



CITY OF LONG BEACH

C-15

DEPARTMENT OF FINANCIAL MANAGEMENT

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January 5, 2010

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. PA-02709 and award a contract to Tuttle Cameras, Inc., a local Long Beach-based business, for furnishing and delivering cameras, equipment and supplies, in the amount of \$100,000 plus tax with the option to add expenditures up to 20 percent (or \$20,000) above the contract amount, if necessary and if funds are available. (Citywide)

DISCUSSION

City Council approval is being requested authorizing the City Manager to award a contract to Tuttle Cameras, a local Long Beach-based business, for the purchase of cameras, equipment and supplies for the Police Department.

The Police Department is switching from a film photography system to a digital photography system. The department is having increasing difficulty in purchasing film and chemicals for film processing and the majority of the film supplies have been discontinued or are priced at a premium due to short supply. This conversion to a digital photography system will ensure the Police Department's ability to maintain control over sensitive and confidential images and reduce annual expenditures on supplies and consumables. The digital photography system will also create and maintain an entire secure chain of custody of each image, including who downloaded, viewed, printed, etc. In addition, it will also allow patrol officers to immediately capture the required domestic violence, graffiti, and child abuse images without delaying patrol resources and inconveniencing victims. This will have a direct positive impact on customer service in the field and assist patrol units with their efficiency.

An invitation to bid was advertised on September 20, 2009. 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 on Open Bid opportunities, which is sent to 30 local, minority and women's business groups. Bids were opened on October 8, 2009 and six bids were received. Of those six bids received, one was a Long Beach business.

Local Business Outreach

Our outreach goal during the bid process is to encourage Long Beach businesses to take advantage of local preferences offered by the City and submit bids for City contracts. We assist businesses with registering on our Bids Online database to download the bid specifications. Of the five Long Beach businesses registered, two downloaded the bid and one submitted a bid. Tuttle Cameras, of Long Beach, was the lowest responsible bidder after the Purchasing Division applied the City's 10 percent local preference, per Ordinance No. ORD-09-0015.

This matter was reviewed by Deputy City Attorney Amy R. Burton on December 14, 2009 and Budget and Performance Management Bureau Manager David Wodynski on December 16, 2009.

TIMING CONSIDERATIONS

City Council action to adopt specifications No. PA-02709 and award a contract concurrently is requested on January 5, 2010.

FISCAL IMPACT

The cost of the contract is \$100,000 plus tax, which is budgeted in the General Fund (GP) in the Police Department (PD). The City will have the option of adding a contingency of 20 percent (or \$20,000) above the contract amount, if necessary and if funds are available.

SUGGESTED ACTION:

Approve recommendation.

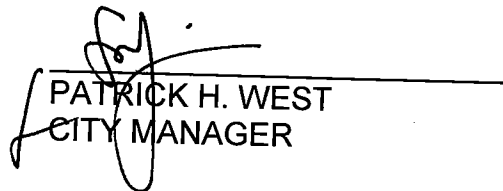
Respectfully submitted,



LORI ANN FARRELL
DIRECTOR OF FINANCIAL MANAGEMENT/CFO

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APPROVED:



PATRICK H. WEST
CITY MANAGER