



# CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

# C-14

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June 14, 2016

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Adopt Specifications No. ITB FS16-117 and award a contract to Tennant Sales and Service Company, of Minneapolis, MN, for the purchase of three parking lot sweepers, in a total amount not to exceed \$177,817, inclusive of taxes and fees. (Citywide)

## DISCUSSION

City Council approval is requested to enter into a contract with Tennant Sales and Service Company for the purchase of one model S20 sweeper, one model 800 rider-type sweeper, and one model S30 rider-type sweeper. These sweepers will support operations in the Parks, Recreation and Marine and Public Works Departments. The current units are past their useful life. Sufficient replacement funds have been collected to replace these units. This equipment is part of the approved replacement plan for FY 15.

The bid was advertised in the Long Beach Press-Telegram on March 11, 2016, and 1,172 potential bidders specializing in transportation, automotive parts and services were notified of the bid opportunity. Of those bidders, 17 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 Purchasing 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. One bid was received on April 6, 2016. Tennant Sales and Service Company, of Minneapolis, MN, not a Minority-owned Business Enterprise (MBE), Women-owned Business Enterprise (WBE), certified Small Business Enterprise (SBE), or Long Beach business (Local), was the sole responsible bidder.

## **Local Business Outreach**

In an effort to align with our outreach goal, Long Beach businesses are encouraged to submit bids for City contracts. The Purchasing Division also assists businesses with registering on the Bids Online database to download bid specifications. Through outreach, 164 Long Beach vendors were notified to submit bids, of which none downloaded or

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 May 16, 2016 and by Assistant Finance Director Lea Eriksen on May 13, 2016.

### SUSTAINABILITY

The new units are in full compliance with California Air Resources Board regulations for mileage and emission standards.

### TIMING CONSIDERATIONS

City Council action to adopt Specifications No. ITB FS16-117 and award a contract concurrently is requested on June 14, 2016, to ensure that a contract is in place expeditiously.

### FISCAL IMPACT

The total purchase amount will not exceed \$177,817, and is budgeted in the Fleet Services Fund (IS 386) in the Financial Management Department (FM). Purchase costs have been collected through regular capital replacement charges to the user departments and related funds. There is no local job impact associated with this recommendation.

### SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT

JG:DB:DH  
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APPROVED:

  
PATRICK H. WEST  
CITY MANAGER