium Authority records.

As outlined in a July 14, 2020 report to the Board, the Stadium Authority notified the Stadium Manager several times in 2020 of various SBL calculation errors and duplicative SBLs and asked for improved quality control measures to prevent the reoccurrence of those errors. The Stadium Authority had concerns that those errors may have potentially impacted the Stadium Authority's SBL revenue and requested the Stadium Manager to provide access to copies of executed SBLs and corresponding tracking documents. In June 2020, the Stadium Manager's counsel agreed to deliver the physical records to the Stadium Authority. However, the records would require digitization and archiving in a document repository system in order to be functionable to the Stadium Authority. Ultimately, the SBL records were not delivered to the Stadium Authority's office at Levi's Stadium until September 30, 2020 and at the time of writing this report, the Stadium Manager has not provided the requested tracking document containing SBL information.

Subsequent to receiving the SBLs from the Stadium Manager the Stadium Authority conducted a competitive request for quotation (RFQ) and awarded a \$45,000 purchase order to BMI Imaging Systems (BMI) as the bidder submitting the most advantageous quote. The scope of services includes digitizing and indexing the hard copy SBLs. While BMI is still in the process of completing the digitization project, there is a parallel requirement to integrate the scanned SBLs into Laserfiche, a document repository, so that the files can be archived and searched for pertinent SBL data (e.g., SBL account number, SBL seat, etc.).

As the City's vendor for Laserfiche, ECS' services are required to import the SBLs that are being scanned by BMI into Laserfiche and to train staff on how to use Laserfiche's search and retrieval functions. The proposed scope of work is attached to this report. This recommendation meets section 2.105.280(2)(B) which exempts purchases that under \$15,000 from competitive bidding. As discussed above, ECS is the City's Laserfiche vendor and already has access to the system to complete the importing service.

### **ENVIRONMENTAL REVIEW**

The actions being considered do not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment or pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

### **FISCAL IMPACT**

There are existing appropriations in the Stadium Authority FY 2020/21 Adopted Budget under the Operating Budget to cover the costs of Executive Director and Board directives.

**COORDINATION**

This report has been coordinated with the City's IT Department and Purchasing Manager, Stadium Authority Treasurer, and Stadium Authority Counsel.

**PUBLIC CONTACT**

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**RECOMMENDATION**

Authorize the Executive Director to award a purchase order to ECS Imaging, Inc. in an amount not-to-exceed \$9,000 for Stadium Builder Licenses Laserfiche integration and training services.

Prepared by: Christine Jung, Assistant to the Executive Director

Approved by: Deanna J. Santana, Executive Director

**ATTACHMENTS**

1. Scope of Work

## Scope Summary

The Santa Clara Stadium Authority (Stadium Authority) requires assistance with the configuration of a Laserfiche repository with the goal of digitizing and importing 165 boxes of physical Stadium Builder Licenses (SBLs). A 3rd party scanning vendor, BMI Imaging Systems, is responsible for the scanning and indexing of the physical files as well as prepping them in an acceptable import structure for Laserfiche. The import structure requires that index information be formatted in a LST file. BMI is expected to digitally deliver approximately 30 boxes worth of scanned files per week until the project is completed. Concurrently, the Stadium Authority requires ECS' services to import the scanned SBL files into Laserfiche and to provide Laserfiche training to staff who need to access the SBL records.

## Scope of Work

The following scope of the project includes:

### Professional Services

#### Project Initiation and Planning

PS1. High Level Needs Assessment

- **High Level Tasks**
- Review and document hardware and software requirements for installation
  - Repository Structure – Solution Design Review and Consultation
    - Review and consult on existing document taxonomy
  - Security – Solution Design Review and Consultation
    - Review and consult on security configuration best practices
  - Business Processes – Solution Design Review and Consultation
    - Discuss and review existing business processes to determine current use and propose new ways in the future to improve existing business processes with Laserfiche

#### Project Execution (Implementation)

PS2. Repository Structure Setup and Configuration

- **High Level Tasks**
- Design and configure:
  - Folder structure
  - Naming convention
  - Template and field structure
  - User licensing and security
  - Volume structure
- Initial Solution Review and Revisions

- Review the solution with the Client to ensure original business process requirements are met
- Apply revisions to meet original business requirements and re-review
- Sign off on solution

PS3. Workflow Automation: OCR Workflow

- **Solution Specific Details**
  - Configure a common OCR workflow activity to run after each batch of imported documents
- **High Level Tasks**
  - Detailed consultation on workflow requirements
    - Design and diagram the flow of the process
  - Design and Construction
    - Build initial workflow solution
  - Initial Solution Review and Revisions
    - Review the solution with the Client to ensure original business process requirements are met
    - Apply revisions to meet original business requirements and re-review
  - Sign off on solution

PS4. Laserfiche Software Training

- **High Level Tasks**
  - User Training – Search and Retrieval, Capture
    - Import and Capture Training
      - Laserfiche Scanning, Import Agent and Quick Fields (as applicable)
    - Search and Retrieval Training
      - Laserfiche Client, Web Access (as applicable)

## Project Management, Control, and Closure

PS5. Project Management

- **High Level Tasks**
  - Professional project management services from ECS
    - Plan Project Development
    - Kick-Off Meeting
    - Ongoing Project Status Meetings
    - Ongoing Project Status Updates
    - Scope Verification
    - Risk Management (Contingency Plan)
    - Change Control
    - Schedule Control
  - Documentation

- Solution Documentation
- Training Documentation
- Lessons Learned

### Optional Services

#### OS1. Document Import Procedure - Weekly Batch Imports (Up to 6)

- Import up to 6 batches of scanned documents with index information. The import will require a manual import procedure for every batch of files and their associated LST file.
- Run OCR workflow after every batch.

#### OS2. Project Contingency

- ECS recommends the Client includes an additional **10%** project contingency budget to offset unknown or unforeseen project variables based on general project management best practices.

### Project Duration

The total project duration is dependent on several factors including but not limited to: resource availability, a delay in requirements, hardware limitations, scheduling, and other factors from both ECS and the Client. The project duration will be assessed at the time of the needs assessment and the development of the detailed project plan.

### Items Out of Scope

The scope of this project does not include the following:

- ECS acquisition of server or workstation hardware
- Costs associated with troubleshooting OS or hardware issues related to the workstations or servers
- Resolving any issues not related to Laserfiche, including but not limited to Windows permissions, network permissions, network hardware, server or client hardware, or other 3<sup>rd</sup> party infrastructure hardware or software
- Any services not explicitly defined in the statement of services

\*Any items out of scope will be considered as separate labor from the services agreed upon for this project and may require additional approval and review before proceeding. The project's primary requirements take precedence over any additional items requested that are out of scope to maintain the project timeline and ensure deliverable expectations are met.



## Agenda Report

21-258

Agenda Date: 2/16/2021

### REPORT TO STADIUM AUTHORITY BOARD

#### **SUBJECT**

Authorization to Purchase Administrative Equipment and Approve Miscellaneous CapEx Public Safety Expenses Incurred Between July 4, 2020 and February 5, 2021

#### **BOARD PILLAR**

Ensure Compliance with Measure J and Manage Levi's Stadium

#### **BACKGROUND**

On September 17, 2019, the Stadium Authority Board (Board) approved the introduction of Ordinance No. 2005, which rescinded the Executive Director's delegated signature authority on agreements for services and required Board approval of contracts or agreements, by amending Chapter 17.30 ("Stadium Authority Procurement Policy") of the City of Santa Clara City Code. As of the effective date of the Ordinance (November 8, 2019), all Stadium Authority contracts and agreements for services, supplies, materials, and equipment require approval of the Stadium Authority Board.

The Executive Director is requesting authorization to purchase administrative equipment and Board approval of miscellaneous Capital Expense (CapEx) public safety expenses that were incurred between July 4, 2020 and February 5, 2021.

#### **DISCUSSION**

Staff in the Stadium Authority Treasurer's Office requires a laptop and docking station to assist with Stadium Authority-related financial work and the office has obtained a quote pursuant to the appropriate Purchasing Sections under Chapters 2.105 and 17.30 of the Santa Clara City Code. Staff is following the City Code for consistency and to ensure that best practices in public sector procurement are being followed. The quote from the City's computer vendor, Dell, for a standard laptop is \$1,436 and a docking station is \$238 for a total of \$1,674. This amount may not include tax and shipping. The Executive Director is requesting authority to purchase the laptop and docking station.

Additionally, there are approximately \$2,679 of miscellaneous CapEx public safety expenses for the period between July 4, 2020 and February 5, 2021 that require retroactive Board approval as detailed in Attachment 1. The largest expense requiring retroactive Board approval is 55 rain suits ordered by the City's Police Department, which was originally charged to the City. However, upon further review, staff determined it to be a Stadium Authority CapEx expense and it was included in the Stadium Authority FY 2021/21 Budget under CapEx projects under the "Safety Gear for Special Event Officers & Traffic Control Personnel" line item (Attachment 2). There is \$7,350 budgeted for the line item and the Board previously authorized the Executive Director to award purchase orders for reflective traffic safety vests and LED traffic safety flashlights using those funds. After those purchases, there is



\$4,100 remaining to cover the cost of the rain suits (\$2,599), which were previously paid for in July 2020.

Aside from the rain suits, there are two additional miscellaneous CapEx items that require retroactive Board approval (sales tax for a previously Board approved Heavy Duty Brush Kit, and ice pack), which together total \$80. There are sufficient funds in the Stadium Authority FY 2020/21 Adopted Budget under the CapEx Budget to cover the total cost of all three items (\$2,679).

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

### **FISCAL IMPACT**

There are existing appropriations in the Stadium Authority FY 2020/21 Adopted Budget under General & Administration Budget to cover the costs of the laptop and docking station for staff.

There are existing appropriations in the Stadium Authority FY 2020/21 Adopted Budget under the CapEx Budget to cover the costs of the “Safety Gear for Special Event Officers & Traffic Control Personnel” rain suits and the two other CapEx public safety expenses incurred by the Stadium Authority that are detailed in Attachment 1 which total \$2,679.

### **COORDINATION**

This report has been coordinated with the Stadium Authority Treasurer’s Office and Stadium Authority Counsel.

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>>.

### **RECOMMENDATION**

1. Authorize the Executive Director to purchase administrative equipment outlined in the report (laptop and docking station), pursuant to Chapters 2.105 and 17.30 of the Santa Clara City Code; and
2. Approve the miscellaneous CapEx public safety expenses detailed in Attachment 1 that were incurred by the Stadium Authority between July 4, 2020 and February 5, 2021.

Prepared by: Christine Jung, Assistant to the Executive Director

Approved by: Deanna J. Santana, Executive Director

### **ATTACHMENTS**

1. Misc. CapEx Expenses Incurred by SCSA
2. CapEx Portion of Stadium Authority FY 2020/21 Budget

**Miscellaneous CapEx Expenses Incurred by Stadium Authority  
between July 4, 2020 and February 5, 2021**

Vendor Name	Total Amount	Description	Expense Type in SCSA CapEx Budget	Date
REFLECTIVE APPAREL FACTORY INC	2,598.64	55 rain suits	Safety Gear for SEO & Traffic Control Personnel	7/4/2020
MUTTON POWER	47.19	Sales tax on Heavy Duty Brush Kit	Stadium Vehicles Upfits	8/27/2020
AMAZON	32.68	Ice Pack	Small Cooler and Ice Pack	10/5/2020
<b>TOTAL INCURRED</b>	<b>2,678.51</b>			

**Miscellaneous Expenses Incurred by Stadium Authority or City of Santa Clara on behalf of the Stadium Authority (to be reimbursed)  
between June 5 and October 31, 2020**

Vendor Name	Total Amount	Description	Expense Type in SCSA Budget	Date
City of Santa Clara	\$ 26,450.59	Upfits for Stadium Authority vehicles performed by City staff in July 2019	CapEx	8/4/2020
North American Rescue, LLC	99.00	EMS supplies that were originally approved by the Board on 7/14/2020 as part of the Stadium Personal Protective Equipment. The supplies were purchased through a different vendor since the original vendor didn't have this specific type of supply.	CapEx	8/4/2020
Mutton Power Equipment	564.31	Additional part (heavy duty brush guard kit) required for the Stadium Vehicles (Gator & Kubota) Upfits that were approved by the Board on 7/14/2020.	CapEx	9/4/2020
<b>TOTAL INCURRED BETWEEN 06/05/2020 AND 10/31/2020</b>	<b>\$ 27,113.90</b>			

# STADIUM AUTHORITY CAPITAL EXPENSE BUDGET

The Capital Expense (CapEx) Budget is used to fund the purchase or upgrade of fixed assets for the Stadium. While the funding for appropriations occur on an annual basis, the Capital Expense Plan extends for a five-year period (shown on Page 48 of this report). Changes to existing projects, as well as the addition of new projects, may occur during the five-year planning period as new needs are identified. The appropriations for capital projects do not lapse at year-end but carryover into future years until the project is complete.

The FY 2020/21 CapEx Budget totals \$13.3 million. Of this total, \$8.0 million of prior year appropriations are projected to be carried over from FY 2019/20 (\$1.5 million of the projected carryover amount is for warranty-related construction, and the other \$6.5 million is for prior year CapEx projects). New capital improvement appropriations equal \$5.3 million.

A detailed listing of adopted FY 2020/21 projects is provided starting on Page 40 of this report.



Public Safety Kawasaki Mule  
Used for public safety patrol and  
emergency response

## Santa Clara Stadium Authority Capital Expense Budget Summary

	2018/19	2018/19	2019/20	2019/20	2020/21	2020/21	2020/21
	Final Budget	Year-End Actuals	Final Budget	Projected Actuals	Projected Carryover	Adopted Budget	Total Adopted Budget
<b>Beginning Balances</b>	\$ 12,358,833	\$ 12,718,700	\$ 14,532,870	\$ 14,516,225	\$ 17,837,300		\$ 17,837,300
<b>Resources</b>							
Transfers In from Operating	3,377,000	3,376,527	3,478,000	3,478,000	-	3,582,000	3,582,000
Transfers In from Stadium Development <sup>(1)</sup>	-	-	-	-	-	-	-
<b>Total Resources</b>	<b>15,735,833</b>	<b>16,095,227</b>	<b>18,010,870</b>	<b>17,994,225</b>	<b>17,837,300</b>	<b>3,582,000</b>	<b>21,419,300</b>
	2018/19	2018/19	2019/20	2019/20	2020/21	2020/21	2020/21
	Final Budget	Projected Actuals	Final Budget	Projected Actuals <sup>(2)</sup>	Projected Carryover	Adopted Budget	Total Adopted Budget
<b>Expenses</b>							
Construction	4,875,415	1,378,251	4,956,922	-	1,888,911	2,836,416	4,725,327
Equipment	1,210,000	124,732	7,070,988	156,114	4,252,034	2,208,523	6,460,557
Contingency	296,546	3,250	657,397	812	307,048	252,248	559,296
Stadium Warranty Related Construction	1,600,971	72,769	1,528,202	-	1,528,202	-	1,528,202
<b>Total Expenses</b>	<b>7,982,932</b>	<b>1,579,002</b>	<b>14,213,509</b>	<b>156,926</b>	<b>7,976,195</b>	<b>5,297,187</b>	<b>13,273,382</b>
Capital Expense Reserve	\$ 7,752,901	\$ 14,516,225	\$ 3,797,361	\$ 17,837,300	\$ 9,861,105		\$ 8,145,918

<sup>(1)</sup> Carryover from the original Stadium Construction Budget for Warranty-related work

<sup>(2)</sup> Projected Actuals exclude some project payments withheld due to the ManagementCo not following State procurement and prevailing wage laws.



ALS Lifepack Monitor allows better  
diagnosis and treatment of cardiac  
arrest patients.

## Santa Clara Stadium Authority

### 2020/21 CapEx Budget

Item Type	SCSA Requested	Description	Cost	Contingency (5%)	Total Cost
General Building		<b>Updated Stadium Wayfinding Signage</b> Install Premium/Club wayfinding, Suite wayfinding, Smoking section signs, No smoking signs for around the main and upper concourses, section numbers/floor decals, ADA blue lines, tunnel signs that indicate "no photos/no autographs", etc.	\$ 250,000	\$ 12,500	\$ 262,500
General Building		<b>Levi's Naming Rights Signage Replacement</b> Replace Levi's Naming Rights signage.	650,000	32,500	682,500
Plumbing		<b>Lift Station</b> Replace pumps, motors and controls at sewage ejector sumps in Quadrants A, B, C & D on 100 level.	200,000	10,000	210,000
Plumbing		<b>Plumbing</b> Replace pressure reducing valves and other parts on domestic and recycled water systems.	100,000	5,000	105,000
Public Safety	x	<b>Stadium Vehicles (Gator &amp; Kubota) Upfits</b> Add a utility storage box for John Deere Gator utility vehicle to store all of Joint Hazard Assessment Team's (JHAT) equipment in a secure and organized area. The upfits for the Gator and Kubota utility vehicles also include adding roll-up windows to protect staff against rain, and hood racks for additional storage for the many pieces of equipment that JHAT carries.	9,000	450	9,450
Public Safety	x	<b>Storage Conex Garage for Apparatus</b> Add a new lockable, weatherproof storage conex for storage of three stadium vehicles (two John Deere Gators and one Kubota utility vehicle). With the temporary closing of Fire Station 10, the space is needed to house the vehicles that are currently housed at Fire Station 10. The storage container will be located at Fire Station 8 which is the closest location to the Stadium.	12,416	621	13,037
Public Safety	x	<b>Pedestrian Safety Fencing</b> Install raised fencing on Tasman Drive from Centennial Boulevard to Calle Del Sol. This is approximately 0.4 miles and would be adjacent to the VTA/Light Rail tracks. This fencing is required to guarantee the safety of patrons as pedestrians on Tasman Drive. Currently, pedestrians regularly jump temporary construction barriers and cross eastbound Tasman Drive and cross live/active VTA light rail tracks. In addition, during events the traffic flow is reversed and pedestrians will not expect cars coming from that direction. This poses a clear danger for pedestrians and mobile personnel are not always available to prevent this regular attempt by pedestrians. Raised fencing will guarantee this dangerous situation stops. The cost is an estimate based on the Fencing on Tasman project.	100,000	5,000	105,000
Security		<b>Enhance Stadium Security Coverage</b> Evaluate and replace existing cameras with technologically advanced multi-lens panoramic/360/multi-directional cameras. Design locations and camera styles have created visual obstructions and gaps in coverage. Height locations with fixed lens cameras create the inability to adjust field of views. Installation of television monitors/signage near camera mounts have created field of view obstructions. Due to high volume of club space usage for large scale, and smaller events, request for video investigations become frequent. Low lighting situations are constant with event type needs, and enhanced technology from newer cameras will enable greater video quality. The areas which need to be evaluated include, but are not limited to: BNY Mellon East and West Club, Yahoo Club, United Club, FII Club, 501 Club, Citrix Owners Club, Entry Gates, and Perimeter fences.	330,000	16,500	346,500
Security		<b>Enhance Stadium Security Access Control</b> Install card readers on manual doors to increase access control features and security. Based on operational demands, doors have been identified via staff request and event activity in order to improve operational awareness and enhance the access control abilities by automating the doors. This also increases security to areas deemed by staff to hold sensitive or high value assets. The access control enhancements include Vertx/Mercury upgrade, EvoE400/Mercury upgrade, and various doors with access control needs.	235,000	11,750	246,750

## Santa Clara Stadium Authority

### 2020/21 CapEx Budget (cont.)

Item Type	SCSA Requested	Description	Cost	Contingency (5%)	Total Cost
Security		<b>CCTV Pop Up Trailers</b> Purchase five (5) additional units to continue to meet NFL Best Practices guidelines by covering parking lots outside stadium footprint that currently have no camera coverage.	\$ 235,000	\$ 11,750	\$ 246,750
Security		<b>Parking Lot Camera Upgrades</b> Replace Great America parking lot cameras with technologically advanced multi-lens panoramic/360/multi-directional cameras. New camera technology would provide better overall coverage of the main parking lot. Sun baked cameras with fixed angles have created gaps in coverage. With more video incident request coming from ingress/egress incidents, new technology would assist in these investigations. Install cameras in Gold lot 4/5 where there is very limited coverage.	40,000	2,000	42,000
Security		<b>Bowl Camera Upgrade/Refurbish</b> Replace bowl cameras. Several bowl cameras have become sun baked and provide poor/obscured coverage of bowl seating. Maintenance has become an issue as it takes a lot of time and money to set up scaffolding to reach camera boxes. Need to re-engineer housing (suggest relocating housing closer to stadium infrastructure).	135,000	6,750	141,750
Security		<b>Surveillance - Command Center Equipment</b> Build out workstations with equipment that can handle the load of video viewing during large scale events, as well as the 24/7 security operations in both 100 and 800 command rooms. Equipment includes, but is not limited to, monitors, keyboards, video cards, CPU processors, power supplies, motherboards, and cabling.	50,000	2,500	52,500
Security		<b>Software Upgrade to Genetec 5.8</b> Upgrade to Genetec's newest firmware version 5.8. This would improve overall system performance and stability, and add new features that will help in operator training and utilization of software. Customizable live dashboards assist in monitoring alarms and events in real time.	35,000	1,750	36,750
Security		<b>Video Analytics</b> Add video analytics to assist with video investigations. Video investigations take several hours/days to complete using traditional playback methods. Adding video analytics will greatly decrease man-hours spent in video review process, as well as aid in investigations using newer technology.	35,000	1,750	36,750
Security		<b>License Plate Reader at Vehicle Entry Gates</b> Add six (6) License Plate Reader cameras on entry/exit lanes of all vehicle gates (Post 1,2, and 3) to document and track vehicles entering and exiting the stadium.	45,000	2,250	47,250
Security		<b>Security X-Ray Scanners</b> Purchase four (4) portable X-ray units to observe postage that comes into the loading dock 24/7 and screen bags/deliveries during event days.	150,000	7,500	157,500
Site		<b>Security Fencing - Main Lot</b> Remove and replace approximately 1,000 linear feet of 4-foot high security fencing in Main Lot per request of City.	150,000	7,500	157,500
Site		<b>Stationary Electric Pressure Washers</b> Install one (1) to two (2) demo stations on the 300 concourse. If these are effective, we would look to replace all gas-powered pressure washers with electrically powered ones.	75,000	3,750	78,750
<b>Subtotal CapEx Construction Costs</b>			<b>\$ 2,836,416</b>	<b>\$ 141,821</b>	<b>\$ 2,978,237</b>



## Santa Clara Stadium Authority

### 2020/21 CapEx Budget (cont.)

Item Type	SCSA Requested	Description	Cost	Contingency (5%)	Total Cost
Food and Beverage		<b>Beverage Distribution System</b> Add a beverage distribution system to stadium concession areas and bars. This includes the lines and CO2 dispensing equipment.	\$ 50,000	\$ 2,500	\$ 52,500
Food and Beverage		<b>CO2 Monitoring &amp; Sensors for Code Compliance</b> Install remote CO2 monitoring for enhanced safety for stadium staff per SCFD & State of CA.	200,000	10,000	210,000
HVAC/ Mechanical		<b>Variable Frequency Drive(s)</b> Replace exterior Variable Frequency Drive units for Cooling Tower pumps due to life expectancy issues. This system supports the mechanical cooling functions for the HVAC system.	150,000	7,500	157,500
HVAC/ Mechanical		<b>HVAC</b> Replace HVAC fan coils, motors, squirrel cage fans, and controls to heat pumps throughout facility.	100,000	5,000	105,000
HVAC/ Mechanical		<b>Cooling Towers</b> Replace Cooling Towers internal parts and systems. This includes the motors, fans, fill, controls, and piping which support the mechanical cooling functions for the HVAC system.	50,000	2,500	52,500
Information Technology		<b>Financial Management Information System Project</b>  Procure a new cloud-based financial management system for the Stadium Authority that would allow greater visibility in to Non-NFL Events. The management company that handles Non-NFL events would use the financial management system for all transactions related to Non-NFL events as well as store supporting documentation for the transactions (Including invoices). The costs include software license/subscription, hosting fee and a consultant for implementation and process improvement. There will be ongoing software license costs and possibility for additional staff time for implementation. <b>*Subject to subsequent court rulings on cost allocation.</b>	270,000	13,500	283,500
Life Safety/Fire	x	<b>Fire Alarm System</b> Replace/update fire alarm system field devices, including interior/exterior signaling devices, detectors, and control panel parts.	250,000	12,500	262,500
Life Safety/Fire		<b>Photoluminescent Tape for Life Safety</b> Replace photoluminescent tape in stairwells A1, A2, A3, A4, from level 100 to 900 per Santa Clara City Fire Marshall.	200,000	10,000	210,000
Public Safety Equipment	x	<b>Mass Decontamination Hydrant Nozzles</b> Purchase nozzles that can be attached to fire hydrants used to decontaminate large amounts of people very quickly in the event of a HazMat event. This is new equipment for the Team.	1,608	80	1,688
Public Safety Equipment	x	<b>Small Cooler and Ice Pack</b> Purchase a cooler to hold Anthrax Sample kits which need to be refrigerated for a minimum of 12 hours while on assignment.	250	13	263
Public Safety Equipment	x	<b>Radios</b>  Add new radios to equip additional staff in our public safety deployment. Personnel will continue to use these specific radios for varied public safety responsibilities. These radios allow for communication to the command post and between public safety partners working our events. Without these critical radios, personnel would not be able to function in their capacity and as expected to provide public safety services including emergency response. There is a yearly operating cost; requesting quote.	79,000	3,950	82,950
Public Safety Equipment	x	<b>Motor Vehicle Barricades</b>  Add eight (8) motor vehicle barricades. Our operational area requires rapid and versatile deployment of physical barriers. These 8 barriers are essential for vehicular traffic routing and stopping. In the event of intentional barricade breaching, these barriers will prevent a full breach and protect pedestrians from vehicles. Current and traditional barricades require substantial planning and are labor-intensive. Our new mobile barricades would reduce intense labor, but significantly raise the safety and versatility of our barrier placement. Of the cost, \$100,000 is a carryover from FY2018/19 and \$245,000 is additional funding requested.	345,929	17,296	363,225



## Santa Clara Stadium Authority

### 2020/21 CapEx Budget (cont.)

Item Type	SCSA Requested	Description	Cost	Contingency (5%)	Total Cost
Public Safety Equipment		<b>Explosive Ordinance Detection Blankets/Water Barrier</b>	12,637	632	13,269
	x	Purchase bomb blankets and water barriers for the explosive ordinance detection (EOD) team. This team is responsible for the identification and mitigation of explosive items. They currently have no ability to quickly mitigate a verified suspicious package. Bomb blankets and water barriers are easily transportable and deployable. The use of these two measures will greatly reduce the collateral damage of an explosive device.			
Public Safety Equipment		<b>Bicycles</b>	\$ 25,000	\$ 1,250	\$ 26,250
	x	Purchase 10 bicycles for the bicycle unit, which is an integral part of our exterior public safety operation. The scattered locations of all parking lots and the congested nature of the roadways require bicycles as the primary mode of travel for ease of movement for public safety officers. 10 bicycles (5 will be used for replacements) will bring the current inventory to 30 and will allow us to expand our bike unit.			
Public Safety Equipment		<b>Stadium Personal Protective Equipment</b>	60,000	3,000	63,000
	x	Add personal protective equipment for various teams at the Stadium. Active Shooter has been an emerging threat. The Santa Clara Fire Department does not currently have Active Shooter gear for the Stadium, and to equip the team of 12 to handle an Active Shooter threat, the following gear is requested: vests, helmets, protective plates, EMS equipment and other appropriate Personal Protective Equipment (PPE) for an Active Shooter. In addition, the gear requested includes vests, helmets and respiratory protection for the Joint Hazard Assessment Team (JHAT) of 6 for blast and chemical release protection; and Stadium battle dress uniform (BDU) blouses and pants to protect against the weather for the stadium team of 60. The vest and helmets are new equipment for the team and BDU is a combination of replacement and new.			
Public Safety Equipment		<b>Heavy Lift Kit</b>	51,913	2,596	54,509
	x	Add a Heavy Lift Kit to be able to lift larger vehicles and equipment for rescue purposes in the event of an accident, stage or crane collapse. Stadium has increased traffic of large vehicles and equipment on a regular basis, including buses for team and performer transport and semi trucks for delivery.			
Public Safety Equipment		<b>Radiation Detector</b>	21,500	1,075	22,575
	x	Purchase a radiation detector. The Joint Hazard Assessment Team (JHAT) had historically used the Identifinder radiation detector on the HazMat apparatus; however, the Identifinder (purchased in 2008) has been decommissioned due to age and is no longer serviceable by manufacturer. The Radiation (Gamma and Neutron) Detector will be a replacement purchase with expected life of 10 years.			
Public Safety Equipment		<b>Rope Rescue Gear Including Storage Container</b>	31,500	1,575	33,075
	x	Add high angle and vertical rescue equipment needed to address the intricate and complex areas of the stadium. This includes an artificial high point, full rope response kit, winch, rigging, fall protection, and patient extraction device. This is new gear for the Stadium Team.			
Public Safety Equipment		<b>Mass Casualty Incident Trailer</b>	120,000	6,000	126,000
	x	Purchase a Mass Casualty Incident (MCI) Trailer. The fire department currently has equipment to treat 25 patients during a large-scale emergency. The MCI Trailer would allow the first responders to treat between 500-1000 people during a large-scale emergency by allowing quick access to on-board equipment and supplies.			
Public Safety Equipment		<b>Motorola APX 6000 Radio/Charger/Battery</b>	4,600	230	4,830
	x	Add a radio charger and extra battery for the Fire Incident Commander in the Command Post to assist with monitoring multiple channels.			
Public Safety Equipment		<b>Motorola Earpieces</b>	1,000	50	1,050
	x	Replace earpieces for the radios used by the crews. The original earpieces were purchases six years ago and are at end of life.			
Public Safety Equipment		<b>Battery Pack for JHAT Crew</b>	72	4	76
	x	Add a portable battery charging pack for the Joint Hazard Assessment Team (JHAT) that uses a lot of battery power. A portable battery charging pack is needed to recharge equipment for the long duration JHAT missions. This is a new purchase.			

## Santa Clara Stadium Authority

### 2020/21 CapEx Budget (cont.)

Item Type	SCSA Requested	Description	Cost	Contingency (5%)	Total Cost
Public Safety Equipment		<b>2-Way CAD/24-7 Link</b> Add a 2-way link between the 24/7 dispatch system and the CAD system. All stadium personnel operate on the 24/7 dispatch system. SCPD and SCFD operate on the CAD system. When public safety personnel are sent on calls, the call must be generated by hand in both systems. This causes extra work for dispatchers, however, more importantly this creates delays in reporting and responses to public safety incidents. A 2-way link would allow both systems to "talk" to each other and automatically create incidents in each other's system. Additionally, without this link, we cannot log officers on which creates an officer safety issue as well as an issue when it comes to management of personnel.	150,000	7,500	157,500
	x				
Public Safety Equipment		<b>Dispatch Monitors</b> Replace dispatch monitors with larger screens. Our public safety dispatchers utilize several screens at their work stations in order to facilitate their duties. The necessary upgrading of our latest public safety communications center's CAD and associated software will require larger screen area to effectively manage the new information. These 16 replacement 22" larger monitors are needed to optimize the use and intended application of the latest public safety dispatching software. The larger screens are required to view the additional windows from the CAD system and are expected to last five years. The prior monitors were purchased six years ago and are 19" monitors. The cost includes estimated installation for three workstations.	\$ 8,000	\$ 400	\$ 8,400
	x				
Public Safety Equipment		<b>Radio Batteries</b> Replace radio batteries that are at the end of their life expectancy. This is due to their natural order of deterioration where the expected battery power retention is lost. Current radio inventory requires the battery replacement for this reason. Radios with batteries performing at full capacity are required for public safety personnel to ensure radios will remain at a functional level during a standard shift. Life expectancy is three years.	15,514	776	16,290
	x				
Public Safety Equipment		<b>Safety Gear for Special Event Officers &amp; Traffic Control Personnel</b> Add safety gear for traffic control personnel that are a critical element to our public safety deployment. Beyond this application, they also provide welcomed guidance and direction to visitors and our neighborhood residents. Upon directing traffic and pedestrians, our traffic control staff work amongst vehicles in all types of weather for extended periods of time. Rain suits would afford this staff the ability to effectively and safely work in these conditions while remaining dry. High visibility jackets will increase our staff's visual recognition increasing their personal safety while performing their duties around vehicles. Flashlights and high visibility jackets will increase the public's ability to notice the traffic control staff leading to overall safety of all who visit our footprint and increased recognition of direction offered by this staff.	7,000	350	7,350
	x				
Public Safety Equipment		<b>Radio Chargers</b> Add three radio charging stations. Our radio equipment is critical and, therefore, their serviceability must be maintained. Each new radio will require a charging port. These three charging stations each have a 6-radio capacity and three are needed to maintain radios at their peak power and usability. Having these three charging stations will ensure all radios are ready for use by public safety without the risk of personnel being without this crucial equipment in a functional state.	3,000	150	3,150
	x				
<b>Subtotal CapEx Equipment Costs</b>			<b>\$ 2,208,523</b>	<b>\$ 110,427</b>	<b>\$ 2,318,950</b>
<b>Total New CapEx Project Costs</b>			<b>\$ 5,044,939</b>	<b>\$ 252,248</b>	<b>\$ 5,297,187</b>

## Santa Clara Stadium Authority

### 2020/21 CapEx Budget Carryover

Item Type	SCSA Requested	Description	Cost	Remaining Contingency	Total Cost
Electrical		<b>Mechanical and Electrical Closet Lighting (2019/20 Carryover)</b> Install LED lighting in all mechanical and electrical closets located in the service tunnel, 300 Level, and 700 level. These lights not only improve visibility, but also provide longer and more efficient power usage.	\$ 150,000	\$ 7,500	\$ 157,500
Electrical		<b>Broadcast Booth Power (2019/20 Carryover)</b> Install power components used for stadium events. These components will adhere to LEED certification, provide a clean source of power for our clients, and improve operating efficiencies.	35,000	1,750	36,750
Electrical		<b>Concessions Cart Cabling (2019/20 Carryover)</b> Install code rated low voltage cabling (CAT6) to portable concession carts. This will provide Internet Protocol (IP) based access to the IPTV menu boards and Point of Sale (POS) systems for credit card transactions, as well as deliver an emergency signage to be displayed at the concession stands if	50,000	2,500	52,500
General Building		<b>Stadium Event Signage (2019/20 Carryover)</b> Install stadium signage (including but not limited to tunnel awnings, accessible seating reference areas, lower bowl sections placards, and additional fire and building code signage per Fire Marshal).	138,000	6,900	144,900
General Building		<b>Miscellaneous (2019/20 Carryover)</b> Add funding for unforeseen building-related repairs.	100,000	5,000	105,000
General Building		<b>Command Post Window Treatment (2019/20 Carryover)</b> Install window shades and/or tint the exterior windows on the 800 level command post to reduce heat and glare. This will assist dispatchers and command post operators working in this space.	16,000	800	16,800
General Building		<b>Stadium and Special Event Spaces (2019/20 Carryover)</b> Add entry mats to be placed at stadium entrances to help alleviate wet floor scenarios and provide safety to stadium patrons. Will extend the finish of the existing flooring and help prevent slip and falls during inclement weather.	75,000	3,750	78,750
General Building		<b>Non-Slip Floor Matting (2019/20 Carryover)</b> Install non-slip matting from the north side locker rooms to tunnels primarily for event usage (that include access to the field for athletes, performers and customers).	50,000	2,500	52,500
General Building		<b>Women's Locker Room (2019/20 Carryover)</b> Convert a portion of the auxiliary locker room area to accommodate a larger private space for female athletes, performers, officials, and other female event day sporting and entertainment professionals visiting or working events at Levi's Stadium.	372,000	18,600	390,600
General Building		<b>Automatic Logic Control Building Engineering System (2019/20 Carryover)</b> Install an automatic logic controller system upgrade to monitor the building's HVAC in all quadrants simultaneously. This updated system will enable graphic interface and help the system to operate more efficiently with time clock management and assist in potential lighting control energy savings.	35,000	1,750	36,750
General Building		<b>Club Space Flooring (2019/20 Carryover)</b> Strip, resurface, and/or replace hardwood flooring surfaces in the BNY East & West and Levi's 501 spaces. These spaces are among the most utilized spaces in the building and get a large amount of foot traffic. This work will help extend the useful life of these spaces as well as reducing slips and falls	85,000	4,250	89,250
General Building		<b>Command Post Communication Equipment (2019/20 Carryover)</b> Purchase and install public safety screens, monitors, and projection devices used in monitoring stadium and security operations to help improve situational awareness and response.	58,000	2,900	60,900
General Building		<b>Stadium Field Conduits (2018/19 Carryover)</b> Add a permanent solution for power and data on field/floor of stadium, making electrical connections safer and efficient for concert and events.	118,197	5,910	124,107

## Santa Clara Stadium Authority

### 2020/21 CapEx Budget Carryover (cont.)

Item Type	SCSA Requested	Description	Cost	Remaining Contingency	Total Cost
Security		<b>Stadium Camera Booth Card Readers (2019/20 Carryover)</b> Install card reader for north and south camera booths to secure the spaces that enter into/from general public access areas.	\$ 84,000	\$ 4,200	\$ 88,200
Site		<b>Stadium Insulation (above 300 level and below 400/500 level) (2019/20 Carryover)</b> Install new insulation in the 400/500 underside above the 300 level. Original insulation is failing due to weather conditions. This also helps reduce sound reverberation throughout the concourse and protects the concrete from the elements.	150,000	7,500	157,500
Site		<b>Gold Lot 4 and 5 Lighting (2019/20 Carryover)</b> Install LED lighting in Gold 4 and Gold 5 parking lots. The current light plan is underpowered and is not sufficient given the work environment during stadium event load in/out. This lighting improves safety conditions for stadium personnel and provides energy cost savings with more efficient fixtures.	50,000	2,500	52,500
Site		<b>Rust Prevention Mitigation (2019/20 Carryover)</b> Implement rust prevention measures. The stadium railings, beams, and other steel areas need rust prevention and coating in specific areas throughout the	90,000	4,500	94,500
Site		<b>Stadium Event Power Upgrades &amp; Switchgear Electrical (2019/20)</b> Install and enhance Stadium Event wiring service on the 12 Kilovolt (KV) Primary Switch Gear (PMSG) to main electrical panel.	42,714	2,136	44,850
Site		<b>Asphalt (2018/19 Carryover)</b> Slurry coat the visitor parking on Tasman, Gold 4 & 5 parking lots and South Access Road.	190,000	9,500	199,500
<b>Subtotal CapEx Construction Carryover Costs</b>			<b>\$ 1,888,911</b>	<b>\$ 94,446</b>	<b>\$ 1,983,357</b>
Audio/Visual		<b>Radio Booth Cabling (2019/20 Carryover)</b> Install fiber optic cabling to increase the low voltage cabling backbone. This installation will accommodate the expanding requests for booth usage during stadium events and keep up with emerging trends.	\$ 600,000	\$ 30,000	\$ 630,000
Audio/Visual		<b>Creston Control &amp; Building Operating System Upgrades (2019/20)</b> Install a Creston Control System to monitor HVAC, lighting, electrical, and fire alarms. This comprehensive system enables all of these items to interface with one another for engineers to see a real time view of the building's systems.	10,000	500	10,500
Furniture, Fixtures & Equipment		<b>Replace Furniture in Club and Special Event Spaces (2019/20 Carryover)</b> Purchase replacement furniture for clubs (BNY, United, Levi's 501 and Yahoo) and special event spaces to enhance areas and meet client expectations. These spaces are amongst the most utilized in the entire stadium.	1,600,000	80,000	1,680,000
Furniture, Fixtures & Equipment		<b>Security and Life Safety Partitions/Dividers (2019/20 Carryover)</b> Install service tunnel drapery and/or partitions for security and public safety personnel during stadium events that require public access to the service level. This helps coordinate public movements in "back of house areas" without affecting stadium operations.	68,000	3,400	71,400
Furniture, Fixtures & Equipment		<b>Tunnel Slip and Fall Protection (2019/20 Carryover)</b> Install non-slip material at the South, Northeast, and Northwest Field Tunnels.	30,000	1,500	31,500
Furniture, Fixtures & Equipment		<b>Guest Service Booths (2018/19 Carryover)</b> Add two additional guest services booths on the main concourse for better enhanced customer service touchpoints.	70,000	3,500	73,500
HVAC/Mechanical		<b>Kitchen Exhaust Fans (2019/20 Carryover)</b> Install variable frequency drive (VFD) Units on kitchen exhaust fans for soft start (slow ramp up) capabilities. Kitchen exhaust fans currently operate 100 percent of the time. Installing VFD units will modulate the power and save energy whenever the fan is in use. Soft start extends the life of the equipment and saves energy.	300,000	15,000	315,000

## Santa Clara Stadium Authority

### 2020/21 CapEx Budget Carryover (cont.)

Item Type	SCSA Requested	Description	Cost	Remaining Contingency	Total Cost
Life Safety/Fire		<b>Fire Sprinkler Extension (2019/20 Carryover)</b> Add fire sprinklers to the Gate F entrance. The Santa Clara Fire Marshal has requested that fire sprinklers be installed at the Gate F entrance to mitigate potential fire risk beneath the existing ribbon boards.	\$ 55,000	\$ 2,750	\$ 57,750
Public Safety Equipment	x	<b>GPS Software for Tracking Personnel (2019/20 Carryover)</b> Add GPS software to track public safety personnel. Live tracking of law enforcement personnel is critical in providing an accurate picture of public safety coverage. This technology and software will allow the Command Post to know where our personnel are at all times and make necessary assignment adjustments on the go. It is desired that the software also be capable of retaining data for historical analysis. The requested funding of \$25,000 is the initial purchase price for approximately 100 devices and the software. There is a monthly operating cost of \$30/month each; \$36,000 total	25,000	1,250	26,250
Public Safety Equipment	x	<b>Body Worn Cameras (BWCs) (2019/20 Carryover)</b> Add BWCs for use by public safety personnel. BWCs are now standard issue in law enforcement and an expectation from the public, especially in contacts that can turn negative. Issuing BWCs to all police staff for use during Stadium events would better protect all interests and provide the transparency that the public has come to expect.	150,000	7,500	157,500
Public Safety Equipment	x	<b>Fencing on Tasman (2019/20 Carryover)</b> Add fencing to prevent stadium event pedestrian traffic from crossing unsafely between Lafayette St. and the Tasman St. overcrossing.	70,000	3,500	73,500
Public Safety Equipment	x	<b>Street Signage (2017/18 Carryover)</b> Add street signage. This item was brought before the SCSA Board and approved in the 2017/18 budget. Staff has been working with the Department of Public Works, the Executive Director's office and the Chief of Police's office to identify appropriate locations on surrounding city streets (Great America Parkway, Tasman Drive, etc.) to place signage to better protect, inform and serve patrons visiting Levi's® Stadium, non-event day traffic, community event advisories and emergency public safety and traffic	1,000,000	50,000	1,050,000
Public Safety Equipment	x	<b>Portable License Plate Reader/PTZ Cameras (2018/19 Carryover)</b> Purchase portable license plate readers. Placing temporary/moveable license plate readers in remote stadium parking lots will provide better information and intelligence to the Command Post in order to deter crime and assist in apprehending crime suspects in the aftermath of an incident.	160,000	8,000	168,000
Public Safety Equipment	x	<b>Public Safety Command Post Dispatch System (2018/19 Carryover)</b> Add a system that will interface between the system that is used at Levi's Stadium to track all incidents/requests that occur during an event and the City's Hexagon CAD system. This will provide a seamless transition of data including calls for service, personnel assignments, and event tracking.	94,034	4,702	98,736
Vertical Transport		<b>Elevator Door Replacement (2019/20 Carryover)</b> Replace and install new elevator doors on one of the freight elevators in the stadium.	20,000	1,000	21,000
<b>Subtotal CapEx Equipment Carryover Costs</b>			<b>\$ 4,252,034</b>	<b>\$ 212,602</b>	<b>\$ 4,464,636</b>
Stadium Warranty-Related Construction		Carryover costs from the original Stadium Construction Budget for warranty-related work.	<b>\$ 1,528,202</b>		<b>\$ 1,528,202</b>
<b>Total CapEx Carryover Costs</b>			<b>\$ 7,669,147</b>	<b>\$ 307,048</b>	<b>\$ 7,976,195</b>

# STADIUM AUTHORITY CAPITAL EXPENSE BUDGET (CONT'D)

## Santa Clara Stadium Authority Capital Expense Plan Summary - 5 Year Forecast

	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget
Electrical	\$ -	\$ -	\$ 750,000	\$ 1,250,000	\$ 1,475,000
General Building	900,000	1,352,000	600,000	1,050,000	3,125,000
Plumbing	300,000	150,000	-	-	460,000
Public Safety	121,416	-	-	-	-
Security	1,290,000	150,000	-	-	1,110,000
Site	225,000	400,000	-	150,000	575,000
<b>Subtotal CapEx Construction Costs</b>	<b>\$ 2,836,416</b>	<b>\$ 2,052,000</b>	<b>\$ 1,350,000</b>	<b>\$ 2,450,000</b>	<b>\$ 6,745,000</b>
Audio/Visual	\$ -	\$ -	\$ 600,000	\$ -	\$ 650,000
FF&E	-	30,000	-	30,000	31,669
Food & Beverage	250,000	-	-	-	200,000
HVAC/Mechanical	300,000	150,000	-	75,000	1,060,000
Information Technology	270,000	-	-	-	-
Life Safety/Fire	450,000	50,000	-	-	135,000
Public Safety Equipment	938,523	115,000	517,500	140,000	100,000
Vertical Support	-	-	-	-	1,000,000
<b>Subtotal CapEx Equipment Costs</b>	<b>\$ 2,208,523</b>	<b>\$ 345,000</b>	<b>\$ 1,117,500</b>	<b>\$ 245,000</b>	<b>\$ 3,176,669</b>
Contingency (5%)	252,248	119,850	123,375	134,750	496,083
<b>Total CapEx Project Costs</b>	<b>\$ 5,297,187</b>	<b>\$ 2,516,850</b>	<b>\$ 2,590,875</b>	<b>\$ 2,829,750</b>	<b>\$ 10,417,752</b>



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## Agenda Report

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**21-187**

**Agenda Date: 2/16/2021**

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### **SUBJECT**

Conference with Legal Counsel-Existing Litigation (CC)

Pursuant to Gov. Code § 54956.9(d)(1)

*Sommers, et al., v. City of Santa Clara, et al.*, United States District Court, Northern District of California Case No. 5:17-cv-04469-BLF



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## Agenda Report

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**21-275**

**Agenda Date: 2/16/2021**

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### **SUBJECT**

Conference with Legal Counsel-Existing Litigation (CC)

Pursuant to Gov. Code § 54956.9(d)(1)

*City of Santa Clara v. Yumori Kaku, et al.*, California Sixth District Court of Appeal Case No. H046105





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## Agenda Report

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**21-276**

**Agenda Date: 2/16/2021**

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### **SUBJECT**

Conference with Legal Counsel-Existing Litigation (SA)

Pursuant to Gov. Code § 54956.9(d)(1)

*Forty Niners Stadium Management Company LLC and Forty Niners SC Stadium Company LLC v. Santa Clara Stadium Authority, et al.*, Santa Clara County Superior Court Case No. 17CV304903 and 19CV355432 (consolidated under lead case 17CV304903)



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## Agenda Report

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**21-277**

**Agenda Date: 2/16/2021**

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**SUBJECT**

Conference with Legal Counsel-Existing Litigation (SA)

Pursuant to Gov't Code § 54956.9(d)(1)

*Forty Niners SC Stadium Company LLC, et al., v. Santa Clara Stadium Authority, Demand for Arbitration through JAMS, 07/26/2019*