



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

C-10

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October 21, 2014

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. ITB LB14-077R and award a contract to Industrial Safety Shoe Company of Santa Ana, CA, for furnishing safety footwear, in an annual amount not to exceed \$125,000, and authorize a 10 percent contingency of \$12,500, for a total annual amount not to exceed \$137,500 for a period of two years, with the option to renew for two additional one-year periods, at the discretion of the City Manager. (Citywide)

DISCUSSION

City Council approval is requested to enter into an annual contract with Industrial Safety Shoe Company for providing safety footwear as part of the ongoing footwear program. State of California, Code of Regulations, Title 8, Section 3385, requires employers to provide their employees with special safety footwear when they work in an environment where foot hazards exist. Departments participating in this contract are Long Beach Airport, Development Services, Financial Management, Harbor, Health and Human Services, Gas and Oil, Library Services, Parks, Recreation, and Marine, Public Works, and Technology Services.

The bid was advertised in the Press-Telegram on July 21, 2014, and 897 potential bidders specializing in safety footwear were notified of the bid opportunity. Of those bidders, 40 downloaded the bid via our 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. A bid announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 30 local, minority and women-owned business groups. One bid was received on August 7, 2014. Industrial Safety Shoe Company, of Santa Ana, CA, not a Women-owned Business Enterprise (WBE), not a Minority-owned Business Enterprise (MBE), not a certified Small Business Enterprise (SBE), and not a Long Beach business (Local), was the sole 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 the bid specifications. Through outreach, 91 Long Beach vendors were notified to submit bids, of which three downloaded and none 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 Amy R. Webber on September 25, 2014 and by Budget Management Officer Victoria Bell on October 1, 2014.

TIMING CONSIDERATIONS

The existing contract for safety footwear expired on July 1, 2014. An interim purchase order was issued to ensure uninterrupted service until the new contract is executed. City Council action to adopt Specifications No. ITB LB14-077R and award a contract concurrently is requested on October 21, 2014 to ensure that the contract is in place expeditiously.

FISCAL IMPACT

The cost of this contract is an annual amount not to exceed \$137,500 over the contract term, including a recommended 10 percent contingency of \$12,500, and is budgeted in various funds and departments. The award of this contract will provide continued support to our local economy by assisting in the preservation of employment for nine full-time employees residing in Long Beach.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



**JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT**

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APPROVED:



**PATRICK H. WEST
CITY MANAGER**