



CITY OF LONG BEACH

C-8

DEPARTMENT OF FINANCIAL MANAGEMENT

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February 19, 2008

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager to execute an amendment to the agreement approved by Council on October 23, 2007 with Office Furniture Group, Inc., for the purchase of furniture and office components. Increasing the contract by \$16,085, for a not to exceed cost of \$184,085. (District 5)

DISCUSSION

City Council approval is requested to amend the agreement entered into on October 23, 2007 to Office Furniture Group, Inc., for the purchase and installation services of office furniture for \$168,000. The amendment is for an increase of \$16,085 due to unforeseen costs to provide additional furniture.

On April 24, 2007, the City Council authorized the City Manager to execute a lease at 3205 Lakewood Boulevard for hangar, warehouse and office space for the relocation of the Long Beach Fire Department (LBFD) Headquarters. The report also described costs associated with furniture purchases and installation.

These costs are supported using non-General Fund means and one-time resources. The project was intended to install modular offices and furnishings to serve the Fire Prevention inspectors, plan checkers and other staff, as well as the training and education rooms.

Three bidders specializing in office furnishings originally submitted bids; none were Minority-owned Business Enterprises (MBEs), one was a Women-owned Business Enterprise (WBE), one was a Long Beach business, and none were certified Small Business Enterprises (SBEs). Office Furniture Group, Inc., of Long Beach, CA was the lowest responsible bidder.

This matter was reviewed by Principal Deputy City Attorney Gary Anderson on February 6, 2008 and Budget Management Officer Victoria Bell on February 8, 2008.

TIMING CONSIDERATIONS

City Council action on this matter is requested on February 19, 2008 to facilitate the processing of the amended agreement to complete the move of the LBFD.

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FISCAL IMPACT

The FY 07 budget of the Fire Department (FD) included \$450,000 for this and other moving costs and the unspent portion has been reappropriated in the FY 08 budget. There is no impact on the General Fund (GP).

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



LORI ANN FARRELL
DIRECTOR OF FINANCIAL MANAGEMENT/CFO



DAVID W. ELLIS
FIRE CHIEF

LAF:DWE:ES

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APPROVED:



PATRICK H. WEST
CITY MANAGER