



# CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

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December 5, 2017

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Adopt Specifications No. ITB FS18-022 and award contracts to Truk Pro's, Inc., of Artesia, CA; Continental Fleet Paint & Body, of Los Angeles, CA; and Los Angeles Truck Centers, LLC, of Whittier, CA, for as-needed body repair and painting of heavy-duty vehicles, in an aggregate annual amount of \$425,000 for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager; authorize a 15 percent contingency in the amount of \$63,750, for a total aggregate annual amount not to exceed \$488,750; authorize the City Manager, or designee, to execute all documents necessary to enter into contracts, including any necessary amendments; and,

Increase appropriations in the Fleet Fund (IS 386) in the Financial Management Department (FM) by \$425,000, offset by charges billed to user departments through the regular monthly Fleet MOU billing process. (Citywide)

## DISCUSSION

City Council approval is requested to enter into contracts with Truk Pro's, Inc., Continental Fleet Paint & Body, and Los Angeles Truck Centers, for as-needed, heavy-duty vehicle body repair and painting services. These services are used when accidents occur or to repair vehicle damage caused through regular use by City departments.

The Fleet Services Bureau does not have facilities for vehicle body repair and painting services. Contracts for light and medium vehicle body repair and paint services were awarded in FY 15 through a competitive bid process. A heavy-duty vehicle body repair and paint component was originally part of that bid. However, none of the responsive bidders had facilities that could accommodate repair and painting of the heavy-duty vehicles in the City's fleet.

The bid was advertised in the Long Beach Press-Telegram on September 19, 2017, and 670 potential bidders specializing automotive products and services were notified of the bid opportunity. Of those bidders, 13 downloaded the bid via the City's electronic bid

system. The bid document was made available from the Purchasing Division, located on the seventh floor of City Hall, and the Division's website at [www.longbeach.gov/purchasing](http://www.longbeach.gov/purchasing). A bid announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 22 local, minority, and women-owned business groups. Six bids were received on October 13, 2017. Of those bidders, one was a Minority-Owned Business Enterprise (MBE), none were Women-Owned Business Enterprises (WBEs), certified Small Business Enterprises (SBEs), or Long Beach businesses (Local). Truk Pro's, Inc. (MBE but not WBE, SBE or Local), Continental Fleet Paint & Body (not a MBE, WBE, SBE or Local), and Los Angeles Truck Centers, LLC (not a MBE, WBE, SBE or Local), were the lowest responsible bidders.

### **Local Business Outreach**

In an effort to align with the City's outreach goal, Long Beach businesses are encouraged to submit bids for City contracts. The Purchasing Division also assists businesses with registering on the PlanetBids database to download the bid specifications. Through outreach, 113 Long Beach vendors were notified to submit bids, of which five downloaded and one submitted a bid. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Monica J. Kilaita on November 8, 2017 and by Assistant Finance Director Lea Eriksen on November 7, 2017.

### **SUSTAINABILITY**

All body and paint repair facilities will be in full compliance with State of California regulations. Repair of heavy-duty vehicles prolongs their useful life, enables safe operation, and helps to retain asset value.

### **TIMING CONSIDERATIONS**

City Council action is requested on December 5, 2017, to ensure new contracts are in place expeditiously.

### **FISCAL IMPACT**

The aggregate annual amount of the new contracts is \$425,000, with a 15 percent contingency of \$63,750, for a total aggregate annual amount not to exceed \$488,750. An appropriation increase of \$425,000 in the Fleet Services Fund (IS 386) in the Financial Management Department (FM) is necessary and will be offset by funds collected through the Fleet monthly billing process. There is no local job impact associated with this recommendation.

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SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT

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APPROVED:



PATRICK H. WEST  
CITY MANAGER