

July 11, 2023

C-24

HONORABLE MAYOR AND CITY COUNCIL

City of Long Beach

California

RECOMMENDATION:

Adopt a Resolution authorizing the City Manager, or designee, to execute a contract, and any necessary documents including any necessary subsequent amendments, with CT Coachworks, LLC, of Riverside, CA, for the purchase of a mobile command unit, in a total amount not to exceed \$377,124, including taxes and fees. (Citywide)

DISCUSSION

City Council approval is requested to enter into a contract with CT Coachworks, LLC (Coachworks), for the purchase of a mobile command unit, a 2023 Ford F-53 truck, including all needed equipment, cabinets, and other accessories. The proposed unit will be utilized by the Department of Health and Human Services, Human Immunodeficiency Virus (HIV) and Homeless Mobile Team for the HIV Testing and Services (HTS) program. The cost for the mobile command unit will be covered by the State of California Department of Public Health (CDPH) Workforce grant for public health workforce and infrastructure, award number FoPH-020. The grant award was previously approved by the City Council on October 18, 2022.

The HIV and Homeless Mobile Team reduces barriers to HIV/STI testing by meeting hard-to-reach populations and linking patients to other medical care and support services that include supporting the Homelessness Initiative. The HTS program began in 1985 and was expanded to provide HIV screening on a mobile testing unit in 1995. In 2019, the program was further expanded to provide both HIV and sexually transmitted infections (STI) testing and treatment through its mobile unit.

The Fleet Services Bureau in the Department of Financial Management contacted several vendors and Coachworks is the only vendor that can produce the mobile unit to specifications in time to meet grant expenditure deadlines which require completion and delivery of the specialized mobile clinic unit by May 15, 2024. Place-based HIV/STI testing and treatment through the mobile team offers flexibility in both location and time, thus allowing staff to effectively partner with populations that are at high-risk of acquiring and transmitting HIV and STIs in the community. City of Long Beach (City) HIV/STI Strategy includes working toward reducing HIV/STI infections and increasing access and engagement to services within Long Beach.

City Charter Section 1801 requires that contracts for City purchases be awarded to the lowest responsible bidder after a competitive bid process but allows for awards without a competitive bid process if accompanied by a Resolution adopted by the City Council.

This matter was reviewed by Deputy City Attorney Taylor Anderson, Acting Labor Compliance Officer Tommy Ryan, and Revenue Management Officer Geraldine Alejo on June 26, 2023.

SUSTAINABILITY

The vehicle's engine complies with mandated State regulations and AQMD guidelines.

TIMING CONSIDERATIONS

City Council action to adopt a Resolution and award a contract concurrently is requested on July 11, 2023, to ensure that grant funds are expended within the time limits and the contract is in place expeditiously.

LEVINE ACT

This item is subject to the Levine Act. The Mayor, Councilmembers, and Commissioners who have received a contribution of more than \$250 within 12 months prior from a party, participant, or their representatives involved in this proceeding may do either of the following: (1) disclose the contribution on the record and recuse themselves from this proceeding; OR (2) return the portion of the contribution that exceeds \$250 within 30 days from the time the elected official knew or should have known about the contribution and participate in the proceeding.

All parties, participants, and their representatives must disclose on the record of this proceeding any contribution of more than \$250 made to the Mayor or any Councilmembers within 12 months prior to the date of the proceeding. The Mayor, Councilmembers, and Commissioners are prohibited from accepting, soliciting, or directing a contribution of more than \$250 from a party, participant, or their representatives during a proceeding and for 12 months following the date a final decision is rendered.

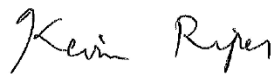
FISCAL IMPACT

The total amount of the contract will not exceed \$377,124, inclusive of fees and taxes. The vehicle purchase will be covered by the CDPH Workforce grant currently budgeted in the Health Fund Group in the Health and Human Services. Annual maintenance costs for this unit are estimated at \$9,782 and will also be funded with CDPH Workforce grant revenue. Annual costs will be billed to the Health Fund Group through the Fleet Services Bureau Memorandum of Understanding (MOU) process. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



KEVIN RIPER
DIRECTOR
FINANCIAL MANAGEMENT



KELLY COLOPY
DIRECTOR
HEALTH AND HUMAN SERVICES

ATTACHMENT - RESOLUTION

APPROVED:



THOMAS B. MODICA
CITY MANAGER

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RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG BEACH AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH CT COACHWORKS, LLC WITHOUT ADVERTISING FOR BIDS FOR THE PURCHASE OF A MOBILE COMMAND UNIT 2023 FORD F-53 TRUCK FOR A TOTAL AMOUNT NOT TO EXCEED \$377,124, INCLUDING TAXES AND FEES

WHEREAS, the Charter of the City of Long Beach (the “City”), Section 1801, requires that contracts for City purchases be awarded to the lowest responsible bidder after a competitive bid process but allows for awards without a competitive bid process if authorized by resolution; and

WHEREAS, the City desires to purchase a mobile command unit (“MCU”), 2023 Ford F-23 truck, including all needed communication equipment, cabinets and other accessories, to be used by the Health and Human Services Department, Human Immunodeficiency Virus and Homeless Mobile Team (“Health Department”) for the HIV Testing and Services program; and

WHEREAS, the City desires to utilize the mobile command center (“MCU”), 2023 Ford F-23 truck, to conduct testing on hard-to-reach populations and linking patients to other medical care and support services that include supporting the Homelessness initiative; and

WHEREAS, the Fleet Services Bureau of the Financial Management Department researched procurement options for mobile command units and discovered CT Coachworks, LLC is the only vendor that can produce the mobile unit to specifications in time to meet the grant expenditure deadlines which require completion and delivery of the specialized mobile command unit by May 15, 2024; and

1 WHEREAS, as a result, no useful purpose would be served by advertising
2 for bids and to do so would constitute an idle and useless act and an unnecessary
3 expenditure of public funds;

4 NOW, THEREFORE, the City Council of the City of Long Beach resolves as
5 follows:

6 Section 1. The above recitals are true and correct and are incorporated
7 herein by this reference.

8 Section 2. The City Manager or designee is hereby authorized to enter
9 an agreement with CT COACHWORKS, LLC, to purchase a mobile command unit, 2023
10 Ford F-23 truck, including all needed communication equipment, cabinets and other
11 accessories, in an amount not to exceed Three Hundred Seventy-Seven Thousand One
12 Hundred Twenty-Four Dollars (\$377,124) including tax and shipping.

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Section 3. This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting this resolution.

I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of _____, 2023, by the following vote:

Ayes: Councilmembers: _____

Noes: Councilmembers: _____

Absent: Councilmembers: _____

Recusal(s): Councilmembers: _____

City Clerk

LEVINE ACT DISCLOSURE STATEMENT

California Government Code Section 84308, commonly referred to as the "Levine Act," prohibits any Long Beach City Councilmember, the Mayor, and Commissioner ("City Officer") from participating in any action related to a proceeding if they receive any political contributions totaling more than \$250 within the previous twelve months, while a proceeding is pending, and for 12 months following the date a final decision in a proceeding concerning a license, permit, entitlement, franchise or, contract (collectively "license, permit, or contract") has been made, from the person or company awarded the said license or contract. The Levine Act also requires a City Officer that has received such a contribution to disclose the contribution on the record of the proceeding.

City Officers are listed at the following sites:

- The Mayor and Councilmembers - <https://www.longbeach.gov/officials/>
- Harbor Commissioners - <https://polb.com/commission>
- Water Commissioners - <https://lbwater.org/about-us/current-water-commissioners/>
- Planning Commissioners - <https://www.longbeach.gov/mayor/action/commissions/>
- Parks and Recreation Commissioners - <https://www.longbeach.gov/mayor/action/commissions/>
- Board of Examiners, Appeals, and Condemnation - <https://www.longbeach.gov/mayor/action/commissions/>
- Cultural Heritage Commission - <https://www.longbeach.gov/mayor/action/commissions/>
- Long Beach Community Investment Company - <https://www.longbeach.gov/lbds/hn/lbcic/>

Proposers are responsible for accessing these links to review the names prior to answering the following questions.

1. Have you or your company, or any agent on behalf of you or your company, made any political contributions of more than \$250 to any City Officer in the 12 months preceding the date of the submission of your proposals or the anticipated date of any City Council, Board, or Commission action related to this license, permit, or contract?

YES

NO

If yes, please identify the City Officer(s):

2. Do you or your company, or any agency on behalf of you or your company, anticipate or plan to make any political contribution of more than \$250 to any City Officer in the 12 months following any City Council, Board, or Commission action related to this license, permit, or contract?

YES

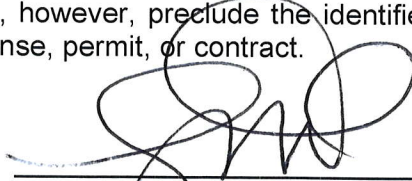
NO

If yes, please identify the City Officer(s):

Answering yes to either of the two questions above does not preclude the City of Long Beach from awarding a license, permit, or contract to your firm or any taking any subsequent action related to the said license, permit, or contract. It does, however, preclude the identified City Officers from participating in any actions related to this license, permit, or contract.

6.2.23

Date



Signature of authorized individual

Evelyn Ferris

Type or write name of authorized individual

CT Coachworks, LLC.

Type or write name of company